City of Ketchum

CITY COUNCIL MEETING AGENDA MEMO

Meeting Date:	May 19, 2025	Staff Member/Dept:	Mick Mummert/Wastewater Division

Agenda Item: Recommendation to Approve Purchase Order #25116 with HDR Engineering for Solids Dewatering Project, Engineering Services During Construction

Recommended Motion:

I move to approve Purchase Order #25116, Task Order #6 with HDR Engineering for Solids Dewatering Project, Engineering Services During Construction for the not to exceed amount of $579,800.00

Reasons for Recommendation:

- This is an ongoing project from the Wastewater Treatment Plant Facilities Plan.
- Detailed Plans and Specifications for Solids Dewatering Construction Upgrades have been submitted to and approved by IDEQ.
- The scope of work for this task order will provide the necessary engineering services during the construction phase of the project.

Policy Analysis and Background (non-consent items only):

Sustainability Impact:

None OR state impact here: None

Financial Impact:

None OR Adequate funds exist in account:	This is a budgeted expense in the Capital Improvement Projects category of Wastewater Division Expenditures. This expense will be shared equally with the Sun Valley Water and Sewer District.

Attachments:

1. Purchase Order #25116
2. HDR Task Order #6

CITY OF KETCHUM

PO BOX 2315 * 191 5TH ST. * KETCHUM, ID 83340
Administration 208-726-3841 (fax) 208-726-8234

PURCHASE ORDER

BUDGETED ITEM? ____ Yes ____ No

PURCHASE ORDER - NUMBER: 25116

To:	Ship to:
2319 HDR ENGINEERING, INC. BOX 74008202 CHICAGO IL 60674-8202	CITY OF KETCHUM PO BOX 2315 KETCHUM ID 83340

P. O. Date	Created By	Requested By	Department	Req Number	Terms
05/01/2025	CCHING	CCHING			

Quantity	Description		Unit Price	Total
1.00	TO 6: Services during Construction	67-4350-7818	579,800.00	579,800.00
		SHIPPING & HANDLING		0.00
		TOTAL PO AMOUNT		579,800.00

Authorized Signature

TASK ORDER NO. 06

SERVICES DURING CONSTRUCTION (SDC)
SOLIDS DEWATERING PROJECT
CITY OF KETCHUM AND SVWSD

This Task Order pertains to the Master Services Agreement by and between City of Ketchum, ID and Sun Valley Water & Sewer District, Sun Valley, ID ("OWNERS"), and HDR Engineering, Inc. ("HDR" or "ENGINEER"), dated May 1, 2023, ("Agreement"). Engineer shall perform services on the project described below as provided herein and in the Agreement. This Task Order shall not be binding until it has been properly signed by all parties. Upon execution, this Task Order shall supplement the Agreement as it pertains to the project described below.

TASK ORDER NUMBER: Task Order #06

PROJECT NAME:

Ketchum/SVWSD Water Reclamation Facility (WRF) – Solids Dewatering Project - Services During Construction

PART 1.0 TASK ORDER DESCRIPTION:

Provide services during construction (SDC) for solids dewatering system upgrades.

PART 2.0 SCOPE OF SERVICES TO BE PERFORMED BY ENGINEER:

See Exhibit A.

PART 3.0 OWNER'S RESPONSIBILITIES:

See Exhibit A.

PART 4.0 PERIOD OF SERVICE:

May 2025 – August 2027

PART 5.0 ENGINEER'S FEE:

See Exhibit A for T&M fee breakdown.

Task Order #06: Solids Dewatering SDC **$579,800**

PART 6.0 OTHER: N/A

This Task Order #06 is executed this _____day of _____2025

CITY OF KETCHUM, ID

"OWNER"

BY: _____

NAME: Neil Bradshaw

TITLE: Mayor

ADDRESS: City of Ketchum
P.O. Box 2315 (191 5th St. W.)
Ketchum, ID 83340

SUN VALLEY WATER & SEWER DISTRICT (SVWSD)
"OWNER"

BY: _____

NAME: Peter Hendricks

TITLE: Chairman

ADDRESS: SVWSD
P.O. Box 2410
Sun Valley, ID 83353

HDR ENGINEERING, INC.
"ENGINEER"

BY: _____

NAME: Jon Osier

TITLE: Vice President

ADDRESS: HDR
412 E. Parkcenter Blvd, Ste 100
Boise, ID 83706

Exhibit A

Scope of Services

Task 1 - Construction Administration

Assist OWNER in administering the construction of the Solids Dewatering project.

Subtask 1.1 Project Management

Objective

Provide scope, schedule, and cost control services of ENGINEER's contract during the construction phase of the project.

Approach

- Communicate scope, schedule, and budget status with OWNER and the project team through project management plan, telephone calls, and e-mail communications.
- Monitor project progress including work completed, work remaining, budget expended, schedule, estimated cost of work remaining, and estimated cost at completion.
- Prepare and submit monthly progress reports and invoices to OWNER. The monthly progress report will include work performed within invoiced period, tracking of ENGINEER contract changes and the cumulative effect of changes on ENGINEER contract budget.
- Provide review of approach and resources being applied to the services in this task order by ENGINEER's wastewater construction technical director or designee.

Assumptions

- This task is for the management of ENGINEER's contract.
- This Scope of Services assumes a single construction contract between the OWNER and General Contractor (GC) will be executed for the project.
- OWNER and Contractor are completely responsible for safety on this project, including the safety of OWNER personnel and the public.
- ENGINEER shall not be responsible for the health and safety of OWNER or Contractor, their employees, subcontractors, or agents on site or in any way arising from the work on this project.
- ENGINEER will oversee ENGINEER staff and sub-consultants.
- Costs for this contract will be tracked at the task level.
- Budget may be transferred between tasks and from sub-consultant to ENGINEER without an amendment to the Agreement, unless such transfers also require a change in total fee.
- Invoice and progress report format will follow ENGINEER standard format.
- OWNER agrees to include a provision in the construction contract that requires Contractor to list ENGINEER and each Sub-Consultant as an additional insured on Contractor's commercial general liability insurance.
- One progress report and invoice will be submitted to OWNER each month.
- Engineer's subcontractor expense costs and other direct expenses for all tasks and subtasks will be billed to OWNER with a 10 percent markup.

Deliverables

- Monthly progress reports and invoices transmitted to OWNER via e-mail in .pdf format.

Subtask 1.2 Document Management System
Objective

Maintain an electronic Document Management System (DMS) for managing project electronic files. The DMS system proposed is Newforma.

