

Task Order No. 9, Amendment 1

City of Sweet Home WWTP Phase 1 Final Design

West Yost Job Number 936-50-21-09

In accordance with the Contract between the City of Sweet Home (Client) and West Yost Associates, Inc. (Consultant), dated September 2, 2020, Consultant is authorized to complete the work scope defined in this Task Order 9, Amendment 1 according to the schedule and budget defined herein.

The purpose of this Amendment 1 to Task Order 9 is to modify the Scope of Work to be consistent with the design approach developed following a deeper evaluation of the biological process design and overall project cost. As a result of this initial evaluation, it has been determined that design of Phases 1 and 2 should proceed in parallel.

This Task Order Amendment summarizes the updated Scope of Work, Budget and Schedule for the parallel design of Phases 1 and 2 and the associated re-allocation of the current project budget.

SCOPE OF WORK

After detailed review of previous 90% design, it has been determined that more significant modifications of the design are needed. As a result, the two project phases will be completed in parallel. Therefore, the original Scope of Work is being modified to the following four tasks:

- Task 1: Project Management
- Task 2: Project Initiation and Detailed Design Review
- Task 3: Phase 1 60% Design
- Task 4: Phase 2 30% Design

The updated Scope of Work is included as Attachment A.

COMPENSATION

This is a no cost Task Order Amendment and the project budget shall not exceed \$1,137,477, as originally contracted. The updated budget breakdown for tasks based on the updated Scope of Work is included as Attachment B.

If additional funds are required to complete the services defined herein beyond this limit, Consultant shall notify Client in writing prior to reaching the authorized limit and will not proceed with work in excess of the limit without the prior written approval of Client.

SCHEDULE

The updated Project Schedule is included as Attachment C.

WEST YOST ASSOCIATES, INC.



Signature

Corie Moolenkamp

Printed Name

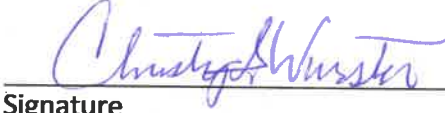
Business Sector Leader

Title

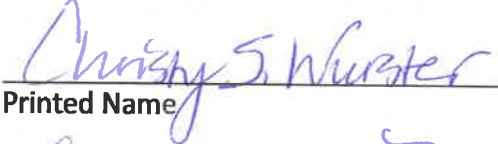
February 16, 2022

Date

CITY OF SWEET HOME



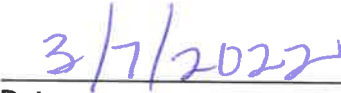
Signature



Printed Name



Title



Date

ATTACHMENT A

SCOPE OF SERVICES FOR WWTP PHASE 1 IMPROVEMENTS PROJECT

February 15, 2022

West Yost proposes to modify the existing Sweet Home WWTP Improvements Project (Project) tasks to allow Phase 1 and Phase 2 to proceed in parallel. Phases 1 and 2 are anticipated to include the following major elements:

- Phase 1:
 - L Shaped “One Big Building” including:
 - New WWTP Headworks
 - New Solids Dewatering and Covered Cake Storage Area
 - Administration Area
 - Maintenance Area
 - New Self-Cleaning Trench Style Influent Pump Station
 - New Rectangular Primary Clarifiers, Primary Sludge Pump Station, Primary Scum Pump Station and Primary Effluent Control Structure
 - New Blower Building and Generator
 - Upper Plant Area Site Improvements and Yard Piping
 - WWTP Electrical and Controls Backbone Systems
- Phase 2:
 - New Aeration Basin and Mixed Liquor Control Structure
 - New Secondary Clarifier
 - New UV Disinfection
 - New Tertiary Filtration
 - Recycled Drain Pump Station
 - New Submersible RAS/WAS Pump Station
 - Lower Plant Area Site Improvements and Yard Piping
 - WWTP Electrical and Controls Backbone Systems
 - Solids Management and Treatment Facilities

The existing Project task budgets will be reallocated to the following tasks:

- Task 1. Project Management
- Task 2. Project Initiation and Detailed Design Review
- Task 3. Phase 1 60% Design
- Task 4. Phase 2 30% Design

The following task descriptions summarize the engineering services to be provided by West Yost on the Project:

Task 1. Project Management

Project management includes coordination of West Yost's internal team and subconsultants, quality assurance and quality control (QA/QC) activities, and preparation of monthly project updates and invoices.

Task 1.01. Contracts and Project Management Plan (PMP)

Coordinate with the City and Owner's Representative to finalize contracts for West Yost and our subconsultants. Prepare a Project Management Plan to guide the completion of the project, summarizing team coordination activities, reporting requirements, project scope, key schedule milestones, staffing plan, contingency planning for unforeseen changes in project scope, and other related project elements.

