

## Executive Director Contracting Recommendation

Date: 01/22/2020

### RECOMMENDATION FOR ACTION:

The Executive Director has reviewed and recommends approval of the following Contract Action(s).

### SUMMARY OF CONTRACTING ACTION:

Per the contract review and approval procedures that were adopted by the Diversion Authority on November 10, 2016 and amended August 23, 2018, the Owner's Program Management Consultant (PMC) or Engineer of Record (EOR) is directed to prepare task orders and task order amendments for existing Master Services Agreements (MSA) and submit them to the Executive Director for review and action. If the task order or amendment is greater than \$150,000, the Executive Director's recommendation shall be submitted to the Finance Committee for review and action, and the Finance Committee shall submit their recommendation to the Diversion Authority Board for approval.

The PMC has prepared the following Contract Action(s):

### Houston-Moore Group

*DA – Task Order 23, Amendment 3 – WP-43 SDB/SDC*

**\$252,945**

- Add SDB scope and budget for WP-43D5 and WP-43G
- Add SDC scope and budget for WP-43D5 and WP-43G
- Add PM scope and budget for WP-43D5 and WP-43G
- Extend Period of Performance (POP) to December 31, 2020

### BACKGROUND AND DISCUSSION:

Houston-Moore Group, LLC (HMG) is the Engineer of Record for the WP-43 (OHB Ring Levee) project and has provided engineering Services During Bidding (SDB) and Services During Construction (SDC) since 2014. HMG provided these engineering services under CCJWRD Task Order 3 from 2014 to April 30, 2017. As of May 1, 2017, the date of HMG's revised MSA, these services have been provided under this Task Order 23.

The POP ended December 31, 2019 and these services are needed in 2020 for planned project work. This amendment adds WP-43D5 (Hickson Main Avenue Storm Sewer) and WP-43G (OHB Wetland Mitigation) Services During Bidding (SDB), Services During Construction (SDC), and Project Management (PM) services scope and budget, and extends the POP to December 31, 2020.

The table below summarizes the contracting history for this task order and the current contracting action.

### SUMMARY OF CONTRACTING HISTORY AND CURRENT CONTRACT ACTION:

| Original Agreement or Amendment | Budget (\$) Change | Initial or Revised Project Cost | Project Start | Project Completion | Comments  |
|---------------------------------|--------------------|---------------------------------|---------------|--------------------|---|
| Task Order 23 Amendment 0       | \$-                | \$1,866,269                     | 01-May-17     | 31-Dec-18          | Initial authorization of scoped work.   |
| Task Order 23 Amendment 1       | \$137,188.54       | \$ 2,023,457.54                 | 01-Jan-19     | 30-Jun-19          | Unencumber and reallocate unused budget, add WP-43CD SDC budget, and extend the POP to June 30, 2019. |
| Task Order 23 Amendment 2       | \$148,367.00       | \$ 2,171,824.54                 | 01-Jul-19     | 31-Dec-19          | Add WP-43CD SDC scope and budget and extend the POP to December 31, 2019.                             |

| Original Agreement or Amendment | Budget (\$)<br>Change | Initial or Revised Project Cost | Project Start | Project Completion | Comments  |
|---------------------------------|-----------------------|---------------------------------|---------------|--------------------|---|
| Task Order 23 Amendment 3       | \$252,945             | \$ 2,424,769.54                 | 01-Jan-20     | 31-Dec-20          | Add WP-43D5 and WP-43G SDB, SDC, and PM scope and budget and extend the POP to December 31, 2020. |

## FINANCIAL CONSIDERATIONS:

Amendment 3 to Task Order 26 adds WP-43D5 (Hickson Main Avenue Storm Sewer) and WP-43G (OHB Wetland Mitigation) Services During Bidding (SDB), Services During Construction (SDC), and Project Management (PM) services scope and budget, and extends the POP to December 31, 2020. This task order is billed on a time and materials basis, and only incurred costs are invoiced. The detailed draft task order scope is attached.

HMG provided the attached \$252,945 cost proposal and the PMC has reviewed it. The labor rates are consistent with 2019 MSA allowed rates. Below is a summary of the review.

### 1. Subtask 2.A Services During Bidding

- a. The scope of work under this subtask includes responding to bidder RFIs, preparing information for Addenda, preparing for and attending the pre-bid meeting and site visit, attending the bid opening and evaluating bids, and incorporating technical addenda changes into the plans and specifications.
  - i. WP-43D5 (Hickson Main Avenue Storm Sewer) - HMG's cost proposal for this SDB work is \$5,600 and includes 28 hours of professional services at an average hourly rate of approximately \$195 per hour for a total labor cost of \$5,470 plus \$130 for expenses (mileage).
  - ii. WP-43G (OHB Wetland Mitigation) - HMG's cost proposal for this SDB work is \$5,600 and includes 28 hours of professional services at an average hourly rate of approximately \$195 per hour for a total labor cost of \$5,470 plus \$130 for expenses (mileage).
- b. The PMC reviewed these requests. The two projects are of similar construction size and complexity and therefore the level of effort for SDB services is anticipated to be similar. The labor hours and expenses are reasonable for this level of effort.

