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23 September 2020

Dear Kevin,

Atkins is pleased to submit for your review this scope and fee for construction support services on the East Prater Way Storm Drain Project. This project includes the installation of approximately 3,000 feet of storm drain force main, a lift station, high capacity catch basins, approximately 600 feet of gravity storm drain, surface improvements, traffic control and all miscellaneous and incidental work necessary to complete the project as specified in the plans and specifications.

The fee estimate for the construction management support, inspection, materials testing, and development of record drawings is based on a time and materials estimate not-to-exceed \$268,334. For construction staking and materials testing, prevailing wages will be paid to soils testers, and soils and materials testers per the City's requirement. A contingency task (Task 6 Special Services) of \$20,000 has been included specifically for additional out-of-scope tasks and time extensions as may be required. This task will only be executed upon your direction.

We anticipate a notice to proceed (NTP) for the construction services and a project completion date as identified in the Special Provisions. The scope of work is detailed on Attachment A, and a detailed cost proposal is provided in Attachment B, and an Atkins' fee schedule is provided in Attachment C.

Please call me if you have any questions at 789-9831.

Kind regards

Brian Janes, P.E.

## **Attachment A**

### **SCOPE OF SERVICES EAST PRATER WAY STORM DRAIN PROJECT CONSTRUCTION SUPPORT SERVICES**

#### **I. PROJECT SPECIFIC INFORMATION AND GENERAL SCOPE**

The Consultant will provide Construction Support Services during construction of the East Prater Way Storm Drain Project (Project) as defined below. These services are intended to assist the City of Sparks (City) monitor the performance of the construction Contractor, verify that the Contractor's work is in compliance with the contract documents, and assist the City in responding to events that occur during the construction. The Consultant will act as an agent of the City and will be actively involved in the construction process to make decisions, provide approvals, and perform other actions necessary for the completion of the construction. The Consultant will be responsible for compliance with these services and is also contingent upon the City executing a contract for construction with the Contractor.

This project includes the construction and installation of approximately 3,000 feet of storm drain force main, a lift station, high capacity catch basins, approximately 600 feet of gravity storm drain, surface improvements, traffic control and all miscellaneous and incidental work necessary to complete the project as specified in the plans and specifications. The construction shall be completed utilizing conventional open trench pipe installation methods. Surface restoration includes, but is not limited to, restoration of permanent pavement patching, grind and overlay, and replacement of curb, gutter, sidewalk, driveways, driveway aprons, pedestrian ramps, and landscape affected by construction.

#### **II. PROJECT SCOPE**

This scope of work assumes that the City will provide lead construction management services to include construction administration, invoicing, certified payroll, prevailing wage tracking and reporting, pay application review, and quantity tracking. Additionally, the City will be providing all inspection for the gravity flow components of the Project. The City is also expected to provide a SCADA Controls Provider to respond to all instrumentation and controls related requests for information (RFI), submittal reviews, inspection needs, and record drawings.

Consultant will provide construction inspection of the force main as well as the pump station. Consultant will provide a Sub-consultant to conduct materials testing for the entire project and a Sub-consultant to respond to pump station electrical RFIs.

#### **III. WORK DURATION AND ASSUMPTIONS**

- a. Notice to proceed (NTP) for the Consultant Construction Support Services Agreement is anticipated to be between October 1, 2020 and February 28, 2021. The Consultant work duration is tied to the anticipated construction duration number of working days.
- b. Construction duration of one hundred (100) working days (20 weeks) limited to ten (10) hour work days and work weeks that will not exceed the 50 hours.
- c. The Consultant may request the use of additional services or request for the transfer of funds from on task to another. The request shall be provided to the City prior to the anticipated use of the additional services or the transfer from one task to another. The authorization of such use shall only be upon written approval by the City.

#### **IV. VEHICLES AND EQUIPMENT**

The Consultant shall furnish each worker with a suitable vehicle registered in the State of Nevada and proper tools and safety equipment to complete the work required.

## **V. PROJECT STANDARDS**

All materials furnished and work performed shall be done in accordance with the 2012 edition of "Standard Specifications for Public Works Construction" (Orange Book) and any revisions thereto if not covered by the Supplemental General Provisions and the Contract Documents.

### **TASK 1. CONSTRUCTION MANAGEMENT**

The Consultant will support the City with construction management for the duration of the work. The Consultant will be responsible for oversight of the Consultant's construction services team including, the Sub-consultants and shall provide the following construction management support services:

- Project Engineer will provide prompt response to questions or RFIs.
- Project Engineer will review manufacturer's shop drawings for the force main and pump station.
- The Consultant will attend the preconstruction meeting and twenty (20) weekly meetings for the duration of the project.
- The Consultant shall verify and approve the Contractor's monthly pay request associated with the force main, pump station, and electrical components.
- The Consultant shall assist in change order review and approval.
- Upon agreement of substantial completion by the Consultant, City and Contractor, the Consultant shall assist the City in conducting a formal inspection (walk-through) with representatives of the Contractor to determine remaining work for final acceptance per the Contract Documents. The Consultant shall ensure that all force main and pump station equipment is demonstrated by the Contractor (to the City) to be operational in accordance with the Contract Documents.