Task 1.02. Monthly Project Status Reports and Invoices

Prepare monthly project updates, including a summary of project status, monthly invoice for services performed, earned value analysis (EVA) assessing project completion versus budget utilized, key upcoming project milestones, and any anticipated issues that may impact project budget or schedule.

Task 1.03. Team Coordination Activities

West Yost will conduct bi-weekly project check-in conference calls with City staff to review and discuss design issues, track project budget and schedule status, identify key coordination items (e.g. permitting) and other elements pertinent to the Project. For budgeting purposes, 12 one-hour bi-weekly team conference calls to be attended virtually by West Yost's Project Manager, Deputy Project Manager and Mechanical Lead are included. West Yost's full design team will also conduct bi-weekly design team conference calls to discuss final design progress, coordinate discipline design efforts and keep the project on schedule and budget.

Task 1 Assumptions

- The project duration is anticipated to be six months, therefore six (6) monthly project progress reports and invoices are budgeted.
- Action items from bi-weekly project check-in conference calls will be sent to attendees via email.

Task 1 Deliverables

- West Yost will provide one electronic (PDF) copy of monthly progress reports with invoices.

Task 2. Project Initiation and Detailed Design Review

This task is unchanged from the original Scope of Work except for Tasks 2.08 and 2.09 which are deleted given the significant changes in the project for both design phases. Key deliverables for Phase 1 and Phase 2 design are summarized in Tasks 3 and 4, respectively.

DELETED - Task 2.08. DEQ Detailed Design Evaluation Findings Meeting

Meet with City staff and representatives from Oregon Department of Environmental Quality (DEQ) staff to discuss the design team transition, current design status and key findings, construction phasing approach, overall project schedule, WWTP outfall design concept, NPDES Permit renewal and other items critical for final permitting of the WWTP Improvements. The meeting will be attended by West Yost's Project Manager, Deputy Project Manager and Mechanical Lead.

DELETED - Task 2.09. Detailed Design Evaluation Findings Technical Memorandum

West Yost will consolidate and summarize all reviews and recommendations, meeting outcomes and other key findings in a Detailed Design Evaluation Findings TM-01 that will establish the path forward for final design. The memo will contain agreed upon final design modifications and overall project completion schedule assuming a phased design and construction approach.

Task 3 WWTP Phase 1 60% Design

Task 3.01. Phase 1 60% Design

Prepare the Phase 1 60% Design including all drawings and specifications table of contents, Engineer's Opinion of Probable Construction Cost (OPCC) and updated project schedule.

Drawings: West Yost anticipates a new 3D model and drawings will be developed for planned WWTP Phase 1 upgrades.

Specifications: A Specifications Table of Contents (TOC) will be developed along with Phase 1 design drawings.

Task 3.02. Phase 1 60% Design Review Workshops

Conduct a total of four (4) biweekly workshops with City staff to review the Phase 1 60% design. For budgeting purposes, the workshops will be attended by key members of West Yost's project team.

Task 3.03. Phase 1 60% Design Submittal

West Yost will prepare a 60% Design Submittal that includes 60% drawings focused on general, demolition, civil, mechanical, architectural, building MEP and instrumentation drawings, specifications TOC, updated project schedule and Engineer's OPCC.

Task 3.04. Permitting, Regulatory and Funding Agency Meetings and Reviews

Submit the Phase 1 60% Design to DEQ, Building Official and USDA for review. Lead agency meetings as required to obtain regulatory and funding agency approvals to proceed. This task assumes one (1) meeting with USDA, one (1) meeting with Oregon DEQ and one (1) meeting with the City's Building Official.

Task 3 Assumptions

- No geotechnical investigations, topographical surveying, hazardous materials survey or environmental documentation are anticipated to be required as part of the project or design.
- Drawings will be developed for printing and readability based on 11x17 half-size reductions.

Task 3 Deliverables

- Three (3) hard copies and one (1) electronic (PDF) copy of the WWTP Phase 1 60% Design Submittal.
- One electronic (PDF) copy of the agenda and minutes from each of the Phase 1 60% Design Review Workshops.
- One electronic (PDF) copy of the agendas and minutes from all regulatory and funding agency meetings.

Task 4 WWTP Phase 2 30% Design

Task 4.01. Phase 2 30% Design

Prepare the Phase 2 30% Design including all drawings and specifications table of contents, Engineer's Opinion of Probable Construction Cost (OPCC) and updated project schedule.

Drawings: West Yost anticipates new drawings will be developed for all Phase 2 improvements to facilitate development of an updated Phase 2 Engineer's OPCC.

Specifications: A Specifications Table of Contents will be developed along with Phase 2 design drawings.

