

This is **Task Order No. 9**, consisting of 5 pages, and is part of the **Agreement between Owner and Engineer for Professional Services – Task Order Edition** dated March 2, 2015.

Task Order No. 9

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated March 2, 2015 (“Agreement”), Owner and Engineer agree as follows:

1. Specific Project Data

- A. Title: Minot New Landfill Site Preliminary Investigation
- B. Description: Feasibility Study
- C. Owner Project Number: 4545
- D. Engineer Project Number: 20303

2. Services of Engineer

Only the services checked shall apply to this Task Order.

Study and Report Services

A. Study and Report Phase Services: Under this Task Order, the Engineer will prepare a report subject to the terms of A1.01.A.5 of the Agreement. Services provided as part of the Study and Report Services include:

- 100 Site Suitability: Prepare memorandum summarizing outcomes of property owner contacts and recommendations regarding continued site selection activities and/or commencement of preliminary site investigation on selected site(s). Visit two selected sites with Owner to facilitate Owner site selection. Following final Owner selection of site, commence applicable Tasks 200-500.
- 200 Zoning: Review existing zoning ordinances; meet with associated jurisdictional authority to discuss ordinances and potential to rezone if necessary (includes up to three meetings). Prepare zoning applications as necessary to zone selected site accordingly. Prepare public meeting exhibits and conduct up to two public meetings related to zoning changes.
- 300 Land Acquisition Assistance: Perform boundary survey on selected site. Prepare legal description(s) and plats necessary to subdivide land for transfer of ownership to City. Attend meetings of governing jurisdiction as necessary for subdivision of land (up to four associated meetings included).
- 400 NDDEQ Preapplication: Prepare preapplication for solid waste disposal facility for selected site, to include discussion of existing site topography, existing infrastructure, NRCS custom soils resource report, office wetland

delineation based on national wetlands inventory maps, office floodplain determination, preparation of concept-level facility layout with associated approximation of facility lifespan and construction costs for site infrastructure. Meet with Owner and NDDEQ to discuss preapplication document.

- 500 Preliminary Permitting Tasks: Perform aerial topographic survey and supplemental ground data collection on selected site. Prepare and distribute preliminary solicitation of views letters to the US Army Corps of Engineers, Federal Aviation Administration, US Fish and Wildlife Service, and the North Dakota Department of Environmental Quality. Based on waste stream data provided by Owner, perform updated waste projection calculations pertinent to facility life estimation. Refine conceptual site layout and applicable preliminary opinions of probable construction costs for associated site infrastructure. Estimate facility lifespan based on waste projection calculations and conceptual site layout. Prepare memorandum summary of findings and meet with Owner and North Dakota Department of Environmental Quality to discuss findings.

- Design Services (Not Included)
- Designing to a Construction Cost Limit (Not Included)
- Bidding or Negotiating Services (Not Included)
- Construction and Commissioning Services (Not Included)
- Resident Project Representative Services (Not Included)
- Other Services (Not Included)
- Additional Services Requiring an Amendment to Task Order

Part 6 of Exhibit A is incorporated by reference unless otherwise noted.

3. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 and Exhibit B, subject to the following:

- A. Attend and participate in meetings with jurisdictional authorities and regulatory agencies as requested by those entities as applicable to the Project.
- B. Provide waste stream, waste generator, budget, and other data as requested for performance of Engineer's services.
- C. Provide input regarding potential sites and participate in meetings with property owners as requested and applicable to the Project.
- D. Provide review and comment of deliverables as requested.
- E. Provide required signatures as appropriate following review and acceptance of deliverables to be submitted to regulatory and other agencies.