Approach

- Maintain electronic files in the DMS, including but not limited to shop drawing transmittals, requests for information, change proposal requests, change orders, field reports of project activities, digital photographs, meeting notes of meetings and conferences, material testing logs, work deficiency checklists, contractor payment certifications and correspondence between ENGINEER, Contractor, utility companies/agencies, other parties, and OWNER.
- Provide logs for shop drawing transmittals, requests for information, field orders, change proposal requests, change orders, and work deficiency lists to OWNER and Contractor on a monthly basis.
- Coordinate logs once per month with Contractor and resolve discrepancies.

Assumptions

- ENGINEER will use ENGINEER's purchased software, Newforma Construction Administration, for shop drawing submittals and RFI's. DMS for other construction related information will be filed on HDR's ProjectWise.
- OWNER and Contractor will have access to Newforma project information but not access to HDR's ProjectWise.
- ENGINEER will not maintain a hard copy of documentation in addition to the DMS.

Deliverables

- Tracking logs for shop drawing transmittals and requests for information will be available for OWNER and contractor to access on Newforma. Other documents such as field orders, change proposal requests, change orders, and work deficiency checklists will be transmitted to OWNER and Contractor via e-mail in .pdf format.

Task 2 - Construction Engineering

Subtask 2.1 Bidding Period Services *(covered with left over budget in design task)*

Perform engineering services related to bidding/award of the General Contractor (GC) installation contract bidding and the pre-procurement of the dewatering press and accessories. The procurement is expected to bid in March 2025. The GC bidding period is expected to occur in March/April with award in late April or early May 2025.

A bid version of the contract documents are labeled *Issued for Bid and Construction (IFB/C)*. Once the project is bid and awarded and if necessary, a final set of drawings including the addendums

will be prepared and provided to the GC. This final drawing set is titled *Issued for Construction* (Conformed) although the official legal documents are the IFB/C plus addendums.

Subtask 2.2 Pre-bid Conference *(covered with left over budget in design task)*

Objective

Conduct a pre-bid conference with potential bidders to establish basic project protocols and procedures. This applies to the general contract for installation of Owner Furnished Equipment (OFE) and other construction work associated with the Solids Dewatering Improvements project.

Approach

- Identify with OWNER and Contractor the parties to be included in the conference.
- Notify parties as to the time and place of the meeting. Include in the notification a preliminary agenda for comment and identification of specific items they may want addressed during the conference.
- Distribute final agenda and provide hard copies for participants.
- Conduct the pre-bid conference, including site walk-thru, with OWNER, construction contractor and their sub-contractors and suppliers, agency officials, and ENGINEER construction administration team.
- Distribute meeting notes to persons in attendance, parties notified of conference but not in attendance, and the DMS.

Assumptions

- Pre-bid conference will occur at the wastewater treatment plant on March 26, 2025 (tentative scheduled date) will involve up to two (2) ENGINEER team members and electrical subconsultant and will last up to two (2) hours, plus travel time for on-site ENGINEER team members.
- Up to ten (10) hard copies of conference agenda will be furnished by ENGINEER.
- Direct expenses for travel and travel related expenses will be billed to OWNER.

Deliverables

- Draft conference agenda will be transmitted to OWNER via e-mail in .pdf format.
- Final conference agenda in hard copy will be delivered at conference.
- Meeting notes transmitted to OWNER and Contractors via e-mail in .pdf format.

Subtask 2.3 OWNER Coordination Meetings and Conference Calls

Objective

During the initial two months of work (May-June), the meetings shall be monthly as the Contractor organizes for submittals (schedule of values, schedule of submittals, overall project schedule, RFIs, etc.). Thereafter (July 2025 – May 2027), conduct conference call meetings with OWNER twice monthly to discuss project progress and OWNER concerns. The first meeting each month will be for Owner's representatives at the plant level, the second meeting of each month will include representatives from the WWTP plant, Ketchum City Hall, and SVWSD Manager.

Approach

- Utilize draft agendas for the construction progress meetings as the agenda for OWNER coordination meetings.
- Initial meetings to update OWNER will be done monthly (May and June 2025) to review preliminary information obtained by the Contractor.
- Meetings after the first two months will be held twice monthly with OWNER to review progress, issues, and concerns prior to construction progress meetings.
- Additional participants in the meeting may include utility agencies and companies, and/or permitting agencies depending upon what is being discussed.
- Meeting notes will be incorporated into the final agenda for the construction progress meetings (see Subtask 2.4 Construction Progress Meetings).

Assumptions

- Coordination conference calls will occur twice monthly (after first two months with only one call per month). Attendance of up to two (2) ENGINEER team members, the on-site construction observation person and electrical team member (only as needed). The calls will last between 30 minutes and one (1) hour each. Meetings will begin in May 2025 and end in June 2027 (~26 months).
- Meeting notes will be transmitted electronically to the Owner.
- Up to fifty (50) coordination meetings are included in this sub-task.

Deliverables

- Meeting agenda transmitted to OWNER via e-mail in .pdf format.
- Meeting notes incorporated into final agenda for construction progress meetings (electronic) and sent to OWNER via e-mail in pdf format.

Subtask 2.4 Construction Kickoff and Progress Meetings

Objective

Conduct monthly meetings. Meeting will be web-based meeting with OWNER, ENGINEER, and CONTRACTOR to discuss project progress. ENGINEER will attend the meeting on-site every other month to observe construction first-hand. Construction progress meeting schedule assumes construction contract award in May 2025 with work commencing June 2025. Construction should be complete May 2027 (24 months).

Approach

- Prepare an agenda for the construction progress meetings incorporating OWNER topics (see Subtask 2.3 OWNER Coordination Conference Calls) and known issues. Other agenda items will include, but will not be limited to, project progress and schedule updates, review of shop drawing submittal and requests for information responses, review of known project issues, scheduled OWNER training sessions, start-up and commissioning activities.
- An on-site pre-construction meeting is expected to take place in May with the Owner, Contractor and Engineer.
- Additional participants in the meeting may include utility agencies and companies, and/or permitting agencies depending upon what is being discussed.

- Distribute meeting notes as .pdf by e-mail to persons in attendance and others on OWNER's and CONTRACTOR's distribution list, and the DMS.

