



Exhibit A

Consulting Scope of Services & Cost Estimate

PROJECT NAME:			Missoula Water - Mount & 14th Street Water Main Replacement - Amendment #1				\$70	\$95	\$95	\$105	\$135	\$150	\$150	\$115	DATE:	February 17, 2021	
100 Series - Preliminary Project Assessment and Planning							Admin	CAD	Technician	Production	Project Manager	Senior Staff		Survey Crew	Consulting Cost Estimate		
Item No.	Description	Scope		Lead Drafter	EI/Other	PE/EI	PE	PE	PLS	1-Man	IMEG Services	Direct Expenses	Agency Review Fees				
100	Project Management	IMEG project meetings, schedule, and project coordination associated with this portion of work.					2				\$ 270.00						
107	Pre-Design Meetings and Existing As-Built/Ditch Card Research	Project Manager and select team members will meet with the Client to discuss project goals and project coordination. Initial meeting with Missoula Water to review existing as-builts and discuss project options. Assumes one meetings total during the preliminary schematic phase for this project. Assumes meetings will take place once field survey and site vists have been completed.				5	2				\$ 795.00						
119	Review Right-of-Way, Plats & COS's	Previously completed for project. No budget provided.									\$ -						
197	Preliminary Alignment Review - Stage 2	Based on the information gained through the initial feasibility tasks and field work, IMEG will prepare a preliminary alignment of the water main replacement. IMEG will submit preliminary alignment to Missoula Water for review/comment as part of the Stage 2 submittal process.				8	3				\$ 1,245.00						
Series 100 Total							0	0	0	13	7	0	0	0	\$ 2,310.00	\$ -	\$ -
200 Series - Field Work & Surveying - Previously Completed																	
500 Series - MDEQ: Applications, Sewer Designs; Water Designs; Subdivision Drainage Design							Admin	CAD	Technician	Production	Project Manager	Senior Staff		Survey Crew	IMEG Services	Direct Expenses	Agency Review Fees
500	Project Management	IMEG project meetings, schedule, and project coordination associated with this portion of work.					3				\$ 405.00						
575	DEQ 1 Water System, Report - Exhibits	Develop the water system collection maps for this vicinity and gather hydrant test data. Assumes that Missoula Water will provide the hydrant test data to IMEG if needed.			2						\$ 190.00						
577	DEQ 1 Water System, Report - Produce	Given that the involved parties are familiar with this type of water main replacement work, the MDEQ Certified Checklist for water mains will be used. This checklist requires a thorough review of the plans against MDEQ's Circular DEQ-1 for compliance. In addition, a simple design report will be prepared in accordance with Circular DEQ-1. This includes getting certification from the Client that they will retain a PE to certify the improvements and review by the governing body's Engineering staff for the main plans. Assumes no deviation requests			8	2	1				\$ 1,105.00						
580	DEQ 1 Water System, Construction Plans	Complete Construction Plans will be prepared depicting plan and profile of the water main replacement for the following areas: 14th Street under the railroad tracks, approximately 70' which will be bored and Mount Ave from Woodford Ave moving east past the Brooks Street intersection, approximately 620'. The plans will include water main with valves, bends, blow-off, services, and fire hydrant. Includes one solicitation of preliminary review from system Owner. Assumes up to three sheets will be required for plan and profile.		24		6	2				\$ 3,180.00						
582	DEQ 1 Water System, Construction Plans - Details	Prepare cover sheet and up to two detail sheets including service table information and typical details for water main construction. Additional coordination with the system Owner is not anticipated for details since this is a standard water main construction.		4		4					\$ 800.00						
585	Agency Comments -MDT Encroachment/Utility Permit	IMEG will complete MDT Encroachment Permit and associated attachments (i.e. Environmental Checklist) for proposed water main replacement. Time included to complete application and necessary exhibits for MDT submittal. Coordination with MDT to acquire ROW and As-Built Plans is included. Time included to follow up with MDT in regards to approvals received by MDEQ and City of Missoula as these approvals are needed prior to final approval of Encroachment Permit. Cost Associated with electronic permit submittal.			6	2					\$ 780.00		\$ 100.00				

