



Item: Professional Services Agreement: North Great Falls Lift Station and Force Main, O. F. 1476.5

From: Engineering Division

Initiated By: Public Works Department

Presented By: Jim Rearden, Public Works Director

Action Requested: Consider proposal and approve Professional Services Agreement

Suggested Motion:

1. Commissioner moves:

"I move the City Commission award a Professional Services Agreement in the amount of \$160,391.00 to DOWL HKM for engineering services associated with the North Great Falls Lift Station and Force Main, O. F. 1476.5, and authorize the City Manager to execute the Professional Services Agreement documents."

2. Mayor calls for a second, discussion, public comment, and calls for the vote.

Staff Recommendation: Approve Professional Services Contract.

Background:

Significant Impacts

City Staff has negotiated a Professional Services Agreement (attached) with DOWL HKM to complete design work for a lift station and force main; generate easement documents; conduct the bidding process; inspect the lift station construction; and generally assist the City in extending sanitary sewer service to the northern portion of Great Falls.

Workload Impacts

DOWL HKM will assist the City by designing a sanitary system for the northern portion of the City and adjacent areas. City engineering and wastewater plant staff will assist by determining needed features in the lift station, inspection of the pipe installation, and project administration duties.

Purpose

The northern edge of Great Falls currently lacks sanitary sewer service. This general area has seen significant residential growth in recent years and is projected to be a major growth area for many years to come. A handful of land parcels and owners are involved.

This project will provide sewer infrastructure to help serve several hundred acres. The area to be served cannot currently be served by the gravity system because the land slopes north and west towards Watson Coulee rather than south into the existing gravity sewer system.

Project Work Scope

DOWL HKM will design sewer improvements to meet anticipated future sewer demands in this portion of north Great Falls. This work will include generating easements and assisting City staff in negotiations with land owners; legal and topographic surveys and geotechnical investigation; designing gravity sewers and force mains to serve the area; designing a new lift station and performing inspection duties; coordinating Department of Environmental Quality (DEQ) approvals; bidding phase services; as built drawings; and general assistance.

Evaluation and Selection Process

DOWL HKM was selected for this project based on the City's Architect, Engineer, and Surveyor selection policy. DOWL HKM has successfully designed and managed numerous projects for the City of Great Falls, around Montana, and in surrounding states. DOWL HKM is currently working for the City on the South Great Falls Storm Drainage Improvements and has done work for developers in this general area. This experience will allow DOWL HKM to effectively move forward with designing and overseeing construction of these improvements.

Conclusion

City staff recommends awarding the Professional Services Agreement to DOWL HKM in the amount of \$160,391.00.

Fiscal Impact

This contract will be funded through Sewer Capital Funds.

Alternatives:

The City Commission could vote to deny the approval of the Professional Services Agreement.

Attachments/Exhibits:

1. Professional Services Contract.

PROFESSIONAL SERVICES AGREEMENT
FOR
NORTH GREAT FALLS LIFT STATION AND FORCE MAIN (O.F. 1476.5)
DOWL HKM PROJECT NO.:

THIS AGREEMENT is made and entered into this 20th day of August, 2014, by and between the **CITY OF GREAT FALLS, MONTANA**, a municipal corporation organized and existing under the laws of the State of Montana, P.O. Box 5021, Great Falls, Montana 59403-5021, hereinafter referred to as "City," and DOWL HKM, 106 1st Avenue South, Great Falls, Montana 59405, hereinafter referred to as "Consultant."

In consideration of the mutual covenants and agreements herein contained, the receipt and sufficiency whereof being hereby acknowledged, the parties hereto agree as follows:

1. **Purpose:** City agrees to hire Consultant as an independent contractor to perform for City services described in the Scope of Services attached hereto as Exhibit "A" and by this reference made a part hereof.

2. **Term of Agreement:** This Agreement is effective August 20th, 2014, through December 31, 2015. Both parties reserve the right to cancel this Agreement by providing a written thirty (30) day notice to the other party.

3. **Scope of Work:** Consultant will perform the work and provide the services in accordance with the requirements of the Scope of Services.

4. **Payment:** City agrees to pay Consultant One hundred sixty thousand, three hundred and ninety-one dollars and no cents (\$160,391.00), invoiced on an hourly basis no more often than monthly in accordance with the rates set forth in EXHIBIT D for services performed pursuant to the Scope of Services. Any alteration or deviation from the described work that involves extra costs will be performed by Consultant after written request by the City, and will become an extra charge over and above the contract amount. The parties must agree upon any extra charges in writing.

5. **Independent Contractor Status:** The parties agree that Consultant is an independent contractor for purposes of this Agreement and is not to be considered an employee of the City for any purpose. Consultant is not subject to the terms and provisions of the City's personnel policies handbook and may not be considered a City employee for workers' compensation or any other purpose. Consultant is not authorized to represent the City or otherwise bind the City in any dealings between Consultant and any third parties.

