

Scope of Services

ENGINEER will provide the following services to OWNER.

Design Services

1. Project Management

- a. Conduct an in-person project management and kickoff meeting to discuss project scope.
- b. Attend and facilitate up to three in-person design review meetings with OWNER.
- c. Attend and facilitate up to six virtual meetings to discuss design concepts and layouts for the lift station and force main.

2. Stakeholder Communication

- a. Communicate and meet with utility providers to incorporate existing utilities and planned utility relocations into the drawings and specifications.
- b. Communicate with trenchless and temporary soil retention specialty contractors to assist in design development and opinions of probable cost.
- c. Communicate and meet with Canadian Pacific Railway (CPR) while designing the crossing at the railroad to facilitate permit acquisition. Prepare up to two drawing and specifications submittals for CPR to review related to work through CPR right-of-way. Incorporate CPR requirements into the bidding documents.
- d. Submit drawings and technical specifications to the Wisconsin Department of Natural Resources (WDNR) Clean Water Fund (CWF) for approval and assist OWNER in responding to comments and questions. Assist OWNER with an application to the WDNR's CWF Program to apply for funding.
- e. Prepare and submit the following permit applications. OWNER shall pay all permit fees.
 - (1) WDNR municipal sewage collection system for lift stations and force mains.
 - (2) WDNR National Pollutant Discharge Elimination System (NPDES) Permit.
 - (3) CPR Utility Occupancy License.
 - (4) Jefferson County Utility Permit.
 - (5) Jefferson County Work in Right-of-Way Permit.

3. Topographic Survey and Easement Acquisition

- a. Perform topographic survey of the project corridor (approximately 8200 lineal feet x 100 feet wide), including marked underground utilities, and property irons as necessary to establish rights-of-way.
- b. Perform structure inventory of approximately 70 existing utility structures. No confined space entry is planned.
- c. Assist OWNER in obtaining up to three temporary easements for construction.

4. Lift Station and Force Main Design

- a. Assist OWNER with procuring geotechnical services for soil borings and a geotechnical report for the project. OWNER shall contract directly with geotechnical firm.
- b. Prepare drawings and specifications for the construction of a new lift station as described in ENGINEER's report titled "Allerman and Concord Heights Lift Stations and Force Main Preliminary Engineering Report" dated June 2025. The proposed lift station consists of a 360 gallon-per-minute submersible-type lift station with a precast concrete wet well and valve vault, electrical controls, standby generator, and miscellaneous site improvements.
- c. Prepare drawings and specifications for the construction of approximately 7,900 linear feet of force main piping, including:
 - (1) Existing utility abandonments, pavement/structure removals, and demolition of existing facilities.
 - (2) Trenchless construction of force main.
 - (3) Construction staging and temporary traffic control.
 - (4) Force main plan and profiles.
 - (5) Force main connections, valving, and air release structure details.
 - (6) Restoration of pavements and turf areas.
 - (7) Spot storm sewer, water main, and sanitary sewer relocations required for force main construction.
 - (8) Erosion control.
- d. Submit 30, 60, and 90 percent documents to OWNER and meet in person to discuss design concepts and layouts for the lift station and force main. Incorporate OWNER comments, as appropriate, into the design.
- e. Prepare opinions of probable construction cost at the 30 percent, 60 percent, and 90 percent levels of completion.

Contract Documents and Bidding-Related Services

1. Prepare final Contract Documents consisting of the following:
 - a. Construction drawings using AutoCAD on 22-inch by 34-inch plan sheets.
 - b. Specifications which shall include Bidding Documents, Engineers Joint Contract Documents Committee C-700 Standard General Conditions of the Construction Contract, 2018 edition and technical specifications.
 - c. Provide appendices which shall be included with the Bidding Documents but will not be part of the Contract Documents. Appendices shall include drawings related to physical conditions at the site, and explorations and tests of subsurface conditions
2. Provide the following bidding-related services:
 - a. Prepare and distribute Bidding Documents electronically through QuestCDN, available at www.strand.com and www.questcdn.com.
 - b. Prepare addenda and answer questions during bidding.
 - c. Review bid results and assist OWNER in the award of the Construction Contract.

OWNER's Responsibilities

OWNER shall be responsible for assisting ENGINEER with railroad coordination, including obtaining access to the railroad R/W if necessary and compensating ENGINEER for fees associated with railroad access or railroad insurance.

Compensation

OWNER shall compensate ENGINEER for Services under this Task Order on an hourly rate basis plus expenses an estimated fee of \$360,000.

Schedule

Services will begin on July 1, 2025. Services are scheduled for completion on December 31, 2026.