

## **WORK ORDER NO. 14**

### **ENGINEERING DESIGN SERVICES AND SERVICES DURING CONSTRUCTION FOR A 6" FORCE MAIN FOR THE CITY OF PRAIRIE GROVE, AR**

This Work Order amends Articles 1, 2, and 5 of the Basic Agreement executed the 16<sup>th</sup> day of May, 2011 between McClelland Consulting Engineers, Inc., hereinafter referred to as the ENGINEER and the City of Prairie Grove, Arkansas, hereinafter referred to as the OWNER on this the \_\_\_\_<sup>th</sup> day of January, 2024.

#### **ARTICLE 1**

The City of Prairie Grove sewer basin for Prairie Meadows has experienced growth and development, as well as aging of the original lift station installation. The OWNER recently upgraded the existing pumps at the lift station and is planning to upgrade the force main to accommodate the new increased sewage flows.

The Prairie Meadows Lift Station is located on South Buchanan Street, see attached Exhibit A. The existing 4-inch force main discharges into a primary sewer interceptor near Cyprus St, a known pinch point in the existing sewer collection system during peak flows. A new 6-inch PVC force main will be designed on a new alignment as shown that will connect to the primary collection interceptor at a point closer to the WWTP. The existing 4-inch force main will be abandoned once the new force main is put into service. The proposed improvements will increase the efficiency of the lift station may therefore also increase the system capacity.

The ENGINEER will complete the following tasks under Work Order No. 14.

#### **Task No. 1 – Topographic Survey**

- ENGINEER will complete a detailed topographic survey within the survey limits shown on the attached Exhibit A. Details include:
  - Street curb lines, asphalt edges, crown, and striping
  - Parking areas, light-poles, and bollards
  - Buildings, sheds, and finish floor elevations
  - Utility fixtures and structures
  - Underground utility lines as marked by utility and/or contracted utility location providers
  - Drainage ditches, pipe size and type, structures, and inverts.
  - Sanitary sewer manholes shall include rim elevation, pipe type and size and associated inverts.
  - Fences and gates
  - Land corners and property markers
  - Other features as may be visible from ground observation.
- TOTAL AREA - Approx. 1.5 acres

- OWNER is responsible for notifying landowners that surveyors will be in the area before field work begins.
- Project control points will be set for future construction purposed and identified in the survey.
- The ENGINEER will mark the site for utility locates and contact Arkansas One-Call. Arkansas One-Call is required to mark utilities within 48 hours of the receipt of the utility locate request if the request is for construction purposes. Design survey requests do not fall within this time requirement and during peak construction, it may take several weeks for locates to be completed. The ENGINEER shall not be responsible for utilities not field located by Arkansas One Call or any specific utility provider.

#### **Task No. 2 – Easement Preparation**

- ENGINEER shall prepare legal (easement) descriptions, easement documents, and easement exhibits for land acquisition, right-of-way, and/or easements.
- A maximum of six (6) easements are anticipated.
- Easement acquisition/negotiation and recordation is not included in this scope and would be considered additional services.

#### **Task No. 3 – Design**

- Design approximately 1,800 linear feet of new 6" force main to convey wastewater from the existing Prairie Meadows lift station to a new receiving manhole along Industrial Drive, north of West Buchanan Street, including the crossing of West Buchanan Street, as shown in Exhibit A, attached.
- Design assumes bore crossing of W Buchanan Street.
- Design the required tie-in to and abandonment of the existing 4" force main.
- Prepare a detailed estimate of probable construction costs for improvements based on design and specifications.
- Submit construction documents to OWNER for review and concurrence.
- Address comments from OWNER and finalize construction documents.
- Submit plans and specifications to the Arkansas Department of Health for review and approval. Address comments as required from ADH.
- Represent OWNER at meetings as needed pertaining to this project.

#### **Task No. 4– Rock Soundings**

- Perform two rock soundings (10 ft maximum depth) at the proposed crossing of W Buchanan Street, one on each side of the road, as required.
- Prepare a letter report to convey the results of the rock soundings.

#### **Task No. 5 – Environmental Compliance**

- Complete Notice of Intent and submit to ADEQ, as required.
- Complete small site Stormwater Pollution Prevention Plan, erosion and sediment control drawings and coordinate with Contractor for posting of Automatic Coverage Certification.

- Prepare and submit Short-Term Activity Authorization to Division of Environmental Quality, as required.
- Complete Notice of Termination and submit photographs to DEQ to close out permit.
- Design assumes no additional environmental permitting required.

#### **Task No. 6 – Bid Phase**

- Assist OWNER with advertisement for bids.
- Respond to questions from bidders and issue addenda as required.
- Conduct pre-bid meeting (if required).
- Attend bid opening and prepare certified bid tabulation.
- Evaluate bids as received and recommend award of the Construction Contract based on the bid evaluation.

#### **Task No. 7 – Services During Construction**

- Attend preconstruction conference and provide meeting minutes to attendees.
- Review submittals from Contractor.
- Provide partial on-site observation of the construction work as it progresses for a period not to exceed 3 months.
- Prepare contractor pay estimates and submit to OWNER for review and approval.
- Prepare change orders as needed.
- Attend final inspection and prepare punch list.
- Prepare as-built record drawings utilizing contractor's measurements.
- Represent OWNER at meetings as needed pertaining to this project.
- Prepare and submit close out documentation.
- Assist OWNER during startup operations.

