



**TASK WORK ORDER
TO
RINDT-McDUFF ASSOCIATES, INC.**

ATCO-PETTIT CREEK AERIAL SEWER RELOCATION

This Work Order is made and entered into this ____ day of _____, 2021 by and between RINDT-McDUFF ASSOCIATES, INC. (the “Engineer”) and the **City of Cartersville, Georgia** (the “CLIENT”).

For and in consideration of the mutual covenants, promises, and agreements set forth in the General Consulting Services Agreement, the parties hereto do execute this Work Order, which shall be incorporated into and become a part of said General Engineering Services Agreement between the parties dated 18 September 2015.

BACKGROUND

The existing structural support for an 8” gravity sewer aerial crossing at Pettit Creek near Atco was recently identified by the Cartersville Water Department (CWD) as being in danger of imminent failure. After having performed a site visit with CWD to review the situation, several potential solutions to the problem were explored and discussed. The proposed project herein will abandon the aerial creek crossing and permanently re-route the segment of the sewer in question to an existing manhole approximately 450-LF to the northeast. The proposed route runs parallel to Pettit Creek, crosses beneath the Pettit Creek bridge at Cassville Road (SR-293) and terminates into the City’s existing 48” sewer interceptor which serves the Pettit Creek Basin.

SCOPE OF WORK

RMA proposes to perform necessary reconnaissance and data collection, and then outline the requirements for a field-run survey of the existing sanitary sewer system within the target area (survey to be completed by a GA RLS sub-consultant). The survey will include the necessary topography and planimetric features, existing manhole depths and locations, verification of existing pipe sizes and materials, relevant property/right-of-way information, stormwater features, and pertinent roadway features (including GDOT property). Rindt-McDuff will recommend/propose vertical and horizontal alignments, review and confirm the alignment with CWD, and produce the required construction contract documents, technical specifications, and drawings. The scope of services will include all engineering and design services for permitting, easement drawings, and construction documents which comply with all relevant Federal, state, and local requirements. Rindt-McDuff will also provide construction management and inspection services.

In order to achieve the above, Rindt-McDuff’s proposed scope of services is outlined as follows:

1. Database Development and Study Area Review
 - Utilize GIS base mapping (provided by the Water Department);

- Perform a field inspection of the study area to locate and identify all pertinent existing features;
- Call locates as needed to confirm utility locations.

2. Survey and Pre-Construction Staking (Sub-consultant)

- Rindt-McDuff will retain the services of a land surveyor registered in the state of Georgia to perform survey services;
- The survey will establish a basis of design for the proposed sewers by establishing the best alignments and grades of the sewers taking into consideration surface and anticipated subsurface conditions, as well as environmental conditions encountered. The field surveying will include establishing horizontal and vertical controls, and gathering sufficient planimetric data to appropriately design the horizontal alignment and vertical profile of the proposed sewer.

3. Engineering/Design Services

- Coordinate with the CWD to identify failing and problem areas within the project area, and determine the best course of replacement or rehabilitation, including preliminary engineering / alternative analysis of alignments, methods, and materials;
- Perform engineering design services implementing CWD design standards, specifications, and guidelines in each phase of the design, as applicable;
- Attend a meeting with CWD personnel to review preliminary layout, and then proceed with the final design;
- Prepare construction drawings (plan and profile) including implementation of all relevant CWD details;
- Prepare easement drawings, as needed;
- Develop Erosion and Sediment Control Plan;
- Prepare construction cost estimate.

4. Permitting Services

- Obtain any needed State or local permits;
- Submit plans through city or county plan review;
- Environmental Protection Division, Georgia Department of Natural Resources, for vegetative stream buffer encroachment, if a variance is necessary;
- Utility crossings and encroachments (including gas, power, cable, electric, etc.), as necessary;
- Army Corps of Engineers permitting (not anticipated).

5. Specification Development

- Prepare and assemble contract documents and technical specifications to support all elements of the work to be done;
- Incorporate any standard Cartersville Water Department bidding and contract requirements and specifications in the documents as appropriate;
- Prepare technical specifications in the Construction Standards Institute (CSI) format.

6. Easement Acquisition

- Facilitate Water Department with easement acquisition, as necessary;

7. Bid Phase Services

- Facilitate bid advertisement;
- Distribute plans and specifications to bidders;
- Respond to inquiries and issue addenda if necessary;
- Evaluate bids received, and provide a written recommendation of award;
- Administer pre-construction conference with successful bidder;
- Prepare conformed drawings, incorporating all changes made by addenda during the advertisement period and provide drawings in paper form and in digital form, as both a .pdf file and a CADD file, compatible with Water Department formats.

8. Construction Phase Services/Periodic Inspection/Record Drawing Submittals

- Provide construction management services, including review of shop drawing submittals; contractor pay requests, and change order requests;
- Provide part-time construction inspection services, or more as directed by CWD, to supplement inspections that will be completed by CWD;
- Provide Record Drawing and attribute data for transfer to Water Department GIS.

