



**Strand Associates, Inc.<sup>®</sup>**  
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Task Order No. 25-07  
City of Whitewater, Wisconsin (OWNER)  
and Strand Associates, Inc.<sup>®</sup> (ENGINEER)  
Pursuant to Agreement for Technical Services dated December 30, 2020

## **Project Information**

Project Name: Fire Department Training Facility

Services Description: Preliminary design, final design, and bidding-related services for design of an approximate two-acre site consisting of foundations for a modular shipping container fire training facility, a storage/dumpster enclosure, water service from water main to a fire hydrant within 50 feet of the fire training facility, site grading, stormwater conveyance, finished surface (asphalt or concrete), and access aprons to the adjacent streets. It is understood that the development of this site may need to be completed in phases as funding becomes available.

## **Scope of Services**

ENGINEER will provide the following services to OWNER.

### Preliminary Design Services

1. Attend a project kickoff meeting with OWNER to review the general layout and project details.
2. Request underground utility marking and perform topographic survey of the approximately two-acre project site.
3. Assist OWNER with procuring geotechnical services for soil borings and geotechnical report for the project. OWNER shall contract directly with the geotechnical firm.
4. Review State of Wisconsin's and OWNER's codes and standards applicable to the project.
5. Communicate with OWNER's fire training facility designer to obtain design loading for the foundations to be designed by ENGINEER. It is anticipated that vertical loads will be provided by the fire training facility designer and that lateral loads will be developed by ENGINEER.
6. Prepare and provide preliminary (approximately 50 percent completion) site and foundation drawings for OWNER's review based on the concept plan prepared and provided by OWNER.
7. Participate in one virtual meeting with OWNER to review the preliminary drawings. Prepare and provide meeting minutes and an action item list.
8. Revise preliminary drawings in accordance with comments received from OWNER, as appropriate.

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9. Prepare a preliminary opinion of probable construction cost (OPCC).

#### Final Design Services

1. Prepare Bidding Documents using Engineers Joint Contract Documents Committee C-700 Standard General Conditions of the Construction Contract, 2018 edition, technical specifications, and engineering drawings in AutoCAD Civil 3D 2020 format.
  - a. Site, utility (water main and fire hydrant), and stormwater drawings and specifications with stormwater design in accordance with State of Wisconsin and OWNER's stormwater standards.
  - b. Structural foundation drawings and specifications.
  - c. Fire training facility information shall be provided by OWNER's fire training facility designer for inclusion in ENGINEER's Bidding Documents.
2. Prepare final OPCC.
3. Participate in one virtual meeting with OWNER to review the Bidding Documents and OPCC. Revise Bidding Documents in accordance with comments received from OWNER, as appropriate.
4. Submit final Bidding Documents sealed by a registered engineer to the State of Wisconsin Department of Safety and Professional Services, if needed, and to OWNER. ENGINEER's compensation includes an allowance of up to \$1,000 in building plan review fees. OWNER shall compensate ENGINEER for the actual plan review fees. OWNER's fire training facility designer shall seal its design documents.
5. Assist OWNER in preparing and submitting for stormwater and erosion control permits for construction of the project, including the anticipated Notice of Intent permit coverage and the City of Whitewater Stormwater and Erosion Control Permit.

#### Bidding Related Services

1. Distribute Bidding Documents electronically through QuestCDN, available at [www.strand.com](http://www.strand.com) and [www.questcdn.com](http://www.questcdn.com). Submit Advertisement to Bid to OWNER for publishing.
2. Prepare addenda and answer questions during bidding.
3. Conduct electronic bid opening through QuestCDN. Tabulate and analyze bid results and assist OWNER in the award of the Construction Contract.
4. Prepare two sets of Contract Documents for signature.

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### Service Elements Not Included

In addition to those listed in the associated Agreement for Technical Services, the following service elements are not included in this Task Order. If requested, they may be provided through an amendment to this Task Order or under a separate task order with OWNER.

1. Electrical; Communications; Fire Protection; Plumbing; Heating, Ventilation, and Air Conditioning (HVAC); and Architectural Services: Electrical, communications, fire protection, plumbing, HVAC, and architectural design services are not included in this Task Order.

### Compensation

OWNER shall compensate ENGINEER for Services under this Task Order on an hourly rate basis plus expenses an estimated fee of \$44,500.

### Schedule

Services will begin upon execution of this Task Order, which is anticipated the week of April 14, 2025. Services are scheduled for completion on October 31, 2025.

### TASK ORDER AUTHORIZATION AND ACCEPTANCE:

ENGINEER:

OWNER:

STRAND ASSOCIATES, INC.®

CITY OF WHITEWATER, WISCONSIN

\_\_\_\_\_  
Joseph M. Bunker  
Corporate Secretary

\_\_\_\_\_  
Date

\_\_\_\_\_  
Ryan Dion  
Assistant Fire Chief

\_\_\_\_\_  
Date