586	Agency Comments -MRL Permit	IMEG will complete MRL permit documents for water main replacement within MRL ROW. Assumes existing water main has previously approved permit and IMEG will be supplying updated data for this particular job that can be added to amend the existing permit.			4	2					\$ 590.00		
588	City of Missoula Stage 3 and Stage 4 Checklists	Assumes that the Stage 3 and Stage 4 Checklist will need to be completed for the City of Missoula. Time included to complete these 2 checklists and submit to the City for their review and approval.			12	4					\$ 1,560.00		
591	MDEQ Submittal	Finalize packet, copy, and send in. Includes review fees as a reimbursable expense.	1	1		2	1	2			\$ 810.00		\$ 700.00
594	Address Reviewer Questions	As these are simple main extensions with the Certified Checklist, it is assumed that there will be no MDEQ requests for additional information.									\$ -		
Series 500 Total			1	29	32	22	7	2	0	0	\$ 9,420.00	\$ -	\$ 800.00
800 Series - Construction Administration, Inspections, and Staking			Admin	CAD	Technician	Production	Project Manager	Senior Staff		Survey Crew	IMEG Services	Direct Expenses	Agency Review Fees
800	Project Management	Time included for project meetings and project coordination.					6				\$ 810.00		
801	Contract Documents and Specifications	IMEG will prepare a Project Manual with Contract Documents and Specifications. The contract documents will be appropriately formatted for the project funding source and will integrate the City of Missoula Project Special Conditions and applicable contract forms. The Contract Documents will include the following sections: Invitation to Bid, Instructions to Bidders, Acknowledgment of Receipt of Addendum, Bid Form and Unit Price Schedule, Bid Bond, Notice of Award, Agreement, Payment and Performance Bonds, Notice to Proceed, Change Order Form, Application for Payment Form, Certificate of Completion Form, General Conditions, Supplementary Conditions, Wage Rates, EEO Requirement Provisions, City of Missoula Special Provisions, and IMEG Special Provisions. The contract documents will also include the Final Construction Drawings. Assumes no Federal Funds will be used.			16	6	4				\$ 2,690.00		
803	Quantity Estimates	Based on Construction Drawings IMEG will determine quantities of Water Main work items for an Engineers Cost Estimate.				6					\$ 630.00		
805	Engineer's Cost Estimate	Prepare an engineer's estimate based on the bid item schedule (quantities) in the contract documents. Unit costs will be derived from other recent construction projects and any preliminary unit costs the Client may have obtained.				6	1				\$ 765.00		
811	Bidding Assistance	Assumes project will be bid through QuestCDN. Coordinate bid solicitation through City of Missoula process. Assumes Missoula Water will pay the bid advertising cost in the Missoulian. Answer bidder's questions. Assist with review of bids for compliance with specifications, prepare bid tabulation for review, and provide recommendation to Client for award. Upon approval for award, IMEG will issue the Notice of Award. Assumes one addendum will be issued. Assumes addendums will primarily focus on clarifications to bidders, with only minor revisions to plans via exhibits.				12	6				\$ 2,070.00		
813	Pre-Construction Public Meeting	IMEG will attend a public meeting prior to construction to help present the project to the general public. Assumes Missoula Water will set the date/time/place of the meeting and one IMEG staff member will be present. Assumes minimal time to assist with a power point presentation on the project if needed.					2				\$ 270.00		
815	Contract Administration	IMEG will review Contractor submittals, and coordinate and attend a pre-con meeting with the involved parties and selected Contractor to discuss construction and responsibilities of Client, Contractor, and Engineer. IMEG will issue Notice to Proceed, review payment applications and process change orders. Assumes no more than one change order will be processed.			12	8	2				\$ 2,250.00		
867	Water Main & Services Computations & Crew Prep	CAD Draftsman will produce calculated design points in accordance with the approved plans for the Water Main alignment including: beginning and end of pipe, connections, horizontal and vertical bends, valves, tees, blow offs, air reliefs, hydrants, and the locations of the water service connection at the main. Draftsman will then compile a list of design points and prepare a survey point's exhibit. Time included for an Engineer to check the calculated points, prepare cut sheets and provide Survey Crew instructions. Once stakes are placed, the Engineer will review Survey Crew field notes and "as-staked" data for accuracy and, if necessary, complete cut sheet for distribution to Contractor. Cut sheets will provide offset and cut/fill information for stakes.			5				1		\$ 625.00		

