

PROFESSIONAL SERVICE AGREEMENT

#2022-025

AMENDMENT #2

This AMENDMENT is made and entered into, effective as of the date of last executed (“Effective Date”), by and between, Polk County (the “County”), a political subdivision of the State of Florida, situated at 330 West Church Street, Bartow, Florida 33830, and Hazen and Sawyer, P.C. (the “Consultant”), a New York corporation, headquartered at 4000 Hollywood Boulevard, Suite 750 N, Hollywood, Florida 33021 whose Federal Employer Identification Number is 13-2904652.

WITNESSETH:

WHEREAS, the County and Consultant entered into a Professional Service Agreement effective May 3, 2022 (the “Agreement”), for the purpose of providing professional services in connection with the Septage Receiving Stations design as defined and further described in the Agreement; and

WHEREAS, Exhibit A-iii of the Agreement set forth the preliminary engineering services which comprised Part 1 of the Project Scope of Services, and were limited to project management and preliminary design services; and

WHEREAS, the cost for the Consultant to complete Part 1 of the project was a not to exceed amount of \$323,000.00; and

WHEREAS, the County and the Consultant modified the Agreement with Amendment #1 to Agreement 2022-025 dated February 6, 2024, for Part 2 services related to project management, support, preliminary and final design, permitting, and bidding services as further defined in Attachment “A” of Amendment #1; and

WHEREAS, the estimated time for the Consultant to complete Part 2 services was 252 calendar days for a total not-to-exceed cost of \$727,049.00 as further set forth in Attachment “A” of Amendment #1; and,

WHEREAS, by this Amendment #2, the parties desire to modify the Agreement to identify and describe the professional engineering services required for Part 3 of the Project, including, without limitation, construction administration services; and,

WHEREAS, pursuant to Section 16.0 of the Agreement, the County and the Consultant mutually agree to amend the Agreement as set forth below.

NOW, THEREFORE, the County and the Consultant hereby agree to amend the Agreement as follows:

1. The recitals stated above are true and correct and are fully incorporated herein.
2. The Agreement is hereby modified and amended to identify and describe the professional engineering services required by the County and to be provided by the Consultant for Part 3 of the Project which includes, without limitation, construction administration services, which is more fully set forth and described in Attachment “A” to this Amendment hereto titled “Septage Receiving Station Part 3 Services” (the “Part 3 Services”).
3. It is anticipated that the Part 3 Services shall be completed within approximately 409 calendar days from the Effective Date of this Amendment #2, but in any event, shall be provided by the Consultant

through final completion of the Project construction.

4. In consideration for its providing Part 3 Services, the County shall pay the Consultant a not-to-exceed amount of \$488,410.00 to be billed in accordance with the Hourly Rate Schedule as further described in Section E (Compensation) of Attachment "A" to this Amendment #2. Accordingly, the total contract amount shall be increased from the original not-to-exceed amount of \$1,050,049.00 to the new not-to-exceed amount of \$1,538,459.00.

5. The Agreement, as amended by this Amendment #2, continues in full force and effect.

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[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the Effective Date.

Attest:
STACY BUTTERFIELD
CLERK OF THE BOARD

POLK COUNTY, a political subdivision
of the State of Florida

By: _____
Deputy Clerk

By: _____
T.R. Wilson, Chairman,
Board of County Commissioners

Date Approved by County: _____

Approved as to form and legal sufficiency:

Norah M. [Signature] 12/19/2024
County Attorney Date

Hazen and Sawyer, P.C.
a New York corporation

By: [Signature]

Holly Kremers, PE
[Print Name]

Associate Vice President
[Title]

12/19/2024
Date

ACKNOWLEDGEMENT OF FIRM, IF A CORPORATION

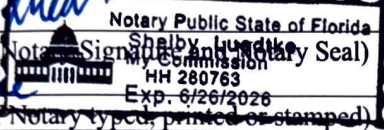
STATE OF Florida COUNTY OF Hillsborough
The foregoing instruments was acknowledged before me this
December 19, 2024 By Holly Kremer S, Assoc. Vice President
(Date) (Name of officer or agent, title of officer or agent)
on behalf of the corporation, pursuant to the powers conferred upon said officer or agent by the corporation. He/she
personally appeared before me at the time of notarization, and is personally known to me or has produced
_____ as identification and did certify to have knowledge of the matters stated
(Type of Identification)

in the foregoing instrument and certified the same to be true in all respects.

