

# ENGINEERING SERVICES CONTRACT

# Project: CTH G Reconstruction, Town of Spring Green, Sauk County

This is an Engineering Services Contract (Contract) between the Sauk County Highway Department (Client) and Jewell Associates Engineers, Inc. (Jewell or Consultant). The Consultant will provide Engineering Services to the Client.

## SCOPE OF SERVICES:

This contract is for design engineering services, including reconstruction of approximately 5.5 miles of CTH G starting at the intersection with STH 23 in the Town of Spring Green and going northerly, ending at the intersection of CTH B. The project will design from the start to the end and be provided in two let packages (construction phases). The first construction phase will be CTH G from the intersection of STH 23 to the intersection CTH JJ. The second construction phase will be from the intersection of CTH JJ to the intersection of CTH B.

The majority of the roadway will be reconstructed on existing alignment providing two 12 foot lanes with 6 foot shoulders (3 foot paved). There will be four areas of horizontal curve improvements:

- 1. This first section is approximately 1200' west of the intersection of STH 23 and continues west approximately 1000'.
- 2. The second section of CTH G begins approximately 2500' northwest of Pearl Road and continues northwest approximately 1000'.
- 3. The third section is at the intersection of Big Hollow Road, Mercer Road and CTH G. The curve on CTH G will be flattened with a new single intersection design to bridge Big Hollow Road and Mercer Road to CTH G at a right angle. This section will be approximately 3000' long.
- 4. The final section of CTH G is at the end of the project and begins approximately 2000' south of the intersection of CTH B and flattens a curve and realigns the CTH G and CTH B intersection.

Exhibit B show the locations of the four off alignment sections of CTH G.

All work will be completed per the requirements of Sauk County, the WisDOT Facilities Development Manual, WisDOT Standards Specifications, the WisDOT Guide to Utility Coordination, and the AASHTO Standards Specifications for Highway and Structure Design.

The detailed Scope of Services is attached as Exhibit A, consisting of seven (7) pages.

Services not set forth above and in Exhibit A are specifically excluded from the scope of the Consultant's services and the Consultant assumes no responsibility to provide such services unless an agreement for Additional Services is made and appended to this Contract.

## **SCHEDULE:**

This Agreement is based upon the following anticipated schedule.

Start of Work

Upon Receipt of Signed Contract

Completion Date

Final PS&E will be submitted by November 1, 2022 for an anticipated

construction in 2023 or 2024.

Note that this schedule assumes Authorization to Proceed by March 15, 2021 and that permit approvals, delivery of documents by others, and WisDOT review, if necessary, will occur without any substantial delays. Any difficulties in the process may affect the schedule.

# ADDRESS CONFIRMATION:

Client's Billing Address is:

Patrick Gavinski, Highway Commissioner Sauk County Highway Department P O Box 26 620 Linn Street West Baraboo, WI 53913

The telephone number where the Client can be reached is (608) 355-4855, and the Client's e-mail address is patrick.gavinski@saukcountywi.gov.

# **BASIS OF PAYMENT:**

- 1. For Road Plans, PS&E documents, coordination, reports, and meetings, a lump sum of \$303,328.50.
- 2. For Subsurface Investigations subcontracted to American Engineering Testing, Inc. (AET), the Consultant's actual cost not to exceed \$4,200.00 based on AET's estimated cost proposal.
- 3. For Archaeological and Architecture/History Surveys will be subcontracted to Commonwealth Heritage Group, Inc. (CHG), the Consultant's actual cost not to exceed \$7,792.03, based on CHG's estimated cost proposal.
- 4. For Title Searches subcontracted as needed, the Consultant's actual will be applied to an allowance of \$7,500, exact cost to be determined with final scope of work.
- 5. For Wetland Delineation we will work directly with Department of Natural resources to investigate wetland impacts. If the Department of Natural Resources request a wetland delineation be performed, this service will be considered Extra Work.
- 6. Compensation for all services under this contract shall be for an amount not to exceed \$322,820.53.
- 7. Client shall be responsible for the cost of any required government permit, review, and/or recording fees, as well as publication of the public information meeting

- notices. Such fees may be paid by Client directly or will be billed by Jewell as reimbursable expenses at cost.
- 8. Jewell Associates Engineers, Inc. shall submit invoices monthly for Services and payment is due within 30 days. If payment in full is not received within 30 days from due date, the invoice will be deemed past due and will bear interest at 1.5% of the past due amount per month.
- 8. If the Client fails to make payments, any collection costs the Consultant incurs shall become immediately due and payable to the Consultant. The costs include, but are not limited to, legal fees, collection agency fees, and court costs.

# **TERMINATION:**

This contract may be terminated at any time upon seven (7) calendar days' written notice by either party should the other party fail to perform its obligations hereunder. In the event of termination for any reason whatsoever, the Client shall pay the Consultant for all services rendered to the date of termination, and all reimbursable expenses incurred prior to termination. Failure of Client to make payments when due shall be cause for suspension of services, or ultimately termination, unless and until Consultant has been paid in full all amounts due.

# STANDARD OF CARE:

The standard of care for all professional services performed or furnished by the Consultant under this Contract will be the skill and care used by members of the Consultant's profession practicing under similar circumstances at the same time and in the same locality. The Consultant makes no warranties, express or implied, under this Contract or otherwise, in connection with Consultant's services.

# **INFORMATION PROVIDED BY OTHERS:**

The Client shall furnish, at the Client's expense, all information, requirements, reports, data, surveys and instructions required by this Contract. The Consultant may use such information in performing its services and is entitled to rely upon the accuracy and completeness thereof.

# TIMELINESS OF PERFORMANCE/DELAYS:

The Consultant will perform services under this Contract with reasonable diligence and expediency consistent with sound professional practices. The Client agrees that the Consultant is not responsible for damages arising directly or indirectly from any delays for causes beyond the Consultant's control. For purposes of this Contract, such causes include, but are not limited to, strikes or other labor disputes; severe weather disruptions or other natural disasters; failure of any government agency to act in a timely manner; failure of performance by the Client or the Client's contractors or consultants; or discovery of any hazardous substances or differing site conditions. If the delays resulting from any such causes increase the cost or time required by the Consultant to perform its services in an orderly and efficient manner, the Consultant shall be entitled to an equitable adjustment in schedule and/or compensation.

