

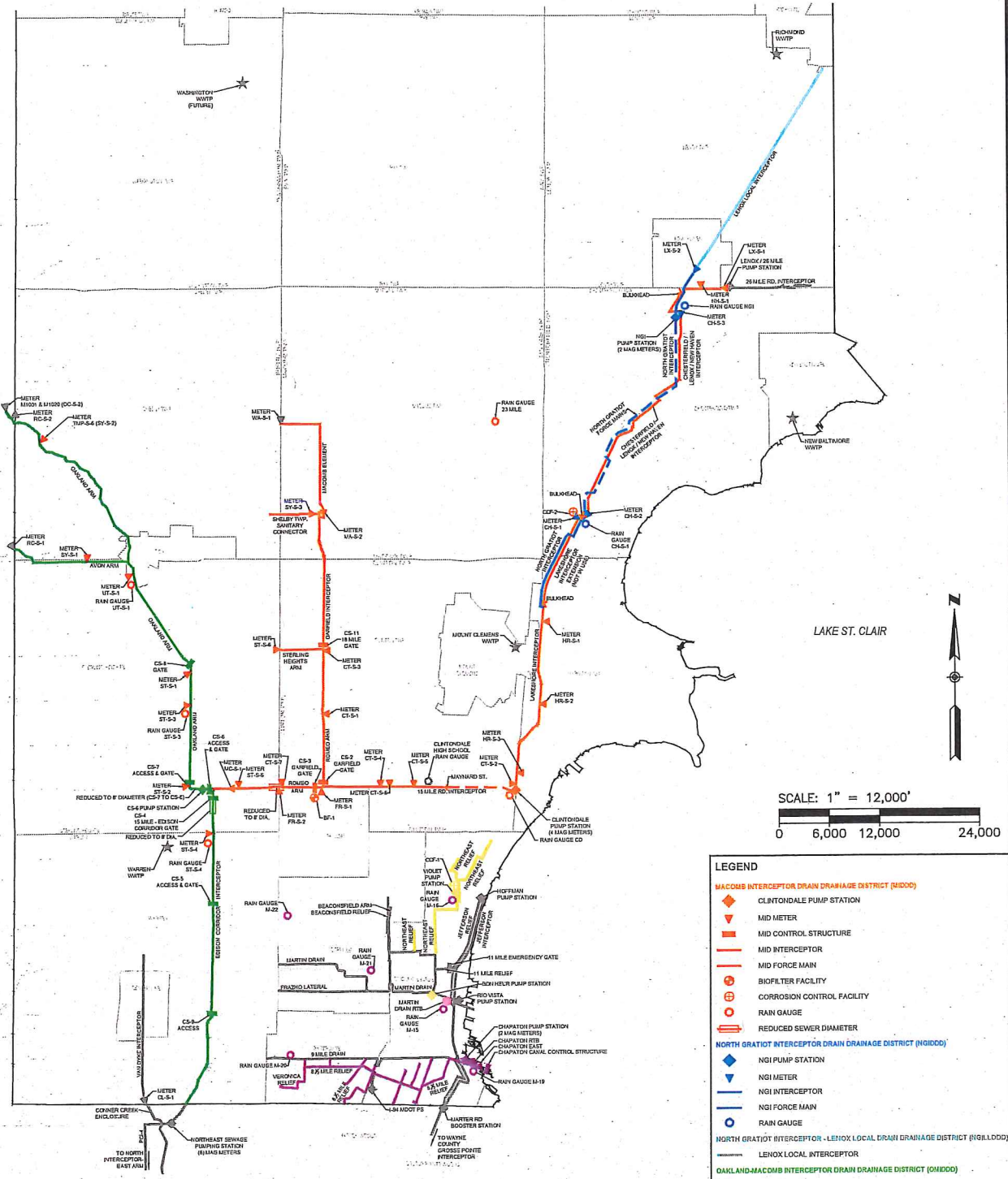
MARTIN SANITARY DIVERSION DRAIN  
INTRA-COUNTY DRAINAGE BOARD  
SEPTEMBER 14, 2020  
10:15 A.M.  
AGENDA

**NOTE: THIS MEETING WILL BE HELD BY TELECONFERENCE**

**Call in Number: 1-408-418-9388**  
**Access Code: 173 370 3944**

	Page
1. Call of meeting to order and roll call	
2. Approval of Agenda for September 14, 2020	
3. Approval of Minutes for August 10, 2020	3
4. Public Participation	
5. Project Update – Vince Astorino	
6. Award of Retention Basin Disinfection Improvements - Vince Astorino	5
Motion: To award the bid for the Chapaton and Martin Retention Basin Disinfection Improvement Project to Weiss Construction Co., LLC in the amount of \$995,925 (Martin share \$189,500)	
7. Chapaton & Martin Disinfection Project - Contract Administration - Vince Astorino	15
Motion: To approve the proposal from Wade Trim to perform construction contract administration for the Chapaton and Martin disinfection project at a not to exceed cost of \$99,890 (Martin share \$24,972.50)	
8. Consideration for approval of invoices (see attached)	20
9. Financial Report – Bruce Manning	21
10. Adjourn	