Subscribed and sworn to (or affirmed) before me this December 19, 2024
(Date)

Commission Number HH 280763

Commission Expiration Date 6/26/2026

Shelby L. Luster

(Official Notary Signature and Notary Seal)
(Name of Notary typed, printed or stamped)

ACKNOWLEDGEMENT OF FIRM, IF A PARTNERSHIP

STATE OF _____ COUNTY OF _____
The foregoing instrument was acknowledged before me this
_____ By _____
(Date) (Name of acknowledging partner or agent)
on behalf of _____ a partnership. He/She
personally appeared before me at the time of notarization, and is personally known to me or has produced
_____ as identification and did certify to have knowledge of the matters
(Type of Identification)

in the foregoing instrument and certified the same to be true in all respects.

Subscribed and sworn to (or affirmed) before me this _____
(Date)

Commission Number _____

(Official Notary Signature and Notary Seal) Commission Expiration Date _____

(Name of Notary typed, printed or stamped)

ACKNOWLEDGEMENT OF FIRM, IF AN INDIVIDUAL

STATE OF _____ COUNTY OF _____
The foregoing instrument was acknowledged before me this
_____ By _____
(Date) (Name of acknowledging)
who personally appeared before me at the time of notarization, and is personally known to me or has produced
_____ as identification and did certify to have knowledge of the matters
(Type of Identification)

in the foregoing instrument and certified the same to be true in all respects.

Subscribed and sworn to (or affirmed) before me this _____
(Date)

Commission Number _____

(Official Notary Signature and Notary Seal) Commission Expiration Date _____

(Name of Notary typed, printed or stamped)

Attachment “A”
Professional Services Agreement 2022-025
Septage Receiving Station
Part 3 Services
Amendment No. 2

HAZEN AND SAWYER, PC (Consultant) entered into a Professional Services Agreement (Agreement) 2022-025 with Polk County, Florida (County) on May 3, 2022, in response to RFP 22-019. The RFP was a selection for engineering services that included design, bid, and construction administration services for septage receiving stations. The initial Agreement included preliminary design services where it was concluded that the septage receiving stations should be located at the County’s North Central Landfill. Preliminary design services also concluded that the collected septage, along with leachate from the landfill, should be treated to produce an effluent quality similar to public access reuse standards. Amendment No. 1 to the initial Agreement covered final design, permitting, and bid phase services to implement the recommendations of the preliminary design. This Amendment No. 2 to the original Agreement adds consultant construction phase services related to the construction of the landfill septage receiving stations and package leachate treatment facility depicted in the final design.

A. Project Work to Date

The work effort provided by the Consultant under Amendment No. 1 included:

- Design drawings and specifications for construction of dual septage receiving stations, septage wet well pump station with odor control, leachate transfer pump station, leachate flow equalization tank, treatment influent pump station, flocculation / DAF unit process, biological treatment process, filtration process, disinfection and effluent pumping system, chemical feed systems, sludge dewatering process, operations building, and associated civil site work, roadways, storm water management, electrical distribution, and instrumentation systems. These were produced as bid documents to solicit bids from qualified general contractors for construction of the new facility including installation of pre-purchased process equipment. Bid phase is expected to be complete by early 2025.
- Specification bid documents for County procurement to solicit bids on pre-purchased process equipment. This included process equipment for the septage receiving stations, odor control, flocculation / DAF units, biological treatment units, filtration equipment, and

dewatering equipment. All quotes have been received and initial submittals on equipment is expected to be received in early 2025.

- Obtaining permit approval from FDEP wastewater division (no permit required), FDEP solid waste division (for leachate treatment), Polk County Land Development, and SWFWMD storm water management (exemption).

B. Scope of Services

Upon authorization to proceed from the County, the Consultant will provide the following identified services. This authorization shall be in full force and effect until the Consultant completes all services as described in this Amendment No. 2 and any subsequent modifications hereto.