Consultant shall comply with the applicable requirements of the Workers' Compensation Act, Title 39, Chapter 71, MCA, and the Occupational Disease Act of Montana, Title 39, Chapter 71, MCA. Consultant shall maintain workers' compensation coverage for all members and employees of Consultant's business, except for those members who are exempted by law.

Consultant shall furnish the City with copies showing one of the following: (1) a binder for

workers' compensation coverage by an insurer licensed and authorized to provide workers' compensation insurance in the State of Montana; or (2) proof of exemption from workers' compensation granted by law for independent contractors.

6. Indemnity and Insurance: For other than professional services rendered, to the fullest extent permitted by law, Consultant agrees to defend, indemnify, and hold the City harmless against claims, demands, suits, damages, losses, and expenses connected therewith that may be asserted or claimed against, recovered from or suffered by the City by reason of any injury or loss, including but not limited to, personal injury, including bodily injury or death, property damage, occasioned by, growing out of, or in any way arising or resulting from any intentional or negligent act on the part of Consultant or Consultant's agents or employees.

For the professional services rendered, to the fullest extent permitted by law, Consultant agrees to indemnify and hold the City harmless against claims, demands, suits, damages, losses, and expenses, including reasonable defense attorney fees, to the extent caused by the negligence or willful misconduct of the Consultant or Consultant's agents or employees.

For this purpose, Consultant shall provide City with proof of Consultant's liability insurance issued by a reliable company or companies for personal injury and property damage in amounts not less than as follows:

- Workers' Compensation - statutory
- Employers' Liability - \$1,000,000 per occurrence; \$2,000,000 annual aggregate
- Commercial General Liability - \$1,000,000 per occurrence; \$2,000,000 annual aggregate
- Company Owned Automobile Liability - \$1,000,000 property damage/bodily injury; \$2,000,000 annual aggregate
- Professional Liability - \$1,000,000 per claim; \$2,000,000 annual aggregate

The City shall be included or named as an additional or named insured on the Commercial General and Company Owned Automobile Liability policies. The insurance must be in a form suitable to City.

7. Professional Service: Consultant agrees that all services and work performed hereunder will be accomplished in a professional manner.

8. Compliance with Laws: Consultant agrees to comply with all federal, state and local laws, ordinances, rules and regulations, including the safety rules, codes, and provisions of the Montana Safety Act in Title 50, Chapter 71, MCA. As applicable, Consultant agrees to purchase a City safety inspection certificate or special business license.

9. Nondiscrimination: Consultant agrees that all hiring by Consultant of persons performing this Agreement will be on the basis of merit and qualification and will not discriminate on the basis of race, color, religion, creed, political ideas, sex, age, marital status, physical or mental disability, or national origin.

10. Default and Termination: If either party fails to comply with any condition of this Agreement at the time or in the manner provided for, the other party, at its option, may terminate this Agreement and be released from all obligations if the default is not cured within ten (10) days after written notice is provided to the defaulting party. Said notice shall set forth the items to be cured. Additionally, the non-defaulting party may bring suit for damages, specific performance, and any other remedy provided by law. These remedies are cumulative and not exclusive. Use of one remedy does not preclude use of the others. Notices shall be provided in writing and hand-delivered or mailed to the parties at the addresses set forth in the first paragraph of this Agreement.

11. Modification and Assignability: This document contains the entire agreement between the parties and no statements, promises or inducements made by either party or agents of either party, which are not contained in this written Agreement, may be considered valid or binding. This Agreement may not be enlarged, modified or altered except by written agreement signed by both parties hereto. The Consultant may not subcontract or assign Consultant's rights, including the right to compensation or duties arising hereunder, without the prior written consent of City. Any subcontractor or assignee will be bound by all of the terms and conditions of this Agreement.

12. Ownership and Publication of Materials: All reports, information, data, and other materials prepared by the Consultant pursuant to this Agreement are the property of the City. The City has the exclusive and unrestricted authority to release, publish or otherwise use, in whole or part, information relating thereto. Any re-use without written verification or adaptation by the Consultant for the specific purpose intended will be at the City's sole risk and without liability or legal exposure to the Consultant. No material produced in whole or in part under this Agreement may be copyrighted or patented in the United States or in any other country without the prior written approval of the City.

13. Liaison: City's designated liaison with Consultant is Jim Young and Consultant's designated liaison with City is Rich West.

14. Applicability: This Agreement and any extensions hereof shall be governed and construed in accordance with the laws of the State of Montana.

IN WITNESS WHEREOF, the parties hereto have executed this instrument the day and year first above written.

