



January 20, 2022

Mr. Teige Elliott
Stormwater Utility Manager
City of Sumter
PO Box 1449
Sumter, SC 29151

**RE: Proposal for Civil Engineering Services
Crosswell Neighborhood Stormwater Improvements (Phases 1 - 4)
City of Sumter, SC**

Dear Mr. Elliott:

AECOM Technical Services, Inc. (AECOM) is pleased to submit to the City of Sumter (Owner / Client) this proposal for civil engineering services related to the Crosswell Neighborhood Stormwater Improvements (Phases 1 - 4). AECOM proposes to complete the project as outlined in the enclosed Scope of Work and in accordance with the Master Services Agreement dated August 28, 2018.

If this Proposal is acceptable, please sign the letter in the space provided below and return a copy to Kevin Krick. If you have any questions, please contact Kevin Krick at (803) 254-4400 or kevin.krick@aecom.com.

Sincerely,

AECOM Technical Services

Gary Freeman, PE
Vice President
South Carolina Water Department Manager

cc: Kevin Krick, P.E., AECOM

Enclosure

This Agreement is accepted by the CITY OF SUMTER, this	
<u>28th</u>	day of
<u>February</u>	2022.
By:	<u>[Handwritten Signature]</u>
Title:	<u>City Manager</u>



SCOPE OF WORK
Crosswell Neighborhood
Stormwater Improvements (Phases 1 – 4)
City of Sumter

January 19, 2022

AECOM Technical Services, Inc. (AECOM) is pleased to submit to the City of Sumter (Owner / Client) this scope of work for engineering services related to the ***Crosswell Neighborhood Stormwater Improvements (Phases 1 – 4)***.

Project History

The Crosswell Neighborhood is a fully developed Low-Middle Income (LMI) neighborhood in the headwaters to Turkey Creek within the City of Sumter. Portions of the neighborhood are within a FEMA 100-year floodplain (FIRM Map No. 45085C0312D). Aside from being within the floodplain for Turkey Creek, the neighborhood is underserved with respect to drainage capacity and conveyance. Thus, the residents experience frequent flooding during small storms, and excessive flooding during larger rainfall events exceeding the 10-year event. Previously the City has installed improved conveyance along the lower portions of Bagnal Drive along the eastern project limits. However, internal drainage within the neighborhood is still lacking. Due to the age of the neighborhood, and its establishment prior to FEMA floodplain regulations, most of the homes are on concrete slab and have no relief during rainfall events.

In early 2018, AECOM proposed the installation of a new storm drainage system as part of the City's FEMA HMGP application. Additionally, AECOM completed engineering design for the following elements of the Crosswell Neighborhood stormwater improvements:

- The main tributary along D'Ancona Drive will be upsized and re-graded to allow for positive flow from the Crosswell Neighborhood. Currently, several driveway and cross pipes are inhibiting positive flow. These will be reset and/or up-sized.
- The main trunk line along Bagnal Drive has a section on the lower end, approximately 300 feet, that needs to be up-sized. The trunk line will also be extended to E. Charlotte Avenue, with additional catch basins added to the system.
- A main trunk line will be installed along E. Charlotte Avenue, and new catch basins will be installed along this line.
- A main trunk line will be installed along Dogwood Drive to Bagnal, and from Bowman Drive to the existing catch basin on Dogwood Drive on the west side of the project area. New catch basins will be installed.



- A main trunk line will be installed along Robney Drive to Bagnal, and from Bowman Drive to the existing catch basin on Robney. New catch basins will be installed.
- A new 24" trunk line on Carrol Drive will be installed on both sides of an existing catch basin. A new trunk line will be installed on from Carrol Drive to Bagnal Drive. New catch basins will be installed.

To facilitate the construction of the improvements outlined above, AECOM will provide the following scope of services.

Scope of Work

AECOM is pleased to provide the following detailed scope of work to develop flood mitigation designs for the projects outlined above.