Phase 100 – Project Management

Tasks 101 through 104 – Project Administration, Design Phase

These services were completed under initial Agreement and Amendment No. 1.

Task 105 – Project Administration, Construction Phase

This task consists of the continued overall management of the Project including contract administration, budget management, invoicing, monthly status reports, scheduling, and coordination with County staff.

Phase 200 through 600 – Design, Permitting, Bidding Services

These services were completed under initial Agreement and Amendment No. 1.

Phase 700 – Construction Services

For the purpose of this Amendment No. 2, it is assumed that the construction duration is estimated at 485 calendar days.

Task 701 – Pre-Construction Meeting

The Consultant will attend one pre-construction meeting and prepare a meeting agenda and meeting summary notes.

Task 702 – Preliminary Matters and Contract Documents

The Consultant will develop electronic files (searchable pdf format) for conformed construction

drawings and conformed technical specifications, incorporating into the bid documents any changes by addendum issued during the bid phase. Additionally, the Consultant shall also submit one (1) electronically signed and sealed set of all conformed drawings for purposes of contractor applying for needed building permits, three (3) hard copy sets of 22" x 34" conformed construction drawings to scale, and three (3) hard copy sets of technical specifications for distribution to the County and the contractor.

The Consultant shall review and approve the preliminary schedule of shop drawings and submittals, the preliminary schedule of values, and the proposed construction schedule for the Project as submitted by the contractor. The Consultant shall provide written interpretations and clarifications of the Contract Documents as requested by the contractor and determine the acceptability of work. The Consultant will render in writing their opinions concerning the contractor's requests for formal decisions on claims and disputes. The Consultant will disapprove or reject work which is defective and / or require special inspection or testing as may be deemed necessary to assess conformance with the Contract Documents.

Task 703 – Shop Drawing and Submittal Review

Consultant will review contractor's shop drawings and other submittals for general conformance with the Contract Documents. Up to 100 submittals and up to 50 resubmittals, respectively, are anticipated for this review effort. The Consultant shall maintain a submittal log for the Project.

Consultant will review the initial submittals and up to one resubmittal for each of the six pre-purchased owner-furnished equipment packages. Consultant will provide copies of the approved submittals to the contractor and revise and re-issue the conformed document drawings as needed to reflect the final approved owner-furnished equipment submittals.

Task 704 – Construction Progress Meetings

Consultant will attend monthly construction progress meetings (estimated at 16), generally held on site, with the County and contractor and prepare a meeting agenda and meeting summary notes within one week of the meeting for distribution to County and contractor.

Consultant will set up, attend, and lead individual coordination on-line meetings with the County, contractor, and each of the six owner-furnished equipment suppliers within one week after issuing approved submittals for the individual equipment.

Task 705 – Construction Site Visits

The Consultant's Engineer of Record, or designated representative, will visit the site at intervals deemed appropriate by the Consultant to review the construction of the Project for general conformance with Contract Documents. It is assumed that the Engineer of Record or designated representative will conduct 16 site visits (in addition to the monthly progress meetings) during the construction of the Project.

The Consultant will provide written interpretations and clarifications of the Contract Documents based on findings during site visits, rendering in writing their opinions concerning the disapproval or rejection of the work which is defective and / or require special inspection or testing as may be deemed necessary to assess conformance with the Contract Documents

Task 706 – Applications for Payment

The Consultant will review applications for payment submitted by the contractor (and reviewed by the County's construction inspector), including updated progress schedules, and will indicate in writing to the County a recommendation of payment or otherwise return the application to the contractor specifying in writing the reasons for not recommending payment. The Consultant's recommendation of payment will constitute a representation by the Consultant to the County that

- The work has progressed to the point indicated;
- The quality of the work is generally in accordance with the Contract Documents; and
- The conditions precedent to the contractor's being entitled to such payment appear to have been fulfilled based on the Consultant's site observations.

The Consultant will submit the contractor's application for payment to the County within five working days of receipt of the same. In the event that the work has not progressed in accordance with the approved construction schedule, the Consultant will request that the contractor submit a schedule recovery plan indicating corrective actions necessary to put the work back on schedule.

