



FINANCE COMMITTEE
Monday, June 10, 2024 4:30 PM
Administration Conference Room, City Hall

- 1. Call to Order**
- 2. Financial Updates**
- 3. Action Items**
 - A. Approve the minutes for the May 13, 2024, meeting
 - B. Approve a professional services agreement with George Butler Associates for consulting engineering services for the Route 9 Complete Streets Improvements project from 4th Street to Park University Entrance Drive; and from S. Crooked Road and Route FF to the intersection with Route 9 (Community Development)
- 4. Non-Action Items**
- 5. Unfinished Business (postponed from prior meetings)**
- 6. Other Business**
- 7. Adjourn**



Finance Committee Meeting
Monday, May 13, 2024 4:30 PM
Administration Conference Room, City Hall

Minutes

1. Call to Order

Chair Wylie called the May 13, 2024, meeting to order at 4:35 p.m. A quorum was present.

Members Present: Chair Douglas Wylie, Dean Katerndahl, Philip Wassmer and Michael Lee

City Staff Present: City Administrator Alexa Barton, Assistant City Administrator Jeffery Rhodes, Police Chief Kevin Chrisman (*via videoconference*), Community Development Director Stephen Lachky, Parks & Recreation Director Brittanie Propes, City Attorney John Mautino and City Clerk Melissa McChesney

Others Present: Matt Eblen, McClure Engineering

2. Financial Updates

3. Action Items

A. Approve the minutes for the April 29, 2024, meeting

Philip Wassmer moved to approve the minutes for the April 29, 2024, meeting. Dean Katerndahl seconded; motion passed 4-0.

B. Approve a professional services agreement with McClure for consulting engineering services associated with the Bell Road Pedestrian Improvements project from Highway 45 to Hamilton Road

Community Development Director Stephen Lachky stated that the City applied for and received a grant from the Mid-America Regional Council to place sidewalks and stormwater improvements along Bell Road. Following passage of the use tax in 2023, the Board of Aldermen approved an agreement with the Missouri Department of Transportation (MoDOT) to secure the grant funds. Staff reached out to the five on-call transportation engineers, selected through a previous request for qualifications process, and McClure Engineering was selected. The total engineer cost of \$187,693 matched the cost estimates in the grant application and the scope fit within the project budget. Lachky noted that the design needed to move forward in order to meet the MoDOT schedule and the engineering was part of the local match. He added that the proposal included design and public engagement, which included discussions with property owners regarding right-of-way acquisition.

Michael Lee left the meeting.

Wassmer moved to recommend the Board of Aldermen approve a professional services agreement with McClure for engineering services associated with Bell Road improvements from Highway 45 to Hamilton Road in the amount of \$187,693.

Katerndahl seconded; motion passed 3-0.

4. Non-Action Items

5. Unfinished Business (postponed from prior meetings)

6. Other Business

City Administrator Alexa Barton discussed funding for the Route 9 project downtown, noting that it would be funded by revenue from the use tax. Staff talked with Platte County about funding assistance, and they recommended the City reach out to the Mid-America Regional Council for additional funds before first. Barton added that staff met with George Butler Associates to discuss reducing the project to help with the budget shortfall, which was approximately \$1.1 million of the 20-year commitment for bonds. She and staff would meet with MARC the following week to determine if money was available for the project and then would speak with Platte County again to request assistance.

7. Adjourn

Chair Wylie adjourned the meeting at 5:03 p.m.

Submitted by:

Melissa McChesney
City Clerk

Approval Date

CITY OF PARKVILLE

Policy Report

Date: April 30, 2024

Prepared By:

Stephen Lachky, Community Development
Director

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Approve a professional services agreement with George Butler Associates for consulting engineering services for the Route 9 Complete Streets Improvements project from 4th Street to Park University Entrance Drive; and from S. Crooked Road and Route FF to the intersection with Route 9 (Community Development)

BACKGROUND:

On January 5, 2016, the Board of Aldermen adopted the *Route 9 Corridor Study*. The study contains preliminary engineering designs for multimodal improvements at twelve project segments along Route 9 from Route 45 to Mattox Road in Riverside, Mo. To-date, the City has successfully completed Complete Streets improvements from MO 45 Highway to Lakeview Drive (Phases 1 and 2) and from 6th Street to 4th Street (Phase 3).

