

SPONSOR: City of Republic

LOCATION: Elm St./ Farm Road 182 Republic & Greene County, MO

PROJECT: Shuyler Creek Trail extension STBG-6900(813)

THIS CONTRACT is between *The City of Republic* Missouri, hereinafter referred to as the "Local Agency", and *Olsson, Inc., 550 St. Louis St., Springfield, MO 65806*, hereinafter referred to as the "Engineer".

INASMUCH as funds have been made available by the Federal Highway Administration through its *STP Urban Program* coordinated through the Missouri Department of Transportation, the Local Agency intends to *design engineer the Shuyler Creek Trail extension from its current terminus approximately 1600 linear feet northwest of E Elm St. to Wilson's Creek National Battlefield,, including all plans required for construction, and Right of Way acquisition, along with environmental clearance.* The Engineer will provide the Local Agency with professional services hereinafter detailed for the planning and design of the desired improvements and the Local Agency will pay the Engineer as provided in this contract. It is mutually agreed as follows:

ARTICLE I – SCOPE OF SERVICES

See Attachment A.

ARTICLE II - DISADVANTAGED BUSINESS ENTERPRISE (DBE) REQUIREMENTS:

- A. DBE Goal: The following DBE goal has been established for this Agreement. The dollar value of services and related equipment, supplies, and materials used in furtherance thereof which is credited toward this goal will be based on the amount actually paid to DBE firms. The goal for the percentage of services to be awarded to DBE firms is 0% of the total Agreement dollar value.
- B. DBE Participation Obtained by Engineer: The Engineer has obtained DBE participation, and agrees to use DBE firms to complete, 0% of the total services to be performed under this Agreement, by dollar value. The DBE firms which the Engineer shall use, and the type and dollar value of the services each DBE will perform, is as follows:

ARTICLE III-ADDITIONAL SERVICES

The Local Agency reserves the right to request additional work, and changed or unforeseen conditions may require changes and work beyond the scope of this contract. In this event, a supplement to this agreement shall be executed and submitted for the approval of MoDOT prior to performing the additional or changed work or incurring any additional cost thereof. Any change in compensation will be covered in the supplement.

ARTICLE IV - RESPONSIBILITIES OF LOCAL AGENCY

The Local Agency will cooperate fully with the Engineer in the development of the project, including the following:

- A. make available all information pertaining to the project which may be in the possession of the Local Agency;
- B. provide the Engineer with the Local Agency's requirements for the project;
- C. make provisions for the Engineer to enter upon property at the project site for the performance of his duties;
- D. examine all studies and layouts developed by the Engineer, obtain reviews by MoDOT, and render decisions thereon in a prompt manner so as not to delay the Engineer;
- E. designate a Local Agency's employee to act as Local Agency's Person in Responsible Charge under this contract, such person shall have authority to transmit instructions, interpret the Local Agency's policies and render decisions with respect to matters covered by this agreement (see EPG 136.3);
- F. perform appraisals and appraisal review, negotiate with property owners and otherwise provide all services in connection with acquiring all right-of-way needed to construct this project.

ARTICLE V - PERIOD OF SERVICE

The Engineer will commence work within two weeks after receiving notice to proceed from the Local Agency. The general phases of work will be completed in accordance with the following schedule:

- A. Right-of-Way Plans approval (April 01, 2021)
- B. PS&E Approval by MODOT shall be completed on (December 01, 2021)
- C. Construction Phase shall be completed 60 days after construction final completion schedule.

The Local Agency will grant time extensions for delays due to unforeseeable causes beyond the control of and without fault or negligence of the Engineer. Requests for extensions of time shall be made in writing by the Engineer, before that phase of work is scheduled to be completed, stating fully the events giving rise to the request and justification for the time extension requested.

ARTICLE VI – STANDARDS

The Engineer shall be responsible for working with the Local Agency in determining the appropriate design parameters and construction specifications for the project using good engineering judgment based on the specific site conditions, Local Agency needs, and guidance provided in the most current version of EPG 136 LPA Policy. If the project is on the state highway system or is a bridge project, then the latest version of MoDOT's Engineering Policy Guide (EPG) and Missouri Standard Specifications for Highway Construction shall be used (see EPG 136.7). The project plans must also be in compliance with the latest ADA (Americans with Disabilities Act) Regulations.

ARTICLE VII - COMPENSATION

For services provided under this contract, the Local Agency will compensate the Engineer as follows:

- A. For design services, including work through the construction contract award stage, the Local Agency will pay the Engineer the actual costs incurred plus a predetermined fixed fee of \$25,787.86, with a ceiling established for said design services in the amount of \$ 223,711.29, which amount shall not be exceeded.
- B. For construction inspection services, not being provided at this time, the Local Agency will pay the Engineer the actual costs incurred plus a predetermined fixed fee of \$0, with a ceiling established for said inspection services in the amount of \$0, which amount shall not be exceeded.
- C. The compensation outlined above has been derived from estimates of cost which are detailed in Attachment B. Any major changes in work, extra work, exceeding of the contract ceiling, or change in the predetermined fixed fee will require a supplement to this contract, as covered in Article III - ADDITIONAL SERVICES.
- D. Actual costs in Sections A and B above are defined as:
 - 1. Actual payroll salaries paid to employees for time that they are productively engaged in work covered by this contract, plus
 - 2. An amount calculated at 90.84% of actual salaries in Item 1 above for payroll additives, including payroll taxes, holiday and vacation pay, sick leave pay, insurance benefits, retirement and incentive pay, plus
 - 3. An amount calculated at 96.68% of actual salaries in Item 1 above for general administrative overhead, based on the Engineer's system for allocating indirect costs in accordance with sound accounting principles and business practice, plus
 - 4. Other costs directly attributable to the project but not included in the above overhead, such as vehicle mileage, meals and lodging, printing, surveying expendables, and computer time, plus
 - 5. Project costs incurred by others on a subcontract basis, said costs to be passed through the Engineer on the basis of reasonable and actual cost as invoiced by the subcontractors.
- E. The rates shown for additives and overhead in Sections VII. D.2 and VII. D.3 above are the established Engineer's overhead rate accepted at the time of contract execution and shall be utilized throughout the life of this contract for billing purposes.

