



Amendment No: 2

MSA Project Number: R00044092

Date of Issuance: 4/17/2025

This is an amendment to the Agreement dated August 26, 2024 and does acknowledge that MSA Professional Services, Inc. (MSA) is authorized to begin work on the following project amendment:

MSA PROFESSIONAL SERVICES, INC (MSA)

Address: 1230 South Boulevard, Baraboo, WI 53913

Phone: (608) 356-2771

Representative: Raine Gardner, PE

Email: rgardner@msa-ps.com

CITY OF MAUSTON (OWNER)

Address: 303 Mansion Street, Mauston, WI 53948

Phone: (608) 847 6676

Representative: Daron Haugh

Email: dhaugh@mauston.com

Project Name: City of Mauston East Side Utility Extension Project

The project scope has changed due to: Addition of Construction Related Services

The scope of the work authorized is: See Attachment A: Scope of Services

The schedule to perform the work is: Approximate Start Date: May 2025
Approximate Completion Date: December 2025

The estimated fee for the work is:	Phase I Construction Related Services	\$26,500
	Phase II Additional Design Services	\$10,000
	Phase II Bidding Services	\$ 3,500
	Phase II Construction Related Services	\$35,500
	Total	\$75,500

Any attachments or exhibits referenced in this Amendment are made part of the original Agreement. Payment for these services will be on a time and expense basis. Attachment B: Rate Schedule is attached and made part of this Agreement

Approval: MSA shall commence work on this project in accordance with your written authorization. This authorization is acknowledged by signature of the authorized representatives of the parties to this Amendment. A copy of this Amendment signed by the authorized representatives shall be returned for our files. If a signed copy of this Authorization is not received by MSA within seven days from the date of issuance, MSA may stop work on the project.

CITY OF MAUSTON

Daron Haugh
City Administrator
Date: _____

MSA PROFESSIONAL SERVICES, INC.

Raine Gardner

Raine Gardner, PE
Operations Leader
Date: April 17, 2025

PROJECT UNDERSTANDING

Phase I -The bid opening for the East Side Utility Extension was held on April 15, 2025 at 10:00 a.m. The bidding documents include an allowable construction period of May 5, 2025 to July 31, 2025. MSA is proposing the additional Construction Related Services listed below to assist the City with the construction of the utility extension to serve the private development adjacent to Powers Avenue. The anticipated scope for Phase I construction related services are noted below.

Phase II consists of the extension of approximately 2,900 feet of sewer and water utilities to serve a proposed residential development proposed for fall 2025 construction. A portion of the design tasks will be performed under the original agreement. Phase II services under this amendment include design permitting, coordination, bidding and construction related services as noted below.

- Phase 700 – Phase I Construction Administration East Side Extension (assumes 4 weeks of active construction activity)
 - Prepare and process construction contracts
 - Attend and Facilitate Two (2) Construction Phase Meetings
 - Meeting 1 – Preconstruction Conference
 - Meeting 2 – Construction Progress Meeting
 - Regulatory Agency Coordination
 - Adjacent Property Owner Coordination
 - Review shop drawings/submittals (estimate 6 hours for processing)
 - Advise contractor and owner during construction regarding plan/spec interpretation
 - Provide part-time construction inspection services onsite throughout the duration of the project as needed dependent on the construction stages. (Approximately 50 hours)
 - Onsite inspector will tag utility items to be input to the City's GIS system
 - Review contractor payment applications (2 pay apps assumed)
 - Process change order requests as necessary. One (1) change order assumed.
 - Coordination with Owner and Developer (Approximately 8 hours)
 - Organize and attend project walk-through with Owner and Contractor
 - Prepare and distribute final punch-list
 - Final Project Record Drawings
 - Project Management, Correspondence, QA/QC
- Phase 800 – Phase I Construction Staking East Side Extension (assumes 4 weeks of active construction activities)
 - Perform One-Time Construction Staking for the following items (assumes 2 site trips):
 - Water main
 - Sanitary sewer (gravity)
 - Sanitary sewer (forcemain)
- Phase 900 – Phase II Veteran's Park & Private Property Design Permitting Coordination and Bidding
 - Advertise for Public Bidding
 - Conduct a public bid process and bid opening via Online Quest System
 - Answer bidder questions during bidding process and issue addendums as needed prior to bid
 - Review bid results and draft and submit a recommended award letter to the City
 - Attend Project Award Meeting with PW Committee and City Board (1 meeting)
 - Project Management, Correspondence, QA/QC