#### **Task Assumptions:**

- The City will run the pre-construction meeting and complete the meeting minutes
- The City will chair the weekly progress meetings and complete meeting minutes
- The City will manage, track, and store project documents.
- The City will track sub-consultants, DBEs, and compliance with prevailing wage.
- The City will track compliance with permits, stockpiling material, etc.
- The City will conduct any public outreach, partnering, utility coordination, or notice distribution required.

### **TASK 2. CONSTRUCTION INSPECTION**

The Consultant shall provide one (1) full-time inspector (as required) during all construction activities associated with the force main and pump station. Full-time inspection assumes fifty (50) ten (10) hour work days. The inspector will provide the following (associated with the construction of the force main and pump station):

- Attend the pre-construction conference.
- Monitor the work performed by the Contractor to assure work is in accordance with the plans and specifications.
- Prepare daily inspection reports.
- Provide photo documentation of construction activities.

- Provide weekly quantity reports to assist in Contractor's monthly pay request approval.
- Maintain and ensure project punch-list is completed.
- Maintain and provide Engineer with blue-line As-built drawings.

Miscellaneous expenses such as vehicles, phones, mileage, supplies, photocopies, etc. related to the construction inspection task are not included in the standard hourly rate and are separately listed in the attached cost proposal.

**Task Assumptions:**

- The City will manage the overall construction schedule and email to the team weekly
- The City will obtain all required project initiation documents from the Contractor including the Quality Control Plan (QCP).
- The City will monitor the Contractor's compliance with the QCP for gravity portions of the project while the Consultant will monitor compliance with the QCP for the force main and lift station.

**TASK 3. MATERIALS TESTING (SUB-CONSULTANT)**

Sub-consultant will provide materials testing to ensure compliance with the Project Specifications and the 2012 edition of the Orange Book testing requirements.

Daily field reports describing construction and materials testing activities with transmittals to the project administrator. Individual test results for compaction testing and concrete testing will be provided verbally at the completion of each test. Daily written summaries of the inspection dialogues and materials testing results will be provided weekly.

Materials testing and inspection services included in this scope are summarized as follows:

ACTIVITY	QTY/DAYS	HRS/DAY	RATE	TOTAL	COMMENTS
<b>PROJECT MANAGER</b>					
COORDINATION/REPORTS	16	1.5	\$ 170.00	\$ 4,080.00	16 WEEKS
SUBMITTALS REVIEW	2	1	\$ 170.00	\$ 340.00	
ONSITE MEETINGS, PERIODIC	5	1.5	\$ 170.00	\$ 1,275.00	INCLUDES PRECONSTRUCTION MTG
PROJECT MANAGER ASSISTANT	16	0.5	\$ 110.00	\$ 880.00	PREVAILING WAGE ADMINISTRATION
VEHICLE	7.5		\$ 10.00	\$ 75.00	
<b>SITE GRADING</b>					
INSPECTOR/TECHNICIAN	8	3	\$ 110.00	\$ 2,640.00	SUBGRADE AND AGGREGATE BASE
VEHICLE + EQUIPMENT	24		\$ 10.00	\$ 240.00	
<b>SITE UTILITIES* - COMPACTION ONLY</b>					
INSPECTOR/TECHNICIAN	30	4	\$ 110.00	\$ 13,200.00	2994 LF 24" FM
INSPECTOR/TECHNICIAN	1	4	\$ 110.00	\$ 440.00	197 LF 24" C900 PVC
INSPECTOR/TECHNICIAN	3	4	\$ 110.00	\$ 1,320.00	318 LF 18", 24", 30" CLASS III RCP
INSPECTOR/TECHNICIAN	2	4	\$ 110.00	\$ 880.00	239 LF 42" CLASS III RCP
INSPECTOR/TECHNICIAN	1	4	\$ 110.00	\$ 440.00	84 LF 53" X 34"
INSPECTOR/TECHNICIAN	3	4	\$ 110.00	\$ 1,320.00	250 LF SD REMOVAL
INSPECTOR/TECHNICIAN	3	3	\$ 110.00	\$ 990.00	TMWA REPLACEMENT SECTIONS
INSPECTOR/TECHNICIAN	6	3	\$ 110.00	\$ 1,980.00	MANHOLES AND INLETS BACKFILL
VEHICLE + EQUIPMENT	160		\$ 10.00	\$ 1,600.00	