# MACOMB COUNTY WASTEWATER SYSTEMS



- LEGEND**
- ◆ MACOMB INTERCEPTOR DRAIN DRAINAGE DISTRICT (MIDD)
    - ◆ CLINTONDALE PUMP STATION
    - ▼ MID METER
    - ▢ MID CONTROL STRUCTURE
    - MID INTERCEPTOR
    - MID FORCE MAIN
    - ⊕ BIOFILTER FACILITY
    - ⊕ CORROSION CONTROL FACILITY
    - RAIN GAUGE
    - ▭ REDUCED SEWER DIAMETER
  - ◆ NORTH GRATIOT INTERCEPTOR DRAIN DRAINAGE DISTRICT (NIDD)
    - ◆ NGI PUMP STATION
    - ▼ NGI METER
    - ▢ NGI INTERCEPTOR
    - NGI FORCE MAIN
    - NGI GAUGE
  - ◆ NORTH GRATIOT INTERCEPTOR - LENOX LOCAL DRAIN DRAINAGE DISTRICT (NIGLDD)
    - LENOX LOCAL INTERCEPTOR
  - ◆ OAKLAND-MACOMB INTERCEPTOR DRAIN DRAINAGE DISTRICT (OMIDD)
    - ◆ CS-6 PUMP STATION
    - ▼ OMD METER
    - ▢ OMD CONTROL STRUCTURE
    - OMD INTERCEPTOR
    - ▭ REDUCED SEWER DIAMETER
  - ◆ 8 1/2 MILE RELIEF DRAIN DRAINAGE DISTRICT
    - ◆ CHAPATON WEST PUMP STATION
    - ▢ CHAPATON RETENTION TREATMENT BASIN
    - ▢ CHAPATON CANAL CONTROL GATE
    - 8 1/2 MILE INTERCEPTOR
    - RAIN GAUGE
  - ◆ MARTIN SANITARY DIVERSION DRAINAGE DISTRICT (MSDD)
    - ◆ SEMCWDs PUMP STATION
    - ⊕ CORROSION CONTROL FACILITY
    - SEMCWDs INTERCEPTOR
  - ◆ MARTIN SANITARY DIVERSION DRAINAGE DISTRICT (MSDD)
    - ◆ MARTIN DRAIN RETENTION TREATMENT BASIN
  - OTHER SYSTEMS**
    - ◆ PUMP STATION
    - ▼ METER
    - ★ WWP
    - INTERCEPTOR

**Candice S. Miller**  
 MACOMB COUNTY PUBLIC WORKS COMMISSIONER



An adjourned meeting of the Intra-County Drainage Board for the **MARTIN SANITARY DIVERSION DRAIN** was held via telephone conference per the State of Michigan Executive Order due to the COVID-19 pandemic, on August 10, 2020, at 10:32 A.M.

PRESENT: Candice S. Miller, Chair  
Harold Haugh, Member

ABSENT: Bryan Santo, Member

ALSO PRESENT: Robert Mijac, Macomb County Board of Commissioners; Brian Baker, Chief Deputy, Stephen Downing, Construction & Maintenance Manager, Bruce Manning, Financial Manager, Tom Stockel, Construction Engineer, Jeff Bednar P.E., Environmental Resources Manager, Vince Astorino, Operations & Flow Manager, Kellie Kource, Drain Account Specialist, Karen Czernel, Deputy, Norb Franz, Communications Manager, Denise Harwood, Accountant, Macomb County Public Works

The meeting was called to order by the Chair, Candice Miller. A motion was made by Mr. Haugh, supported by Ms. Miller to approve the agenda as presented.

Adopted: YEAS: 2  
NAYS: 0

Minutes of the meeting of July 13, 2020 were presented. A motion was made by Mr. Haugh, supported by Ms. Miller to approve the minutes as presented.

Adopted: YEAS: 2  
NAYS: 0

The meeting was opened to public participation, then closed, there being no comments from the public.

Mr. Astorino updated the board that the disinfection project is out to bid and we will bring a recommendation to the board in September. The hydraulic accumulator project for the dewatering gate is still progressing.

A motion was made by Mr. Haugh, supported by Ms. Miller to receive and file the project update by Mr. Astorino.