Consultant will review invoices submitted by each of the owner-furnished equipment suppliers to verify the percentages claimed based on the milestone achievement as outlined in each of the suppliers' purchase orders with the County.

Task 707 – Requests for Information

The Consultant will review Requests for Information (RFIs) submitted by the contractor and provide written responses to the contractor. Up to 80 RFIs are anticipated for the Project. The Consultant shall maintain an RFI log for the Project.

Task 708 – Change Orders

The Consultant will review requests from the contractor for changes in contract price or contract time and provide written comments to the contractor and the County. If acceptable, the Consultant will prepare a written change order to be signed by the Consultant and the contractor and submit to the County for approval. This task includes the review of Allowance Authorization Releases and Contingency Releases. If proposed changes to the contractor's scope of work require drawing revisions or additions, this will be done under the contingency allowance upon approval of the County.

Task 709 – Startup Services

Consultant will provide coordination and oversight of startup services as follows:

- Witness factory acceptance test for the facility's control system (workstations and main control panel) as set up by the contractor's integrator coordinating communication efforts between the main control panel and controls provided by the owner-furnished equipment suppliers
- Attend and assist in field loop tests for each of the owner-furnished equipment systems after integrators have incorporated the systems into the overall facility control system.
- Attend the field acceptance test that demonstrates all systems are ready for operation of the facility prior to starting performance tests.
- Attend performance tests for the installed equipment to verify compliance with specified performance criteria for each of the owner-furnished equipment systems as well as process systems installed by the Contractor (pump stations, EQ tank mixing system, chemical feed, and flow meter stations).
- Coordinate training events by reviewing submitted training outlines and setting up training sessions for individual equipment as well as the overall control system.
- Coordinate with County procurement for recruiting, setting tipping fee rate, qualifications for, and developing the operating procedures for perspective private haulers wishing to

utilize the new septage receiving stations.

- Review of operations and maintenance manual materials submitted by the Contractor and the individual owner-furnished equipment suppliers then compiling final O&M materials into a complete set of documents for operator's use.
- Developing an operations manual for the new treatment facility to provide a summary of the facility's equipment capacities and establish daily operating protocols (week days, nights, and weekends), normal control settings, and process control options.

Task 710 – Substantial Completion

Upon written notification and receipt of a list of items to be completed / corrected from the contractor, the Consultant will visit the site to determine if the work or a designated portion thereof is substantially complete, including documentation that County staff has been trained on new equipment. For the purpose of this task, up to two substantial completion site visits will be required. When the work (or a portion thereof) is deemed to be substantially complete by Consultant and County staff, the Consultant will prepare a Certificate of Substantial Completion that establishes the date of Substantial Completion. The Certificate of Substantial Completion shall be accompanied by a list of items to be completed / corrected.

Task 711 – Project Close-Out

Upon written notification from the contractor that the entire work is complete, the Consultant will visit the site to determine if the work is complete as required by the Contract Documents. For the purpose of this task, the Consultant assumes that one final completion site visit will be required. When the work is deemed to be complete by the Consultant and County staff, the Consultant will review the contractor's final application for payment and accompanying documentation and provide a written recommendation of payment to the County. The Consultant will also give written notice to the County and the contractor that the work is acceptable subject to the provisions of Article 16 of the County's General Conditions.

Task 712 – Record Drawings

During each site visit and process meeting, the Consultant will review the contractor's on-going as-built drawing markups for completeness and compliance with County requirements. This effort shall include the preparation of written comments for submission to the contractor based on the Consultant's review of the as-built markup drawings. The Consultant will prepare record drawings

based on the contractor's submitted markup as-built data (after substantial completion) in accordance with the Utilities Standards and Specifications Manual. One (1) electronic set of draft record drawings (searchable pdf format) will be submitted for review by the County. The Consultant will incorporate all comments from the draft review, then submit signed and sealed electronic sets (PDF and AutoCAD) and one (1) signed and sealed 22" x 34" hard copy set of the record drawings to the County within 30 days of the receipt of the contractor's final as-built markup drawings.