Assumptions

- ENGINEER will prepare an agenda for the first construction progress meeting. Notes from the first meeting will be used as the agenda for subsequent meetings updated with current issues or concerns.
- Agendas will include current logs of outstanding shop drawing submittals and requests for information responses.
- Hard copies of meeting agendas, including logs, will be furnished by ENGINEER for each meeting.
- Construction progress meetings will occur at the wastewater treatment plant and via conference call for those team members not in physical attendance, will involve up to two (2) ENGINEER construction administration team members as appropriate, and will last up to one and one-half (1.5) hours each. Monthly meetings will begin in June 2025 and end May 2027 with site visits beginning July 2025 (12 on-site trips). The on-site meetings with travel are expected to require a full 8-hour billable day per trip per ENGINEER. On-site time will vary from 4 - 6 hours.
- Up to twenty-four (24) construction progress meetings are included in this sub-task.
- Direct expenses and expenses for subconsultants (electrical/controls) will be billed to OWNER with a 10 percent markup. This applies to all tasks with expenses.

Deliverables

- Meeting agendas transmitted to OWNER and Contractor via e-mail in .pdf format prior to progress meetings and hard copies delivered at meetings.
- Meeting notes posted to Project Tracker site in .pdf format for OWNER and Contractor review.

Subtask 2.5 Contractors' Payment Administration

Objective

Coordinate timely and equitable payment to Contractor in accordance with Contract provisions.

Approach

- Review and approval of Schedule of Values:
    - Review Contractor's Schedule of Values (cost breakdown) by comparison to Engineer's Opinion of Probable Construction Cost to establish a reasonably balanced distribution of costs to the various elements of the total construction to serve as a basis for progress payments.
    - Transmit comments to OWNER and Contractor.
    - Discuss with OWNER and Contractor at regular meetings (Task 2.4) to reconcile disputed areas of apparent unbalanced costs and document reconciliation of disputed items.
    - Notify Contractor of approval after reconciliation of costs.

- Review Contractor's Applications for Payment
    - Review draft application for payment in comparison to progress of the work. Make notations of deficient work not recommended for payment until corrected; deletion of payment for stored materials and/or equipment which do not have approved shop drawings and/or proper invoices; and reduction of value for partially completed items claimed as complete.
    - Conduct review of storage areas and verify existence of invoiced materials/equipment and proper storage.
    - Return a copy of the reviewed draft application to Contractor.
    - Meet with Contractor to reconcile discrepancies.
    - Review revised application for payment and, if acceptable, advise Contractor to submit the required number of copies.
- Process Payment Application:
    - Execute completed application for payment indicating amount recommended for payment and transmit to OWNER for processing of payment.
    - Monitor total payments to adjust retainage amounts as specified in the Contract Documents.
    - At substantial completion, and at OWNER's direction, adjust retainage from fixed percent to enough to provide for work completion.

Assumptions

- The draft and final payment application requests will be submitted by Contractor each month on days agreed upon to meet OWNER's processing schedule requirements.
- ENGINEER's recommendations for payment can be modified by the OWNER.
- OWNER is responsible for approving and authorizing payment submittals.
- Up to twenty-four (24) payment applications will be reviewed by ENGINEER. Review time is assumed to be 1 hour per application.

Deliverables

- Written comments on Schedule of Values transmitted to OWNER and Contractor via e-mail in .pdf format.
- Documentation of reconciliation of disputed items in Schedule of Values transmitted to OWNER and Contractor via e-mail in .pdf format.
- Contractor's Payment Application Requests transmitted to OWNER via e-mail in .pdf format with appropriate attachments.

Subtask 2.6 Shop Drawing Submittal Review and Tracking

Objective

Facilitate the achievement of substantial conformance to the design intent through technical review by Designers or Engineer of Record of Contractor's shop drawings.

Approach

- Review Shop Drawing Submittal Schedule, including:
    - Ascertain that, in Engineer's opinion, necessary submittals are accounted for, that submittals are coordinated with the sequence of construction activities relying on

them, that adequate and reasonable turn-around times for review are provided for, and that shop drawings can be submitted and approved prior to 50 percent completion of the construction.
    - Notify Contractor with either acceptance or rejection noting deficiencies and requesting correction of them and re-submittal.
    - Distribute copies of approved shop drawing submittal schedule to OWNER and design team members responsible for shop drawing reviews.
- Administer shop drawing and other submittal requirements for substantial compliance with the intent of the Contract requirements, including:
    - Receive, log, and maintain shop drawing submittal documents in the DMS.
    - Conduct review of shop drawing submittals to confirm Contractor's compliance with administrative requirements and distribute to appropriate design team member(s) for review.
    - Review submittals for compliance with the specifications and provide written comments to Contractor.
    - Receive and collate comments on submittal reviews performed by others, including OWNER.
    - Establish organized storage for samples and a tracking log for samples.
- Review Shop Drawing Schedule status, including:
    - Review weekly the approved submittal schedule and the actual shop drawing log for comparison.
    - Review shop drawing submittal log in regard to requirements that shop drawings must be submitted and approved prior to 50 percent completion.
    - Provide written reminders or notice to Contractor when a submittal is overdue.
    - Address general status of shop drawings at construction progress meetings.
    - Utilize shop drawing submittal schedule as a checklist item for application for payment.

Assumptions

- Contractor will prepare a listing of submittals and dates of expected submittal, coordinated with supply contract schedules to allow ENGINEER review time (as defined in the Contract Documents) and resubmittal review time (if necessary) to meet the construction schedule. If Contractor fails to provide the submittal schedule and/or does not provide documents in accordance with the schedule, ENGINEER will be provided with additional time to review the submittal.
- ENGINEER will not review and comment on submittals related to temporary items and construction aides such as shoring and formwork. Receipt of these submittals is to confirm compliance with the contract requirements for submittal only and ENGINEER will not review. ENGINEER is not responsible for the content of the submittal.
- ENGINEER has not included staff or sub-consultants to review geotechnical and hazardous material issues that arise during construction. If these issues arise, we have assumed the subcontractor hired by the OWNER for materials testing will provide recommendations.

- ENGINEER will use its standard Construction Contract Administration forms for shop drawing process. The review time for shop drawings is generally between two and three weeks, depending on the complexity.
- Reviews of requests for substitution are not included in this scope. If submitted by Contractor, the request will be sent to OWNER for approval to proceed with review. ENGINEER time to process, review, and respond to request will be billed to OWNER as a separate, out-of-scope activity.
- The fee for this sub-task is based upon an average amount of time for each submittal with an assumption of one hundred fifty (150) submittals and fifty (50) resubmittals. It is estimated that each submittal will take 2.5 hours of ENGINEER team member time to review and process and 0.5 hour for administration. Each re-submittal is assumed to take 1.5 hours of construction team members' time to review and 0.5-hour administration time to process. If Contractor submittals are incomplete or take longer to review than anticipated for reasons beyond the control of ENGINEER, OWNER will increase the fee for this activity as a separate, additional fee activity which OWNER could recover from Contractor through a construction contract change when appropriate.
- Submittal reviews following one (1) re-submittal will be billed to OWNER as a separate, out-of-scope activity from which OWNER can, at its discretion, deduct the amount from Contractor's payment application(s).

