AMENDMENT TO OWNER-ENGINEER AGREEMENT
Amendment No. __1__

1. Background Data: Amendment 1 to Task Order 11 of the above-referenced agreement for work associated with planning, engineering and design needed to advance the Mouse River Enhanced Flood Protection Project (MREFP), Phase BU-1C.

   a. Effective Date of Owner-Engineer Agreement: May 6, 2014 (6/21/18 for TO8)

   b. Owner: Souris River Joint Board

   c. Engineer: Barr Engineering Company

   d. Project: MREFP Phase BU-1C

2. Description of Modifications:

   a. Engineer shall perform or furnish the following Additional Services:

      See 2b.

   b. The Scope of Services currently authorized to be performed by Engineer in accordance with the Agreement and previous amendments, if any, is modified as follows:

      See Attachment A.

   c. The responsibilities of Owner are modified as follows: No change

   d. For the Additional Services or the modifications to services set forth above, Owner shall pay Engineer the following additional or modified compensation:

      $1,020,700.00

   e. The schedule for rendering services is modified as follows:

      See Attachment A.
f. Other portions of the Agreement (including previous amendments, if any) are modified as follows: *None.*

5. Agreement Summary (Reference only)
   a. Original Agreement amount: $1,360,000.00
   b. Net change for prior amendments: $0.00
   c. This amendment amount: $1,020,700.00
   d. Adjusted Agreement amount: $2,380,700.00

The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement, including those set forth in Exhibit C.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect. The Effective Date of this Amendment is April 1, 2021.

**OWNER:**

By:  Dave Ashley  
Title:  Chairman  
Date Signed:  

**ENGINEER:**

By:  Jason Westbrock  
Title:  Vice President  
Date Signed:  

(Exhibit K – (Amendment to Owner-Engineer Agreement) – Attachment 1)  
EJCDC E-590 Agreement Between Owner and Engineer for Professional Services.  
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I. Scope Language

The Barr Team (consisting of Barr Engineering Company, Ackerman Estvold, and Ackerman Surveying) has defined the requested scope of work, project schedule, and anticipated budget for Engineering Services during Construction for Phase BU-1C Burlington of the Mouse River Enhanced Flood Protection Project (MREFPP). The scope includes submittal reviews and updates; construction administration, observation, surveying, and documentation; project administration and support; public outreach; material testing and construction photo documentation as part of Phase BU-1C construction. This scope assumes a Task Order budget and construction schedule as summarized in Sections II and III respectively.

Task 1 – Submittals, RFIs, Memos and Updates

Subtask 1.1. RFIs and Submittals

The Barr team will review Requests for Information (RFI) and Submittals provided by the Contractor. The engineer’s review of submittals will cover general conformity of the data relative to the specifications and contract documents. This scope includes up to 30 RFIs and 105 Submittals required for review.

Subtask 1.3. Field Orders

Field Orders developed by the engineer will be used to direct and document field revisions to permanent construction. This Task Order includes developing, submitting, and documenting these field orders. This scope includes up to 5 Field Orders.

Subtask 1.4. Drawing and Project Manual Updates

Drawing and Specification updates consist of providing updates to Construction Drawings and Project Manual during project construction in response to project modifications. Updates will be sequentially numbered and drawings will be provided to the Owner, City, Prime Contractor and Engineering Team. This scope includes up to 25 combined drawing and specification updates.

Task 1 Final Deliverables:
• RFIs, Submittals, Field Orders will be included in Construction Documentation Report (CDR) (see Subtask 5.2)

Task 2 – Construction Administration

Subtask 2.1 Payment Applications

The Barr team will review construction payment applications from the Contractor as work progresses for the project. Barr will develop an independent working document to verify and summarize quantities, total project cost, retainage, contract change orders and individual payment applications. Coordination is
anticipated with the Contractor to make changes and revisions prior to final formal submittal to the SRJB for Board consideration. This scope includes processing up to 10 Payment Applications.

**Subtask 2.2 – Construction Change Order Preparation**

Construction activities not included in the Construction Documents will be formally added to the overall Construction Contract through the development of a change order. Barr, in conjunction with the Contractor, will develop the change order document and submit to the Owner for review and consideration. This scope includes processing up to 6 Change Orders.

