

LANDIS CONSULTING

July 14, 2026

Blake Patterson
Engineering Technician II
Public Works Department
City of Sweet Home
1400 24th Avenue
Sweet Home, OR 97386
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Subject: Professional Services Proposal and Agreement
New Generators Project – Sweet Home, OR

Dear Blake,

Thank you for contacting Landis Consulting for this project. Ben Perry is committed as the principal-in-charge. This letter confirms our understanding of the Scope of Work, presents our fee proposal for Professional Services, and will act as an Agreement and Notice to Proceed upon signature by the City or receipt of a signed agreement. This proposal is based on our conversations and meetings.

1. Project Scope.

- a. New generators at the raw water pump station and the water treatment plant.
Anticipated generator sizes are below:
 - i. Raw Water Pump Station – 125 kW
 - ii. Water Treatment Plant – 750 kW
- b. Site visit with TAG and City to confirm locations of new generators. Field verification of electrical equipment.
- c. Assist TAG with coordinating with the power company, Pacific Power.
- d. Assist TAG with coordinating with the grant agency.
- e. Provide engineering drawings, suitable for obtaining a grant for the new generators and obtaining a permit. Landis scope includes:
 - i. Service/load calculations,
 - ii. Generator sizing verification,
 - iii. ATS sizing verification,

- iv. Grounding and bonding,
 - v. SCADA, controls, and interface wiring drawings,
 - vi. Utility service modifications.
- f. Minor construction services support, limited to:
 - i. Submittal reviews
 - ii. RFIs
 - iii. Intermediate punch list
 - iv. Final punch list
- g. Subconsultant civil/structural
 - i. See proposal by Westech Engineering, attached.
- h. Environmental subconsultant
 - i. See proposal by SWCA Environmental Consultants, attached.

2. **Assumptions.**

- a. The generators are being furnished and installed by The Automation Group (TAG). This project is not being publicly bid.
 - i. Public bidding documents can be provided as an additional service.
- b. TAG has a separate contract with City of Sweet Home. TAG is not a subconsultant to Landis.
- c. TAG and Sweet Home are in the process of applying for a grant to obtain funding for the new generators.
 - i. Signed and stamped engineering drawings are required for obtaining the grant.
 - ii. Assist TAG with completing the provided grant form template.
- d. The drawings for the Raw Water and WTP will be developed concurrently.
- e. All deliverables will be provided in electronic PDF format. Hard copies may be provided as a reimbursable expense if requested by Owner.
- f. City will provide:
 - i. As-built drawings in PDF and AutoCAD format.
 - ii. Site plan and floor plans of the Raw Water Pump Station and Water Treatment Plant in AutoCAD format for use by Landis and Westech.
- g. Excludes:
 - i. Civil and environmental scope excludes services during the construction phase, including submittal reviews, site observations, reports, and similar services.
 - ii. Attendance at regular construction meetings, review of certified payroll, regular construction site observations, and other services traditionally associated with construction services for a publicly bid project are

excluded. We have assumed that TAG will be able to construct the project with minimal RFIs or involvement from Landis, since TAG has been pre-selected to provide the generators and is part of the design team.

h. Other assumptions as outlined in Attachment B.

3. **Professional Services.**

a. Electrical engineering design services and limited construction-phase support.

4. **Design Schedule.**

a. Our proposal is based on the following estimated design schedule. There may be a cost impact if the design or construction schedule is extended.

- i. 100% Construction Documents are estimated to be complete by January 2026.
- ii. 100% Construction is estimated to be complete by July 2027 at the earliest. We understand that the City has requested an extension to complete the grant, but approval has not yet been received.

5. **Professional Fees.** Landis Consulting will provide its professional services for electrical engineering on a time & material not-to-exceed basis as follows.

a. **Electrical Design Services**

1.) 50% Design	\$ 27,280
2.) 100% Design	\$ 28,980
3.) Construction Period Services	\$9,840
4.) Subconsultant (Westech)	\$ 34,000
5.) Subconsultant (SWCA)	<u>\$ 28,618</u>

Total Electrical Fees: \$ 128,718

6. **Design Meetings and Visits.**

a. This proposal includes a budget of two (2) meetings in Sweet Home, OR. A budget up to eight (8) additional virtual meetings as been provided. Additional meetings beyond the budget will be additional services.

- i. Initial site visit
- ii. Final site visit / Owner review

7. **Construction Visits.**

- a. This proposal includes two (2) site visits in Sweet Home, OR during construction for site observations. Additional site visits will be additional services.
 - i. Intermediate punch list
 - ii. Final punch list

8. **Additional Services.**

- a. Additional Services or tasks may be provided at any time during the project as needed to meet project requirements. Landis Consulting will provide an Additional Service Request (ASR) describing the scope and compensation for added tasks and any schedule adjustments which may be required. Additional Services will commence only upon written approval of the ASR which will act as a Notice to Proceed for the ASR.