Adopted: YEAS: 2  
NAYS: 0

Mr. Baker updated the board that we assumed a 10% increase and the budget came in at 9.8%. Some costs are permit related requirements, and catching up on some needs that have built up over time at Martin.

A motion was made by Mr. Haugh, supported by Ms. Miller to approve the 2020/21 Martin Sanitary Diversion Drain budget and revenue requirement for the fiscal year beginning October 1, 2020.

Adopted: YEAS: 2  
NAYS: 0

The Chair presented the invoices totaling \$5,383.50 to the board for review and approval.

A motion was made by Mr. Haugh, supported by Ms. Miller to approve the invoices as presented.

Adopted: YEAS: 2  
NAYS: 0

A motion to receive and file the financial report given by Mr. Manning was made by Mr. Haugh and supported by Ms. Miller.

Adopted: YEAS: 2  
NAYS: 0

There being no further business, it was moved by Mr. Haugh, supported by Ms. Miller that the meeting of the Martin Sanitary Diversion Drain Board be adjourned.

Adopted: YEAS: 2  
NAYS: 0

The meeting was adjourned at 10:47 a.m.



Candice S. Miller, Chair  
Macomb County Public Works Commissioner

STATE OF MICHIGAN  
COUNTY OF MACOMB

I certify that the foregoing is a true and correct copy of proceedings taking by the Intra-County Drainage Board for the Drainage District shown on the attached set of minutes, on August 10, 2020 the original of which is on file in the Public Works Commissioner's Office. Public notice of the meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1975, including, in the case of a special or rescheduled meeting or a meeting secured for more than 36 hours, notice by posting at least 18 hours prior to the time set for the meeting.



Candice S. Miller, Chair  
Macomb County Public Works Commissioner

DATED: 8/10/20



**Candice S. Miller**  
Public Works Commissioner  
Macomb County

To: 8 ½ Mile Relief Drain Drainage District Board Members  
Martin Sanitary Diversion Drainage District Board Members

CC: File

From: Vincent Astorino, Operations & Flow Manager

Date: September 9, 2020

Subject: Chapaton and Martin RTB Disinfection Project - Construction Contract Recommendation

The Macomb County Public Works Office (MCPWO) has identified that a critical capital improvement need for the Chapaton and Martin RTB's is the replacement of the disinfection systems. These are systems that were installed in approximately 1978 and have exceeded the end of their useful life. MCPWO staff has worked diligently to keep the existing disinfection pumps in service as they are prone to failure and require expensive, difficult to obtain parts. As part of the 2019/2020 budgets, \$1,000,000 was allocated for Chapaton and \$200,000 was allocated for Martin. These budgets were established using the conceptual cost estimates from the 2018/2019 disinfection replacement study. The conceptual estimates at that time were \$703,876 for Chapaton and \$86,441 for Martin. These estimates were construction only and therefore the budgets were elevated to cover design, construction administration, and contingency.

In January 2020, Wade Trim was awarded the engineering design contract for the disinfection improvement project and prepared plans and specifications for the work. The construction project was then publicly advertised on MITN. On September 3, 2020, MCPWO received the two lump sum bids as follows:

- J.F. Cavanaugh Company – \$1,114,825.00
- Weiss Construction Co., LLC – \$995,925.00

Wade Trim performed a review of the documents submitted by Weiss and has indicated they believe Weiss is capable of performing the work. Similar to the design contract, the project has been broken into two separate tasks corresponding to work in the 8 ½ District and the Martin District. Each District will only be invoiced for work performed in the respective District.

The initial cost estimates compared to current competitively bid out construction costs are off and therefore will create a shortage in funds. Below you will find a breakdown of this. Due to immediate need for the replacement of these disinfection pumps the recommendation from MCPWO staff is to move forward with the project. The shortage in funding can be recovered from other budgeted projects and reserves. MCPWO staff is recommending to award the contract to Weiss Construction Co., LLC in the total amount of \$995,925.00 to construct the disinfection system improvements. MCPWO staff is confident that Weiss Construction will be able to perform the work for the above-noted price. Upon board approval, MCPWO staff will coordinate with Weiss to finalize the contract.