On July 19, 2022 the Board of Aldermen approved Resolution No. 22-011, endorsing an application to the Mid-America Regional Council (MARC) for federal funding via the MARC 2022 Call for Projects to help fund transportation improvements along Route 9 from 4th Street, to Park University Entrance Dr.; and from S. Crooked Road and Route FF to the intersection with MO 9 Highway. On February 28, 2023 the City received its official award of \$3,200,000 in STBG federal funding; and on January 11, 2023 the City received a separate award of \$1,787,950 in state funding from MoDOT's Governor's Transportation Cost Share Program.

On May 16, 2023 the Board of Aldermen approved Ordinance No. 3189, approving a Missouri Highways and Transportation Commission Surface Transportation Block Grant Program agreement and Missouri Highways and Transportation Commission Governor's Transportation Cost Share agreement to utilize said federal funding for the *Route 9 Corridor Complete Streets Improvements* project. This agreement binds the City to committing future local match funds, reasonable progress deadlines and state and federal requirements.

REQUEST FOR QUALIFICATIONS FOR ENGINEERING SERVICES:

On March 30, 2022 the City released a Request for Qualifications (RFQ) for Engineering Design Services associated with the *Route 9 Corridor Complete Streets Improvements* project along the Route 9 corridor from 4th Street, to Park University Entrance Dr., and from S. Crooked Road and Route FF to the intersection with MO 9 Highway (see Attachment 2 by reference). On April 13, 2022 the City held a pre-proposal meeting for consultants to ask questions about the RFQ; and a Selection Committee comprised of Dean Katerndahl (Mayor), Phil Wassmer (Ward 1 Aldermen), Alexa Barton (City Administrator), Alysén Abel (Public Works Director), Stephen Lachky (Community Development

Director), Kevin Chrisman (Chief of Police), and Maricela Ward (MoDOT) reviewed proposals and shortlisted two firms to be interviewed — GBA and Cook, Flatt & Strobel Engineers (CFS). On May 2, 2022 the Selection Committee formally interviewed the two candidates and selected GBA as the most qualified consultant to lead the project.

Since this time of selecting GBA for engineering services, the City has been working to ensure it can financially support a commitment of at least \$800,000 in MARC-required local match funding in order to fulfill the federal share requirement of at least 20 percent, as well as any cost overruns for the total project cost estimate of \$8,446,273. Although a citywide vote for a 2% use tax on out-of-state and online purchases (i.e., Proposition U) failed via a special election on April 4, 2023, a citywide vote to impose a 2.5% local use tax for the purpose of funding roads, infrastructure and capital projects — including the *Route 9 Corridor Complete Streets Improvements* project — passed via a special election on November 7, 2023. As a result, the City is in a better financial position to support the difference of total project costs not supported to commence the project (approximately \$3,354,713) and begin expenditures related to engineering services.

ESTIMATED COSTS:

GBA provided a comprehensive fee schedule that includes the initial conceptual phases of the *Route 9 Corridor Complete Streets Improvements* project. In addition to fees for survey work and conceptual design, their fees also include the use of sub-consultants for streetscape, urban design and community engagement (e.g., Confluence); as well as for project management, administration, and grant pursuit/support (e.g., WSP). Over the past three months, City staff worked with the consultant teams to reduce their conceptual engineering services costs by 20% (a reduction of approximately \$103,610), which is reflected in the following table:

GBA Engineering Services Route 9 Complete Street Improvements project	
GBA	
1. Survey	\$158,024
1. Field Work	\$76,048
2. Office Work	\$40,716
3. Expenses	\$41,260
2. Conceptual Design	\$146,225
1. Project Management	\$27,393
2. Roadway	\$41,334
3. Traffic Study and Analysis	\$40,220