4. Times for Rendering Services

<u>Item</u>	<u>Completion Date</u>
NDDEQ Preapplication	120 Days after City Site Selection Subject
Preliminary Permit Tasks	180 Days after Receipt of Owner and NDDEQ Comments on Preapplication

5. Payments to Engineer

A. Owner shall pay Engineer for services rendered as follows:

<u>Category of Services</u>	<u>Compensation Method</u>	<u>Compensation for Services</u>
Basic Services (Study and Report)	Standard Hourly Rates	\$353,607

B. The terms of payment are set forth in Article 4 of the Agreement and in Exhibit C.

6. Consultants: KBM Geospatial (aerial survey).

7. Other Modifications to Agreement: None.

8. Attachments: None.

9. Documents Incorporated by Reference: None.

10. Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is July 20, 2020.

OWNER: City of Minot, ND

ENGINEER: CPS, Ltd.

By: _____

By: Melissa Knutson

Name: Shaun Sipma

Name: Melissa Knutson

Title: Mayor

Title: Executive Vice President

Date: _____

Date: 06/29/2020

DESIGNATED REPRESENTATIVE
FOR TASK ORDER:

Name: Jason Sorenson

Title: Asst. Public Works Director

Address: 515 2nd Avenue SW

Minot, ND 58701

Email: jason.sorenson@minotnd.org

Phone: 701.857.4768

Fax: 701.857.4130

DESIGNATED REPRESENTATIVE FOR
TASK ORDER:

Name: Melissa Knutson, PE

Title: Project Manager

Address: 308 2nd Avenue North

Grand Forks, ND 58203

Email: Melissa.Knutson@cpsengineering.net

Phone: 701.746.7459

Fax: 701.746.8948

PRELIMINARY ESTIMATE OF HOURS AND COSTS

Project: Minot Landfill New Site Preliminary Investigation (One Site)
 Prepared By: Melissa Knutson
 Date: July 6, 2020
 City Project No. 4545
 CPS Project No.: 20303



Task	Hours By Employee Classification								Total
	Engineer 6	Engineer 2	Engineer 1	Land Surveyor 4	Land Surveyor 3	Engineering Technician 3	Environmental Scientist 2	Administrative Assistant 2	
(2020 Hourly Rates)	\$ 179	\$ 129	\$ 115	\$ 150	\$ 140	\$ 114	\$ 168	\$ 74	
100 SITE SUITABILITY									\$ 32,385
101 Management & Coordination	8								\$ 1,432
102 Property Owner Contacts	80								\$ 14,320
103 Site Visit (2)	16	8							\$ 3,896
104 Travel for Site Visits	14	7							\$ 3,409
105 Memorandum - Preliminary Site Suitability	8	40				24			\$ 9,328
200 ZONING									\$ 42,248
201 Management & Coordination	60								\$ 10,740
202 Existing Zoning	1	2							\$ 437
203 Existing Ordinances	2	8							\$ 1,390
204 Meetings with Zoning Jurisdictional Authority (3)	10	12				12			\$ 4,706
205 Travel for Meetings (3 trips)	21								\$ 3,759
206 Zoning Applications	16	60							\$ 10,604
207 Public Meetings (2), Preparation & Exhibits	16					24			\$ 5,600
208 Travel for Public Meetings	28								\$ 5,012
300 LAND ACQUISITION ASSISTANCE									\$ 37,747
301 Management & Coordination	40								\$ 7,160
302 Boundary Survey				50	50				\$ 14,500
303 Travel for Boundary Survey				16	16				\$ 4,640
304 Legal Descriptions					8				\$ 1,120
305 Plat				8		16			\$ 3,024
306 Meetings (4)	8			8		8			\$ 3,544
307 Travel for Meetings (2)	21								\$ 3,759