	Chapaton (Task 1)	Martin (Task 2)
STUDY: 2018 WT Cost Est.:	\$703,876	\$86,441
BUDGETED:	\$1,000,000.00	\$200,000.00
DESIGN:	\$107,780.00	\$49,450.00
CONST - Hose Pump Purchase:	\$79,415.71	\$31,766.29
CONST BID:	\$806,425.00	\$189,500.00
CONST ADMIN - WT NTE:	\$74,917.50	\$24,972.50
<b>BUDGET DEFICIT/SURPLUS:</b>	<b>-\$68,538.21</b>	<b>-\$95,688.79</b>

Attachments: Weiss Construction Bid Form Dated 09-03-20  
Wade-Trim Recommendation Letter Dated 09-08-20



Wade Trim Associates, Inc.  
25251 Northline Road • Taylor, MI 48180  
734.947.9700 • www.wadetrim.com

September 8, 2020

Macomb County Public Works Office  
21777 Dunham Road  
Clinton Township, MI 48036

Attention: Mr. Steve Wagner

Re: Chapaton RTB and Martin RTB Disinfection Improvements  
8½ Mile Relief Drain Drainage District

Dear Mr. Wagner:

On Thursday, September 3, 2020, bids were received by Macomb County Public Works Office and opened for the above-referenced project. The bids are summarized as follows:

- Weiss Construction Co., LLC – \$995,925.00
- J.F. Cavanaugh Company – \$1,114,825.00 (as corrected)

A bid tab is enclosed for your use. As part of the Bid Documents, Weiss Construction Co., LLC submitted the following items with their bid which we reviewed:

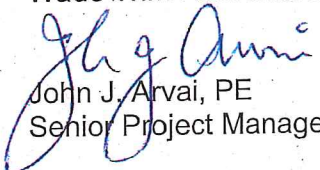
- Bid Bond
- Proposed Subcontractor Form
- Qualification Statement
- Schedule of Current Projects
- Key Individuals Resume
- Financial Statement

We have reviewed their qualifications and believe that Weiss Construction Co., LLC is capable of performing the work of this contract. We, therefore, recommend award of the Chapaton RTB and Martin RTB Disinfection Improvements project to Weiss Construction Co., LLC in the amount of \$995,925.00.

If you have any questions in your review, please contact us.

Very truly yours,

Wade Trim Associates, Inc.

  
John J. Arvai, PE  
Senior Project Manager

JJA:RJM:ka  
MCW 2006-01T  
Recommend Award Letter.docx  
Enclosure



Tabulation of Bids  
 Chapaton RTB and Martin RTB  
 Disinfection Improvements  
 3-Sep-20  
 WWS-2020-009

**BASE BID ITEMS**

<u>Item No.</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Weiss Construction Co.</u>	<u>J.F. Cavanaugh Company</u> Amount
1	Chapaton RTB Disinfection Improvements, Complete	1	LS	\$799,700.00	\$739,400.00
2	Martin RTB Disinfection Improvements, Complete	1	LS	\$184,500.00	\$363,700.00
3	Allowance for Lutz Roofing	1	LS	\$1,725.00	\$1,725.00
4	Allowance for Permits	1	LS	\$10,000.00	\$10,000.00
	<b>TOTAL BASE CONTRACT PRICE</b>			<b>\$995,925</b>	<b>\$1,114,825 *</b>

\* - Corrected by Engineer



# BID FORM FOR CONSTRUCTION CONTRACT

The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

## ARTICLE 1—OWNER AND BIDDER

- 1.01 This Bid is submitted to: **8 1/2 Mile Relief Drain Drainage District**
- 1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

## ARTICLE 2—ATTACHMENTS TO THIS BID

- 2.01 The following documents are submitted with and made a condition of this Bid:
- A. Required Bid security;
  - B. List of Proposed Subcontractors;
  - C. List of Proposed Suppliers;
  - D. Evidence of authority to do business in the state of the Project; or a written covenant to obtain such authority within the time for acceptance of Bids;
  - E. Contractor's license number as evidence of Bidder's State Contractor's License or a covenant by Bidder to obtain said license within the time for acceptance of Bids;
  - F. Required Bidder Qualification Statement with supporting data;

## ARTICLE 3—BASIS OF BID—LUMP SUM BID AND UNIT PRICES

### 3.01 Lump Sum Bids

- A. Bidder will complete the Work in accordance with the Contract Documents for the following lump sum (stipulated) price(s), together with any Unit Prices indicated in Paragraph 3.02:

1. Lump Sum Price (Single Lump Sum)

Chapaton RTB Disinfection Improvements, Complete	\$ 799,700.00
Martin RTB Disinfection Improvements, Complete	\$ 184,500.00

2. ~~Lump Sum Price (Base Bid and Alternates)~~

<del>Lump Sum Bid Price for Base Bid</del>	<del>\$</del>
<del>Alternate A [Add] [Deduct]</del>	<del>\$</del>
<del>Alternate B [Add] [Deduct]</del>	<del>\$</del>

3. ~~Lump Sum Price (Sectional Lump Sum Bids)~~

<del>Lump Sum Bid Price for Section I only</del>	<del>\$</del>
--	---------------

Lump Sum Bid Price for Section II only	\$
Lump Sum Bid Price for Section I and II	\$

B. All specified cash allowance(s) are included in the price(s) set forth below, and have been computed in accordance with Paragraph 13.02 of the General Conditions.