# **ATTORNEY'S FEES:**

In the event of any litigation arising or related to this Contract or the services provided hereunder, the prevailing party shall be entitled to recover from the non-prevailing party all reasonable costs incurred, including staff time, court costs, attorney's fees, and all other related expenses in such litigation.

# **CONSEQUENTIAL DAMAGES:**

Notwithstanding any other provision of this Contract, and to the fullest extent permitted by law, neither the Client nor the Consultant, their respective officers, directors, partners, employees, contractors or subconsultants, shall be liable to the other or shall make any claim for incidental, indirect or consequential damages arising out of or connected in any way to the project or to this Contract. This mutual waiver of consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation or any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict or implied warranty.

# **INDEMNIFICATION:**

The Client and Consultant shall, to the fullest extent permitted by law, indemnify and hold harmless the other party and the other party's officers, directors, partners, employees, agents, and subconsultants from and against losses, damages, and judgments arising from claims by third parties, including reasonable attorney's fees and expenses recoverable under applicable law, arising out of or in any way connected with the performance of the services under this Contract, excepting only those damages, liabilities, or costs attributable to the sole negligence or willful misconduct of the indemnifying party. If claims, losses, damages, and judgments are found to be caused by the joint or concurrent negligence of Client and Consultant, they shall be borne by each party in proportion to its negligence.

# LIMITATON OF LIABILITY:

To the maximum extent permitted by law, the Client agrees to limit the Consultant's liability for the Client's damages to the sum of \$500,000 or the Consultant's fee, whichever is greater. This limitation shall apply regardless of the cause of action or legal theory pled or asserted.

# **DISPUTE RESOLUTION:**

Any claims or disputes between the Client and the Consultant arising out of the services to be provided by the Consultant or out of this Contract shall be submitted to nonbinding mediation unless the parties mutually agree otherwise.

### **OPINIONS OF COST:**

Any opinions or estimates of probable construction cost prepared by the Consultant are based on the Consultant's professional judgment and experience. However, since the Consultant has no control over the cost of labor, materials, equipment or service furnished by others, over the contractor's methods of determining prices, or over competitive bidding or market conditions, the Consultant cannot and does not guaranty that proposals, bids, or actual construction cost will not vary from the Consultant's opinions or estimates of probable construction cost.

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# **CONSULTANT**

Patrick Gavinski, Commissioner	Ellery Schaffer, PE
Sauk County Highway Department	Jewell Associates Engineers, Inc.
Date:	Date:

# **Contract Support Documents**

Sauk County Local Project CTH G STH 23 - CTH B Sauk County

Sauk County Local Project CTH G STH 23 - CTH B Sauk County

\$33.01 \$33.51
Professional Survey
Land Surveyor Technician \$29.20 Design Technician \$39.61 Project Engineer \$54.11 Project Manager

Total Hours

(1) PROJECT MANAGEMENT

-	Scope, Sch	Scope, Schedule and Change Management						
87		Manage Project Scope and Schedule	44	0	0	0	0	44
	887.2	Update and track project progress/percent complete	8					œ
	887.3	Prepare/attend scope and schedule meetings/conference calls	16					16
	887.4	Prepare/attend field review meeting	80					80
	887.5	Prepare/attend 30% plan review meeting	2					2
	887.6	Prepare/attend 60% plan review meeting	2					2
	887.7	Prepare/attend 90% plan review meeting	2					2
	887.8	Prepare/attend preconstruction meeting (in person)	9				5	9
							İ	
39		Manage Project Non-Delivery Cost	12	0	0	0	0	12
	889	Manage and review construction project cost estimate	80					80
	889.2	Manage and review R/W costs	4					4
62	Quality and	Quality and Risk Management						
90		Manage Project Quality	09	40	0	0	0	100
	890,2.1	Review 30% plan	16	80				24
	890.2.2	Review 60% plan	16	80				24
	890.2.3	Review 90% plan	24	60				32
	890 2 4	Review special provisions and supporting documents	4	16				20

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Manage Project Stakeholder.

Develop public involvement plan
Prepare and maintain public involvement log/comment database
Notify projectly owners
Notify projectly owners
PIM - Develop and maintain contact mailing list (email/address)
PIM - Plan meeting and meeting arrangements
PIM - Prepare print/mailing meeting invites
PIM - Prepare news release
PIM - Prepare/review/revise meeting materials (handouts, exhibits, presentation)
PIM - Attend PIM

743.2 743.4 743.4 743.5.1 743.5.2 743.5.3 743.5.4 743.5.5

1.4 Communication and Stakeholder Management

# (2) PRELIMINARY AND FINAL DESIGN

743.5.7

PIM - Prepare/review PIM meeting minutes or summary General project meeting (OPM/LOM/Property Owner) - Prepare/attend/summarize

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avemen		277.4	277.6
Pavement		277.4	277.6
2.1 Pavement	277	277.4	277.6