- F. The payment of costs under this contract will be limited to costs which are allowable under 23 CFR 172 and 48 CFR 31.
- G. **METHOD OF PAYMENT** - Partial payments for work satisfactorily completed will be made to the Engineer upon receipt of itemized invoices by the Local Agency. Invoices will be submitted no more frequently than once every two weeks and must be submitted monthly for invoices greater than \$10,000. A pro-rated portion of the fixed fee will be paid with each invoice. Upon receipt of the invoice and progress report, the Local Agency will, as soon as practical, but not later than 45 days from receipt, pay the Engineer for the services rendered, including the proportion of the fixed fee earned as reflected by the estimate of the portion of the services completed as shown by the progress report, less partial payments previously made. A late payment charge of one and one half percent (1.5%) per month shall be assessed for those invoiced amount not paid, through no fault of the Engineer, within 45 days after the Local Agency's receipt of the Engineer's invoice. The Local Agency will not be liable for the late payment charge on any invoice which requests payment for costs which exceed the proportion of the maximum amount payable earned as reflected by the estimate of the portion of the services completed, as shown by the progress report. The payment, other than the fixed fee, will be subject to final audit of actual expenses during the period of the Agreement.
- H. **PROPERTY ACCOUNTABILITY** - If it becomes necessary to acquire any specialized equipment for the performance of this contract, appropriate credit will be given for any residual value of said equipment after completion of usage of the equipment.

ARTICLE VIII - COVENANT AGAINST CONTINGENT FEES

The Engineer warrants that he has not employed or retained any company or person, other than a bona fide employee working for the Engineer, to solicit or secure this agreement, and that he has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gifts, or any other consideration, contingent upon or resulting from the award or making of this contract. For breach or violation of this warranty, the Local Agency shall have the right to annul this agreement without liability, or in its discretion to deduct from the contract price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee, plus reasonable attorney's fees.

ARTICLE IX - SUBLETTING, ASSIGNMENT OR TRANSFER

No portion of the work covered by this contract, except as provided herein, shall be sublet or transferred without the written consent of the Local Agency. The subletting of the work shall in no way relieve the Engineer of his primary responsibility for the quality and performance of the work. It is the intention of the Engineer to engage subcontractors for the purposes of:

Sub-Consultant Name	Address	Services
N/A		

ARTICLE X - PROFESSIONAL ENDORSEMENT

All plans, specifications and other documents shall be endorsed by the Engineer and shall reflect the name and seal of the Professional Engineer endorsing the work. By signing and sealing the PS&E submittals the Engineer of Record will be representing to MoDOT that the design is meeting the intent of the federal aid programs.

ARTICLE XI - RETENTION OF RECORDS

The Engineer shall maintain all records, survey notes, design documents, cost and accounting records, and other records pertaining to this contract and to the project covered by this contract, for a period of not less than three years following final payment by FHWA. Said records shall be made available for inspection by authorized representatives of the Local Agency, MoDOT or the federal government during regular working hours at the Engineer's place of business.

ARTICLE XII - OWNERSHIP OF DOCUMENTS

Plans, tracings, maps and specifications prepared under this contract shall be delivered to and become the property of the Local Agency upon termination or completion of work. Basic survey notes, design computations and other data prepared under this contract shall be made available to the Local Agency upon request. All such information produced under this contract shall be available for use by the Local Agency without restriction or limitation on its use. If the Local Agency incorporates any portion of the work into a project other than that for which it was performed, the Local Agency shall save the Engineer harmless from any claims and liabilities resulting from such use.

ARTICLE XIII – SUSPENSION OR TERMINATION OF AGREEMENT

- A. The Local Agency may, without being in breach hereof, suspend or terminate the Engineer's services under this Agreement, or any part of them, for cause or for the convenience of the Local Agency, upon giving to the Engineer at least fifteen (15) days' prior written notice of the effective date thereof. The Engineer shall not accelerate performance of services during the fifteen (15) day period without the express written request of the Local Agency.
- B. Should the Agreement be suspended or terminated for the convenience of the Local Agency, the Local Agency will pay to the Engineer its costs as set forth in Attachment B including actual hours expended prior to such suspension or termination and direct costs as defined in this Agreement for services performed by the Engineer, a proportional amount of the fixed fee based upon an estimated percentage of Agreement completion, plus reasonable costs incurred by the Engineer in suspending or terminating the services. The payment will make no other allowances for damages or anticipated fees or profits. In the event of a suspension of the services, the Engineer's compensation and schedule for performance of services hereunder shall be equitably adjusted upon resumption of performance of the services.
- C. The Engineer shall remain liable to the Local Agency for any claims or damages occasioned by any failure, default, or negligent errors and/or omission in carrying out the provisions of this

Agreement during its life, including those giving rise to a termination for non-performance or breach by Engineer. This liability shall survive and shall not be waived, or estopped by final payment under this Agreement.

- D. The Engineer shall not be liable for any errors or omissions contained in deliverables which are incomplete as a result of a suspension or termination where the Engineer is deprived of the opportunity to complete the Engineer's services.
- E. Upon the occurrence of any of the following events, the Engineer may suspend performance hereunder by giving the Local Agency 30 days advance written notice and may continue such suspension until the condition is satisfactorily remedied by the Local Agency. In the event the condition is not remedied within 120 days of the Engineer's original notice, the Engineer may terminate this agreement.
 - 1. Receipt of written notice from the Local Agency that funds are no longer available to continue performance.
 - 2. The Local Agency's persistent failure to make payment to the Engineer in a timely manner.
 - 3. Any material contract breach by the Local Agency.

ARTICLE XIV - DECISIONS UNDER THIS CONTRACT

The Local Agency will determine the acceptability of work performed under this contract, and will decide all questions which may arise concerning the project. The Local Agency's decision shall be final and conclusive.

ARTICLE XV - SUCCESSORS AND ASSIGNS

The Local Agency and the Engineer agree that this contract and all contracts entered into under the provisions of this contract shall be binding upon the parties hereto and their successors and assigns.

ARTICLE XVI - COMPLIANCE WITH LAWS

The Engineer shall comply with all federal, state, and local laws, ordinances, and regulations applicable to the work, including but not limited to Title VI and Title VII of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d, 2000e), as well as with any applicable titles of the Americans with Disabilities Act (42 U.S.C. 12101, et seq.) and non-discrimination clauses incorporated herein, and shall procure all licenses and permits necessary for the fulfillment of obligations under this contract.

ARTICLE XVII - RESPONSIBILITY FOR CLAIMS AND LIABILITY

The Engineer agrees to save harmless the Local Agency, MoDOT and FHWA from all claims and liability due to his negligent acts or the negligent acts of his employees, agents or subcontractors.