C. DELIVERABLES

The Consultant will prepare and submit to the County the following deliverables:

Task	Activity	Deliverable
701	Pre-Construction Meeting	Meeting agenda and summary notes
702	Contract Conformed Documents	Searchable pdf electronic format and hard copies for drawings and specifications
703	Submittals	Returned stamped submittals with review comments
704	Progress Meetings	Meeting agenda and summary notes
706	Pay Applications	Written comments on payment applications, as applicable
707	Requests for Information	Written responses to contractors' Requests For Information
708	Change Orders	Written comments on Change Orders, Allowance Authorization Releases, and Contingency Releases
709	Operations Manual	Searchable pdf electronic format for operations manual
710	Substantial Completion	Certificate of Substantial Completion (with punch list)
711	Project Close-Out	Certificate of Final Completion

Task	Activity	Deliverable
712	Record Drawings	Searchable pdf electronic format for record drawings, one hard copy 22 x 34 signed/sealed drawings, plus final CAD drawing files

D. SCHEDULE

Consultant will proceed with the services identified herein immediately upon receipt of an executed copy of this Amendment No. 2 from the County. Consultant will follow the approved construction schedule submitted by the contractor. The consultant's projected schedule for the performance of services described herein is included as Attachment A-1. An updated electronic version of the Project schedule in Microsoft Project will be provided to the County within 10 working days from the issuance of the Notice-to-Proceed. Delivery of the schedule may be in other electronic formats so long as they accurately portray the approved scope of services with sufficient detail subject to staff approval. Should additional time be required beyond the schedule depicted in Attachment A-1, The Consultant will provide an updated Attachment A-1 (schedule) to the Utilities and Procurement Divisions. Following staff approval, the updated Attachment A-1 will be forwarded by Utilities staff to Procurement staff for inclusion in the contract file with no further administration action required for extension.

E. COMPENSATION

This Amendment No. 2 establishes a not-to-exceed cost of \$488,410.00. Compensation for the services performed under this Amendment No. 2 will be on an hourly, not-to-exceed basis using the current hourly rate schedule as set forth in the original Agreement. Other direct costs or expenses incurred in connection with this Amendment No. 2 will not be invoiced as these expenses have been accounted for in the rate multiplier associated with the Agreement referenced above. A summary of the estimated labor costs is provided in Attachment A-2 for reference only. Each invoice submittal shall include a tabular summary of the originally estimated labor costs by phase in accordance with Attachment A-2, fees invoiced to date, and the balance remaining per phase. The transfer of funds between defined phases is not permitted unless approved in advance in writing by the County Utilities Director. To request consideration for such a transfer, the Consultant must submit satisfactory written justification to transfer unused funds from phases with completed tasks or tasks clearly tracking under budget to phases with tasks

requiring additional funding. In addition, the transfer of funds shall not exceed the total authorized fee for the Project.

The not-to-exceed cost for this Amendment No. 2 includes contingency funds in the amount of \$50,000. The contingency funds authorized for use on this Amendment No. 2 may only be expended upon written approval from the County's Utilities Director. Adequate justification must be provided by the Consultant for the release of contingency funds. The allowance for permit fees authorized for use on this Amendment No. 2 may only be expended upon written approval from the County's Utilities Director or designee. The Consultant shall provide a copy of the permit invoice(s) to the County to be reimbursed at cost for permit fees. Any out-of-scope services performed requiring the release of contingency funds will be considered at-risk and may not be compensated until, or if, written approval is granted by the County's Utilities Director.

The Consultant will minimally provide a consultant invoice summary with each invoice, based on a mutually agreed-upon breakdown of phases and tasks in Attachment A-2 that reflect the effort and deliverables submitted to the County. The summary will depict the overall phases, associated budgets, amounts invoiced to date, and balance remaining. Invoices for compensation submitted by the Consultant will include the reviewed and approved consultant invoice summary, an updated Project schedule, notarized affidavits (as applicable), and the monthly status report.