Deliverables

- Contractor's approved Shop Drawing Submittal Schedule transmitted to OWNER and design team members via e-mail in .pdf format.
- Assembled comment sheets in each submittal file in the DMS.
- Shop drawing responses transmitted to Contractor and OWNER via DMS in .pdf format.

Subtask 2.7 Request for Information (RFI) Review and Tracking

Objective

Facilitate timely responses to requests for information (RFIs) to provide Contractor with clear and certain direction for the efficient execution of the Work.

Approach

- Receive, log, and maintain RFI documents in the DMS.
- Distribute RFIs to appropriate design team members for review.
- Provide draft RFI responses to OWNER for review, unless directed otherwise by OWNER.
- Return final RFI responses to Contractor with copies to OWNER and appropriate design team members.
- If the response to an RFI results in a change, then ENGINEER will prepare and issue field orders or change proposal requests, as appropriate.

Assumptions

- ENGINEER review of RFIs regarding the design will be advisory and complementary to the design intent.
- ENGINEER will use its standard Construction Contract Administration forms for documenting contract interpretations. The review time for RFIs is generally between two and four weeks, depending on the complexity.
- The fee for this sub-task is based upon receiving and responding to an assumed fifty (50) RFIs based on past project experience. Actual response time may vary depending upon clarity and complexity of the RFI. On average, it is estimated that it will take 3.5 hours of ENGINEER team member time to review and 0.5 hour administrative time to respond to each RFI. If Contractor RFIs are incomplete or take longer to respond to than anticipated for reasons beyond the control of ENGINEER, OWNER will increase the fee for this activity as a separate, additional fee activity which OWNER could recover from Contractor through a construction contract change when appropriate.
- Additional time required for excessive RFIs will be billed to OWNER as a separate, additional fee activity.

Deliverables

- Response supporting information filed in the DMS.
- Draft RFI responses transmitted to OWNER via e-mail in .pdf format.
- Final RFI responses transmitted to Contractor, OWNER, and ENGINEER's construction administration team members via e-mail in .pdf format to DMS system.

Subtask 2.8 Field Orders (FO), Change Proposal Requests (CPR), and Work Change Directives (WCD). Generation and Tracking.

Objective

Provide coordination and review to identify the need for changes in the Work consistent with the design intent, and issue Field Orders (FOs) to communicate the details of the changes involving no change in Contract Time or Contract Price. Change Proposal Requests (CPRs) consistent modifications to the design that involve changes in contract price and/or time and details the changes and request pricing from Contractor. Work Change Directives (WCD) will not change the contract price or contract times but is evidence that the parties expect the modifications ordered or documented will be incorporated in a subsequently issued Change Order.

Approach

- Assemble documentation from the Contract Documents and/or field conditions related to the proposed minor change (Field Order) and furnish to the designer for evaluation of conformance with the design intent or more significant change (Change Proposal Request or Work Change Directive) involving modification of contract costs and/or time.
- Coordinate the preparation of technical descriptions of FOs and provide draft FO to OWNER for review, unless directed otherwise by OWNER.
    - If FO is the result of a response to an RFI, the draft FO will be included when the draft RFI response is sent to OWNER for review.

- Coordinate the preparation of the technical description of the CPR or WCD and assemble necessary graphic details and specifications.
- Review costs presented by Contractor for each CPR or WCD and conduct negotiation of pricing as necessary.
- Issue final FO, CPR or WCD to Contractor with copies to OWNER and appropriate design team members.
- Log FOs, CPRs, and WCD, including supporting information and OWNER comments, in the DMS.
- Review negotiated CPR or WCD costs with OWNER for OWNER's approval.
- Assemble approved CPRs or WCD into Change Orders regularly.
- Track and report the status of CPRs or WCD using logs that track the dates of:
    - Return from Contractor with pricing.
    - Contract Administrator's review and recommendation of pricing.
    - OWNER's acceptance.
- Obtain from Contractor signed copies acknowledging Contractor's receipt of the FO, CPR or WCD and route copies to the appropriate project files.

Assumptions

- Field Orders may be generated from responses to RFIs, design changes, Contractor initiated changes, Owner initiated changes, or unanticipated conditions.
- ENGINEER will use its standard Construction Contract Administration forms for documenting contract modification activities. The processing time for either FOs, CPRs, or WCD are generally between two and four weeks, depending on the complexity.
- The fee for this sub-task is based upon preparing and processing an assumed twenty-five (25) FOs and preparing and processing ten (10) CPRs or WCDs. Actual preparation and processing time may vary depending upon the complexity of the FO, CPR or WCD. On average, it is estimated that it will take 4 hours of project team time to prepare and process each FO and CPR/WCD. If FOs or CPR/WCD take longer to prepare and process than anticipated for reasons beyond the control of ENGINEER, OWNER will increase the fee for this activity as a separate, additional fee activity which OWNER could recover from Contractor through a construction contract change when appropriate.
- Additional time required for excessive FOs and CPRs/WCDs will be billed to OWNER as a separate, additional fee activity.
- Negotiations between ENGINEER and Contractor for CPRs or WCDs are not binding until accepted by OWNER.

Deliverables

- Supporting information filed in the DMS.
- Draft FOs and CPRs transmitted to OWNER via e-mail in .pdf format.
- Final CPRs transmitted to Contractor for pricing via e-mail in .pdf format.
- Final FOs and CPRs transmitted to Contractor, OWNER, and ENGINEER's construction administration team members via e-mail in .pdf format.

Subtask 2.9 Construction Change Orders and Tracking

Objective

Coordinate the combining of change documentation into Change Orders for execution by Contractor and OWNER.

Approach

- Identify with OWNER the strategy for combining CPRs/WCDs and the timing of Change Orders.
- Evaluate the project to determine when proposed changes need to be finalized to avoid or minimize adverse impact on on-going construction activity.
- Combine Change Proposal Requests and Work Change Directives into Change Orders.
- Assemble the necessary documentation and prepare the Change Order package for circulation to OWNER and Contractor for execution.
- Update Change Order logs and provide status reports tracking the execution of Change Orders.
- Track Change Orders through Contractor's signature, ENGINEER's signature recommending acceptance, and OWNER executive action.
- Review pay requests to verify Change Order items are broken out and that payment is not made until work is complete.