### 2. Subtask 2.B Services During Construction

- a. The scope of work under this subtask includes participating in regular construction meetings, complying with safety plans, fulfilling the duties of the Resident Project Representative (RPR), coordination of third party material testing, responding to contractor RFIs, reviewing submittals, developing change order scope and costs, performing defined construction surveying, maintaining red-lined drawings, assisting with monthly payment application reviews, preparing punch lists, updating the Design Document Report (DDR) and providing as-built drawings at the end of the project.
  - i. WP-43D5 (Hickson Main Avenue Storm Sewer) - HMG's cost proposal for this SDC work is \$113,500 and includes 651 hours of professional services at an average hourly rate of approximately \$170 per hour for a total labor cost of \$110,858 plus \$2,642 for expenses (mileage).
  - ii. WP-43G (OHB Wetland Mitigation) - HMG's cost proposal for this SDC work is \$111,445 and includes 664 hours of professional services at an average hourly rate of approximately \$164 per hour for a total labor cost of \$108,945 plus \$2,500 for expenses (mileage).

- b. The PMC reviewed these requests. The two projects are of similar construction size and complexity and therefore the level of effort for SDB services is anticipated to be similar.
  - i. Approximately half of the SDC costs are for the RPR services, 300 and 390 hours respectively for WP-43D5 and WP-43G. The construction duration for both projects is anticipated to be about 1.5 construction seasons, or approximately 12-14 months. Based on this assumption, the RPR level of effort is approximately 20 to 30 hours per month, which is reasonable for these projects.
  - ii. For other tasks, where the level of effort is based on reoccurring activities (meetings, payment application reviews, etc.) or an estimated number of contractor RFIs or submittals, etc., the estimated level of effort is reasonable and comparable to other Diversion Authority construction projects.
  - iii. The estimated expenses are \$2,642 and \$2,500 respectively for WP-43D5 and WP-43G, and are assumed to be for mileage from site visits. For the anticipated project durations, the estimated expenses equate to approximately 2-3 site visits per week, which is reasonable for these projects.
3. Subtask 2.C Project Management Services
  - a. The scope of work under this subtask includes providing construction PM services, monthly reporting, and participating in meetings with contractors, Owner, or Owner's Representative.
    - i. WP-43D5 (Hickson Main Avenue Storm Sewer) - HMG's cost proposal for this PM work is \$8,400 and includes 36 hours of professional services at an average hourly rate of \$230 per hour for a total labor cost of \$8,280 plus \$120 for expenses (mileage).
    - ii. WP-43G (OHB Wetland Mitigation) - HMG's cost proposal for this PM work is \$8,400 and includes 36 hours of professional services at an average hourly rate of \$230 per hour for a total labor cost of \$8,280 plus \$120 for expenses (mileage).
    - iii. The PM subtask is not subdivided by construction project in the task order, so the sum of these budgets, \$16,800, will be added to the PM subtask.
  - b. The PMC reviewed these requests. The two projects are of similar construction size and complexity and therefore the level of effort for PM services is anticipated to be similar. The labor hours and expenses are reasonable for this level of effort.
4. Time Extension: New work under this task order is planned for 2020 and will continue through the end of year, therefore the PMC recommends that the POP for this task order be extended to December 31, 2020.

The subtask budgets changes for this task order are listed in the table below.

#### **TASK ORDER 23 BUDGETS BY SUBTASK:**

| Subtask           | Activity ID      | Current Budget (\$) | Change (\$) | Revised Budget (\$) |
|-------------------|------------------|---------------------|-------------|---------------------|
| 2A1. WP-43E2E SDB | CN-6860 WP-43SDC | 288.50              |             | 288.50              |
| 2A2. WP-43E2F SDB | CN-6860 WP-43SDC | 1,379.00            |             | 1,379.00            |
| 2A3. WP-43CD SDB  | CN-6860 WP-43SDC | 84,343.76           |             | 84,343.76           |
| 2A4. WP-43E3 SDB  | CN-6860 WP-43SDC | 18,503.42           |             | 18,503.42           |
| 2A5. WP-43D5 SDB  | CN-6860 WP-43SDC | 0.00                | 5,600.00    | 5,600.00            |
| 2A6. WP-43G SDB   | CN-6860 WP-43SDC | 0.00                | 5,600.00    | 5,600.00            |
| 2B1. WP-43E2D SDC | CN-6860 WP-43SDC | 19,583.40           |             | 19,583.40           |
| 2B2. WP-43E2E SDC | CN-6860 WP-43SDC | 40,090.09           |             | 40,090.09           |

