

## **Project Information**

Project Name: Lead Service Line (LSL) Replacement

Project Description: OWNER anticipates obtaining Safe Drinking Water Loan Program (SDWLP) funding through the Wisconsin Department of Natural Resources (WDNR) to pay for a portion of the replacement of approximately 340 LSLs. The extent of LSL replacement will vary for each property but may include replacement of the public portion of the water service (in the public right-of-way) and/or replacement of the private portion of the water service (on private property), including connection of the new water service to the existing water service inside each building.

Services Description: Design and bidding related services.

## **Scope of Services**

ENGINEER will provide the following services to OWNER:

### Design Services

1. Conduct a virtual kick-off meeting with OWNER to discuss project goals, information needed, and project schedule.
2. Prepare drawings defining location and type of LSL replacements using OWNER-provided geographic information system-based mapping and other property-specific information obtained by OWNER.
3. Prepare standard detail drawings, including pavement repair options and erosion control measures, for LSL replacement options.
4. Prepare a list of Bid items and estimated quantities to be included in the Bid pages.
5. Incorporate WDNR funding criteria and federal wage rates into Bidding Documents.
6. Prepare Bidding Documents using Engineers Joint Contract Documents Committee C-700 Standard General Conditions of the Construction Contract, 2018 edition, WDNR-related funding forms and documents, technical specifications, and engineering drawings.
7. Submit draft Bidding Documents to OWNER for review and input.
8. Conduct a virtual meeting to review the draft Bidding Documents with OWNER. Incorporate review comments, as appropriate, and submit final Bidding Documents to OWNER.
9. Assist OWNER in preparing and submitting an online SDWLP financial assistance application. The application will include the following:
  - a. Executed copies of engineering agreements for planning and/or design and proposed or executed engineering agreements for bidding- and construction-related services.
  - b. Construction drawings and technical specifications.

- c. OWNER-provided financial information required by the loan agencies.
- d. Opinions of probable costs including design, planning, financial, and construction costs.
- e. OWNER-required resolutions.

#### Bidding-Related Services

- 1. Distribute Bidding Documents electronically through QuestCDN, available at [www.strand.com](http://www.strand.com) or [www.questcdn.com](http://www.questcdn.com). Submit Advertisement to Bid to OWNER for publishing.
  - 2. Prepare addenda and answer questions during bidding.
  - 3. Attend virtual bid opening, tabulate and analyze Bid results, and assist in the award of the Construction Contract.
  - 4. Prepare two sets of Contract Documents for signature.
- 

#### **OWNER Responsibilities**

In addition to those items listed in the associated Agreement for Technical Services, OWNER shall be responsible for the following:

- 1. Accessing individual properties to obtain information on interior plumbing, type of water service entry, and meter configuration.
- 2. Acquiring right of entry on to individual parcels and into existing structures for purposes of LSL replacements.
- 3. Coordinating and performing plumbing and electrical inspections.
- 4. Providing resident project representative for construction observation services. ENGINEER may provide these services through a subsequent task order if desired.