Invoices for not-to-exceed projects shall be accompanied by time and task records for all billable hours appearing on the invoice. Additional documentation may be requested by the County and, if so requested, shall be furnished by the Consultant to the County Auditor's satisfaction. In addition, all invoices shall be submitted with the Agreement number, purchase order number, and the Polk County Utilities Project and Records Room numbers on the invoice.

The Consultant agrees that, in the event that design errors and / or omissions are discovered during construction, all services rendered by the Consultant to correct said design errors and / or omissions will be considered out-of-scope services and shall not be invoiced to the County.

F. COUNTY'S RESPONSIBILITIES

The County will provide the following information to the Consultant and / or perform the following services related to the Project:

- Access to the landfill property during operating hours
- Review of deliverables (assumed to be within 2 weeks of each deliverable)

- Day by day construction observation services, developing daily reports, and maintaining daily construction photographic records


























G. ASSUMPTIONS

The Scope of Services and Compensation arrangement outlined in this Amendment No. 2 are based on the following assumptions:

- Wetlands delineation will be done by the contractor.
- Asset data for the County's CMMS program will be provided by the contractor

***POLK COUNTY
SEPTAGE RECEIVING STATION
ATTACHMENT A-1 PROJECT SCHEDULE***

ID	Task Name	Start	Finish	% Complete	Duration	Gantt Chart																																								
						December 1/24	December 8/22	January 1/5	January 1/19	February 2/2	February 2/16	March 3/2	March 3/16	April 3/30	April 4/13	April 4/27	May 5/11	May 5/25	June 6/8	June 6/22	July 7/6	July 7/20	August 8/3	August 8/17	September 8/31	September 9/14	September 9/28	October 10/12	October 10/26	November 11/9	November 11/23	December 12/7	December 12/21	January 1/4	January 1/18	February 2/1	February 2/15	March 3/1	March 3/15	April 3/29	April 4/12	April 4/26	May 5/10	May 5/24	June 6/7	June 6/21
1	Septage Receiving Station and Treatment	Mon 12/2/24	Thu 6/25/26	0%	409 days																																									
2	Phase 105 - Project Administration	Mon 12/2/24	Tue 6/16/26	0%	402 days																																									
3	OFE Bid Phase Complete and PO's issued	Mon 12/2/24	Mon 12/2/24	0%	1 day																																									
4	OFE Submittals	Tue 12/3/24	Mon 2/10/25	0%	50 days																																									
5	Contractor Bid Phase complete	Fri 12/20/24	Fri 12/20/24	0%	1 day																																									
6	Contractor Awarded Project	Mon 12/23/24	Fri 2/14/25	0%	40 days																																									
7	Contractor Submittals	Mon 2/17/25	Fri 5/23/25	0%	70 days																																									
8	Contractor Construction Phase	Mon 2/17/25	Wed 4/15/26	0%	303 days																																									
9	OFE O&M's submitted	Tue 8/19/25	Mon 9/22/25	0%	25 days																																									
10	OFE Deliveries	Tue 2/11/25	Mon 10/6/25	0%	170 days																																									
11	Contractor O&M's submitted	Thu 2/5/26	Wed 4/15/26	0%	50 days																																									
12	Contractor Substantial Completion	Thu 4/16/26	Thu 4/16/26	0%	1 day																																									
13	Contractor submits record drawing markups	Fri 4/17/26	Thu 5/14/26	0%	20 days																																									
14	Contractor Final Completion and Close-out	Tue 6/16/26	Tue 6/16/26	0%	1 day																																									
15	Phase 700 - Construction Services	Tue 12/3/24	Thu 6/25/26	0%	408 days																																									
16	Task 701 - Pre-Construction Meeting	Mon 3/3/25	Mon 3/3/25	0%	1 day																																									
17	Task 702 - Conformed Documents	Mon 12/23/24	Fri 2/7/25	0%	35 days																																									
18	Task 703 - Shop Drawing and Submittal Review	Tue 12/3/24	Fri 6/6/25	0%	134 days																																									
19	OFE Submittal Review	Tue 12/3/24	Mon 2/24/25	0%	60 days																																									
20	Contractor Submittal Review	Mon 2/17/25	Fri 6/6/25	0%	80 days																																									
21	Task 704 - Construction Progress Meetings	Tue 3/4/25	Mon 4/27/26	0%	300 days																																									
22	Task 704 - OFE / Contractor Coordination Meetings	Tue 2/25/25	Mon 3/17/25	0%	15 days																																									
23	Task 705 - Construction Site Visits	Mon 2/17/25	Wed 4/15/26	0%	303 days																																									
24	Task 706 - Applications for Payment	Mon 2/3/25	Tue 6/16/26	0%	357 days																																									
25	Task 707 - Requests for Information	Mon 2/17/25	Fri 1/30/26	0%	250 days																																									
26	Task 708 - Change Orders	Mon 5/12/25	Fri 4/24/26	0%	250 days																																									
27	Task 709 - Startup Services	Thu 2/5/26	Wed 5/13/26	0%	70 days																																									
28	Factory Tests	Thu 2/5/26	Wed 3/25/26	0%	35 days																																									
29	Loop Tests	Thu 3/5/26	Wed 3/25/26	0%	15 days																																									
30	Performance Tests	Thu 3/26/26	Wed 4/15/26	0%	15 days																																									
31	Owner Training	Thu 4/16/26	Wed 5/13/26	0%	20 days																																									
32	Procurement Coordination	Fri 3/20/26	Wed 4/8/26	0%	14 days																																									
33	Contractor O&M Submittals	Fri 3/6/26	Thu 4/16/26	0%	30 days																																									
34	Operations Manual	Fri 3/6/26	Thu 4/16/26	0%	30 days																																									
35	Task 710 - Substantial Completion	Fri 4/17/26	Fri 4/17/26	0%	1 day																																									
36	Task 711 - Project Close-out	Mon 4/20/26	Tue 6/16/26	0%	42 days																																									
37	Task 712 - Record Drawings	Fri 5/15/26	Thu 6/25/26	0%	30 days																																									