SITE PHOTO



The above photo depicts the existing aerial crossing in question, recently identified by the Cartersville Water Department as in danger of failure. Streamflow conditions have eroded the southern foundation support to a point of non-existence. By all accounts, this sewer segment can and will fail at any time if not addressed without delay. Rindt-McDuff recognizes the Water Department's warranted concern and need of a prompt response.

COMPENSATION & INVOICING

Rindt-McDuff proposes to complete the scope of services described herein based on the following work schedule:

Item No.	Item	Fee
1	Preliminary Engineering & Database Development	\$ 2,000
2	Sewer As-Built and Topographic Survey	\$ 3,900
3	Engineering/CAD Design Services	\$ 14,750
4	Permitting Services	\$ 5,500
5	Specification Development	\$ 2,000
6	Bid Phase Services	\$ 750
	Design Phase Subtotal (Fixed Fee)	\$ 28,900
7a	Construction Administration	\$ 10,000
7b	Construction Inspections (6 hrs/day for 10 weeks)	\$ 30,000
7c	Construction phase expenses/mileage (est.)	\$ 1,000
7d	Record Drawing Preparation	\$ 2,000
7	Construction Phase Subtotal (Hourly Rates)	\$ 43,000
	Base Project Total	\$ 71,900
	Allowances	
A1	Additional Engineering Services Allowance	\$ 7,500
A2	Additional Survey Services Allowance	\$ 5,000
A3	Geotech (Soil Borings & Construction Materials Testing)	\$ 15,000
	Allowances Subtotal	\$ 27,500
	Project Total Including Allowances	\$ 99,400

Invoicing will occur monthly, and will contain a description of services provided, as follows:

Design phase work (Items 1 – 6) will be considered Fixed Fees, and will be invoiced on a percent complete basis. Our costs for all anticipated design phase project expenses (mileage, printing, etc.) are included in the fixed fee schedule.

Construction phase work (Item 7) will be considered Hourly work. Actual labor and construction phase project expenses (mileage, etc.) will be invoiced based on the hourly rates schedule included as Attachment “A” in our General Engineering Services Agreement.

This Task Work Order includes allowance items for additional project needs to be used only at the direction of the CLIENT. At closeout of this Task Work Order, all funds remaining in Allowance item(s) will be retained by the Owner.

SCHEDULE

The project tasks will begin immediately upon our notice to proceed. We anticipate the following project completion dates:

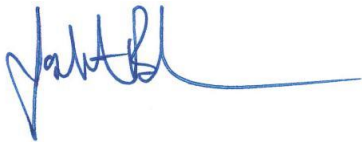
- Preliminary Design Meeting – 30 Calendar Days after NTP
- Final Submittal – 60 Calendar Days after NTP

Please note that the above dates are subject to modification based on factors beyond our control such as property permissions and related factors, state permitting, etc.

Thank you for your review of this Task Work Order proposal. We welcome the opportunity to discuss this project further with the Cartersville Water Department. If you have any questions concerning this proposal or would like to discuss this matter in greater detail, please call. We look forward to working together.

Sincerely,

RINDT-MCDUFF ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read 'Joshua A. Becker', with a long horizontal line extending to the right.

Joshua A. Becker, PE
Project Manager – Municipal Services

Attachment: Surveyor Proposal (sub-consultant)

TASK WORK ORDER ACCEPTED:

City of Cartersville

Signature

Matthew J. Santini
Print Name

Mayor
Title

Date

WITNESS:

Signature

Julia Drake
Print Name

City Clerk
Title

Date



April 16, 2021

Josh Becker, P.E.
Rindt-McDuff Associates, Inc.
334 Cherokee Street
Marietta, GA 30060

Re: Cartersville Sanitary B Design (Atco-Pettit Creek)

Dear Josh:

SPG Surveying, LLC, is pleased to submit our proposal for surveying services on the above referenced project.

Based upon our understanding of your project requirements provided by client on April 16, 2021, we will provide the following as our scope of services:

1. Topographic Survey and Sewer As-Built

Approximately 3.0 acres. A complete topographic survey will be run to determine the configuration of the surface of the ground and the location of natural and artificial objects thereon, and to show contour lines at a min. of two-foot (2') intervals.

The following items are not included in this proposal and may be provided upon request for additional fees:

- Boundary Surveys
- Wetland location and delineation
- ALTA/ACSM Land Title Survey

Deliverables

A PDF of the Certified Plat, and a CAD file on the state plane coordinate system, and in accordance with the minimum standard requirements of the State of Georgia, showing the survey, improvements, and contours.

Fees

The surveying services described under this proposal's scope of services will be performed for the following lump sum fees and payment will be due upon delivery of the completed plat:

1. Topographic and Sewer As-built Lump Sum Fee = \$3,800

Schedule

Work will commence on or as soon as practicable after the date of execution of the contract and receipt of written notice to proceed.

We thank you for the opportunity to be of service to you on this project. If you have any questions or comments regarding this proposal, please feel free to call me.

Sincerely,

SPG Surveying, LLC

Steven Griggs, PLS
President

ACCEPTED BY:

Client

Signature

Date

Printed Name / Title

SPG Surveying, LLC

Signature

Date

Printed Name / Title