CITY OF GREAT FALLS, MONTANA

CONSULTANT

By _____
Gregory T. Doyon, City Manager

By _____
Phillip A. Odegard
Title: Western Region Manager

ATTEST:

(Seal of the City)

Lisa Kunz, City Clerk

APPROVED AS TO FORM:

By _____
Sara R. Sexe, City Attorney

DOWL HKM Project No.: _____

Exhibit A to Standard Agreement for Professional Services
Scope of Services

See attached Exhibit A

Exhibit B to Standard Agreement for Professional Services
Project Schedule

See attached Exhibit B

Exhibit C to Standard Agreement for Professional Services
Project Location Map

See attached Exhibit C

Exhibit D to Standard Agreement for Professional Services
DOWL HKM Montana Fee Schedule- (Effective April 25, 2014)

See attached Exhibit D

Exhibit E to Standard Agreement for Professional Services
Construction and Engineering Cost Summary

See attached Exhibit E

Exhibit F to Standard Agreement for Professional Services
Engineering Cost Itemization

See attached Exhibit F

EXHIBIT A
North Great Falls Lift Station and Force Main – O.F. 1476.5

Scope of Services

GENERAL DESCRIPTION

DOWL HKM will complete general civil engineering design services to install sanitary sewer facilities to serve a projected growth area north of Great Falls. The facilities include a lift station, force main and a limited amount of gravity collection main. The project will include pre-design phase services (geotechnical investigation, surveying, easement exhibit preparation, and technical support services for easement negotiations and acquisition); design phase services (preliminary design; final design); bidding phase services; and limited construction phase services.

The project deliverables to the City of Great Falls will include plans, specifications, special provisions, bound bid packages, easement exhibits, and supporting documentation and reports.

The Scope of Services includes preparing complete bid documents (plans, specifications, estimates) for the project as described in this document. Construction and engineering costs are shown on the attached exhibits.

The project is based on conversations and instructions received from the City of Great Falls engineering and utility staff. The project is described as follows and as depicted on Exhibit C (Attached):

1. **Lift Station**

- Lift Station to be located as shown on Exhibit C.
- Lift Station to be designed to accommodate initial flows of 200-300 gpm and final full build-out flows of approximately 600 gpm.
- The configuration of the lift station will be a below grade “package” style lift station with duplex pumps and accommodations for a future third pump. The lift station will be a wet well/dry well design with approx. 20-30 Hp pumps and provisions for a pre-pump grinder package installation.
- Controls to be compatible with the existing Allen Bradley Controls and SCADA system installed in the main waste water treatment plant. See the attached itemized electrical cost and scope for a detailed list of electrical items to be included in the lift station

2. Force Main

- Force main will be installed and located as shown on Exhibit C.
- Force main will consist of dual pipes in a common alignment and trench. Pipes will be sized to maintain DEQ minimum velocities at the various design flows and will provide full build out capacity.

3. Gravity Mains

- Gravity mains will be installed and located as shown on Exhibit C.
- Gravity mains will be designed to provide service to a portion of the projected City streets which will serve the growth area.
- The entire area to be served by the lift station will require basic “master planning” to determine the correct alignment and grade for the gravity sewer mains to be installed.

4. Easements

- The lift station, force main, and gravity mains will be located on private property which contains no existing City right-of-way or utility easements.
- The exact routing and configuration of the easements, mains and lift station may be altered as a result of the negotiations with the landowners.
- Permanent easements will be procured for all project features including the lift station, mains and future mains prior to final design. See exhibit C for a projected location of the required easements.

BASIC SERVICES OF ENGINEER

DOWL HKM shall provide professional engineering services as described below. The services will include serving as the City of Great Falls professional engineering representative, providing professional engineering consultation and providing engineering associated support services.

1. PRE-DESIGN PHASE. After written authorization to proceed DOWL HKM shall:

- I. Provide technical support, exhibit figure preparation and production and provide staff to attend meeting with landowners to support City of Great Falls staff to conduct negotiations and acquisition of easements and/or right-of-ways with project affected landowners. We anticipate numerous meetings to establish the final locations of the project features.
- II. Provide geotechnical boring investigations at the Lift Station structure location to determine if bedrock or high groundwater conditions may impact the construction. Provide a written report summarizing the investigation, testing and recommendations.
- III. City to be responsible for the construction SWPPP and temporary construction dewatering permit (normally obtained by the contractor).

2. DESIGN PHASE. After selection of final Lift Station location and main routing options by the City of Great Falls (dependent on easement acquisition negotiations) and receiving authorization to proceed DOWL HKM shall:

- I. Complete Surveying and Field Investigation Services including:

1. Topographic, surface feature pickup survey, located utility location survey, property boundary verification survey, and general photographic documentation of the existing preconstruction condition at the time of design.
2. Set construction level control point and benchmark network.
3. Complete retracement surveys and property pin reestablishment by a registered land surveyor as necessary and easement pin installation as necessary.