#### **Task No. 8 – Additional Services**

- The ENGINEER will perform additional services related to this project as approved by the OWNER.
- Additional Services may include; USACE, USFWS, or other additional permitting requirements, easement acquisition, negotiation or recordation, studies, or other design reports for the existing lift station, etc. work scope not included in this contract.

### **ARTICLE 2**

The compensation for services to be provided in Article 1 shall be as follows:

#### **Task No. 1 – Topographic Survey**

- Payment for the topographic survey shall be on a lump sum basis in the amount of \$5,000 plus direct expenses. Payments shall be made in monthly installments as surveying progresses.

### **Task No. 2 – Easement Preparation**

- Compensation to be on a per easement basis of \$1,200/easement, with a total allowance of \$7,200 for six (6) easements. Should additional easements be required, they will be charged at the \$1,200 rate.

### **Task No. 3 - Design**

- Payment for design shall be on a lump sum basis in the amount of \$30,000 plus direct expenses. Payments shall be made in monthly installments as design progresses.

### **Task No. 4 – Rock Soundings**

- Payment for rock soundings and accompanying report shall be on a lump sum basis in the amount of \$3,500 plus direct expenses for work performed. Payments shall be made in monthly installments as work is completed.

### **Task No. 5 – Environmental Compliance**

- Payment for the preparation and submission of the SWPPP, NOI, NOT and STAA shall be on a lump sum basis in the amount of \$2,000 plus direct expenses. Payments shall be made in monthly installments as the project progresses.
- Coordination with USFWS, USACE or other federal regulatory agency and preparation of any permits required by these entities shall be considered additional services and be billed at standard hourly rates. Hourly rates shall be those current at the time services are provided. Current standard hourly rates are attached hereto as Exhibit B.

### **Task No. 6 – Bid Phase**

- Payment for Task No. 4 shall be on lump sum basis in the amount of \$5,000 plus direct expenses.

### **Task No. 7 – Services During Construction**

- Payment for the services during construction shall be on an hourly rate plus direct expense basis. Total fee for professional services is anticipated not to exceed \$20,000, based on an anticipated construction duration of maximum three (3) months. Hourly rates shall be those current at the time services are provided. Current standard hourly rates are attached hereto.

### **Task No. 8 – Additional Services**

- Payment shall be compensated at ENGINEER's standard hourly rates for the time and expenses utilized for this service.
- Additional services shall be reviewed by the ENGINEER and OWNER and agreed upon before services are provided.



**ARTICLE 5**

IN WITNESS WHEREOF, the parties hereto each herewith subscribe the same in duplicate.

**FOR THE CITY OF PRAIRIE GROVE, ARKANSAS**

By: \_\_\_\_\_  
Mr. David Faulk, Mayor

Dated the \_\_\_\_ day of \_\_\_\_\_, 2024

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

**FOR McCLELLAND CONSULTING ENGINEERS, INC.**

By: \_\_\_\_\_  
Mr. Nicholas Batker, P.E., Senior Associate

Dated the \_\_\_\_ day of \_\_\_\_\_, 2024

Attest: \_\_\_\_\_  
Mr. Zane Lewis, P.E., Project Manager



# EXHIBIT A

## 6" Force Main for Prairie Meadows Development Prairie Grove, AR





**EXHIBIT B**

5/15/2023

**McCLELLAND CONSULTING ENGINEERS, INC.**

**\*STANDARD HOURLY RATES**

<b>Chief Draftsman</b>	<b>\$110 - \$120</b>
<b>Clerical</b>	<b>\$45 - \$85</b>
<b>Construction Observer</b>	<b>\$75 - \$165</b>
<b>Draftsman</b>	<b>\$70 - \$120</b>
<b>Environmental Scientist/Designer</b>	<b>\$125 - \$145</b>
<b>Geotech Engineer</b>	<b>\$125 - \$200</b>
<b>GIS Technician</b>	<b>\$80 - \$140</b>
<b>HR/Payroll Admin</b>	<b>\$75-\$115</b>
<b>Landscape Architect</b>	<b>\$95 - \$200</b>
<b>Media Specialist</b>	<b>\$85 - \$120</b>
<b>Principal</b>	<b>\$185 - \$275</b>
<b>Project Accountant</b>	<b>\$70 - \$155</b>
<b>Project Designer - Intern</b>	<b>\$50 - \$80</b>
<b>Project Designer</b>	<b>\$80 - \$165</b>
<b>Project Engineer</b>	<b>\$120 - \$175</b>
<b>Project Manager</b>	<b>\$130 - \$210</b>
<b>Registered Land Surveyor</b>	<b>\$100 - \$175</b>
<b>Soils Lab Technician</b>	<b>\$50 - \$140</b>
<b>Specification Writer</b>	<b>\$50 - \$100</b>
<b>Sr. Project Manager</b>	<b>\$160 - \$250</b>
<b>Structural Engineer</b>	<b>\$140-\$180</b>
<b>Survey (2 man or Robotic) Crew</b>	<b>\$115 - \$165</b>
<b>Survey (3 man) Crew</b>	<b>\$150 - \$200</b>
<b>Survey Field (1 Man or Rodman)</b>	<b>\$45 - \$120</b>
<b>Survey GPS</b>	<b>\$75 - \$135</b>
<b>Survey Technician</b>	<b>\$65 - \$110</b>
<b>Expenses</b>	<b>@ Cost</b>
<b>Mileage</b>	<b>.655/mi</b>

*\* Standard Hourly Rates may be adjusted annually in accordance with the normal salary review practices of McClelland Consulting Engineers.*