**Subtask 2.3 – Deviations and Non-conformance**

Construction Contractor work that is determined to be out of conformance with the Plans and Specifications will be documented in a Non-Conformance Report (NCR) or Construction Deviation Report (CDR) to the Contractor. The report will describe the nature of the nonconformance and required corrective action. The Resident Project Representative (RPR) will keep a logbook of NCRs and CDRs and number the reports sequentially. The RPR is responsible for documenting any nonconformance and providing the information to the Contractor. This scope includes up to a total of 3 combined Deviations and Non-conformance Reports might be needed over the duration of construction.

**Subtask 2.4 – Material Testing Review and Tracking**

Barr will review material testing reports provided by the Owner and Contractor for conformance with the Construction Documents. Material testing results that are not in conformance with the Construction Documents will be identified and noted to the Owner and Contractor. Testing results for all aspects of the work will be documented and summarized for the Construction Documentation Report (CDR). This scope includes up to 110 hours for review and tracking related to testing.

**Subtask 2.5 – Project Funding Tracking**

Barr assumes coordination, tracking and allocation of monetary project funding for the construction of Phase BU-1C will be completed by others. We will provide status of project schedule, percent completion and payment applications as requested to support funding tracking by others. This scope allocates up to 30 hours to funding tracking.

**Task 2 Final Deliverables:**
- Payment Applications
- Change Orders
- CDRs, NCRs and Material Testing will be included in Construction Documentation Report (CDR) (see Subtask 5.2)

**Task 3 – Construction Observation**

**Subtask 3.1. Resident Project Representative**

The Resident Project Representative (RPR) refers to the individual responsible for daily oversight and documentation of the Contractor's construction work.

In addition to observation, monitoring, and documentation of the construction, the RPR is also responsible for attending the weekly construction meeting, reviewing Contractor submittals, performing quality control inspections, communicating progress to the Engineer, coordinating testing, preparing daily
documentation reports, evaluating compliance of the work with Project Manual, and assistance with assembling the final construction report.

The RPR will be on site each day during construction to observe and record Contractor activities, and to ensure that the Contractor complies with the Contract Drawings and Project Manual in all aspects of construction. The RPR will develop daily progress reports to document construction progress. This scope includes a lead RPR performing 20 hours of work per week for a duration of 40 weeks and assistant RPR performing 40 hours of work per week for a duration of 40 weeks.

**Subtask 3.2. Engineer of Record Construction Observation**

Engineers of Record (EOR) will visit the project site at intervals appropriate to the various stages of construction as the Barr Team deems necessary to observe, as an experienced and qualified design professional, the progress and quality of the various aspects of Contractor(s)' work. The following disciplines are anticipated; but not limited, to perform site observation of the project elements listed during specific construction:

- Geotechnical – Slurry Cut-off Wall; Levee Construction; Exploration Trench; and miscellaneous earthwork
- Civil – general grading, levee, temporary erosion control, erosion protection, utility, and street construction
- Landscape – construction progress site visits at mid-construction and final construction

Disciplines will develop daily progress reports to document construction observation after site visits.

**Subtask 3.3. Archaeological Observation**

Archaeological observation includes observation and inspection of the proposed exploration trench within the Burlington Recreation Complex as part of North Dakota State Historic Preservation Office (ND SHPO) requirements related to identified Site No.32WD0059. ND SHPO requires that an archeologist be on site at all times to observe and inspect the exploration trench for historical artifacts or remains from levee Station 25+70F – 45+00F.

The archeologist for this project shall meet North Dakota State Historic Preservation Office (SHPO) suggested minimum standards for a Field Supervisor Archeologist.

Deliverables shall include a full written report documenting observation and inspection. This report shall meet typical USACE requirements for documentation and reporting. Report shall include all testing, photos and daily reports. This scope assumes 2 weeks (80 hours) of on-site observation and inspection. If historical artifacts or remains are discovered, additional observation/inspection, coordination and documentation may be required and is not included in this scope.