9. **Design Agreement.**

- a. It is understood that this document will be executed between the City of Sweet Home and Landis Consulting. The Terms and Conditions in Attachment A of this proposal shall apply pending contract execution.

10. **Reimbursable Expenses.**

- a. Expenses will be billed at cost plus 10%. Reimbursable expenses may include printing of client or owner review sets, delivery charges, out-of-town travel and other expenses as identified in the latest version of the Standard AIA Agreement. We estimate the cost of Reimbursable Expenses at \$0 based on the currently understood scope.

11. **Printing Exclusions**

- a. We have excluded the cost of printing documents for this entire project. We have assumed that all deliverables, including but not limited to drawings, specifications, meeting notes, calculations, estimates, and product data, will be delivered to the Client in electronic PDF format. Printing of documents can be provided on a time and material basis upon request.

We look forward to working with you towards the successful completion of this project. Please call or email me with any questions concerning our scope of work or proposal or if I may provide any additional information.

Respectfully submitted,



Ben Perry, PE

President

Ben_Perry@landisconsulting.com

503.606.8657

Encls: Attachment A, Landis Consulting Terms and Conditions
 Attachment B, Electrical Scope of Services
 Attachment C, Landis Consulting Electronic Document Requirements

If this Proposal and Terms of Agreement are acceptable, please indicate your acceptance and our authorization to proceed with this work by signing below and returning one executed original to me.

Client _____ City of Sweet Home _____

Accepted by _____ Date _____

Print Name / Title _____

The Terms and Conditions included in Attachment A are part of this Proposal and Agreement, as well as the Scope of Services in Attachment B and the Electronic Document Requirements in Attachment C.

ATTACHMENT "A"
TERMS AND CONDITIONS

These Terms and Conditions shall govern the agreement between Client and Consultant for this Project:

Definition: Project, design scope and schedule, professional fees, reimbursable expenses, Client and Consultant are as defined in the proceeding Professional Services Proposal and Agreement to these Terms and Conditions.

Standard of Care: In providing services under this Agreement, Consultant will endeavor to perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances.

Hazardous Materials: The Client agrees that the Consultant has no responsibility for discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site(s).

Notice to Proceed and Commencement of Services: Landis Consulting shall require a written Notice to Proceed prior to starting work and any Additional Services for the Project. Any Notice to Proceed shall also be authorization for Landis Consulting to invoice and procure payment for services performed.

Additional Services: Project design scope, process, and/or deliverables which are not identified by this Proposal are Additional Services. Landis Consulting will identify any work requested of us which is deemed to be outside or beyond our scope of services to our Client and will not proceed with any Additional Services until written authorization to proceed is received from the Client.

Project Schedule: This proposal is based upon the information about the project schedule provided by the Client at the time of the Proposal. Changes to the scope, revisions to the project, or significant schedule changes may require additional compensation and/or additional time to complete the work.

Value Analysis: We will provide ongoing value analysis throughout the design process. Value analysis (value engineering) after the issue of Bid Documents will be accepted on an Additional Services basis.

Requests for Information: The Consultant may review and approve or take other appropriate action on the Contractor's submittals such as shop drawings, product data, samples and other

data which the Contractor is required to submit, but only for the limited purpose of checking for conformance with the design concept and the information shown in the Construction Documents. The Consultant's review shall be conducted with reasonable promptness while allowing sufficient time in the Consultant's judgement to permit adequate review. The Consultant shall not be responsible for any deviations from the Construction Documents not brought to the attention of the Consultant, in writing, by the Contractor.

Substitutions: The Consultant shall execute and make recommendations regarding a reasonable quantity of substitutions of materials, products or equipment proposed by the Client's other Consultants or Contractors. The Consultant shall be compensated for an unreasonable amount of substitution requests, as well as any services required to modify and coordinate the Construction Documents prepared by the Consultant with those of the Consultant's sub-consultants and/or the Client's consultants resulting from substitutions, as Additional Services. The Consultant shall also be entitled to an adjustment in schedule caused by such Client-requested effort.

The Consultant shall not be responsible for a Client's directive or substitution, or for the Client's acceptance of non-conforming work, made or given without the Consultant's written approval.

Reproduction: This proposal assumes that the Client will be responsible for the printing/reproduction costs related to all Client review, Bidding or Negotiation, and Construction Documents Phases' plans and specifications.

Reimbursable Expenses: The following are in addition to design fees compensation and are expenses incurred by us directly related to providing design services for this Project.