Assumptions

- OWNER has the sole responsibility to authorize changes to the construction contract.
- ENGINEER will use its standard Construction Contract Administration forms for documenting contract modification activities.
- The fee for this sub-task is based upon preparing and processing five (5) Change Orders - one per 6 months period over the two-year construction period plus a final change order at the conclusion of work. Actual preparation and processing response time may vary depending upon the complexity of the change order. On average, it is estimated that it will take 6 hours of ENGINEER's construction administration team member time to prepare and process each Change Order. If Change Orders take longer to prepare and process than anticipated for reasons beyond the control of ENGINEER, OWNER will increase the fee for this activity as a separate, additional fee activity which OWNER could recover from Contractor through a construction contract change when appropriate.
- Additional time required for excessive Change Orders will be billed to OWNER as a separate, additional fee activity.
- CPR and Change Order logs will be updated once a month.
- OWNER will provide ENGINEER with copies of the fully executed change orders after signed by OWNER and Contractor.

Deliverables

- Change Order supporting information filed in the DMS.
- Change Orders, including supporting information for each Change Order via e-mail in .pdf format.

Subtask 2.10 OWNER Furnished Equipment (OFE) Supplier Coordination
Objective

Provide coordination between Contractor and OWNER Furnished, Contractor Installed equipment suppliers. The OFE for this project are the three mechanical screens.

Approach

- Coordinate RFIs from Contractor related to OFE systems with equipment suppliers.
- Based on contract agreement between the OWNER and equipment supplier, coordinate shipping times and unloading requirements between equipment suppliers, Contractor, and OWNER.
- Resident Project Representative (RPR) or OWNER will check OFE deliveries against shipping labels and bills of materials (BOMs) and inspect equipment for damage. Report missing or damaged equipment to OWNER-ENGINEER or directly to OFE equipment supplier.
- Coordinate storage requirements of OFE equipment with OWNER.
- Assist OFE equipment suppliers with coordination of equipment installation and acceptance including equipment startup, commissioning and operations and maintenance training.

Assumptions

- Reviews of screen shop drawings and operations and maintenance manuals.
- ENGINEER will process RFIs in accordance with Subtask 2.7 Request for Information Review and Tracking (Subtask 2.7).
- Budget assumes Resident Project Representative provided by OWNER is already on-site and does not include additional time or expenses for ENGINEERING.

Deliverables

- Shop drawing review comments to equipment SELLER. The review time for shop drawings is generally between two and three weeks, depending on the complexity.
- List of missing or damaged OFE equipment transmitted by OWNER to ENGINEER, and/or directly to OFE equipment supplier (at OWNER's direction), via e-mail in .pdf format.

Subtask 2.11 Coordination of ENGINEER with Resident Project Representative (RPR)
Objective

Provide coordination between OWNER'S Resident Project Representative (RPR) and ENGINEER. Expectations of the OWNER'S RPR are described below in Task 3 – Field Services. The ENGINEER's level of effort depends heavily on the experience level of the RPR.

Approach

- Daily contact with RPR to address design questions.

Assumptions

- RPR is not yet defined. Preliminary discussions have centered around a part-time RPR provided by ENGINEER splitting time between Ketchum and Hailey.
- We have assumed one hour per work day to coordinate with the RPR.

- Direct expenses will be billed to OWNER.

Deliverables

- Notes on daily discussion will be in ENGINEER'S personal journal and RPR's project journal.

Task 3 - Field Services (To Be Added Separately)

This section is supplied to OWNER to define typical expectations of Field Services work. If OWNER supplied, close coordination of OWNER'S Field Observations with ENGINEER is expected. If ENGINEER supplied, close coordination with ENGINEER is implied.

Subtask 3.1 Field Observations (to be determined)
Objective

Determine general conformance of the completed construction with the requirements of the Contract Documents through observation of the Work. A Resident Project Representative (RPR), shall relay information from the field to the ENGINEER. Actions taken by RPR shall be in conformance with ENGINEER'S direction.

Subtasks

- *Provide general observation including:*
    - *Observe, record, and report Contractor's daily work progress to determine the Work observed is in general conformance with the requirements of the Contract Documents.*
    - *Document activities observed making note of deficiencies and issues requiring resolution. Maintain work deficiency log in the DMS.*
    - *Create daily field reports defining specified work completed, discussions with the Contractor, direction given to Contractor, Contractor work force figures, progress made on the controlling activity established by the approved construction schedule, job site visitors, and weather conditions.*
    - *Review ENGINEER approved shop drawings, samples, and other submittals and apply them to the conducting of observations.*
    - *Photograph record construction to document progress or deficiencies, and label and log photos in the DMS.*
    - *Conduct, or coordinate the conduct of, specified inspections and testing and document results.*
- *Maintain copies of permits and summary of their conditions on site.*
- *Maintain hard copies or electronic copies of correspondence, meeting minutes, original Contract Documents including Change Orders, Field Orders, Work Change Directives, Addenda, additional Drawings issued subsequent to the execution of the Contract, ENGINEER's clarifications and interpretations of the Contract Documents, progress reports, shop drawing and sample submittals, and other Project-related documents.*

- *Monitor Contractor's compliance with permit conditions and Contractor's endeavor to resolve known violations of local ordinance and other specific permit conditions.*
- *Coordinate with the Materials Testing company (directed by Contractor to time, place, and testing method) to notify Owner when results from the Materials Testing company have been obtained stating that acceptable subgrade preparation has been provided for structures and ready to receive concrete for foundations and structural slabs on grade.*
- *Monitor the soils and concrete testing, and coordinate in-place moisture and density testing and the sampling and testing of concrete.*
- *Observe and document pressure testing of interior and exterior piping systems.*
- *Review stored materials and/or equipment for quantity determination for Contractor payment and document the Contractor's methods for protecting equipment and/or materials prior to installation. Notify Contractor if additional measures are required to protect the equipment.*
- *Coordinate with ENGINEER Project Manager during site visitations by design team member(s) as defined in ENGINEER's scope of work.*
    - *Follow up on deficiencies noted by design team members by either requiring immediate correction by the Contractor or adding items to a progressive work deficiency list.*
- *Develop and provide to Contractor an ongoing list of items requiring correction of noted construction deficiencies if it is believed that such Work does not conform generally to the Contract Documents.*
- *As deficiencies are corrected, revise the list by indicating corrected status.*
- *Issue Non-Conformance Reports twice per month for deficiencies not being acknowledged or addressed by Contractor with corrective measures or corrective action plans.*
- *On a monthly basis, prior to ENGINEER signing off on the monthly payment request, review Contractor's record drawings to verify the Contract Drawings are up-to-date with contract modifications and annotated to reflect actual construction. Review the Contractor's payment applications and make a recommendation to ENGINEER regarding payment.*
- *Review tagging of equipment for conformance with approved registers for equipment, valves, and other items designated to be tagged by the Contract Documents.*
- *Document observations made of property damage or personal injury accidents within the project construction limit lines, and provide a written report to notify the ENGINEER and the OWNER.*
- *RPR will attend and participate in the pre-construction conference to be led by ENGINEER.*
- *RPR will attend and participate in coordination conference call meetings and the construction progress meetings to be led by ENGINEER.*
- *Recommend to ENGINEER necessary clarifications and interpretations of the Contract Documents as appropriate for the orderly completion of the Work. Such clarifications and interpretations will be consistent with the intent of and reasonably inferable from the Contract Documents. Based on these recommendations, ENGINEER may issue Field Orders, Work Change Directives, or Change Orders.*