ARTICLE XVIII - NONDISCRIMINATION

The Engineer, with regard to the work performed by it after award and prior to completion of the contract work, will not discriminate on the ground of race, color or national origin in the selection and retention of subcontractors. The Engineer will comply with state and federal related to nondiscrimination, including but not limited to Title VI and Title VII of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d, 2000e), as well as with any applicable titles of the Americans with Disabilities Act (42 U.S.C. 12101, et seq.). More specifically, the Engineer will comply with the regulations of the Department of Transportation relative to nondiscrimination in federally assisted programs of the Department of Transportation, as contained in 49 CFR 21 through Appendix H and 23 CFR 710.405 which are herein incorporated by reference and made a part of this contract. In all solicitations either by competitive bidding or negotiation made by the Engineer for work to be performed under a subcontract, including procurements of materials or equipment, each potential subcontractor or supplier shall be notified by the Engineer's obligations under this contract and the regulations relative to non-discrimination on the ground of color, race or national origin.

ARTICLE XIX – LOBBY CERTIFICATION

CERTIFICATION ON LOBBYING: Since federal funds are being used for this agreement, the Engineer's signature on this agreement constitutes the execution of all certifications on lobbying which are required by 49 C.F.R. Part 20 including Appendix A and B to Part 20. Engineer agrees to abide by all certification or disclosure requirements in 49 C.F.R. Part 20 which are incorporated herein by reference.

ARTICLE XX – INSURANCE

- A. The Engineer shall maintain commercial general liability, automobile liability, and worker's compensation and employer's liability insurance in full force and effect to protect the Engineer from claims under Worker's Compensation Acts, claims for damages for personal injury or death, and for damages to property arising from the negligent acts, errors, or omissions of the Engineer and its employees, agents, and Subconsultants in the performance of the services covered by this Agreement, including, without limitation, risks insured against in commercial general liability policies.
- B. The Engineer shall also maintain professional liability insurance to protect the Engineer against the negligent acts, errors, or omissions of the Engineer and those for whom it is legally responsible, arising out of the performance of professional services under this Agreement.
- C. The Engineer's insurance coverage shall be for not less than the following limits of liability:
 - 1. Commercial General Liability: \$500,000 per person up to \$3,000,000 per occurrence;
 - 2. Automobile Liability: \$500,000 per person up to \$3,000,000 per occurrence;
 - 3. Worker's Compensation in accordance with the statutory limits; and Employer's Liability: \$1,000,000; and

4. Professional ("Errors and Omissions") Liability: \$1,000,000, each claim and in the annual aggregate.
- D. The Engineer shall, upon request at any time, provide the Local Agency with certificates of insurance evidencing the Engineer's commercial general or professional liability ("Errors and Omissions") policies and evidencing that they and all other required insurance are in effect as to the services under this Agreement.
- E. Any insurance policy required as specified in (ARTICLE XX) shall be written by a company which is incorporated in the United States of America or is based in the United States of America. Each insurance policy must be issued by a company authorized to issue such insurance in the State of Missouri.

ARTICLE XXI - ATTACHMENTS

The following exhibits are attached hereto and are hereby made part of this contract:

Attachment A – Scope of Service

Attachment B - Estimate of Cost

Attachment C - Certification Regarding Debarment, Suspension, and Other
Responsibility Matters - Primary Covered Transactions.

Attachment D - Certification Regarding Debarment, Suspension, and Ineligibility and
Voluntary Exclusion - Lower Tier Covered Transactions.

Attachment E – DBE Contract Provisions

Attachment F – Fig. 136.4.15 Conflict of Interest Disclosure Form

Executed by the Engineer this 11th day of December, 2020

Executed by the County/City this 18th day of January, 2021

FOR: City of Republic, **MISSOURI**

BY:

Mayor City Administrator

ATTEST:

City Clerk

FOR:

OLSSON, INC.

BY:

TEAM LEADER

Title

ATTEST:

V.P.

I hereby certify under Section 50.660 RSMo there is either: (1) a balance of funds, otherwise unencumbered, to the credit of the appropriation to which the obligation contained herein is chargeable, and a cash balance otherwise unencumbered, in the Treasury, to the credit of the fund from which payment is to be made, each sufficient to meet the obligation contained herein; or (2) bonds or taxes have been authorized by vote of the people and there is a sufficient unencumbered amount of the bonds yet to be sold or of the taxes levied and yet to be collected to meet the obligation in case there is not a sufficient unencumbered cash balance in the treasury.

FINANCE DIRECTOR

Approved as to Form

City Attorney

ATTACHMENT A
Scope of Services
Shuyler Creek Trail Extension
STBG-6900(813)

GENERAL

The engineering responsibilities may include but are not limited to: The preparation of Conceptual plans, Preliminary plans, Contract plans, Right of Way Plans, preparing and submitting necessary permits, contract documents, preparation of PS&E and final documents and environmental clearance. The proposed project is a ten-foot-wide asphalt trail for use by pedestrians and bicyclists beginning at the termination point of the existing Shuyler Creek Trail. The City anticipates the acquisition of 20 feet of right-of-way for this section of the trail. The trail runs for approximately 1,616 feet until it encounters Elm Street, which becomes Farm Road 182 outside of Republic City Limits. At Elm Street (FR 182) the trail will pass under the road through a box culvert tunnel.

Once on the south side of Elm Street (FR 182), the trail follows the road until reaching Wilson's Creek National Battlefield. The City anticipates needing 55 feet of right-of-way south from the centerline of Farm Road 182. The acquisition of this right-of-way will occur partly through the extension of the City of Republic's City Limits southward in a contiguous fashion. The remainder of the right-of-way will be transferred through an agreement with Greene County. Painted crosswalks are anticipated to facilitate crossings at Farm Road 97 and Farm Road 99. Upon reaching the Battlefield, the trail will be incorporated into a proposed roundabout being constructed at State Highway ZZ and Farm Road 182. The City anticipates needing 20 ft of right-of-way within the Battlefield.

More specifically, Olsson shall provide the following services (Scope of Services) to Client for the Project:

Phase 100 – Project Management

Task 101: Project Management - The Consultant Project Manager will serve as point of contact, maintain project schedule and budget, and be responsible for coordinating work of sub-consultants, and provide regular progress reports with invoices.

The Consultant will coordinate their design with agencies and/or Consultants that are involved with this project or adjacent projects. Coordination includes one-on-one meetings with the agencies or Consultants.