| Subtask               | Activity ID      | Current Budget (\$) | Change (\$)       | Revised Budget (\$) |
|-----------------------|------------------|---------------------|-------------------|---------------------|
| 2B3. WP-43E2F SDC     | CN-6860 WP-43SDC | 25,633.27           |                   | 25,633.27           |
| 2B4. WP-43CD SDC      | CN-6860 WP-43SDC | 1,782,644.60        |                   | 1,782,644.60        |
| 2B5. WP-43E3 SDC      | CN-6860 WP-43SDC | 298.50              |                   | 298.50              |
| 2B6. WP-43D5 SDC      | CN-6860 WP-43SDC | 0.00                | 113,500.00        | 113,500.00          |
| 2B7. WP-43G SDC       | CN-6860 WP-43SDC | 0.00                | 111,445.00        | 111,445.00          |
| C. Project Management | CN-6860 WP-43SDC | 165,640.00          | 16,800.00         | 182,440.00          |
| D. On-Call Services   | CN-6860 WP-43SDC | 33,420.00           |                   | 33,420.00           |
| <b>TOTAL</b>          |                  | <b>2,171,824.54</b> | <b>252,945.00</b> | <b>2,424,769.54</b> |

The PMC reviewed this contracting action, and feels the information is accurate, complete, and ready for Executive Director review.

#### ATTACHMENT(S):

1. Draft Task Order 23, Amendment 3
2. HMG Cost Proposal dated January 21, 2020

#### Prepared by: Program Management Consultant

*John W. Glatzmaier*  
 John Glatzmaier, P.E.  
 Jacobs

January 23, 2020  
 Date

#### Submitted by:

|  |
|--|
| Joel Paulsen<br>Diversion Authority Executive Director |
| Concur: January 28, 2020      Non-Concur:              |

#### Cc: Technical Advisory Group

- Nathan Boerboom, City of Fargo Engineer/Diversion Authority Project Manager
- David Overbo, Clay County Engineer
- Jason Benson, Cass County Engineer
- Robert Zimmerman, Moorhead City Engineer
- Matt Stamness, Assistant Cass County Engineer/Diversion Authority Project Manager
- Dustin Scott, West Fargo City Engineer

Houston-Moore Group, LLC

# Task Order No. 23, Amendment 23

FMDA Purchase Order No. 195439

Services During Construction – Work Package 43

In accordance with the Master Agreement for Professional Services between **Fargo-Moorhead Flood Diversion Authority** (“Owner”) and **Houston-Moore Group, LLC** (HMG) (“Engineer”), dated May 1, 2017 (“Agreement”), Owner and Engineer agree as follows:

The parties agree that in the event of a conflict between prior versions of this Task Order No. 23 and this Amendment, the terms and conditions in this Amendment shall prevail, provided however, nothing herein shall preclude Engineer from invoicing for work authorized under prior versions of this Task Order and performed prior to effective date of this Amendment, even to the extent such prior work was revised by this Amendment. All other terms and conditions shall remain the same and are hereby ratified and affirmed by the parties.

## 1. Specific Project Data

- A. Title: SERVICES DURING CONSTRUCTION – WORK PACKAGE 43
- B. Description: Provide Services During Bid (SDB) and Services During Construction (SDC) for projects designed by HMG for the Fargo-Moorhead Area Flood Diversion Project (Project).
- C. Background: The scope of work for this Task Order includes SDB and SDC. Owner will be issuing various construction packages for bid. Engineer will assist Owner with SDC, including SDB. It is anticipated that the following construction contracts will be required:
  1. WP-43E2D – OHB Ring Levee, Phase E2D, Residential Demolition, Schnell Drive and Riverbend Road (SDC, with subtask 2.B.5 backfill inspections limited to Zone A within the footprint of the levee)
  2. WP-43E2E – OHB Ring Levee, Phase E2F, Schnell Drive and Oxbow Country Club Removals (SDB and SDC, with subtask 2.B.5 backfill inspections limited to Zone A within the footprint of the levee)
  3. WP-43E2F – OHB Ring Levee, Phase E2F, Riverbend Road Removals (SDB and SDC, with subtask 2.B.5 backfill inspections limited to Zone A within the footprint of the levee)
  4. WP-43CD – OHB Ring Levee, Phases C and D, Pump Station, Gatewell, Outfall, Storm and Sanitary Sewers, County Road 81, and Streets (SDB and SDC)
  5. WP-43E3 – Oxbow Park Relocation (SDB and SDC)
  6. WP-43D5 – OHB Hickson Main Avenue Storm Sewer (SDB and SDC)
  - 5-7. WP-43G – OHB Wetland Mitigation (SDB and SDC)

## 2. Services of Engineer

The following functions and activities describe the general services authorized under this Task Order, Engineer will perform activities to accomplish the scope described herein, as well as other services that may be mutually agreed to by the parties pursuant to the terms of the Agreement.

A. SERVICES DURING BIDDING

1. Respond to bidder inquiries forwarded by Owner's Representative during advertisement period and prepare addenda as necessary to provide a clear, biddable set of solicitation documents.
2. Attend and participate in pre-bid meetings and site visits.
3. Attend bid openings and, if requested, assist in evaluation of bids.
4. Incorporate addenda into the plans and technical specifications to create a set of "For Construction" Documents.

