

REQUEST AUTHORIZATION FOR MAYOR AND FINANCE OFFICER TO SIGN PROFESSIONAL SERVICES AGREEMENT OR AMENDMENT

Date:

Project Name & Number: Water and Sewer Extension Projects Project # 13-2100

CIP #: 50961

Project Description: Design water main and sewer main extensions to eliminate non-conforming service lines.

Consultant: FMG, Inc.

Original Contract Amount: \$143,700.00

Original Contract Date: 12-16-13

Original Completion Date: 7/30/14

Addendum No:

Amendment Description:

Current Contract Amount: _____
 Change Requested: _____
 New Contract Amount: _____ \$0.00

Current Completion Date: _____
 New Completion Date: _____

Funding Source This Request:

\$38,080.00	604	4223	833	Sewer Replacement / Improvements
\$83,346.00	604	4223	834	Sewer Expansion
\$7,904.00	602	4223	933	Water Replacement / Improvements
\$14,370.00	602	4223	934	Water Expansion
\$143,700.00	Total			

Agreement Review & Approvals

Keith Johnson _____ 12/2/13
 Project Manager Date

Charles Sitta _____ 12/3/13
 Compliance Specialist Date

 City Attorney Date

Don Tim _____ 12-3-13
 Division Manager Date

Tony Wobhoff _____ 12-3-13
 Department Director Date

ROUTING INSTRUCTIONS

Route two originals of the Agreement for review and signatures.
 Finance Office - Retain one original
 Project Manager - Retain second original for delivery to Consultant
 cc: Public Works
 Engineering
 Project Manager

FINANCE OFFICE USE ONLY

(Note to Finance: Please write date of Agreement in appropriate space in the Agreement document)

	Date	Initials	Approved	
Appropriation	12/3/13	<i>DT</i>	(Y)	N
Cash Flow			Y	N

**Agreement Between City of Rapid City and FMG, Inc. for Design and Bidding
Professional Services for Water and Sewer Extension Projects,
Project No. 13-2100**

AGREEMENT made _____, 20____, between the City of Rapid City, SD (City) and FMG, Inc., (Engineer), located at 3700 Sturgis Road Rapid City, SD 57702-0317. City intends to obtain services for design and bidding for Water and Sewer Extension Projects, Project No. 13-2100 CIP No. 50961. The scope of services is as described within this document and as further described in Exhibits A, B and C (attached).

The City and the Engineer agree as follows:

The Engineer shall provide professional engineering services for the City in all phases of the Project and as further defined in Exhibits A, B and C (attached), serve as the City's professional engineering representative for the Project, and give professional engineering consultation and advice to the City while performing its services.

Section 1—Basic Services of Engineer

1.1 General

- 1.1.1 The Engineer shall perform professional services described in this agreement, which include customary engineering services. Engineer intends to serve as the City's professional representative for those services as defined in this agreement and to provide advice and consultation to the City as a professional. Any opinions of probable project cost, approvals, and other decisions provided by Engineer for the City are rendered on the basis of experience and qualifications and represent Engineer's professional judgment.
- 1.1.2 All work shall be performed by or under the direct supervision of a professional Engineer licensed to practice in South Dakota.
- 1.1.3 All documents including Drawings and Specifications provided or furnished by Engineer pursuant to this Agreement are instruments of service in respect of the Project and Engineer shall retain an ownership therein. Reuse of any documents pertaining to this project by the City on extensions of this project or on any other project shall be at the City's risk. The City agrees to defend, indemnify, and hold harmless Engineer from all claims, damages, and expenses including attorney's fees arising out of such reuse of the documents by the City or by others acting through the City.
- 1.1.4 The contract will be based on an hourly rate and reimbursable fee schedule with a maximum not-to-exceed amount.



1.2 Scope of Work

The Engineer shall:

- 1.2.1 Consult with the City, other agencies, groups, consultants, and/or individuals to clarify and define requirements for the Project and review available data.
- 1.2.2 Perform the tasks described in the Scope of Services. (See Exhibit A.)
- 1.2.3 Conduct a location survey of the Project to the extent deemed necessary to provide adequate site information.
- 1.2.4 Prepare a report presenting the results of the study as outlined in the scope of services.

Section 2—Information Provided by City

The City will provide any information in its possession for the project at no cost to the Engineer.

Section 3—Notice to Proceed

The City will issue a written notification to the Engineer to proceed with the work. The Engineer shall not start work prior to receipt of the written notice. The Engineer shall not be paid for any work performed prior to receiving the Notice to Proceed.

Section 4—Mutual Covenants

4.1 General

- 4.1.1 The Engineer shall not sublet or assign any part of the work under this Agreement without written authority from the City.
- 4.1.2 The City and the Engineer each binds itself and partners, successors, executors, administrators, assigns, and legal representatives to the other party to this agreement and to the partners, successors, executors, administrators, assigns, and legal representatives of such other party, regarding all covenants, agreements, and obligations of this agreement.
- 4.1.3 Nothing in this agreement shall give any rights or benefits to anyone other than the City and the Engineer.



- 4.1.4 This agreement constitutes the entire agreement between the City and the Engineer and supersedes all prior written or oral understandings. This agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.
- 4.1.5 The Engineer shall make such revisions in plans which may already have been completed, approved, and accepted by the City, as are necessary to correct Engineer's errors or omissions in the plans, when requested to do so by the City, without extra compensation therefore.
- 4.1.6 If the City requests that previously satisfactorily completed and accepted plans or parts thereof be revised, the Engineer shall make the revisions requested by the City. This work shall be paid for as extra work.
- 4.1.7 If the City changes the location from the one furnished to the Engineer, or changes the basic design requiring a new survey for the portions so changed, the redesign will be paid for as extra work.
- 4.1.8 The City may at any time by written order make changes within the general scope of this Agreement in the work and services to be performed by the Engineer. Any changes which materially increase or reduce the cost of or the time required for the performance of the Agreement shall be deemed a change in the scope of work for which an adjustment shall be made in the Agreement price or of the time for performance, or both, and the Agreement shall be modified in writing accordingly. Additional work necessary due to the extension of project limits shall be paid for as extra work.
- 4.1.9 Extra work, as authorized by the City, will be paid for separately and be in addition to the consideration of this Section.
- 4.1.10 For those projects involving conceptual or process development services, activities often cannot be fully defined during the initial planning. As the project does progress, facts and conditions uncovered may reveal a change in direction that may alter the scope of services. Engineer will promptly inform the City in writing of such situations so that changes in this agreement can be renegotiated.
- 4.1.11 This Agreement may be terminated (a) by the City with or without cause upon seven days' written notice to the Engineer and (b) by the Engineer for cause upon seven days' written notice to the City. If the City terminates the agreement without cause, the Engineer will be paid for all services rendered and all reimbursable expenses incurred prior to the date of termination.



If termination is due to the failure of the Engineer to fulfill its agreement obligations, the City may take over the work and complete it. In such case, the Engineer shall be liable to the City for any additional cost to the extent directly resulting from Engineer's action.

- 4.1.12 The City or its duly authorized representatives may examine any books, documents, papers, and records of the Engineer involving transactions related to this agreement for three years after final payment. All examinations will be performed at reasonable times, with proper notice. Engineer's documentation will be in a format consistent with general accounting procedures.
- 4.1.13 The City shall designate a representative authorized to act on the City's behalf with respect to the Project. The City or such authorized representative shall render decisions in a timely manner pertaining to documents submitted by the Engineer in order to avoid unreasonable delay in the orderly and sequential progress of the Engineer's services.
- 4.1.14 Costs and schedule commitments shall be subject to renegotiation for delays caused by the City's failure to provide specified facilities or information or for delays caused by other parties, excluding sub-contractors and sub-consultants, unpredictable occurrences including without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults by suppliers of materials or services, process shutdowns, acts of God, or the public enemy, or acts of regulations of any governmental agency or any other conditions or circumstances beyond the control of the City or Engineer. Temporary delays of services caused by any of the above which results in additional costs beyond those outlined may require renegotiation of this agreement.
- 4.1.15 The City will give prompt written notice to the Engineer if the City becomes aware of any fault or defect in the Project or nonconformance with the Project Documents.
- 4.1.16 Unless otherwise provided in this Agreement, the Engineer and the Engineer's consultants shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to hazardous materials in any form at the project site, including but not limited to asbestos products, polychlorinated biphenyl (PCB), or other toxic substances.
- 4.1.17 In the event asbestos or toxic materials are encountered at the jobsite, or should it become known in any way that such materials



may be present at the jobsite or any adjacent areas that may affect the performance of Engineer's services, Engineer may, at their option and without liability for consequential or any other damages, suspend performance of services on the project until the City retains appropriate specialist CONSULTANT(S) or contractor(s) to identify, abate, and/or remove the asbestos or hazardous or toxic materials.

- 4.1.18 This agreement, unless explicitly indicated in writing, shall not be construed as giving Engineer the responsibility or authority to direct or supervise construction means, methods, techniques, sequences, or procedures of construction selected by any contractors or subcontractors or the safety precautions and programs incident to the work of any contractors or subcontractors.
- 4.1.19 Neither the City nor the Engineer, nor its Consultants, shall hold the other liable for any claim based upon, arising out of, or in any way involving the discharge, dispersal, release or escape of smoke, vapors, soot, fumes, acids, alkalis, toxic chemicals, liquids, or gases, waste materials, or other irritants, contaminants, or pollutants.
- 4.1.20 Neither the City nor the Engineer, nor its Consultants, shall hold the other liable for any claim based upon, arising out of, or any way involving the specification or recommendation of asbestos, in any form, or any claims based upon use of a product containing asbestos.
- 4.1.21 Engineer hereby represents and warrants that it does not fail or refuse to collect or remit South Dakota or City sales or use tax for transactions which are taxable under the laws of the State of South Dakota.

4.2 **City of Rapid City NonDiscrimination Policy Statement**

In compliance with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination act of 1975, the Americans with Disabilities Act of 1990, and other nondiscrimination authorities it is the policy of the City of Rapid City, 300 Sixth Street, Rapid City, SD 57701-5035, to provide benefits, services, and employment to all persons without regard to race, color, national origin, sex, disabilities/handicaps, age, or income status. No distinction is made among any persons in eligibility for the reception of benefits and services provided by or through the auspices of the City of Rapid City.

Engineer will permit access to any and all records pertaining to hiring and employment and to other pertinent data and records for the purpose of enabling the Commission, its agencies or representatives, to ascertain compliance with the above provisions.

This section shall be binding on all subcontractors or suppliers.



Section 5—Payments to the Engineer

5.1 Schedule of Pay Rates

The City will pay the Engineer for services rendered or authorized extra work according to the Engineer's hourly and reimbursable rate schedule described in Exhibit C.

5.2 Fee

The maximum amount of the fee for the services as detailed in Section 1.2 shall not exceed \$143,700.00 unless the scope of the project is changed as outlined in Section 4. If expenses exceed the maximum amount, the Engineer shall complete the design as agreed upon here without any additional compensation. Sub task dollar amounts may be reallocated to other tasks as long as the total fee is not exceeded. Prime consultant may not mark up sub-consultant or sub-contractor services.

5.3 Progress Payments

Monthly progress payments shall be processed by the City upon receipt of the claim as computed by the Engineer based on work completed during the month per the hourly rates and allowable reimbursable as established in Section 5.1 and approved by the City.

Net payment to the Engineer shall be due within forty-five (45) days of receipt by the City.

Section 6—Completion of Services

The Engineer shall complete services on or before July 30, 2014 based on an award date of December 16, 2013.

Section 7—Insurance Requirements

7.1 Insurance Required

The Engineer shall secure the insurance specified below. The insurance shall be issued by insurance company(s) acceptable to the City and may be in a policy or policies of insurance, primary or excess. Certificates of all required insurance including any policy endorsements shall be provided to the City prior to or upon the execution of this Agreement.



7.2 Cancellation

The Engineer will provide the City with at least 30 days' written notice of an insurer's intent to cancel or not renew any of the insurance coverage. The Contractor agrees to hold the City harmless from any liability, including additional premium due because of the Contractor's failure to maintain the coverage limits required.

7.3 City Acceptance of Proof

The City's approval or acceptance of certificates of insurance does not constitute City assumption of responsibility for the validity of any insurance policies nor does the City represent that the coverages and limits described in this agreement are adequate to protect the Engineer, its consultants or subcontractors interests, and assumes no liability therefore. The Engineer will hold the City harmless from any liability, including additional premium due, because of the Engineer's failure to maintain the coverage limits required.

