

This is **Task Order No. 12**, consisting of 8 pages, and is part of the **Agreement between Owner and Engineer for Professional Services – Task Order Edition** dated March 2, 2015.

**Task Order No. 12**

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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: MSWLF Cell 7 and Facility Stormwater Management Plan
- B. Description: Geotechnical Investigation, Preliminary Engineering, Final Engineering, and Bidding for Municipal Solid Waste Landfill (MSWLF) Cell 7; and Stormwater Management Plan (SMP) for the Facility
- C. Effective Date of Task Order: August 2, 2021
- D. Owner Project Number: 4241.1
- E. Engineer Project Number: 21302

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:
- B. MSWLF Cell 7: Services to include geotechnical investigation of soils within the Cell 7 footprint and periphery, including soil borings, soil properties, geotechnical recommendations, and report.
- C. Facility Stormwater Management Plan: Services to include the preparation of a SMP to meet the requirements of the City’s stormwater industrial permit with the North Dakota Department of Environmental Quality (NDDEQ). Included within the scope of work is a site visit, collection and compilation of existing data, hydrologic and hydraulic analysis, report, and implementation assistance with training of City landfill personnel.

Design Services

- A. Design Services: Under this Task Order, the Engineer will perform preliminary and final design phase services subject to the terms of A1.02 and A1.03 of the Agreement.

- B. Preliminary Engineering: Services to include coordination and management, meeting and travel, project data and information assembly, topographic field survey and control, preliminary plans and project manual, permitting, preparation of quality assurance plan, and preliminary probable construction cost.
  - C. Final Engineering: Services to include coordination and management, meetings and travel, preparation of final plans and project manual, finalize permitting and updated probable construction cost.
- Designing to a Construction Cost Limit (Not Included)
- Bidding or Negotiating Services
- A. Bidding or Negotiating Services: Under this Task Order, the Engineer will perform bidding or negotiating services subject to the terms of A1.04 of the Agreement.
  - B. Bidding Phase: Services to include preparation of advertisement for bids, respond to contractor questions, prepare, and issue addenda, determine acceptability of equals, attend bid opening, and prepare bid tabulation, and provide a recommendation to Owner of bid award.
- 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 review and comment of deliverables as requested.
- C. Provide required signatures as appropriate following review and acceptance of deliverables to be submitted to regulatory and other agencies.

4. Times for Rendering Services

Item	Completion Date
Geotechnical Investigation	120 Days after Execution of Task Order
Stormwater Management Plan	180 Days after Execution of Task Order
Cell 7 Construction Documents	200 Days after Execution of Task Order

5. Payments to Engineer

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

<b>Category of Services</b>	<b>Compensation Method</b>	<b>Compensation</b>
MSWLF Cell 7	Standard Hourly Rates	\$160,273
Facility SMP	Standard Hourly Rates	\$60,014
Total Amount of Task Order		\$220,287

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

6. Consultants: Materials Testing Services, LLC (Geotechnical Investigation).

7. Other Modifications to Agreement: None.

8. Attachments

A. Schedule A: Estimate of Hours & Expenses for MSWLF Cell 7 (3 Pages)

B. Schedule B: Estimate of Hours & Expenses for Facility Stormwater Management Plan (1 Page)

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.

OWNER: City of Minot, ND

ENGINEER: CPS, Ltd.

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: Shaun Sipma

Name: Michael K. Korman

Title: Mayor

Title: President

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Attest: \_\_\_\_\_

Attest: \_\_\_\_\_

Title: \_\_\_\_\_

Title: Executive Vice President

DESIGNATED REPRESENTATIVE FOR  
TASK ORDER:

Name: Jason Sorenson

Title: Asst. Public Works Director

Address: 515 2<sup>nd</sup> Avenue SW

Minot, ND 58701

Email: jason.sorenson@minotnd.org

Phone: 701.857.4768

Fax: 701.857.4130

DESIGNATED REPRESENTATIVE FOR TASK  
ORDER:

Name: Michael Korman, PE

Title: Project Manager

Address: 308 2<sup>nd</sup> Avenue North

Grand Forks, ND 58203

Email: Mike.Korman@cpsengineering.net

Phone: 701.746.7459

Fax: 701.746.8948

**Schedule A: Estimate of Hours and Expenses for Study, Design Phase, and Bidding Phase of MSWLF Cell 7**

City Project No.: 4241.1

Prepared By: Mike Korman

CPS Project No.: 21302

Task	Hours By Employee Classification									Total
	Engineer 6	Engineer 3	Engineer 2	Engineer 1	Engineering Technician 3	Land Surveyor 4	Engineering Tech 1	Survey Asst. 2	Admin. 2	
(Hourly Rates)	\$ 190	\$ 155	\$ 140	\$ 125	\$ 125	\$ 155	\$ 90	\$ 82	\$ 78	
<b>100 STUDY PHASE</b>	<b>12</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$ 2,280</b>
101 Geotechnical Investigation	12	-	-	-	-	-	-	-	-	\$ 2,280
<i>Subconsultant Coordination</i>	4									
<i>QC of Geotechnical Investigation</i>	8									
<b>200 PRELIMINARY ENGINEERING PHASE</b>	<b>173</b>	<b>312</b>	<b>-</b>	<b>-</b>	<b>56</b>	<b>35</b>	<b>-</b>	<b>27</b>	<b>36</b>	<b>\$ 98,677</b>
201 Coordination & Management	26	28	-	-	-	-	-	-	-	\$ 9,280
<i>General Coordination</i>	20									
<i>Progress Reports</i>		12								
<i>Subconsultant Contracts</i>		8								
<i>Subconsultant Coordination</i>		8								
<i>NDDEQ Coordination</i>	6									
202 Meetings & Travel	32	4	-	-	-	7	-	7	-	\$ 8,359
<i>Owner Meeting in Minot (2 Meetings)</i>	20	4								
<i>NDDEQ Meeting in Bismarck (1 Meeting)</i>	12									
<i>Surveyor Travel (Topographic Survey)</i>						7		7		
203 Project Data and Information Assembly	6									\$ 1,140
204 Topographic Field Survey & Control						20		20		\$ 4,740
205 Topographic and Survey Control Base Drawing						8				\$ 1,240
206 Preliminary Plans	50	110	-	-	56	-	-	-	-	\$ 33,550
<i>Cover Sheet</i>					4					
<i>Legend &amp; Abbreviations</i>					4					
<i>General Notes</i>	8	8								
<i>Existing Conditions &amp; Removal</i>		2			4					
<i>Site Layout</i>		8			4					
<i>Subgrade Stabilization Plan</i>		12			4					
<i>Grading Plan</i>	4	24			12					
<i>Cross Sections</i>		12								
<i>Leachate Piping Plan</i>	4	8			4					
<i>SPGM and Borrow Area</i>		8			4					
<i>Liner Details</i>	8	8			6					
<i>Leachate Collection Details</i>	4	8			6					
<i>Erosion &amp; Sediment Control Plan</i>	2	12			4					
<i>Quality Control of Plans</i>	20									
207 Preliminary Project Manual	42	90	-	-	-	-	-	-	24	\$ 23,802
<i>Advertisement for Bids</i>		2								
<i>Instructions to Bidders</i>		2								
<i>Bid Form</i>		2								
<i>Agreement</i>		2								
<i>General Conditions</i>		2								
<i>Supplementary Conditions</i>		4								
<i>Summary of Work</i>		2								