- II. Project Area Preliminary Master Planning

1. After final landowner negotiations are complete and lift station and sewer main locations have been established, the exact area to be served by the new lift station will be established. The area will be master planned sufficiently to establish the probable street locations and required depths and grades for the sanitary sewer. This information will be required to design the depth and capacity of the lift station and the depth, grades and alignment of the gravity sewers and force mains to be installed as part of this project.

- III. Design, Prepare and Submit Preliminary and Final documents including:

1. Preliminary Plans, Technical Specifications, Special Provisions and Cost Estimates.
2. Final Plans, Technical Specifications, Special Provisions and Cost Estimates.
3. Plans, Technical Specifications, Design Reports and Checklists for submittal to the Montana Department of Environmental Quality for sewer utilities relocations and adjustments.

3. BIDDING PHASE. DOWL HKM shall:

- I. Compile, print, reproduce and deliver 20 each sets of Project Manuals and Bidding Drawings composed of City of Great Falls provided standard bidding documents, final plans, final specifications and special provisions.

- II. Attend the Pre-Bid Conference.

- III. Assist with addressing bidder questions and preparing Addenda.

4. CONSTRUCTION PHASE

- I. Attend Pre-Construction Conference

- II. Provide intermittent inspection of the installation of the Lift Station.
- III. Sign and stamp any required certified as-built documents for the lift station only.

ITEMS OF WORK EXCLUDED FROM DOWL HKM SCOPE OF SERVICES

- Acquisition of easements, right-of-way or land for the proposed infrastructure. (DOWL HKM will assist with the negotiations and prepare exhibits as requested by the City of Great Falls)
- Property appraisals or Memorandums of Title.
- SWPPP or temporary groundwater (dewatering) discharge permit preparation or submittal.
It is DOWL HKMs understanding the City of Great Falls construction contracts require the SWPPP and any temporary dewatering discharge permits be completed, maintained and closed out by the construction contractor.
- Construction phase layout staking.
- Materials testing during construction.

EXHIBIT B
North Great Falls Lift Station and Force Main O.F. 1476.5

Project Schedule

Notice to Proceed	Mid – August 2014
Easement negotiations complete **	November 1 , 2014
Survey and Geotechnical investigation	December 1, 2014
Preliminary Plans and Specs	April 1, 2014
Final Plans and Specs	May 1, 2014
Advertise and Bid	May 15, 2014
Award, Pre-Con and Notice to proceed	June 7, 2015

*** final project design cannot proceed until negotiations and project easements are procured to establish routing of new design features. This item may affect the project schedule.*

Exhibit C- Project Location Map

North



50' Easement 43rd Ave NE

Approx. Lift Station Location

Easement and Sewer Main (Named Street 2)

proposed Easement

proposed Gravity sewer main

Easement and Sewer Main 42nd Ave NE

proposed force main

50' Force Main Easement

Easement and Sewer Main (Named Street 1)

Force Main (YELLOW)

(2 EA - Approx 2820 LF)

Gravity Sewer Main (RED)
(Total Approx 4100 LF)

40th Ave NE

39th Ave NE

38th Ave NE

4th St NE

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902 ft

Section 26

MONTANA FEE SCHEDULE
Personnel Billing Rates

Senior Manager I	\$195.00
Project Manager II	\$110.00
Engineer VII	\$175.00
Engineer VI	\$155.00
Engineer V	\$145.00
Engineer IV	\$120.00
Engineer III	\$105.00
Engineer II	\$90.00
Engineer I	\$80.00
Engineering Technician IV*	\$105.00
Engineering Technician III *	\$85.00
Engineering Technician II *	\$75.00
Engineering Technician I *	\$55.00
Planner V	\$135.00
Planner II	\$85.00
Environmental Specialist III	\$100.00
Geologist II	\$110.00
Laboratory Supervisor	\$95.00
Laboratory Manager *	\$95.00
Laboratory Technician *	\$60.00
Lead Laboratory Technician *	\$65.00
Inspector *	\$90.00
Survey Manager	\$130.00
Professional Land Surveyor *	\$105.00
Project Surveyor*	\$95.00
Crew Chief *	\$75.00
Survey Technician *	\$60.00
Accounting Technician *	\$75.00
Marketing Coordinator	\$75.00
Marketing Assistant *	\$75.00
Administrative Assistant *	\$55.00

**Subject to overtime at 1.5 times above rates.*

Equipment, Materials, & Supplies

ATVs/Trailer	=	\$150.00/day		
Boat/Trailer	=	\$150.00/day		
		<u>DAY</u>	<u>WEEK</u>	<u>MONTH</u>
2 GPS Receivers (Survey Quality)		\$425.00	\$1,600.00	\$4,320.00
Single/Each Additional Receiver		\$250.00	\$900.00	\$2,700.00

Travel, Mileage, & Miscellaneous

Per diem will be billed after 6 hours in the field and when more than 50 miles from the office at ¼ rate for every 6 hours or portion of a quarter day greater than 3 hours. For the day of departure, the day begins at time of departure. For the day of return, the day ends when employee arrives at authorized point of destination (office, home, etc.).