4. Traffic Design	\$2,158
5. Utility Coordination	\$0
6. Public Involvement	\$8,798
7. Hydrology and Hydraulics	\$26,322
8. Environmental	\$0
3. Additional Expenses	\$6,130
1. Aerial Imagery	\$5,330
2. Traffic Counts	\$400
3. Public Meeting Exhibits	\$0
4. Permit Requests	\$400
Total	\$310,379
Confluence	
1. Kick-Off + Concept Phase Community Engagement	\$20,970
2. Visual/Graphic Theme + Interactive Website	\$26,720
3. Concept Design	\$43,015
4. Additional Expenses	\$2,500
Total	\$93,205
WSP	
1. Project Management/Administration/Coordination	\$4,025
2. Grant Pursuit and Support	\$8,919
3. Additional Expenses	\$300
Total	\$13,244
All Services	
Grand Total	\$416,828.46

STRATEGIC GOAL(S):

Infrastructure and Public Facilities

BUDGET IMPACT:

On December 5, 2023 the Board of Aldermen approved Ordinance No. 3207 adopting the 2024 Operating Budget and the 2024-2028 Capital Improvement Program (CIP), \$800,000 of which was

budgeted for the *Route 9 Corridor Complete Streets Improvements* project. This funding is primarily intended to fulfil MARC's local match funding requirement for the project, and can be utilized toward engineering and design-related costs, as federal-aid funding can only be used for construction-related expenses.

On November 7, 2023 the Platte County Board of Elections held a special election for the City of Parkville to consider Proposition T to impose a 2.5% local use tax for the purpose of funding roads, infrastructure and capital projects — including the *Route 9 Corridor Complete Streets Improvements* project. Results showed the majority of registered voters in the City approving Proposition T by 52.60% (505 total ballots marked Yes) to 47.40% (455 total ballots marked No).

As a result, use tax revenues from Proposition T can be used for all *Route 9 Corridor Complete Streets Improvements* project costs not covered by federal grant funding. Following the City Clerk's certification of the passage of the use tax, the City will begin receiving revenues in the 2nd quarter of 2024. Furthermore, due to the uncertainty of how much the use tax will generate, City staff has prepared a request to the Platte County Commission, from available BRO funds, for assistance with the *Route 9 Corridor Complete Streets Improvements* project (in addition to the *Bell Road Pedestrian Improvements* project); and is having ongoing conversations with the Commission for funding assistance.

Route 9 Corridor Complete Streets Improvements (Downtown Triangle Segments) – Grant Application Project Cost Estimates	
Total Project Costs (Rounded up to account for inflation)	\$8,342,663
Grant Funding Awarded	\$4,987,950
MARC STBG-MO	3,200,000
MoDOT Governor's Transportation Cost Share	\$1,787,950
Difference (Total Project Costs – Grant Funding Awarded) Local Match Needed	\$3,354,713
Construction Cost Estimates	\$4,063,496
Additional Cost Estimates (Right-of-Way Acquisition, Incidentals, Utilities, Inspection)	\$1,791,334
Contingency (27%)	\$1,099,096
Engineering & Design Costs	\$1,388,737
George Butler Associates (GBA) Conceptual Survey	\$158,024*
Confluence Conceptual Public Involvement/Aesthetics	\$93,205*
GBA Conceptual Roadway Engineering & Design	\$165,599*
GBA Preliminary/ROW Engineering & Design	\$425,000
GBA and Confluence Preliminary/ROW Public Involvement	\$121,909
GBA Final Engineering & Design	\$425,000

***Total of \$416,828 and reflective of this professional services agreement**

ALTERNATIVES:

1. Recommend approval of a professional services agreement with GBA in the amount of \$416,828.46

2. Recommend approval of a professional services agreement with GBA with revisions directed by the Finance Committee.
3. Provide questions to GBA regarding their total fee amount of \$416,828.46 and postpone consideration of a professional services agreement until the next regular meeting of the Finance Committee.
4. Do not recommend approval of a professional services agreement and provide further direction to staff.
5. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends either approval or postponement of a recommendation for a professional services agreement with GBA for engineering services associated with Route 9 improvements from 4th Street, to Park College Entrance Dr.; and from S. Crooked Road and Route FF to the intersection with MO 9 Highway.

