Task Order No. 2021-2
Date October 5, 2021
Project Name Dispersed Parking Project

This Task Order No. 2021-2 is issued pursuant to our Agreement dated May 28, 2019 and unless otherwise specified herein, the performance of services hereunder and the payment therefore shall be subject to the terms and conditions of said Agreement. The services authorized hereunder are described below.

Task Order Fee $495,900
Task Order Fee Type: ☒ Fixed Price (Lump Sum) ☒ Hourly (T&M)
Task Order Estimate of Time: From 10/15/2021 to Completion

This Task Order incorporates the Exhibits noted below:
☒ Exhibit A – Description of Services
☒ Exhibit B – CS Standard Unit Rate and Fee Schedules
☒ Exhibit C – Work Breakdown Structure

ACCEPTANCE OF TASK ORDER:

<table>
<thead>
<tr>
<th>CIVIL SCIENCE, INC. (Consultant)</th>
<th>CITY OF MOAB (Department)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Civil Science, Inc.</td>
<td>City of Moab</td>
</tr>
<tr>
<td>Attn: Tyler Turner, PE</td>
<td>Attn: Emily S. Niehaus</td>
</tr>
<tr>
<td>1453 S Dixie Dr., Suite 150</td>
<td>217 E Center St. Moab,</td>
</tr>
<tr>
<td>St. George, UT 84770</td>
<td>UT 84532 (435)</td>
</tr>
<tr>
<td>(435) 986-0100</td>
<td>259-4941</td>
</tr>
<tr>
<td><a href="mailto:tturner@civilscience.com">tturner@civilscience.com</a></td>
<td><a href="mailto:cwilliams@moabcity.org">cwilliams@moabcity.org</a></td>
</tr>
</tbody>
</table>

BY:                                | BY:                        |
TITLE: Vice President              | TITLE: Mayor               |
DATE:                              | DATE:                      |
REPRESENTATIVE: Cody Howick        | REPRESENTATIVE: Chuck Williams |
PROJECT UNDERSTANDING
The City of Moab (City) has received Hotspot funding for parking improvements to help alleviate the parking pressure throughout the community and specifically along the northern section of Main Street (US-191). It is the intent of the City to have CS assemble construction drawings and contract documents in sufficient detail for issuance of a bid package for construction of the Project.

The City and CS have met and reviewed the Project based on the following documents:

1. Emma Blvd Dispersed/On-Street Parking Exhibit, dated September 21, 2020
2. Downtown Parking Project Exhibits, dated September 16, 2020
3. US-191 Street Lighting Recommendations, dated February 2019

The Project is anticipated to include improvements to Emma Boulevard, Maxine Avenue and Minnie Lee Avenue for roadway and on-street parking improvements as well as street parking improvements to nine (9) blocks throughout the City including: 100 South, Center Street, 100 North, 100 East, and 200 North. To complete the Scope of Work, Civil Science has teamed with the following subconsultants:

- **DHM Design** – Landscape Architecture (DHM) – Ann Christensen, Principal
- **Clanton & Associates** – Electrical Engineering (C&A) – David Roederer, Senior Designer
- **David Evans & Associates** – Public Involvement (DE&A) – Leah Jaramillo, PI Lead

SCOPE OF WORK
Based on the Project Understanding outlined above, CS will provide the following services where tasks will include:

**Project Meetings, Management & Coordination:**
1. Provide project management including accounting, internal coordination meetings, progress reporting, active communication, informal weekly coordination via phone calls, emails, screen share etc. with the City and key staff.
2. Coordinate and meet with City and/or stakeholders up to eight (8) times during the design process. It is anticipated that these meetings will occur at the kickoff meeting, 30%, 60% and 90% and two (2) public meetings and two (2) internal stakeholder meetings.
3. Public meetings and promotion include graphic design coordination for flier, mailer, meeting materials, presentation, canvassing, draft messaging web, social content, and meeting reports.
4. General coordination with the City, utility owners, property owners, and the public.

**Assumptions:**
- A project specific website is excluded, it is assumed that CS will produce the web content and the City’s web designer will upload the content to the City’s website for public viewing, if desired.

