

# **WORK ORDER 25-01 CITY OF LANDER LANDER, WYOMING**

## **POPO AGIE RIVER PARK ENTRANCE DEVELOPMENT PROJECT DESIGN & BIDDING SERVICES**

This Work Order shall be attached to, made a part of, and incorporated by reference into the Agreement Between Owner and Engineer for Professional Services with the City of Lander and T-O Engineers, Inc., dated September 8<sup>th</sup>, 2020.

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### **SCOPE OF WORK**

The Scope of Work dated February 6<sup>th</sup>, 2025, is attached as Exhibit A-1. This document describes the anticipated work effort and schedule in detail for design completion, permitting, and bidding for the Popo Agie River Park entrance project. This Work Order will include all the phases and their respective tasks from the attached Scope of Work.

- Phase #1 – PS&E Submittal
- Phase #2 – WDEQ Permitting
- Phase #3 – Bidding

### **FEES**

Fees for services provided under this Work Order will be determined and billed on a Time and Materials basis as defined in the Agreement, and are as follows:

• Phase #1 – PS&E Submittal	\$ 39,500.00
• Phase #2 – WDEQ Permitting	\$ 19,800.00
• Phase #3 – Bidding	\$ 12,100.00
<b>Total</b>	<b>\$ 71,400.00</b>

IN WITNESS WHEREOF, Client and Consultant have made and executed this WORK ORDER 25-01 to the AGREEMENT the day and year first above written.

FOR: CITY OF LANDER,

By:

Title:

Date:

FOR: ARDURRA GROUP, INC.

By:

Title:

Date:

## **Exhibit A-1: Scope of Work for Popo Agie River Park Entrance Development Project**

### **Project Understanding:**

Ardurra (Consultant) has fulfilled the relevant portions of the scope of work associated with Work Order #24-01 dated 5/17/2024, which include wetland delineation, topographic surveying, and civil design phases for development of the Popo Agie River Park Parking Area and roadway improvements on Jefferson Street from 1<sup>st</sup> Street to Popo Agie River Park (Project hereafter). The City of Lander (City) wishes to proceed with completion of design, preparation of a project manual, permitting, and project bidding.

### **Preliminary Project Schedule:**

Completion of the scope of work items discussed herein is anticipated within four months of receiving the Notice to Proceed. This timeline includes approximately two months for Phase 1 Tasks, two months for Phase 2 Tasks, and one month for Phase 3 tasks.

### **Scope of Work:**

#### **1. Phase 1 – Plans, Specifications, and Estimates (PS&E) Submittal**

- 1.1. Amend construction drawings, specifications, and engineer's opinion of probable construction cost per the feedback received from City in the 90% design review meeting.
- 1.2. Attend and participate in one virtual meeting with adjacent property owner(s) to discuss additions or modifications to the construction drawings, and implement changes in the construction drawings, specifications, and engineer's opinion of probable construction cost.
- 1.3. Develop EJCDC front end documents that comply with the funding agency's requirements. It is anticipated that Consultant will attend one virtual meeting with the funding agency prior to drafting this document in order to understand specific requirements to be included in the front end documents.
- 1.4. Quality Control Review – An engineer within Ardurra who is experienced in design of similar projects but is outside of the immediate project team will provide an independent quality control review of the plans, specifications, front end documents, and opinion of probable construction cost for the PS&E submittal. Any revisions will be incorporated prior to submittal to City.
- 1.5. PS&E Review Meeting – The PS&E package will be submitted to City for Review. A virtual meeting will be held to review the drawings and discuss any final changes to be incorporated prior to Wyoming Department of Environmental Quality (WDEQ) Permitting.

#### **2. Phase 2 – WDEQ Permitting**

- 2.1. Design Report – Consultant will develop a design report in compliance with Chapter 12, Section 9 of the Wyoming Water Quality Rules & Regulations. It is anticipated that City will provide a calibrated hydraulic model in order to model the potable water line improvements.
- 2.2. WDEQ Permitting – Consultant will submit final construction drawings, specifications, and the design report to the WDEQ for a permit to construct water and sewer utilities. It is anticipated that one set of revisions to the deliverables will be required based on WDEQ's comments.

#### **3. Phase 3 – Bidding**

- 3.1. Project Advertisement – Consultant will advertise the project in the Casper Star Tribune as well as host the project information on Consultant's plan share website. Advertisement will comply with Wyoming State Statute 15-1-113. Advertisement fees will be paid by City.
- 3.2. Pre-Bid Meeting – Consultant will conduct an in-person pre-bid meeting and site visit with interested bidders.
- 3.3. Bidding Support – Consultant will answer any questions regarding the project from bidders and issue addenda, if necessary.



- 3.4. Bid Opening – Consultant will conduct an in-person bid opening, review bid results for compliance with the contract documents, develop a bid tabulation (if more than one bid is received), and provide a recommendation of award letter to City.

**Assumptions/Exclusions:**

This scope of work was created with the following assumptions. If it is determined that one or more of these assumptions are incorrect, an amended scope of work will be provided.

- PS&E review by City is anticipated to be concurrent with all other City agencies.
- Right-of-way acquisition or preparation of easements are excluded.
- Design of any dry utilities is not included in the project. Consultant will show utilities to be relocated if this information is provided to us by the utility. Relocated utilities will be depicted horizontally only and no additional plan and profile sheets will be developed.
- Hydrologic and hydraulic storm sewer modelling beyond simple runs of storm sewer or culverts is excluded.
- City will provide a calibrated hydraulic model to Consultant to model the proposed water line.
- Drainage permitting and reporting is excluded.
- City currently has on file, or will acquire, video inspection footage or inspection report of the existing sewer main within the project limits on Jefferson Street.
- Preparation of a SWPPP, grading permit, or any other permits required will be the responsibility of the contractor.
- Geotechnical investigation is excluded.
- Utility potholing or use of a specialized utility location service is not anticipated.
- It is assumed that no cultural resources are present at the project site and a cultural resources survey will not be required.
- Construction administration is not included in this Scope of Work.
- It is assumed that electronic files for all deliverables will be acceptable.
- Any services, products, or professional responsibility not specifically described in the scope items discussed are excluded.

**Fee:**

The table below includes a breakdown of the fees for each phase listed. All work will be performed on a time and expense basis. This price summary is guaranteed for a period of 90 days.

	Phase	Fee
1.0	PS&E Submittal	\$39,500.00
2.0	WDEQ Permitting	\$19,800.00
3.0	Bidding	\$12,100.00
	<b>TOTAL ENGINEERING FEES</b>	<b>\$71,400.00</b>