



# OWNER REVIEW

Strand Associates, Inc.®

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Task Order No. 25-02

City of Watertown, Wisconsin (OWNER)

and Strand Associates, Inc.® (ENGINEER)

Pursuant to Agreement for Technical Services dated July 2, 2020

## Project Information

Project Name: Allerman Lift Station and Force Main Modifications

Services Description: This project includes design and bidding-related services for a new submersible lift station and approximately 7,900 linear feet of force main.

## Scope of Services

ENGINEER will provide the following services to OWNER.

### Design Services

1. Project Management
  - a. Conduct an in-person project management and kickoff meeting to discuss project scope.
  - b. Attend and facilitate up to six virtual meetings to discuss design concepts and layouts for the lift station and force main.
2. Stakeholder Communication
  - a. Communicate and meet with utility providers to incorporate existing utilities and planned utility relocations into the drawings and technical specifications. Utilities shall review and resolve all conflicts with the proposed design. Conflict resolution by the utility companies that causes design changes shall be considered additional services.
  - b. Communicate with trenchless and temporary soil retention specialty contractors to assist in design development and opinions of probable cost.
  - c. Communicate and meet with Canadian Pacific Railway (CPR) while designing the crossing at the railroad to facilitate permit acquisition. Prepare up to two drawing and specifications submittals for CPR to review related to work through CPR right-of-way. Incorporate CPR criteria into the Bidding Documents, as appropriate.
  - d. Submit drawings and technical specifications to the Wisconsin Department of Natural Resources (WDNR) Clean Water Fund (CWF) for approval and assist OWNER in responding to comments and questions. Assist OWNER with an application to the WDNR's CWF Program to apply for funding.
  - e. Prepare and submit the following permit applications. OWNER shall pay all permit fees.
    - (1) WDNR municipal sewage collection system for lift stations and force mains.
    - (2) WDNR National Pollutant Discharge Elimination System Permit.
    - (3) CPR Utility Occupancy License.

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- (4) Jefferson County Utility Permit.
  - (5) Jefferson County Work in Right-of-Way Permit.
- 3. Topographic Survey and Easement Services
  - a. Perform topographic survey of the project corridor (approximately 8,200 feet long and 100 feet wide) including marked underground utilities and property irons, as necessary, to establish the existing right-of-way.
  - b. Perform structure inventory of approximately 70 existing utility structures. No confined space entry is planned.
  - c. Prepare exhibits and legal descriptions for up to three temporary easements for the construction of the new force main. OWNER shall acquire title reports and obtain easements.
- 4. Lift Station and Force Main Design
  - a. Assist OWNER with procuring geotechnical services for soil borings and a geotechnical report for the project. OWNER shall contract directly with geotechnical firm.
  - b. Prepare drawings and technical specifications for the construction of a new lift station as described in ENGINEER's report titled "Allerman and Concord Heights Lift Stations and Force Main Preliminary Engineering Report" dated June 2025. The proposed lift station consists of a 360 gallon-per-minute submersible-type lift station with a precast concrete wet well and valve vault, electrical controls, standby generator, and miscellaneous site modifications.
  - c. Prepare drawings and technical specifications for the construction of approximately 7,900 linear feet of force main piping, including:
    - (1) Existing utility abandonments, pavement/structure removals, and demolition of existing facilities.
    - (2) Trenchless construction of force main.
    - (3) Construction staging and temporary traffic control.
    - (4) Force main plan and profiles.
    - (5) Force main connections, valving, and air release structure details.
    - (6) Restoration of pavements and turf areas.
    - (7) Spot storm sewer, water main, and sanitary sewer relocations for force main construction.
    - (8) Erosion control.
  - d. Submit 30, 60, and 90 percent documents to OWNER and meet in person to discuss design concepts and layouts for the lift station and force main. Incorporate OWNER comments, as appropriate, into the design.
  - e. Prepare opinions of probable construction cost at the 30 percent, 60 percent, and 90 percent design.

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## Contract Documents and Bidding-Related Services

1. Prepare Bidding Documents using Engineers Joint Contract Documents Committee C-700 Standard General Conditions of the Construction Contract, 2018 edition, technical specifications, and engineering drawings.
2. Provide the following bidding-related services:
  - a. Prepare and distribute Bidding Documents electronically through QuestCDN, available at [www.strand.com](http://www.strand.com) and [www.questcdn.com](http://www.questcdn.com).
  - b. Prepare addenda and answer questions during bidding.
  - c. Review bid results and assist OWNER in the award of the Construction Contract.

## **Compensation**

OWNER shall compensate ENGINEER for Services under this Task Order on an hourly rate basis plus expenses an estimated fee of \$360,000.

## **Schedule**

Services will begin upon execution of this Task Order, which is anticipated the week of June 23, 2025. Services are scheduled for completion on May 31, 2027.

## **OWNER's Responsibilities**

In addition to the items in the associated Agreement for Technical Services, OWNER shall be responsible for assisting ENGINEER with railroad coordination including obtaining access to the railroad right of way, acquiring railroad protective liability insurance, and obtaining railroad flagging.

## TASK ORDER AUTHORIZATION AND ACCEPTANCE:

ENGINEER:

STRAND ASSOCIATES, INC.®

**DRAFT**

\_\_\_\_\_  
Joseph M. Bunker  
Corporate Secretary

\_\_\_\_\_  
Date

OWNER:

CITY OF WATERTOWN, WISCONSIN

\_\_\_\_\_  
Peter Hartz  
Water and Wastewater Utilities Manager

\_\_\_\_\_  
Date