		Project Manager	Project Engineer	Technician	Land Surveyor	Survey	Hours
Enginee	Engineering and Plan Development			I			
00	Design Drainage	0	30	108	0	0	138
778.1	ster		8	16	9		2
778.2			2	16	9		18
778.3	Establish existing drainage areas, time of concentration flow paths, flow rates		2	12	-		14
778.5	Prepare existing condition drainage area exhibits		2	16			18
778.6	Establish & evaluate proposed drainage flow path/time of concentration/peak discharge		2	12	01		14
778.7	Design storm sewer system, size pipes, and inlet spacing						0
778.9	Analyze hydraulics and design culvert pipes		4	24			28
778.10	Analyze hydraulics and design ditches		2	12			14
778.18	Complete stormwater report		8				80
8	Design Erosion Control and Landscaping	0	12	88	0 0	0	100
768.2			4	24	1		28
768.3	Determine permanent erosion control features		4	32			36
768.4	Erosion control plan preparation		4	32			36
20	Design Geometrics and Details	195	112	2.16	0	0	1279
1776.1	Determine and document design criteria	4		12			16
776.2	Analyze existing geometrics	8	12	22			42
776.3	Develop preliminary horizontal alignments	4		16	100		20
776.4	Develop preliminary vertical alignments	4		16	100		20
776.5	Develop preliminary intersection design	4		16	-		20
776.8	Finalize preliminary geometrics	83		24			32
776.18	L	4		24			28
776.19	_	4		24	ant-		28
776.20	_	4		24	art-		28
776.23				12	0.1		12
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776.24.2	Н						
776.24.3	Develop and document Roadside Haz						
776.24.4							0
	Plan Preparation						
776.25.1	1 Title sheet	+		4			43
776.25.2	-	2		9			ω
776.25.3	_	2		16	(0)		18
776.25.4	-	16	00	24			4
776.25,5	Н	16		40			56
776.25.8	8 Driveway details	4		12	01		16
776.25.11	Ц	80		40			48
776.25.13	13 Storm sewer and utilities details	9		12	7		18
776.25.14	Ц	80		27			32
776.25.15	15 Superelevation table	80		24	-		32
776.25.17		40	60	180			280
776.25.18	18 Plan and Profile - crossroads	16	32	180			228
776.25,		24		220	0		244
8	Develop Quantities and Estimates	32	10	192	0	0	234
786.1	Calculate/estimate quantities	20		120			140
786.2	Calculate earthwork and develop summary tables	12		32			44
786.3	Prepare estimate documentation report/determine unit prices		9	24			30
78E A	December annual alluming and Alexander Time part DES actimate)		*	0.0			

		Manager	Engineer	Technician	Land Surveyor	Technician	Hours
	Davelop PSE Documents	4	41	28	0	0	7
856.1	Develop special provisions	4	40	24			9
856.2	Develop construction time chart		ş-	4			
856.3	Develop certificate of right of way						
856.4							
856.5	Develop certification of railroad coordination						
856.6	Develop Governor's Band - DT25						
856.7	Develop highway work proposal						
856.8	Develop plan letter						
856.9	Develop news release form						
856.10	Develop notes to construction engineer						
856.11	Develop region-specific PS&E documents						
856.12	AutoCAD Civil 3D project data submittal						
856.14	Contractor data packet						
856.15	Create standard detail spreadsneet						
020.10	riepale e-plan sublima						
Data Sur	Data Success and Manoing						
Date, our	Establish Drainet Control	10	o	C	0	163	
RER 1 1	Set project control	•				12	
ges 1.7	Cot majort benchmarks					12	
666.1.3	Create control tie sheets					12	
666.1.5	GPS observation					4	
666.1.7	closed traverse)					12	
	Conduct and Process Existing Field Survey	0	0	0	0	294	2
723.2	Measure existing centerline					12	
723.3	Measure existing monumentation					12	
723.4	Existing surface and topographic survey, cross sections - including travel toffrom project					200	200
723.6	Call diggers hotline					2	
723.9	Photographs					4	4
723.12	Field survey existing utilities					24	24
722.14	Civil notes					2 «	
723 16	Measure/man existing drainage features					12	
723.19	Reduce field notes					4	
	Survey Existing and Proposed Right-of-Way	0	0	0	44	64	108
728.6	Research public records				4	4	
726.9	Review title work				40		40
726.10	Field locate section corners, block corners, iron pins					24	
726.13	Appraisal staking					36	
	Place Monumentation	0	0	0	0	36	
897.2	Place type 1,2,3,4 monument					30	
	Develop Transportation Project Plat	16	0	0	164	228	408
	Traditional Plats						
745.19.1	Existing R/W lines, easements, alignments, and access control	00			40	36	84
745.19.2	Proposed R/W lines, easements, alignments, parcels, etc	00			40	36	84
745.19.3	Title sheet				2	00 (	
745.19.4	Overview sheet				4	16	20
745.19.5	Schedule of lands and interests				4	12	16
745.19.6	Detail sheets				40	UZL	160
745.19.7	Legal descriptions				32		32
K ML 47/1	DAIAAANAA ATABI BILL IBRIISIUU						

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		\$54.11 Project Manager	\$39.61 Project Engineer	\$29.20 Design Technician	\$33.01 Professional Land Surveyor	\$33.51 Survey Technician	Total Hours
vironm							
k	Analyze Archeological and Historical Impact and Tribal Consultation	9	0	0	0	0	9
763.1	Identify consulting parties/notify	2				e e de de	2
763.3	Determine Area of Potential Effect	2					2
763.7	Complete/submit Section 106 review form	2					2
	Analyze Hazardous Materials Site Impact	4	0	0	0	0	9
	Phase I - Data evaluation and review, prepare conclusions and recommendations, site						
765.1.3	summaries and draft/final hazardous materials report	4					4
	Environmental Documentation and Agency Coordination	0	16	0	a	0	16
769.1.1	WDNR - General Coordination and Assessment		9				9
769.1.2	USFWS		2				2
769.1.3	Bureau of Indian Affairs - Native American Tribes						0
769.1.4	BOA		2				2
769.1.5	FAA		2				2
769.1.6	County Drainage Board						0
769.1.7	USACE						0
769.1.10	Additional Coordination (NPS, NRCS, etc.)		4				4
769.5							0
	The Control of the Co						
TIC OF							
	Develop/Coordinate/Review Transportation Management Plan (Type 1,2,3,4)	0	e	8	0	0	1
788.4	Traffic control plan		e :	8			11
	Design Signing and Pavement Marking	0	22	36	0	0	58
819.2.1	Inventory existing signs		9	12			18
819.2.3	Develop permanent sign plans		16	24			.40
	Coordinate Utilities	0	40	0	0	0	40
746.1	Prepare and maintain TUMS or DT1079 form						0
746.6	1077 Process		80				æ
746.11	1078 Project Plan Process		8				80
746.14	Reviews of utility work plans		8				8
746.15	Create or review utility special provisions		80				80
746.16.1	Follow up with utilities between PS&E and let		8			*	8
746.19	PS&E review						0
	Coordinate Railroad	lo	0	0	0	0	0
847.2.1	Railroad project submittal package - for grade separated crossing						0
	Labor Hour Totals Labor Dollars Totals	379 \$20,507.69	380 \$15,051.80	1448 \$42,281.60	208	674 \$22,585.74	3089 \$107,292.91
			ш.	Project Hours			3089
			-	roject Hours (	Check		3089