**Subtask 3.4. Monthly Progress Reports**

The RPR will develop monthly progress reports to document construction progress. Reports will also be developed during specific discipline construction observation. These reports will be used to update the SRJB and City regarding the status of construction. This scope assumes 12 months of active construction and reporting.
Subtask 3.5. Construction Photo Management

The RPR will be responsible for photographic documentation of the work during site observation. Construction photo management is critical to document and record the construction. Photo management includes GIS support, file organization, time and date stamping, categorizing and accessibility to construction team for review of specific elements of the work. The photo library will be continually updated throughout the duration of the project construction.

Subtask 3.6. Startup and Commissioning

Startup and commissioning is not anticipated for project elements associated with Phase BU-1C.

Task 3 Final Deliverables:

- Monthly Progress Reports
- Final documents will be included in Construction Documentation Report (CDR) (see Subtask 5.2)

Task 4 – Construction Surveying

Subtask 4.1. Benchmarks and Control

The Barr team will establish initial benchmark elevations and horizontal control for construction of Phase BU-1C in the following datum:

**Horizontal Datum:** North Dakota State Plane, North Zone, U.S. feet, NAD83

**Vertical Datum:** NAVD88

Benchmarks shall be established along the entire levee alignment in locations that are unlikely to be disturbed during construction, but that are readily accessible from along the levee alignment. Benchmarks will be used to establish reliable horizontal and vertical control for construction layout and quality control for demolition and construction activities. Benchmarks shall be established at 500 foot intervals and will consist of Second Order Class I survey for horizontal control, and Second Order Class II survey for vertical control.

Monument/Control points shall consist of 0.75-inch minimum diameter, 4-foot long steel reinforcing bar embedded in 8-inch minimum diameter, 4-foot deep concrete. Concrete shall be finished flush with surrounding ground. Steel reinforcing bar shall be set 0.5-inches above finished concrete surface. After concrete has set up, top surface of the reinforcing bar shall be marked with a punch or cross hair. The top surface and mark shall be used as the control point for horizontal and control. A steel fence post shall be placed within 2 feet of each control point to mark the point location. A total of 5 monument/control points will be set throughout the project.

Benchmarks and Control disturbed during construction will be replaced at the Contractor's expense.

Subtask 4.2. Field Staking

Field staking is defined in the Project Manual Section 01 11 00 - 1.10.D Summary of Work. The following summarizes field staking included in this scope of work.

- Survey Control: Northing, easting, and elevation of up to 10 survey locations selected by Contractor.
- Demolition Staking: Identify structures to be abandoned, removed, or relocated.
• Removal Areas: Stake or paint location and perimeter. Includes pavement, utilities, clearing, and levee demolition.
• Staging Areas: Stake staging areas at each vertex and every 100 feet.
• Construction Limits: Stake construction limits at each vertex and every 200 feet.
• Erosion and Sediment Control: Location of silt fencing, sediment control logs, sedimentation basins, rock filter dikes, and diversion berms.
• Levee: Stake reference line and exploration trench at 100-foot intervals for levee fill. Includes staking of levee correction limits.
• Levee Ramps: Stake reference line at 100-foot interval and blue top subgrade prior to placing aggregate, pavement, or turf.
• Culverts, Sanitary Sewer, Watermain, Forcemain, Storm Sewer, and other Underground Conduits: Stake line and grade every 25-foot intervals and at each end. Each structure or valve will be staked with two offsets.
• Pump Station: N/A
• Interceptor Ditches: Stake reference line at 100-foot intervals.
• Rock Riprap and TRM: Stake rock riprap and TRM reference line at 50-foot intervals.
• Streets, Curb & Gutter, Sidewalks, Driveways, and Paved surfaces: Stake line and grade at 50-foot intervals.
• Wetlands: Stake wetland risk management area perimeters at each vertex and at 100-foot intervals.
• Chain Barriers and Fences: Stake line and end or gate posts.
• Signs: Location.
• Landscaping: Location.
• Seepage Cut-off Wall: Stake line and grade every 25 feet and at each end. Each structure will be staked with two offsets.
• Mass Grading Areas: Stake 100-foot grid.
• Real Estate Right-of-Way Posts: Location.
• Lighting: Location.
• Borrow Site: Stake boundary at 100-foot intervals.
• Clearing and Grubbing: Stake boundary at 100-foot intervals.