Project: Polk County Schedule Rev Date: Tue 11/26/24	Task		Rolled Up Critical Task		Project Summary		Inactive Summary		Start-only	
	Critical Task		Rolled Up Milestone		Group By Summary		Manual Task		Finish-only	
	Milestone		Rolled Up Progress		Inactive Task		Duration-only		External Tasks	
	Summary		Split		Inactive Milestone		Manual Summary Rollup		External Milestone	
	Rolled Up Task		External Tasks		Inactive Milestone		Manual Summary		Progress	

Attachment A-2 - Task and Fee Proposal

Professional Engineering Services for

NERWWTF Landfill Septage Receiving Station - Amendment 2

Task Number	Tasks	Vice President	Senior Associate	Associate	Senior Principal Engineer	Principal Engineer	Assistant Engineer	Senior Technician	CADD	Admin Assistant	Labor Hours	Labor Dollars *	Subconsultant Fees	Allowance and Contingency	Total ODCs	Total Dollars
		Various	Various	Various	Various	Various	Various	Various	Various	Various						
	(Hourly Rates)	\$295	\$285	\$220	\$200	\$160	\$130	\$145	\$125	\$100						
Phase 100 - Project Management		2	48	0	0	160	0	0	0	40	250	\$43,870	\$0	\$0	\$0	\$43,870
105	Project Administration	2	48	0	0	160	0	0	0	40	250	\$43,870	\$0	\$0	\$0	\$43,870
	Invoicing, schedule updates, progress reports	2	24			80				40	146	\$24,230			\$0	\$24,230
	Coordination with County staff, team members		24			80					104	\$19,640			\$0	\$19,640
Phase 700 - Construction Services		2	430	116	182	1,088	0	0	200	104	2122	\$394,540	\$0	\$0	\$0	\$394,540
701	Pre-Construction Meeting		8			12				4	24	\$4,600	\$0		\$0	\$4,600
702	Preliminary Matters and Contract Documents	0	24	4	2	24	0	0	40	6	100	\$17,560	\$0	\$0	\$0	\$17,560
	Confirmed Documents		8	4	2	24			40	4	82	\$12,800			\$0	\$12,800
	Review of contractor's prelim schedule of submittals and schedule of values		8							2	10	\$2,480			\$0	\$2,480
	Review of contractor's prelim construction schedule		8								8	\$2,280			\$0	\$2,280
703	Shop Drawing and Submittal Review	0	132	60	128	356	0	0	80	66	822	\$149,980	\$0	\$0	\$0	\$149,980
	Contractor initial submittals		80	40	80	200				40	440	\$83,600			\$0	\$83,600
	Contractor Resubmittals		40	20	20	100				20	200	\$37,800			\$0	\$37,800
	OFE initial submittals		8		20	40			80	4	152	\$23,080			\$0	\$23,080
	OFE resubmittals		4		8	16				2	30	\$5,500			\$0	\$5,500
704	Construction Progress Meetings	0	64	0	0	152	0	0	0	4	220	\$42,960	\$0	\$0	\$0	\$42,960
	Contractor construction progress meetings		40			120				4	164	\$31,000			\$0	\$31,000