- *The RPR shall not:*
    - *Authorize deviations from the Contract Documents or substitution of materials or equipment (including "or-equal" items).*
    - *Exceed limitation of ENGINEER's authority as set forth in the professional services agreement with the OWNER.*
    - *Undertake the responsibility of Contractor, subcontractors, suppliers, or contractor's superintendent.*
    - *Participate in specialized field or laboratory tests or inspections conducted by others, except as specifically authorized.*

Assumptions

- *RPR will provide the on-site construction observation lead.*
- *RPR on-site construction observer will have direct communication with the Contractor and with ENGINEER.*
- *ENGINEER will lead the issuing of substantial and final completion.*
- *ENGINEER will observe start-up and commissioning.*
- *ENGINEER's observation or monitoring portions of the work performed under the construction contract shall not relieve Contractor from responsibility for performing work in accordance with applicable Contract Documents.*
- *ENGINEER will utilize the deficiencies list to aid in identifying appropriate retainage amounts near project completion. RPR will prepare the deficiency list and coordinate with ENGINEER to maintain and update the work deficiency list.*
- *ENGINEER shall not control or have charge of, and shall not be responsible for, construction means, methods, techniques, sequences, procedures of construction, health or safety programs or precautions connected with the work and shall not manage, supervise, control or have charge of construction.*
- *ENGINEER shall not be responsible for the acts or omissions of construction Contractor(s) or other parties on the project.*
- *Observations will be performed in accordance with industry-recognized standard practices.*
- *RPR will use ENGINEER's standard Construction Contract Administration forms for documenting construction observation and inspection activities.*
- *Contractor is responsible for compliance with permit conditions; therefore ENGINEER cannot ensure Contractor's compliance with the permit conditions. ENGINEER will only notify OWNER of observed conditions and violations.*
- *Responsibilities for jobsite safety are the sole responsibility of Contractor. The failure of ENGINEER to report on safety violations will neither relieve Contractor from their responsibility for safety on the project site nor shift this responsibility from Contractor to ENGINEER. Unsafe activity or activities shall be halted immediately until remedial actions take place. Contractor shall resume work only if Contractor deems jobsite conditions safe to work.*
- *It is anticipated that RPR onsite construction observer will be furnished with a computer, digital camera, cellular phone, and personal protective equipment.*

- *The OWNER will provide a workspace, including desk, table and chairs for meetings, and internet connection.*
- *Monitoring removal and/or disposal of contaminated materials is not included.*
- *This sub-task is based upon field observation from the RPR from July 2025 – May 2027. On average, it is estimated that RPR field observation will occur four (4) hours per construction day. The total average of 20 hours per week can be applied as necessary to adequately monitor the work.*
- *Design team (ENGINEER) site visitations (on-site construction progress meetings) will occur when active construction begins.*
- *Normal working hours for RPR inspection staff and Contractor will coincide with normal treatment plant hours: Monday through Friday, 7:00 am to 4:00 pm.*
- *If Contractor schedule requires work outside of normal working hours (M-F), such as on Saturday, RPR will notify the ENGINEER that field observation may exceed ENGINEER's assumptions for field observation and may require adjustment. No work is allowed on Sundays and holidays.*

Deliverables

- *Inspector's Daily Reports transmitted to ENGINEER via e-mail in .pdf format weekly.*
- *Photographs logged and filed in the DMS.*
- *Reports of property damage or personal injury accidents transmitted to ENGINEER via e-mail in .pdf format.*
- *Maintain information in DMS, including work deficiency logs.*

Subtask 3.2 Materials Testing and Special Inspection (Supplied by CONTRACTOR as an Allowance)
Objective

The contract documents provides an allowance by the General Contractor (GC) for materials testing and special inspection. For work not covered by the allowance, OWNER shall retain a construction materials testing and special inspections subcontractor. OWNER shall manage the subcontractor's inspections. The GC will generally include the following for testing under the allowance: scheduling appropriate field personnel and providing oversight, forwarding reports from subcontractor to ENGINEER for project mix designs, materials testing results and special inspections.

Approach

- *Solids Dewatering Improvements - The general Scope of Services includes; 1) soils compaction, 2) concrete testing and inspection, and 3) structural steel welding inspection.*

- *Summary Inspection – This item, as required by the construction documents, is produced in accordance with the latest edition of the International Building Code requiring a final report documenting required special inspections and correction of discrepancies noted.*

Assumptions

A detailed scope of work is specified for testing/inspection items for the construction project and is summarized below:

- *Concrete – "Special Inspection" of reinforcing steel and concrete is required. Please note testing of slump, air, and temperature are included by concrete supplier.*
- *Structural Steel – "Special Inspection" of welded pipe is recommended. Periodic visual welding inspection will be performed on field welds. The final inspection should be performed at the completion of welding to inspect the finished product.*

Deliverables

- *Materials and Special Inspection Plan transmitted to ENGINEER via e-mail in .pdf format and one (1) hardcopy delivered to local building official.*
- *Weekly summaries of Inspector's Daily Reports, materials testing information, and special inspections transmitted to ENGINEER via e-mail in .pdf format and one (1) hardcopy delivered to local building official.*

Task 4 – System Commissioning

Subtask 4.1 Operations and Maintenance Manual Review and Tracking (Contractor Supplied)

Objective

Facilitate review of Contractor provided manufacturer operations and maintenance (O&M) manuals.