**Design Survey & Base Mapping:**
1. Review and collect data pertinent to the design, obtain information from utility owners and previously completed work and incorporate into the base map.
2. Provide design survey for the Project, set control, perform topographical GPS survey, and provide updated aerials via UAV.
3. Coordinate with utility owners for as-builts of utilities within project corridor.
4. Map existing utilities based upon as-builts and apparent points collected in the field with invert elevations with GPS equipment.
5. Locate other utilities by GIS mapping, blue stakes, or as evident in the field.
6. Prepare an existing base map to include existing aerials, existing utilities and known depths, and existing topography and surface.

Assumptions:
- Collection of property boundaries, easement research, and the completion of a tract map showing property lines is excluded from the Scope of Work.
- It is assumed the improvement are well within the right-of-way or prescriptive right-of-way and CS will use County/City GIS parcel lines for placement.
- CS will utilize property acquisition linework already completed for Emma Boulevard and Minnie Lee Avenue.
- No property acquisition, negotiations, agreements, or legal survey instruments are included in this Scope of Work.

30% Schematic Design:
1. Perform 30% schematic design; accomplish initial layouts, alignments, profiles, for the Project based upon the documents outlined in the Project Understanding.
2. Prepare preliminary evaluations of the project including schedule, construction budget and requirements.
3. Consider up to four (4) alternative approaches to the each individual aspect of the work including pavement design, alternative pavement sections, alternative layouts, street sections, surface treatments, amenities, landscape improvements, etc.
4. Prepare analysis noting pros and cons for each alternative.
5. Complete and present a stamped design criteria document or memorandum for the Project that includes all design concepts, model results, sizing, material, capacities and analyses that will be included in the final design. This document will be in outline form and will include a request to the City for concurrence with its contents.
6. Prepare precedent images, materials palette, landscape standards, edge/apron treatments, transitions, material palettes, etc.
7. Provide colored plan renderings and perspective view illustrations of typical medians and streetscapes for public presentation.
8. Consider xeriscape and stormwater management techniques for sustainability.
9. Establish preliminary lighting design including luminaire and pole options with images for City selection, lighting calculations, power source locations, utility coordination, estimated luminaire option costs, and lighting report.
10. Prepare and provide an opinion of probable cost for the entire project for 30% Schematic Design.
11. Submit 30% Schematic Design to the City for review.

Assumptions:
- Additional modeling / rendering views available for approximately $3K per modeled view.
- No planting or irrigation improvements or design are anticipated in the medians and therefore are not included in this Scope of Work, except for the areas outlined by Emma Boulevard.

60% Design Development:
1. Incorporate comments from 30% Schematic Design review, up to one comment response.
2. Perform 60% design; accomplish detail design; prepare for incorporation into the Contract Documents, construction drawings, and specifications to show the character and scope of work to be performed by contractors on the Project.
   a. 60% construction drawings are anticipated to include: cover sheet, general sheets, demolition plan sheets, plan and profile sheets, typical sections, cross sections, etc.
   b. Special provision specifications are anticipated to supplement the APWA standard specifications.
3. Perform 60% landscape and irrigation design including layouts, hardscape plans, details, planting plans, utility coordination, specifications, quantities, and cost estimating.
4. Perform 60% lighting electrical design including lighting layout, lighting details, luminaire schedule, panel schedules, lighting control center, feeder sizing, conduit routing, utility coordination, specifications, quantities, and cost estimating.
5. Prepare and provide an opinion of probable cost for the entire project for 60% Design Development.
6. Submit 60% Design Development to the City for review.

90% Construction Documents:
1. Incorporate comments from 60% Design Development review, up to one comment response.
2. Perform 90% design; accomplish detail design; finalize incorporation into the contract documents, construction drawings, and specifications to show the character and scope of work to be performed by contractors on the Project.
   a. 90% construction drawings are anticipated to include: cover sheet, general sheets, survey control sheets, demolition plan sheets, plan and profile sheets, grading and drainage sheets, signing and striping sheets, and detail sheets.
   b. Special provision specifications are anticipated to supplement the APWA standard specifications.
3. Perform 90% landscape and irrigation design including final layout, hardscape plans, treatments, details, planting plans, irrigation plans, maintenance charts with anticipated labor activities for staffing and budgeting, specifications, quantities, cost estimating.
4. Perform 90% lighting electrical design including final lighting layout, lighting details, luminaire schedule, panel schedules, one-line diagrams, lighting control centers, short circuit calculations, feeder sizing, circuiting and conduit, voltage drop calculations, electrical details, utility coordination, specifications, quantities and cost estimating.
5. Prepare and provide bidding documents that will include a bid schedule and measurement and payment.
6. Prepare and provide contract documents as required by the City.
7. Prepare and provide an opinion of probable cost for the entire project for 90% Construction Documents.
8. Submit 90% Construction Documents to the City for review.

