EXHIBIT II
WORK ORDER
RFP #GES2019L
Stantec Project #181710918

The City of Bayard hereby authorizes Stantec to proceed with work described as follows:
N. Foy Street Survey and Design Improvements

The scope of work will include the following:
The initial scope of professional services associated with this Work Order will consist of, at this time, the following:

Project Development/Scoping
Topographic/Utility Location Survey
NMDOT Environmental Certification
Project Design

The project area associated with this Work Order will consist of, at this time, the following streets/roadways:

N. Foy Street – Copper Street and Housing Authority to the west end of Alta Vista Street

If the City of Bayard requests that the project area be expanded to include additional streets/roadways within the City limits, other than what is listed above, an Amendment will be required prior to commencing the professional services associated with the additional streets/roadways.

Projected Design/Construction scope of work:
N. Foy Street - vertical curb and gutter along both sides of roadway from the Housing Authority entrance to the west end of Alta Vista Street (all work to be done within City limits). No ADA ramps or sidewalks will be constructed on this project but drive pads will be constructed.

Professional Services:
Project Development/Scoping - this task will consist of determining the project budget, a field visit to determine potential design scope of work within the project boundary, and meeting with the City of Bayard to verify/agreed upon actual design/construction scope of work.

Topographic/Utility Location Survey - this task will consist of an aerial survey of the existing topography with the assistance of Cooper Aerial (subconsultant), surveying of utilities (based on above ground evidence marked by others), and structures within the project area as identified above.

Task also includes ROW research and mapping to determine the N. Foy and Alta Vista right of way limits as well as the City of Bayard corporate limits at the north end of the project area.

The field survey data will be converted into an ACAD drawing that will be utilized during the Project Design phase.

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NMDOT Environmental Certification - this task will consist of completing and submitting documentation requesting authorization for the Environmental Certification, including Initial Site Assessment, only. This is a result of the fact that NMDOT Control Number HW2 L100450 funding will only be utilized for survey and design services.

The fee associated with NMDOT Environmental Certification assumes that the Environmental Certification will be issued as a Programmatic Categorical Exclusion (PCE) and will only require the Scope-of-Work Evaluation for T/L Government Projects Funded through NMDOT be submitted to NMDOT Environmental Design Division for the associated construction scope and project funding. If NMDOT determines that the project does not qualify for a PCE, and that a Categorical Exclusion (CE) Checklist be completed, an Amendment to this Work Order will be required.

Project Design - this task will include a meeting at the project site with the design team to kick off the project once the topo survey is complete. Also included within this task is preparing progress construction drawings for the roadway and drainage improvements to an approximate 30% design effort (100% considered construction ready), along with a drainage memorandum and an opinion of probable construction cost.

Completion of a 100% design plan set will require additional funding to complete the full design.

The approximate 30% complete plans will include front end sheets with horizontal and vertical geometry sheets (Plan and Profile Sheets).

Stantec proposes that the services associated with the **Project Development/Scoping** services be billed as indicated**,** with the breakdown summarized below:

Personnel	Budget Hrs.	Rate	Amount
Senior Project Manager	7	$173.00	$ 1,211.00
Senior Civil Engineer	6	$154.00	$ 924.00
	Project Development/Scoping		**$ 2,135.00 (L.S.)**

Stantec proposes that the services associated with the **Topographic / Utility Location Survey** services be billed as indicated**,** with the breakdown summarized below:

Personnel	Budget Hrs.	Rate	Amount
Professional Land Surveyor	4.5	$167.00	$ 751.50
Engineering Technician	34	$127.00	$ 4,318.00
2-Man Crew	19	$170.00	$ 3,230.00
Research Fees			$ 200.00
Cooper Aerial (Subcontractor)			$ 3,739.00
	Topographic/Utility Location Survey		**$ 12,238.50 (L.S.)**

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WORK ORDER
RFP #GES2019L
Stantec Project #181710918

Stantec proposes that the services associated with the **NMDOT Environmental Certification** services be billed as indicated**,** with the breakdown summarized below:

Personnel	Budget Hrs.	Rate	Amount
Senior Project Manager	1	$173.00	$ 173.00
Senior Civil Engineer	7	$154.00	$ 1,078.00
Project Management Assistant	1	$115.00	$ 115.00
		NMDOT Environmental Certification	**$ 1,366.00 (L.S.)**

Stantec proposes that the services associated with the **Project Design** services be billed as indicated**,** with the breakdown summarized below:

Personnel	Budget Hrs.	Rate	Amount
Senior Project Manager	5	$173.00	$ 865.00
Senior Civil Engineer	29	$154.00	$ 4,466.00
Civil Designer	123	$127.00	$15,621.00
Project Management Assistant	2.5	$115.00	$ 287.50
Reproduction			$ 58.04
		Project Design	**$ 21,297.54 (L.S.)**

If the City of Bayard requests additional professional services, other than what is listed above, an additional Amendment will be required prior to commencing work. A lump sum or hourly fee proposal will be submitted to the City of Bayard for consideration and approval. Or if a projected upper target is anticipated to be exceeded, a proposal will be submitted to the City of Bayard for consideration and approval of increasing the upper target amount.

Future professional services may include, but not limited to, final design (100% complete design plans and bid documents), bidding/negotiation, construction management, construction observation, quality assurance testing, and project closeout.

Contact Person for City of Bayard:
Chon S. Fierro, Mayor, 575-537-3327
Kristina Ortiz, Clerk-Treasurer, 575-537-3327 or designated representative

Contact Person for Stantec:
George A. Esqueda, Client Services Manager, 575-342-8727
Wesley Hall, Project Manager, 520-805-6009

Funding source:
Local Government Road Fund Cooperative Agreement, New Mexico Department of Transportation (NMDOT), Control No. HW2L100450 in the amount of $40,000 (NMDOT share 75%, City of Bayard share 25%) for “Engineering services for roadway and drainage improvements within the City limits for paving, drainage, curb and gutter, ADA, and sidewalk improvements for N. Foy Street.”

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Method of Payment:
A breakdown of the fee and associated billing category is provided below.

Schedule:
Project Design to be completed by December 31, 2021 per the Grant agreement in place. NMDOT COOP CN HW2 L100450 funding currently expires December 31, 2021.

Fees:

1. Project Development/Scoping		$ 2,135.00
2. Topo/Utility Location Survey		$ 12,238.50
3. NMDOT Environmental Certification		$ 1,366.00
4. Project Design		$ 21,297.54
	Subtotal:	$ 37,037.04
	NMGRT @ 8%	$ 2,962.96
	Total Fee:	$ 40,000.00

Other Conditions:
Terms and Conditions as per the Master Services Agreement between the City of Bayard and Stantec dated June 1, 2019 and amended June 1, 2020.

City of Bayard

George A. Esqueda, Sr. Project Manager

Date Approved

April 9, 2021
Date Submitted