

SCOPE OF SERVICES AND FEES

This project, in general, consists of installation of a new Reuse Water Recharge Basins Facility, Phase One, located upstream of the Prescott Valley Wastewater Treatment Plant, between P.V. Unit 20 and Fain Road, in T14N R1E Section 8. The purpose of this project is to recharge treated effluent in return for water supply credits. Special attention is to be given to the requirements of the permits and right-of-way agreements. These Phase One Design Services need to allow for future design of Subsequent Phases for pipeline design and layout, access routes and stream crossings, on-site storage of excavated soils.

Added basic service tasks the DESIGNER will accomplish for this project, per this Amendment, are listed herein.

Task 4 – Construction Administration: Fixed Fee of \$34,883.00

The CONSULTANT will continue to provide Construction Administration for the duration of the construction, as follows:

1. Pre-Construction Conference: Attend and assist the Town with answering construction questions or comments with regard to the project.
2. Construction Schedule: Review and critique the contractor's preliminary schedule, and all regular updates to the construction schedule. Monitor and report opinion of the status and progress of the construction work, as well as current conflicts, including work sequence, durations, interim milestones, etc. to the Town and to the Contractor.
3. Submittals: Prepare and maintain a matrix of required submittals and detailed submittal log. Review shop and erection drawings, material submittals, equipment O&Ms, and other data as required and submitted by the Contractor, for compliance with design concepts.
4. Test Results: Prepare and maintain a matrix of required Quality Control (QC) test results, and any Quality Assurance (QA) test results. Review all tests for compliance with the construction contract documents. Such test results may include, but not be limited to: densities, gradations, plasticity indexes, proctors, marshals, chlorination, residual chlorine, bacteriological, cylinder compression breaks, laboratory, shop, and test reports on materials and equipment, etc.
5. Professional Design Support: During construction, provide professional services to facilitate and enable construction to be accomplished in conformance to the construction drawings, specifications, and other contract documents. Clarify and/or interpret construction contract documents, when requested by the contractor and/or the Town.
6. Represent the Owner: Issue instructions from the Town to the Contractor. Resolve issues in the best interests of the Town. Make recommendations to the

Town on corrective actions or contractual measures that may be exercised by the Owner.

7. Changes: Consider, evaluate and notify the Town of changes and/or alterations believed to be in the Town's best interest, due to actual field conditions encountered, etc. Provide supporting detail, including sketches, if needed, of the proposed change(s). Prepare and process any change orders, and/or any field orders that may be required.
8. Contractor's Progress Payments: Review progress payments, based on degree of completion of the work. Prepare cover letter for the Progress Payment, recommending issuance of such payment(s) by the Town.
9. Claims Support: Provide claims review, documentation, and correspondence.

Task 5 – Construction Surveying:..... Fixed Fee of \$22,127.00

The CONSULTANT will provide the following survey services, including construction stakes, lines and grades in conformance with the MAG Section 105.8 and the project specifications, as follows:

1. Locate, check and confirm control. Provide project monumentation.
2. Collect and calculate survey data, as needed.
3. Stake slopes as necessary in accordance with design and permit requirements.
4. Provide Blue-top stakes as necessary in accordance with design and permit requirements. Following initial excavation, blue tops for the sub-grade will be staked and followed for final bottom grading.
5. Stake locations of box culverts, wing walls, energy dissipaters and other structures for grading and construction.
6. Coordinate with the Contractor as to schedule for staking, acceptance of staking, preservation of stakes, and contractor's responsibility for cost of re-staking, per MAG 105.8.
7. Record final cross section grades for final earthwork quantities in areas of cut and fill as necessary in accordance with design and permit requirements.