B. SERVICES DURING CONSTRUCTION

1. Comply with the general guidelines of the Memorandum for Record No. 018 (MFR-018) "Fargo-Moorhead Metro (FMM) Flood Risk Management (FRM) Project - Sponsor Constructed Features Roles and Responsibilities" between the Diversion Authority, US Army Corps of Engineers (USACE), and the Program Management Consultant (PMC) as modified herein.
2. Fulfill the duties of Engineer in accordance with the specific requirements of the Contract Documents for each project. Follow project documentation requirements provided by the PMC.
3. Participate in the following meetings:
  - a. Pre-Construction
  - b. Partnering (if specified)
  - c. QA/QC
  - d. Weekly Progress
  - e. Health and Safety
  - f. Site Meetings (as needed)
  - g. Construction Check-Point (as needed)
4. Comply with Owner's and Contractor's safety plans.
5. Provide a Resident Project Representative (RPR) that will represent the Engineer and Owner's Representative. RPR will have the duties as defined in the Contract Documents for each project.
6. Provide Quality Assurance Managers and/or Project Engineers to perform general field observation and manage the specific inspections to be performed by third party materials testing firm, and other specialty inspection agents as needed.
  - a. Validate results of tests and inspections, oversee retesting or other actions needed to reconcile deficiencies.
  - b. Maintain a log for each type of test conducted.
  - c. Prepare Daily Reports and submit to Owner's Representative.
  - d. Prepare Weekly Reports for each project documenting the work performed by Contractor, Quality Assurance activities performed, and current issues and challenges.

7. Respond to Requests for Information and other construction communication provided by the Owner's Representative.
8. Review shop drawings, samples, and operation and maintenance manuals for conformance with the Contract Documents.
9. Lead development and scoping, and coordinate Contractor pricing of Change Orders or other modifications that affect the design or function of the Project, and provide drafts to PMC for review and approval recommendation to Owner.
10. Perform the following survey tasks in accordance with MRF-015, Survey Standards:
  - a. Additional project control, if required.
  - b. Benchmark checks during construction.
  - c. Existing conditions surveys.
  - d. Quantity surveys for Contractor's monthly payment application.
  - e. As-built construction surveys
11. Maintain a set of full-scale contract drawings indicating as-built conditions. Assemble redline information from Contractor, Engineer's Resident Project Representative, and other sources to maintain these drawings.
12. Prepare or review site visit reports for site visits by Engineer, USACE or their external peer review team, or other authorities.
13. Assist Owner's Representative with determination of monthly pay application quantities.
14. Identify issues on a punch list for the Contractor to resolve. Upon completion of punch list items, coordinate a final inspection. Document each inspection.
15. Following completion of construction, update the Design Document Report to reflect the design changes, contract modifications, site conditions encountered, testing, and submittals.
16. Provide Final As-Built drawings in conformance with the same standards as the design drawings.
17. Prepare a post construction Inspection and Monitoring Plan specifying annual inspections required to verify satisfactory maintenance and performance of the flood risk management features.
18. Provide flood risk reduction certifications as required by Owner.
19. Non-Conformance Work – If Work is observed that does not conform to the Project design, document the non-conforming work, meet with Contractor to discuss acceptable correction of the non-conforming work, review and comment on Contractor's proposals to fix the non-conforming work, monitor progress of Work correction, and inspect and confirm non-conforming Work was fixed and conforms with the Project design.

20. Deliverables:

- a. Contract Award Document(s)
- b. Log of QC Tests
- c. Daily Reports
- d. Weekly Reports
- e. Site Visit Reports
- f. Punch List(s)
- g. Updated Design Document Report
- h. Final As-Built Drawings
- i. Inspection and Monitoring Plan
- j. Flood Risk Reduction Certifications

C. PROJECT MANAGEMENT

1. Provide project management, including monthly status reports and invoicing to PMC, on Engineer's task activity.
2. Participate in regular and periodic meetings or teleconferences with contractors, the Owner's Representative, City of Fargo, Owner, and USACE.
3. Deliverables:
  - a. Monthly status reports and invoices

D. ON-CALL SERVICES

1. Respond to requests for services from Owner or Owner's Representative for tasks not included in individual Task Orders. Services will be provided only with written authorization from Owner or Owner's Representative.
2. Deliverables:
  - a. On-call services deliverables as requested.

3. Owner's Responsibilities

Owner shall have those responsibilities set forth in the Agreement.

4. Times for Rendering Services

| <u>Subtask</u> | <u>Start Time</u> | <u>Completion Time</u>                         |
|----------------|-------------------|--|
| All Work       | May 1, 2017       | <del>December 31, 2020</del> December 31, 2019 |

5. Payments to Engineer

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

- I. Compensation for services in Subtasks A, B, and C shall be on a Time and Material basis in accordance with the Standard Hourly Rates shown in Paragraph 14 of the Agreement.
- II. The budgets for Subtask D is an allowance.