7.4 Specific Requirements

- 7.4.1 Workers' compensation insurance with statutory limits required by South Dakota law. Coverage B-Employer's Liability coverage of not less than \$500,000 each accident, \$500,000 disease-policy limit, and \$500,000 disease-each employee.
- 7.4.2 Commercial general liability insurance providing occurrence form contractual, personal injury, bodily injury and property damage liability coverage with limits of not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, and \$2,000,000 aggregate products and completed operations. If the occurrence form is not available, claims-made coverage shall be maintained for three years after completion of the terms of this agreement. The policy shall name the City and its representatives as an additional insured.
- 7.4.3 Automobile liability insurance covering all owned, nonowned, and hired automobiles, trucks, and trailers. The coverage shall be at least as broad as that found in the standard comprehensive automobile liability policy with limits of not less than \$1,000,000 combined single limit each occurrence. The required limit may include excess liability (umbrella) coverage.
- 7.4.4 Professional liability insurance providing claims-made coverage for claims arising from the negligent acts, errors or omissions of the Engineer or its consultants, of not less than \$1,000,000 each occurrence and not less than \$1,000,000 annual aggregate.



Coverage shall be maintained for at least three years after final completion of the services.

Section 8—Hold Harmless

The Engineer hereby agrees to hold the City harmless from any and all claims or liability including attorneys' fees arising out of the professional services furnished under this Agreement, and for bodily injury or property damage arising out of services furnished under this Agreement, providing that such claims or liability are the result of a negligent act, error or omission of the Engineer and/or its employees/agents arising out of the professional services described in the Agreement.

Section 9—Independent Business

The parties agree that the Engineer operates an independent business and is contracting to do work according to his own methods, without being subject to the control of the City, except as to the product or the result of the work. The relationship between the City and the Engineer shall be that as between an independent contractor and the City and not as an employer-employee relationship. The payment to the Engineer is inclusive of any use, excise, income or any other tax arising out of this agreement.

Section 10-Indemnification

If this project involves construction and Engineer does not provide consulting services during construction including, but not limited to, onsite monitoring, site visits, site observation, shop drawing review and/or design clarifications, City agrees to indemnify and hold harmless Engineer from any liability arising from the construction activities undertaken for this project, except to the extent such liability is caused by Engineer's negligence.

Section 11-Controlling Law and Venue

This Agreement shall be subject to, interpreted and enforced according to the laws of the State of South Dakota, without regard to any conflicts of law provisions. Parties agree to submit to the exclusive venue and jurisdiction of the State of South Dakota, 7th Judicial Circuit, Pennington County.

Section 12-Severability

Any unenforceable provision herein shall be amended to the extent necessary to make it enforceable; if not possible, it shall be deleted and all other provisions shall remain in full force and effect.



Section 13—Funds Appropriation

If funds are not budgeted or appropriated for any fiscal year for services provided by the terms of this agreement, this agreement shall impose no obligation on the City for payment. This agreement is null and void except as to annual payments herein agreed upon for which funds have been budgeted or appropriated, and no right of action or damage shall accrue to the benefit of the Engineer, its successors or assignees, for any further payments. For future phases of this or any project, project components not identified within this contract shall not constitute an obligation by the City until funding for that component has been appropriated.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year first above written.

City of Rapid City:

Engineer:

MAYOR

FMG, Inc.

DATE: _____

DATE: _____

ATTEST:

FINANCE OFFICER

Reviewed By:

Keith Johnson
KEITH JOHNSON, PROJECT MANAGER

DATE: 12/2/13

CITY'S DESIGNATED PROJECT
REPRESENTATIVE

ENGINEERING FIRM'S DESIGNATED
PROJECT REPRESENTATIVE

NAME Keith Johnson
PHONE (605) 394-4154
EMAIL keith.johnson@rcgov.org

NAME Jason Pettyjohn
PHONE (605) 342-4105
EMAIL jpettyjohn@fmgengineering.com



**FMG ENGINEERING
SCOPE OF SERVICES
FOR
WATER AND SEWER EXTENSION PROJECTS
PROJECT NO. 13-2100 CIP 50961**

GENERAL

This project is for the extension of a new sanitary sewer mains and water mains in ten locations throughout Rapid City. In general the new water and sewer extensions are to eliminate non-conforming sanitary sewer and water service lines.

Many of the projects were initiated because of non-conforming service lines that are failing. The projects that will be done to eliminate non-conforming service lines will be funded by the City with a portion of the cost being recovered from benefiting property owners. The City will assess projects #1-8 and #10. Project #9 is a reconstruction project and will not be assessed.

A brief description of the 10 projects is provided below.

Project #1. - Plum Tree Lane Water and Sewer Main Extension

This project is to extend a water main within the Plum Tree Lane right-of-way beginning approximately 530 feet north of Canyon Lake Drive and extending to Clower Lane. The sanitary sewer will be constructed within Plum Tree Lane south of Clower Lane to the existing sewer main. Approximately 525 feet of water and 275 feet of sanitary sewer need to be constructed with this project. This project will be assessed to the benefiting property owners.

Project No. 2 - Sanitary Sewer Extension in the alley south of Clark Street, and east of 5th Street

This project is to build a public sewer in the alley to eliminate non-conforming combined private sewers. Based on available city records, the properties located at 1206, 1210, 1212 and 1220 5th Street have a shared private sewer in the alley. The service lines have started to fail and a public main needs to be constructed to allow property owner to disconnect from the private main and reconnect to the public main. Approximately 220 feet on new sewer main will need to be constructed with this project. In addition to the sewer extension, the consultant will need to be analyze the condition of the sewer and water in Clark Street. It may be to the City's advantage to reconstruct those mains with this project. The sewer main extension in the alley will be assessed to the benefiting property owners. Any work in Clark Street would be completed as a maintenance project and would not be assessed.

EXHIBIT A

Project No. 3 - Sanitary Sewer Extension on Saint Cloud Street east of 5th Street

This project is located east of 5th Street on Saint Cloud Street. Sanitary sewer needs to be constructed to provide sewer service to properties on Saint Cloud Street that currently have non-conforming service lines. Those properties include 1430 5th Street, 338, 338 ½, 332, and 328 Saint Cloud Street. Approximately 210 feet of sanitary sewer main will be extended both east and west from the existing sewer main in the alley south of the properties. This project will be assessed to the benefiting property owners.

Project No. 4 - Alley east of 6th Street between Saint Anne St and Flormann Street

This project is located in the alley east of 6th Street between Saint Anne Street and Flormann Street. Sewer needs to be extended approximately 75 feet to eliminate a non-conforming service line located at 2108 6th Street. This project will be assessed to the benefiting property owners.

Project No. 5 - 12th Street south of Fulton Street

This project is located on 12th Street south of Fulton Street. Sanitary sewer needs to be constructed to provide sewer service to properties on 12th Street that currently have non-conforming service lines. Those properties include 1111, 1114, 1115 and 1119 12th Street. This project will be assessed to the benefiting property owners.

Project No. 6 - Fulton Street west of 12th Street

This project is located in Fulton Street west of 12th Street. Sewer needs to be extended approximately 155 feet to eliminate non-conforming service lines located at 1222, 1224, and 1228 Fulton Street. This project will be assessed to the benefiting property owners.

Project No 7 - 9th Street between Saint Andrew St and Saint Patrick St

This area has many non-conforming service lines. This project is to eliminate the shared service line used by the properties located at 1802, 1806 and 1808 9th Street. The property located at 1811 9th Street will also benefit from this sanitary sewer extension. Approximately 150 feet of sewer main extended south from the intersection of Saint Andrew Street and 9th Street will accomplish the goal of this project. There are several additional sewer extensions that need to occur to eliminate the non-conforming services in the vicinity of this project that are not included in this scope, however some investigation needs to be done to determine the best approach to eliminate non-conforming services in this area in future projects. This project will be assessed to the benefiting property owners.

Project No. 8 - Clifton Street / Rounds Street Intersection

This project is located in Clifton Street and Rounds Street. Sewer needs to be extended approximately 185 feet to eliminate non-conforming service lines located on Clifton Street and Rounds Street. Properties located at 3924, 3990 and 3919 Clifton Street and 1731 and 1805 Rounds Street will benefit from this sewer extension. This project will be assessed to the benefiting property owners.

EXHIBIT A

Project No. 9 – 11th / 12th Street Alley Sanitary Sewer Reconstruction

This reconstruction project is located in the alley between 11th Street and 12th Street from Clark Street to Saint James Street. The project includes upsizing the existing 6-inch portion of main to an 8- inch main in the 11th / 12th Street alley and installing five new manholes. Approximately 780 lineal feet of existing 6” and 8” vitrified clay pipe sanitary sewer main will be reconstructed and two of the proposed manholes will provide connection for future sanitary sewer extensions. There are additional non-conforming sanitary sewer service lines in the area west of the project. The consultant will make contact with the property owners to see if they would like to be part of the reconstruction project as an assessed project.

Project No 10- Ryther Street Sanitary Sewer Extension

This project is to eliminate the shared sewer service line used by the properties located at 1707 and 1708 Ryther and 1705 32nd Street. The service line has reached the end of its useful life and the property owners have experienced frequent backups recently. The service line runs along the south property line of the three properties and connects to the sewer main on 32nd Street. The property located on 32nd Street intends to construct a new service line and connect directly to the main on 32nd Street. The other properties require a new main to be constructed. Three other properties are non-conforming on Ryther Street. They are 1712, 1715 and 1716. They share a common service line that connects to the sewer main in Dover Street.

The consultant will investigate the best route for providing sewer to most properties. The options include constructing the main in the same location as the existing service line connecting in 32nd Street and extending an additional main for the properties located at 1712, 1715, and 1716 Ryther, a sewer main connections at Dover Street and a sewer main connection to Leland Lane. Some options may require property owners to pump, or the City may need to consider reconstructing sewer main in Dover Street at a flatter grade. The consultant will also need to look at feasibility of constructing a water main to eliminate the non-conforming service lines with the project. This project will be assessed to the benefiting property owners.

EXHIBIT A

SCOPE OF SERVICES

FMG, Inc. was selected through the City's Consultant selection process to provide engineering services for Tasks 1 through 5 for the referenced project. The Scope of Work in this contract is for Task 1 - Preliminary Design Services, Task 2 – Final Design Services, and Task 3 – Bidding Period Services only. A separate contract will be negotiated and prepared for Task 4 – Basic Construction Services and Task 5 – Expanded Construction Services, if necessary.

The work to be completed under this shall be in general conformance with the RFP and project descriptions above. A list of individual tasks and subtasks to complete the work is shown in Exhibit C - Task Schedule. The list of tasks will not be necessarily limited to those shown. Tasks will be added or deleted as needed to complete the project. The Preliminary Design and Final Design tasks will be performed for each of the 10 projects. It is proposed that the projects will be combined into 5 separate bid packages as follows.

Bid Package 1 Project #1

Bid Package 2 Projects #2 and #3

Bid Package 3 Projects #4 and #7

Bid Package 4 Projects #5, #6, and #9

Bid Package 5 Projects #8, and #10

The following narrative generally outlines the Preliminary Design, Final Design, and Bidding Services tasks and/or subtasks to be completed by FMG as listed in the Task Schedule.

TASK 1 - PRELIMINARY DESIGN SERVICES:

- 1.1 Kick-off Conference: The consultant shall meet with City staff to detail project concept and scope. The consultant shall prepare an agenda, take minutes, and distribute minutes.
- 1.2 Review background information listed in this RFP, and any other resources as necessary. Background information includes City of Rapid City GIS maps, Utility System Master Plan, City of Rapid City benchmark data, City of Rapid City water, sanitary sewer and storm sewer maps, the City of Rapid City historical bid tabulation/cost data, and plans of existing facilities, as-built plans, and other planning documents as applicable.
- 1.3 Perform site surveys sufficient for design plan preparation. The route and topography survey shall be tied to at least two City of Rapid City Monument Control system monuments utilizing State Plane coordinates.
- 1.4 Develop and distribute a survey questionnaire to property owners adjacent to proposed construction areas approximately 3 months or more ahead of soliciting bids for construction.

EXHIBIT A

The questionnaire should be developed to obtain information on site-specific concerns such as landscaping or irrigation systems, service line locations, special needs such as access considerations during construction, or history of utility or infrastructure problems at the property. Questionnaires would be returned to and evaluated by the consultant, who would follow up with appropriate individual contact with property owners prior to completion of 100% plans and contract documents to review project considerations that may be addressed or mitigated by the project work.

- 1.5 Meet with individual property owners regarding ROW and permanent and temporary easement needs and regarding specific project issues and components.