869	Water Main & Services Construction Staking	Survey crew will provide stakes for the water main alignment and appurtenances per the approved design plans. Assumes stakes will be needed at 25 foot intervals along station, and at beginning and end of pipe, connections, horizontal or vertical bend, valves, tees, blow offs, air reliefs, hydrants, and the location of the water service connections at the main. Stakes will be provided at offsets and assumes that work can be completed in one visit. Crew will collect "as-staked" information for verification of stake accuracy. Assumes two blocks will be staked at a time, so assumes 2 trips total.			4		3		2	14			
											\$ 2,695.00	\$ 200.00	
871	Construction Inspection and Material Testing	IMEG will provide construction oversight in order to ensure Contractor is completing project in substantial compliance with the Plans and Specifications. IMEG will sub consult with a local geotechnical engineering and material testing firm to complete Client's Quality Assurance testing. Sub consulting fees will be billed under the IMEG contract as a reimbursable expense. Assumes asphalt testing on patch back will occur on this project. Inspections will be documented and included in final close-out documents for project. Assumes no more than 6 weeks(45 calendar day contract) from start to finish for the main replacement and service connections including testing. Inspections budgeted at two visits per day during the 6 week construction period. Assumes Mount Avenue work in MDT ROW will require night inspections. Reimbursable expense included for bacteria testing.			120	20	8						
											\$ 14,580.00	\$ 6,000.00	
875	Certificate of Substantial Completion and Final Walkthrough	IMEG will process Substantial Completion form at request of Contractor. IMEG will then coordinate a preliminary final walkthrough with Client; to establish date of substantial completion. Upon completion of any punch list items a final walkthrough with Client and Contractor will be completed for project acceptance.			6	1	1						
											\$ 810.00		
Series 800 Total			0	0	163	59	33	0	3	14	\$ 28,195.00	\$ 6,200.00	\$ -
900 Series - Final Project Documentation			Admin	CAD	Technician	Production	Project	Senior Staff		Survey	IMEG	Direct	Agency
911	Construction As-Built - Water	IMEG will utilize field notes and photos to prepare as-built plans for certification of the water main replacement.		10		1	1				\$ 1,190.00		
914	Construction Certifications - Water (DEQ & Stage 6)	IMEG will assemble the construction plans, photos, testing results, submittals and a short summary report with the construcion as-built plans for submittal to DEQ for certification of the project. Time included for IMEG to complete the City of Missoula Stage 6 Checklist submittal. It is assumed that Stage 5 submittal is not needed as the City will be involved through the Construction phase of this project.			16	3	1				\$ 1,970.00		
Series 900 Total			0	10	16	4	2	0	0	0	\$ 3,160.00	\$ -	\$ -

Project Summary			Technician	Production	Project Manager	Senior Staff		Survey Crew	IMEG Services	Direct Expenses	Agency Review Fees
Item No. - Description	Admin	Lead Drafter	EI/Other	PE/EI	PE	PE	PLS	1-Man			
100 Series - Preliminary Project Assessment and Planning	0	0	0	13	7	0	0	0	\$ 2,310.00	\$ -	\$ -
200 Series - Field Work & Surveying - Previously Completed	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
500 Series - MDEQ: Applications, Sewer Designs; Water Designs; Subdivision Drainage Design	1	29	32	22	7	2	0	0	\$ 9,420.00	\$ -	\$ 800.00
800 Series - Construction Administration, Inspections, and Staking	0	0	163	59	33	0	3	14	\$ 28,195.00	\$ 6,200.00	\$ -
900 Series - Final Project Documentation	0	10	16	4	2	0	0	0	\$ 3,160.00	\$ -	\$ -
1000 Series - 5% Additional Services - TBD By City's Project Manager									\$ 2,150.00	\$ -	\$ -
Total Consulting and Reimbursable to Obtain Approvals	1	39	211	98	49	2	3	14	\$ 45,235.00	\$ 6,200.00	\$ 800.00
Total Estimate including Reimbursable									\$52,235.00		