Task 102: Quality Assurance / Quality Control (QA/QC) - The consultant will give a copy of their QA/QC plan to the City's Project Manager at the start of the project. The consultant will submit in writing that this plan has been used during the project at each submittal with the name of the person responsible for performing the QA/QC aspects.

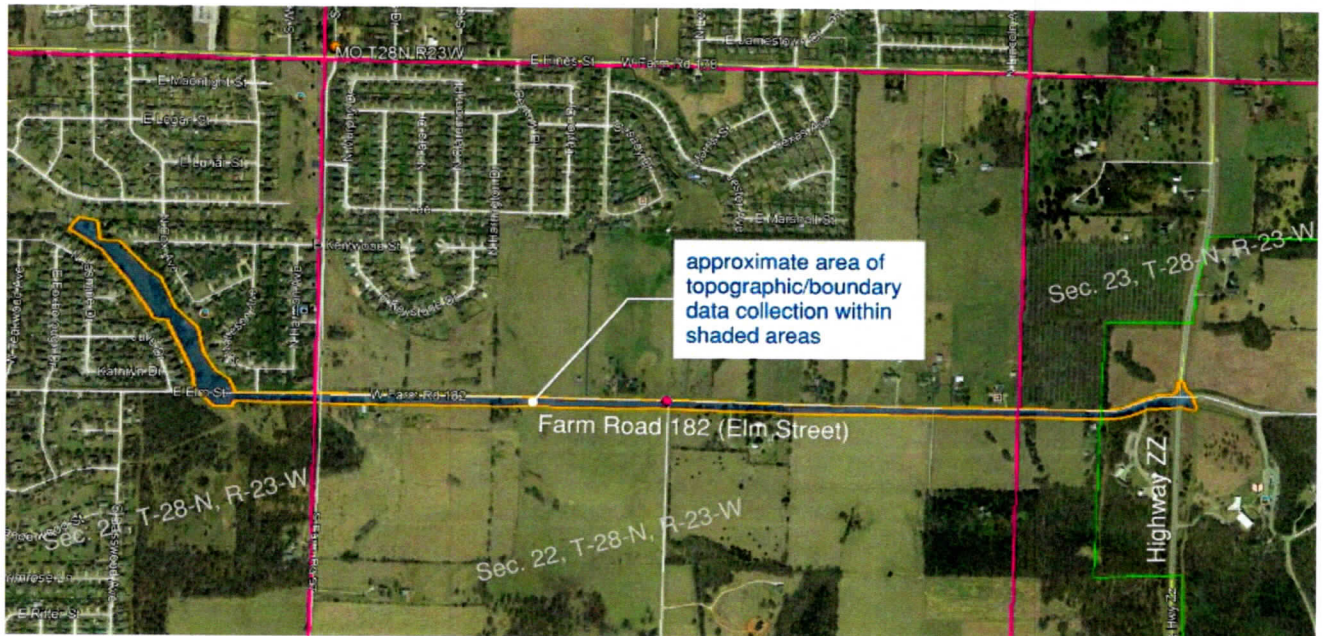
Task 103: Utility Review Meetings/Coordination (1 Meeting) - The Consultant shall include time for coordination via the phone and virtual one-on-one meetings with affected utilities, depending on the complexity of the project.

Task 104: Project Meetings

- Kick-Off Meeting - Once notice to proceed has been received, the Consultant will schedule and attend a kick-off meeting with City staff and utilities. The City's Project Manager will supply a list of invitees and the Consultant shall be responsible for notification to attendees.
- Progress Meetings/Review - The Consultant will schedule and attend all progress/review meetings. The Consultant will create and distribute a meeting agenda prior to all progress meetings. This scope estimates 3 virtual progress meetings.
- Public Meetings – The Consultant will attend one (1) open house style public meeting. The City will coordinate, schedule, and lead the meeting.

Phase 200 – Survey Services

Task 201: Topographical Survey - The Consultant will depict contours at a 1' vertical interval, all physical improvements including buildings, driveways, fencing, standalone trees 6" diameter and larger, outlines of denser vegetation, and visible utilities, as well as the horizontal location of underground utilities as located and marked by Missouri One-Call system, within the project limits as generally shown in the following exhibits. This generally consists of surveying from existing Shuyler Trail to FR 182 then east to Route ZZ. The survey along FR 182 is generally from the centerline south approximately 60 feet along the corridor as shown.



Task 202: Boundary Survey - The Consultant shall provide a list of horizontal control points with coordinates, descriptions, station and offset. Horizontal control will be based on the Missouri State Plane Coordinate System NAD 83–Central Zone–US Survey foot. Vertical control will be referenced to NAVD 88.

The boundary survey will depict easements of record as shown on a current title search for the properties adjacent to the proposed trail, depict deed lines for

properties adjacent to the proposal trail sufficient to prepare easement documents, and depict Rights-of-Way along the South side of Farm Road 182 (Elm Street) and the East and West lines of Highway ZZ at its intersection with Farm Road 182; adjacent and within the topo areas, as necessary.

Task 203: Base Map Preparation - Consultant will create the base map using the topographic survey data in an AutoCAD format.

Task 204: As-built Survey and Data Collection (for LOMR) - As-built survey of Farm Road 182 culvert including channel modifications 50 feet upstream and downstream of the culvert. Needed for LOMR submittal.

Phase 300 – Hydrological & Hydraulic Modeling and FEMA LOMR

Task 301: Culvert Analysis – The analysis will consist of the following:

- Update the effective FEMA HEC-RAS model with survey information at the culvert crossing (50' upstream and downstream of the FR 182 culvert) to create an existing conditions model. This model will serve as the baseline for comparison of increases and decreases in flood elevations.
- Evaluate culvert replacement alternatives in the HEC-RAS model that meet the no-rise criteria and allow for pedestrian crossing below Farm Road 182.
- Prepare a Hydraulic Summary showing the results with water surface elevations for the 1, 2, 5, 10, 25, 50, 100, and 500 year storm events.

Task 302: Design Memorandum - At the conclusion of this phase, Consultant shall prepare a design memorandum discussing the hydraulic analysis and the level of service for the proposed replacement culvert. Memorandum shall also include a discussion of the permitting requirements, hydraulics/floodplain impacts, culvert design capacity and modeling results.