Approach

- Receive, log, and maintain O&M manual documents in the DMS.
- Conduct review of O&M manual transmittal form and manual contents to confirm Contractor's compliance with administrative requirements and distribute to appropriate design team member(s) for review.
- Review manuals for compliance with the specifications.
- Receive and collate comments on manual reviews performed by others, including OWNER.
- Provide written comments or approval to Contractor.
- Obtain from Contractor the required number of hard copies for distribution and project files.
- Coordinate training activities between Contractor and OWNER.
- Monitor vendor training for OWNER's operations and maintenance personnel.

Assumptions

- ENGINEER will use its standard Construction Contract Administration forms for the O&M Manual review process.
- The fee for this sub-task is based upon receiving and reviewing six (6) submittals and three (3) re-submittals. O&M is expected from mechanical equipment and includes: progressive cavity sludge pumps, submersible pumps, heating / ventilation / AC systems,

shower/eye wash system, diffusers, and instruments. Actual review time may vary depending upon the complexity and quality of the submittals. On average, it is estimated that each submittal will take 2 hours of construction administration team member time to review and process and each re-submittal will take 0.5 hours of construction administration team members' time to review and process. If Contractor submittals are incomplete or take longer to review than anticipated for reasons beyond the control of ENGINEER, OWNER will increase the fee for this activity as a separate, additional fee activity which OWNER could recover from Contractor through a construction contract change when appropriate.

- Submittal reviews following one (1) re-submittal will be billed to OWNER as a separate, out-of-scope activity from which OWNER can, at its discretion, deduct the amount from Contractor's payment application(s).
- Direct expenses for travel and other related expenses will be billed to OWNER.

Deliverables

- Assembled comment sheets in each manual file in the DMS.
- Operation and Maintenance Manual review responses transmitted to Contractor and OWNER via e-mail in .pdf format.

Subtask 4.2 Operation and Maintenance (O&M) Manual Update (for new Construction)

Objective

Assist the OWNER in meeting the NPDES permit requirement of maintaining updated Operations and Maintenance Manuals.

Approach

- Provide draft operation sections for inclusion in the OWNER's existing Operation and Maintenance Manual. Sections will include:
    - Modified digester.
    - New screw press with polymer system.
    - New solids conveyor system.
    - Instrumentation.
    - Operational strategy for biosolids dewatering.
    - Dewatering building HVAC system.
- Address OWNER comments.
- Incorporate final operation sections into the OWNER's existing Operation and Maintenance Manual.

Assumptions

- Existing sections of the Operation and Maintenance Manual will not be updated as part of this task.

Deliverables

- Draft Operation and Maintenance sections (electronic Word files)
- Final Operation and Maintenance manual (electronic Word file)

Subtask 4.3 Facility Commissioning
Objective

Assess overall performance of equipment and systems installed as part of this project.

Approach

- Provide operational assistance to OWNER after system start-up by Contractor, OFE supplier, and OWNER supplied programmer.
- Provide pre-startup training to communicate to the plant operators the following:
    - Design criteria and process flow for each unit process.
    - Available field and SCADA equipment controls.
- Provide startup coordination between Contractor, ENGINEER's construction administration team and OWNER plant staff during startup of the new equipment. The startup coordinator will allow the startup of new equipment to occur if, and only if, the equipment and ancillary subsystems are considered by both Contractor and ENGINEER to be ready for service and the manufacturer's O&M manuals are on-site and available for use by OWNER plant staff.

- Conduct startup service for each project element or unit. Startup means placing the equipment into operation for its intended purpose and using the intended process material. Startup services will include the following activities:
    - Review equipment supplier training agendas and training material outlines as provided by Contractor. Using discretion based on experience with vendor training, enforce contract provisions for vendor training duration.
    - Coordinate vendor training schedule with Contractor and plant staff for vendor training to occur on Wednesdays as a first choice, Tuesdays and Thursdays as second choice, and generally avoiding Mondays and Fridays.
    - Prepare a startup plan that lists specific responsibilities for Contractor, construction administration staff, PLC/SCADA programmer(s) and plant staff.
    - Provide the written startup plan to Contractor, the construction administration staff, PLC/SCADA programmer(s) and the plant staff approximately one month before startup.
    - Schedule and conduct startup review meetings (as required) between Contractor, the construction management staff, PLC/SCADA programmer(s) and the plant staff approximately two weeks before startup.
    - Revise and reissue the startup plan and schedule as needed based on the review meeting.
    - Verify the manufacturer's field service forms have been completed for each piece of equipment.
    - Verify pipe pressure tests and concrete water tightness tests have been conducted.
    - Verify rotating equipment has been bumped to check for proper operation and rotation.
    - Verify instrument calibration and loop testing is complete.

- Coordinate with Contractor, ENGINEER's construction administration team, the PLC/SCADA programmer and OWNER plant staff for process material to be introduced to the process in such a way avoids or reduces the impact to the rest of the plant.
- Verify and document that the controls and alarms are working in conformance with the software pre-design report.
- Identify and document equipment or control deficiencies (i.e., punch list).
- Provide discipline-specific deficiency lists.

- Conduct operator training during the startup on an informal basis in the field. The purpose of this training is to provide an opportunity to answer operator questions, to demonstrate the transition from manual control to automatic control, and to demonstrate alternate modes of operation.

Assumptions

- Present the pre-startup training in a classroom setting using figures and graphics delivered via Microsoft PowerPoint.
- Include draft copies of the Operations Manual sections or ENGINEER developed process presentations in the training material for each specific session.
- The portion of each module pertaining to SCADA controls will be presented by SCADA programmer (hired by OWNER) who programmed that system. SCADA programmer will use actual SCADA screens for each equipment item discussed in the module. The SCADA presentation will cover manual starting, stopping and speed control of equipment, set-point adjustment, operating mode changes, alarms, data collection and trending.
- The fee for this sub-task is based upon commissioning services from a single operations specialist for up to four (4) site visits of up to two 8-hour days each. Actual commissioning time may vary depending upon the complexity of the systems being commissioned or unforeseen delays.
- Normal working hours for ENGINEER operations specialist, Contractor, and OFE suppliers will coincide with normal treatment plant hours: Monday through Friday, 7:00 am to 3:30 pm.
- Should Contractor or OFE suppliers elect to perform work outside of normal working hours, on Saturday, Sunday, or legal holiday, ENGINEER will require that OWNER authorize commissioning services prior to ENGINEER starting.
- Actual hours will be tracked and additional work will not be performed without prior approval from OWNER.
- If additional labor and expenses for performing commissioning services outside normal working hours or beyond estimate included in this sub-task are required due to delays from Contractor or OFE equipment suppliers, OWNER will increase the fee for this activity as a separate, additional fee activity which OWNER could recover from Contractor or OFE equipment supplier(s) through a construction contract change when appropriate.
- Direct expenses for travel and other related expenses will be billed to OWNER.