- 1.6 Preliminary Design Submittal

The Conceptual Design Submittal shall consist of the following documents:

- A. Preliminary Design Report

Prepare a Preliminary Design Report: The consultant shall establish and indicate project specific design criteria and standards within the Preliminary Design Report. The consultant shall submit all design assumptions for pipe sections, water, sewer, and pavement sections, etc. The Consultant shall include design life, design criteria, and reference of design resources. The Consultant shall use the City Infrastructure Design Criteria Manual to establish design criteria and standards.

The Preliminary Design Report shall evaluate and recommend preliminary horizontal and vertical alignments for utilities, roadways, project phasing and limits, other public improvements, and establish pipe sizes. Provide justification for the facility and analysis of alternatives. The project's geotechnical report shall be included within the Preliminary Project Design Report and include soil classifications, N values, water levels, proctors, CBR's, resistivity tests, and testing recommendations. The Consultant shall elaborate on other project components as necessary.

A probable opinion of construction costs for the project(s) shall be included. The costs shall be itemized based on the City's standard bid items and appropriate contingency item allowance.

The consultant shall establish and indicate project specific design criteria and standards within the Conceptual Design Report. Use the City Infrastructure Design Criteria Manual to establish design criteria and standards. The Conceptual Design Report shall provide review of compliance with City's Standard Specifications for construction of the project(s).

Identify the existing right-of-way (ROW) location and any ROW or easements necessary for the Project. Include size and extent of such ROW and easements and contact information of property owners.

Identify all non-conforming water and sewer service lines and include a map showing a proposed solution to making them conform with the City's current standards.

Submit three (3) copies and a PDF version of the Preliminary Design Report and preliminary plans and specifications to City of Rapid City's project manager for review and comment.

- B. Preliminary Drawings

EXHIBIT A

Provide three (3) copies and a PDF version of the preliminary drawings. The preliminary drawings shall contain the following sheets:

- Cover Sheet – Note the index of Sheets indicating the anticipated drawing sheets shall be provided.
- Survey Control Sheet
- Anticipated traffic control phasing and erosion control measures
- Property Layout and Land Ownership
- Plan and Profile Sheets - Show existing and proposed utility mains and existing services, storm sewers, driveway locations, fittings, and proposed surfacing and drainage items. The utilities should be shown in profile as well.
- Anticipated Rapid City Standard Details
- Special Details - Preliminary layouts for special/critical elements
- Plan sheets shall be prepared utilizing the latest City of Rapid City Drafting Standards.

1.7 After receipt of and reviewing City comments, attend review meeting with City staff for further clarification and direction.

1.8 Geotechnical Evaluation

To evaluate the existing soil conditions along the project alignment, a total of 11 boreholes will be drilled, 1 for each site, except site 9 which will have 2 holes. Field testing will be performed, and samples will be extracted for further laboratory analysis. Select soil samples will be tested in our laboratory to determine their general classification, physical properties, and engineering characteristics. In addition to the boreholes, soil electrical resistivity will be measured at project sites where water mains are proposed.

Upon completion of the field and laboratory testing and our analysis, a report will be prepared that transmits the boring logs, field data, and laboratory results, provides a limited geologic analysis of the area, and provides our recommendations for utility design and installation and pavement section design. In general our recommendations will include excavation conditions, utility installation, groundwater mitigation, suitability of backfill materials and any other recommendations we consider applicable to the site conditions encountered.

TASK 2 - FINAL DESIGN SERVICES:

- 2.1 Address City comments from the Task 1 City review(s) and finalize Preliminary Design Report. The Preliminary Design Report should be now titled “Project Design Report.”
- 2.2 Provide project layout to include lot lines (front and side) and addresses of all properties (adjacent to construction, or alternatively, in service area). Identify if property is owner occupied or a rental.
- 2.3 Determine removal limits with approval of City of Rapid City representative.
- 2.4 Coordinate with the geotechnical engineer and provide a geotechnical report to be included in the Project Design Report and project plans or specifications.
- 2.5 Incorporate design features as necessary to meet the requirements outlined in the Project Design Report.
- 2.6 Provide a complete stormwater pollution prevention narrative which will include detailed erosion and sediment control measures and specifications. Provide a complete erosion and sediment control site plan which includes station and offset locations for each implemented measure.

EXHIBIT A

Include both temporary and permanent erosion and sediment control measures. Include an erosion and sediment control sequence of implementation and phasing schedule. Each erosion control item shall be bid separately.

- 2.7 Provide detailed traffic control plans showing all devices required for a MUTCD compliant plan. Show all streets and alleys that may be impacted by this project. Show all existing signage, pavement markings, etc. All work zones, road closures, lane closures, and pavement marking removals shall be indicated on the plan. A detailed layout will be included for each phase of multi-phased projects. The traffic control sequence of implementation and phasing schedule shall coincide with erosion and sediment control sequence of implementation and phasing schedule. The City will provide an electronic version of an aerial photo for the selected consultant's use.
- 2.8 Provide a Project Sequence of implementation and phasing schedule which shall include such items as traffic control, erosion and sediment control, utility installations, paving, restoration, and construction milestones.
- 2.9 Coordinate directly with utility companies' engineering divisions to ensure that all existing utilities are completely and accurately identified and located in the field; that pertinent information regarding depth, material, size, etc. are noted on the plans; and that conflicts requiring relocation of utilities or special construction techniques are fully specified in the contract documents. Preliminary plans shall be provided to the pertinent utilities for comment at the time they are complete followed by a specific private utility coordination meeting in two to three weeks.
- 2.10 Notify the City Project Manager if private utilities will need to be relocated so PM can formally notify the utilities to relocate.
- 2.11 If desiring exceptions from City requirements or specifications, it is the Consultant's responsibility to request and secure exceptions. Failure by the City to comment on a nonconforming item during a review does not constitute the granting of an exception.
- 2.12 Provide detailed specifications supplementing the City of Rapid City Standard Specifications, as necessary. Typically project drawing specific issues should be indicated as a General Note on the drawings. Material types and material specific items would be included as a detailed specification.
- 2.13 Provide complete plans and specifications for a unit price construction contract. Plan sheets shall be prepared utilizing the latest City of Rapid City Drafting Standards.
- 2.14 Plans documents shall adhere to current City of Rapid City guidelines including the Infrastructure Design Criteria and the Recommended Standards for Wastewater Facilities (Ten States Standards).
- 2.15 Staking information shall include either of the following formats:
 - On the Plans
 - Station offsets for all items of work requiring field staking. In tabular form on a plan sheet (schedule)
 - Coordinates and description of inter-visible control points.
 - Coordinates of all items of work requiring field staking.
 - Benchmark information shall be provided on each sheet.
- 2.16 Assist the City with easement(s) acquisition, and obtain property owner contact information, prepare easement and ROW exhibits as necessary, provide copies of current deeds op

EXHIBIT A

properties where easements are needed, conduct property owner meetings for easement and ROW acquisition, and document acquisition meetings.

- 2.17 Provide two (2) copies and a PDF version of the finalized Project Design Report.
- 2.18 Provide three (3) copies and a PDF version of the Final Design Services submittal. The submittal shall consist of complete plans, specifications, contract documents, and opinion of probable construction cost to the City of Rapid City's project manager for review. The Final Design Services submittal will be made to the City when the consultant believes the plans, specifications, contract documents, and opinion of probable construction cost are 100% complete.
- 2.19 Address 100% submittal staff comments as necessary.
- 2.20 All submittals (drawings and specifications) believed by the Engineer of Record to be a final, shall contain a Certification Statement of Conformance with City Standards which shall read, "I (insert Engineer of Record's name) Certify that I have read and understand the provisions contained in the City of Rapid City Standard Specifications for Public Works Construction, current edition and the City of Rapid City's adopted Design Criteria Manuals. The drawings and specifications contained here within, to the best of my knowledge, were prepared in accordance with these documents or a properly executed exception to the Standard Specifications and/or Infrastructure Design Criteria Manual has been secured". This statement shall appear on the title sheet of the drawings and on the first page of specifications after the cover sheet. The "Certification Statement of Conformance with City Specifications" shall be signed and dated by the Engineer of Record.
- 2.21 Prepare any and all permits with exhibits the City will need to execute for the project.
- 2.22 Identify permits that will be required for the Contractor. Identify permit costs and indicate if any permit costs are paid for directly by the owner or if it is a Contractor cost. Typically all permit costs are the Contractor's obligation.
- 2.23 Prepare final "Engineer's Estimate" of probable construction cost for the project.
- 2.24 Deliver the following:
 - Provide one (1) copy and a PDF version of bid documents including complete plans, specifications, and Engineer's Estimate of probable construction cost to the City of Rapid City's project manager for City distribution.
 - Provide complete plans on CD compatible with AutoCAD Release 2008 or newer format.
 - Provide all topographic, control, and design points in the .dwg file and in tabular format, both on CD and on hard copy printout.
 - Provide complete specifications and contract documents on CD in Microsoft Word XP or previous versions.
 - Provide a unit price cost estimate on CD in Microsoft Excel XP or previous version on the City of Rapid City "Engineer's Estimate" form.
 - Provide Engineer's Estimate of probable construction costs as a component of this submittal.
 - Print and distribute five (5) copies of plans/drawings to the City of Rapid City at 11" x 17" scale for construction services personnel.
- 2.25 Prior to the advertisement for bids, arrange and conduct a public open house with affected residents. The open house shall be held sufficiently ahead of the project advertisement for bids such that public comments and concerns may still be addressed within the final project

EXHIBIT A

documents. Notice of the open house shall be mailed to all property owners adjacent to the proposed work area(s), as well as those in the immediate area who may be directly impacted by the construction, as determined by the City. The Consultant shall tabulate the public comments and concerns and provide written recommendations for staff review regarding possible inclusion or exclusion of such requests.

- 2.26 The City will submit plans and specifications to the Department of Environment and Natural Resources for approval, and the Consultant shall address any comments or corrections required.
- 2.27 Attend Public Works and Council meetings as necessary.
- 2.28 Meet with individual property owners regarding assessed project procedures. This includes notification letters, one-on-one coffee table discussions, information hearings, and preparation of the Resolution of Necessity. Standard project funding assistance information will be given to the property owners. Request for additional funding assistance will be coordinated with the City of Rapid City Community Development Department. Any additional work required to contribute to an Economic Assistance evaluation is outside of this scope of services and will require additional negotiations. (Portions of this work may be done after Bidding and/or Construction)

TASK 3 – BIDDING SERVICES:

- 3.1 Submit sufficient information to the City of Rapid City project manager for completion of City Advertising Authority form.
- 3.2 Consultant shall proof print quality at printers before full production of copies are made.
- 3.3 Arrange and conduct a Pre-bid Conference. Record attendance and minutes. Distribute minute copies to only Consultant and City.
- 3.4 Prepare and issue addenda to the bid documents as required.
- 3.5 Attend Public Works Committee and Council Meetings as required.
- 3.6 Review Bidder's Proposals and review and sign the City Engineering Services prepared Bid Tab, prepare an award recommendation letter to the City of Rapid City project manager, and sign a City Engineering Services prepared Award Summary.