Reimbursable Expenses are billed at cost plus 10% for processing and may include:

- Transportation and living expenses in connection with out of town travel.
- International long-distance communication.
- Fees paid for securing approval of authorities having jurisdiction over this project.
- If authorized in advance by the Client, expenses of overtime work requiring higher than standard hourly billing rates.
- Expense of reproductions, postage, couriers, handling and delivery of Instruments of Service borne directly by the Consultant.
- Expense of any additional insurance coverage or limits, including professional liability insurance, requested by the Client or Client in excess of the Consultant's standard limits.
- Testing equipment, rental fees, and costs of electrician/specialist to place, remove or investigate equipment or conditions of an existing installation.

Client Responsibilities: The Client shall provide information in a timely manner regarding requirements for and limitations to the Project.

The Client shall provide prompt written notice to the Consultant if the Client becomes aware of any fault or defect in the Project, including errors, omissions, or inconsistencies.

Termination of Services: This agreement may be terminated by the Client or the Consultant upon not less than seven (7) calendar days' written notice to the other party for the Client's or Consultant's convenience and without cause. In the event of termination, the Client shall pay the Consultant for all services rendered to the date of termination, reimbursable expenses, and reimbursable termination expenses.

If the Client fails to make payments to the Consultant in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at the Consultant's option, cause for suspension of performance of services under this Agreement. If the Consultant elects to suspend services, the Consultant shall give seven days' written notice to the Client before suspending services. In the event of a suspension of services, the Consultant shall have no liability to the Client for delay or damage caused to Client because of such suspension of services. Before resuming services, the Client shall pay the Consultant all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Consultant's services. The Consultant's fees for the remaining services and the time schedules shall be equitably adjusted.

If the Client suspends the Project, the Consultant shall be compensated for services performed prior to notice of such suspension. When the Project is resumed, the Consultant shall be compensated for expenses incurred in the interruption and resumption of the Consultant's services. The Consultant's fees for the remaining services and the time schedules shall be equitably adjusted.

If the Client suspends the Project for more than 90 cumulative days for reasons other than the fault of the Consultant, the Consultant may terminate this Agreement by giving not less than seven days' written notice.

Except as otherwise expressly provided herein, this Agreement shall terminate one year from the date of obtaining an electrical permit.

Claims and Disputes and Change Order Liability: At no point during the execution of this contract shall Landis consulting be liable for change order costs, with the exception of extra effort or expense associated with a legitimate, proven design error. Otherwise, all change orders shall be the responsibility of the Client, regardless of their magnitude relative to the base contract.

The Client and Consultant shall commence all claims and causes of action against the other and arising out of or related to this Agreement, whether in contract, tort, or otherwise, in accordance with the requirements of the binding dispute resolution method selected in this Agreement and within the period specified by applicable law, but in any case not more than 3 years after the date of substantial completion of the work.

The Consultant shall indemnify and hold the Client and Client's officers and employees harmless from damages, losses, and judgments arising from claims by third parties, including reasonable attorneys' fees and expenses recoverable under applicable law, but only to the extent they are caused by the negligent acts or omissions of the Consultant, its employees, and its consultants in the performance of professional services under this Agreement. The Consultant's obligation to indemnify and hold the Client and the Client's officers and employees harmless does not include a duty to defend.

Design Build Liability. Client will indemnify and hold harmless Landis Consulting for any and all claims, damages, allegations, and costs, including attorney's fees, arbitration and appeal, arising out of the design and installation of design/build systems.

Dispute Resolution: Any claims or disputes between the Client and Consultant arising out of this Agreement shall be submitted to non-binding mediation. Client and Consultant agree to include a similar mediation agreement with all contractors, subcontractors, sub-consultants, suppliers and fabricators, thereby providing for mediation as the primary method of dispute resolution among all parties. This agreement shall be governed by and in accordance with the laws of the State of Oregon, venue exclusively in Marion County, Oregon.

The Client and Consultant shall endeavor to resolve claims, disputes and other matters in question between them by mediation. A request for mediation shall be made in writing, delivered to the other party in this Agreement, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of a complaint or other appropriate demand for binding dispute resolution but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration proceeding is stayed pursuant to this section, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

The parties shall share the mediator's fee and any filing fees equally. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

Claims for Consequential Damages: The Client and Consultant waive consequential damages for claims, disputes and other matters in question arising out of or relating to this Agreement. This mutual waiver is also applicable, without limitation, to all consequential damages due to either party's termination.