Per diem (per person, per day Montana)	=	\$51.00/day
Lodging	=	cost per night
Airfare	=	cost
Vehicle Usage – Automobiles	=	0.75/mile
Vehicle Usage – Pickups, Suburban	=	1.00/mile
Printing/Supplies/Phone/Fax/Postage	=	Note 2
Specialized Software/Hardware	=	Note 3
Subcontractors	=	Cost + 10%
Laboratory Analysis	=	Cost + 10%
Other/Miscellaneous	=	Cost + 10%

Notes

1. DOWL HKM's Professional Fee Services Fee Schedule is subject to adjustment each year (May 1st) or at the end of a contract period, whichever is appropriate. Should adjustments be anticipated or required, such adjustments will not affect existing contracts without prior agreement between Customer and DOWL HKM.
2. Costs included in overhead rates for reasonable requests. Requests beyond those considered reasonable by the project manager billed at Cost + Agreed Upon Mark-up.
3. Specialized computer software or hardware necessary for a unique application for will be billed at a negotiated rate or unit cost.

EXHIBIT E

North Great Falls Lift Station and Force Main CONSTRUCTION COSTS

SUMMARY

<u>PROJECT</u>	<u>PROJECTED CONSTRUCTION COST</u>	<u>PROJECTED ENGINEERING COST</u>
Lift Station	\$469,000.00	
Force main (2820 lf)	\$127,000.00	
Gravity main (4100 lf)	\$218,000.00	
Sub-Total	\$814,000.00	\$128,981.00
landowner negotiations, easements and platting		\$25,625.00
construction phase activities		\$5,785.00
TOTAL		\$160,391.00

NOTE: Construction costs do not include costs for inspection and do not include a contingency.