Subtask 4.3. Survey Monitoring

Borrow Site Volume Monitoring
Surveys will be required to monitor and document borrow material quantities. The following surveys are anticipated prior, during and active use of the proposed borrow site.
• Pre-Borrow Site - Initial survey will be completed of the anticipated borrow area to be used by the Contractor.
• Active Borrow Site - A total of 4 surveys (32 hours) are anticipated during construction to determine levee removal quantities for contractor payment and monitor borrow source status.
• Post-Borrow Site - Once removal of borrow material from the site is completed and final borrow site shaping is complete, surveys will be performed to document final borrow removal quantities and grades prior to topsoil placement and restoration.

Subtask 4.4. Construction Record Survey
A record survey will include a topographic and feature survey of the completed work within the construction limits. The following lists record survey work included in this scope.
• Levee Crest As-built - (1) Initial survey of as constructed levee toe and crest elevations prior to topsoil placement, (2) follow-up survey of corrected areas, and (3) final as-built.
• Levee Ramps
• Interceptor Ditches
• Sanitary Sewer - invert, manholes
• Watermain and Services - valves, service curb stops, and hydrants
• Storm Sewer - invert, manholes, and flared end sections
• Box Culvert - invert, end sections
• Riprap extents
• Turf Reinforcement Mat extents
• Slurry Cut-off Wall – horizontal and vertical alignment
• Borrow Site (see Subtask 4.3 Survey Monitoring)

Subtask 4.5. Post Construction Monumentation

At the completion of the project, the survey task will include final project monumentation for control and real estate. The survey will also include locating right of way posts which will visually delineate the flood risk management corridor.

• Project Control Monumentation - It is assumed for this scope that 5 project monuments in total will be established along the levee alignment. All monuments for the project will be set as either a 2” brass cap set in a concrete base or 1” diameter x 4 ft length driven rebar. A sequential number sequence and identifier ID will be used to stamp and tag established monuments in the field. Each monument will be marked with a 6’ steel fence post with a plastic “Survey Marker” sign and an aluminum tag that has the point number, northing, easting and elevation stamped onto it. Monument ID numbers and elevations will also be stamped on each brass cap.
• Real Estate Monumentation - It is assumed for this scope that 50 real estate monuments will be surveyed to define the project right of way. Monuments will be set at 1” diameter driven metal rods with a cap for identification.
• Levee System Right of Way Posts/Signs - It is assumed for this scope that approximately 25 right of way post markers will be installed for the project. Signs and posts will be provided by the Contractor. A plan will be developed for Owner review and comment prior to survey staking for installation by the Contractor.

Task 4 Final Deliverables:
• Monitoring Reporting

Task 5 – Construction Documentation

Subtask 5.1. Project Closeout and Acceptance

Coordinate with Contractor to complete project closeout including:
• Gathering record documents as required to be completed by the Contractor such as O&M manuals for installed equipment
• Guarantees and Warranties
• Final Submittals
• Punchlist development and final walkthrough
• Final quantities and payment application
This scope includes up to 80 hours associated with project closeout and acceptance.

**Subtask 5.2. Construction Documentation Report**

The Construction Documentation Report will contain documentation of the construction for Phase BU-1C. The report is necessary for Federal Emergency Management Agency (FEMA) 44 CFR 65.10 compliance and US Army Corps of Engineers (USACE) construction documentation. The report will include the following main sections:

- Construction Methods for specific project elements
- Testing and Quality Control
- Construction Deviations
- Outstanding Construction

Appendices to the report will include the following data and information:

- Record Construction and Real Estate Drawings
- Construction Photos
- Daily Construction Reports
- Technical Submittals from Contractor
- Requests for Information from Contractor
- Engineer Field Memorandum
- Cultural Resource Monitoring Report
- Survey Data
- Sponsor Transmittal Form Response to USACE Inspection
- Material Testing
- Construction Deviations and Work Stop Orders

This scope allots up to 150 hours to develop the Construction Documentation Report.