Task 4.02. Biological Process Design Update

West Yost will update the biological process design to address noted deficiencies and assure WWTP capacity meets the City's needs for the 20-year planning horizon. Biological process design will utilize the existing Biowin® model developed by another consultant. Model input and design criteria will be reviewed and updated with process design modifications incorporated into the model and overall plan. A Biological Process Design Technical Memorandum will be prepared summarizing the process design, aeration demands, recycle streams and solids stream process design.

Task 4.03. Phase 2 30% Design Submittal

West Yost will prepare a WWTP Phase 2 30% Design Submittal including civil, mechanical, architectural, and instrumentation drawings, specifications TOC, updated project schedule and Engineer's OPCC.

Task 4.04. Permitting, Regulatory and Funding Agency Meetings and Reviews

Submit the Phase 2 30% Design to DEQ, Building Official and USDA for review. Lead agency meetings as required to obtain regulatory and funding agency approvals to proceed. This task assumes one (1) meeting with USDA, one (1) meeting with Oregon DEQ and one (1) meeting with the City's Building Official.

West Yost will update the existing USDA Preliminary Engineering Report (PER) and Environmental Review (ER) to summarize the changes to the design and address all USDA comments.

Task 4 Assumptions

- No geotechnical investigations, topographical surveying, hazardous materials survey or environmental documentation are anticipated to be required as part of the project or design.
- Drawings will be developed for printing and readability based on 11x17 half-size reductions.

Task 4 Deliverables

- One electronic (PDF) copy of the Biological Process Design Technical Memorandum.
- Three (3) hard copies and one (1) electronic (PDF) copy of the WWTP Phase 2 30% Design Submittal, including drawings, specifications table of contents, and Engineer's OPCC and Schedule.
- One electronic (PDF) copy of the agendas and minutes from all regulatory and funding agency meetings.
- One electronic (PDF) copy of the current USDA Preliminary Engineering Report (PER) and Environmental Review (ER) with changes to address USDA comments.