Task 1. Construction Administration Services

AECOM will act as the City's representative and provide construction administration services during the construction period. For this scope, the assumed construction duration is to be eighteen (18) months.

- **Bidding Services** - AECOM will prepare Bid Documents and follow the City's bidding policies and procedures. AECOM will respond to Bidders' questions and create addenda as necessary. AECOM will review bids received to determine if each is responsive and responsible. AECOM will prepare a Bid Tabulation and Comparison. AECOM will make a recommendation to the City to award the project.
- **Preconstruction Conference** – AECOM will conduct a preconstruction conference to discuss contract requirements, establish communication protocols and other related construction issues for the project. AECOM will prepare and issue agenda for the meeting and prepare minutes after the meeting.
- **Shop Drawings** – AECOM will review and approve shop drawing submittals.
- **Pay Requests** – AECOM will review contractor's pay requests and make recommendations to the City for payment. The City will be responsible for all requests for payment and reimbursements from the funding agencies.
- **Change orders** – AECOM will prepare and submit change order requests to the City and the funding agencies for approval as necessary.
- **Progress Meetings** – AECOM will meet on site with City staff and contractor on a monthly basis to review project progress and resolve construction issues that arise. For this proposal, it is assumed that no more than eighteen (18) meetings will be required.
- **Record Drawings** – AECOM will prepare and provide a hard copy of record drawings and one (1) electronic copy in PDF format showing the project as constructed based on field observation and information provided by the contractor.



- **Funding Administration** – AECOM will assist the City as required to administer the requirements of the various funding agencies. AECOM will prepare monthly construction progress reports for the City to submit to the South Carolina Office of Resilience (SCOR). AECOM will collect and review certified payrolls from the contractor and provide copies to the City to submit to SCOR. AECOM will meet with the City and SCOR during the monitoring and closeout process.

Task 2. Construction Observation Services

AECOM will act as the City’s representative and provide construction observation services during the construction period. For this scope, the assumed construction duration is to be eighteen (18) months.

- **Construction Observation** – AECOM will make site visits at intervals appropriate for the various stages of construction to observe the progress and quality of the work being performed. For this proposal, it is assumed that no more than fifteen (15) hours per week of onsite time will be required. Observation by AECOM is to provide the City with greater confidence that the project is being constructed in accordance with the contract documents but does not guarantee the performance of the contractor. AECOM will not supervise, direct or have control over the contractor’s performance.

Schedule

AECOM is prepared to begin work immediately upon receipt of a signed contract. The following schedule encompasses each work task detailed previously in the scope of work and provides durations for each task. Estimated schedules for permitting are dependent upon the regulatory agencies reviewing the project and are based on our previous experiences.

Task	Duration	Estimated Completion
Task 1 – Construction Administration Services	21 months	December 2023
Task 2 – Construction Observation	18 months	December 2023



Compensation

Compensation is based upon our understanding of the project and our experience on projects similar in scope. All fees required for the permitting of the project will be paid to the regulatory agency directly by the City. Compensation to AECOM for the proposed scope of work outlined above will be a lump sum fee as follows and invoiced on a monthly basis:

Task	Engineering Fees
Task 1 – Construction Administration Services	\$ 172,000
Task 2 – Construction Observation	\$ 118,000
Total:	\$ 290,000

Additional Services

Throughout the project, changes and additions to the scope of work may be necessary. Any design changes will be changed by amendment which will include scope, fee, and signature by the client.

Assumptions & Exclusions

The following items are not included in this scope of services; however, they can be performed as an additional service based on a signed agreement with the Client. Any additional services or changes/revisions will be negotiated prior to the work commencing.

- FEMA Flood studies;
- Design of stormwater pumping systems;
- Design of underground stormwater detention systems;
- Geotechnical exploration;
- Property or right-of-way acquisition;
- Boundary surveying or the preparation of plats and easements;
- Permitting / review fees.

Project Location Map