JEWELL

560 Sunrise Drive Spring Green. WI 53588 \$\mathbb{G}\$008-588-9322

Sauk County Local Project CTH G STH 23 - CTH B Sauk County

(1) PROJECT MANAGEMENT	AGEMENT	\$54.11 Project Manager	\$39.61 Project Engineer	\$29.20 Design Technician	\$33.01 Professional Land Surveyor	\$33.51 Survey Technician	Total Hours	Cost per Task
1.1 Scope 887	Scope, Schedule and Change Management Manage Project Scope and Schedule	44	0	O	О	o	4	\$2,380.84
								;
688	Manage Project Non-Delivery Cost	12	0	0	0	0	12	\$649.32
	Quality and Risk Management							
890	Manage Project Quality	90	40	0	0	o	100	\$4,831.00
1.4 Comme	Communication and Stakeholder Management							
743	Manage Project Stakeholders	9	45	16	O	0	90	\$2,455.48
(2) PRELIMINARY	(2) PRELIMINARY AND FINAL DESIGN							
	Payement and Soils Design							
277	Design Pavement Structure	lo	12	0	0	lo	12	\$475.32
Co Espera	Continuentian and Dian Rausinament							
и.	Design Dramage	0	30	108	0	0	138	\$4.341.90
768	Design Frosion Control and Landscaping	0	12	80	0	c	100	\$3 044 92
776	Design Geometrics and Details	195	112	972	0	0	1279	\$43,370.17
786	Develop Quantities and Estimates	32	10	192	0	o	234	\$7,734.02
856	Develop PSE Documents	4	41	28	0	0	73	\$2,658.05
12.3 Date	Date Survey, and Mapping							
I.	Establish Project Control	2	lo	C	c	52	5	\$1 742 52
723	Conduct and Process Existing Field Survey	0	0	0	0	294	294	\$9.851.94
726		0	0	0	44	64	108	\$3,597.08
897	Place Monumentation	0	0	0	0	36	36	\$1,206.36
745	Develop Transportation Project Plat	16	o	0	164	228	408	\$13,919.68
2.4 Enviro	Environmental and Cultural Impact							
	Analyze Archeological and Historical Impact and Tribal Consultation	9	0	0	0	0	9	\$324.66
765	Analyze Hazardous Materials Site Impact	4	0	0	0	0	4	\$216.44
769	Environmental Documentation and Agency Coordination	0	16	0	0	0	16	\$633.76
2.6 Truffic	raffic Operations							
	Developing Coordinate/Daview Transportation Management Dian (Tune 1.9.3.4)	5	6	α	2	2	7	4252 43
200	Design Circuity and Davement Markins	0 0	266	35	0	0	78	\$1 000 ED
746	Coordinate Milities	0	40	300	0	0	88	\$1 584 40
847	Coordinate Railroad	0	0	0	0	0	0	\$0.00
	Labor Hour Totals Labor Dollars Totals	379	380	1448	208 \$6 866 08	674 3089 \$22 585 74 \$107 292 94	3089	3089 \$107,292,91
			_	Strict Hoise			3080	
			. 6.	Project Hours Check	heck		3089	

Jewell Associates Engineers, Inc.

Sauk County Local Project CTH G STH 23 - CTH B Sauk County

Schedule of Subcontractors				
Schedule of Subcontractors				
	Name of	Method of	Sub	Subcontract
Work Element	Subcontractor	Payment	₹	Amount
		Cost per Unit	49	4,200.00
Subsurface Investigations	American Engineering Testing, Inc.			THE REAL PROPERTY.
		Actual Cost + Fixed Fee	49	7,792.03
Archaeological & Historical Surveys	Commonwealth Heritage Group, Inc.		No. of Street, or other Persons	No.
		Cost per Unit	69	7,500.00
Title Searches	Allowance			
		Total	€9	19,492,03

# CONSULTANT CONTRACT DETAIL FEE COMPUTATION EXHIBIT 1 - CONSULTANT DIRECT LABOR RATES

(a)	(q)	(c)	(p)	(e)	(J)	(D	(k)	(m)
Name	Classification	Current	Pay			% Work	% Work	Weighted
		Rate	Increase		Increase	Current	Increased	Average
			Percent (1)	Amount (1)		Rate	Rate (1)	Rate
Weighted	Project Manager	\$53.28		\$ 54.93		%00'09		\$ 54.11
Weighted	Project Engineer	\$39.00		\$ 40.21		20.00%		\$ 39.61
Weighted	Design Technician	\$28.75		\$ 29.64		20.00%		\$ 29.20
Wes Kraemer	Professional Land Surveyor	\$32.50	3.10% \$	\$ 33.51	1/1/2022	20.00%		\$ 33.01
Noah Anliker	Survey Technician	\$33.00		\$ 34.02		20.00%		\$ 33.51

# EXHIBIT 2 - CONSULTANT WEIGHTED AVERAGE DIRECT LABOR RATES

Classification:	Design Engineer			
Name		Rate (a)	Percent Contribution (b)	(axp)
Angie Clary		\$43.50	20.00%	\$21.75
Dan Tracy		\$34.50	20.00%	\$17.25
				\$0.00
			100.00%	\$39.00

Classification.	Deciden Technician			
	Design required	Rate (a)	Percent Contribution (b)	(axp)
Theodore Herbers		\$28.50	50.00%	\$14.25
Jonah Drake		\$29.00	50.00%	\$14.50
				\$0.00
			100.00%	\$28.75

Classification:			
Name	Rate (a)	Percent Contribution (b)	(a x b)
Ellery Schaffer	\$49.33	80.00%	\$39.46
Greg Jewell	\$69.11	20.00%	\$13.82
c			
		100.00%	\$53.28