Final Design & Permitting:
1. Incorporate comments from 90% Construction Documents review, up to one comment response and prepare final documents for signature and reproduction.
2. Prepare final contract documents including: construction drawings, bidding documents, agreement documents, general conditions, supplemental general conditions, specifications, and special provisions for reproduction.
3. Complete final lighting electrical design including final lighting layout, lighting details, luminaire schedule, panel schedules, one-line diagrams, lighting control centers, short circuit calculations,
feeder sizing, circuiting and conduit, voltage drop calculations, electrical details, utility coordination, specifications, quantities and cost estimating.

4. Submit 100% design and final bid package to the City for bidding.
5. Assist the City in obtaining approvals by governmental agencies of the final design, prior to going out for contractor bids.

Traffic Control Plans:
1. Prepare temporary traffic control plans sheets to be used by the selected contractor during the construction. Plans will be consistent with the Utah MUTCD and other applicable standards.
2. Prepare and provide any technical specifications or limitations relating to traffic restrictions.
3. Consider and provide recommendations for phasing, closures, and sequencing of construction.
4. Prepare and provide additional bidding documents, descriptions and opinion of probable costs for items directly related to traffic control.

Bid Phase Services:
1. Assist the City in advertisement for public bid.
2. Conduct a pre-bid meeting, answer questions, clarify expectations of the contractor, explain design rationale.
3. Answer bid phase questions related to the construction documents.
4. Issue addenda to clarify requirements, scope, quality and quantity of the improvements to be completed.
5. Review bids with project requirements, issue bid tabulation and issue Notice of Intent to Award.
6. Assist the City in securing agreement, bonds, and insurance from the contractor.

FEE PROPOSAL
CS proposes to complete the Scope of Work outlined above as follows:

<table>
<thead>
<tr>
<th>Task Description</th>
<th>Total Fee</th>
<th>Fee Type</th>
<th>Fee Breakdown per Consultant</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>CS</td>
</tr>
<tr>
<td>Project Meetings, Management &amp; Coordination</td>
<td>$99,700</td>
<td>Lump Sum</td>
<td>$28,200</td>
</tr>
<tr>
<td>Design Survey &amp; Base Mapping</td>
<td>$32,600</td>
<td>Lump Sum</td>
<td>$32,600</td>
</tr>
<tr>
<td>30% Schematic Design</td>
<td>$112,200</td>
<td>Lump Sum</td>
<td>$63,900</td>
</tr>
<tr>
<td>60% Design Development</td>
<td>$103,600</td>
<td>Lump Sum</td>
<td>$73,400</td>
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<tr>
<td>90% Construction Documents</td>
<td>$99,000</td>
<td>Lump Sum</td>
<td>$70,900</td>
</tr>
<tr>
<td>Final Design &amp; Permitting</td>
<td>$28,200</td>
<td>Lump Sum</td>
<td>$19,200</td>
</tr>
<tr>
<td>Traffic Control Plans</td>
<td>$8,800</td>
<td>Lump Sum</td>
<td>$8,800</td>
</tr>
<tr>
<td><strong>Design Total</strong></td>
<td><strong>$484,100</strong></td>
<td><strong>Lump Sum</strong></td>
<td><strong>$297,000</strong></td>
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<tr>
<td>Bid Phase Services</td>
<td>$11,800</td>
<td>Hourly</td>
<td>$11,800</td>
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<tr>
<td><strong>Task Order Total</strong></td>
<td><strong>$495,900</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Professional fees shown are not to exceed unless upon written authorization from the City. Professional services rendered for the Hourly Fee Type will be completed by CS at the rates and fees given in the Agreement.