Lump Sum for Cash Allowance 1 – Lutz Roofing	\$1,725.00
Lump Sum for Cash Allowance 2 – Permits	\$10,000.00
	\$
Total for all Lump Sum for Cash Allowances	\$11,725.00

~~C. All specified contingency allowances are included in the price(s) set forth below, and have been computed in accordance with Paragraph 13.02 of the General Conditions.~~

Lump Sum Contingency Allowance 1	\$
Lump Sum Contingency Allowance 2	\$
Lump Sum Contingency Allowance 3	\$
Total for all Lump Sum Contingency Allowances	\$

3.02 Unit Price Bids

A. Bidder will perform the following Work at the indicated unit prices:

Item No.	Description	Unit	Estimated Quantity	Bid Unit Price \$	Bid Amount \$
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
Total of All Unit Price Bid Items					\$

B. Bidder will perform the following Alternatives Work at the indicated unit prices:

1. ALTERNATE A BID

Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Amount
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Total of All ALTERNATE A Unit Price Bid Items					\$

C. Bidder will perform the following Alternatives Work at the indicated unit prices:

1. ~~ALTERNATE B BID — ADD CHANTICLEER PEAR TREE TO BASE BID:~~

Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Amount
Total of All ALTERNATE B Unit Price Bid Items					\$

D. Bidder acknowledges that:

1. ~~each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and~~
2. ~~estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all Unit Price Work will be based on actual quantities, determined as provided in the Contract Documents.~~

3.03 Total Base Bid Price (Lump Sum and Unit Prices)

Total Base Bid Price (Total of all Lump Sum and Unit Price Bids)	\$ 995,925.00
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#### ARTICLE 4—TIME OF COMPLETION

4.01 Bidder agrees that the Work will be substantially complete and will be completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.

4.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

#### ARTICLE 5—BIDDER'S ACKNOWLEDGEMENTS: ACCEPTANCE PERIOD, INSTRUCTIONS, AND RECEIPT OF ADDENDA

5.01 Bid Acceptance Period

A. This Bid will remain subject to acceptance for 60 days after the Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

5.02 Instructions to Bidders

A. Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security.

5.03 Receipt of Addenda

A. Bidder hereby acknowledges receipt of the following Addenda: [Add rows as needed. Bidder is to complete table.]

Addendum Number	Addendum Date
1	8/19/2020

2	8/28/2020
3	9/1/2020

## ARTICLE 6—BIDDER’S REPRESENTATIONS AND CERTIFICATIONS

### 6.01 Bidder’s Representations

A. In submitting this Bid, Bidder represents the following:

1. Bidder has examined and carefully studied the Bidding Documents, including Addenda.
2. Bidder has visited the Site, conducted a thorough visual examination of the Site and adjacent areas, and become familiar with the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
3. Bidder is familiar with all Laws and Regulations that may affect cost, progress, and performance of the Work.
4. Bidder has carefully studied the reports of explorations and tests of subsurface conditions at or adjacent to the Site and the drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, with respect to the Technical Data in such reports and drawings.
5. Bidder has carefully studied the reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, with respect to Technical Data in such reports and drawings.
6. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and the Technical Data identified in the Supplementary Conditions or by definition, with respect to the effect of such information, observations, and Technical Data on (a) the cost, progress, and performance of the Work; (b) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, if selected as Contractor; and (c) Bidder’s (Contractor’s) safety precautions and programs.
7. Based on the information and observations referred to in the preceding paragraph, Bidder agrees that no further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract.
8. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
9. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and of discrepancies between Site conditions and the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
10. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

11. The submission of this Bid constitutes an incontrovertible representation by Bidder that without exception the Bid and all prices in the Bid are premised upon performing and furnishing the Work required by the Bidding Documents.

6.02 *Bidder's Certifications*

A. The Bidder certifies the following:

1. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation.
2. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid.
3. Bidder has not solicited or induced any individual or entity to refrain from bidding.
4. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 8.02.A:
  - a. Corrupt practice means the offering, giving, receiving, or soliciting of anything of value likely to influence the action of a public official in the bidding process.
  - b. Fraudulent practice means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition.
  - c. Collusive practice means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels.
  - d. Coercive practice means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

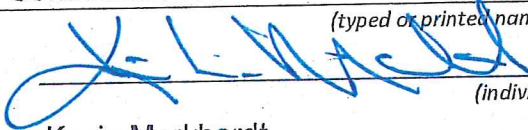
BIDDER hereby submits this Bid as set forth above:

Bidder:

Weiss Construction Co. LLC

(typed or printed name of organization)

By:



(individual's signature)

Name: Kevin Markhardt

(typed or printed)

Title: Vice President


(typed or printed)

Date: September 3, 2020

(typed or printed)

If Bidder is a corporation, a partnership, or a joint venture, attach evidence of authority to sign.