EXHIBIT F																					
Engineering Cost Estimate - North Great Falls Lift Station and Main																					
O.F. 1476.5																					
Task	Senior Project Manager-Eng. V (West)		Project Engineer - Eng IV(Arthur)		Staff Engineer III (Miller)		Survey Manager (Reed)		Project surveyor (Mercill)		CADD-Eng Tech III (Gold)		Admin (Polacek)		TOTAL LABOR		Lodging and Per Diem	Travel	Other Direct Costs	TOTAL EXPENSES	TOTAL OF LABOR AND EXPENSES
	Hrs @ \$ 145	Total Cost	Hrs @ \$ 120	Total Cost	Hrs @ \$ 105	Total Cost	Hrs @ \$ 130	Total Cost	Hrs @ \$ 95	Total Cost	Hrs @ \$ 85	Total Cost	Hrs @ \$ 55	Total Cost	Hours	Cost					
I Project Administration																					
A. contract administration	6.0	\$ 870	2.0	\$ 240		\$ -		\$ -		\$ -		\$ -	3.0	\$ 165	11.0	\$ 1,275				\$ -	\$ 1,275
B. subcontractor admin.	4.0	\$ 580		\$ -		\$ -		\$ -		\$ -		\$ -	1.0	\$ 55	5.0	\$ 635				\$ -	\$ 635
B. progress meetings with city staff	8.0	\$ 1,160	12.0	\$ 1,440		\$ -		\$ -		\$ -	4.0	\$ 340	1.0	\$ 55	25.0	\$ 2,995				\$ -	\$ 2,995
B. Quality control / Assurance	20.0	\$ 2,900		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	20.0	\$ 2,900				\$ -	\$ 2,900
Subtotal	38.0	\$ 5,510	14.0	\$ 1,680	-	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4	\$ 340	\$ 5	\$ 275	61.0	7,805.0	\$ -		\$ -	\$ -	\$ 7,805
II Public involvement																					
A. neighborhood council meetings	2.0	\$ 290	6.0	\$ 720		\$ -		\$ -		\$ -	4.0	\$ 340	1.0	\$ 55	13.0	\$ 1,405				\$ -	\$ 1,405
	\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	-	\$ -				\$ -	\$ -	
	\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	-	\$ -				\$ -	\$ -	
Subtotal	2.0	\$ 290	6.0	\$ 720	-	\$ -	-	\$ -	-	\$ -	4.0	\$ 340	1.0	\$ 55	13.0	\$ 1,405	\$ -	\$ -	\$ -	\$ -	\$ 1,405
III landowner negotiations																					
A. meetings with landowners	8.0	\$ 1,160	48.0	\$ 5,760		\$ -		\$ -		\$ -	8.0	\$ 680		\$ -	64.0	\$ 7,600				\$ -	\$ 7,600
B. easement preparation	1.0	\$ 145	2.0	\$ 240	6.0	\$ 630		\$ -		\$ -	8.0	\$ 680	1.0	\$ 55	18.0	\$ 1,750					\$ 1,750
C. exhibits for deeds / easements	\$ -		2.0	\$ 240	8.0	\$ 840		\$ -		\$ -	8.0	\$ 680	1.0	\$ 55	19.0	\$ 1,815				\$ -	\$ 1,815
	\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	-	\$ -				\$ -	\$ -	
Subtotal	9.0	\$1,305	52.0	\$6,240	14.0	\$1,470	-	\$0		\$0	24.0	\$2,040	2.0	\$110	101.0	\$ 11,165	\$ -	\$ -	\$ -	\$0	\$11,165
IV Survey / Field work																					
A. Topographical survey,processing,mapping	1.0	\$ 145	2.0	\$ 240		\$ -	40.0	\$ 5,200	48.0	\$ 4,560	24.0	\$ 2,040		\$ -	115.0	\$ 12,185	\$ 1,008	\$ 290	\$ 1,200	\$ 2,498	\$ 14,683
B. Boundary survey on easements,property line adjustments	1.0	\$ 145	2.0	\$ 240		\$ -	20.0	\$ 2,600	4.0	\$ 380	4.0	\$ 340		\$ -	31.0	\$ 3,705				\$ -	\$ 3,705
C. Pin easements	\$ -		\$ -		\$ -		26.0	\$ 3,380	26.0	\$ 2,470	4.0	\$ 340		\$ -	56.0	\$ 6,190		\$ 230	\$ 350	\$ 580	\$ 6,770
D. Cert. of Survey	\$ -		\$ -		-	\$ -	16.0	\$ 2,080		\$ -		\$ -		\$ -	16.0	\$ 2,080	\$ -	\$ -	\$ 500	\$ 500	\$ 2,580
															-	\$ -					
Subtotal	2.0	\$290	4.0	\$480	-	\$0	102.0	\$13,260	78.0	\$7,410	32.0	\$2,720	-	\$0	218.0	\$ 24,160	\$ 1,008	\$ 520	\$ 2,050	\$ 3,578	\$27,738
V Design/Plan Production - force main(2,820 lf), lift station, gravity main(4,100 lf)																					
A. drafting	1.0	\$ 145	25.0	\$ 3,000	15.0	\$ 1,575		\$ -		\$ -	350.0	\$ 29,750		\$ -	391.0	\$ 34,470				\$ -	\$ 34,470
B. engineering design	12.0	\$ 1,740	200.0	\$ 24,000	120.0	\$ 12,600		\$ -		\$ -		\$ -		\$ -	332.0	\$ 38,340				\$ -	\$ 38,340
C. tech specs	1.0	\$ 145	35.0	\$ 4,200	11.0	\$ 1,155		\$ -		\$ -		\$ -	3.0	\$ 165	50.0	\$ 5,665				\$ -	\$ 5,665
D. special provisions	1.0	\$ 145	25.0	\$ 3,000	4.0	\$ 420		\$ -		\$ -		\$ -	1.0	\$ 55	31.0	\$ 3,620				\$ -	\$ 3,620
E. cost estimate	1.0	\$ 145	12.0	\$ 1,440	16.0	\$ 1,680		\$ -		\$ -		\$ -	2.0	\$ 110	31.0	\$ 3,375				\$ -	\$ 3,375
Subtotal	16.0	\$2,320	297.0	\$35,640	166.0	\$17,430	-	\$0	-	\$0	350.0	\$29,750	6.0	\$330	835.0	\$ 85,470	\$ -	\$ -	\$ -	\$ -	\$85,470
VI bidding phase- one(1) bid package																					
A. misc assistance to City staff	2.0	\$ 290	3.0	\$ 360		\$ -		\$ -		\$ -		\$ -		\$ -	5.0	\$ 650				\$ -	\$ 650
B. attend pre-bid conference	\$ -		3.0	\$ 360		\$ -		\$ -		\$ -		\$ -	-	\$ -	3.0	\$ 360				\$ -	\$ 360
Subtotal	2.0	\$ 290	6.0	\$ 720	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	8.0	\$ 1,010	\$ -	\$ -	\$ -	\$ -	\$ 1,010
VII Construction phase																					
A. attend pre-con	\$ -		3.0	\$ 360		\$ -		\$ -		\$ -		\$ -		\$ -	3.0	\$ 360				\$ -	\$ 360
B. submittal reviews	\$ -		8.0	\$ 960		\$ -		\$ -		\$ -		\$ -		\$ -	8.0	\$ 960				\$ -	\$ 960
C. Intermittent inspection & as-built certification of lift station only	1.0	\$ 145	8.0	\$ 960	32.0	\$ 3,360		\$ -		\$ -		\$ -		\$ -	41.0	\$ 4,465				\$ -	\$ 4,465
Subtotal	1.0	\$145	19.0	\$2,280	32.0	\$3,360	-	\$0	-	\$0	-	\$0	-	\$0	52.0	\$ 5,785	\$ -	\$ -	\$ -	\$0	\$5,785
DOWL HKM Civil EngineeringTotal	70	\$ 10,150	398	\$ 47,760	212	\$ 22,260	102	\$ 13,260	78	\$ 7,410	414	\$ 35,190	14	\$ 770	1,288.0	\$ 136,800	\$ 1,008	\$ 520	\$ 2,050	\$ 3,578	\$ 140,378
Electrical Engineering Subconsultant	See Itemized estimate attached																				\$ 7,100
DOWL HKM Geotechnical investigation	See itemized estimate attached																				\$ 12,913
GRAND TOTAL																					\$ 160,391

