

ATTACHMENT B

City of Lewisville, Prairie Creek Wastewater Treatment Plant (WWTP) Aeration Basin II Expansion

OCMI Scope of Services and Fee

1.0	Construction Period Services	Included (If Marked)
1.A	Ongoing Project Control Services - Cost, Schedule & Information Management	27 Months
1.0	Ongoing Cost Management	X
2.0	Ongoing Schedule Management	X
2.1	Detail Review of GC Baseline Construction Schedule for Compliance and Reliability	X
2.2	Monthly Review of GC Schedule Updates for Compliance and Reliability	Monthly
2.3	Coordination of GC Schedule with WWTP Operation Stakeholders	X
3.0	Ongoing Information Management	X
4.0	Meetings During Construction:	X
0.1	Project Executive	Monthly, 27 Months
0.2	Construction Manager/Project Manager	Weekly, 27 Months
0.3	Project Engineer	Weekly, 24 Months
5.0	Review Project Status & Coordinate Team Members	X
6.0	Read Weekly Meeting Minutes & Status Logs	X
7.0	Reporting to Owner	Weekly and as-needed
8.0	Review Applications for Payment Monthly:	X
0.1	Note Compliance with the Contract and CoL Requirements	X
0.2	Compare Scheduled/Completed Work vs. Amount Billed	X
0.3	Review Appropriateness of Contingency Reallocations	X
0.4	Validate Proper Documentation of Expenditures	X
0.5	Track Use of Allowances	X
0.6	Track Use of Owner Contingency, If Any	X
9.0	Update Owner's Budget	X
10.0	Maintain and Update Project Budget Tracking System	X
11.0	Publish Monthly Reports w/ Executive Summary + Detailed Findings	X
12.0	Establish Schedule Tracking Procedures	X
13.0	Validate GC's Proposed Change Requests (up to a Max of 5.0% of GC's Contract Amount)	X
	(5.0% CO Max is Calculated on Contract without City's Owner's Contingency Line Included)	X
14.0	Validate Project Turnover, Method of Permitted Operations (MOPO), Start-up, and Closeout	X
	Services Duration = Current Project Contract Schedule; Extensions Calc'd at Monthly Rate	

1.B	Quality Management	27 Months
1.0	Provide Direct Interface with End-users and Other Stakeholders as Required	X
2.0	Maintain a Single Point of Project Contact for the City Team	X
3.0	Plan, Coordinate & Lead Project Update Meetings & Status Report Distribution for Above	X
4.0	Conduct Construction Update Meetings at Construction Sites	X
5.0	Coordinate Project Close Out, including Obtaining Final As-Built Plans from Contractor	X
6.0	Monitor Construction Progress	X
7.0	Advise the City of Any Observations of Non-Conforming Work or Other Quality Concerns	X
8.0	Manage the Geotechnical Investigations and Construction Materials Testing & Inspection (CMIT) Vendors	X
9.0	Review Results from Geotechnical Investigations and CMIT	X
10.0	Review Contractor's Quality Control Plan	X
11.0	Provide Oversight of City's Quality Assurance Plan	X
12.0	Review Submittals Prepared by the Contractor & Processed by the Design Team	X
13.0	Coordinate City Staff Review of Submittals Where Required	X
14.0	Coordinate City Vendors, to Include Long Lead Equipment Vendors, Process Controls, Geotechnical, and CMIT	X
15.0	Coordinate Furnishings Installation (Furnishings Procurement by Others)	X
16.0	Coordinate City's Engineer's Site Visits & CoL's Punchlist Distribution/Tracking	X
17.0	Monitor Contractor's Completion of Punchlist Items & Engineer's Confirmation of Same	X
18.0	Coordinate Commissioning Consultant's Site Visits & Review Reports (Commissioning by others)	X
19.0	Monitor Contractor's Compliance w/Commissioning Findings & Final Cx Report	X
20.0	Coordinate Turnover of Closeout Documentation & Project Information Management System	X
21.0	Coordinate City's Engineer's Warranty Site Visit 23 Months After Construction Complete	Excluded

2.0	Summary of Fees, Construction Period Services	
2.A	Schedule Management	
1.0	Senior Scheduler, Baseline Schedule Review	\$7,280.00
2.0	Senior Scheduler, Monthly Schedule Review (24 Months)	\$34,944.00
2.B	Full-Time CM/PM	
1.0	Construction Manager/Project Manager (27 Months)	\$822,777.48
2.0	Project Engineer (24 Months)	\$516,000.00
3.0	Project Executive (27 Months)	\$6,567.21
4.0	Senior Cost Estimator (60 Hours, Allowance)	\$11,302.20
	Construction Period Services Total Fee	\$1,398,870.89

3.0	Billable Hourly Rates	
3.1	Project Executive	\$243.33
3.2	Construction Manager/Project Manager	\$177.17
3.3	Senior Scheduler	\$182.00

3.4	Project Engineer	\$125.00
3.5	Senior Cost Estimator	\$188.37

4.0	Task Order Clarifications & Exclusions	
4.1	Safety Plan and Logistics Coordination Are Solely the Responsibility of the Contractor	
4.2	Quality Management of Materials & Installation Are Solely the Responsibility of the Contractor	
4.3	Consultant Will Be Performing Onsite Observations, not Continuous or Exhaustive Inspections	
4.4	Consultant Will Not be Held Responsible for Contractor's or Vendor's Nonconforming Work	
4.5	Consultant is Not Responsible for Engineer's or Contractor's Failure to Perform	
4.6	Fees for for Engineer's or Contractor's Failure to Perform, or Project Delays are Add Services	
4.7	Construction Period Services fee proposal is based on an estimated construction duration of 27 months at 4.3 weeks per month. Should total baseline construction duration differ, OCMI's fee would be modified accordingly.	
4.8	Assumes provisions for on-site office and work station accommodations, including internet access, will be provided by City	
4.9	Design, Procurement, and Delivery of Long Lead Items is by Others	
4.10	Services Not Included in Sections Above Are Excluded	
4.11	OCMI will submit the team's resumes and qualifications to the City upon or prior to contract approval. Team members will be formally engaged only after receiving the City's authorization. In the event that any assigned team member departs from OCMI during the course of the project, OCMI shall promptly notify the City and ensure the position is filled with a qualified professional possessing experience relevant to the project.	
4.12	Invoicing will be conducted in alignment with City of Lewisville Professional Services Agreement requirements and be based on percentage of work completed per identifiable unit of work (Time & Materials Not-to-Exceed).	

**City of Lewisville, Prairie Creek Wastewater Treatment Plant (WWTP) Aeration Basin II Expansion
Estimated Construction Schedule**

Date	Activity	Comments
10/21/2025	OCMI Construction Period Services, Notice to Proceed (NTP)	
10/21/2025	General Contractor NTP	
1/19/2028	PCWWTP Construction Substantial Completion	