EXHIBIT A

ANTICIPATED SCHEDULE

Notice to Proceed for this Agreement	December 16, 2013
Task 1 Preliminary Design Submittal – Project #1	February 17, 2014
Task 2 Final Design Submittal – Project #1	March 21, 2014
Final Plans, Specs, & Contract Docs – Project #1	April 4, 2014
Project Bid Opening – Project #1	April 29, 2014
Task 1 Preliminary Design Submittal – All Other Projects	March 7, 2014
Task 2 Final Design Submittal – All Other Projects	April 18, 2014
Final Plans, Specs, & Contract Docs – All Other Projects	May 20, 2014
Project Bid Opening – All Other Projects	June 10, 2014
All Construction Completed in 2014	

END OF SCOPE NARRATIVE

**EXHIBIT B
 TASK SCHEDULE-ESTIMATED FEES
 WATER AND SEWER EXTENSION PROJECTS
 PROJECT NO. 13-2100 CIP 50961**

FMG, INC. - 11/26/2013

TASK 1 - PRELIMINARY DESIGN - PROJECT #1		
1.1	Kickoff Meeting	\$ 92.00
1.2	Collect and Review Background Information	\$ 148.00
1.2.1	Collect Water and Sewer Service Cards	\$ 28.00
1.3	Perform Site Surveys	\$ -
1.3.1	Plat/Property Research	\$ 160.00
1.3.2	Identify Land Ownership	\$ 28.00
1.3.3	Property Corner Search	\$ 790.00
1.3.4	Horizontal/Vertical Control	\$ 500.00
1.3.5	Main Line Detailed Route Survey	\$ 1,000.00
1.3.6	Private Utility Coordination	\$ 97.50
1.3.7	Drafting Survey Information/Set up Design Sheets	\$ 260.00
1.3.8	Field Check Survey Information	\$ 70.00
1.4	Develop and Distribute Survey Questionnaire	\$ 94.00
1.5	Meet with Individual Property Owners for ROW/Easements	\$ 880.00
1.6 (A)	Conceptual Design Report	\$ 1,005.00
1.6 (B)	Conceptual Drawings	\$ -
1.6 (B).1	Cover Sheet	\$ 32.50
1.6 (B).2	Survey Control Sheet	\$ 145.00
1.6 (B).3	Anticipated Traffic Control Phasing	\$ 290.00
1.6 (B).4	Anticipated Erosion Control Measures	\$ 306.00
1.6 (B).5	Property Layout and Land Ownership	\$ 165.00
1.6 (B).6	Plan and Profile Sheets	\$ 930.00
1.6 (B).7	Detail Sheets	\$ 39.50
1.7	Attend Submittal Review Meeting with City Staff	\$ 190.00
1.8	Perform Geotechnical Investigation	\$ 700.00
1.9	Reimbursables, Printing, Supplies, Mileage, Expendables for Prelim Design	\$ 49.50
TOTAL FOR TASK 1-PRELIMINARY DESIGN - PROJECT #1		\$ 8,000.00

EXHIBIT B
 TASK SCHEDULE-ESTIMATED FEES
 WATER AND SEWER EXTENSION PROJECTS
 PROJECT NO. 13-2100 CIP 50961

TASK 1 - PRELIMINARY DESIGN - PROJECT #2		
1.1	Kickoff Meeting	\$ 92.00
1.2	Collect and Review Background Information	\$ 148.00
1.2.1	Collect Water and Sewer Service Cards	\$ 28.00
1.3	Perform Site Surveys	\$ -
1.3.1	Plat/Property Research	\$ 160.00
1.3.2	Identify Land Ownership	\$ 28.00
1.3.3	Property Corner Search	\$ 790.00
1.3.4	Horizontal/Vertical Control	\$ 500.00
1.3.5	Main Line Detailed Route Survey	\$ 1,000.00
1.3.6	Private Utility Coordination	\$ 97.50
1.3.7	Drafting Survey Information/Set up Design Sheets	\$ 260.00
1.3.8	Field Check Survey Information	\$ 70.00
1.4	Develop and Distribute Survey Questionnaire	\$ 94.00
1.5	Meet with Individual Property Owners for ROW/Easements	\$ 880.00
1.6 (A)	Conceptual Design Report	\$ 827.50
1.6 (B)	Conceptual Drawings	\$ -
1.6 (B).1	Cover Sheet	\$ 16.25
1.6 (B).2	Survey Control Sheet	\$ 112.50
1.6 (B).3	Anticipated Traffic Control Phasing	\$ 290.00
1.6 (B).4	Anticipated Erosion Control Measures	\$ 226.00
1.6 (B).5	Property Layout and Land Ownership	\$ 165.00
1.6 (B).6	Plan and Profile Sheets	\$ 895.00
1.6 (B).7	Detail Sheets	\$ 39.50
1.7	Attend Submittal Review Meeting with City Staff	\$ 38.00
1.8	Perform Geotechnical Investigation	\$ 700.00
1.9	Reimbursables, Printing, Supplies, Mileage, Expendables for Prelim Design	\$ 42.75
TOTAL FOR TASK 1-PRELIMINARY DESIGN - PROJECT #2		\$ 7,500.00

EXHIBIT B
TASK SCHEDULE-ESTIMATED FEES
WATER AND SEWER EXTENSION PROJECTS
PROJECT NO. 13-2100 CIP 50961

TASK 1 - PRELIMINARY DESIGN - PROJECT #3		
1.1	Kickoff Meeting	\$ 92.00
1.2	Collect and Review Background Information	\$ 148.00
1.2.1	Collect Water and Sewer Service Cards	\$ 28.00
1.3	Perform Site Surveys	\$ -
1.3.1	Plat/Property Research	\$ 160.00
1.3.2	Identify Land Ownership	\$ 28.00
1.3.3	Property Corner Search	\$ 790.00
1.3.4	Horizontal/Vertical Control	\$ 500.00
1.3.5	Main Line Detailed Route Survey	\$ 1,000.00
1.3.6	Private Utility Coordination	\$ 97.50
1.3.7	Drafting Survey Information/Set up Design Sheets	\$ 260.00
1.3.8	Field Check Survey Information	\$ 70.00
1.4	Develop and Distribute Survey Questionnaire	\$ 94.00
1.5	Meet with Individual Property Owners for ROW/Easements	\$ 1,100.00
1.6 (A)	Conceptual Design Report	\$ 587.50
1.6 (B)	Conceptual Drawings	\$ -
1.6 (B).1	Cover Sheet	\$ 16.25
1.6 (B).2	Survey Control Sheet	\$ 112.50
1.6 (B).3	Anticipated Traffic Control Phasing	\$ 178.00
1.6 (B).4	Anticipated Erosion Control Measures	\$ 178.00
1.6 (B).5	Property Layout and Land Ownership	\$ 165.00
1.6 (B).6	Plan and Profile Sheets	\$ 583.00
1.6 (B).7	Detail Sheets	\$ 39.50
1.7	Attend Submittal Review Meeting with City Staff	\$ 38.00
1.8	Perform Geotechnical Investigation	\$ 700.00
1.9	Reimbursables, Printing, Supplies, Mileage, Expendables for Prelim Design	\$ 34.75
	TOTAL FOR TASK 1-PRELIMINARY DESIGN - PROJECT #3	\$ 7,000.00

EXHIBIT B
TASK SCHEDULE-ESTIMATED FEES
WATER AND SEWER EXTENSION PROJECTS
PROJECT NO. 13-2100 CIP 50961

TASK 1 - PRELIMINARY DESIGN - PROJECT #4		
1.1	Kickoff Meeting	\$ 92.00
1.2	Collect and Review Background Information	\$ 148.00
1.2.1	Collect Water and Sewer Service Cards	\$ 28.00
1.3	Perform Site Surveys	\$ -
1.3.1	Plat/Property Research	\$ 160.00
1.3.2	Identify Land Ownership	\$ 28.00
1.3.3	Property Corner Search	\$ 790.00
1.3.4	Horizontal/Vertical Control	\$ 500.00
1.3.5	Main Line Detailed Route Survey	\$ 1,000.00
1.3.6	Private Utility Coordination	\$ 97.50
1.3.7	Drafting Survey Information/Set up Design Sheets	\$ 260.00
1.3.8	Field Check Survey Information	\$ 70.00
1.4	Develop and Distribute Survey Questionnaire	\$ 94.00
1.5	Meet with Individual Property Owners for ROW/Easements	\$ 440.00
1.6 (A)	Conceptual Design Report	\$ 372.50
1.6 (B)	Conceptual Drawings	\$ -
1.6 (B).1	Cover Sheet	\$ 16.25
1.6 (B).2	Survey Control Sheet	\$ 112.50
1.6 (B).3	Anticipated Traffic Control Phasing	\$ 146.00
1.6 (B).4	Anticipated Erosion Control Measures	\$ 146.00
1.6 (B).5	Property Layout and Land Ownership	\$ 165.00
1.6 (B).6	Plan and Profile Sheets	\$ 507.00
1.6 (B).7	Detail Sheets	\$ 39.50
1.7	Attend Submittal Review Meeting with City Staff	\$ 38.00
1.8	Perform Geotechnical Investigation	\$ 700.00
1.9	Reimbursables, Printing, Supplies, Mileage, Expendables for Prelim Design	\$ 49.75
TOTAL FOR TASK 1-PRELIMINARY DESIGN - PROJECT #4		\$ 6,000.00

EXHIBIT B
TASK SCHEDULE-ESTIMATED FEES
WATER AND SEWER EXTENSION PROJECTS
PROJECT NO. 13-2100 CIP 50961

TASK 1 - PRELIMINARY DESIGN - PROJECT #5		
1.1	Kickoff Meeting	\$ 92.00
1.2	Collect and Review Background Information	\$ 148.00
1.2.1	Collect Water and Sewer Service Cards	\$ 28.00
1.3	Perform Site Surveys	\$ -
1.3.1	Plat/Property Research	\$ 160.00
1.3.2	Identify Land Ownership	\$ 28.00
1.3.3	Property Corner Search	\$ 790.00
1.3.4	Horizontal/Vertical Control	\$ 500.00
1.3.5	Main Line Detailed Route Survey	\$ 1,000.00
1.3.6	Private Utility Coordination	\$ 97.50
1.3.7	Drafting Survey Information/Set up Design Sheets	\$ 260.00
1.3.8	Field Check Survey Information	\$ 70.00
1.4	Develop and Distribute Survey Questionnaire	\$ 94.00
1.5	Meet with Individual Property Owners for ROW/Easments	\$ 1,100.00
1.6 (A)	Conceptual Design Report	\$ 827.50
1.6 (B)	Conceptual Drawings	\$ -
1.6 (B).1	Cover Sheet	\$ 16.25
1.6 (B).2	Survey Control Sheet	\$ 112.50
1.6 (B).3	Anticipated Traffic Control Phasing	\$ 210.00
1.6 (B).4	Anticipated Erosion Control Measures	\$ 186.00
1.6 (B).5	Property Layout and Land Ownership	\$ 165.00
1.6 (B).6	Plan and Profile Sheets	\$ 583.00
1.6 (B).7	Detail Sheets	\$ 39.50
1.7	Attend Submittal Review Meeting with City Staff	\$ 38.00
1.8	Perform Geotechnical Investigation	\$ 700.00
1.9	Reimbursables, Printing, Supplies, Mileage, Expendables for Prelim Design	\$ 54.75
TOTAL FOR TASK 1-PRELIMINARY DESIGN - PROJECT #5		\$ 7,300.00

EXHIBIT B
TASK SCHEDULE-ESTIMATED FEES
WATER AND SEWER EXTENSION PROJECTS
PROJECT NO. 13-2100 CIP 50961

TASK 1 - PRELIMINARY DESIGN - PROJECT #6		
1.1	Kickoff Meeting	\$ 92.00
1.2	Collect and Review Background Information	\$ 148.00
1.2.1	Collect Water and Sewer Service Cards	\$ 28.00
1.3	Perform Site Surveys	\$ -
1.3.1	Plat/Property Research	\$ 160.00
1.3.2	Identify Land Ownership	\$ 28.00
1.3.3	Property Corner Search	\$ 790.00
1.3.4	Horizontal/Vertical Control	\$ 500.00
1.3.5	Main Line Detailed Route Survey	\$ 1,000.00
1.3.6	Private Utility Coordination	\$ 97.50
1.3.7	Drafting Survey Information/Set up Design Sheets	\$ 260.00
1.3.8	Field Check Survey Information	\$ 70.00
1.4	Develop and Distribute Survey Questionnaire	\$ 94.00
1.5	Meet with Individual Property Owners for ROW/Easements	\$ 440.00
1.6 (A)	Conceptual Design Report	\$ 372.50
1.6 (B)	Conceptual Drawings	\$ -
1.6 (B).1	Cover Sheet	\$ 16.25
1.6 (B).2	Survey Control Sheet	\$ 112.50
1.6 (B).3	Anticipated Traffic Control Phasing	\$ 146.00
1.6 (B).4	Anticipated Erosion Control Measures	\$ 146.00
1.6 (B).5	Property Layout and Land Ownership	\$ 165.00
1.6 (B).6	Plan and Profile Sheets	\$ 507.00
1.6 (B).7	Detail Sheets	\$ 39.50
1.7	Attend Submittal Review Meeting with City Staff	\$ 38.00
1.8	Perform Geotechnical Investigation	\$ 700.00
1.9	Reimbursables, Printing, Supplies, Mileage, Expendables for Prelim Design	\$ 49.75
TOTAL FOR TASK 1-PRELIMINARY DESIGN - PROJECT #6		\$ 6,000.00