**SCHEDULE**

CS understands the importance of maintaining a project schedule and we are confident our track record and our ability to provide these services according to the City’s desires. Upon award, we will work with the City to establish a realistic design schedule for the Project. In our initial conversations it is anticipated to begin construction in the fall of 2022, but will be highly dependent on results of the 30% schematic design phase.

**ADDITIONAL SERVICES**

The City may authorize CS to furnish or obtain from others additional services of the types listed below, which are not included in the basic Scope of Work. If such additional services are authorized by the City, CS shall be entitled to an equitable increase in compensation for such additional services.

1. Preparation or review of environmental assessments and impact statements; review and evaluation of the effects on the design requirements for the project of any such statements and documents prepared by others; and assistance in obtaining approvals of authorities having jurisdiction over the anticipated environmental impact of the project (which are not part of Scope of Work).

2. Services to make measured drawings of or to investigate existing conditions or facilities, or to verify the accuracy of drawings or other information furnished by City or others.

3. Services resulting from significant changes in the scope, extent, or character of the portions of the project designed or specified by CS or its design requirements including, but not limited to, changes in size, complexity, City’s schedule, character of construction, or method of financing; and revising previously accepted studies, reports, drawings, specifications, or contract documents when such revisions are required by changes in laws and regulations enacted subsequent to the effective date of this agreement or are due to any other causes beyond CS’s control.

4. Services required as a result of City’s providing incomplete or incorrect project information to CS.

5. Providing renderings or models for City’s use outside the Scope of Work.

6. Services attributable to more than one prime construction contract unless provided for otherwise in the Scope of Work.

7. Preparing for, coordinating with, participating in and responding to structured independent review processes, including, but not limited to, construction management, cost estimating, project peer review, value engineering, and constructability review requested by City; and performing or furnishing services required to revise studies, reports, drawings, specifications, or other bidding documents as a result of such review processes.

8. Preparing additional bidding documents or contract documents for alternate bids or prices requested by City for the work or a portion thereof.

9. Determining the acceptability of substitute materials and equipment proposed during the bidding or negotiating phase when substitution prior to the award of contracts is allowed by the bidding documents.

10. Assistance in connection with bid protests, rebidding, or renegotiating contracts for construction, materials, equipment, or services, except when such assistance is required by the Scope of Work.

11. Providing construction surveys and staking to enable the contractor to perform its work unless included in the Scope of Work and any type of property surveys or related engineering services needed for the transfer of interests in real property; and providing other special field surveys.

12. Providing construction phase services.
13. Preparing to serve or serving as a consultant or witness for City in any litigation, arbitration, or other dispute resolution process related to the project.

14. Laboratory tests, well tests, borings, hydraulic investigations, soils investigations, water quality studies, or other studies or tests recommended by the CS and completed by CS, CS’s consultants, or specialists in the discipline, subject to the provisions outlined in this agreement, regardless of which phase of the project the studies or tests are requested or occur in.

15. Searching out property owners and negotiating for easements, land, or rights-of-way, etc.

16. Completing property surveys, property plats, property descriptions, and abstracting.

17. Redesigns ordered by City after final plans have been accepted by City or after substantial design work has been completed on previously approved design concepts.

18. GIS mapping of project and/or conversion of AutoCAD drawings to GIS compatible mapping or vice versa.
CIVIL SCIENCE INFRASTRUCTURE, INC.
Short Form Consulting Services Contract
Client/CS Form

Exhibit B – CS Standard Unit Rates and Fee Schedule (2/2021)

