

WORK ORDER NUMBER 7

**IRC-1829 IRC Central Wastewater
Plant Roof Replacement Project**

This Work Order Number is entered into as of this _____ day of _____, _____, pursuant to that certain Continuing Contract Agreement for Roof Consultation Services, dated April 15th, 2014, and extended on February 6, 2018 for an additional 3-year term, (referred to as the "Agreement"), by and between INDIAN RIVER COUNTY, a political subdivision of the State of Florida ("COUNTY") and REI Engineers, Inc. ("Consultant").

All services performed under this contract shall be supervised and certified by a licensed Professional Engineer (PE) licensed with the State of Florida and staff employed directly with your firm.

Scope of Services:

Indian River County is requesting that REI Engineers, Inc., prepare construction drawings consisting of roof plans and details; which depict the Scope of Work, assist in the bidding phase, and provide construction administration services for the replacement of three roofs at the IRC Central Wastewater Plant, located at 3550 49th Street, Vero Beach, FL 32967.

All work shall be performed in accordance with the attached Proposal dated May 23, 2019 (EXHIBIT "A") and shall comply with Standards enumerated in the Continuing Contract Agreement for Professional Services, dated April 15, 2014, and extended on February 6, 2018 for an additional 3-year term.

Compensation:

The COUNTY agrees to pay, and REI Engineers, Inc., agrees to accept, \$28,200.00 for services rendered according to the Proposal dated May 23, 2019, identified in the attached EXHIBIT "A", incorporated by reference herein.

IN WITNESS WHEREOF, the parties hereto have executed this Work Order as of the date first written above.

CONSULTANT:

[REI Engineers, Inc](#)

**BOARD OF COUNTY COMMISSIONERS
OF INDIAN RIVER COUNTY**

By:



Mark Renninger
Branch Manager

By: _____

Bob Solari, Chairman

BCC Approved Date: _____

Attest: Jeffrey R. Smith, Clerk of Court and Comptroller

By: _____

Deputy Clerk

Approved: _____

Jason E. Brown, County Administrator

Approved as to form and legal sufficiency: _____

Dylan T. Reingold, County Attorney



May 23, 2019

Indian River County
1801 27th Street
Vero Beach, FL 32960

**Attention: Andrew Sobczak
Infrastructure Project Manager**

**Reference: Proposal for Engineering Services
Contract Documents and Construction Administration
IRC Central Wastewater Treatment Plant
REI Proposal No. P19TPA-014**

Dear Mr. Sobczak:

In response to our recent correspondence, we are pleased to submit this proposal for your consideration. The roof areas outlined in this proposal include the eight Areas (totaling approximately 12,785 square feet) of the facility located at 3550 49th St, Vero Beach, FL 32967. The following is an outline of the proposed services for Contract Documents and Construction Administration:

I. CONTRACT DOCUMENTS (CD)

- A. Conduct site visit(s) to develop detailed Contract Documents for the subject facility.
- B. Extract roof samples to identify roof system composition and condition. Cored locations to be repaired with compatible materials.
- C. Perform the following engineering design calculations for all roof areas which will be sealed by a Licensed Engineer:
 - 1. Determine design wind loads in accordance with ASCE 7 as required by the current edition of the State Building Code.
 - 2. Primary and secondary (overflow) drainage for compliance with the current edition of the State Plumbing Code.
 - 3. Existing and proposed roof system R-Value for compliance with the current edition of the State Energy Conservation Code.
 - 4. Estimate existing and proposed roof system dead load unit weights to determine load change and the need for a structural analysis. If a structural analysis is required, REI will

coordinate applicable work with a licensed Structural Engineer. The cost for the structural analysis (if necessary) is not included in this proposal.

- D. Prepare comprehensive scaled drawings for conditions present to ensure competitive bids are received. All plans and details to be developed on Computer Aided Drafting (AutoCAD).
- E. Prepare technical specifications of the removal or other preparation of the existing roofing system(s) and installation of insulation, roof system(s) and sheet metal for the building.
- F. Issue preliminary Contract Documents for Owner review. Upon acceptance, final Contract Documents will be prepared and submitted.
- G. Hold one Pre-Bid Meeting for potential contractors to review the Contract Documents and resolve any questions that may arise during the bid stage of the project.
- H. Provide addenda as required during the bidding phase.
- I. Analyze bids received and provide a recommendation made based on low bid, alternates, contractor's past performance and Owner's budget restrictions. Submit a certified Bid Tabulation and recommendation for award.

II. CONSTRUCTION ADMINISTRATION (CA)

- A. Review and accept, as appropriate, shop drawings and submittals as required by the Contract Documents. Return unacceptable submittals to Owner as required until compliance with specifications is realized.
- B. According to the tentative bid acceptance, a pre-construction meeting will be held with the successful contractor to ensure a clear understanding of the plans and specifications and review the proposed materials list.
- C. Monitor the construction once every 5 working days, Monday through Friday only, to verify work completed from previous site visit and to observe work in progress. Photographs will be taken as deemed necessary for documentation. REI cannot comment on work that takes place and is covered while REI is not onsite.
- D. Prepare and submit reports relaying information pertaining to weather, area worked, application methods, and material types installed during the site visit.
- E. Review any change orders developed by the county as needed to address changes to the contract requirements.
- F. Upon notification by the owner a substantial completion inspection and a final inspection will be conducted with REI, contractor and Owner personnel. If required, a punch list will be prepared to list any minor items that require further treatment.
- G. Conduct a 2-year Contractor Warranty Inspection before the warranty expires to address warranty issues with the Contractor and Manufacturer.

III. PROPOSED SCOPE OF CONSTRUCTION WORK

- A. Remove existing roof systems down to the existing structural deck and provide new roof systems along with sheet metal flashing and accessories to provide complete, watertight, warrantable roof assemblies. Roof systems selected will be submitted to Owner for approval.

IV. PROPOSED ENGINEERING FEES

Based on the anticipated scope of work for this project, the proposed engineering fees are:

Contract Documents:

| | |
|---|----------|
| Owner Review Draft of Contract Documents..... | \$7,030 |
| Final Combined Contract Documents..... | \$6,040 |
| Bidding..... | \$1,000 |
| Subtotal | \$14,070 |

Construction Administration:

| | |
|---|----------|
| Submittal Review | \$1,380 |
| Construction Monitoring | \$10,050 |
| • Includes Seven (7) Site Visits* | |
| Substantial Completion Inspection | \$1,350 |
| • Includes One (1) Site Visits* | |
| Final Completion Inspection | \$1,350 |
| • Includes One (1) Site Visit | |
| Subtotal | \$14,130 |

Engineering Fee Total..... \$28,200

*Additional Site/Monitoring Visits \$1,350

V. PROJECT SCHEDULE

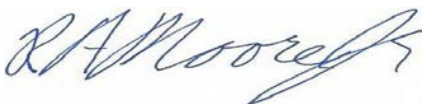
A. Construction Administration shall be performed during the estimated construction duration and the project closeout process. This work is expected to take approximately 8 weeks.

If this proposal meets with your approval, please sign the attached agreement and return to us. This proposal will remain firm for a period of thirty (30) days. After that time, we reserve the right to review scheduled commitments and prices.

If you have any questions regarding this matter, please do not hesitate to call.

Respectfully submitted,

REI Engineers



Randy Moore Jr., EI
Engineering Associate



Mark Renninger, PE, RRC, RRO
Branch Manager

Enc: Referenced Roof Areas Outlined on Aerial Image

Aerial Image

3550 49th St, Vero Beach, FL 32967



Proposed roof replacement locations noted in "red".