EXHIBIT B
TASK SCHEDULE-ESTIMATED FEES
WATER AND SEWER EXTENSION PROJECTS
PROJECT NO. 13-2100 CIP 50961

TASK 1 - PRELIMINARY DESIGN - PROJECT #7		
1.1	Kickoff Meeting	\$ 92.00
1.2	Collect and Review Background Information	\$ 148.00
1.2.1	Collect Water and Sewer Service Cards	\$ 28.00
1.3	Perform Site Surveys	\$ -
1.3.1	Plat/Property Research	\$ 160.00
1.3.2	Identify Land Ownership	\$ 28.00
1.3.3	Property Corner Search	\$ 790.00
1.3.4	Horizontal/Vertical Control	\$ 500.00
1.3.5	Main Line Detailed Route Survey	\$ 1,000.00
1.3.6	Private Utility Coordination	\$ 97.50
1.3.7	Drafting Survey Information/Set up Design Sheets	\$ 260.00
1.3.8	Field Check Survey Information	\$ 70.00
1.4	Develop and Distribute Survey Questionnaire	\$ 94.00
1.5	Meet with Individual Property Owners for ROW/Easements	\$ 1,320.00
1.6 (A)	Conceptual Design Report	\$ 1,005.00
1.6 (B)	Conceptual Drawings	\$ -
1.6 (B).1	Cover Sheet	\$ 16.25
1.6 (B).2	Survey Control Sheet	\$ 112.50
1.6 (B).3	Anticipated Traffic Control Phasing	\$ 170.00
1.6 (B).4	Anticipated Erosion Control Measures	\$ 226.00
1.6 (B).5	Property Layout and Land Ownership	\$ 165.00
1.6 (B).6	Plan and Profile Sheets	\$ 895.00
1.6 (B).7	Detail Sheets	\$ 39.50
1.7	Attend Submittal Review Meeting with City Staff	\$ 38.00
1.8	Perform Geotechnical Investigation	\$ 700.00
1.9	Reimbursables, Printing, Supplies, Mileage, Expendables for Prelim Design	\$ 45.25
TOTAL FOR TASK 1-PRELIMINARY DESIGN - PROJECT #7		\$ 8,000.00

EXHIBIT B
TASK SCHEDULE-ESTIMATED FEES
WATER AND SEWER EXTENSION PROJECTS
PROJECT NO. 13-2100 CIP 50961

TASK 1 - PRELIMINARY DESIGN - PROJECT #8		
1.1	Kickoff Meeting	\$ 92.00
1.2	Collect and Review Background Information	\$ 148.00
1.2.1	Collect Water and Sewer Service Cards	\$ 28.00
1.3	Perform Site Surveys	\$ -
1.3.1	Plat/Property Research	\$ 160.00
1.3.2	Identify Land Ownership	\$ 28.00
1.3.3	Property Corner Search	\$ 790.00
1.3.4	Horizontal/Vertical Control	\$ 500.00
1.3.5	Main Line Detailed Route Survey	\$ 1,000.00
1.3.6	Private Utility Coordination	\$ 97.50
1.3.7	Drafting Survey Information/Set up Design Sheets	\$ 260.00
1.3.8	Field Check Survey Information	\$ 70.00
1.4	Develop and Distribute Survey Questionnaire	\$ 94.00
1.5	Meet with Individual Property Owners for ROW/Easements	\$ 550.00
1.6 (A)	Conceptual Design Report	\$ 507.50
1.6 (B)	Conceptual Drawings	\$ -
1.6 (B).1	Cover Sheet	\$ 16.25
1.6 (B).2	Survey Control Sheet	\$ 112.50
1.6 (B).3	Anticipated Traffic Control Phasing	\$ 146.00
1.6 (B).4	Anticipated Erosion Control Measures	\$ 146.00
1.6 (B).5	Property Layout and Land Ownership	\$ 165.00
1.6 (B).6	Plan and Profile Sheets	\$ 567.00
1.6 (B).7	Detail Sheets	\$ 39.50
1.7	Attend Submittal Review Meeting with City Staff	\$ 38.00
1.8	Perform Geotechnical Investigation	\$ 700.00
1.9	Reimbursables, Printing, Supplies, Mileage, Expendables for Prelim Design	\$ 44.75
TOTAL FOR TASK 1-PRELIMINARY DESIGN - PROJECT #8		\$ 6,300.00

EXHIBIT B
 TASK SCHEDULE-ESTIMATED FEES
 WATER AND SEWER EXTENSION PROJECTS
 PROJECT NO. 13-2100 CIP 50961

TASK 1 - PRELIMINARY DESIGN - PROJECT #9		
1.1	Kickoff Meeting	\$ 92.00
1.2	Collect and Review Background Information	\$ 148.00
1.2.1	Collect Water and Sewer Service Cards	\$ 28.00
1.3	Perform Site Surveys	\$ -
1.3.1	Plat/Property Research	\$ 320.00
1.3.2	Identify Land Ownership	\$ 28.00
1.3.3	Property Corner Search	\$ 870.00
1.3.4	Horizontal/Vertical Control	\$ 500.00
1.3.5	Main Line Detailed Route Survey	\$ 1,000.00
1.3.6	Private Utility Coordination	\$ 292.50
1.3.7	Drafting Survey Information/Set up Design Sheets	\$ 260.00
1.3.8	Field Check Survey Information	\$ 70.00
1.4	Develop and Distribute Survey Questionnaire	\$ 94.00
1.5	Meet with Individual Property Owners for ROW/Easements	\$ 1,760.00
1.6 (A)	Conceptual Design Report	\$ 1,005.00
1.6 (B)	Conceptual Drawings	\$ -
1.6 (B).1	Cover Sheet	\$ 16.25
1.6 (B).2	Survey Control Sheet	\$ 112.50
1.6 (B).3	Anticipated Traffic Control Phasing	\$ 178.00
1.6 (B).4	Anticipated Erosion Control Measures	\$ 178.00
1.6 (B).5	Property Layout and Land Ownership	\$ 165.00
1.6 (B).6	Plan and Profile Sheets	\$ 1,315.00
1.6 (B).7	Detail Sheets	\$ 39.50
1.7	Attend Submittal Review Meeting with City Staff	\$ 76.00
1.8	Perform Geotechnical Investigation	\$ 1,400.00
1.9	Reimbursables, Printing, Supplies, Mileage, Expendables for Prelim Design	\$ 52.25
TOTAL FOR TASK 1-PRELIMINARY DESIGN - PROJECT #9		\$ 10,000.00

EXHIBIT B
TASK SCHEDULE-ESTIMATED FEES
WATER AND SEWER EXTENSION PROJECTS
PROJECT NO. 13-2100 CIP 50961

TASK 1 - PRELIMINARY DESIGN - PROJECT #10		
1.1	Kickoff Meeting	\$ 92.00
1.2	Collect and Review Background Information	\$ 148.00
1.2.1	Collect Water and Sewer Service Cards	\$ 28.00
1.3	Perform Site Surveys	\$ -
1.3.1	Plat/Property Research	\$ 160.00
1.3.2	Identify Land Ownership	\$ 28.00
1.3.3	Property Corner Search	\$ 790.00
1.3.4	Horizontal/Vertical Control	\$ 500.00
1.3.5	Main Line Detailed Route Survey	\$ 1,000.00
1.3.6	Private Utility Coordination	\$ 97.50
1.3.7	Drafting Survey Information/Set up Design Sheets	\$ 260.00
1.3.8	Field Check Survey Information	\$ 70.00
1.4	Develop and Distribute Survey Questionnaire	\$ 94.00
1.5	Meet with Individual Property Owners for ROW/Easments	\$ 1,320.00
1.6 (A)	Conceptual Design Report	\$ 1,005.00
1.6 (B)	Conceptual Drawings	\$ -
1.6 (B).1	Cover Sheet	\$ 32.50
1.6 (B).2	Survey Control Sheet	\$ 145.00
1.6 (B).3	Anticipated Traffic Control Phasing	\$ 146.00
1.6 (B).4	Anticipated Erosion Control Measures	\$ 162.00
1.6 (B).5	Property Layout and Land Ownership	\$ 165.00
1.6 (B).6	Plan and Profile Sheets	\$ 938.00
1.6 (B).7	Detail Sheets	\$ 39.50
1.7	Attend Submittal Review Meeting with City Staff	\$ 38.00
1.8	Perform Geotechnical Investigation	\$ 700.00
1.9	Reimbursables, Printing, Supplies, Mileage, Expendables for Prelim Design	\$ 41.50
TOTAL FOR TASK 1-PRELIMINARY DESIGN - PROJECT #10		\$ 8,000.00

EXHIBIT B
TASK SCHEDULE-ESTIMATED FEES
WATER AND SEWER EXTENSION PROJECTS
PROJECT NO. 13-2100 CIP 50961

TASK 1- PRELIMINARY DESIGN - ALL PROJECTS		
1.1	Kickoff Meeting	\$ 920.00
1.2	Collect and Review Background Information	\$ 1,480.00
1.2.1	Collect Water and Sewer Service Cards	\$ 280.00
1.3	Perform Site Surveys	\$ -
1.3.1	Plat/Property Research	\$ 1,760.00
1.3.2	Identify Land Ownership	\$ 280.00
1.3.3	Property Corner Search	\$ 7,980.00
1.3.4	Horizontal/Vertical Control	\$ 5,000.00
1.3.5	Main Line Detailed Route Survey	\$ 10,000.00
1.3.6	Private Utility Coordination	\$ 1,170.00
1.3.7	Drafting Survey Information/Set up Design Sheets	\$ 2,600.00
1.3.8	Field Check Survey Information	\$ 700.00
1.4	Develop and Distribute Survey Questionnaire	\$ 940.00
1.5	Meet with Individual Property Owners for ROW/Easements	\$ 9,790.00
1.6 (A)	Conceptual Design Report	\$ 7,515.00
1.6 (B)	Conceptual Drawings	\$ -
1.6 (B).1	Cover Sheet	\$ 195.00
1.6 (B).2	Survey Control Sheet	\$ 1,190.00
1.6 (B).3	Anticipated Traffic Control Phasing	\$ 1,900.00
1.6 (B).4	Anticipated Erosion Control Measures	\$ 1,900.00
1.6 (B).5	Property Layout and Land Ownership	\$ 1,650.00
1.6 (B).6	Plan and Profile Sheets	\$ 7,720.00
1.6 (B).7	Detail Sheets	\$ 395.00
1.7	Attend Submittal Review Meeting with City Staff	\$ 570.00
1.8	Perform Geotechnical Investigation	\$ 7,700.00
1.9	Reimbursables, Printing, Supplies, Mileage, Expendables for Prelim Design	\$ 465.00
TOTAL FOR TASK 1-PRELIMINARY DESIGN - ALL PROJECTS		\$ 74,100.00

EXHIBIT B
TASK SCHEDULE-ESTIMATED FEES
WATER AND SEWER EXTENSION PROJECTS
PROJECT NO. 13-2100 CIP 50961

TASK 2 - FINAL DESIGN - PROJECT #1			
2.1	Address City Comments/Task 1 Final Review and Finalize Design Report	\$	202.50
2.2	Provide Project Layout, Ownership and Occupancy	\$	70.00
2.3	Determine Removal Limits with City Project Manager	\$	55.00
2.4	Coordinate with Geotechnical Engineer	\$	40.00
2.5	Incorporate Design Report Features	\$	202.50
2.6	Provide Erosion and Sediment Control Plans and SWPPP	\$	280.00
2.7	Provide Detailed Traffic Control Plans	\$	280.00
2.8	Provide Project Sequence of Implementation and Phasing Schedule	\$	95.00
2.9	Coordinate with Utility Companies	\$	235.00
2.10	Notify City Project Manager if Private Utilities need Relocation	\$	110.00
2.11	Design Exception Requests	\$	40.00
2.12	Provide Detailed Specifications/General Notes	\$	270.00
2.13	Provide Complete Plans and Specifications	\$	-
2.13.1	Title Sheet	\$	105.00
2.13.2	Estimate of Quantities Tables	\$	350.00
2.13.3	Project General Notes Sheets	\$	345.00
2.13.4	Survey Control Sheet / Horizontal/Vertical and Alignment Data	\$	135.00
2.13.5	Property Control Drawings	\$	130.00
2.13.6	Demo Sheets	\$	265.00
2.13.7	Plan and Profile Sheets	\$	950.00
2.13.8	Surfacing Sheets	\$	345.00
2.13.9	Standard Details	\$	100.00
2.13.10	Special Details	\$	105.00
2.14	Plan Documents Adhere to Current City Guidelines	\$	245.00
2.15	Staking Information-Included in Plans Survey Control Task	\$	-
2.16	Assist with Easement Acquisition/Exhibit Preparation	\$	535.00
2.17	Provide 2 copies and PDF Version of final Project Design Report	\$	145.00
2.18	Provide 3 copies and PDF Version of final Design Submittal	\$	145.00
2.19	Address 100% Submittal Staff Comments	\$	202.50
2.20	Engineer's Certification on Plans	\$	40.00
2.21	Prepare Permits and Exhibits	\$	55.00
2.22	Identify Permits and Costs	\$	55.00
2.23	Prepare Final "Engineer's Estimate" of Probable Cost	\$	202.50
2.24	Deliver Final Plans and Bid Documents	\$	160.00
2.25	Arrange and Conduct Open House with Residents	\$	300.00
2.26	City Submits Final Documents to DENR (Not a Consultant Task)	\$	-
2.27	Attend Public Works and Council Meetings if Necessary	\$	-
2.28	Meet with Property Owners and Complete Assessed Project Paperwork	\$	2,085.00
2.29	Reimbursables, Printing, Supplies, Mileage, Expendables	\$	120.00
TOTAL FOR TASK 2-FINAL DESIGN - PROJECT #1		\$	9,000.00