Clientship of Instruments of Service: The Client acknowledges the Consultant's products of service, including electronic files, as instruments of professional service. Nevertheless, the final instruments of professional service prepared under this Agreement shall become the property of the Client upon completion of service and payment in full of all monies due to the Consultant. The Client shall not reuse or make any modifications to the instruments of professional service without prior written authorization of the Consultant. The Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Consultant, its officers, directors, employees and sub-consultants (collectively, Consultant) against any damages, liabilities or costs, including reasonable attorney's fees and defense costs, arising from or allegedly arising from or in any way connected with the unauthorized reuse or modification of the instruments of professional service by the Client or any person or entity that acquires or obtains the instruments of professional service from or through the Client without the written authorization of the Consultant.

Confidential Information: If the Client or Consultant receives information specifically designated as "confidential" or "business proprietary," the receiving party shall keep such information strictly confidential and shall not disclose it to any other person. The receiving party may disclose "confidential information" or "business proprietary information" after 7 days' notice to the other party, when required by law, arbitrator's order, or court order, including a subpoena or other form of compulsory legal process issued by a court or governmental entity, or to the extent such information is reasonably necessary for the receiving party to defend itself in any dispute. The receiving party may also disclose such information to its employees, consultants, or contractors in order to perform services or work solely and exclusively for the Project, provided these employees are, consultants, and contractors are subject to the restrictions on the disclosure.

Billings / Payments: Payments for services shall be made monthly. Payments are due and payable upon presentation of the Consultant's invoice. Amounts unpaid thirty days (30) after the invoice dates may bear interest at a rate of 5% per annum.

The Client shall not withhold amounts from the Consultant's compensation to impose a penalty or liquidated damages on the Consultant, or to offset sums requested by or paid to contractors for the cost of changes in the Work, unless the Consultant agrees or has been found liable for the amounts in a binding dispute resolution proceeding.

Professional Services Agreement: Landis Consulting requires and executed Professional Design Services Agreement be accomplished with the Client no later than the completion of Design Development Phase services or 50 % completion. This proposal is based on the execution of a modified AIA C401 Consultant Agreement or equivalent. Landis Consulting reserves the right to withhold any sealed documents until an executed Professional Design Services Agreement is in place on this Project.

Miscellaneous Provisions: The Client and Consultant, respectively, bind themselves, their agents, successors, assigns, and legal representatives to this Agreement. Neither the Client nor the Consultant shall assign this Agreement without the written consent of the other.

Nothing in this Agreement shall create a contractual relationship with, or cause of action in favor of, a third party against either the Consultant or Client.

This Agreement shall be governed by the law of the place where the Project is located, excluding that jurisdiction's choice of law rules.

The invalidity of any provision of this Agreement shall not invalidate the Agreement or its remaining provisions. If it is determined that any provision of the Agreement violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Agreement shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing this Agreement.

The Consultant shall have the right to include photographic or artistic representations of the design of the Project among the Consultant's promotional and professional materials. The Consultant shall be given reasonable access to the completed Project to make such representations. However, the promotional materials shall not include the Client's confidential or proprietary information.

END ATTACHMENT A; TERMS AND CONDITIONS

ATTACHMENT "B"
ELECTRICAL SCOPE OF SERVICES

This attachment defines our proposed Electrical Engineering & Consulting Scope, Process and Deliverables. Refer to the fee proposal cover letter and other attachments for additional information.

Scope is included in this Proposal for each Phase of design and construction:

ELECTRICAL CONSULTING PROCESS AND DELIVERABLES

The above Scope will be addressed during each Design Phase and shall include deliverables as follows:

50% Design

- Review and confirmation of design development documentation and Owner's program, budget and schedule
- Major equipment placement / coordination and preliminary circuiting
- Coordination of major electrical equipment and raceway locations and routing
- Design development meetings / site visits (as outlined in our cover letter)
- Value analysis / value engineering

100% Construction Documents

- Review and confirmation of design development documentation and Owner's program, budget and schedule
- Complete layout and circuitry of all electrical equipment
- Major electrical conduit/conductor schedules and panel schedules
- Application of standard or custom details as required
- Coordination of electrical systems with the other disciplines
- Construction document meetings / site visits (as outlines in our cover letter)
- Stamping of final documents by a Professional Engineer currently licensed in the State of Oregon
- Responses to reviewing agency comments as required

Bidding

- Not included – does not apply

Construction Administration

- Review of product submittal data
- Response to requests for information (RFI's)

- Site visits as outlined in our proposal document

Post Construction

- Not Included

ELECTRICAL CONSULTING ASSUMPTIONS, OPTIONAL SERVICES AND EXCLUSIONS

Assumptions

Unless otherwise in this proposal, Landis Consulting has assumed the following:

- Meetings where attendance by Landis Consulting personnel is required will be as noted in cover letter.
- Specifications not included
- This Project is not pursuing LEED® certification or any other sustainability-related goal that impacts the design.

