

June 22, 2021

To: Terrence S. McKeon, PE
City Engineer/Deputy Public Works Director
City of Casa Grande
3181 N. Lear Avenue
Casa Grande, AZ 85122
Phone: 520-421-8625
Email: tmckeon@casagrandeaz.gov

Subject: **CONTRACT for Engineering Services
Kortsen Road Sewer Interceptor**

Dear Mr. McKeon,

Sunrise Engineering, Inc. (SEI) is submitting the following proposal and agreement to provide Professional Engineering Services for the above referenced project. SEI agrees, upon receipt of your acceptance to this agreement, to perform the following identified services in accordance with the terms and conditions shown in the contract between Sunrise Engineering and the City of Kingman (City).

Scope of Services

This Kortsen Road Sewer Interceptor project is intended to update/finalize what was originally started as part of the Kortsen Road Sewer Interceptor Design Concept Report (DCR). The DCR provided a detailed analysis, recommendations and conceptual 40% design of a sewer interceptor along the Kortsen Road alignment (approximately 29,560 linear feet/ 5.6 miles). This project will include updated City right-of-way and easements, parcel data, property ownership, sewer interceptor alignment, final sewer interceptor plans, cost estimates, sewer report and permitting as indicated in Section 5.3 of the DCR, dated January 2019. An overview of the proposed project is shown in Exhibit A. It is assumed that the City will perform the construction of this project through the Construction Manager-At-Risk (CMAR) project delivery method.

The scope of work included in this contract is as follows:

PHASE 0001 PROJECT MANAGEMENT & COORDINATION: The first phase of this project includes project meetings and overall project management of the project by SEI. This phase will be based on the following task:

Task 001 Project Management, Meetings and Coordination: This task includes the overall project management of the project by SEI. This includes meetings and other correspondence. Meetings will include an (1) initial kick-off meeting and progress/comment resolution meetings following 60% and 95% Plans submittals, for a total of two (2) progress meetings with City staff. In addition to these, two (2) additional meetings have been budgeted for a total of five (5) meetings. These additional meetings may include a field walk with the City or a public meeting.

PHASE 0002 SURVEY & BASE-MAPPING: The second phase of this project includes supplemental survey and base-mapping for the project area. The goal of this phase is to verify/update the existing base-

map from the DCR project with the existing surface features, topography, existing utilities and parcel/boundary information. This phase includes the following tasks:

Task 001 Supplemental Field Survey: This scope will include a field survey supplemental to the one collected for the DCR project. It will verify mapping within critical areas of the project area, capture new/updated pertinent surface features, capture surface evidence of new, existing utilities and obtain rim/invert information for any new/updated sewer and storm drain utilities. Additionally, this task will include verification of roadway and section monumentation and collect any newly installed or found (previously missing) monuments.

Task 002 Right-of-Way Mapping: This task will include final determination of right-of-way limits, easements and property ownership within the project limits. Initially, the project will use the Pinal County GIS parcel information, City GIS information and recorded plat maps for rights-of-way, easements and property ownership information. Once the gravity sewer alignment is finalized, additional property research will be conducted for properties that have little/no available information on the County and City GIS, based on information (i.e. Title Reports) provided by the City, to depict the limits of the rights-of-way and easements on the final base mapping.

PHASE 0003 DESIGN DETAILS, PLANS & PERMITTING: The goal of this Phase is to finalize the detailed design and permitting for the gravity sewer interceptor. Plans and specifications will be finalized so they can be submitted to the Arizona Department of Environmental Quality (ADEQ), Arizona Department of Transportation (ADOT) and Pinal County Flood Control for approval. Plans, specifications and cost estimates will be submitted for review at the 60% (preliminary) and 95% (pre-final) stages. A comment review meeting will be conducted with the City staff at the 60% and 95% review stages. Upon resolution of the 95% review stage, a 100% (final) submittal will be made. This will incorporate the following tasks:

Task 001 60% Plans (Preliminary): The 60% Plans Submittal will include further detailed design and modifications based on the conceptual 40% design performed in during the DCR. The following items will be developed and submitted for review:

- Preliminary design sheet with index and general notes
- Preliminary gravity sewer plan & profile design
- Preliminary jack and bore details
- Preliminary scour design
- Preliminary special details
- Preliminary summary of quantities

Drawings will be provided as PDF.

Task 002 95% (Pre-Final) Plans: SEI will prepare 95% (Final) Construction Plans based on the 60% plan review comments. The construction plans will address the City and other stakeholders (utility companies and property owners) comments. The following items will be developed and submitted for review:

- Pre-Final design sheet with index and general notes
- Pre-Final gravity sewer plan & profile design
- Pre-Final jack and bore details
- Pre-Final scour design
- Pre-Final special details

- Pre-Final summary of quantities
- Final Drawings will be delivered as PDF.