EXHIBIT B
TASK SCHEDULE-ESTIMATED FEES
WATER AND SEWER EXTENSION PROJECTS
PROJECT NO. 13-2100 CIP 50961

TASK 2 - FINAL DESIGN - PROJECT #2		
2.1	Address City Comments/Task 1 Final Review and Finalize Design Report	\$ 127.75
2.2	Provide Project Layout, Ownership and Occupancy	\$ 28.00
2.3	Determine Removal Limits with City Project Manager	\$ 16.50
2.4	Coordinate with Geotechnical Engineer	\$ 12.00
2.5	Incorporate Design Report Features	\$ 127.75
2.6	Provide Erosion and Sediment Control Plans and SWPPP	\$ 139.00
2.7	Provide Detailed Traffic Control Plans	\$ 139.00
2.8	Provide Project Sequence of Implementation and Phasing Schedule	\$ 52.50
2.9	Coordinate with Utility Companies	\$ 44.50
2.10	Notify City Project Manager if Private Utilities need Reloaction	\$ 11.00
2.11	Design Exception Requests	\$ 40.00
2.12	Provide Detailed Specifications/General Notes	\$ 86.00
2.13	Provide Complete Plans and Specifcations	\$ -
2.13.1	Title Sheet	\$ 38.00
2.13.2	Estimate of Quantites Tables	\$ 250.00
2.13.3	Project General Notes Sheets	\$ 223.50
2.13.4	Survey Control Sheet / Horizontal/Vertical and Alignment Data	\$ 40.00
2.13.5	Property Control Drawings	\$ 52.00
2.13.6	Demo Sheets	\$ 218.50
2.13.7	Plan and Profile Sheets	\$ 628.00
2.13.8	Surfacing Sheets	\$ 267.00
2.13.9	Standard Details	\$ 36.50
2.13.10	Special Details	\$ 38.00
2.14	Plan Documents Adhere to Current City Guidelines	\$ 24.50
2.15	Staking Information-Included in Plans Survey Control Task	\$ -
2.16	Assist with Easement Acquistion/Exhibit Preparation	\$ 517.50
2.17	Provide 2 copies and PDF Version of final Project Design Report	\$ 30.50
2.18	Provide 3 copies and PDF Version of final Design Submittal	\$ 30.50
2.19	Address 100% Submittal Staff Comments	\$ 149.75
2.20	Engineer's Certification on Plans	\$ 4.00
2.21	Prepare Permits and Exhibits	\$ 16.50
2.22	Identify Permits and Costs	\$ 16.50
2.23	Prepare Final "Engineer's Estimate" of Probable Cost	\$ 116.75
2.24	Deliver Final Plans and Bid Documents	\$ 56.00
2.25	Arrange and Conduct Open House with Residents	\$ 128.00
2.26	City Submits Final Documents to DENR (Not a Consultant Task)	\$ -
2.27	Attend Public Works and Council Meetings if Necessary	\$ -
2.28	Meet with Property Owners and Complete Assessed Project Paperwork	\$ 1,734.00
2.29	Reimbursables, Printing, Supplies, Mileage, Expendables	\$ 60.00
TOTAL FOR TASK 2-FINAL DESIGN - PROJECT #2		\$ 5,500.00

EXHIBIT B
TASK SCHEDULE-ESTIMATED FEES
WATER AND SEWER EXTENSION PROJECTS
PROJECT NO. 13-2100 CIP 50961

TASK 2 - FINAL DESIGN - PROJECT #3		
2.1	Address City Comments/Task 1 Final Review and Finalize Design Report	\$ 127.75
2.2	Provide Project Layout, Ownership and Occupancy	\$ 28.00
2.3	Determine Removal Limits with City Project Manager	\$ 16.50
2.4	Coordinate with Geotechnical Engineer	\$ 12.00
2.5	Incorporate Design Report Features	\$ 127.75
2.6	Provide Erosion and Sediment Control Plans and SWPPP	\$ 139.00
2.7	Provide Detailed Traffic Control Plans	\$ 139.00
2.8	Provide Project Sequence of Implementation and Phasing Schedule	\$ 52.50
2.9	Coordinate with Utility Companies	\$ 44.50
2.10	Notify City Project Manager if Private Utilities need Relocation	\$ 11.00
2.11	Design Exception Requests	\$ 40.00
2.12	Provide Detailed Specifications/General Notes	\$ 86.00
2.13	Provide Complete Plans and Specificatons	\$ -
2.13.1	Title Sheet	\$ 38.00
2.13.2	Estimate of Quantites Tables	\$ 250.00
2.13.3	Project General Notes Sheets	\$ 223.50
2.13.4	Survey Control Sheet / Horizontal/Vertical and Alignment Data	\$ 40.00
2.13.5	Property Control Drawings	\$ 52.00
2.13.6	Demo Sheets	\$ 153.50
2.13.7	Plan and Profile Sheets	\$ 500.00
2.13.8	Surfacing Sheets	\$ 192.00
2.13.9	Standard Details	\$ 36.50
2.13.10	Special Details	\$ 38.00
2.14	Plan Documents Adhere to Current City Guidelines	\$ 24.50
2.15	Staking Information-Included in Plans Survey Control Task	\$ -
2.16	Assist with Easement Acquistion/Exhibit Preparation	\$ 517.50
2.17	Provide 2 copies and PDF Version of final Project Design Report	\$ 30.50
2.18	Provide 3 copies and PDF Version of final Design Submittal	\$ 30.50
2.19	Address 100% Submittal Staff Comments	\$ 149.75
2.20	Engineer's Certification on Plans	\$ 4.00
2.21	Prepare Permits and Exhibits	\$ 16.50
2.22	Identify Permits and Costs	\$ 16.50
2.23	Prepare Final "Engineer's Estimate" of Probable Cost	\$ 116.75
2.24	Deliver Final Plans and Bid Documents	\$ 56.00
2.25	Arrange and Conduct Open House with Residents	\$ 128.00
2.26	City Submits Final Documents to DENR (Not a Consultant Task)	\$ -
2.27	Attend Public Works and Council Meetings if Necessary	\$ -
2.28	Meet with Property Owners and Complete Assessed Project Paperwork	\$ 1,404.00
2.29	Reimbursables, Printing, Supplies, Mileage, Expendables	\$ 58.00
TOTAL FOR TASK 2-FINAL DESIGN - PROJECT #3		\$ 4,900.00

EXHIBIT B
TASK SCHEDULE-ESTIMATED FEES
WATER AND SEWER EXTENSION PROJECTS
PROJECT NO. 13-2100 CIP 50961

TASK 2 - FINAL DESIGN - PROJECT #4		
2.1	Address City Comments/Task 1 Final Review and Finalize Design Report	\$ 127.75
2.2	Provide Project Layout, Ownership and Occupancy	\$ 28.00
2.3	Determine Removal Limits with City Project Manager	\$ 16.50
2.4	Coordinate with Geotechnical Engineer	\$ 12.00
2.5	Incorporate Design Report Features	\$ 127.75
2.6	Provide Erosion and Sediment Control Plans and SWPPP	\$ 139.00
2.7	Provide Detailed Traffic Control Plans	\$ 139.00
2.8	Provide Project Sequence of Implementation and Phasing Schedule	\$ 52.50
2.9	Coordinate with Utility Companies	\$ 44.50
2.10	Notify City Project Manager if Private Utilities need Relocation	\$ 11.00
2.11	Design Exception Requests	\$ 40.00
2.12	Provide Detailed Specifications/General Notes	\$ 86.00
2.13	Provide Complete Plans and Specifications	\$ -
2.13.1	Title Sheet	\$ 38.00
2.13.2	Estimate of Quantities Tables	\$ 250.00
2.13.3	Project General Notes Sheets	\$ 223.50
2.13.4	Survey Control Sheet / Horizontal/Vertical and Alignment Data	\$ 40.00
2.13.5	Property Control Drawings	\$ 52.00
2.13.6	Demo Sheets	\$ 153.50
2.13.7	Plan and Profile Sheets	\$ 500.00
2.13.8	Surfacing Sheets	\$ 192.00
2.13.9	Standard Details	\$ 36.50
2.13.10	Special Details	\$ 38.00
2.14	Plan Documents Adhere to Current City Guidelines	\$ 24.50
2.15	Staking Information-Included in Plans Survey Control Task	\$ -
2.16	Assist with Easement Acquisition/Exhibit Preparation	\$ 517.50
2.17	Provide 2 copies and PDF Version of final Project Design Report	\$ 30.50
2.18	Provide 3 copies and PDF Version of final Design Submittal	\$ 30.50
2.19	Address 100% Submittal Staff Comments	\$ 149.75
2.20	Engineer's Certification on Plans	\$ 4.00
2.21	Prepare Permits and Exhibits	\$ 16.50
2.22	Identify Permits and Costs	\$ 16.50
2.23	Prepare Final "Engineer's Estimate" of Probable Cost	\$ 116.75
2.24	Deliver Final Plans and Bid Documents	\$ 56.00
2.25	Arrange and Conduct Open House with Residents	\$ 128.00
2.26	City Submits Final Documents to DENR (Not a Consultant Task)	\$ -
2.27	Attend Public Works and Council Meetings if Necessary	\$ -
2.28	Meet with Property Owners and Complete Assessed Project Paperwork	\$ 461.00
2.29	Reimbursables, Printing, Supplies, Mileage, Expendables	\$ 101.00
TOTAL FOR TASK 2-FINAL DESIGN - PROJECT #4		\$ 4,000.00

EXHIBIT B
TASK SCHEDULE-ESTIMATED FEES
WATER AND SEWER EXTENSION PROJECTS
PROJECT NO. 13-2100 CIP 50961

TASK 2 - FINAL DESIGN - PROJECT #5		
2.1	Address City Comments/Task 1 Final Review and Finalize Design Report	\$ 127.75
2.2	Provide Project Layout, Ownership and Occupancy	\$ 28.00
2.3	Determine Removal Limits with City Project Manager	\$ 16.50
2.4	Coordinate with Geotechnical Engineer	\$ 12.00
2.5	Incorporate Design Report Features	\$ 127.75
2.6	Provide Erosion and Sediment Control Plans and SWPPP	\$ 139.00
2.7	Provide Detailed Traffic Control Plans	\$ 139.00
2.8	Provide Project Sequence of Implementation and Phasing Schedule	\$ 52.50
2.9	Coordinate with Utility Companies	\$ 44.50
2.10	Notify City Project Manager if Private Utilities need Relocation	\$ 11.00
2.11	Design Exception Requests	\$ 40.00
2.12	Provide Detailed Specifications/General Notes	\$ 86.00
2.13	Provide Complete Plans and Specifications	\$ -
2.13.1	Title Sheet	\$ 38.00
2.13.2	Estimate of Quantities Tables	\$ 250.00
2.13.3	Project General Notes Sheets	\$ 223.50
2.13.4	Survey Control Sheet / Horizontal/Vertical and Alignment Data	\$ 40.00
2.13.5	Property Control Drawings	\$ 52.00
2.13.6	Demo Sheets	\$ 153.50
2.13.7	Plan and Profile Sheets	\$ 500.00
2.13.8	Surfacing Sheets	\$ 192.00
2.13.9	Standard Details	\$ 36.50
2.13.10	Special Details	\$ 38.00
2.14	Plan Documents Adhere to Current City Guidelines	\$ 24.50
2.15	Staking Information-Included in Plans Survey Control Task	\$ -
2.16	Assist with Easement Acquisition/Exhibit Preparation	\$ 517.50
2.17	Provide 2 copies and PDF Version of final Project Design Report	\$ 30.50
2.18	Provide 3 copies and PDF Version of final Design Submittal	\$ 30.50
2.19	Address 100% Submittal Staff Comments	\$ 149.75
2.20	Engineer's Certification on Plans	\$ 4.00
2.21	Prepare Permits and Exhibits	\$ 16.50
2.22	Identify Permits and Costs	\$ 16.50
2.23	Prepare Final "Engineer's Estimate" of Probable Cost	\$ 116.75
2.24	Deliver Final Plans and Bid Documents	\$ 56.00
2.25	Arrange and Conduct Open House with Residents	\$ 128.00
2.26	City Submits Final Documents to DENR (Not a Consultant Task)	\$ -
2.27	Attend Public Works and Council Meetings if Necessary	\$ -
2.28	Meet with Property Owners and Complete Assessed Project Paperwork	\$ 1,954.00
2.29	Reimbursables, Printing, Supplies, Mileage, Expendables	\$ 108.00
TOTAL FOR TASK 2-FINAL DESIGN - PROJECT #5		\$ 5,500.00