Task 303: FEMA LOMR - Significant modification to the Farm Road 182 culvert to facilitate a trail crossing will result in lower Base Flood Elevations. Major changes to base flood elevations required update the effective model and revising the floodplain limits per 44 CFR 65.3. The proposed culvert replacement is expected to reduce base flood elevations and may potentially remove structures from the FEMA Zone AE Special Flood Hazard Area (SFHA). Remapping of the floodplains will include:

- Update hydraulic model for North Fork Shuyler Creek based on as-built survey of constructed Farm Road 182 culvert.
- Prepare and submit Letter of Map Revision to FEMA for acceptance of new proposed base flood elevations. Includes topographic work map exhibits, annotated FIRM map, and revised FIS profiles. LOMR application fees are not included in this contract and are the responsibility of the Client.
- FEMA Coordination: Coordinate with FEMA reviewer so satisfy comments. Prepare draft community notification letters after completion of

first FEMA review. The community is required to notify each property owner that is impacted by the floodplain change by sending a certified letter or publishing a notice in the local newspaper. Costs for certified letters are considered additional expense to the contract.

Phase 400 – Request for Environmental Review: Categorical Exclusion 2

Task 401: Environmental / Historical Review – Consultant shall prepare a Request for Environmental Review (RER) for the proposed trail project. The Consultant will complete a review and evaluation of Missouri Department of Transportation (MODOT) NEPA checklist items. The MODOT NEPA checklist is comprised of the following items: Section 106 Cultural Resources; Section 4(f) and 6(f); Wetlands and Streams; Threatened and Endangered Species; Migratory Birds; Floodplain and Regulatory Floodway; FEMA/SEMA Buyout Lands; Stormwater and Erosion Control; Hazardous Waste; Farmland; Socioeconomics; and, Noise. The Consultant will conduct a site visit of the project area to take photographs of existing conditions.

Phase 500 – Preliminary Design Phase

Task 501: Preliminary Design - Continuing with the completed conceptual plans, construction plans will be developed based on Republic, Missouri design standards. This task will include the overall project management, client coordination, utility coordination, invoicing, and quality control tasks for this phase and previous phases of the project.

The roadway plans will be developed to include the appropriate information at each plan stage and will continue to evolve as pertinent information is added to the plans to convey the design intent. The preliminary plans will include:

- Title Sheet
- Typical sections
- General Notes Sheet
- Survey control and alignment sheet
- Demolition Plan
- Plan & Profile Sheets
- Cross Sections

Task 502: Drainage Analysis - Hydraulic/Hydrologic Analysis - The Consultant shall perform a storm systems analysis in accordance with the City of Republic standards. A hydrologic and hydraulic analysis of approximately three crossroad reinforced box culverts (RCBs) will be performed to evaluate existing capacity. The intent is to verify sizing so that the RCBs can be extended to accommodate the proposed trail. The drainage analysis will also evaluate open ditch systems. Driveway cross pipes and ditches not being impacted by the project will not be evaluated for condition or capacity.

Task 503: Cost Estimates - The Consultant shall prepare an opinion of project cost.

Phase 600 – Right-of-Way Plan Phase

Task 601: Right-of-Way Plans - This task will be to take the design plans from 30% to 60% complete. The right-of-way plans with this project will include detailed storm system profiles, drive/intersection profiles, and other special grading or considerations that could affect right-of-way or easements. The plans will include station and offsets of proposed right-of-way and easements and will be used for utility coordination. This task will also include the overall project management, client coordination, utility coordination, invoicing, and quality control for this phase. The roadway plans will continue to be developed to include the appropriate information at the right-of-way plan stage.

The right-of-way plans will include:

- Title Sheet
- General Layout Sheet
- Survey control and alignment sheet
- Demolition Plan
- Typical sections
- Plan & Profile Sheets
- Detail Grading Plans (as necessary)
- Traffic Control Plans (General phasing & TAs)
- Special Details
- Cross Sections

Task 602: Traffic Control Plans – Olsson will include temporary traffic control plans and standard detail sheets corresponding to MoDOT and MUTCD standard practice. Plans will include general phasing and line sketch of detour necessary for FR 182 reconstruction.

Task 603: Cost Estimates - The Consultant shall prepare an updated opinion of project cost.

Task 604: Right-of-Way Documents – Olsson will prepare Exhibit A (description) and Exhibit B (sketch) right-of-way and easements for tracts affected by the project (assumed 33 documents). The Exhibit A and Exhibit B for each tract will be considered one document. Titlework is assumed to be necessary for up to 22 parcels.

Phase 700 – Final Design Phase

Task 701: Final Design Plans - The Consultant shall prepare project base files and plan sheets in accordance with the City of Republic CADD standards. All sheets that will be included in the PS&E plan set will be included in this submittal. This includes, but not limited to, the following sheets:

- Cover Sheet
- Summary of Quantities Sheet

- Survey Control and Alignment Sheets
- Demolition Plan
- Typical Sections
- General Notes
- Plan and Profile Sheets
- RCB/Culvert Plan and Profile Sheets
- Details Sheets
- Traffic Control Plans (see below)
- Signing and Striping
- Sediment and Erosion Control Sheets
- Cross-Section Sheets

Task 702: Traffic Control Plans – Olsson will include temporary traffic control plans and standard detail sheets corresponding to MoDOT and MUTCD standard practice. Plans will include up to three total phases and one detour. The majority of the traffic control will be handle using typical applications (TAs).

Task 703: Cost Estimates - The Consultant shall prepare a final updated opinion of project cost.

Task 704: Permits – The Consultant shall prepare and submit on behalf of the City of Republic the following permits, agreements, certifications, and forms. The Consultant shall copy the City's project manager on all applications being submitted. Any permit fees or mitigation costs will be paid for by the city.

- SWPPP - NPDES Permit

Task 705: Specifications and Job Special Provisions - The Consultant will submit Specifications and Special Provisions with this submittal.

Phase 800 – Final PS&E and Bidding Phase

Task 801: Final PS&E - Upon incorporating review comments into the plan set and special provisions, the Consultant shall prepare and submit all drawings, special provisions, and an updated total project cost estimate to the City's Project Manager for the final PS&E review. Upon City acceptance of the PS&E plans, the Consultant shall submit the bid package to the City's Project Manager in PDF format.

Task 802: Bidding – The Consultant will attend prepare addenda and answer RFIs as necessary. A pre-bid meeting is assumed to not be required.