Reimbursable Expenses:
Mileage @ \$1.00/mile
Perdiem @ \$51.00/day

All incidental costs are included including copy, phone, mail
lodging @\$100/day
GPS equipment @ \$200.00/day

July 21, 2014

Mr. Shawn Arthur
Dowl HKM
106 1st Ave South Suite A
Great Falls, MT 59401



RE: Waste Water Lift Station
Great Falls, Montana

Dear Shawn,

Thank you for the opportunity to submit a fee proposal for the Electrical Design of this project. This Proposal is based on information that we discussed.

A. WORK INCLUDED

The following construction services are included, based on the SCOPE OF WORK.

1. Construction Drawings with Specifications.
2. Bid Period Support
3. Construction Administration-Interpretation of plans, specifications and shop drawings review.
4. Site Visits to Observe Construction Progress (optional service).

B. SCOPE OF WORK

Provide electrical design for a new waste water lift station. The station shall be a below grade structure with a wet well and dry well. The dry well shall contain two pumps initially sized at approximately 20-30 HP but the electrical system shall be sized to allow the system to be expanded to a third pump.

The controls shall be designed to be compatible with the existing Allen Bradley Controls and SCADA system installed in the main waste water treatment plant. GPD will Coordinate with Veola and the City of Great Falls on the requirements for the control panel. GPD shall provide the panel requirements, sequence of operation, and monitoring requirements in order for a panel builder/system integrator to construct and install the panel as required. Note that GPD will not provide a detailed panel design or programming for the system.

The installation will require an electrical service, minimal lighting, receptacles, power for equipment, and heater. Exhaust fans will not be required. A manual transfer switch and portable generator receptacle configured for connection to the City of Great Falls's generators will be included in the design.

Design:

1. Electrical service entrance equipment, main disconnect, portable generator receptacle and manual transfer switch, panelboard, grounding, surge suppression (TVSS), and provisions for utility metering.
2. Coordination of electrical service with utility company.
3. Coordination with Telephone Company on service to the site equipment.
4. Branch circuiting and controls for system.
5. Provide control panel requirements.
6. Bid Period and Construction Administration (not including site visits).

Drafting for the electrical design will be included, and will be produced using Autocadd R. 2014. The floor plans will be furnished by Dowl HKM. The electrical design will be provided on 22 x 34 drawings with the intent to publish at ½ size. Electrical specifications will be provided in MS Word format.

Bid Period support will be provided, consisting of answering inquiries from electrical sub-contractors or suppliers, and processing necessary addendum items.

During the Construction Administration Period, review of product submittals (shop drawings) for the electrical equipment will be performed along with any support needed to answer contractor's questions or requests for interpretation.

One site visit is included in the fee to verify compliance with the construction documents. Additional visits can be provided as requested on a time and material basis.

The following items are not included in our Scope:

1. Surveying of existing roadways, sidewalks, utilities, poles, power lines, sewer lines, water and gas lines is excluded from our Scope.
2. Final design of control panel or system programming. GPD will provide panel requirements to be designed, constructed, and programmed by a certified system integrator and panel builder.
3. Reproduction. PDF files will be provided to KLJ for the drawings; Specifications in MS Word format.

C. FEE

The fee will be billed as a fixed amount, lump sum in phases as follows:

Design Phase:	
Electrical service and distribution	\$2,200
Control Panel design	\$2,000
Bidding Phase:	\$ 500
Construction Admin:	
CA for Electrical Service and Power	\$ 800
CA for Control System	\$ 1,600

D. PAYMENTS

Progress payments for services will be billed monthly.

E. EXTRA SERVICES

Any additional work (Extra Service) which is not included in the above fees will be done after Client's approval at the then current hourly rates.

The design schedule, was not discussed, but is anticipated for a late spring submittal to the agencies and an early summer completion. We look forward to working with you on the project; if this proposal is acceptable, please return a signed copy of this letter at your convenience. Please call if there are any questions.