\* INSTALLATION RATE IS A DAILY AVERAGE OF 100 LF/DAY

**CONCRETE\*\***

SAMPLE 1/DAY OR 1/50 CY

INSPECTOR/TECHNICIAN	6	4	\$ 110.00	\$ 2,640.00	THREE - TYPE 4 MANHOLES
INSPECTOR/TECHNICIAN	1	4	\$ 110.00	\$ 440.00	625 SF - SIDEWALK
INSPECTOR/TECHNICIAN	5	4	\$ 110.00	\$ 2,200.00	508 LF - C&G, PED RAMP, CONC PAD
INSPECTOR/TECHNICIAN	2	2	\$ 110.00	\$ 440.00	REBAR INSPECT
VEHICLE + EQUIPMENT	52		\$ 10.00	\$ 520.00	

\*\*INCLUDES CYLINDER PICKUP FOLLOWING DAY

**ASPHALT PAVING**

1100 TONS AC PATCH, 1150 TONS 2" OVERLAY

INSPECTOR/TECHNICIAN	3	8	\$ 110.00	\$ 2,640.00	INCLUDES CORING
INSPECTOR/TECHNICIAN - OT	1	2	\$ 147.00	\$ 294.00	
VEHICLE + EQUIPMENT	26		\$ 10.00	\$ 260.00	

**LABORATORY TESTING**

PROCTORS	3		\$ 275.00	\$ 825.00	NATIVE CLASS E, AGG BASE
SIEVE ANALYSIS & PLASTICITY INDEX	2		\$ 220.00	\$ 440.00	NATIVE CLASS E
AC FULL MARSHALL SERIES	4		\$ 820.00	\$ 3,280.00	INCLUDES A SET OF THREE CORES
CONCRETE CYLINDERS	11		\$ 120.00	\$ 1,320.00	SETS OF FOUR, 1/50 CY

**ESTIMATED FEES: \$ 46,999.00****10% CONTINGENCY FOR ASSUMED SCHEDULE CHANGES: \$ 4,700.00****NOTES:**

1. BASED ON CME PAYING WASHOE COUNTY PREVAILING WAGE RATES AT \$40.38
2. BASED ON OUR ASSUMED CONSTRUCTION SCHEDULE CAN BE REFINED UPON RECEIPT OF ACTIVITY-BASED SCHEDULE

**TASK 4. ELECTRICAL ENGINEERING SUPPORT (SUB-CONSULTANT)**

Sub-consultant will provide electrical engineering support to include:

- Prompt response to electrical questions or RFIs.
- Review of manufacturer's shop drawing and data sheet submittals for electrical equipment.
- Incorporation of relevant electrical items noted during plan check or internal review and coordination procedures.
- Record drawings for the electrical design sheets depicting actual installation conditions based on contractor's markup drawings.
- Regular visits to the project site for observation and assistance throughout construction.

**TASK 5. RECORD DRAWINGS**

Consultant will provide record drawings for the completed project. Electronic drawings, in PDF format (22" x 34"), on diskette will be provided to the City. Consultant will review the Contractor's and City's construction redlines and incorporate into the record drawings.

Instrumentation and control record drawings will be provided by the City's SCADA Controls Provider and are not a part of this scope.

**TASK 6. SPECIAL SERVICES**

The project Special Service is specifically for additional out-of-scope tasks and time extensions as may be required. This work shall be added at the sole discretion of the City for fees negotiated on a case-by-case basis. The authorization of work under this task shall only be upon written approval by the City.



Member of the SNC-Lavalin Group

## Attachment B - Cost Proposal

Prater Storm Drain ESDC  
City of Sparks

Submittal Date: Sep-23-2020

Task ID	Description	Price
1	Construction Management	39,080
2	Construction Inspection	130,570
3	Materials Testing	54,284
4	Electrical Engineering Support	10,500
5	Record Drawings	13,900
6	Special Services	20,000
<b>Total Extended Price</b>		<b>268,334</b>

**ATTACHMENT C**

**E. PRATER STORM DRAIN**

**ATKINS FEE SCHEDULE**

**PERSONNEL**

Sr. Project Director	245.00/hr.
Project Director	230.00/hr.
Sr. Construction Manager	205.00/hr.
Construction Manager	195.00/hr.
Sr. Engineer II	160.00/hr.
Sr. Engineer I	135.00/hr.
Engineer II	105.00/hr.
Engineer I	95.00/hr.
Project Assistant	70.00/hr.

**EQUIPMENT**

Vehicle Charges	\$48/day
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**NOTES:**

- (1) Hourly rates for positions not listed will be negotiated on an as needed basis.
- (2) Hourly rates are applicable for 2020. Rates may be escalated 3% each year thereafter.
- (3) Reimbursable expenses will be billed at cost.