Assumptions and Exclusions:

We have made assumptions in the preparation of this proposal. These assumptions and subsequent explanations are as follows:

- Plans will be completed for one bid package. Splitting the plans into multiple plan sets would require a supplement.
- Quantity summary tables and breakouts are not required.

- A standard MoDOT reinforced box culvert design will be used, and detailed structural design is not required.
- MoDOT standard ADA ramps details will be used, and detailed spot grading will not be required on the plans.
- Fencing relocations will be negotiated and paid for directly through property acquisitions and will not have to be reflected in the plans.
- Greene County will be providing appraisal and RW negotiation services.
- The Effective FEMA hydrology will be used, and the Effective FEMA hydraulic model will be updated.
- Vegetation is in a state of dormancy during the survey period.
- All application, permit, and mitigation fees will be paid by the Client.
 - Letter of Map Change application and review fee is typically \$8,000 and subject to change.
- Environmental Review assumptions:
 - The project will qualify for a CE2 NEPA determination.
 - Consultant assumes the draft CE2 document will be subjected to only one round of revisions from MoDOT environmental staff before the document is submitted to FHWA.
 - Olsson assumes the MoDOT NEPA checklist can be completed through a desktop review and single site visit.
- The constructed culvert replacement is expected to reduce the flood elevations. However, due to inaccuracies in the existing maps, the revision may cause localized widening
- Utility relocations are currently unknown. If required, the relocations will be designed by the respective utilities or by supplemental agreement, including sanitary sewer.

Exclusions include, but are not limited to, the following:

- Traffic studies
- Traffic Signal Design
- Pedestrian detour plans
- Utility Potholing
- Geotechnical investigations.
- Detailed retaining wall and structural design
- Fencing Plans and Layouts
- Environmental investigation, surveys, and permitting beyond those noted in the scope
- Individual 401/404 permits.
- Detention and water quality design
- Letter of map amendment.
- Elevation certifications.
- Cross section survey: the effective cross sections will be utilized for modeling, except where specifically stated otherwise.
- RW Appraisal and negotiations services
- Renderings and visualizations
- Construction administration, testing, inspection, or observation
- RW Staking & Monumentation
- As-built surveys and preparation of record drawings, except where specifically stated otherwise.
- Any services not specifically detailed in the scope.

Attachment B**ESTIMATED COST PLUS FEE****Shuyler Creek Trail extension STBG-6900(813)****olsson****By: RBC****Date: 10/29/2020**

ESTIMATED DIRECT LABOR COSTS				\$63,990.24
Payroll Additives (Direct Overhead)	90.84%			\$58,128.73
General and Administrative (Indirect Overhead)	96.68%			\$61,865.76
Fixed Fee	14.00%			\$25,757.86
SubTotal				\$209,742.60
Facilities Capitol Cost of Money	0.91%			\$582.31
Subtotal				\$210,324.91
<u>Subconsultants</u>				
N/A	0.00%			\$0.00
Subtotal				\$0.00
<u>Direct Expenses</u>				
Plots	1200 Plots @	\$ 0.50	=	\$600.00
Mileage	2905 Miles @	\$ 0.575	=	\$1,670.38
Meals	8 Meals @	\$ 12.00	=	\$96.00
Misc. (Postage, Parkings, etc)	1 LS @	\$ 300.00	=	\$300.00
Foam Exhibit Boards	8 Each @	\$ 60.00	=	\$480.00
Data Requests (placeholder)	2 Each @	\$ 200.00	=	\$400.00
Title Work	22 Each @	\$ 350.00	=	\$7,700.00
Survey Supplies	1 LS @	\$ 250.00	=	\$250.00
Survey Equipment	126 hr @	\$ 15.00	=	\$1,890.00
Subtotal				\$13,386.38
ESTIMATED ENGINEERING FEE (Engineering Services)				\$223,711.29

MAN-HOUR ESTIMATE - Shuyler Creek Trail extension STBG-6900(813)

olsson

Hourly Rate	\$64.52	\$54.84	\$43.87	\$37.10	\$32.26	\$29.03	\$24.19	\$42.26	\$30.32	\$45.16	\$32.26	\$38.06	\$32.26	\$53.23	\$22.58		Total	Total	Subtotal
No.	Description of Work Items / Tasks	TL	PM/SC	Proj Eng	Assoc. Eng	AC	OTech	Arch	Gr. Plans	Assoc. Arch	SHUY (L.M.C.)	SHUY (L.M.C.)	SHUY (L.M.C.)	SHUY (L.M.C.)	SHUY (L.M.C.)	SHUY (L.M.C.)	Manhours	Lab. Fee	Subtotal
100	Project Management																		
	Project Management & QA/QC	12	4			12										12	40	\$1,652	\$1,651.68
	Utility Review/Coordination (Assume 1 virtual meeting)	4			16												20	\$852	\$851.68
	Project Meetings (Assume 3 virtual meetings)	6		6		6											18	\$844	\$843.90
	Public Meeting & Prep (Assume 1 meeting)	12				8		8									28	\$1,226	\$1,225.84
		34	4	6	16	26	0	8	0	0	0	0	0	0	0	0	106		\$4,573.10
200	Survey Services																		
	Topographic Survey										54	40	8		2		104	\$4,140	\$4,139.98
	Boundary Survey											24	4	8	2		38	\$1,291	\$1,291.02
	Base Map Preparation												24	24	1		49	\$1,741	\$1,740.91
	As-Built Survey for LOMR										8		1	8			17	\$657	\$657.42
		0	0	0	0	0	0	0	0	0	62	64	37	40	5	0	208		\$7,829.33
300	H&H and FEMA LOMR																		
	Culvert Hydrological & Hydraulics Modeling		1	12		60											73	\$2,517	\$2,516.88
	Design Memorandum	1		12													13	\$591	\$590.96
	FEMA LOMR	4	24	80		80											188	\$7,665	\$7,664.64
		5	25	104	0	140	0	0	0	0	0	0	0	0	0	0	274		\$10,772.48
400	Request for Environmental Review																		
	Environmental/Historical Review (CE2)	2							20	64						8	94	\$3,095	\$3,095.36
		2	0	0	0	0	0	0	20	64	0	0	0	0	0	8	94		\$3,095.36
500	Preliminary Plans																		
	Review As-builts & Existing Conditions	1				4		4									9	\$290	\$290.32
	Roadway Geometrics & Modeling	4				40		40									84	\$2,516	\$2,516.08
	Preliminary Design																		
	Title Sheet		1			12											13	\$442	\$441.96
	Typical Sections		1			4		8									13	\$377	\$377.40
	General Notes Sheet	1	1			8											10	\$377	\$377.44
	Survey control and alignment sheet		1			1		8									10	\$281	\$280.62
	Demolition Sheets	1				4		12									17	\$484	\$483.84
	Plan & Profile Sheets	1	2			16		40									59	\$1,658	\$1,657.96
	Details Sheets	1	1			4		12									18	\$539	\$538.68
	Cross Sections		1			4		24									29	\$764	\$764.44
	Structures - RCBs		4		24												28	\$1,110	\$1,109.76
	Drainage Analysis	1		8		40											49	\$1,899	\$1,899.48
	Quantities & Opinion of Cost	1	1		1	4		12									19	\$576	\$575.78
	Address Comments	1				4		4									9	\$290	\$290.32
		12	13	8	65	105	0	164	0	0	0	0	0	0	0	0	367		\$11,604.08

