

EXHIBIT A

MISSOULA WRRF – PRIMARY INFLUENT LIFT PUMP REPLACEMENT

Scope and Fee Letter

Prepared By

Morrison-Maierle

Helena Office
1 Engineering Place
Helena, MT 59602



September 7, 2022

City of Missoula - WRRF
Attn: Gene Connell
1100 Clark Fork Lane
Missoula, MT 59808

RE: Primary Effluent Lift Pump Replacement

Scope and Fee Proposal Letter

Dear Gene:

Thank you for the opportunity to provide you with scope and fee proposal information for the following services:

- Primary Effluent Lift Pump #6 Replacement – Design and DEQ Submittal, bidding and construction services

The project involves replacement of the existing jockey pump in the primary effluent lift station with a larger pump identical to the other pumps. Pump replacement includes pump base, connecting piping and fittings, VFD and electrical.

SCOPE OF SERVICES AND FEE ASSUMPTIONS/LIMITATIONS

Our engineering services are based on the following anticipated scope of services:

TASK 1

- Project Management:
 - This task supports all tasks listed below. It includes coordination with WRRF staff, management of activities within budgets and monitoring project progress, and invoicing of services with progress descriptions

TASK 2

- Design Services:
 - Basis of Design: Prepare a design report that will describe the basis of design, as well as the new pump design and appurtenant systems. Include one site visit prior to starting design to determine exact existing conditions.
 - Drawings: Create project drawings, including mechanical and electrical aspects. No separate specification documents will be prepared but specification text will be incorporated into the drawings.
 - Submit the design report and drawings to the Montana Department of Environmental Quality (DEQ) SRF Program for review and approval.
 - Prepare construction cost estimate.

TASK 3

- Construction Services:
 - Prepare bid documents.
 - Administer the construction contract, submittal review, and address contractor questions.
 - Provide part-time construction observation consisting of 20 hours. Startup services will include one site visit of 8 hours by project engineer.
 - Prepare record drawings and submit to MDEQ along with project certification.

Deliverables

- Design Report and Construction Drawings
- Bid documents, if needed
- Record Drawings & MDEQ Certification

City Responsibilities

- Provide information on the existing pump installation as needed.
- Review the design report and drawings.
- Procure the pump equipment.
- DEQ Review fee.
- Advertise for bids.
- Hire and oversee electrical contractor for electrical work.
- Coordinate SCADA integration as needed.
- Provide part time construction observation.

Schedule/Duration

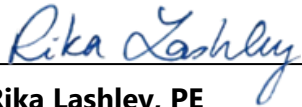
- Start: Upon execution of contract
- Design Completion: 8 weeks from onsite kick-off meeting

Fee

- \$28,510 – see attached fee estimate for detail.

Once we receive your approval of this proposal, we will work with City staff to set up a contract for this work. If you have any questions or comments, please do not hesitate to call.

Sincerely,

 Morrison
Maierle

Rika Lashley, PE
Project Manager

**MORRISON - MAIERLE
FEE ESTIMATE**

**City of Missoula WWTP - PEL Pump Replacement
September 2022**

Major Work Item	Project Engineer	Senior Engineer	Electrical Engineer	Engineer Intern	Drafter	Admin	Total Hours	Labor Cost
Task 1 - Project Management								
Communication & Oversight, Invoicing	4						4	\$ 636
QA/QC		6					6	\$ 1,200
Task 2 - Design								
Design Report and DEQ Submittal	28		2		6	2	38	\$ 5,830
Drawings	12		6		32		50	\$ 7,236
Task 3 - Bidding and Construction								
Preparation of Bid Docs/Advertisement	6				4		10	\$ 1,470
Contract Administration	8							\$ 1,272
Address Contractor Questions	8							\$ 1,272
Observation and Startup	8		2	20			30	\$ 4,232
Record Dwgs, DEQ Certification	8				8		16	\$ 2,304
Total Labor	82	6	10	20	50	2	170	\$ 25,460
Direct Expenses	Units	Quatity	Unit Cost		Expense Cost			
Vehicle Mileage	miles	504	\$ 0.665		\$ 335			
Meals	Each	2	\$ 20.00		\$ 40			
Reproduction, Misc. Materials	Lump Sum	1	\$ 100.00		\$ 100			
Total Direct Expenses					\$ 475			
Additional Services (Only to be Used with Authorization)								Cost
Additional Services								\$ 2,550
Total Additional Services								\$ 2,550
Summary	Cost	Expense Factor		Ceiling Cost				
		5.00%						
Labor	\$ 25,460			\$ 25,460				
Direct Expenses	\$ 475			\$ 500				
Additional Services	\$ 2,550			\$ 2,550				
TOTAL								\$ 28,510

Notes:

1. Fee does not include full-time construction services. Included are three 3-hour visits plus presence during startup.
2. Fee includes two trips from Helena.
3. The additional services amount is for unforeseen occurrences and may only be used with authorization.
4. City is responsible for DEQ review fee.