Optional Services

Additional services may be provided for additional fee and may include, but not limited to the following items:

- Life cycle cost analysis
- Coordination with multiple equipment manufacturers for the same item
- Owner training
- Arc flash analysis and coordination study
- LiDAR 3D building scanning
- One-year warranty walk-through on site
- Pre-Con meetings / site visits unless specifically outlined in our cover letter

Exclusions

Any Electrical Engineering Scope, Process and Deliverables not mentioned in this attachment shall be Additional Services and may be pursuant to Attachment A; Terms and Conditions.

HOURLY RATES OF PROFESSIONAL SERVICES

Landis Consulting's hourly billing rates are:

Principal	\$ 220 / hour
Senior Project Manager	\$ 180 / hour
Electrical Engineer III.....	\$ 150 / hour
Electrical Engineer II.....	\$ 135 / hour
Designer	\$ 115 / hour
CAD / BIM.....	\$ 110 / hour
Clerical.....	\$ 85 / hour
Mileage	@ current IRS rate

END ATTACHMENT B; ELECTRICAL SCOPE OF SERVICES

ATTACHMENT "C"
ELECTRONIC DOCUMENT REQUIREMENTS

This proposal is based upon producing and receiving electronic drawing files for the project in the latest version of AutoCAD or Revit. It is also based upon the following assumptions:

- Landis Consulting will be provided with Architectural backgrounds by the Owner and necessary background information by the other design team members
- Backgrounds are to be provided with visibility of architectural annotation layers and / or elements controllable separate from the background elements
- Landis Consulting may provide the construction contractor(s) with drawing files to support their completion of as-built documents
- Drawings shall be electronically stamped and signed if allowed by the authority having jurisdiction

While the following services may be provided, they are not included in this proposal:

- Changing versions of AutoCAD or REVIT during the project
- Using non-Landis Consulting Standards including, but not limited to, fonts, symbols or layering
- Converting drawings during or at the end of the Project to a different version, format or standard

If the electronic document and drawing requirements of this Project differ from the above assumptions and understandings, Landis Consulting can update their Scope of Work and fees to match the requirements.

END OF ATTACHMENT C; ELECTRONIC DOCUMENT REQUIREMENTS

7182601 - WTP and Raw Water Generators

Tasks

Landis Consulting

Electrical & Control Engineering Services		Principal Engineer	Senior Project Manager	Lead CAD Technician	Expenses	Total Task Hours	Total Task Amount
Task 1	50% Design						
1.1	Initial Scope	4	0	0	\$0.00	4	\$880.00
1.2	Management	12	4	0	\$0.00	16	\$3,360.00
1.3	Design Team Meetings (Virtual)	6	8	0	\$0.00	14	\$2,760.00
1.4	Site Visit, as-built review	8	10	0	\$0.00	18	\$3,560.00
1.5	Review Generator and Service Calculations	2	4	0	\$0.00	6	\$1,160.00
1.6	Shut Down Sequencing	2	4	0	\$0.00	6	\$1,160.00
1.7	One Line, Site Plan, Floor Plans WTP	4	16	24	\$0.00	44	\$6,400.00
1.8	One Line, Site Plan, Floor Plans Raw Water	4	16	24	\$0.00	44	\$6,400.00
1.9	Review Subconsultant Deliverables	4	4	0	\$0.00	8	\$1,600.00
1.10		0	0	0	\$0.00	0	\$0.00
Task 1 50% Design Subtotal		46	66	48	\$0.00	160	\$27,280.00
Task 2	100% Design						
2.1	Management	12	4	0	\$0.00	16	\$3,360.00
2.2	Owner Comments	0	8	0	\$0.00	8	\$1,440.00
2.3	Final WTP Drawings	0	16	24	\$0.00	40	\$5,520.00
2.4	Final Raw Water Drawings	0	16	24	\$0.00	40	\$5,520.00
2.5	QAQC	6	4	12	\$0.00	22	\$3,360.00
2.6	Design Team Meetings (Virtual)	6	8	0	\$0.00	14	\$2,760.00
2.7	Grant assistance and responses	16	0	0	\$0.00	16	\$3,520.00
2.8	Plan Review responses	1	2	4	\$0.00	7	\$1,020.00
2.9	Review Subconsultant Deliverables	8	4	0	\$0.00	12	\$2,480.00
2.10		0	0	0	\$0.00	0	\$0.00
Task 2 100% Design Subtotal		49	62	64	\$0.00	175	\$28,980.00
Task 3	Construction Services (CD)						
3.1	Submittals	2	6	0	\$0.00	8	\$1,520.00
3.2	RFIs	4	16	0	\$0.00	20	\$3,760.00
3.3	Intermediate Punch List	0	8	0	\$0.00	8	\$1,440.00
3.4	Final Punch	0	10	0	\$0.00	10	\$1,800.00
3.5	Management	6	0	0	\$0.00	6	\$1,320.00
3.6		0	0	0	\$0.00	0	\$0.00
Task 3 Construction Services (CD) Subtotal		12	40	0	\$0.00	52	\$9,840.00
Task 4	Westech						
4.1	Fee	0	0	0	\$34,000.00	0	\$34,000.00
4.2		0	0	0	\$0.00	0	\$0.00
Task 4 Westech Subtotal		0	0	0	\$34,000.00	0	\$34,000.00
Task 5	SWCA						
5.1	Fee	0	0	0	\$28,618.00	0	\$28,618.00
5.2		0	0	0	\$0.00	0	\$0.00
Task 5 SWCA Subtotal		0	0	0	\$28,618.00	0	\$28,618.00
Total Hours		107	168	112	\$62,618.00	387	\$128,718.00
Hourly Rates		\$220.00	\$180.00	\$110.00			
Total Labor Estimate		\$23,540.00	\$30,240.00	\$12,320.00			\$66,100.00
Total Expenses Estimate					\$62,618.00		\$62,618.00
Total Project Estimate							\$128,718.00

