



February 16, 2017

Mr. Charlie Thomas, PE
City of Norman Utilities Department
201 West Gray, Building C
Norman, OK 73069

Re: **City of Norman Lift Station Re-Habilitation Project, Norman, Oklahoma – 3 Lift Stations: Royal Oaks, Vo-Tech, and Ashton Grove**

Mr. Thomas,

Thank you for requesting a proposal on the referenced project from Lemke Land Surveying under the current agreement for on-call City-wide professional services. The terms and conditions of Contract K-0910-55 remain in effect. Lemke Land Surveying will provide services in accordance with the following scope:

Topographic Surveying Services

- Contours at a one-foot interval where applicable.
- Spot elevations at key locations.
- Visible improvements such as concrete, fences, electrical panels, power poles, valve vaults and piping, valves, manholes, hatches (including size of hatch), and drainage structures with flowline information.
- Detail of wet well will include the flowline elevation along with incoming and outgoing piping elevations and pipe sizes.
- Location and flowline elevations for offsite manholes as identified on the attached exhibits (Royal Oaks and Ashton Grove).
- Location of marked and/or visible utilities. The “Call Okie” system will be notified to mark their lines.
- Parcel lines, right-of-way, and/or easements of record will be delineated on the surveys.
- Deliverables will include 2 hard copies and a digital drawing file containing the survey in ACAD format unless otherwise requested.
- The limits of the surveys will be as shown on the attached exhibits.

The cost of the surveys will be based on rates under On-call City-wide Surveying Services (Contract K-0910-55), and is estimated not to exceed \$7,500.00 total (for all three) with work commencing upon notice to proceed. The terms and conditions of this contract remain in effect.

Preliminary Design, Final Design, Bid and construction services

- See the attached proposal from CP&Y, Inc.

L e m k e L a n d S u r v e y i n g

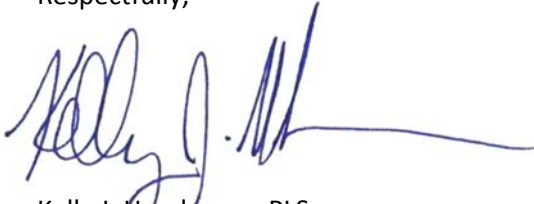
3226 Bart Conner Dr. Norman, OK 73072 405.366.8541 Fax 405.366.8540
7136 S. Yale Ave., Suite 120 Tulsa, OK 74136 P 918.895.9383 Fax 918.895.9768

Costs:

- Topographic and Right-of-way Survey \$7,500.00
- Engineering Services \$62,667.00
- 5% Sub-Consultant Fee \$3,133.00
- Total Project Cost \$73,300.00

Again, thank you for this opportunity and should you have any questions, comments, or changes in scope, please feel free to give me a call.

Respectfully,

A handwritten signature in blue ink, appearing to read "Kelly J. Henderson", followed by a long horizontal line extending to the right.

Kelly J. Henderson, PLS
Assistant Operations Manager
Lemke Land Surveying, LLC

Norman Utility Authority
WW0305 – FYE17 Lift Station Modifications
Scope and Fees

CP&Y, Inc. has prepared this Proposal for Lemke Land Surveying (Lemke) for maintenance upgrades to the Ashton Grove Lift Station, Royal Oaks Lift Station, and Vo-Tech Lift Station, NUA project number WW0305. The project scope includes:

Ashton Grove LS and Vo-Tech LS:

1. Replace obsolete PACO pumps, power and control cables
2. Replace pump guide rails and brackets
3. Replace pump pipe, valves and fittings
4. Bypass pumping during rehabilitation
5. Removable safety railing or grating at wet well hatch

Royal Oaks LS:

1. Replace obsolete PACO pumps, power and control cables
2. Replace pump guide rails and brackets
3. Replace pump pipe, valves and fittings
4. Replace existing valve vault, check valves, gates valves, and discharge piping to existing force main
5. Bypass pumping during rehabilitation
6. Removable safety railing or grating at wet well hatch
7. Replace existing 8-foot diameter wet well with 10-foot diameter precast wet well. Engineer will verify new wet well sizing and ensure adequate capacity is available should NUA decide to abandon the Alameda Park Lift Station with a future project.

Scope of services for design, bidding, and construction of the project.

Task 1 – Preliminary Design Phase - Fee: \$10,540

1. Lemke Land Surveying will perform a survey of each of the three sites (this scope is not included in the Task 1 fee).
2. Review construction record drawings for the existing lift stations and utilities adjacent to the station from the City's available GIS records.
3. Prepare Preliminary Project plan for NUA staff review.

Task 2 – Design Phase - Fee: \$40,717

1. Provide detailed engineering design for Lift Station Modifications, FYE17 project.
2. Prepare contract documents including NUA front end documents, general and special conditions, technical specifications, and construction plans.
3. Submit 65% plans and specifications for review and comment.
4. Incorporate NUA staff 65% comments and submit 100% plans and specifications for signatures and advertisement.
5. Provide assistance for Floodplain Development Permit application.
 - a) NUA will pay Floodplain Development Permit fee.

Task 3 – Bid Phase - Fee: \$3,310

1. Print and distribute (for a fee to each potential bidder) contract documents.
2. Maintain the Official plan holders list.
3. Attend a pre-bid meeting.
4. Address questions from potential bidders.
5. Issue addenda if necessary.
6. Review bids and provide a recommendation of award for the contract.

Task 4 – Construction Phase - Fee: \$8,100

1. Attend a pre-construction meeting with NUA and Contractor.
2. Review contractor's submittals for conformance to contract documents.
3. Respond to Contractor's Request for Information (RFI).
4. Review Contractor's monthly pay request.
5. Attend monthly construction meetings, if applicable.
6. Make periodic site visits to observe Contractor's progress.
7. Coordinate with NUA and Contractor to resolve construction conflicts as required.
8. Attend final walk through and assist in generating project punch list with NUA and Contractor.
9. Prepare construction record drawings (CRD) from information provided by the contractor and project inspector.
10. Provide NUA with ACAD and PDF files of the CRDs.

Services Not Included

The following services are not included in the above scope of work:

1. Fees for permits and applications including, but not limited to, floodplain, ODEQ, grading, utilities, 404, CLOMR and/or LOMA, hauling and disposal of any material.
2. Environmental or Cultural Resources studies.
3. Sizing or design of force mains.
4. Modifications to existing controls; SCADA system and panels to be reused.
5. Construction inspection.

Compensation for Engineering Services

CP&Y proposes to perform the professional services described in this proposal for a total fee of **\$62,667**.