West Yost Associates	P/VP \$290	SE/SS/SG II \$233 Van Meter	SE/SS/SG I \$222 Barry	PE/PS/PG II \$263 Tartaglione	EM/SM/GM I \$275 Gies	PE/PS/PG I \$248 Schilling	SE/SS/SG II \$233 Hardy	AE/AS/AG II \$204 Schimberg	AE/AS/AG I \$191 Drath	ESG II \$178 Lang	CAD II \$150 Barber	ADM III \$119	P/VP \$290 Banyai	Labor		Idle Fee #	Technology & Admin 6%	CAD	ACE	SWA	IFE	LCE	TAG	Costs		
														Hours	Fee									Sub. w/ markup 5%	Other Direct	Total Costs
PROJECT: Sweet Home WWTP Phase 1 Final Design																										
Task 1Project Management																										
1.01	Contracts and PMP	4	16									16	2	38	\$ 7,372	\$ 442									\$ 7,814	
1.02	Monthly Project Status Reports and Invoices	4	8	8								8		28	\$ 5,752	\$ 345			\$ 600			\$ 2,800	\$ 3,570		\$ 9,667	
1.03	Team Coordination Activities	24	24	24	24	8	24	8	24	24			8	216	\$ 50,280	\$ 3,017	\$ 700	\$ 3,450	\$ 1,288	\$ 600	\$ 12,160	\$ 1,600	\$ 20,788		\$ 74,085	
Subtotal, Task 1 (hours)		32	48	32	24	8	24	8	24	24	0	24	10	282												
Subtotal, Task 1 (\$)		\$ 9,280	\$ 11,184	\$ 7,104	\$ 6,312	\$ 2,200	\$ 5,952	\$ 1,864	\$ 4,896	\$ 4,584	\$ 4,272	\$ 2,856	\$ 2,900		\$ 63,404	\$ 3,804	\$ 700	\$ 3,450	\$ 1,888	\$ 600	\$ 12,160	\$ 4,400	\$ 24,358		\$ 91,566	
Task 2Project Initiation and Detailed Design Evaluation																										
2.01	Collect and Review Background Information		4	32	8	4			8	36		8		100	\$ 20,128	\$ 1,208		\$ 600	\$ 16,753	\$ 3,713	\$ 3,200	\$ 4,560	\$ 30,267	\$ 500	\$ 52,102	
2.02	Project Kickoff Meeting and Site Visit		8	8	8				4	8		3	4	43	\$ 9,449	\$ 567	\$ 1,200	\$ 1,200	\$ 2,400		\$ 2,400	\$ 1,140	\$ 8,757	\$ 1,600	\$ 20,373	
2.03	Biological Process Model Review and Recommendations		4		4	12		24				2	2	48	\$ 11,694	\$ 702									\$ 12,396	
2.04	Visual Hydraulics Model Review and Recommendations		12	6	6		4		20	16			2	66	\$ 13,886	\$ 833									\$ 14,719	
2.05	Design Calculations and Spreadsheet Reviews		4	8	8				8	8			2	38	\$ 8,344	\$ 501		\$ 2,350			\$ 8,000		\$ 10,868		\$ 19,712	
2.06	Detail Drawing and AutoCAD Files Review		16	24	40	24			16	16	16		2	154	\$ 35,060	\$ 2,104	\$ 6,000	\$ 1,200			\$ 15,000		\$ 23,310		\$ 60,474	
2.07	Design Review Workshops and Site Visits		16	16	16	4	4		8	16		4		84	\$ 18,372	\$ 1,102		\$ 1,200	\$ 2,600		\$ 6,080		\$ 10,374	\$ 2,000	\$ 31,848	
Subtotal, Task 2 (hours)		0	64	94	90	44	0	32	0	64	100	16	17	12	533											
Subtotal, Task 2 (\$)			\$ 14,912	\$ 20,868	\$ 23,670	\$ 12,100		\$ 7,456		\$ 12,224	\$ 17,800	\$ 2,400	\$ 2,023	\$ 3,480		\$ 116,933	\$ 7,016	\$ 7,200	\$ 6,550	\$ 21,753	\$ 3,713	\$ 34,680	\$ 5,700	\$ 83,575	\$ 4,100	\$ 211,624
Task 3WWTP Phase 1 60% Design																										
3.01	Phase 1 60% Design	4	135	150	60		150		100	150	110	20	5	15	899	\$ 195,470	\$ 11,728	\$ 71,600	\$ 59,600	\$ 30,335	\$ 67,887	\$ 97,090	\$ 72,325	\$ 418,779		\$ 625,977
3.02	Phase 1 60% Design Review Workshops		8	8	8				8	8	8			48	\$ 10,328	\$ 620		\$ 2,400	\$ 2,400		\$ 2,400	\$ 2,400	\$ 10,080		\$ 21,028	
3.03	Phase 1 60% Design Submittal	5	12	20	12		20		20	20	20		4	8	141	\$ 31,058	\$ 1,863							\$ 1,600	\$ 34,521	
3.04	Permitting, Regulatory and Funding Agency Meetings and Reviews		4	4			4							12	\$ 2,812	\$ 169								\$ 750	\$ 3,731	
Subtotal, Task 3 (hours)		9	159	182	80	0	174	0	128	178	138	20	9	23	1100											
Subtotal, Task 3 (\$)		\$ 2,610	\$ 37,047	\$ 40,404	\$ 21,040		\$ 43,152		\$ 26,112	\$ 33,998	\$ 24,564	\$ 3,000	\$ 1,071	\$ 6,670		\$ 239,668	\$ 14,380	\$ 71,600	\$ 62,000	\$ 32,735	\$ 67,887	\$ 99,490	\$ 74,725	\$ 428,859	\$ 2,350	\$ 685,257
Task 4Phase 2 30% Predesign																										
4.01	Phase 2 30% Predesign	4	25	30	60		30		30	30	30		15	254	\$ 56,785	\$ 3,407					\$ 6,000	\$ 6,000	\$ 12,600	\$ 200	\$ 72,992	
4.02	Biological Process Design Update				60		160					10		230	\$ 54,970	\$ 3,298									\$ 58,268	
4.03	Phase 2 30% Design Submittal		8	8	8		8		8	8		4	4	64	\$ 13,948	\$ 837									\$ 14,785	
4.04	Permitting, Regulatory and Funding Agency Meetings and Reviews		4	4			4							12	\$ 2,812	\$ 169									\$ 2,981	
Subtotal, Task 4 (hours)		4	37	42	68	60	42	160	8	38	38	30	14	19	560											
Subtotal, Task 4 (\$)		\$ 1,160	\$ 8,621	\$ 9,324	\$ 17,884	\$ 16,500	\$ 10,416	\$ 37,280	\$ 1,632	\$ 7,258	\$ 6,764	\$ 4,500	\$ 1,666	\$ 5,510		\$ 128,515	\$ 7,711				\$ 6,000	\$ 6,000	\$ 12,600	\$ 200	\$ 149,026	
TOTAL (hours)		45	308	350	262	112	240	200	160	304	300	66	64	64	2,475											
TOTAL (\$)		\$ 13,050	\$ 71,764	\$ 77,700	\$ 68,906	\$ 30,800	\$ 59,520	\$ 46,600	\$ 32,640	\$ 58,064	\$ 53,400	\$ 9,900	\$ 7,616	\$ 18,560		\$ 548,520	\$ 32,911	\$ 79,500	\$ 72,000	\$ 56,376	\$ 72,200	\$ 152,330	\$ 90,825	\$ 549,392	\$ 6,650	\$ 1,137,473

Attachment C
Updated Project Schedule
Sweet Home WWTP Improvements Project