**LABOR RATES** – Services provided by CS personnel will be invoiced at the unit rates identified below:

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Hourly Labor Rate¹</th>
</tr>
</thead>
<tbody>
<tr>
<td>Engineer I</td>
<td>$96.00</td>
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<tr>
<td>Engineer II</td>
<td>$112.00</td>
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<td>Engineer III</td>
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<tr>
<td>Engineer IV</td>
<td>$139.00</td>
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<tr>
<td>Engineer V</td>
<td>$152.00</td>
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<tr>
<td>Engineer VI</td>
<td>$170.00</td>
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<tr>
<td>Survey I</td>
<td>$74.00</td>
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<tr>
<td>Survey II</td>
<td>$90.00</td>
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<td>Survey III</td>
<td>$110.00</td>
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<td>Survey IV</td>
<td>$129.00</td>
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<td>Survey V</td>
<td>$142.00</td>
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<td>Survey VI</td>
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<td>Survey Crew – 1-Man</td>
<td>$118.00</td>
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<td>Survey Crew – 2-Man</td>
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<tr>
<td>Sr. Landscape Architect</td>
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<td>Landscape Architect</td>
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<td>Technician I</td>
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<td>Technician II</td>
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<td>Technician III</td>
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<td>Technician IV</td>
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<td>Technician V</td>
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<tr>
<td>Technician VI</td>
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<td>Project Manager</td>
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<td>Senior Project Manager I</td>
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<td>Senior Project Manager II</td>
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<td>Admin I</td>
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<tr>
<td>Clerical I</td>
<td>$56.00</td>
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</table>

**DIRECT REIMBURSABLE RATES:**

- Mileage: $0.56 / mile
- Full Day Per-Diem (as necessary and agreed upon): $55 / person / day
- Partial Day Per-Diem (as necessary and agreed upon): $41 / person / day
- Lodging (as necessary and agreed upon): $Cost / Night + 15% Mark Up
- Outside Consultants / Subconsultants: $Cost + 15% Mark Up
- Other Expenses Occurred: $Cost + 15% Mark Up

**TIME CHARGES:** Time reporting for all office personnel is based upon actual time in office. Time reporting for all field work is based upon actual field work plus travel time to and from assigned office location. Time billed in 15 minutes increments.

**OTHER DIRECT COSTS:** Expenses for in-house services such as computer usage, copying, and reprographics, are billed at a fixed rate or unit prices whichever is applicable and as agreed upon. Specialized instrumentation, mobile laboratories, and related equipment are billed at fixed daily or weekly rate depending on the period of usage. Rate schedules are available upon request. Costs for project specific supplies or travel related expenses (lodging, meals, airfare, vehicle rental, etc.) are invoiced at the cost plus a 15% handling charge or as agreed upon.

**AUDIT PRIVILEGES:** All job audit privileges of CLIENT will extend only to review, and approval of monthly invoices submitted by CS to CLIENT. Invoices prepared and submitted by CS will include copies of source documents of all expenditures including: time, travel, subcontracts, supplies, equipment, materials, or premiums. The CLIENT may review, debate, or qualify items for payment at the time of invoice review and approval and payment of invoices. CLIENT waves post job audit privileges beyond invoice approval. CS will not retain job related support documents or any other billing documents beyond the periodic period, review period, and collection by CS of invoices submitted.

**ESTIMATES:** Estimates are provided to the CLIENT for budgeting purposes only and are not an agreement by CS to perform the services for a lump-sum, fixed fee, or not to exceed price unless otherwise provided for in the contract. CS reserves the right to change rates used on rate-based reimbursable contracts.

¹ Rates change annually at beginning of year and may change on other occasions
## Exhibit C – Work Breakdown Structure

### Moda City

#### Dispersed Parking Project

#### Hour Derivation & Cost

<table>
<thead>
<tr>
<th>Phase</th>
<th>Task No.</th>
<th>Task Description</th>
<th>BUDGET / FEES SUMMARY</th>
<th>LABOR HOURS</th>
<th>REMUNERABLE EXPENSE</th>
<th>SUBCONSULTANTS</th>
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</thead>
<tbody>
<tr>
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<td>Personnel</td>
<td>Direct</td>
<td>Indirect</td>
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<tr>
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<td>HR</td>
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### CIVIL SCIENCE INFRASTRUCTURE, INC.

Short Form Consulting Services Contract
Client/CIS Form

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Moda City
Dispersed Parking Project
Hour Derivation & Cost

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<td>HR</td>
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<td>HR</td>
<td>HR</td>
</tr>
</tbody>
</table>

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**Note:** The table above contains detailed information regarding the Moda City Dispersed Parking Project's breakdown structure, including budget summary, labor hours, and remunerable expenses. The breakdown is organized by phase, task number, and task description, with each task associated with specific labor and cost details. The remunerable expenses likely include categories such as salaries, benefits, and any subcontractor fees. The table is designed to help stakeholders understand the allocation of resources and costs throughout the project phases.