**Schedule A: Estimate of Hours and Expenses for Study, Design Phase, and Bidding Phase of MSWLF Cell 7**

City Project No.: 4241.1

Prepared By: Mike Korman

CPS Project No.: 21302

Task	Hours By Employee Classification									Total	
	Engineer 6	Engineer 3	Engineer 2	Engineer 1	Engineering Technician 3	Land Surveyor 4	Engineering Tech 1	Survey Asst. 2	Admin. 2		
(Hourly Rates)	\$ 190	\$ 155	\$ 140	\$ 125	\$ 125	\$ 155	\$ 90	\$ 82	\$ 78		
Special Provisions		4									
Contract Considerations		2									
Measurement and Payment		2									
Applications for Payment		2									
Modifications Requirements		1									
Coordination and Meetings		1									
Submittals		1									
Quality Control		1									
Materials and Equipment		2									
Contract Closeout		2									
Quality Requirements		2									
Temporary Facilities & Controls		2									
Sitework Demolition and Removal		4									
Site Preparation		4									
Subgrade Preparation	6	2									
Excavation, Backfilling & Compaction for Utilities		4									
Soil Stabilization		4									
Aggregate Materials	4	2									
Geotextiles	8	2									
HDPE Liner & Geocomposite	16	6									
Pipe Installation		4									
Manholes & Covers		2									
Sanitary Sewer		4									
Storm Sewer		4									
Pipe Culverts		2									
Landscape Grading		4									
Quality Control of Project Manual	8	4									
Word Processing										24	
208 Permitting	8	-	-	-	-	-	-	-	-	4	\$ 1,832
Preliminary Application	8									4	
209 Quality Assurance Plan	8	60								8	\$ 11,444
210 Preliminary Probable Construction Cost	1	20									\$ 3,290
<b>300 FINAL ENGINEERING PHASE</b>	<b>67</b>	<b>84</b>	<b>-</b>	<b>-</b>	<b>44</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8</b>	<b>\$ 31,874</b>
301 Coordination and Management	8	8	-	-	-	-	-	-	-	-	\$ 2,760
General Coordination	4										
Invoices & Progress Reports		4									
Subconsultant Coordination		4									
NDDEQ Coordination	4										
302 Meetings & Travel	22	-	-	-	-	-	-	-	-	-	\$ 4,180
Owner Meeting in Minot (1 Meeting)	10										
NDDEQ Meeting in Bismarck (1 Meeting)	12										

**Schedule A: Estimate of Hours and Expenses for Study, Design Phase, and Bidding Phase of MSWLF Cell 7**

City Project No.: 4241.1

Prepared By: Mike Korman

CPS Project No.: 21302

Task	Hours By Employee Classification									Total
	Engineer 6	Engineer 3	Engineer 2	Engineer 1	Engineering Technician 3	Land Surveyor 4	Engineering Tech 1	Survey Asst. 2	Admin. 2	
(Hourly Rates)	\$ 190	\$ 155	\$ 140	\$ 125	\$ 125	\$ 155	\$ 90	\$ 82	\$ 78	
303 Final Plans	12	40			40					\$ 13,480
304 Final Project Manual	8	24							8	\$ 5,864
305 Finalize Permitting	16				4					\$ 3,540
306 Probable Construction Cost	1	12								\$ 2,050
<b>400 BIDDING PHASE</b>	<b>28</b>	<b>20</b>	<b>-</b>	<b>-</b>	<b>4</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$ 8,920</b>
401 Advertising for Bids		4								\$ 620
402 Contractor/Vendor Questions	12									\$ 2,280
402 Prepare and Issue Addenda	2	8			4					\$ 2,120
403 Determine Acceptability of "Or Equals"	2	8								\$ 1,620
404 Attend Bid Opening & Prepare Bid Tabulation	10									\$ 1,900
405 Recommendation of Bid Award	2									\$ 380
Subtotal Hours	280	416	-	-	104	35	-	27	44	
Subtotal Labor	\$ 53,200	\$ 64,480	\$ -	\$ -	\$ 13,000	\$ 5,425	\$ -	\$ 2,214	\$ 3,432	\$ 141,751
<b>Direct Expenses</b>										
<b>Study Phase Expenses</b>										
100 Geotechnical Exploration (Materials Testing Services, LLC)					\$ 13,350	cost @ 1.10	markup =			\$ 14,685
<b>Subtotal Expenses for Study and Report Phase</b>										<b>\$ 14,685</b>
<b>Preliminary Engineering Phase Expenses</b>										
202 Mileage (2 Trips to Minot and 1 Trip to Bismarck)				1500	miles @ \$ 0.60	per mile =				\$ 900
202 Meals (2 Persons and 3 Meetings)				6	days @ \$ 35.00	per day =				\$ 210
204 GPS Equipment				12	hours @ \$ 50.00	per hour =				\$ 600
204 Mileage				450	miles @ \$ 0.75	per mile =				\$ 338
204 Meals				2	days @ \$ 32.00	per day =				\$ 64
204 Lodging				2	days @ \$ 125.00	per day =				\$ 250
207 Printing				1500	copies @ \$ 0.10	per copy =				\$ 150
<b>Subtotal Expenses for Preliminary Engineering Phase</b>										<b>\$ 2,512</b>
<b>Final Engineering Phase Expenses</b>										
302 Mileage				1050	miles @ \$ 0.60	per mile =				\$ 630
302 Meals				4	days @ \$ 35.00	per day =				\$ 140
304 Printing				2500	copies @ \$ 0.10	per copy =				\$ 250
<b>Subtotal Expenses for Final Engineering Phase</b>										<b>\$ 1,020</b>
<b>Bidding Phase Expenses</b>										
404 Mileage				450	miles @ \$ 0.60	per mile =				\$ 270
404 Meals				1	day @ \$ 35.00	per day =				\$ 35
<b>Subtotal Expenses for Bidding Phase</b>										<b>\$ 305</b>
<b>Subtotal - Direct Expenses</b>										<b>\$ 18,522</b>
<b>Total Project Estimated Fee (Labor + Direct Expenses)</b>										<b>\$ 160,273</b>