Attest:



(individual's signature)

Name: Karen Longuski

(typed or printed)

Title: Office Administrator

(typed or printed)

Date: September 3, 2020

(typed or printed)

Address for giving notices:

41001 Grand River  
Novi, MI 48375

Bidder's Contact:

Name: Kevin Markhardt

(typed or printed)

Title: Vice President

(typed or printed)

Phone: 313.567.4500

Email: kmarkhardt@weiss-construction.com

Address:

41001 Grand River  
Novi, MI 48375

Bidder's Contractor License No.: (if applicable) 8000666



**Candice S. Miller**  
Public Works Commissioner  
Macomb County

To: 8 ½ Mile Relief Drain Drainage District Board Members  
Martin Sanitary Diversion Drainage District Board Members

CC: File

From: Vincent Astorino, Operations & Flow Manager

Date: September 9, 2020

Subject: Chapaton and Martin RTB Disinfection Project – Const. Admin. Contract Recommendation

The Macomb County Public Works Office (MCPWO) identified that the disinfection equipment at the Chapaton and Martin RTB's is in need of replacement. MCPWO subsequently contracted with Wade Trim to prepare plans and specifications for the complete replacement of the disinfection systems. On September 3, 2020, MCPWO received bids from two contractors for the construction of the proposed work. Under separate cover, MCPWO staff has recommended to award the construction contract to Weiss Construction Co., LLC.

Wade Trim has submitted a proposal of \$99,890 to perform oversight and administer this work from start to finish. Their not-to-exceed amount falls in line with our offices estimates for their defined scope of work. In an effort to reduce costs, MCPWO staff will self-perform many of the on-site services associated with this project. Wade Trim will then assist with additional inspection, submittal reviews, contractor payment reviews, and general project management.

MCPWO staff is recommending to award the Chapaton and Martin RTB Disinfection Project construction administration contract to Wade Trim for a not-to-exceed amount of \$74,917.50 for Chapaton and \$24,972.50 to Martin. Upon board approval, MCPWO staff will coordinate with Wade Trim to finalize the contract.

Attachments: Wade-Trim Construction Administration Proposal Dated 09-09-20



Wade Trim Associates, Inc.  
500 Griswold • Suite 2500 • Detroit, MI 48226  
313.961.3650 • www.wadetrim.com

September 9, 2020

Macomb County Public Works Office  
21777 Dunham Road  
Clinton Township, MI 48036

Attention: Mr. Steven Wagner, PE

Re: Chapaton RTB and Martin RTB Disinfection Improvements  
Project No. WWS-2020-009

Dear Mr. Wagner:

Wade Trim Associates, Inc. (WT) is pleased to submit our proposal to perform construction phase services for the Chapaton RTB and Martin RTB Disinfection Improvements project. The overall objective is to provide construction engineering and part time observation services during the construction phase as the Owner's representative of the project. These services will include the following:

**Scope of Work**

The following is a summary of the major task items:

- A. Project Management
  - Prepare for and attend construction kick-off meeting
  - Prepare for and attend monthly progress meetings and prepare meeting minutes (assume nine meetings)
  - Project invoicing and other project administrative duties
- B. Resident Project Representative (RPR) Services
  - Provide part-time on-site RPR services during all phases of construction activity (as directed by the Owner)
  - Perform part time observation on Contractor activity (as directed by the Owner)
- C. RPR Field Observations, Reporting and Documentation
  - Observe construction activity when requested by owner to be on site.
  - Prepare an Inspection Daily Report (IDR) when requested by owner to be on site
  - Take photographs of work to capture Contractor progress when on site
  - Correspondence with MCPWO and Contractor regarding construction related matters
  - Review and comment on Contractor provided progress schedules
  - Review and provide input on all Contractor Applications for Payment
- D. RPR Meetings
  - Prepare for and attend monthly progress meetings with Contractors and Owner (assume nine meetings)
  - Discuss ongoing issues with regards to construction (including issues that could impact schedule or costs)
  - Identify action items identified during progress meetings



E. Construction Phase Engineering Services

- Review shop drawings, assuming the following:

<i>Submittal Quantity</i>	<i>Duration</i>	<i># of Reviews per Submittal</i>	<i>Total Hours</i>
15	2 hours each	1.5	45

- Review RFIs, assuming the following:

<i>RFI Quantity</i>	<i>Duration</i>	<i># of Reviews per Rfl</i>	<i>Total Hours</i>
15	2 hours each	1	30

**Project Schedule**

The contract documents currently indicate all construction activity will be completed within 300 days from notice to proceed. A Contractor schedule has not yet been provided. All on site part time RPR field observation services will be as directed by the owner.