- Task 003** **100% (Final) Plans:** SEI will prepare sealed 100% (Final) Construction Plans based on the 95% plan review comments. The construction plans will address the City and other stakeholders (utility companies and property owners) comments. The following items will be developed and submitted:
- Final design sheet with index and general notes
 - Final gravity sewer plan & profile design
 - Final jack and bore details
 - Final scour design
 - Final special details
 - Final summary of quantities
- Final Drawings will be delivered as PDF's and two hard copies.
- Task 004** **Engineer's Opinion of Probable Cost:** This task includes preparing an Engineers Opinion of Probable Costs for 60%, 95% and sealed 100% (Final) submittals for the project.
- Task 005** **Specifications & Bid Documents:** This task includes preparing Technical Specifications for any items that cannot be covered by MAG Standard Specifications and details or the City of Casa Grande standards and details. and will be included as part of the 60%, 95% and 100% (Final) submittals. These specifications will be included in the City's Documents (General Conditions, Contract Form, Bond Forms, etc. provided by the City).
- Task 006** **Design Report:** This task will include the preparation of the final design report in accordance with ADEQ requirements for the gravity sewer interceptor. The written report will include design criteria documentation, overall description, exhibits and calculations that can be submitted to ADEQ for review.
- Task 007** **Utility Coordination:** SEI will submit plans to public and private utility providers for conflict review at 60%, 95% and prior to 100% (Final) submittal. Comments from utility providers will be incorporated in the 60%, 95% and 100% (Final) plans.
- Task 008** **Permitting:** This task includes necessary applications, submittals and coordination to obtain an "Approval to Construct" (ATC) from ADEQ for the project. This scope includes completing applications and coordination with ADEQ and the City to obtain this permit. In addition, this task includes the permitting for the ADOT Pinal Avenue crossing and Pinal County Flood Control for wash crossings of the Arizola Drain and other private utility owners (i.e. El Paso Gas/Trans-Western) for encroachment permits. This task does not include review fees.
- Task 009** **QA/QC:** This task will be for quality control. At SEI we have a company-wide Quality Control Plan for all deliverables. Our QC Plan requires the checking and reviewing of all documents and supporting data in their final format before they are submitted to the Client. The construction documents will be reviewed by a qualified individual other than the originator to check that the plans meet the standard of care and convey the intent to the contractor(s).

PHASE 0004 ALLOWANCES: This phase of this project includes allowances for the project and reimbursable expenses. This phase will be based on the following tasks:

Task 001 Right-of-Way Legals and Exhibits (Allowance): Preparation of legal descriptions and exhibits for Right-of-Way documents, PUEs (Public Utility Easements) and/or TCEs (Temporary Construction Easements) will be performed under this task. These documents will be prepared on an “each” basis for individual property at a cost of \$650 per property for the legal description/exhibit. The project budget for this allowance includes up to twenty (20) properties.

Task 002 Additional Potholing Coordination (Allowance): Prior to the 60% submittal, SEI will provide an exhibit for any additional recommended pothole locations and coordinate with the City or it’s CMAR Contractor for the project based on record drawing utility plans and utility mapping. The potholes and the survey of the potholing will be provided by the City or CMAR crews and pothole results will be sent to SEI for review and input into construction documents.

Task 003 Reimbursable Expenses (Allowance): This will be an allowance used for reimbursable expenses which may include, but are not limited to, reprographics (documents, plans, reports, maps, etc.) and delivery services.

Deliverables

SEI will prepare final construction drawings for the project outlined in Exhibit A. The plan set will include: Cover, General Notes, Index Sheets, Horizontal Control plans, Civil Plan/Profile, Sewer Lateral Profiles, Details and Pothole Table sheets. The plans shall be submitted to the City of Casa Grande for review and comment at 60%, 95% and sealed 100% (Final) Plans with a USB containing the drawing files in AutoCAD (Civil 3D) 2018 format, delivered after approval of the 100% (Final) Plans. Deliverables for each submittal shall include one full-size set in PDF format, technical specifications, and an engineer’s opinion of probable cost. Plan/Profile Sheets will be at 40 scale (1”=40’ horizontal; and 1”= 4’ vertical).

Scope of Work Exclusions & Conditions

- A. Title reports, biological reports, archeological reports or environmental reports are excluded from the scope of work.
- B. Scope of work does not include resolving right-of-way/boundary discrepancies (overlaps, gaps, missing property corners, etc.) discovered during the survey tasks. Work required to resolve these discrepancies will be provided on a time and material basis at the rates and fees shown in Exhibit C.
- C. Daily construction inspection services are not included in this scope of work. This assumes that the City staff will be performing these services (can be added under an amendment or separate proposal).
- D. Scope of work does not include Storm Water Pollution Prevention Plan or Notice of Intent (NOI) services. It is assumed that these services will be provided by the Contractor.
- E. Scope of work does not include CLOMR/LOMR services.
- F. Scope of work does not include Environmental (Phase I/II) Reports for property, right-of-way or easement acquisition.
- G. This scope does not include any post design or construction administration or inspection services. It is anticipated that before construction of this project, a separate contract will be prepared for post design/construction administration and inspections services.

- H. Construction staking for this project is not included in this scope of work. The contractor is anticipated to include this service during construction.
- I. It is assumed that any other additional potholing will be provided by the Contractor or City.
- J. Bypass Pumping Design for this project is not included in this scope of work. It is anticipated that the Contractor will provide this scope of work.
- K. The City of Casa Grande shall be responsible for providing the following:
 - Record drawings within the project area
 - City electronic GIS map files
 - Up-to-date, electronic parcel data
 - Research and documents for right-of-way determination
 - Distributing plans for review
- L. Review, processing, permitting, and all other fees are excluded.
- M. Reproduction costs for plans, exhibits, reports, etc. will be billed as a reimbursable expense or on a Time and Material basis.
- N. Any items not specifically included within the scope of this proposal are excluded. If additional items are added to the contract, they will be performed in accordance with rates & fees shown in Exhibit C.

The scope of work for the engineering services to be performed as part of this contract will be provided in accordance with the rates and fees shown in Exhibit B. Services in excess of the initial budget will not be provided without written consent of the City of Casa Grande.

Any further services requested in excess of those listed above will be performed at the rates and fees shown in Exhibit C.

If you have any questions regarding this proposal, please contact our office at (480) 768-8600. We look forward to working with you.

Sincerely,
SUNRISE ENGINEERING, INC.



Geoffrey S. Child, P.E.
Principal/Engineering Manager

EXHIBIT A