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Task	Hours By Employee Classification								Total
	Engineer 6	Engineer 2	Engineer 1	Land Surveyor 4	Land Surveyor 3	Engineering Technician 3	Environmental Scientist 2	Administrative Assistant 2	
(2020 Hourly Rates)	\$ 179	\$ 129	\$ 115	\$ 150	\$ 140	\$ 114	\$ 168	\$ 74	
400 NDDEQ PREAPPLICATION									\$ 76,068
401 Management & Coordination	16								\$ 2,864
402 Preliminary Topography	4	8				8			\$ 2,660
403 Existing Infrastructure	12	24				16			\$ 7,068
404 Coordination with Utility Companies	8	24							\$ 4,528
405 NRCS Soils Report	2	8							\$ 1,390
406 Office Wetland Delineation	2	8							\$ 1,390
407 Floodplain Office Determination	2	8				2			\$ 1,618
408 Conceptual Facility Layout	80	120				24			\$ 32,536
409 Facility Lifespan based on Conceptual Layout	12	40				24			\$ 10,044
410 Concept-Level Infrastructure and Site Work Cost Estimates	16	40							\$ 8,024
411 Meetings (1 Minot, 1 Bismarck)	6	3				8			
412 Travel for Meetings	17	7							\$ 3,946
500 PRELIMINARY PERMITTING TASKS									\$ 107,101
501 Management & Coordination	80								\$ 14,320
502 Topographic Survey (Process and Supplement Aerial)		24		40	40	24			\$ 17,432
503 Preliminary Solicitation of Views (USACE, FAA, USFWS, NDDEQ)	4	8				16			\$ 3,572
504 Preliminary Soil Borings (NOT INCLUDED)									\$ -
505 Field Wetland Delineation & Report (NOT INCLUDED)									\$ -
506 Hydrogeologic Investigation (NOT INCLUDED)									\$ -
507 Updated Waste Acceptance Projections	24	8							\$ 5,328
508 Updated Facility Layout	40	40				24			\$ 15,056
509 Facility Lifespan based on Updated Layout & Preliminary Grading	24	80				40			\$ 19,176
510 Updated Infrastructure and Site Work Cost Estimates	40	40							\$ 12,320
511 Meetings (2 in Minot, 1 in Bismarck, 2 Webex)	14	6							\$ 3,280
512 Travel for Meetings	31	7							\$ 6,452
513 Public Input Meeting (includes Materials & Summary)	24	12				8			\$ 6,756
514 Travel for Public Input Meeting	14	7							\$ 3,409

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Task	Hours By Employee Classification								Total
	Engineer 6	Engineer 2	Engineer 1	Land Surveyor 4	Land Surveyor 3	Engineering Technician 3	Environmental Scientist 2	Administrative Assistant 2	
(2020 Hourly Rates)	\$ 179	\$ 129	\$ 115	\$ 150	\$ 140	\$ 114	\$ 168	\$ 74	
Subtotal Hours	821	659	0	122	114	278	0	0	1,994
Subtotal Labor	\$ 146,959	\$ 85,011	\$ -	\$ 18,300	\$ 15,960	\$ 31,692	\$ -	\$ -	\$ 297,922
Direct Expenses									
Travel				6,900	miles @	\$ 0.60	per mile =		\$ 4,140
Survey Travel				2,000	miles @	\$ 0.75	per mile =		\$ 1,500
Lodging				22	nights @	\$ 125	per night =		\$ 2,750
Meals				37	days @	\$ 35	per day =		\$ 1,295
Printing / Plotting				1	cost @	\$ 1,000	per cost =		\$ 1,000
Aerial Survey				1	cost @	\$ 45,000	per cost =		\$ 45,000
Field Wetland Delineation (NOT INCLUDED)				1	cost @	\$ -	per cost =		\$ -
Preliminary Soil Borings (NOT INCLUDED)				1	cost @	\$ -	per cost =		\$ -
High Intensity Soil Survey (NOT INCLUDED)				1	cost @	\$ -	per cost =		\$ -
Hydrogeologic Investigation (NOT INCLUDED)				1	cost @	\$ -	per cost =		\$ -
Subtotal - Direct Expenses									\$ 55,685
Total Project Estimated Fee (Labor + Direct Expenses)									\$ 353,607