# Sauk County Local Project CTH G STH 23 - CTH B Sauk County

Direct Expenses by Item				
Item	Unit	Onit	Rate	Total
	Amount	Type		Expense
Survey Truck Mileage (20 miles * 18 trips roundtrip from				
Spring Green)	3600	miles	\$0.560	\$2,016.00
Company Vehicle Mileage (20 miles * 2 trips)				
PIM & LPA Meeting	40	miles	\$0.560	\$22.40
Company Vehicle Mileage (20 miles * 1 trip)				
Preconstruction meeting	20	miles	\$0.580	\$11.60
		Total Expenses	ses	\$2.050.00

Total Project Costs \$322,820.53

# SUMMARY OF STAFF HOURS AND DIRECT LABOR COSTS

Sauk County Local Project CTH G STH 23 - CTH B Sauk County

CLASS	Activity	Ľ	Project	ľ	Project		Design	P <sub>o</sub>	Professional		Survey	Total Di	Total Direct Labor
	Code	Σ	Manager	Ū	Engineer	Ě	Technician	Land	Land Surveyor	Ę.	Technician		
Avg. Hourly Wage		69	54.11	↔	39.61	69	29.20	€9	33.01	₩,	33.51		
		Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Manage Project Scope and Schedule	887	44	\$2,380.84	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	4	\$2,380.84
Manage Project Non-Delivery Cost	889	12	\$649.32	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	12	\$649.32
Manage Project Quality	890	9	\$3,246.60	40	\$1,584.40	0	\$0.00	0	\$0.00	0	\$0.00	100	\$4,831.00
Manage Project Stakeholders	743	9	\$324.66	42	\$1,663,62	16	\$467.20	0	\$0.00	0	\$0.00	29	\$2,455.48
Design Pavement Structure	277	0	\$0.00	12	\$475.32	0	\$0.00	0	\$0.00	0	\$0.00	12	\$475.32
Design Drainage	778	0	\$0.00	30	\$1,188.30	108	\$3,153.60	0	\$0.00	0	\$0.00	138	\$4,341,90
Design Erosion Control and Landscaping	768	0	\$0.00	12	\$475.32	88	\$2,569.60	0	\$0.00	0	\$0.00	100	\$3,044.92
Design Geometrics and Details	776	195	\$10,551.45	112	\$4,436,32	972	\$28,382.40	0	\$0.00	0	\$0.00	1279	\$43,370.17
Develop Quantities and Estimates	786	32	\$1,731.52	10	\$396.10	192	\$5,606.40	0	\$0.00	0	\$0.00	234	\$7,734.02
Develop PSE Documents	856	4	\$216.44	41	\$1,624.01	28	\$817.60	0	\$0.00	0	\$0.00	73	\$2,658.05
Establish Project Control	999	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	25	\$1,742.52	25	\$1,742.52
Conduct and Process Existing Field Survey	723	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	294	\$9,851.94	294	\$9,851.94
Survey Existing and Proposed Right-of-Way	726	0	\$0.00	0	\$0.00	0	\$0.00	44	\$1,452.44	64	\$2,144.64	108	\$3,597.08
Place Monumentation	897	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	36	\$1,206.36	38	\$1,206.36
Develop Transportation Project Plat	745	16	\$865.76	0	\$0.00	0	\$0.00	164	\$5,413.64	228	\$7,640.28	408	\$13,919.68
Analyze Archeological and Historical Impact and Tribal Consultation	763	9	\$324.66	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	9	\$324.66
Analyze Hazardous Materials Site Impact	765	4	\$216.44	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	4	\$216,44
Environmental Documentation and Agency Coordination	769	0	\$0.00	16	\$633.76	0	\$0.00	0	\$0.00	0	\$0.00	16	\$633.76
Develop/Coordinate/Review Transportation Management Plan (Type 1,2,3,4)	788	0	\$0.00	3	\$118.83	8	\$233.60	0	\$0.00	0	\$0.00	11	\$352,43
Design Signing and Pavement Marking	819	0	\$0.00	22	\$871.42	36	\$1,051.20	0	\$0.00	0	\$0.00	28	\$1,922.62
Coordinate Utilities	746	0	\$0.00	40	\$1,584.40	0	\$0.00	0	\$0.00	0	\$0.00	40	\$1,584.40
Coordinate Railroad	847	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
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\$107,292.91 60.00% \$171,668.66 8.00% \$22.316.93 \$2,050.00 \$303,328.50	\$4,200.00 \$7,792.03 \$7,500.00 \$19,492.03
160.00% 8.00%	9
Charges	Subsurface Investigations Archaeobgical & Historical Surveys Title Searches
Total Direct Labor Overhead Fixed Fee Non-Labor Direct Charges Sub-Total	Direct Costs Sub-Total
3089 \$107,292.91	
Hours Check Total Direct Labor Check	