EXHIBIT B
TASK SCHEDULE-ESTIMATED FEES
WATER AND SEWER EXTENSION PROJECTS
PROJECT NO. 13-2100 CIP 50961

TASK 2 - FINAL DESIGN - PROJECT #6		
2.1	Address City Comments/Task 1 Final Review and Finalize Design Report	\$ 127.75
2.2	Provide Project Layout, Ownership and Occupancy	\$ 28.00
2.3	Determine Removal Limits with City Project Manager	\$ 16.50
2.4	Coordinate with Geotechnical Engineer	\$ 12.00
2.5	Incorporate Design Report Features	\$ 127.75
2.6	Provide Erosion and Sediment Control Plans and SWPPP	\$ 139.00
2.7	Provide Detailed Traffic Control Plans	\$ 139.00
2.8	Provide Project Sequence of Implementation and Phasing Schedule	\$ 52.50
2.9	Coordinate with Utility Companies	\$ 44.50
2.10	Notify City Project Manager if Private Utilities need Relocation	\$ 11.00
2.11	Design Exception Requests	\$ 40.00
2.12	Provide Detailed Specifications/General Notes	\$ 86.00
2.13	Provide Complete Plans and Specifications	\$ -
2.13.1	Title Sheet	\$ 38.00
2.13.2	Estimate of Quantities Tables	\$ 250.00
2.13.3	Project General Notes Sheets	\$ 223.50
2.13.4	Survey Control Sheet / Horizontal/Vertical and Alignment Data	\$ 40.00
2.13.5	Property Control Drawings	\$ 52.00
2.13.6	Demo Sheets	\$ 153.50
2.13.7	Plan and Profile Sheets	\$ 500.00
2.13.8	Surfacing Sheets	\$ 192.00
2.13.9	Standard Details	\$ 36.50
2.13.10	Special Details	\$ 38.00
2.14	Plan Documents Adhere to Current City Guidelines	\$ 24.50
2.15	Staking Information-Included in Plans Survey Control Task	\$ -
2.16	Assist with Easement Acquisition/Exhibit Preparation	\$ 517.50
2.17	Provide 2 copies and PDF Version of final Project Design Report	\$ 30.50
2.18	Provide 3 copies and PDF Version of final Design Submittal	\$ 30.50
2.19	Address 100% Submittal Staff Comments	\$ 149.75
2.20	Engineer's Certification on Plans	\$ 4.00
2.21	Prepare Permits and Exhibits	\$ 16.50
2.22	Identify Permits and Costs	\$ 16.50
2.23	Prepare Final "Engineer's Estimate" of Probable Cost	\$ 116.75
2.24	Deliver Final Plans and Bid Documents	\$ 56.00
2.25	Arrange and Conduct Open House with Residents	\$ 128.00
2.26	City Submits Final Documents to DENR (Not a Consultant Task)	\$ -
2.27	Attend Public Works and Council Meetings if Necessary	\$ -
2.28	Meet with Property Owners and Complete Assessed Project Paperwork	\$ 943.00
2.29	Reimbursables, Printing, Supplies, Mileage, Expendables	\$ 119.00
TOTAL FOR TASK 2-FINAL DESIGN - PROJECT #6		\$ 4,500.00

EXHIBIT B
TASK SCHEDULE-ESTIMATED FEES
WATER AND SEWER EXTENSION PROJECTS
PROJECT NO. 13-2100 CIP 50961

TASK 2 - FINAL DESIGN - PROJECT #7		
2.1	Address City Comments/Task 1 Final Review and Finalize Design Report	\$ 207.75
2.2	Provide Project Layout, Ownership and Occupancy	\$ 28.00
2.3	Determine Removal Limits with City Project Manager	\$ 16.50
2.4	Coordinate with Geotechnical Engineer	\$ 12.00
2.5	Incorporate Design Report Features	\$ 207.75
2.6	Provide Erosion and Sediment Control Plans and SWPPP	\$ 139.00
2.7	Provide Detailed Traffic Control Plans	\$ 139.00
2.8	Provide Project Sequence of Implementation and Phasing Schedule	\$ 52.50
2.9	Coordinate with Utility Companies	\$ 44.50
2.10	Notify City Project Manager if Private Utilities need Relocation	\$ 11.00
2.11	Design Exception Requests	\$ 40.00
2.12	Provide Detailed Specifications/General Notes	\$ 86.00
2.13	Provide Complete Plans and Specifications	\$ -
2.13.1	Title Sheet	\$ 38.00
2.13.2	Estimate of Quantities Tables	\$ 250.00
2.13.3	Project General Notes Sheets	\$ 223.50
2.13.4	Survey Control Sheet / Horizontal/Vertical and Alignment Data	\$ 40.00
2.13.5	Property Control Drawings	\$ 52.00
2.13.6	Demo Sheets	\$ 218.50
2.13.7	Plan and Profile Sheets	\$ 628.00
2.13.8	Surfacing Sheets	\$ 267.00
2.13.9	Standard Details	\$ 36.50
2.13.10	Special Details	\$ 38.00
2.14	Plan Documents Adhere to Current City Guidelines	\$ 24.50
2.15	Staking Information-Included in Plans Survey Control Task	\$ -
2.16	Assist with Easement Acquisition/Exhibit Preparation	\$ 517.50
2.17	Provide 2 copies and PDF Version of final Project Design Report	\$ 30.50
2.18	Provide 3 copies and PDF Version of final Design Submittal	\$ 30.50
2.19	Address 100% Submittal Staff Comments	\$ 149.75
2.20	Engineer's Certification on Plans	\$ 4.00
2.21	Prepare Permits and Exhibits	\$ 16.50
2.22	Identify Permits and Costs	\$ 16.50
2.23	Prepare Final "Engineer's Estimate" of Probable Cost	\$ 116.75
2.24	Deliver Final Plans and Bid Documents	\$ 56.00
2.25	Arrange and Conduct Open House with Residents	\$ 128.00
2.26	City Submits Final Documents to DENR (Not a Consultant Task)	\$ -
2.27	Attend Public Works and Council Meetings if Necessary	\$ -
2.28	Meet with Property Owners and Complete Assessed Project Paperwork	\$ 1,734.00
2.29	Reimbursables, Printing, Supplies, Mileage, Expendables	\$ 100.00
TOTAL FOR TASK 2-FINAL DESIGN - PROJECT #7		\$ 5,700.00

EXHIBIT B
TASK SCHEDULE-ESTIMATED FEES
WATER AND SEWER EXTENSION PROJECTS
PROJECT NO. 13-2100 CIP 50961

TASK 2 - FINAL DESIGN - PROJECT #8		
2.1	Address City Comments/Task 1 Final Review and Finalize Design Report	\$ 127.75
2.2	Provide Project Layout, Ownership and Occupancy	\$ 28.00
2.3	Determine Removal Limits with City Project Manager	\$ 16.50
2.4	Coordinate with Geotechnical Engineer	\$ 12.00
2.5	Incorporate Design Report Features	\$ 127.75
2.6	Provide Erosion and Sediment Control Plans and SWPPP	\$ 139.00
2.7	Provide Detailed Traffic Control Plans	\$ 139.00
2.8	Provide Project Sequence of Implementation and Phasing Schedule	\$ 52.50
2.9	Coordinate with Utility Companies	\$ 44.50
2.10	Notify City Project Manager if Private Utilities need Relocation	\$ 11.00
2.11	Design Exception Requests	\$ 40.00
2.12	Provide Detailed Specifications/General Notes	\$ 86.00
2.13	Provide Complete Plans and Specifications	\$ -
2.13.1	Title Sheet	\$ 38.00
2.13.2	Estimate of Quantities Tables	\$ 250.00
2.13.3	Project General Notes Sheets	\$ 223.50
2.13.4	Survey Control Sheet / Horizontal/Vertical and Alignment Data	\$ 40.00
2.13.5	Property Control Drawings	\$ 52.00
2.13.6	Demo Sheets	\$ 153.50
2.13.7	Plan and Profile Sheets	\$ 500.00
2.13.8	Surfacing Sheets	\$ 192.00
2.13.9	Standard Details	\$ 36.50
2.13.10	Special Details	\$ 38.00
2.14	Plan Documents Adhere to Current City Guidelines	\$ 24.50
2.15	Staking Information-Included in Plans Survey Control Task	\$ -
2.16	Assist with Easement Acquisition/Exhibit Preparation	\$ 517.50
2.17	Provide 2 copies and PDF Version of final Project Design Report	\$ 30.50
2.18	Provide 3 copies and PDF Version of final Design Submittal	\$ 30.50
2.19	Address 100% Submittal Staff Comments	\$ 149.75
2.20	Engineer's Certification on Plans	\$ 4.00
2.21	Prepare Permits and Exhibits	\$ 16.50
2.22	Identify Permits and Costs	\$ 16.50
2.23	Prepare Final "Engineer's Estimate" of Probable Cost	\$ 116.75
2.24	Deliver Final Plans and Bid Documents	\$ 56.00
2.25	Arrange and Conduct Open House with Residents	\$ 128.00
2.26	City Submits Final Documents to DENR (Not a Consultant Task)	\$ -
2.27	Attend Public Works and Council Meetings if Necessary	\$ -
2.28	Meet with Property Owners and Complete Assessed Project Paperwork	\$ 985.00
2.29	Reimbursables, Printing, Supplies, Mileage, Expendables	\$ 77.00
TOTAL FOR TASK 2-FINAL DESIGN - PROJECT #8		\$ 4,500.00

EXHIBIT B
TASK SCHEDULE-ESTIMATED FEES
WATER AND SEWER EXTENSION PROJECTS
PROJECT NO. 13-2100 CIP 50961

TASK 2 - FINAL DESIGN - PROJECT #9		
2.1	Address City Comments/Task 1 Final Review and Finalize Design Report	\$ 175.50
2.2	Provide Project Layout, Ownership and Occupancy	\$ 56.00
2.3	Determine Removal Limits with City Project Manager	\$ 33.00
2.4	Coordinate with Geotechnical Engineer	\$ 24.00
2.5	Incorporate Design Report Features	\$ 175.50
2.6	Provide Erosion and Sediment Control Plans and SWPPP	\$ 278.00
2.7	Provide Detailed Traffic Control Plans	\$ 278.00
2.8	Provide Project Sequence of Implementation and Phasing Schedule	\$ 105.00
2.9	Coordinate with Utility Companies	\$ 89.00
2.10	Notify City Project Manager if Private Utilities need Relocation	\$ 22.00
2.11	Design Exception Requests	\$ 40.00
2.12	Provide Detailed Specifications/General Notes	\$ 172.00
2.13	Provide Complete Plans and Specifications	\$ -
2.13.1	Title Sheet	\$ 76.00
2.13.2	Estimate of Quantities Tables	\$ 500.00
2.13.3	Project General Notes Sheets	\$ 447.00
2.13.4	Survey Control Sheet / Horizontal/Vertical and Alignment Data	\$ 80.00
2.13.5	Property Control Drawings	\$ 104.00
2.13.6	Demo Sheets	\$ 697.00
2.13.7	Plan and Profile Sheets	\$ 1,064.00
2.13.8	Surfacing Sheets	\$ 449.00
2.13.9	Standard Details	\$ 73.00
2.13.10	Special Details	\$ 76.00
2.14	Plan Documents Adhere to Current City Guidelines	\$ 49.00
2.15	Staking Information-Included in Plans Survey Control Task	\$ -
2.16	Assist with Easement Acquisition/Exhibit Preparation	\$ 1,035.00
2.17	Provide 2 copies and PDF Version of final Project Design Report	\$ 61.00
2.18	Provide 3 copies and PDF Version of final Design Submittal	\$ 61.00
2.19	Address 100% Submittal Staff Comments	\$ 219.50
2.20	Engineer's Certification on Plans	\$ 8.00
2.21	Prepare Permits and Exhibits	\$ 33.00
2.22	Identify Permits and Costs	\$ 33.00
2.23	Prepare Final "Engineer's Estimate" of Probable Cost	\$ 153.50
2.24	Deliver Final Plans and Bid Documents	\$ 112.00
2.25	Arrange and Conduct Open House with Residents	\$ 256.00
2.26	City Submits Final Documents to DENR (Not a Consultant Task)	\$ -
2.27	Attend Public Works and Council Meetings if Necessary	\$ -
2.28	Meet with Property Owners and Complete Assessed Project Paperwork	\$ 330.00
2.29	Reimbursables, Printing, Supplies, Mileage, Expendables	\$ 135.00
TOTAL FOR TASK 2-FINAL DESIGN - PROJECT #9		\$ 7,500.00