- B. Engineer will notify Owner when 80 percent of the budget is expended.
- C. Engineer will submit an amendment for additional compensation when 90 percent of the budget is expended, or confirm to Owner that this Task Order can be completed for the remaining budget.
- D. Engineer will not perform work beyond 100 percent of the budget without Owner's written authorization ~~by an amendment to this Task Order.~~

| Subtask                 | Activity ID                       | Current Budget (\$)                            | Change (\$)                               | Revised Budget (\$)                            |
|-------------------------|-----------------------------------|--|---|--|
| 2A1. WP-43E2E SDB       | CN-6860<br>WP-43SDC               | 288.50   | 0   | 288.50   |
| 2A2. WP-43E2F SDB       | CN-6860<br>WP-43SDC               | 1,379.00                                       | 0   | 1,379.00                                       |
| 2A3. WP-43CD SDB        | CN-6860<br>WP-43SDC               | 84,343.76                                      | 0   | 84,343.76                                      |
| 2A4. WP-43E3 SDB        | CN-6860<br>WP-43SDC               | 18,503.42                                      | 0   | 18,503.42                                      |
| <u>2A5. WP-43D5 SDB</u> | <u>CN-6860</u><br><u>WP-43SDC</u> | <u>0.00</u>                                    | <u>5,600.00</u>                           | <u>5,600.00</u>                                |
| <u>2A6. WP-43G SDB</u>  | <u>CN-6860</u><br><u>WP-43SDC</u> | <u>0.00</u>                                    | <u>5,600.00</u>                           | <u>5,600.00</u>                                |
| 2B1. WP-43E2D SDC       | CN-6860<br>WP-43SDC               | 19,583.40                                      | 0   | 19,583.40                                      |
| 2B2. WP-43E2E SDC       | CN-6860<br>WP-43SDC               | 40,090.09                                      | 0   | 40,090.09                                      |
| 2B3. WP-43E2F SDC       | CN-6860<br>WP-43SDC               | 25,633.27                                      | 0   | 25,633.27                                      |
| 2B4. WP-43CD SDC        | CN-6860<br>WP-43SDC               | <u>1,782,644.60</u><br><del>1,634,277.60</del> | <u>0</u> <del>148,367.00</del>            | 1,782,644.60                                   |
| 2B5. WP-43E3 SDC        | CN-6860<br>WP-43SDC               | 298.50   | 0   | 298.50   |
| <u>2B6. WP-43D5 SDC</u> | <u>CN-6860</u><br><u>WP-43SDC</u> | <u>0.00</u>                                    | <u>113,500.00</u>                         | <u>113,500.00</u>                              |
| <u>2B7. WP-43G SDC</u>  | <u>CN-6860</u><br><u>WP-43SDC</u> | <u>0.00</u>                                    | <u>111,445.00</u>                         | <u>111,445.00</u>                              |
| C. Project Management   | CN-6860<br>WP-43SDC               | 165,640.00                                     | <u>16,800.00</u> <del>0</del>             | <u>182,440.00</u><br><del>65,640.00</del>      |
| D. On-Call Services     | CN-6860<br>WP-43SDC               | 33,420   | 0   | 33,420   |
| <b>TOTAL</b>            |                                   | <u>2,171,824.54</u><br><del>2,023,457.54</del> | <u>252,945.00</u><br><del>48,367.00</del> | <u>2,424,769.54</u><br><del>2,171,824.54</del> |

- E. The terms of payment are set forth in Paragraph 15 of the Agreement.
- F. When invoicing work, Engineer shall note the Activity ID (shown in the table above) associated with each invoiced activity.

6. Sub consultants:

- A. Barr Engineering

- B. KLJ
  - C. SRF
7. Other Modifications to Agreement: No additions or modifications.
8. Attachments: None.
9. Documents Incorporated By Reference:
- A. Master Agreement for Professional Services between Owner and Engineer, dated May 1, 2017.
  - B. HMG cost proposal received October 17, 2018 (revised October 24, 2018).
  - C. HMG cost proposal received April 15, 2019.
  - ~~C~~.D. HMG cost proposal received January 21, 2020.

DRAFT

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 May 1, 2017.

ENGINEER:

**Houston-Moore Group, LLC**

OWNER:

**Fargo-Moorhead Metro Diversion Authority**

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Jeffrey J. Volk**

Name

Signature \_\_\_\_\_ Date \_\_\_\_\_

~~Joel Paulsen~~**Michael J. Redlinger**

Name

**President**

Title

~~Co-Executive Director, Flood Diversion Board of~~  
**Authority**

Title

DESIGNATED REPRESENTATIVE FOR  
TASK ORDER:

**C. Gregg Thielman**

Name

DESIGNATED REPRESENTATIVE FOR  
TASK ORDER:

**Nathan Boerboom**

Name

**Sr. Project Manager**

Title

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FM Metro Risk Management Project  
Task Order No. 23 - Amendment 3

| Task   | Activity Description  | Senior Professional Engineer |           | Project Coordinator |      | Construction Specialist I |           | Senior Land Surveyor |      | Survey Manager |        | 2 Man Survey Crew |          | CADD Technician III |          | Cost Per Subtask |
|--|---|------------------------------|-----------|---------------------|------|---------------------------|-----------|----------------------|------|----------------|--------|-------------------|----------|---------------------|----------|------------------|
|  |   | Hours                        | Cost      | Hours               | Cost | Hours                     | Cost      | Hours                | Cost | Hours          | Cost   | Hours             | Cost     | Hours               | Cost     |                  |
| Services for Task Order No. 23 - Services During Construction - Work Package 43D.5 |   |                              |           |                     |      |                           |           |                      |      |                |        |                   |          |                     |          |                  |
|  | Services During Bidding - WP-43D.5 Hickson Main Avenue  |                              |           |                     |      |                           |           |                      |      |                |        |                   |          |                     |          |                  |
| Subtask 2.A.1  | Respond to Bidder RFIs and prepare Addenda  | 4                            | \$ 920    |                     | \$ - |                           | \$ -      |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 920           |
| Subtask 2.A.2  | Attend and participate in pre-bid meetings and site visit   | 8                            | \$ 1,840  |                     | \$ - |                           | \$ -      |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 1,840         |
| Subtask 2.A.3  | Attend bid opening and assist in evalutaion of bids   | 2                            | \$ 460    |                     | \$ - |                           | \$ -      |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 460           |
| Subtask 2.A.4  | Incorporate Addenda into plans/specs to create a "For Construction" Set   | 4                            | \$ 920    |                     | \$ - |                           | \$ -      |                      | \$ - |                | \$ -   |                   | \$ -     | 10                  | \$ 1,330 | \$ 2,250         |
|  | Expenses  |                              |           |                     |      |                           |           |                      |      |                |        |                   |          |                     |          | \$ 130           |
|  | Subtotal for Services During Bidding - WP-43D.5   |                              |           |                     |      |                           |           |                      |      |                |        |                   |          |                     |          | \$ 5,600         |
|  |   |                              |           |                     |      |                           |           |                      |      |                |        |                   |          |                     |          |                  |
|  | Services During Construction - WP-43D.5 Hickson Main Avenue (Assumed a 3 month construction timeline (June - August 2019)                     |                              |           |                     |      |                           |           |                      |      |                |        |                   |          |                     |          |                  |
| Subtask 2.B.2  | Fulfill duties of Engineer in accordance with Contract Documents  | 10                           | \$ 2,300  |                     | \$ - |                           | \$ -      |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 2,300         |
| Subtask 2.B.3  | Participate in project meetings   | 12                           | \$ 2,760  |                     | \$ - | 12                        | \$ 1,716  |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 4,476         |
| Subtask 2.B.4  | Comply with Owner's and Contractor's safety plans   |                              | \$ -      |                     | \$ - | 12                        | \$ 1,716  |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 1,716         |
| Subtask 2.B.5  | Provide RPR and fulfill duites as defined in Contract Documents   |                              | \$ -      |                     | \$ - | 300                       | \$ 42,900 |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 42,900        |
| Subtask 2.B.6  | Provide QA and/or Project Engineer to perform field observation and manage inspections performed by third party materials testing firm        |                              | \$ -      |                     | \$ - | 40                        | \$ 5,720  |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 5,720         |
| Subtask 2.B.7  | Respond to RFIs and other construction communication provided by OR   | 10                           | \$ 2,300  |                     | \$ - |                           | \$ -      |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 2,300         |
| Subtask 2.B.8  | Review submittals from Contractor for conformance of Contract Documents   | 40                           | \$ 9,200  |                     | \$ - |                           | \$ -      |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 9,200         |
| Subtask 2.B.9  | Lead development and scoping, coordinate Contractor requested Change Orders that affecft the design or function of the Project                | 20                           | \$ 4,600  |                     | \$ - |                           | \$ -      |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 4,600         |
| Subtask 2.B.10   | Perform survey tasks as required by MFR-015   |                              | \$ -      |                     | \$ - |                           | \$ -      |                      | \$ - | 6              | \$ 894 | 24                | \$ 7,032 |                     | \$ -     | \$ 7,926         |
| Subtask 2.B.11   | Maintain a set of full-set contract drawings indicating as-built information. Redlines from Contractor, RPR, OR, or other sources             | 10                           | \$ 2,300  |                     | \$ - | 40                        | \$ 5,720  |                      | \$ - |                | \$ -   |                   | \$ -     | 40                  | \$ 5,320 | \$ 13,340        |
| Subtask 2.B.12   | Prepare or review site visit reports by Engineer, USACE, external peer reviewers, or other authorities  | 10                           | \$ 2,300  |                     | \$ - |                           | \$ -      |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 2,300         |
| Subtask 2.B.13   | Assist OR with monthly pay applications - determination of quantities   | 20                           | \$ 4,600  |                     | \$ - |                           | \$ -      |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 4,600         |
| Subtask 2.B.14   | Identify issues on punch list - project closeout  | 10                           | \$ 2,300  |                     | \$ - | 10                        | \$ 1,430  |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 3,730         |
| Subtask 2.B.15   | Update DDR after completion of the Projecft (Post Construction DDR)   | 20                           | \$ 4,600  |                     | \$ - |                           | \$ -      |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 4,600         |
| Subtask 2.B.16   | Provide final as-built drawings   | 5                            | \$ 1,150  |                     | \$ - |                           | \$ -      |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 1,150         |
|  | Expenses  |                              |           |                     |      |                           |           |                      |      |                |        |                   |          |                     |          | \$ 2,642         |
|  | Subtotal for Services During Construction - WP-43D.5  |                              |           |                     |      |                           |           |                      |      |                |        |                   |          |                     |          | \$ 113,500       |
|  |   |                              |           |                     |      |                           |           |                      |      |                |        |                   |          |                     |          |                  |
|  | Project Management - WP-43D.5 Hickson Main Avenue   |                              |           |                     |      |                           |           |                      |      |                |        |                   |          |                     |          |                  |
| Subtask 2.C.1  | Provide project management, including monthly status reports and invoicing to PMC, on Engineer's task activity                                | 12                           | \$ 2,760  |                     | \$ - |                           | \$ -      |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 2,760         |
| Subtask 2.C.2  | Participate in regular and periodic meetings or teleconferences with contractors, the Owner's Representative, City of Fargo, Owner, and USACE | 24                           | \$ 5,520  |                     | \$ - |                           | \$ -      |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 5,520         |
|  | Expenses  |                              |           |                     |      |                           |           |                      |      |                |        |                   |          |                     |          | \$ 120           |
|  | Subtotal for Project Management - WP-43D.5  |                              |           |                     |      |                           |           |                      |      |                |        |                   |          |                     |          | \$ 8,400         |
|  |   |                              |           |                     |      |                           |           |                      |      |                |        |                   |          |                     |          |                  |
|  | Grand Totals  | 221                          | \$ 50,830 | 0                   | \$ - | 414                       | \$ 59,202 | 0                    | \$ - | 6              | \$ 894 | 24                | \$ 7,032 | 50                  | \$ 6,650 | \$ 127,500       |