July 9, 2026

Mr. Benjamin Perry, PE
President
Landis Consulting
6446 Fairway Ave. SE, Suite 220
Salem, OR 97306

RE: Sweet Home Water Treatment Plant Generator Project – Civil Design Proposal

Dear Ben,

We understand the City of Sweethome is planning to improve the auxiliary power system at their water treatment plant. Landis Consulting will be the lead consultant and has requested assistance from Westech for the design of civil and structural components of the project. We are prepared to assist you with the project by providing the design services described below.

The remainder of this proposal is divided into the following sections.

- Background Information
- Scope of Work
- Fee Schedule

BACKGROUND INFORMATION

The proposed improvements include the addition of two new generator systems. One to backup water treatment facility loads, and a second to backup the intake pump station loads. Westech will provide the civil and structural design for generator slabs and the associated civil sitework. The civil improvements will be limited to the area around the generator, and along conduit alignments. Based on the information provided, we assume no improvements are required for asphalt or concrete flatwork, such as sidewalks or ramps. We also assume that no changes to existing surfacing will be made other than to construct the slabs, make grade adjustments and potentially add a retaining wall, (i.e. effected surfacing will be replaced to match existing conditions). We understand the generators will be approximately 750 kW and 125 kW. Both generators will require seismic anchor design. Westech will provide the design drawings on a title block provided by Landis Consulting. At the present time, our intent is to provide all specifications with the drawings so that no civil specifications will be required.

SCOPE OF WORK

Our proposed scope of work includes the following tasks. Please note that we have not included bidding or construction services. Our proposed scope of work is for the design phase of the project only. If needed, bidding and construction services can be provided as a separate work effort.

The proposal assumes the front-end bidding documents for the project (e.g., Bidding Procedures, Construction Agreements, General Conditions, etc.) will be prepared by others. The proposal excludes landscape design, land use applications or assistance, permitting assistance and O&M manuals.

Task 1: Topographic Survey - Task 1 includes the preparation of a topographic survey for the project area. The survey will be used to document existing conditions and will be used as the basis for the preparation of the civil plans. The surveyor will notify a facility representative in advance of locating utilities and surveying. Utilities will be located

and marked on the ground in advance of the survey. The topographic survey will be based on assumed horizontal and vertical datums and will therefore not be georeferenced. The survey will be prepared by Barker Surveying.

Task 2: Civil & Structural Design Documents - This task includes the preparation of the civil design drawings which will include an existing conditions/demolition/erosion control plan, a civil site improvement plan, generator slab plan, sections, and civil details. At this time, we intend to list all relevant specification information on the drawings and do not anticipate the need for any civil technical specifications. In addition to the design drawings, our anticipated deliverables will include a cost estimate and structural calculations for each equipment slab. Our proposed fee is based on one set of revisions only. Therefore, we anticipate two rounds of submittals which include draft and final documents. Structural calculations will be prepared by MSC Engineers.

FEE SCHEDULE

We propose to complete the Scope of Work on a time and materials basis for the total estimated not-to-exceed fees listed below. A copy of our standard service agreement is attached. If acceptable, please sign & date, and return a copy to our office.

Scope of Work	Estimated Fee
Task 1: Topographic Survey	\$ 7,500.00
Task 2: Civil & Structural Design Documents	\$ 26,500.00
Total	\$ 34,000.00

ASSUMPTIONS

This proposal assumes there are no underground utilities that would preclude placing the generators in the general vicinities discussed at the scope review meeting on 6/30/23 with Landis, TAG, and the City of Sweet Home.