MAN-HOUR ESTIMATE - Shuyler Creek Trail extension STBG-6900(813)

olsson

Hourly Rate		\$64.52	\$64.84	\$43.87	\$37.10	\$32.26	\$29.03	\$24.19	\$42.26	\$30.32	\$45.16	\$32.26	\$38.06	\$32.26	\$53.23	\$22.58	Type	Total	Subtotal
Task No	Description of Work Items /Tasks	TL	PM/SE	Proj Eng	Assoc Eng	AF	St/Trck	Tech	St/Scout	Assoc Scout	SRVY (2 MC)	SRVY (1 MC)	Exc SVY	SVY Test	SVY PM	Admin	Manhours	Labor Fee	Subtotal
600	Right-of-Way Plans																		
	Geometric Design & Modeling	1	2	4		40		40									87	\$2,608	\$2,607.68
	Update Plan & Profile Sheets	1				24		24									49	\$1,419	\$1,419.32
	Traffic Control Plans (General Phasing & TAs)	4		8			16										28	\$1,074	\$1,073.52
	Quantities & Opinion of Cost	1			1	4		8									14	\$424	\$424.18
	RW & Easement Descriptions (assume 22 parcels & 33 Desc total)													40	40	16	96	\$3,664	\$3,664.48
		7	2	12	1	68	16	72	0	0	0	0	40	40	16	0	274		\$9,189.18
700	Final Plans																		
	Refine Modeling & Roadway Geometrics	1	2	4		40		24									71	\$2,221	\$2,220.64
	Final Design Plans																		
	Title Sheet		1			4											5	\$184	\$183.88
	Summary of Quantities Sheet	1	1	4		4		16									26	\$811	\$810.92
	Survey control and alignment sheet					1		4									5	\$129	\$129.02
	Demolition Plan	1				4		8									13	\$387	\$387.08
	Typical Sections Sheets					1		4									5	\$129	\$129.02
	General Notes Sheets		1			4											5	\$184	\$183.88
	Plan & Profile Sheets	1		4		24		40									69	\$1,982	\$1,981.84
	RCB/Culvert Plan & Profile Sheets	1		4		16		16									37	\$1,143	\$1,143.20
	Detail Sheets		1	1		8		16									26	\$744	\$743.83
	Traffic Control Plans	4		20			40										64	\$2,297	\$2,296.68
	Signing & Striping	1		8			16										25	\$880	\$879.96
	Sediment and Erosion Control Sheets			1		4		24									29	\$753	\$753.47
	Cross Sections		1			12		12									26	\$784	\$783.85
	Opinion of Cost	1				4		8									13	\$387	\$387.08
	Permits - SWPPP		1	4		24											29	\$1,005	\$1,004.56
Specifications & Job Special Provisions	2	8			8											18	\$826	\$825.84	
		13	16	50	0	158	56	172	0	0	0	0	0	0	0	0	466		\$14,844.75
800	Final PS&E and Bidding																		
	Address Final Roadway Review Comments	1	1			8		8									18	\$571	\$570.96
	Final Quantities & Opinion of Cost (100%)	1				2		4									7	\$226	\$225.80
	Answer RFIs	4				8											12	\$516	\$516.16
	Prepare Addenda	1		4		8										12	25	\$769	\$769.04
		7	1	4	0	26	0	12	0	0	0	0	0	0	0	0	62		\$2,081.96
	Total Manhours	80	61	184	82	523	72	428	20	64	62	64	77	80	21	32	1,851		
	Total Labor	\$5,162	\$3,345	\$8,072	\$3,042	\$16,872	\$2,090	\$10,353	\$845	\$1,940	\$2,800	\$2,065	\$2,931	\$2,581	\$1,118	\$723		\$63,990	\$63,990.24

ATTACHMENT C

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS - PRIMARY COVERED TRANSACTIONS

INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this proposal, the prospective primary participant is providing the certification set out below.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause of default.
4. The prospective primary participant shall provide immediate written notice to the department or agency to whom this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," "proposal" and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-- Lower Tier Covered Transaction" provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the

method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to check the Nonprocurement List at the Excluded Parties List System.
<https://www.epls.gov/epls/search.do?page=A&status=current&agency=69#A>.

9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

Certification Regarding Debarment, Suspension, and Other Responsibility Matters -Primary Covered Transactions

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - b. Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
 - d. Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

ATTACHMENT D

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION--LOWER TIER COVERED TRANSACTIONS

INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List at the Excluded Parties List System.
<https://www.epls.gov/eplsearch.do?page=A&status=current&agency=69#A>.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended,

debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transactions

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Attachment E
Disadvantage Business Enterprise Contract Provisions

1. Policy: It is the policy of the U.S. Department of Transportation and the Local Agency that businesses owned by socially and economically disadvantaged individuals (DBE's) as defined in 49 C.F.R. Part 26 have the maximum opportunity to participate in the performance of contracts financed in whole or in part with federal funds. Thus, the requirements of 49 C.F.R. Part 26 and Section 1101(b) of the Transportation Equity Act for the 21st Century (TEA-21) apply to this Agreement.

2. Obligation of the Engineer to DBE's: The Engineer agrees to assure that DBEs have the maximum opportunity to participate in the performance of this Agreement and any subconsultant agreement financed in whole or in part with federal funds. In this regard the Engineer shall take all necessary and reasonable steps to assure that DBEs have the maximum opportunity to compete for and perform services. The Engineer shall not discriminate on the basis of race, color, religion, creed, disability, sex, age, or national origin in the performance of this Agreement or in the award of any subsequent subconsultant agreement.