FM Metro Risk Management Project  
Task Order No. 23 - Amendment 3

| Task   | Activity Description   | Senior Professional Engineer |           | Project Coordinator |      | Construction Specialist I |           | Senior Land Surveyor |      | Survey Manager |        | 2 Man Survey Crew |          | CADD Technician III |          | Cost Per Subtask |
|--|--|------------------------------|-----------|---------------------|------|---------------------------|-----------|----------------------|------|----------------|--------|-------------------|----------|---------------------|----------|------------------|
|  |  | Hours                        | Cost      | Hours               | Cost | Hours                     | Cost      | Hours                | Cost | Hours          | Cost   | Hours             | Cost     | Hours               | Cost     |                  |
| Services for Task Order No. 23 - Services During Construction - Work Package 43G |  |                              |           |                     |      |                           |           |                      |      |                |        |                   |          |                     |          |                  |
|  | Services During Bidding - WP-43G - OHB Wetland Mitigation  |                              |           |                     |      |                           |           |                      |      |                |        |                   |          |                     |          |                  |
| Subtask 2.A.1  | Respond to Bidder RFIs and prepare Addenda   | 4                            | \$ 920    |                     | \$ - |                           | \$ -      |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 920           |
| Subtask 2.A.2  | Attend and participate in pre-bid meetings and site visit  | 8                            | \$ 1,840  |                     | \$ - |                           | \$ -      |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 1,840         |
| Subtask 2.A.3  | Attend bid opening and assist in evalutaion of bids  | 2                            | \$ 460    |                     | \$ - |                           | \$ -      |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 460           |
| Subtask 2.A.4  | Incorporate Addenda into plans/specs to create a "For Construction" Set  | 4                            | \$ 920    |                     | \$ - |                           | \$ -      |                      | \$ - |                | \$ -   |                   | \$ -     | 10                  | \$ 1,330 | \$ 2,250         |
|  | Expenses   |                              |           |                     |      |                           |           |                      |      |                |        |                   |          |                     |          | \$ 130           |
|  | Subtotal for Services During Bidding - WP-43G  |                              |           |                     |      |                           |           |                      |      |                |        |                   |          |                     |          | \$ 5,600         |
|  |  |                              |           |                     |      |                           |           |                      |      |                |        |                   |          |                     |          |                  |
|  | Services During Construction - WP-43G - OHB Wetland Mitigation (Assumed an 8 week construction timeline (June - July 2020 and 30 hrs per week for field personnel)   |                              |           |                     |      |                           |           |                      |      |                |        |                   |          |                     |          |                  |
| Subtask 2.B.2  | Fulfill duties of Engineer in accordance with Contract Documents   | 10                           | \$ 2,300  |                     | \$ - |                           | \$ -      |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 2,300         |
| Subtask 2.B.3  | Participate in project meetings  | 12                           | \$ 2,760  |                     | \$ - | 12                        | \$ 1,716  |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 4,476         |
| Subtask 2.B.4  | Comply with Owner's and Contractor's safety plans  |                              | \$ -      |                     | \$ - | 8                         | \$ 1,144  |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 1,144         |
| Subtask 2.B.5  | Provide RPR and fulfill duites as defined in Contract Documents (Assume 8 week construction timeline and 30 hrs per week (240 hrs) and an additional 150 hrs of post-construction inspection and monitoring) |                              | \$ -      |                     | \$ - | 390                       | \$ 55,770 |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 55,770        |
| Subtask 2.B.6  | Provide QA and/or Project Engineer to perform field observation and manage inspections performed by third party materials testing firm   |                              | \$ -      |                     | \$ - | 24                        | \$ 3,432  |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 3,432         |
| Subtask 2.B.7  | Respond to RFIs and other construction communication provided by OR  | 8                            | \$ 1,840  |                     | \$ - |                           | \$ -      |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 1,840         |