Thank you for the opportunity to prepare this proposal. If you have any questions or need additional information, please contact us.

Sincerely,

WESTECH ENGINEERING, INC.



Andrew A. Tweet, PE
Project Manager

aat



ENVIRONMENTAL CONSULTANTS

Sound Science. Creative Solutions.®

1800 NW Upshur Street, Suite 100
Portland, Oregon 97209
Tel 503.224.0333 Fax 503.224.0229
www.swca.com

August 19, 2026

Ben Perry, President
Landis Consulting
6446 Fairway Ave SE, Suite 220
Salem, OR 97306
Submitted via email: ben_perry@landisconsulting.com

Re: Sweet Home Generator Project

Dear Ben Perry:

SWCA Environmental Consultants appreciates the opportunity to provide you with our scope of work and cost estimate for environmental services for the proposed Sweet Home Generator Project (project) in Sweet Home, Oregon.

The cost to complete these tasks, as described in the attached scope of work, is a time and materials budget estimate of \$28,618. This estimate is based on the current understanding of project scope and available information and is valid for 90 days from the date of this proposal. Additional services requested beyond the scope described herein may require authorization of additional budget. This scope assumes a streamlined environmental review process with limited anticipated environmental constraints based on current project understanding.

Thank you for the opportunity to support Landis Consulting and the City of Sweet Home on this project. If you have any questions regarding this scope of work or would like to discuss revisions to the proposed approach or budget, please contact me at Leyla.Arsan@swca.com or 907-921-5907. We look forward to working with your team on this effort.

Sincerely,

A handwritten signature in black ink, appearing to read "Leyla", written over a light gray rectangular background.

Leyla Arsan
Principal Environmental Planning Team Lead

SCOPE OF WORK

The City of Sweet Home proposes to install two generators at the Water Treatment Plant located at 1500 47th Ave in Sweet Home. The generators would be installed in previously disturbed areas (areas with existing pavement or mowed grass). It is SWCA's understanding that the project will require preparation of an environmental report for the U.S. Economic Development Administration (EDA) to document environmental clearances. This scope of work covers the following tasks in support EDA's environmental review process: 1) desktop review of the project site; 2) site reconnaissance and documentation of existing conditions; and, 3) completion of the environmental report.

TASK 1. DESKTOP REVIEW

SWCA will conduct a desktop-level review of available environmental resource information for the two proposed generator locations. SWCA assumes that the two proposed generator locations would collectively encompass approximately 0.5 acres or less and are generally located within existing disturbed areas near the City of Sweet Home's existing water treatment facility. Results of desktop review will be used to inform the site reconnaissance surveys under Task 2 by identifying specific resources or site conditions that warrant field verification.

Desktop review will include, but is not limited to, evaluation of:

- Federal Emergency Management Agency (FEMA) floodplain mapping
- National Wetlands Inventory and National Hydrography Dataset mapping
- U.S. Fish and Wildlife Service, Oregon Department of Fish and Wildlife, and Oregon Department of Agriculture data concerning federal and state-listed species and designated critical habitat
- Oregon Biodiversity Information Center data for special status species
- Existing land use, zoning, and aerial imagery
- Oregon Department of Environmental Quality data concerning hazardous materials and contaminated sites
- Cultural resources data from the Oregon State Historic Preservation Officer (SHPO) and other readily available data sources
- Applicable environmental compliance and permitting considerations

SWCA will coordinate with Landis and the City of Sweet Home as needed to obtain available project information, including conceptual design information, project description details, and anticipated construction sequencing. The desktop review will rely on publicly available and readily accessible resource information unless additional datasets are provided by the client. Results of desktop review will be incorporated into project documents wherever applicable, including the existing conditions memorandum under Task 2 and/or the environmental report under Task 3.

Cost to complete Task 1: \$5,854

TASK 2. SITE RECONNAISSANCE AND EXISTING CONDITIONS DOCUMENTATION

SWCA will conduct a site reconnaissance visit to verify results of desktop analysis and document existing conditions at the two proposed generator locations. SWCA assumes that the two proposed generator locations would collectively encompass approximately 0.5 acres or less and are generally located within existing disturbed areas 1) southwest of the existing lagoon facility, and 2) adjacent to the raw water station building north of the railroad tracks near the South Santiam River.

It is estimated that it will take 1 day (including travel time) for two qualified biologists to conduct the survey and document current land use, vegetation and habitat characteristics, potential indicators of wetlands or waters, and general environmental setting. Representative site photographs will be collected during the field review.