	OFE coordination meetings after submittal approval		24			32					56	\$11,960			\$0	\$11,960
705	Construction Site Visits		8	24	24	40					96	\$18,760			\$0	\$18,760
706	Applications for Payment	0	10	0	0	32	0	0	0	0	42	\$7,970	\$0	\$0	\$0	\$7,970
	Contractor pay application review		2			32					34	\$5,690			\$0	\$5,690
	OFE invoice review		8								8	\$2,280			\$0	\$2,280
707	Requests for Information		24	16	16	104					160	\$30,200			\$0	\$30,200
708	Change Orders	2	24								26	\$7,430			\$0	\$7,430
709	Startup Services	0	112	12	4	312	0	0	0	22	462	\$87,480	\$0	\$0	\$0	\$87,480
	Control system factory acceptance test					16					16	\$2,560			\$0	\$2,560
	OFE field loop tests					24					24	\$3,840			\$0	\$3,840
	Final acceptance test		8			16					24	\$4,840			\$0	\$4,840
	Performance tests for OFE equipment		24			48					72	\$14,520			\$0	\$14,520
	Performance tests for contractor installed systems		8			24					32	\$6,120			\$0	\$6,120
	Owner training event coordination		4			24					28	\$4,980			\$0	\$4,980
	Coordination with County for septage hauler fees, procedures, and quals		16								16	\$4,560			\$0	\$4,560
	Review of contractor furnished O&M materials		8	4	4	40				4	60	\$10,760			\$0	\$10,760
	Review of OFE furnished O&M materials		4			40				2	46	\$7,740			\$0	\$7,740
	Operations Manual preparation		40	8		80				16	144	\$27,560			\$0	\$27,560
710	Substantial Completion		4			8					12	\$2,420			\$0	\$2,420
711	Project Closeout		4			24				2	30	\$5,180			\$0	\$5,180
712	Record Drawings		16		8	24			80		128	\$20,000			\$0	\$20,000
Contingency for project														\$50,000	\$50,000	\$50,000
		4	478	116	182	1248	0	0	200	144	2372	\$438,410	\$0	\$50,000	\$50,000	\$488,410

* includes 3.05 multiplier

Exhibit "B" Fee Schedule

RFP 20-019 rates for referenced contract

Professional Engineering Services for Septage Receiving Stations

The following are Hazen and Sawyer's proposed rates for this Project by labor category:

Labor Category	Raw Rate Range			Billing Rate Range		
	Min		Max	Min		Max
Vice President	85	-	98	260	-	295
Senior Associate	82	-	93	250	-	285
Associate	69	-	80	210	-	245
Senior Principle Engineer	59	-	70	180	-	215
Principle Engineer	42	-	54	130	-	165
Engineer	35	-	48	108	-	145
Assistant Engineer	33	-	44	100	-	135
Senior Technician	35	-	48	108	-	145
CADD	29	-	41	90	-	125
Administrative Assistant	26	-	38	80	-	115

The billing rates are base on a multiplier of 3.05 based on the following calculation:

Direct Labor	100.0%
Fringe	67.1%
Overhead	128.9%
Subtotal	296.0%
Profit @ 3%	8.88%
Total	304.9%