**Schedule B: Estimate of Hours and Expenses for Stormwater Management Plan**

City Project No.: 4241.1

Prepared By: Mike Korman

CPS Project No.: 21302

Task	Hours By Employee Classification									Total
	Engineer 6	Engineer 3	Engineer 2	Engineer 1	Engineering Technician 3	Land Surveyor 4	Engineering Tech 1	Survey Asst. 2	Admin. 2	
(Hourly Rates)	\$ 190	\$ 155	\$ 140	\$ 125	\$ 125	\$ 155	\$ 90	\$ 82	\$ 78	
<b>2000 STUDY PHASE</b>	<b>48</b>	<b>292</b>	<b>24</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>8</b>	<b>\$ 58,364</b>
2001 Site Visit	16	16								\$ 5,520
2002 Data Collection	-	24	-	-	-	-	-	-	-	\$ 3,720
		<i>Topographic and Orthomosaic Compilation</i>								
		<i>Global Mapper Composites</i>	8							
2003 Hydrologic and Hydraulic Analysis	8	176	-	-	-	-	-	-	-	\$ 28,800
		<i>Define Sub-Watershed &amp; Routing</i>	32							
		<i>Hydrologic Analysis (Peak Flow and Volume)</i>	40							
		<i>Primary Conveyance Analysis</i>	24							
		<i>Stormwater Pond Analysis (Existing Pond and New Pond)</i>	8	80						
2004 Report	12	64	24	-	-	-	-	-	8	\$ 16,184
		<i>Write-Up</i>	12	60					8	
		<i>Exhibits</i>		4	24					
2005 Implementation	12	36	-	-	-	-	-	-	-	\$ 7,860
		<i>Review Draft Plan with City &amp; NDDEQ</i>	12	12						
		<i>Review Final Plan with Landfill Operators</i>		16						
		<i>Follow-Up Questions</i>		8						
Subtotal Hours	48	292	24	-	-	-	-	-	8	
Subtotal Labor	\$ 9,120	\$ 45,260	\$ 3,360	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 624	\$ 58,364

Direct Expenses

**Study Phase Expenses**

2001 Site Visit	400	miles @	\$ 0.60	per mile =	\$ 240
2001 Lodging (1 Night for 2 People)	2	days @	\$ 125.00	per day =	\$ 250
2001 Meals (2 people)	4	days @	\$ 35.00	per day =	\$ 140
2004 Printing	1,500	copies @	\$ 0.10	per copy =	\$ 150
2005 Travel Vehicle (2 Trips)	800	miles @	\$ 0.60	per mile =	\$ 480
2005 Lodging (1 Night for 2 People)	2	days @	\$ 125.00	per day =	\$ 250
2005 Meals (2 people)	4	days @	\$ 35.00	per day =	\$ 140
					\$ -
<b>Subtotal Expenses for Study and Report Phase</b>					<b>\$ 1,650</b>
<b>Subtotal - Direct Expenses</b>					<b>\$ 1,650</b>

**Total Project Estimated Fee (Labor + Direct Expenses) \$ 60,014**