


**ENGINEERING SERVICES WORK ORDER 17**

This Work Order Number 17 is entered into as of this \_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, pursuant to that certain Continuing Contract Agreement, dated May 2, 2023, ("Agreement"), by and between INDIAN RIVER COUNTY, a political subdivision of the State of Florida ("COUNTY") and Kimley-Horn and Associates, Inc. ("Consultant").

The COUNTY has selected the Consultant to perform the professional services set forth on Exhibit A (Scope of Work), attached to this Work Order and made part hereof by this reference. The professional services will be performed by the Consultant for the mutually agreed upon lump sum or maximum amount not-to-exceed professional fee. Any additional costs must be approved in writing, and at a rate not to exceed the prices set forth in Exhibit B of the Agreement (Rate Schedule) for RFQ 2023015, made a part hereof by this reference. The Consultant will perform the professional services within the timeframe more particularly set forth in Exhibit A (Time Schedule), attached to this Work Order and made a part hereof by this reference all in accordance with the terms and provisions set forth in the Agreement. Pursuant to paragraph 1.4 of the Agreement, nothing contained in any Work Order shall conflict with the terms of the Agreement and the terms of the Agreement shall be deemed to be incorporated in each individual Work Order as if fully set forth herein.

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

CONSULTANT:  
By:   
Name: Jason Lee  
Title: Vice President  
Kimley-Horn and Associates Inc.

BOARD OF COUNTY COMMISSIONERS OF  
INDIAN RIVER COUNTY:  
By: \_\_\_\_\_  
Joseph E. Flescher, Chairman

BCC Approval Date: \_\_\_\_\_

By: \_\_\_\_\_  
John A. Titkanich, Jr., County Administrator

Approved as to Form and Legal Sufficiency:  
By: \_\_\_\_\_  
Jennifer W. Shuler, County Attorney

Ryan L. Butler, Clerk of Court and Comptroller

Attest: \_\_\_\_\_  
Deputy Clerk

(SEAL)

## **EXHIBIT #A**

### **PROJECT ID 12.25.505**

### **Indian River County Department of Utility Services Oslo WTP Capital Upgrades & Renewals**

## **PROJECT UNDERSTANDING**

Indian River County Department of Utility Services (IRCDUS) owns and operates the South Oslo Road Water Treatment Plant (WTP). IRCDUS recently completed the construction of the Oslo WTP Improvements project (IRC Project ID 12.19.503) which consisted of process improvements necessary to increase the rated treatment capacity of the WTP from 8.57 million gallons a day (MGD) to 9 MGD. The improvements included replacement of the four nanofiltration trains, construction of a new high service pump station, construction of a new membrane cleaning system, chemical system and piping improvements. The project scope addressed multiple critical items that were in need of rehabilitation and replacement prior to failure. This project has been successful in restoring treatment capacity, but there are multiple remaining items that were not addressed due to limitations in overall project budget. IRCDUS desires to review the WTP and generate a comprehensive list of critical items that need to be addressed to further rehabilitate the WTP. Accordingly, IRCDUS requested the services of Kimley-Horn and Associates, Inc. (Kimley-Horn or Consultant) to create a list of components that are in need of maintenance, improvements, rehabilitation and/or replacement. This comprehensive list will prioritize the items based on existing condition, that components criticality towards the function of the WTP and assign a conceptual construction cost to complete the work necessary. The following scope of services is provided.

## **SCOPE OF SERVICES**

### **Task 1 - Project Management**

Consultant will attend one (1) pre-work meeting with IRCDUS to discuss project goals. Consultant will prepare an agenda for the meeting and distribute meeting minutes following the completion of the meeting.

Consultant will attend one (1) draft review meeting and distribute meeting minutes following the completion of the meeting. Consultant will address IRCDUS comments and incorporate them into the final technical memorandum.

Consultant shall coordinate with subconsultant C&W Engineering, provide communications with IRCDUS, review and pay invoices for approved subconsultant services.

### ***Task 1.0 – Deliverables***

- Meeting Agenda and Minutes for the above outlined meeting.

### ***Task 1.0 – Assumptions***

- IRCDUS to provide a review of the technical memorandum prior to the draft review meeting.

### **Task 2 - Capital Upgrades and Renewals Matrix**

Consultant will attend (1) site visit at the WTP. The site visit will evaluate the necessary improvements to maintain the existing rated capacity of the WTP. The site visit will consist of a walkthrough of each component of the WTP including the following:

- Raw water system
- Cartridge filter vessels
- Process piping
- Post treatment system including blowers, scrubbers, recirculation pumps, degasifiers, clearwell support structure and mixing bay
- Chemical systems including scale inhibitor, sulfuric acid, caustic, CO<sub>2</sub>, and chlorine
- Electrical and Standby Emergency Power - Consultant will utilize the services of subconsultant C&W Engineering to evaluate the necessary improvements of the existing electrical system.
- General site maintenance items
- Building components including containment structures, air intake louvers, exhaust fans, doors, coating systems, etc.