3. Geographic Area for Solicitation of DBEs: The Engineer shall seek DBEs in the same geographic area in which the solicitation for other subconsultants is made. If the Engineer cannot meet the DBE goal using DBEs from that geographic area, the Engineer shall, as a part of the effort to meet the goal, expand the search to a reasonably wider geographic area.

4. Determination of Participation Toward Meeting the DBE Goal: DBE participation shall be counted toward meeting the goal as follows:

A. Once a firm is determined to be a certified DBE, the total dollar value of the subconsultant agreement awarded to that DBE is counted toward the DBE goal set forth above.

B. The Engineer may count toward the DBE goal a portion of the total dollar value of a subconsultant agreement with a joint venture eligible under the DBE standards, equal to the percentage of the ownership and control of the DBE partner in the joint venture.

C. The Engineer may count toward the DBE goal expenditures to DBEs who perform a commercially useful function in the completion of services required in this Agreement. A DBE is considered to perform a commercially useful function when the DBE is responsible for the execution of a distinct element of the services specified in the Agreement and the carrying out of those responsibilities by actually performing, managing and supervising the services involved and providing the desired product.

D. A Engineer may count toward the DBE goal its expenditures to DBE firms consisting of fees or commissions charged for providing a bona fide service, such as professional, technical, consultant, or managerial services and assistance in the procurement of essential personnel, facilities, equipment, materials or supplies required for the performance of this Agreement, provided that the fee or commission is determined by MoDOT's External Civil Rights Division to be reasonable and not excessive as compared with fees customarily allowed for similar services.

E. The Engineer is encouraged to use the services of banks owned and controlled by socially and economically disadvantaged individuals.

5. Replacement of DBE Subconsultants: The Engineer shall make good faith efforts to replace a DBE Subconsultant, who is unable to perform satisfactorily, with another DBE Subconsultant. Replacement firms must be approved by MoDOT's External Civil Rights Division.

6. Verification of DBE Participation: Prior to final payment by the Local Agency, the Engineer shall file a list with the Local Agency showing the DBEs used and the services performed. The list shall show the actual dollar amount paid to each DBE that is applicable to the percentage participation established in this Agreement. Failure on the part of the Engineer to achieve the DBE participation specified in this Agreement may result in sanctions being imposed on the Commission for noncompliance with 49 C.F.R. Part 26 and/or Section 1101(b) of TEA-21. If the total DBE participation is less than the goal amount stated by the MoDOT's External Civil Rights Division, liquidated damages may be assessed to the Engineer.

Therefore, in order to liquidate such damages, the monetary difference between the amount of the DBE goal dollar amount and the amount actually paid to the DBEs for performing a commercially useful function will be deducted from the Engineer's payments as liquidated damages. If this Agreement is awarded with less than the goal amount stated above by MoDOT's External Civil Rights Division, that lesser amount shall become the goal amount and shall be used to determine liquidated damages. No such deduction will be made when, for reasons beyond the control of the Engineer, the DBE goal amount is not met.

7. Documentation of Good Faith Efforts to Meet the DBE Goal: The Agreement goal is established by MoDOT's External Civil Rights Division. The Engineer must document the good faith efforts it made to achieve that DBE goal, if the agreed percentage specified is less than the percentage stated. The Good Faith Efforts documentation shall illustrate reasonable efforts to obtain DBE Participation. Good faith efforts to meet this DBE goal amount may include such items as, but are not limited to, the following:

- A. Attended a meeting scheduled by the Department to inform DBEs of contracting or consulting opportunities.
- B. Advertised in general circulation trade association and socially and economically disadvantaged business directed media concerning DBE subcontracting opportunities.
- C. Provided written notices to a reasonable number of specific DBEs that their interest in a subconsultant agreement is solicited in sufficient time to allow the DBEs to participate effectively.
- D. Followed up on initial solicitations of interest by contacting DBEs to determine with certainty whether the DBEs were interested in subconsulting work for this Agreement.
- E. Selected portions of the services to be performed by DBEs in order to increase the likelihood of meeting the DBE goal (including, where appropriate, breaking down subconsultant agreements into economically feasible units to facilitate DBE participation).
- F. Provided interested DBEs with adequate information about plans, specifications and requirements of this Agreement.
- G. Negotiated in good faith with interested DBEs, and not rejecting DBEs as unqualified without sound reasons, based on a thorough investigation of their capabilities.
- H. Made efforts to assist interested DBEs in obtaining any bonding, lines of credit or insurance required by the Commission or by the Engineer.
- I. Made effective use of the services of available disadvantaged business organizations, minority contractors' groups, disadvantaged business assistance offices, and other organizations that provide assistance in the recruitment and placement of DBE firms.

8. Good Faith Efforts to Obtain DBE Participation: If the Engineer's agreed DBE goal amount as specified is less than the established DBE goal given, then the Engineer certifies that good faith efforts were taken by Engineer in an attempt to obtain the level of DBE participation set by MoDOT's External Civil Rights.

Attachment F – Fig. 136.4.15
Conflict of Interest Disclosure Form for LPA/Consultants
Local Federal-aid Transportation Projects

Firm Name (Consultant): Olsson, Inc.

Project Owner (LPA): City of Republic, Missouri

Project Name: Shuyler Creek Trail extension STBG-6900(813)

Project Number: STBG-6900(813)

As the LPA and/or consultant for the above local federal-aid transportation project, I have:

1. Reviewed the conflict of interest information found in Missouri's Local Public Agency Manual (EPG 136.4)
2. Reviewed the Conflict of Interest laws, including 23 CFR § 1.33, 49 CFR 18.36.

And, to the best of my knowledge, determined that, for myself, any owner, partner or employee, with my firm or any of my sub-consulting firms providing services for this project, including family members and personal interests of the above persons, there are:

☒ No real or potential conflicts of interest
If no conflicts have been identified, complete and sign this form and submit to LPA

☐ Real conflicts of interest or the potential for conflicts of interest
If a real or potential conflict has been identified, describe on an attached sheet the nature of the conflict, and provide a detailed description of Consultant's proposed mitigation measures (if possible). Complete and sign this form and send it, along with all attachments, to the appropriate MoDOT District Representative, along with the executed engineering services contract.

LPA

Printed Name: _____

Signature: _____

Date: _____

Consultant

Printed Name: _____

Signature: _____

Date: _____