The reconnaissance-level field survey is intended to supplement and corroborate desktop findings and confirm the absence of sensitive resources through visual observations and limited data collection. This task does not include protocol-level biological surveys, comprehensive field mapping, or formal wetland delineation. SWCA will prepare a brief site conditions memorandum summarizing observations and documenting existing conditions. The memorandum and photo log will be included as an attachment to the environmental report.

DELIVERABLES:

- Site reconnaissance
- Site photographs and photo log
- Draft and Final Existing Conditions Memorandum

Cost to complete Task 2: \$7,968

TASK 3. ENVIRONMENTAL REPORT

SWCA will prepare a draft environmental report in support of the project's federal funding application with EDA and their associated environmental review process. The report will be prepared using the EDA's current environmental narrative template available on the agency's website.

The environmental report will include the following information, as required by EDA:

- Project description, including purpose and need, proposed construction activities, and alternatives considered.
- Description of known historic or archaeological resources that could be affected
- Description of the affected environment and environmental impacts for various resources
- List of proposed avoidance or mitigation measures, if applicable.

The environmental report will be prepared based on information collected under Task 1 and 2. The existing conditions memorandum will be attached to the environmental report for EDA review.

SWCA will submit one draft of the environmental report for client review, incorporate one round of consolidated comments, and provide a final environmental report suitable for inclusion in the grant application package.

DELIVERABLES:

- Draft and Final Environmental Report

Cost to complete Task 3: \$14,566

COST ESTIMATE AND ASSUMPTIONS

Based on thoughtful consideration of the project requirements and a thorough estimate of the required labor and direct costs, SWCA proposes a time-and-materials budget, not to exceed without client approval, \$28,618 to complete the project as presented in the table below. To accommodate project changes and scheduling, it is assumed that SWCA will be able to use the overall project funding and not be held to phase and task limits so long as the overall

budget is not exceeded. Rates are subject to a 3% increase no more than once every 12 months should the project extend beyond September 1, 2027. This cost estimate is valid for ninety (90) days from the date of the proposal.

Table 1. Cost Estimate

TASK	LABOR \$	EXPENSES \$	TIME AND MATERIALS TOTAL \$
Task 1. Desktop Review	\$5,854	\$230	\$6,084
Task 2. Site Reconnaissance and Existing Conditions Documentation	\$7,613	\$345	\$7,968
Task 3. Environmental Report	\$14,566	\$0	\$14,566
PROJECT TOTAL	\$28,033	\$585	\$28,618

ASSUMPTIONS

- Landis and/or the City of Sweet Home will provide adequate project description information, conceptual site plans, and construction details sufficient to support preparation of the environmental report.
- Total contract duration is assumed to be approximately six months to accommodate project coordination and client review schedules. This schedule assumes timely receipt of project information, consolidated client comments, and requested review materials.
- SWCA will provide a draft existing conditions memorandum within approximately four weeks of Notice to Proceed and receipt of project area shapefiles identifying the study area for surveys.
- SWCA will provide a draft environmental report within approximately four weeks of receipt of a complete project description containing sufficient details to meet EDA requirements for the environmental narrative.
- All deliverables will be provided electronically; no hard copies will be provided.
- SWCA assumes one round of consolidated review comments on draft deliverables under Task 2 and 3.
- Proposed work areas are located within previously disturbed utility facility areas.
- SWCA will use publicly available mapping and resource databases unless additional project-specific datasets are provided by the client.
- Cultural resources support is limited to a desktop review of Oregon SHPO records and other readily available data sources. No archaeological field survey, subsurface testing, or site recordation is included in this scope.
- SWCA will be able to complete the cultural resources desktop review using electronically available resources, and no in-person file searches will be required.
- No known historic properties or cultural resources are anticipated within the proposed disturbance footprints based on preliminary understanding of the sites. No cultural resource surveys will be required.
- No historic architectural survey, built environment inventory, or National Register eligibility evaluations are included in this scope.
- No preparation of SHPO submittals, Section 106 consultation materials, Tribal consultation support, or agency coordination related to cultural resources is included in this scope.
- SWCA assumes the proposed generator locations are within previously disturbed utility facility areas and that intact archaeological resources are not anticipated within the proposed disturbance footprints
- Changes to the project footprint, construction limits, or depth of excavation may require additional cultural resources review and are not included in this scope.
- Jurisdictional wetlands or waters are not anticipated within the proposed generator footprints.

- Mapped FEMA floodplain impacts are not anticipated within the proposed generator footprints.
- Based on current understanding of site conditions, suitable habitat for federally listed species is not anticipated within the immediate project disturbance areas.
- SWCA assumes no formal agency consultation with the U.S. Fish and Wildlife Service, National Marine Fisheries Service, SHPO, Tribes, FEMA, or the U.S. Army Corps of Engineers will be required under this scope of work.