- Upon the City accepting a bid, the Special Assessment breakdown spreadsheet will be updated with bid pricing for the City use.
- Phase 910 – Phase II Veteran's Park & Private Property Bidding Construction Administration & Observation
 - Prepare and process construction contracts
 - Attend and Facilitate Two (2) Construction Phase Meetings
 - Meeting 1 – Preconstruction Conference
 - Meeting 2 – Construction Progress Meeting
 - Regulatory Agency Coordination
 - Adjacent Property Owner Coordination
 - Review shop drawings/submittals (estimate 6 hours for processing)
 - Advise contractor and owner during construction regarding plan/spec interpretation
 - Provide part-time construction inspection services onsite throughout the duration of the project as needed dependent on the construction stages. (Approximately 72 hours)
 - Onsite inspector will tag utility items to be input to the City's GIS system
 - Review contractor payment applications (3 pay apps assumed)
 - Process change order requests as necessary. One (1) change order assumed.
 - Coordination with Owner and Developer (Approximately 8 hours)
 - Organize and attend project walk-through with Owner and Contractor
 - Prepare and distribute final punch-list
 - Final Project Record Drawings
 - Project Management, Correspondence, QA/QC
- Phase 920 – Phase II Veteran's Park & Private Property Bidding Construction Staking
 - Perform One-Time Construction Staking for the following items (assumes 3 site trips):
 - Water main
 - Sanitary sewer (gravity)

Services/Costs not included in scope but available as additional services.

- Additional meetings/site visits beyond those listed above
- Additional Phase I services required due to active construction schedule extension beyond assumed 4- week duration or due to contractor non-performance
- Additional Phase II services required due to active construction schedule extension beyond assumed 8- week duration or due to contractor non-performance
- Additional staking mobilizations beyond those listed above.

ATTACHMENT B: RATE SCHEDULE

CLASSIFICATION

Administrative	\$ 85 – \$154/hr.
Architects	\$ 85 – \$198/hr.
Community Development Specialists	\$137 – \$198/hr.
Digital Design	\$115 – \$151/hr.
Environmental Scientists/Hydrogeologists	\$110 – \$193/hr.
Geographic Information Systems (GIS)	\$100 – \$193/hr.
Housing Administration	\$ 97 – \$198/hr.
Inspectors/Zoning Administrators	\$110 – \$160/hr.
IT Support	\$175 – \$193/hr.
Land Surveying	\$ 85 – \$198/hr.
Landscape Designers & Architects	\$ 85 – \$220/hr.
Planners	\$ 85 – \$215/hr.
Principals	\$225 – \$314/hr.
Professional Engineers/Designers of Engineering Systems	\$155 – \$204/hr.
Project Managers	\$120 – \$248/hr.
Real Estate Professionals	\$140 – \$193/hr.
Staff Engineers	\$ 85 – \$149/hr.
Technicians	\$100 – \$151/hr.
Wastewater Treatment Plant Operator	\$ 92 – \$118/hr.

REIMBURSABLE EXPENSES

Copies/Prints	Rate based on volume
Specs/Reports	\$10
Copies	\$0.14/page
Plots.....	\$0.01/sq.in.
Flash Drive.....	\$10
GPS Equipment.....	\$20/hour - \$10.75/hour for DOT
GPS R2 Equipment	\$20/hour - \$2/hour for DOT
Dini Laser Level.....	\$85/per day
Mailing/UPS.....	At cost
Mileage – Reimbursement.....	IRS Rate – IRS Rate + \$5/day
Mileage – MSA Vehicle.....	\$0.70 mile standard/ \$0.69 mile for DOT
Nuclear Density Testing.....	\$30/day
Organic Vapor Field Meter.....	\$100/day
PC/CADD Machine	Included in labor rates
Robotic Survey Equipment	\$20/hour - \$10/hour for DOT
Stakes/Lath/Rods	At cost
Travel Expenses, Lodging, & Meals.....	At cost
Traffic Counting Equipment & Data Processing	At cost
Geodimeter.....	\$30/hour
Drone Flight.....	\$375/flight - \$360/flight for DOT

Labor rates represent an average or range for a particular job classification. These rates are in effect until December 31, 2025.