**Estimate Project Budget**

Based on the detailed scope of work presented herein and the project schedule discussed above, WT has identified a level of effort and budget estimate of \$99,890 to complete the above tasks based on the following:

<b>Staff</b>	<b>Rate</b>	<b>Hours</b>	<b>Cost</b>
Senior Professional - PM	\$265.00	80	\$21,200.00
Senior Professional Engineer	\$265.00	42	\$11,130.00
Engineer II / Field RPR Observation	\$105.00	576	\$60,480.00
Project Administrator III	\$130.00	16	\$ 2,080.00
Expenses			\$ 5,000.00
<b>Total</b>			<b>\$99,890.00</b>

These fees have been estimated for budget purposes associated with construction phase services. As discussed, WT will proceed with construction phase services as directed by the owner on a time and material basis up until the estimated budget has been reached. After such time, should it occur, WT will review additional effort and associated fees needed to continue our services for the remainder of the construction phase.

We have attached our 2020 Billing Rate Schedule that will be utilized on this project. Wade Trim looks forward to working with MCPWO on this construction project. If you have any questions or require further information, please do not hesitate to contact us at 313.961.3650.

Very truly yours,

Wade Trim Associates, Inc.



John J. Arvai, PE  
 Senior Project Manager

JJA:lkf  
 MCW 2006-01T  
 20200909\_Wagner-Ltr.docx  
 Enclosure

**Wade Trim Billing Rate Schedule  
Water Resources  
With Equipment Billed Separately  
Effective January 2020**

Labor Cost Classification Code	Classification Title	2020 Rate Per Hour
299	Professional Engineer V	\$ 205.00
298	Professional Engineer IV	\$ 185.00
297	Professional Engineer III	\$ 160.00
296	Professional Engineer II	\$ 140.00
295	Professional Engineer I	\$ 120.00
294	Engineer IV	\$ 145.00
293	Engineer III	\$ 130.00
292	Engineer II	\$ 105.00
291	Engineer I	\$ 95.00
246	Professional Planner III	\$ 140.00
245	Professional Planner II	\$ 120.00
244	Professional Planner I	\$ 105.00
243	Planner III	\$ 110.00
242	Planner II	\$ 80.00
241	Planner I	\$ 70.00
256	Prof. Landscape Architect III	\$ 150.00
255	Prof. Landscape Architect II	\$ 115.00
254	Prof. Landscape Architect I	\$ 100.00
253	Landscape Architect III	\$ 95.00
252	Landscape Architect II	\$ 85.00
251	Landscape Architect I	\$ 75.00
266	Professional Scientist III	\$ 140.00
265	Professional Scientist II	\$ 100.00
264	Professional Scientist I	\$ 85.00
263	Scientist III	\$ 110.00
262	Scientist II	\$ 80.00
261	Scientist I	\$ 60.00
286	Professional Surveyor III	\$ 145.00
285	Professional Surveyor II	\$ 115.00
284	Professional Surveyor I	\$ 105.00
283	Surveyor III	\$ 100.00
282	Surveyor II	\$ 90.00
281	Surveyor I	\$ 80.00
786	Survey Technician VI	\$ 125.00
785	Survey Technician V	\$ 110.00
784	Survey Technician IV	\$ 95.00
783	Survey Technician III	\$ 80.00

**Wade Trim Billing Rate Schedule  
Water Resources  
With Equipment Billed Separately  
Effective January 2020**

<b>Labor Cost Classification Code</b>	<b>Classification Title</b>	<b>2020 Rate Per Hour</b>
782	Survey Technician II	\$ 65.00
781	Survey Technician I	\$ 50.00
716	Construction Technician VI	\$ 145.00
715	Construction Technician V	\$ 115.00
714	Construction Technician IV	\$ 100.00
713	Construction Technician III	\$ 90.00
712	Construction Technician II	\$ 80.00
711	Construction Technician I	\$ 65.00
726	CADD Technician VI	\$ 115.00
725	CADD Technician V	\$ 105.00
724	CADD Technician IV	\$ 95.00
723	CADD Technician III	\$ 85.00
722	CADD Technician II	\$ 75.00
721	CADD Technician I	\$ 70.00
736	Engineering Specialist II	\$ 165.00
735	Engineering Specialist I	\$ 145.00
734	Engineering Technician IV	\$ 175.00
733	Engineering Technician III	\$ 100.00
732	Engineering Technician II	\$ 75.00
731	Engineering Technician I	\$ 60.00
756	Project Specialist III/Manager	\$ 170.00
755	Project Specialist II	\$ 145.00
754	Project Specialist I	\$ 105.00
753	Project Aide III	\$ 130.00
752	Project Aide II	\$ 90.00
751	Project Aide I	\$ 65.00
443	Electrical Foreman	\$ 155.00
203	Senior Principal	\$ 295.00
202	Principal	\$ 285.00
201	Senior Professional	\$ 265.00

Outside expenses and subconsultants at cost times 1.15.