| Subtask 2.B.8  | Review submittals from Contractor for conformance of Contract Documents  | 24                           | \$ 5,520  |                     | \$ - |                           | \$ -      |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 5,520         |
| Subtask 2.B.9  | Lead development and scoping, coordinate Contractor requested Change Orders that affect the design or function of the Project  | 16                           | \$ 3,680  |                     | \$ - |                           | \$ -      |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 3,680         |
| Subtask 2.B.10   | Perform survey tasks as required by MFR-015  |                              | \$ -      |                     | \$ - |                           | \$ -      |                      | \$ - | 4              | \$ 596 | 16                | \$ 4,688 |                     | \$ -     | \$ 5,284         |
| Subtask 2.B.11   | Maintain a set of full-set contract drawings indicating as-built information. Redlines from Contractor, RPR, OR, or other sources  | 8                            | \$ 1,840  |                     | \$ - | 30                        | \$ 4,290  |                      | \$ - |                | \$ -   |                   | \$ -     | 30                  | \$ 3,990 | \$ 10,120        |
| Subtask 2.B.12   | Prepare or review site visit reports by Engineer, USACE, external peer reviewers, or other authorities   | 10                           | \$ 2,300  |                     | \$ - |                           | \$ -      |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 2,300         |
| Subtask 2.B.13   | Assist OR with monthly pay applications - determination of quantities  | 16                           | \$ 3,680  |                     | \$ - |                           | \$ -      |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 3,680         |
| Subtask 2.B.14   | Identify issues on punch list - project closeout   | 8                            | \$ 1,840  |                     | \$ - | 8                         | \$ 1,144  |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 2,984         |
| Subtask 2.B.15   | Update DDR after completion of the Projecft (Post Construction DDR)  | 20                           | \$ 4,600  |                     | \$ - |                           | \$ -      |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 4,600         |
| Subtask 2.B.16   | Provide final as-built drawings  | 5                            | \$ 1,150  |                     | \$ - |                           | \$ -      |                      | \$ - |                | \$ -   |                   | \$ -     | 5                   | \$ 665   | \$ 1,815         |
|  | Expenses   |                              |           |                     |      |                           |           |                      |      |                |        |                   |          |                     |          | \$ 2,500         |
|  | Subtotal for Services During Construction - WP-43G   |                              |           |                     |      |                           |           |                      |      |                |        |                   |          |                     |          | \$ 111,445       |
|  |  |                              |           |                     |      |                           |           |                      |      |                |        |                   |          |                     |          |                  |
|  | Project Management - WP-43G - OHB Wetland Mitigation   |                              |           |                     |      |                           |           |                      |      |                |        |                   |          |                     |          |                  |
| Subtask 2.C.1  | Provide project management, including monthly status reports and invoicing to PMC, on Engineer's task activity   | 12                           | \$ 2,760  |                     | \$ - |                           | \$ -      |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 2,760         |
| Subtask 2.C.2  | Participate in regular and periodic meetings or teleconferences with contractors, the Owner's Representative, City of Fargo, Owner, and USACE  | 24                           | \$ 5,520  |                     | \$ - |                           | \$ -      |                      | \$ - |                | \$ -   |                   | \$ -     |                     | \$ -     | \$ 5,520         |
|  | Expenses   |                              |           |                     |      |                           |           |                      |      |                |        |                   |          |                     |          | \$ 120           |
|  | Subtotal for Project Management - WP-43G   |                              |           |                     |      |                           |           |                      |      |                |        |                   |          |                     |          | \$ 8,400         |
|  |  |                              |           |                     |      |                           |           |                      |      |                |        |                   |          |                     |          |                  |
|  | Grand Totals   | 191                          | \$ 43,930 | 0                   | \$ - | 472                       | \$ 67,496 | 0                    | \$ - | 4              | \$ 596 | 16                | \$ 4,688 | 45                  | \$ 5,985 | \$ 125,445       |