Task 6 – Construction Observation:..... Fixed Fee of \$36,327.00

The CONSULTANT will provide a qualified construction observer and perform Construction Observation, as follows:

1. Coordination: Develop working relationships and act as the liaison for the Town with the Contractor. Provide assistance to Town Inspection staff relative to project issues of an engineering nature. Keep the contractor aware of the inspection and testing requirements and the effect of these on the project schedule to help avoid delays and misunderstandings.
2. Observation: Conduct timely, on-site construction observation and journal reports to monitor the progress and process of ongoing and completed construction work, on an as-needed basis, to determine and certify compliance in accordance

with the construction contract documents. The level of effort indicated in the fee proposal assumes the Consultant be assisted by a field staff member from the town. Notify the contractor and report to the Town, when construction work is unsatisfactory, faulty or defective, or does not conform to the construction contract documents, or does not meet the requirements of inspections, tests, or approvals required to be made, or has been damaged prior to final payment; and advise Town when it is believed that work should be corrected or rejected, or should be uncovered for observation, or requires special testing, inspection, or approval.

3. Maintain Project Records: Maintain orderly files for correspondence, shop drawings and sample submissions.
4. Tests and System(s) Start-Ups: Verify that tests and systems start-ups and operating and maintenance instructions are conducted as required by the construction contract documents and in presence of the required personnel (such as the Town, and OMI), and that the Contractor maintains required records thereof. Observe, record and report details relative to the test procedures and startups.
5. Quality Control Testing (QC): Observe sample collection and testing provided by the Contractor's testing subconsultant. Collect and review test and re-test results from the Contractor.
6. Quality Assurance Testing (QA): At random intervals and/or as needed, provide independent Quality Assurance Testing.
7. Construction Progress Meetings: Attend regularly scheduled construction progress meetings to provide close coordination and to verify the Contractor's understanding of each aspect of the work, and to discuss project progress and issues.

Task 7 – Project Close-Out:..... Fixed Fee of \$ 14,090.00

The CONSULTANT will provide Project Close-Out Services, as follows:

1. Punch List: Perform final observations with Town and Contractor personnel and develop the "punch list" of deficiencies and incomplete work that needs to be corrected and finished for final acceptance and release of retention.
2. Final Acceptance: Upon the contractor's completion of all punch list items, the CONSULTANT will conduct a final inspection to ensure and verify all punch list items are complete and prepare a recommendation of final acceptance letter to the Town.
3. Final Quantities: Determine final contract quantities.
4. Project Documentation and Records: Compile project records and submit them to the Town. Compile shop drawings, inspection reports, and as-built drawings in final format for Town records.
5. As-Built Drawings: Prepare an "Engineer's Certification" that all work has been completed in substantial conformance with the plans, specifications, and contract documents, including modifications to reflect shop drawing review, substitutions, clarifications, and change orders. Prepare and certify reproducible "Record

Drawings" (one 36" x 24" Mylar set and one set of the scanned Mylar images in Town-approved digital formats) showing the "as-built" condition of the Work for submission to the Town for their permanent records. Also, submit all planimetric and contour/dtm data used to develop the final project to the Town in DWG or DXF format.

6. Retain Project Information: Retain one complete copy of the project deliverables to respond to future questions.

TOTAL of Tasks Including \$4,704 for Direct Expenses..... \$112,131.00

Town Standards are not all inclusive. They are supplemented by other standards, specific agreements and Town Code as noted below. The priority in which developers shall adhere to supplements shall be recognized per the following sequence:

1. Specific Development Agreement
2. Prescott Valley Town Code
3. Design and Construction Standards for the Town of Prescott Valley
4. Town of Prescott Valley Standard Details (PVSD)
5. Yavapai Association of Governments (YAG) Standards
6. Maricopa Association of Governments Uniform Standards (MAG)
7. The most current standard, code, regulation, rule, law, policy, recommendation, etc. administered by the various agencies, organizations and departments noted in the "Acronyms and Glossary of Terms" section of the Town Standards

If more than one reference exists to the same element, the most restrictive standard, code, regulation, rule, law, policy, recommendation, etc. shall apply, unless otherwise approved by the Town.