EXHIBIT B
TASK SCHEDULE-ESTIMATED FEES
WATER AND SEWER EXTENSION PROJECTS
PROJECT NO. 13-2100 CIP 50961

TASK 2 - FINAL DESIGN - PROJECT #10		
2.1	Address City Comments/Task 1 Final Review and Finalize Design Report	\$ 207.75
2.2	Provide Project Layout, Ownership and Occupancy	\$ 28.00
2.3	Determine Removal Limits with City Project Manager	\$ 16.50
2.4	Coordinate with Geotechnical Engineer	\$ 12.00
2.5	Incorporate Design Report Features	\$ 207.75
2.6	Provide Erosion and Sediment Control Plans and SWPPP	\$ 219.00
2.7	Provide Detailed Traffic Control Plans	\$ 219.00
2.8	Provide Project Sequence of Implementation and Phasing Schedule	\$ 92.50
2.9	Coordinate with Utility Companies	\$ 44.50
2.10	Notify City Project Manager if Private Utilities need Relocation	\$ 11.00
2.11	Design Exception Requests	\$ 80.00
2.12	Provide Detailed Specifications/General Notes	\$ 86.00
2.13	Provide Complete Plans and Specifications	\$ -
2.13.1	Title Sheet	\$ 38.00
2.13.2	Estimate of Quantities Tables	\$ 250.00
2.13.3	Project General Notes Sheets	\$ 223.50
2.13.4	Survey Control Sheet / Horizontal/Vertical and Alignment Data	\$ 40.00
2.13.5	Property Control Drawings	\$ 52.00
2.13.6	Demo Sheets	\$ 193.50
2.13.7	Plan and Profile Sheets	\$ 580.00
2.13.8	Surfacing Sheets	\$ 312.00
2.13.9	Standard Details	\$ 36.50
2.13.10	Special Details	\$ 38.00
2.14	Plan Documents Adhere to Current City Guidelines	\$ 24.50
2.15	Staking Information-Included in Plans Survey Control Task	\$ -
2.16	Assist with Easement Acquisition/Exhibit Preparation	\$ 517.50
2.17	Provide 2 copies and PDF Version of final Project Design Report	\$ 30.50
2.18	Provide 3 copies and PDF Version of final Design Submittal	\$ 30.50
2.19	Address 100% Submittal Staff Comments	\$ 149.75
2.20	Engineer's Certification on Plans	\$ 4.00
2.21	Prepare Permits and Exhibits	\$ 16.50
2.22	Identify Permits and Costs	\$ 16.50
2.23	Prepare Final "Engineer's Estimate" of Probable Cost	\$ 116.75
2.24	Deliver Final Plans and Bid Documents	\$ 56.00
2.25	Arrange and Conduct Open House with Residents	\$ 128.00
2.26	City Submits Final Documents to DENR (Not a Consultant Task)	\$ -
2.27	Attend Public Works and Council Meetings if Necessary	\$ -
2.28	Meet with Property Owners and Complete Assessed Project Paperwork	\$ 1,830.00
2.29	Reimbursables, Printing, Supplies, Mileage, Expendables	\$ 92.00
TOTAL FOR TASK 2-FINAL DESIGN - PROJECT #10		\$ 6,000.00

EXHIBIT B
TASK SCHEDULE-ESTIMATED FEES
WATER AND SEWER EXTENSION PROJECTS
PROJECT NO. 13-2100 CIP 50961

TASK 2 - FINAL DESIGN - ALL PROJECTS		
2.1	Address City Comments/Task 1 Final Review and Finalize Design Report	\$ 1,560.00
2.2	Provide Project Layout, Ownership and Occupancy	\$ 350.00
2.3	Determine Removal Limits with City Project Manager	\$ 220.00
2.4	Coordinate with Geotechnical Engineer	\$ 160.00
2.5	Incorporate Design Report Features	\$ 1,560.00
2.6	Provide Erosion and Sediment Control Plans and SWPPP	\$ 1,750.00
2.7	Provide Detailed Traffic Control Plans	\$ 1,750.00
2.8	Provide Project Sequence of Implementation and Phasing Schedule	\$ 660.00
2.9	Coordinate with Utility Companies	\$ 680.00
2.10	Notify City Project Manager if Private Utilities need Relocation	\$ 220.00
2.11	Design Exception Requests	\$ 440.00
2.12	Provide Detailed Specifications/General Notes	\$ 1,130.00
2.13	Provide Complete Plans and Specifications	\$ -
2.13.1	Title Sheet	\$ 485.00
2.13.2	Estimate of Quantities Tables	\$ 2,850.00
2.13.3	Project General Notes Sheets	\$ 2,580.00
2.13.4	Survey Control Sheet / Horizontal/Vertical and Alignment Data	\$ 535.00
2.13.5	Property Control Drawings	\$ 650.00
2.13.6	Demo Sheets	\$ 2,360.00
2.13.7	Plan and Profile Sheets	\$ 6,350.00
2.13.8	Surfacing Sheets	\$ 2,600.00
2.13.9	Standard Details	\$ 465.00
2.13.10	Special Details	\$ 485.00
2.14	Plan Documents Adhere to Current City Guidelines	\$ 490.00
2.15	Staking Information-Included in Plans Survey Control Task	\$ -
2.16	Assist with Easement Acquisition/Exhibit Preparation	\$ 5,710.00
2.17	Provide 2 copies and PDF Version of final Project Design Report	\$ 450.00
2.18	Provide 3 copies and PDF Version of final Design Submittal	\$ 450.00
2.19	Address 100% Submittal Staff Comments	\$ 1,620.00
2.20	Engineer's Certification on Plans	\$ 80.00
2.21	Prepare Permits and Exhibits	\$ 220.00
2.22	Identify Permits and Costs	\$ 220.00
2.23	Prepare Final "Engineer's Estimate" of Probable Cost	\$ 1,290.00
2.24	Deliver Final Plans and Bid Documents	\$ 720.00
2.25	Arrange and Conduct Open House with Residents	\$ 1,580.00
2.26	City Submits Final Documents to DENR (Not a Consultant Task)	\$ -
2.27	Attend Public Works and Council Meetings if Necessary	\$ -
2.28	Meet with Property Owners and Complete Assessed Project Paperwork	\$ 13,460.00
2.29	Reimbursables, Printing, Supplies, Mileage, Expendables	\$ 970.00
TOTAL FOR TASK 2-FINAL DESIGN - ALL PROJECTS		\$ 57,100.00

EXHIBIT B
 TASK SCHEDULE-ESTIMATED FEES
 WATER AND SEWER EXTENSION PROJECTS
 PROJECT NO. 13-2100 CIP 50961

TASK 3 - BIDDING SERVICES - PROJECT #1

Task 3	Bidding Phase	
3.1	Information to City for Advertising Authority	\$ 110.00
3.2	Proof Print Quality at Printers	\$ 70.00
3.3	Prebid Meeting/Minutes	\$ 540.00
3.4	Prepare and Issue Addenda	\$ 1,480.00
3.5	Attend Public Works Committee and Council Meetings as Required (Not Needed)	0
3.6	Bid Tabulations, Review and Recommendation	\$ 300.00
TOTAL FOR TASK 3-BIDDING PHASE - PROJECT #1		\$ 2,500.00

TASK 3 - BIDDING SERVICES - PROJECTS #2 & #3

Task 3	Bidding Phase	
3.1	Information to City for Advertising Authority	\$ 110.00
3.2	Proof Print Quality at Printers	\$ 70.00
3.3	Prebid Meeting/Minutes	\$ 540.00
3.4	Prepare and Issue Addenda	\$ 1,480.00
3.5	Attend Public Works Committee and Council Meetings as Required (Not Needed)	0
3.6	Bid Tabulations, Review and Recommendation	\$ 300.00
TOTAL FOR TASK 3-BIDDING PHASE - PROJECT #2 & #3		\$ 2,500.00

TASK 3 - BIDDING SERVICES - PROJECTS #4 & #7

Task 3	Bidding Phase	
3.1	Information to City for Advertising Authority	\$ 110.00
3.2	Proof Print Quality at Printers	\$ 70.00
3.3	Prebid Meeting/Minutes	\$ 540.00
3.4	Prepare and Issue Addenda	\$ 1,480.00
3.5	Attend Public Works Committee and Council Meetings as Required (Not Needed)	0
3.6	Bid Tabulations, Review and Recommendation	\$ 300.00
TOTAL FOR TASK 3-BIDDING PHASE - PROJECT #4 & #7		\$ 2,500.00

TASK 3 - BIDDING SERVICES - PROJECTS #5, #6, & #9

Task 3	Bidding Phase	
3.1	Information to City for Advertising Authority	\$ 110.00
3.2	Proof Print Quality at Printers	\$ 70.00
3.3	Prebid Meeting/Minutes	\$ 540.00
3.4	Prepare and Issue Addenda	\$ 1,480.00
3.5	Attend Public Works Committee and Council Meetings as Required (Not Needed)	0
3.6	Bid Tabulations, Review and Recommendation	\$ 300.00
TOTAL FOR TASK 3-BIDDING PHASE - PROJECT #5, #6, & #9		\$ 2,500.00

TASK 3 - BIDDING SERVICES - PROJECTS #8 & #10

Task 3	Bidding Phase	
3.1	Information to City for Advertising Authority	\$ 110.00
3.2	Proof Print Quality at Printers	\$ 70.00
3.3	Prebid Meeting/Minutes	\$ 540.00
3.4	Prepare and Issue Addenda	\$ 1,480.00
3.5	Attend Public Works Committee and Council Meetings as Required (Not Needed)	0
3.6	Bid Tabulations, Review and Recommendation	\$ 300.00
TOTAL FOR TASK 3-BIDDING PHASE - PROJECT #8 & #10		\$ 2,500.00

EXHIBIT B
TASK SCHEDULE-ESTIMATED FEES
WATER AND SEWER EXTENSION PROJECTS
PROJECT NO. 13-2100 CIP 50961

TASK 3- BIDDING SERVICES - ALL PROJECTS		
Task 3	Bidding Phase	
3.1	Information to City for Advertising Authority	\$ 550.00
3.2	Proof Print Quality at Printers	\$ 350.00
3.3	Prebid Meeting/Minutes	\$ 2,700.00
3.4	Prepare and Issue Addenda	\$ 7,400.00
3.5	Attend Public Works Committee and Council Meetings as Required (Not Needed)	0
3.6	Bid Tabulations, Review and Recommendation	\$ 1,500.00
TOTAL FOR TASK 3-BIDDING PHASE - ALL PROJECTS		\$ 12,500.00
TOTAL ALL TASKS 1 - 3		\$ 143,700.00

FMG ENGINEERING
RATE SCHEDULE
FOR
WATER AND SEWER EXTENSION PROJECTS
PROJECT NO. 13-2100 CIP 50961

<u>PERSONNEL</u>	<u>RATE</u>
Professional Engineer – Principal	\$135.00/hr
Professional Engineer – Senior Engineer	\$110.00/hr
Design Engineer - PE	\$80.00/hr
Design Engineer EIT	\$70.00/hr
Computer Drafting Technician	\$65.00/hr
Registered Land Surveyor	\$80.00/hr
Survey Crew	\$125.00/hr
Clerical	\$50.00/hr
<u>VEHICLES & EXPENSES</u>	
Mobilization (support vehicle)	\$0.70/mile
Drill Rig Mobilization	\$2.50/mile
Travel Costs - air, lodging, transport, meals, etc.	cost
Document/Plans Reproduction	cost