Deliverables

- Startup checklists and training materials customized for this project (electronic format).
- On-site training sessions for each of the separate unit project elements or processes (may be consecutive or combined with other systems and held during the same period). Training personnel may vary, depending on the topic. In general, the following areas will be commissioned.
    - Digester
    - Sludge pumping
    - Screw press dewatering
    - Dewatering building HVAC
    - Controls & SCADA
- Startup plans coordinated with the construction schedule.

Task 5 – Project Close-out

Subtask 5.1 Construction Contract Close-out

Objective

Achieve an orderly, well-documented closeout of the construction contract.

Approach

- Arc flash study/labeling
    - Prepare a Power System Study report per specification Section 26 05 73 – Electrical System Analysis consisting of arc flash, short circuit, and coordination studies for the new installed power system elements.
    - Assumes 17 electrical busses for SKM software modeling of the new electrical facilities based on Contractor provided information.
    - Includes providing arc flash stickers for installation by Contractor prior to Substantial Completion.
- Receive and review Contractor's required substantial completion submittal, and determine if Project is ready for substantial completion inspection, including:
    - Develop substantial completion submittal checklist.
    - Verify submittal of required documents.
    - Review Contractor Record Drawings.
    - Review Contractor's punch list and ENGINEER's progressive list of incomplete and deficient items and determine if the substantial completion inspection is appropriate in accordance with Contract requirements.
    - Schedule substantial completion inspection or notify Contractor that the Work has not progressed to point of substantial completion as defined by the Contract Documents.
- Coordinate, conduct and document the substantial completion inspection and issuance of the Certificate of Substantial Completion including:
    - Notify OWNER and design team members of date of substantial completion inspection.

- Prepare and distribute the punch list format to the parties conducting the inspection.
- Conduct the Substantial Completion Inspection.
- Compile the punch list and identify the tentative date of substantial completion and prepare and issue tentative Certificate of Substantial Completion to OWNER for review and concurrence.
- If there are multiple portions of the Work with different substantial completion dates, prepare a summary of the dates of expiration of the various Correction Periods.
- Upon concurrence of OWNER, issue the definitive Certificate of Substantial Completion and punch list setting the date of Substantial Completion.
- Review progress of corrective action on punch list items and update and re-issue the punch list up to three times. Issue a Certificate of Substantial Completion for the entire or designated portions of the Work.

- Receive and review Contractor's required final completion submittal.
- Coordinate and attend the final inspection meeting and physical walk-through of the Project, including:
  - Schedule the final inspection date and notify Contractor, OWNER and Regulatory Agency.
  - Assemble the various final completion submittal documents, required by the Contract Documents, for the final inspection meeting and review them with the various parties.
  - Conduct, document and distribute the findings of the final inspection.
- Collect closeout documents required by the Contract Documents and forward the documents along with Contractors Final Application and Certificate for Payment to OWNER for processing by OWNER.
- Compile one set of construction project files (submittals, RFIs, change orders, record drawings, permits, written correspondence and documentation, digital photographs, test results, daily reports, work directives, warranties, operational manuals, etc.) and submit to OWNER (electronic).

Assumptions

- Project Closeout may start when Contractor is still on site, but Contractor will be offsite for majority of the closeout period.
- Direct expenses for travel and other related expenses will be billed to OWNER.

Deliverables

- Certificate(s) of Substantial Completion and punch list(s) transmitted to OWNER and Contractor via e-mail in .pdf format.
- Certificate of Final Completion with Contractors Final Application and Certificate for Payment transmitted to OWNER and Contractor via e-mail in .pdf format.
- One complete set of electronic construction project files delivered to OWNER on CD-ROM.

Subtask 5.2 Record Drawings
Objective

Prepare record drawings for project.

Approach

- ENGINEER will monitor the status of Contractor's "as-built" drawings monthly at the Construction Progress Meetings. The Design Team will make changes to the contract documents showing field adjustments and changes at the end of the project.
- Prepare final record drawings.
- Provide OWNER with one (1) half-size hard copy set of record drawings (11" x 17" sheets).
- Provide record drawings in .pdf format for use in the existing Operations Manual (updated for new equipment).

Assumptions

- Contractor will red-line a full size (22"x34") hard copy of the construction contract documents on a monthly basis to incorporate RFIs, field orders, change proposal requests, work change directives, submittal data, and changes based on records received from both ENGINEER and OWNER.
- Record drawings will be based on construction records provided by Contractor, OWNER and on-site resident project representatives and will be completed within three (3) months of the date of receipt of the marked-up prints and other necessary data from Contractor.
- Direct expenses for travel and other related expenses will be billed to OWNER.

Deliverables

- One (1) hard copy set of full size and half size record drawings delivered to OWNER.
- One (1) electronic copy of record drawings in .pdf format delivered to OWNER on CD-ROM.

Schedule

Assuming this SDC engineering authorization will be issued on or before May 5, 2025 with services beginning upon authorization. The following schedule is anticipated:

Task/Description	Schedule
Task 1 - Construction Administration	May 2025 through June 2027
Task 2 - Construction Engineering	June 2025 through May 2027
Task 3 - Field Services	NA
Task 4 – System Commissioning	April – May 2027
Task 5 - Project Close-out	June – August 2027*

* If the construction NTP occurs after the assumed date, the schedule will be moved by an equal number of days. Not including the one-year warranty inspection after final completion.

Compensation

ENGINEER's total compensation for professional services provided pursuant to the Agreement, is estimated to be $579,800 (Five hundred seventy-nine thousand eight hundred dollars).

Task/Description	Budget
Task 1 - Construction Administration	$72,400
Task 2 - Construction Engineering	
~~Bidding Period~~	~~$24,500~~
Owner-Contractor Coordination Meetings	$88,100
Shop Drawing Review	$122,500
RFI Responses	$57,400
Field and Change Orders	$47,600
Daily RPR Coordination	$109,300
Task 3 - Field Services*	-
Task 4 – System Commissioning	$45,300
Task 5 - Project Close-out	$37,200
TOTAL	**$579,800**

*To be determined at a later date

ENGINEER shall invoice OWNER monthly for ENGINEER's services described in this proposal on a time and materials basis.

End of Task Order #06