# DESIGN ENGINEERING FEE COMPUTATION SUMMARY BY ENGINEERING TASK

Sauk County Local Project CTH G STH 23 - CTH B Sauk County

	Activity	Direct Labor	Overhead	Non-Labor	Non-Labor   Sub-Contract	Lixed ree	
Task	Code	Costs	Costs	Direct Exp.	Direct Exp.		Total
Manage Project Scope and Schedule	887	\$2,380.84	\$3,809.34	\$0.00	\$0.00	\$495.21	\$6,685.39
Manage Project Non-Delivery Cost	889	\$649.32	\$1,038.91	\$0.00	\$0.00	\$135.06	\$1,823.29
Manage Project Quality	890	\$4,831.00	\$7,729.60	\$0.00		\$1,004.85	\$13,565.45
Manage Project Stakeholders	743	\$2,455.48	\$3,928.76	\$0.00	\$0.00	\$510.74	\$6,894.98
Design Pavement Structure	277	\$475.32	\$760.51	\$0.00	\$0.00	\$98.87	\$1,334.70
Design Drainage	778	\$4,341.90	\$6,947.04	\$0.00	\$0.00	\$903.12	\$12,192.06
Design Erosion Control and Landscaping	768	\$3,044.92	\$4,871.87	\$0.00	\$0.00	\$633.34	\$8,550.13
Design Geometrics and Details	922	\$43,370.17	\$69,392.27	\$0.00	\$0.00	\$9,021.00	\$121,783.44
Develop Quantities and Estimates	786	\$7,734.02	\$12,374.43	\$0.00		\$1,608.68	\$21,717.13
Develop PSE Documents	856	\$2,658.05	\$4,252.88	\$0.00	\$0.00	\$552.87	\$7,463.80
Establish Project Control	999	\$1,742.52	\$2,788.03	\$0.00	\$0.00	\$362.44	\$4,892.99
Conduct and Process Existing Field Survey	723	\$9,851.94	\$15,763.10	\$0.00	\$0.00	\$2,049.20	\$27,664.24
Survey Existing and Proposed Right-of-Way	726	\$3,597.08	\$5,755.33	\$0.00	\$0.00	\$748.19	\$10,100.60
Place Monumentation	897	\$1,206.36	\$1,930.18	\$0.00	\$0.00	\$250.92	\$3,387.46
Develop Transportation Project Plat	745	\$13,919.68	\$22,271.49	\$0.00	\$0.00	\$2,895.29	\$39,086.46
Analyze Archeological and Historical Impact and Tribal Consultation	763	\$324.66	\$519.46	\$0.00	\$0.00	\$67.53	\$911.65
Analyze Hazardous Materials Site Impact	765	\$216.44	\$346.30	\$0.00	\$0.00	\$45.02	\$607.76
Environmental Documentation and Agency Coordination	692	\$633.76	\$1,014.02	\$0.00	\$0.00	\$131.82	\$1,779.60
Develop/Coordinate/Review Transportation Management Plan (Type 1,2,3,4)	788	\$352.43	\$563.89	\$0.00	\$0.00	\$73.31	\$989.63
Design Signing and Pavement Marking	819	\$1,922.62	\$3,076.19	\$0.00	\$0.00	\$399.90	\$5,398.71
Coordinate Utilities	746	\$1,584.40	\$2,535.04	\$0.00	\$0.00	\$329.56	\$4,449.00
Coordinate Railroad	847	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Non-Labor Direct Expenses		\$0.00	\$0.00	\$2,050.00	\$0.00	\$0.00	\$2,050.00
Sub-Contract Direct Expenses		\$0.00	\$0.00	\$0.00	\$19,492.03	\$0.00	\$19,492.03
Total Contract Cost		\$107,292,91	\$171 668.66	\$2 050.00	\$19 492 03	\$22 316 93	\$322 R20 ED

Overhead Rate of Fixed Fee of

160.00% 8.00%

Sauk County Local Project CTH G STH 23 - CTH B Sauk County

# CONSULTANT CONTRACT SUMMARY FEE COMPUTATION

	Sauk County Local Project	Project I.D.	Project I.D.	Total
				Contract
Number of Staff Hours	3089			3089
Total Direct Labor	\$ 107,292.91			\$ 107,292.91
Total Indirect Costs				
(160%) of 1	\$ 171,668.66			\$ 171,668.66
Fixed Fee				
(8%) of 1 * 150%	\$ 22,316.93			\$ 22,316.93
Non-Labor Direct Charges	\$ 2,050.00			\$ 2,050.00
Contract Sub-Total	\$ 303,328.50			\$ 303,328.50
American Engineering Testing, Inc.	\$ 4,200.00			\$ 4,200.00
Subsurface Investigations				
Commonwealth Heritage Group, Inc.	\$ 7,792.03			\$ 7,792.03
Archaeological & Historical Surveys				
Allowance	\$ 7,500.00			\$ 7,500.00
Title Searches				
Subcontract Total	\$ 19,492.03			\$ 19,492.03
Contract Total	\$ 322,820.53			\$ 322,820.53

# **SCOPE OF SERVICES**

# A. DESIGN REPORTS

(1) Request for Exceptions to Design Standards

Prepare a request for exception(s) to design standards If needed for submittal to the Wisconsin Department of Transportation for review and possible approval.

(3) Other Reports:

Prepare the following engineering reports/analyses as directed by the MUNICIPALITY:

(a) Pavement Design Report

Prepare an abbreviated Pavement Design Report.

# B. ENVIRONMENTAL DOCUMENTATION

A Categorical Exclusion Checklist Environmental document in not included in this CONTRACT and would be considered "Extra Services" if required.

(1) Agricultural Impact Notice:

An Agricultural Impact Notice is not included in this CONTRACT and would be considered "Extra Services" if required.

(2) Section 4(f) Evaluation:

A Section 4(f) Evaluation is not included in this CONTRACT and would be considered "Extra Services" if required.

(3) Section 6(f) Evaluation:

A Section 6(f) Evaluation is not included in this CONTRACT and would be considered "Extra Services" if required.

- (4) Historical and Archaeological Surveys and Studies:
  - (a) Identify the Area of Potential Effect for the PROJECT. Conduct a reconnaissance survey as specified in the MANUAL. Submit the results of the archaeological and historical reconnaissance and evaluation studies to the region project manager. Obtain recommendations from SHPO, the historian and the Project Manager regarding historical/architectural reconnaissance surveys. Obtain recommendations from the archaeologist, Bureau of Environment, and the Project Manager prior to conducting evaluation studies when further work is needed.
  - (b) Prepare a report as required in the "Guidelines for Preparation of Formal Report on Archaeological Materials or Sites" in accordance with the MANUAL. Document the results of the reconnaissance survey for architecture/history using the "Architecture/History Survey Form".

- (5) Hazardous Materials/Contamination Assessments
  - (a) Conduct a Phase I Assessment Site Summary and prepare a Phase I Hazardous Materials Assessment Report for the PROJECT in accordance with the MANUAL.
  - (b) Obtain direction from the MUNICIPALITY prior to conducting further evaluation studies when Phase 1 indicates further work is needed.
  - (c) The MUNICIPALITY acknowledges that the CONSULTANT is not, by virtue of this CONTRACT, the owner or generator of any waste materials generated as a result of the Hazardous Materials/ Contamination Assessments services performed by the CONSULTANT under this CONTRACT. Dispose of investigative waste in accordance with the MANUAL.

# C. AGENCY COORDINATION

(1) Section 401 and 402 Certifications:

Evaluate the effects of the PROJECT on water quality, in accordance with the provisions of the Clean Water Act and Chapter TRANS 400, Wisconsin Administrative Code and the MANUAL; and prepare the necessary application.