Consultant will create a matrix to prioritize the improvements identified in the WTP site visit. The matrix deliverable will be provided in a tabulated format and be utilized to calculate and assign a priority level to each individual item. Prioritization will be based on the primary objectives that include, but are not limited to improvements for regulatory compliance, reliability, efficiency and resilience. The matrix table will include the following criteria:

- Criticality to treatment/water quality
- Criticality to high service pumping
- Impacts to treatment
- Impacts to operation
- Impacts to maintenance
- Intangibles such as permitting, operating cost impacts, resiliency, efficiency, reliability, etc.
- Capital costs. Consultant will prepare a Class 5 Opinion of Probable Construction Costs (OPCC) for the proposed improvements.

### ***Task 2.0 – Deliverables***

- Matrix and recommendations to be provided in the technical memorandum.

### ***Task 2.0 – Assumptions***

- IRCDUS to provide all requested historical data and provide access to the WTP.

### **Task 3 – Technical Memorandum**

Consultant will identify the improvements recommended as either non-capacity related or capacity related. The capacity related items will be eligible internally by IRCDUS for impact fee funding. These items could consist of improvements that eliminate bottlenecks in the treatment process, such as potential improvements to the raw water blend line.

Consultant will summarize the results of the matrix and provide a recommendation for replacement in a draft technical memorandum for IRCDUS review. The technical memorandum is anticipated to be approximately 10-15 pages in length.

#### ***Task 3.0 – Deliverables***

- Provide one (1), draft technical memorandum for IRCDUS review in electronic format (Portable Document File (PDF)).
- Provide one (1), final technical memorandum in electronic format (Portable Document File (PDF)).

#### ***Task 3.0 – Assumptions***

- Deliverables shall be provided to IRCDUS project manager.

### **SCHEDULE**

Consultant will complete these tasks in a timely manner and mutually agreed upon schedule. The following schedule for each task is estimated below. Actual schedule may vary based on coordination with the client.

Task 1: Project Management	4 months
Task 2: Capital Upgrades and Renewals Matrix	2 months after NTP
Task 3: Draft Technical Memorandum	1 month
Final Technical Memorandum	1 month after IRCDUS review
<b>Total Duration:</b>	<b>4 Months</b>

### **FEE SCHEDULE**

We will provide these services in accordance with the Continuing Contract Agreement for Consulting Engineering Services #2023015 dated May 2<sup>nd</sup>, 2023, by and between INDIAN RIVER COUNTY, a political subdivision of the State of Florida (“COUNTY”) and Kimley-Horn and Associates, Inc., (“Consultant”).

The Consultant will provide professional services for a lump sum fee of \$56,818.84. The following table presents the task fee estimate:

Task	Subtotal
Task 1: Project Management	\$8,263.40
Task 2: Capital Upgrades and Renewals Matrix	\$24,581.00
Task 3: Technical Memorandum	\$23,974.44
<b>Total Tasks 1-3:</b>	<b>\$56,818.84</b>

It is our understanding that the fee for this project will be invoiced internally between the IRCDUS capital and O&M budgets. As requested by IRCDUS staff, consultant will include notes stating the allocation on the monthly invoicing for work completed towards the capital versus operating budgets. Consultants preliminary estimate is that 60% of the fee will be allocated to the capital budget (Capacity related and non-capacity related) and 40% will be allocated for the O&M expense budget.

<b>Task ID</b>	<b>Fee Allocation</b>	
12.25.505.01	IRCDUS Capital Budget (Non-Capacity Related)	\$17,045.65
12.25.505.02	IRCDUS Capital Budget (Capacity Related)	\$17,045.65
12.25.505.03	IRCDUS O&M expense items	\$22,727.54

### **ADDITIONAL SERVICES**

At the option of IRC, KHA may be retained to provide optional services noted in the Additional Services herein. The following services can be provided as additional services under separate future task order:

- Engineering Design
- Design drawings or figures
- Pipeline routing study
- Survey
- Additional meetings, beyond those provided herein
- Permitting
- Construction Phase Services

### **INFORMATION PROVIDED BY OWNER**

- Record drawings
- Reports
- Access to WTP site
- Review of deliverables
- Meeting attendance

