



# MOCK•ROOS

## CONSULTING ENGINEERS

November 5, 2021

Revised November 9, 2021

Mr. Dean Mealy  
Purchasing Manager  
P.O. Box 2029  
Palm Beach, FL 33480-2029

Ref. No. C0087.00  
Subject: Clarke Alley Improvements

Dear Mr. Mealy:

We are submitting the attached revised Proposal to *Provide Professional Engineering Services for the Clarke Alley Improvements*. Please review the attached proposal and return one signed copy to our office as our authorization to proceed with the Scope of Services outlined in the proposal.

We will provide the Scope of Services on an hourly basis, plus reimbursable expenses. We anticipate the total fee to provide the Scope of Services will not exceed \$59,907.

If you have any questions, please contact me at 683-3113, extension 293. Thank you for using Mock•Roos on this project. We look forward to working with you.

Sincerely,

MOCK, ROOS & ASSOCIATES, INC

Garry G. Gruber, P.E.  
Senior Vice President

**Proposal to Provide Professional Engineering Services for the**

**Mock, Roos & Associates, Inc.**

5720 Corporate Way, West Palm Beach, Florida 33407-2066, 561-683-3113, [www.MockRoos.com](http://www.MockRoos.com)

## **Clarke Alley Improvements Project**

**Services to be provided by:** Mock•Roos

**Services provided to (Town):** Town of Palm Beach

**Proposal Date:** November 5, 2021  
Revised November 9, 2021

### **Proposal Terms**

#### **A. Project Understanding:**

The Town is planning to move forward with needed stormwater drainage improvements along Clarke Alley from Cocoanut Row to 100-feet south of Clarke Avenue. These planned improvements are within the Phase 6 South extents of the Town's Undergrounding program, and it is assumed that these drainage improvements will be performed concurrently by the contractor procured for this phase of the Undergrounding program.

Current asphalt grading along Clarke Alley causes nuisance stormwater ponding after rainfall events. There is an existing stormwater sewer collection system from Cocoanut Row to South County Road. For this segment of Clarke Alley, we anticipate design to include regrading asphalt to improve runoff to existing catch basins, installation of a concrete gutter at centerline of alley, reuse and modification of existing catch basins and pipes, and possible additional catch basins and pipes to extend stormwater collection system east to the approach of South County Road.

There is no existing stormwater sewer collection system from South County Road to Clarke Avenue. Also, there is an existing 4-inch watermain and a sanitary sewer aligned with the centerline of the alley. For this segment of Clarke Alley, we anticipate design to include regrading asphalt, possible removal/abandonment of existing watermain, installation of concrete gutter, trench drains, and exfiltration trenches.

Mock•Roos will provide preliminary and final design and limited bid assistance services as outlined in **B. Scope of Services** below.

#### **B. Scope of Services:**

1. Attend a project kick-off meeting followed by an onsite meeting with the Town to review the scope of the drainage improvements and review the base map and existing utilities. Photo document and review the existing condition of the project.
2. Call in a Sunshine One Call Design Utility Locate Ticket. Coordinate with listed utility companies that have been identified to have infrastructure located in the rights-of-way. Prepare a base map using the survey data previously collected for the Phase 6 Undergrounding project.
3. Provide the services of a Geotechnical Engineering sub-consultant to perform three (3) Standard Penetration Test borings, each to a depth of 10 feet; including two (2) field permeability tests.

Also, obtain six (6) roadway pavement cores. Sub-consultant will classify the subsurface components and test the samples for permeability (exfiltration trench sizing), the corrosion parameters of pH, resistivity, sulfates, and chlorides. Sub-consultant will prepare a report documenting findings.

4. Coordinate with the City of West Palm Beach for the possible removal or abandonment of an existing 4-inch watermain located in Clarke Alley from South County Road to Clarke Avenue.
5. Develop the preliminary design into a conceptual horizontal design and meet with the Town to discuss the proposed conceptual improvements. Adjust the conceptual design base on feedback from the Town.
6. Prepare exhibits and attend a resident coordination meeting with the Town and adjacent property owners to discuss issues that have been identified and how they will be addressed progressing into the 90-percent submittal.
7. Prepare and submit a 90-percent contract documents progress set for the Town's review. The 90-percent submittal will include construction drawings, technical specifications, and Engineer's Opinion of Probable Construction Cost. Meet with Town staff to discuss comments.
8. Prepare and submit a 100-percent (final) contract documents set for the Town's use in bidding the project. The 100-percent (final) submittal will include construction drawings, technical specifications, and Engineer's Opinion of Probable Construction Cost.
9. Provide Town's Construction Manager with contract documents to bid the project.
10. At Town's request, assist the Town in responding to RFI's pertaining to the project, review and evaluate the lowest apparent bid submittal for the project.

### **Assumptions**

1. Anticipated Schedule:
  - a. Preliminary Design (Tasks 1-5): 45 days
  - b. Design Phase Services (Tasks 6-9): 90 days
  - c. Bid Phase Services (Task 10): 150 days
2. No hydraulic modeling or survey services included.
3. Based on our understanding of the project scope, we do not anticipate South Florida Water Management District and Palm Beach County Health Department permits are needed for this project.
4. The Existing Gravity Sanitary Sewer between South County Road and Clark Avenue along Clark Alley is PVC and shall remain. The existing storm system on the west side of the project is appropriately sized and will not be replaced as part of this project.
5. Survey of finished floor elevations and the correlation between the model results and floor elevations are not included.

**C. Additional Services:**

1. Any services not included in the Scope of Services will be considered Additional Services.
2. Any design changes, schedule changes, drawing changes, or other project changes requested by Client will be considered Additional Services.
3. Additional Services can be provided upon Mock•Roos receiving signed authorization from Client.

**D. Fees and Rates:**

1. Mock•Roos will complete these services on an hourly basis at Mock•Roos' hourly rates, plus reimbursable expenses.
2. The total fee to provide the Scope of Services is anticipated to be \$59,907.
3. Mock•Roos will not provide services in excess of the anticipated fee without signed authorization from Client.
4. Mock•Roos can provide Additional Services at the Mock•Roos rates in effect at that time, plus reimbursable expenses or for an agreed upon lump sum fee.

**E. Conditions:**

1. All terms become valid upon Mock•Roos receiving one complete copy of this proposal within 30 days of its date.
2. In case of discrepancies, the terms of this proposal supersede those of previous agreements.

**F. Acceptance and Authorization to Proceed:**

1. This proposal is acceptable and Mock•Roos has authorization to proceed with the Scope of Services. This authorization becomes valid upon Mock•Roos receiving a Purchase Order.

MOCK•ROOS

Signed:  11/9/21

Name: Garry G. Gruber, P.E.

Title: Senior Vice President

Date: November 9, 2021