(2) Section 404 Permits:

Evaluate the potential for discharge of fill materials into the waters of the United States, in accordance with the provisions of the Clean Water Act and Chapter TRANS 400, Wisconsin Administrative Code and the MANUAL; and prepare the necessary permit application.

Preparation of an individual Section 404 permit application for submittal to the United States Army Corps of Engineers shall be considered "Extra Services."

(3) Section 9 and 10 Permits:

This work is not part of this contract and would be considered "Extra Services" if needed.

(4) Bureau of Aeronautics

Notify the Bureau of Aeronautics of the PROJECT and coordinate, as necessary.

# D. RAILROAD/ UTILITY INVOLVEMENTS

(1) Railroad Negotiations/Agreements

No Railroads are involved with this project.

(2) Utility Coordination

Perform all utility coordination will follow the guidelines found in:

- a) The WisDOT "Guide to Utility Coordination"
- b) The "Utility Coordination Task List for Design Consultant Contracts" as agreed upon.

# ATTACHMENT A

- (3) The DEPARTMENT/MUNICIPALITY will provide the CONSULTANT with a list of known utilities on the PROJECT and a list of contact personnel for utility coordination. This list is not warranted to be complete but is furnished to assist the CONSULTANT. Verify and update the list.
- (4) Confer on an ongoing basis with all utility facility owners in the project vicinity to establish mutual understanding on design features of the project affecting utility facilities and shall keep the MUNICIPALITY informed of all such coordination activities. Provide the MUNICIPALITY with plans and information that will allow it to meet its planned utility coordination schedule.
- (5) Utility Negotiations/Agreements

Prepare all necessary conveyance documents for the MUNICIPALITY. The MUNICIPALITY will enter into negotiations with the affected utility companies and will prepare all other documents.

# E. PUBLIC INVOLVEMENT

(1) Public Involvement Plan

Prepare a Public Involvement Plan. Submit electronically to the MUNICIPALITY for approval.

- (2) Public Involvement Meetings:
  - (a) Conduct or assist the MUNICIPALITY in holding one (1) public involvement meeting and explain to the public concepts and probable impacts of this PROJECT.
  - (b) Prepare all exhibits and supplementary handout material and provide the equipment necessary to conduct the public involvement meeting.
  - (c) Prepare a summary report after the public involvement meeting.
  - (d) Discuss with the MUNICIPALITY the comments received and recommend the possible disposition of these comments and suggestions after the public involvement meeting.
  - (e) Make all the necessary arrangements for scheduling the public involvement meeting and provide notices and press releases for the MUNICIPALITY'S use.
  - (f) Provide the MUNICIPALITY with copies of all public involvement correspondence and file notes.
  - (g) Coordinate meeting schedules with the MUNICIPALITY'S representative.

# F. MEETINGS

- (1) One (1) meeting shall be held with local officials approximately two (2) weeks prior to the Public Informational Meeting.
- (2) A 30% Plan Review Meeting with the MUNICIPALITY shall be held at the Consultants Office.

- (3) A 60% Plan Review Meeting with the MUNICIPALITY shall be held at the Consultants Office.
- (4) A Final Plan Review Meeting with the MUNICIPALITY shall be held approximately 45 60 days ahead of the P.S. & E. submittal date.
- (5) Attend the pre-construction conference as scheduled by the MUNICIPALITY.

# G. SURVEYS

- (1) Temporarily mark existing right-of-way for coordination with affected utilities and property owners.
- (2) Locate the necessary section corners for the right-of-way plat. It is estimated that eight (8) section corners need to be located and established and tied to state plane coordinates. Do not apply for reimbursement from the applicable county for these costs.
- (3) Conduct surveys that provide information necessary for the preparation of plats and acquisition of rights of way and property. Provide right-of-way monumentation information. All such information shall be provided in an electronic file in accordance with the MANUAL.
- (4) Tie surveys to section corners, quarter section corners, and to street lines or block corners in platted areas. Ties shall be in sufficient detail to permit the preparation of proper legal descriptions of the lands acquired.
- (5) Submit all survey data (including description, measured, and computed data) to the MUNICIPALITY in the AASHTO SDMS format. Copies of original notes or printouts from other systems which may be used in lieu of the SDMS Collector software shall also be provided.
- (6) It is estimated that project survey length will be sufficient for design of alignments, cross-sections, drainage, intersections, and local topography.

# H. SOILS AND SUBSURFACE INVESTIGATIONS

- (1) Perform eleven (11) borings, nine (9) to a depth of 5', and two (2) to a depth of 10' of the existing pavement structure, including base courses and shoulders, in order to determine quantities and qualities of materials available for project needs.
- (2) Foundation investigations shall be coordinated with the MUNICIPALITY, with a minimum of three working days prior notice, to enable the MUNICIPALITY to make provisions for on-site observations and to evaluate conditions during drilling.

When borings have reached the depth of 5 feet without providing necessary data, the driller is authorized to continue drilling until depths reach 120 percent of the planned depths. When necessary data is obtained for any individual boring, prior to borings reaching the planned depth, the drilling for that individual boring shall be terminated.

When completion of drilling to 120 percent of the depth of any individual boring as set forth above is not sufficient to adequately assess subsurface conditions, or otherwise determine all the required foundation information, the CONSULTANT shall recommend

revised boring depths or a revised boring program for verbal authorization by the MUNICIPALITY. The extent of all subsurface foundation investigations performed shall be fully justified in the Soils Report for the PROJECT.

All boreholes and monitoring wells shall be backfilled as per the April 20, 1992 guidelines titled "Wisconsin Department of Transportation Geotechnical Unit -Drilled Borehole and Monitoring Well Abandonment Procedures".

Record final borehole location; station and referenced offset and elevation. CONSULTANT shall provide final boring location GPS coordinates and provide a Google Earth image of project site showing coordinate correct as-drilled boring locations.

(3) Perform subsurface investigations to analyze project geotechnical concerns and provide full detailed recommendations. The soils shall be classified by pedological means to provide pavement design parameters.

