

**Exhibit “A”  
Scope of Services**

**1. PROJECT DEFINITION AND LOCATION**

The project includes professional engineering services for the Victorian Estates Waterline (“THE PROJECT”) generally described as 2,600± linear feet of proposed waterline along the south side of State Route 69 between Diamond Drive and the west entrance to Prescott Valley Crossroads,.

**2. PROFESSIONAL SERVICES INCLUDED**

*Pre-Design & Preliminary Engineering*

<b>1. Research &amp; Coordination</b>	<i>Research and coordinate with Town staff regarding the extent of the water distribution system along the study corridor and proposed waterline improvements. Research ADOT right-of-way maps, perform field reconnaissance of the study corridor and document existing conditions. Research and coordinate with ADOT staff to identify acceptable methods to abandon the existing waterline and establish proposed alignment, depth and material composition of the proposed waterline along SR 69.</i>	<b>\$3,500</b>
<b>2. Utility Locating &amp; Potholing</b>	<i>Coordinate with affected utility companies to locate and pothole existing utilities that are anticipated to be in conflict with proposed waterline improvements. Employ subconsultants as required to locate and pothole existing utilities. Potholes will be surveyed and results summarized in plan and tabular format to assimilate with plans and specifications.</i>	<b>\$6,500</b>
<b>3. Geotechnical Evaluation</b>	<i>Employ a geotechnical subconsultant to evaluate subsurface soil conditions and provide recommendations for slope stability, shoring requirements proximate to SR 69, material composition of the proposed waterline, and utility bedding, shading and backfill criteria in the ADOT right-of-way. Test holes will be surveyed and results summarized in plan and tabular format to assimilate with plans and specifications.</i>	<b>\$7,500</b>
<b>4. Supplemental Topography</b>	<i>Provide supplemental field surveying for existing aerial mapping. Establish survey control and measure boundary monuments along the study corridor. Compare and report measured versus record boundaries and survey existing utilities and surface improvements pertinent to the scope of work. Project benchmarks will be established based on the Town of Prescott Valley grid coordinate system and NAVD 88 vertical datum.</i>	<b>\$7,500</b>
	<b>Subtotal</b>	<b>\$25,000</b>

---

**Engineering Design & Construction Documents**

<b>1. Construction Plans</b>	<b>\$25,000</b>
<i>Prepare detailed construction plans and specifications for proposed waterline improvements. Plans will include cover, standard notes and details (Town/ADOT), project summary map and quantities, survey and construction centerline control, erosion control plan, project sections &amp; specific details, and plan and profile design of the proposed waterline with suitable plan scale and vertical exaggeration. Plans will include project quantities and construction specifications in accordance with Town of Prescott Valley, YCES, ADEQ and ADOT standards. Prepare cost estimate for budgeting purposes based on project quantities and current market costs, to be used as the bid schedule template.</i>	
<b>2. Design Report</b>	<b>\$2,500</b>
<i>Prepare a design report in support of proposed water distribution system improvements. The report will include all pertinent design assumption/criteria, calculations and results. Town staff will perform all necessary modeling of the water distribution system based on existing/projected water demands and applicable fire flow scenarios. Model results for all pertinent flow scenarios will be provided in digital format to be included with the final report.</i>	
<b>3. Regulatory Agency Review</b>	<b>\$2,500</b>
<i>Coordinate table-top meetings with pertinent Town/ADOT staff to facilitate the design/review process as much as practical (the schedule requires design work to be complete this fiscal year). Make revisions to the plans and specifications based on feedback and resubmit for review/approval. Prepare the Approval to Construct application package and submit to YCES for review and approval. Process the application and provide all necessary coordination with YCES to obtain construction authorization.</i>	
<b>4. Bid Services</b>	<b>\$5,000</b>
<i>Assemble the bid proposal packet for contract documents, specifications and plans in accordance with the Town's established procurement process. Prepare technical specifications and develop project-specific special provisions based on applicable site constraints and related contractor work site conditions. Attend the pre-bid conference and respond to technical questions pertaining to the plans and specifications. Review contractor bids and prepare bid tabulation with recommendation for contract award.</i>	
<b>Subtotal</b>	<b>\$35,000</b>

### Post Design Consultation & Project Close-Out

<b>1.</b>	<b>Construction Administration</b> <i>Provide construction administration services including owner/contractor coordination, review material submittals and quality assurance testing by others, and provide professional certification for pertinent project elements.</i>	<b>\$2,500</b>
<b>2.</b>	<b>Construction Surveying</b> <i>Provide construction staking services for water proposed waterline improvements. Coordinate with the Contractor as required for schedule, acceptance, preservation and re-staking in accordance with MAG Section 105.8. Includes all preparation, calculations and field work necessary to establish waterline stakes at 25-ft intervals, major event points and as-built data collection.</i>	<b>\$9,000</b>
<b>3.</b>	<b>Construction Inspections</b> <i>Provide construction inspections to ensure construction meets the intent of the plans. Inspectors will coordinate with contractor and pertinent regulatory authorities for quality assurance of utility trenching, bedding, backfill and compaction. Observe and report all necessary testing including leak testing, chlorination and microbiological sampling.</i>	<b>\$7,500</b>
<b>4.</b>	<b>As-built Drawings</b> <i>Prepare a set of as-built drawings for constructed site improvements. Drawings will denote site improvements that deviate from the approved plans as required by the Town of Prescott Valley, YCES, ADEQ and ADOT.</i>	<b>\$4,500</b>
<b>5.</b>	<b>Engineer's Certificate of Completion:</b> <i>Prepare the Approval to Operate application and submit to YCES for review and approval. Includes the Engineer's Certificate of Completion with all supporting documentation for constructed waterline improvements including as-built drawings and results for leak testing, chlorination and microbiological sampling. Process the Approval to Operate application and provide all necessary coordination with YCES to obtain approval of constructed improvements.</i>	<b>\$1,500</b>
<b>Subtotal</b>		<b>\$25,000</b>
<b>Project Total</b>		<b>\$85,000</b>

### 3. ASSUMPTIONS

- Proposal is based on information provided by the CLIENT.
- CLIENT is responsible for all reimbursable expenses.
- Easement acquisition is not included