Special billing rates will apply in matters requiring expert witnesses or other consulting as it relates to legal matters.

**Reviewed and Revised Annually**

MARTIN SANITARY DIVERSION - 8/11/20 - 9/8/20

<u>Funding Source</u>	<u>Apportionment</u>	<u>Manager</u>	<u>Vendor</u>	<u>Amount</u>	<u>Invoice Detail</u>	<u>Project Summary</u>	<u>Project Balance</u>
Martin Sanitary Diversion Drain	Chapter 20 Roseville - 78.09% St. Clair Shores - 21.91%	Astorino	DTE Energy	\$ 514.14	Invoice #20-417 - 8.19.20	Monthly Electric - 7.18.20 - 8.18.20	
		Astorino	JCI Jones Chemicals Inc.	\$ 7,379.50	Invoice #831040 - 8.29.20	Hypochlorite Solution - 7,796 Gallons	
		Astorino	Motion & Control Enterprises, LLC	\$ 6,839.67	Invoice #M3425B	Accumulator Replacement	
		Astorino	Wade Trim	\$ 3,820.00	Invoice #2018670 - 8.3.20	Martin RTB Disinfection Improvements	\$ 13,668.75
		Astorino	Wade Trim	\$ 4,935.00	Invoice #2018936 - 9.3.20	Martin RTB Disinfection Improvements	\$ 8,733.75
		<b>Total</b>			\$ 23,488.31		

YTD Budget  
Fund: Martin Sanitary Diversion  
As of Fiscal Period: Oct 1, 2019-Aug 31, 2020

DESCRIPTION	2020 FINAL BUDGET	ENCUMBERED	ACTUAL	REMAINING BUDGET	PCT UTILIZED
<b>REVENUE ACCOUNTS</b>					
State-Grants	-			-	100.0%
Investment Inc-Interest	5,000		4,182	818	83.6%
Reimb-Local Communities	838,682		838,682	-	100.0%
PY Revenue-Fund Balance	286,915			286,915	0.0%
<b>Total Revenue Accounts</b>	<b>1,130,597</b>	<b>-</b>	<b>842,864</b>	<b>287,733</b>	<b>74.6%</b>
<b>EXPENSE ACCOUNTS</b>					
Application/Permit Fee	3,000		6,000	(3,000)	200.0%
Dues, Training, Conf, Subs.	3,150		478	2,672	15.2%
<b>Engineering</b>					
-As Needed Engineering	15,000		3,920	11,080	26.1%
- Disinfection System Replacement	200,000		35,781	164,219	17.9%
-CCTV of Dewatering Line and Influent and Effluent Boxes	25,000		246	24,754	1.0%
-Design Flushing System Upgrades & First Flush Capture	375,000			375,000	0.0%
-Replace Drain Gate Hydraulic Accumulator*	-		8,169	(8,169)	0.0%
-Design Basin Equipment Hatch	12,000		2,050	9,950	17.1%
New Equipment	12,900			12,900	0.0%
Operating Supplies	55,900		21,779	34,122	39.0%
Other Professional Svcs	18,000		4,067	13,933	22.6%
Personnel Services	188,558		86,367	102,191	45.8%
Repair & Maintenance	138,740		67,196	71,544	48.4%
Scada System	24,894		13,918	10,976	55.9%
Utilities	43,150		12,505	30,645	29.0%
Capital Reserve	15,305		15,305	-	100.0%
<b>Total Expense Accounts</b>	<b>1,130,597</b>	<b>-</b>	<b>277,780</b>	<b>852,817</b>	<b>24.6%</b>

	O&M Balance 9/30/2019	O&M	Total 8/31/2020
Cash - Operating	687,459	565,084	1,252,543
Accounts Receivable			0
Assets			0
Liabilities			0
Revenues		842,864	842,864
Expenditures		277,780	277,780
Equity	687,459		1,252,543

**Detail of 2019 Equity**

Design Basin Equipment Hatch	12,000
Sampling Pumps	7,500
Replace Drain Gate Hydraulic Accumulator*	50,000
Design Flushing System Upgrades & First Flush Capture	200,000
SCADA Reserves	11,610
Capital Reserves	406,349

\* Project was projected to be completed during 18/19 budget cycle. However it was not completed, so funds designated in 18/19 for this project will be used in 19/20