# I. ROAD PLANS

Section II C (9) in the Standard Provision of the CONTRACT is amended to include the following plans:

Title Sheet **General Notes Project Overview** Typical Section **Construction Details** Intersection Details Plan Details **Erosion Control** Permanent Signing **Pavement Marking Traffic Control** Alignment Miscellaneous Quantities Plan and Profile **Earthwork Quantities Cross Sections** 

# J. PLATS

- Prepare Right-of-Way Plats in accordance with the MANUAL.
- Title searches shall be made of all the titles to all properties or premises through or over which a Right of Way for the PROJECT is to be acquired. The Title Search shall extend over and cover a minimum period of sixty (60) years or to the last conveyance of record if more than sixty (60) years, and shall include a certificate to the MUNICIPALITY of all entries of record affecting the titles of the said properties or premises during such period. A copy of the last deed of record shall be included as part of the title report. All easements of record on purchased property shall be identified. All liens, mortgages, and tax records shall be identified. The exact number of title searches will be determined with preliminary plans. An allowance has been included in this CONTRACT which may need to be amended.

- (3) A right of way description shall be provided for all individual parcels of land to be acquired as Right of Way for the PROJECT. An individual legal description shall be provided for each parcel, or an envelope description that does not cover more than one page of the plat. Descriptions shall be by metes and bounds in accordance with the provisions as set forth in the MANUAL, or in the case of platted property by suitable reference to the platted data. For all unplatted property the descriptions shall be referenced to and tied into the pertinent section or quarter section corners. The CONSULTANT shall submit the legal descriptions on a hard copy and on a CD/DVD or an electronic e-mail file to the DEPARTMENT.
- (4) Field locate and temporarily mark the new right of way boundaries in a manner which will facilitate the appraisal of all affected parcels.
- (5) Monument the new and existing right of way boundaries in accordance with the procedures outlined in the MANUAL.
- (6) Provide on the Right-of-Way Plat, point numbers for all new right-of-way points to be monumented and all existing right-of-way points. A CD/DVD or electronic e-mail file with point numbers in SDMS format, in ground coordinates, is to be provided to the REGION.
- (7) Be responsible for all changes to the plat sheets and legal descriptions until the Real Estate Certification is completed. Changes on the R/W plat that occur following the initial relocation order (excluding hardship or protective purchase) are to be anticipated and are part of this contract.
- (8) Submit the Right-of-Way Plat electronically in accordance with the MANUAL to be reproduced by the DEPARTMENT for each relocation order or when requested by the DEPARTMENT.

# K. PREPARATION OF BID DOCUMENTS

The CONSULTANT shall provide plans, specifications and estimates for use by the MUNICIPALITY to let the PROJECT as a whole or let sections of the PROJECT to best serve the MUNICIPALITY. The CONSULTANT will assist in review of bids and selection of a contractor to perform the work.

# L. SERVICES PROVIDED BY THE MUNICIPALITY

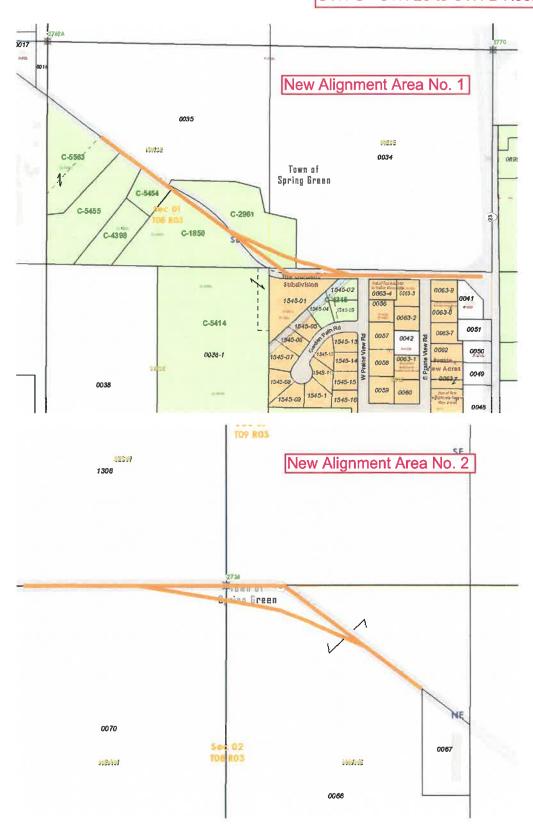
The MUNICIPALITY will provide to the CONSULTANT the following for the PROJECT:

- As-built plans, as may be available.
- Desired roadway pavement design/typical pavement structure.
- Known utility names and contacts.
- 4. Existing traffic counts.
- Meeting site for Public Involvement Meeting (PIM) and cost of publishing the PIM advertisement.
- Traffic control for subsurface investigations.

# M. PROSECUTION AND PROGRESS

- (1) The MUNICIPALITY shall report on the progress of the PROJECT as stipulated in the contract agreement. Standard benchmarks, consistent with DEPARTMENT'S internal staff benchmarks, will be reported monthly to the DEPARTMENT. The actual start projected or actual finish date, and percent of work complete will be included for all relevant benchmarks on any project report required for delivery to DEPARTMENT staff. The report can be delivered in electronic format consistent with current DEPARTMENT standards (Microsoft Project), or on paper.
- (2) The CONSULTANT proposes to sublet these services to
  - (a) Subsurface Investigations to American Engineering Testing, Inc.
  - (b) Archaeological and Architecture/History Investigations to Commonwealth Heritage Group, Inc.
  - (c) Title Searches will be sublet to a local Title Company once specific information is known. An allowance for such work is provided in this CONTRACT.
- (3) The following items of work will be completed and submitted to the MUNICIPALITY by the indicated dates if CONSULTANT has received the Notice to Proceed by January 1, 2020.

Report Title	Date
Soils Report	July 1, 2021
Preliminary (30%) Road Plan	September 1, 2021
Environmental Review	September 1, 2021
Preliminary (60%) Road Plan	January 1, 2022
Pavement Design Report	October 1, 2022
Right-Of-Way Plat and Descriptions	February 1, 2022
Final (90%) Road Plans	September 1, 2022
Draft P.S. & E.	September 1, 2022
Final P.S. & E.	November 1, 2022
Let Date	February 14, 2023
Construction Begin	Spring, 2023



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