ENGINEER

GPD, PC



BY: Bucky Kempa

CLIENT

Dowl HKM

Signature

DATE

Attach: Hourly Rate Schedule

GPD Hourly Rate Schedule

Principal	\$150 / hour
Project Engineer	\$95 / hour
Senior Engineer	\$85 / hour
Engineer/Designer	\$70 / hour
Draftsman	\$62 / hour
Clerk	\$55 / hour

UNIT RATE COST ESTIMATE DRILLING PROGRAM
North Great Falls Lift Station -Great Falls MT
COST ESTIMATE FOR GEOTECHNICAL INVESTIGATION SERVICES
7/16/2014

<u>PROJECT COORDINATION</u>	<u>Units</u>	<u>Unit Cost</u>		
Senior Geotechnical	3.0	\$	137.00	\$ 411.00
Staff Engineer (Field Staking-Utility Clearances)	3.0	\$	100.00	\$ 300.00
Clerical	-	\$	45.00	\$ -
Per Diem	-	\$	100.00	\$ -
Mileage	-	\$	0.75	\$ -
SUBTOTAL:				\$ 711.00

<u>SITE INVESTIGATION</u>	<u>Units</u>	<u>Unit Cost</u>		
DOWL HKM Field Monitoring				
Senior Geotechnical	1.0	\$	137.00	\$ 137.00
Geotechnical Engineer(Travel)	4.5	\$	100.00	\$ 450.00
Geotechnical Engineer (3 to 40ft Geotechnical Borings (120 feet total	15.0	\$	100.00	\$ 1,500.00
Misc. Supplies	-	\$	10.00	\$ -
Lodging	1.0	\$	120.00	\$ 120.00
Per Diem	-	\$	51.00	\$ -
Mileage	375.0	\$	1.00	\$ 375.00
Subtotal Engineering				\$ 2,582.00
Drilling Subcontractor (Boland)				
Mobilization/Demobilization Drill rig(per mile)	1.0	\$	150.00	\$ 150.00
Mobilization/Demobilization Support truck (per mile)	-	\$	1.75	\$ -
crew- travel	-	\$	1.75	\$ -
Auger Drilling (per hour)(total 70 feet)	15.0	\$	155.00	\$ 2,325.00
Monitor well install (std 1-inch PVC w sand pack) per ft	-	\$	11.50	\$ -
bentonite (per bag)	4.0	\$	10.00	\$ 40.00
Shelby Tubes	4.0	\$	50.00	\$ 200.00
Drill Contractor Cost				\$ 2,715.00
Backhoe and operator rental	-	\$	100.00	\$ -
SUBTOTAL:				\$ 5,297.00

<u>LAB TESTING</u>	<u>Units</u>	<u>Unit Cost</u>		
Moisture Content	15.0	\$	15.00	\$ 225.00
Sieve Analysis	2.0	\$	75.00	\$ 150.00
Atterberg Limits	2.0	\$	75.00	\$ 150.00
Unit Weight	2.0	\$	45.00	\$ 90.00
Moisture-Density (Mod- A B C)	-	\$	200.00	\$ -
Moisture-Density (std- A B C)	-	\$	140.00	\$ -
Resistivity	2.0	\$	60.00	\$ 120.00
Sulfates	2.0	\$	45.00	\$ 90.00
pH	2.0	\$	25.00	\$ 50.00
Shrink/Swell	-	\$	125.00	\$ -
Consolidation	2.0	\$	225.00	\$ 450.00
CBR (3 point)	-	\$	600.00	\$ -
CBR (1 point)	-	\$	375.00	\$ -
Unconfined Compression	4.0	\$	125.00	\$ 500.00
Direct Shear (per point)	-	\$	125.00	\$ -
SUBTOTAL:				\$ 1,825.00

<u>ANALYSIS & REPORTING</u>	<u>Units</u>	<u>Unit Cost</u>		
Data Reduction Summary Data Report				
Senior Geotechnical (analysis -report)	30.0	\$	137.00	\$ 4,110.00
Staff Geotechnical pile options driven /drilled piers	-	\$	97.00	\$ -
Staff Geotechnical L-pile	-	\$	97.00	\$ -
Staff Geotechnical	-	\$	97.00	\$ -
Staff Geotech (data reduction & logs)	10.0	\$	97.00	\$ 970.00
CADD predesign drawings	-	\$	75.00	\$ -
Support/Clerical	-	\$	50.00	\$ -
SUBTOTAL:				\$ 5,080.00

TOTAL COST ESTIMATE: \$ 12,913.00

Assumptions

1. 2 to 3 **Geotech Bore Holes:** to 40, say total footage 80 to 120ft;
2. No Monitor well install
3. Sampling by Standard Penetration Test, Shelby tube, and bulk bag methods.
4. Laboratory testing for classification and engineering properties purposes as noted.
5. Summary logs will be drafted and final report