**Subtask 5.3. Red-line and Record Drawings**

Red-Line Drawings are markups of hard copy Issue for Construction drawings (full-size 22"x34" drawings), completed by the RPR and kept in the construction field office. The red-line drawings identify construction changes not reflected in the Issue for Construction drawing set. The Red-Line Drawings are used by the Engineer of Record to develop the Record Drawings upon completion of construction.

Record drawings will be developed as a final as-built construction drawing set to be included in the Construction Documentation Report (CDR). This scope includes up to 140 hours to manage the red-line drawings and development of the record drawings.

**Subtask 5.4. Preliminary FEMA Accreditation**

FEMA accreditation for the overall MREFPP flood risk management system will be pursued as part of a future contract upon completion of the levee system. This scope of work therefore assumes that only Phase BU-1C will be completed at this time and FEMA accreditation documents will not be formally completed until complete levee systems are finished.

The Barr Team has included in this scope of work, development of Preliminary FEMA accreditation documents and reporting specific to Phase BU-1C for future FEMA accreditation of the overall flood risk management system. It is advantageous to complete elements of the FEMA accreditation process as work is completed for each Phase of the overall MREFPP to capitalize on prevalent information from recent construction activities. These documents will be developed to comply with current (2017) requirements of
the Code of Federal Regulations, Title 44, Section 65.10 (44CFR 65.10). This scope of work includes the following related to FEMA accreditation for Phase BU-1C.

- Draft FEMA Accreditation Report with FEMA Submission Forms
- Basis of Design Report including Construction Addendums
- Top of Levee - As-built Plan and Profile
- Construction Documentation Report (see Subtask 5.2)
- Operation and Maintenance Manual (see Subtask 5.5)

This scope includes 140 hours for Preliminary FEMA Accreditation development.

Subtask 5.5. Operation & Maintenance Manual

Barr will provide an Operation and Maintenance Plan (O&M Plan) for designed features in Phase BU-1C in accordance with USACE St. Paul District guidelines. This scope of work assumes that only Phase BU-1C will be drafted at this time and that the final O&M Manual for the entire BU-1 project will not be formally completed until the full levee system is finished. This proposal assumes development of an entirely NEW O&M Manual which generally follows an USACE St. Paul District preferred O&M Plan outline similar to the following.

- Response Notification Guide
- Summary of Emergency Actions
- General Information
- Ordinary Inspections, Maintenance and Operations
- Inspections, Tests and Operations for an Impending Flood
- Operations During Floods
- Post Flood - Inspections, Tests and Operation
- Post Flood Report
- Repair, Replacement and Rehabilitation

Appendices to the report will include the following data and information:

- Record Construction and Real Estate Drawings
- Original Project Record Drawings
- Code of Federal Regulation
- Assurance of Local Cooperation
- Annual and Semiannual Report Forms
- Levee Owner's Manual for Non-Federal Flood Control Works
- Flood Fight Handbook
- Operational Guides for Pump Stations, Closures
- O&M Manuals from Products Installed
- Emergency Action Plan and Trigger Points

This scope includes up to 150 hours for O&M Manual development specific to Phase BU-1C.

Subtask 5.6. Construction Documentation Submittals and Approvals

Barr will coordinate submittal of the following construction documentation and acquire approvals from the USACE and Project Sponsor. It is assumed the documents will be submitted for initial review by the
USACE and Project Sponsor, followed by a comment/response period, and ultimately final document submittal. This scope includes up to 24 hours to manage CDR and O&M submittals and approvals.

- Construction Documentation Report (CDR)
- O&M Manual

**Task 5 Final Deliverables:**
- Construction Documentation Report
- Preliminary FEMA Accreditation Document
- O&M Manual

**Task 6 – Project Administration and Support**

The Barr team will lead the general project construction coordination efforts and includes the following subtasks:

**Subtask 6.1. Initial Project Documents**

The Barr team will develop initial project documents required to manage the overall construction. The following documents are anticipated.

- Safe Work Plan (SWP)
- Construction Management Plan (CMP)
- Temporary Emergency Action Plan (TEAP)

This scope includes up to a total of 70 hours to develop initial Project Documents.

**Subtask 6.2. Weekly Construction Conference Call Meetings**

Weekly construction conference call meetings are included in this scope to coordinate the work with the Contractor, RPR, and Owner. Construction meetings are anticipated once per week during active construction (40 weeks).

**Subtask 6.3. SRJB and City Council Meetings**

SRJB and City Council meetings are included in this scope to provide updates on project schedule, construction progress and provide information regarding payment applications and change orders. This scope of work includes up to 2 meetings with the SRJB and up to 1 meeting with City Council (2 hour meeting duration) per month during active construction (12 months).

**Subtask 6.4. Agency Meetings**

Meetings are included in this scope to provide information and updates to governing agencies such as the USACE, NDDOT, and DNR. This scope of work includes up to 6 meetings.

**Subtask 6.5. Engineering Site Visits**

Engineering site visits by Principal in Charge (PIC) and Construction Project Manager (CPM) are anticipated to review project conditions and elements. This scope includes up to one (1) site visit per month total during active construction by either the PIC or CPM.
**Subtask 6.6. Project Schedule and Action Item List Updates**

The Barr Team will manage an ongoing project schedule throughout the duration of active construction (48 weeks) for project tracking, updates to the Board and Council and documentation.

A Project Action Item List (PAIL) will be managed during active construction (40 weeks) to track action items identified during Weekly Construction Conference Calls.

**Subtask 6.7. Permitting Coordination and Inspections**

Permitting coordination is anticipated during construction. The Barr Team will assist the Owner with permits as listed in the Project Manual Section 01 41 26 Permits. This scope allocates up to 50 hours for permitting coordination and inspections.

Inspections as required will be coordinated by the Barr Team and include applicable staff and personnel.

**Subtask 6.8. Barr Contract Administration**

Tasks relate to contract administration include the following:
- Project invoicing, budget tracking, work load projections, and contract amendments.
- Invoices and tracking for overall project budget
- Identify and track “out of scope” items
- Track spending versus project progress
- Review filing, recording and data management

**Task 6 Final Deliverables:**
- Agenda and Minutes
- Milestone Construction Schedule
- PAIL
- Initial Project Documents

**Task 7 – Public Outreach**

Public outreach is a critical element of this project because of the numerous stakeholders including neighborhoods in the immediate area of the project Phase, residents upstream and downstream of the project, the USACE, City of Burlington, local businesses, and franchise utilities. Accurate and timely information regarding the construction will be a necessary element to the success of the project. Public outreach will be provided by the Barr team in cooperation with the City of Burlington and the SRJB. The Consultant will provide the following services:
- Lead the communications efforts for Phase BU-1C project segments to provide consistency in messaging and media to the public. The goal is to have one comprehensive message for public information regarding work on aspects of the Mouse River Enhanced Flood Protection Project.
- Maintain the project website ([www.mouseriverplan.com](http://www.mouseriverplan.com)), Facebook and Twitter accounts, as well as develop and issue press releases on behalf of the City of Burlington and the SRJB.
- Develop communication with the public on project status during periods of active construction (12 months). This may include but is not limited to digital newsletters, mailings, press releases, interviews, or neighborhood meetings.
• Conduct and attend a public outreach meeting related to the construction at project start-up for the 2020 construction season.
• Assist the City / SRJB in creating a database of stakeholders for the project including a mailing list of local property and business owners, community groups, government agencies, and associations affected by construction activities.
• Coordinate and provide support services to the City / SRJB for their regular public meetings.

Task 7 Final Deliverables:
• Newsletters and Electronic Communications

Task 8 – Materials Testing
The scope of services for materials testing includes material sampling, quality control verification, testing of materials, evaluating compliance of tested materials with the specified project design requirements, reporting of testing results, and testing documentation. Testing specifically included in this Task Order is defined in the Project Manual, Section 01 43 00 Quality Requirements - Summary of Field Testing Requirements.

Task 8 Final Deliverables:
• Testing Reports

Assumptions
In developing our budget estimate, we made many assumptions, many of which are documented above. We cannot fully predict what will be encountered once excavation activities begin, thus we have not included allowances for HTRW, archaeological, unmarked utilities or other buried unknowns.

Estimated Cost Summary

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