POLICY:

The Purchasing Policy, Resolution No. 23-014, requires Board of Aldermen approval for all purchases above \$50,000 upon recommendation of the Finance Committee.

SUGGESTED MOTION:

APPROVAL: I move to recommend that the Board of Aldermen approve a professional services agreement with GBA for engineering services associated with Route 9 improvements from 4th Street to Park University Entrance Drive; and from S. Crooked Road and Route FF to the intersection with Route 9 in the amount of \$416,828.46.

POSTPONEMENT: I move to postpone consideration of a professional services agreement with GBA until the next regular meeting of the Finance Committee.

ATTACHMENTS:

1. Agreement
2. Scope and Hours
3. Fee
4. Scope of Services
5. Fee Projection
6. Conceptual Phase Scope
7. Conceptual Phase Fee Estimate

PROFESSIONAL SERVICES AGREEMENT

THIS SERVICE AGREEMENT, entered into on this 18th day of June 2024, by and between the CITY OF PARKVILLE, MISSOURI ("City") and GEORGE BUTLER AND ASSOCIATES, INC. ("Service Provider").

WHEREAS, the City requires Engineering Design Services for the Complete Streets Improvements along Route 9 from 4th Street to Park College Entrance Dr., and from S. Crooked Road and Route FF to the intersection with MO 9 Highway ("Project"); and

WHEREAS, Service Provider was chosen through a qualifications-based selection process and has demonstrated the necessary expertise, experience, and personnel to complete the Project.

NOW THEREFORE, IN CONSIDERATION of the mutual covenants and agreements set forth herein, the parties mutually agree as follows:

I. SCOPE OF SERVICES

- A. The term "Services" when used in this Agreement shall mean any and all engineering and architectural services provided by the Service Provider in accordance with this Agreement.
- B. The City agrees to retain Service Provider and Service Provider agrees to perform and complete the Services described in the Exhibit A – Scope of Services and Fees, attached hereto and incorporated by reference.
- C. The City reserves the right to direct revision of the Services at the City's discretion. Service Provider shall advise the City of additional costs and time delays, if any, in performing the revision, before Service Provider performs the revised services.
- D. Service Provider shall provide Additional Services under this Agreement only upon written request of the City and only to the extent defined and required by the City. Any additional services or materials provided by the Service Provider without the City's prior written consent shall be at the Service Provider's own risk, cost, and expense, and Service Provider shall not make a claim for compensation from the City for such work.

II. STANDARD OF CARE

- A. Service Provider shall exercise the same degree of care, skill, and diligence in the performance of all Services to the City that is ordinarily possessed and exercised by reasonable, prudent, and experienced professionals under similar circumstances.
- B. Service Provider represents it has all necessary licenses, permits, knowledge, and certifications required to perform the Services described herein.

III. COMPENSATION

- A. As consideration for providing the Services, the City shall pay Service Provider as follows:
 - a. Services will be billed in incremental amounts upon completion of specified tasks outlined in Exhibit A.
 - b. Service Provider is not eligible for reimbursement for miscellaneous expenses including travel, transportation, postage, etc. except as provided in Exhibit A.
- B. Service Provider shall submit an itemized invoice to the City on the first day of each month that details the Services that were provided in the month immediately prior, as well as any other charges or reimbursements to which the Service Provider is entitled by this Agreement. The City agrees to pay the balance of an approved invoice, or undisputed portions of a disputed invoice, within 30 days of the date of receipt by the City. In the event

of a dispute, and prior to the invoice's due date, City shall pay the undisputed portion of the invoice and notify Service Provider of the nature of the dispute regarding the balance.

- C. Service Provider shall maintain accounts and records, including personnel, property, and financial records, adequate to identify and account for all costs pertaining to the Agreement and such other records as may be deemed necessary by the City to assure proper accounting for all funds. These records will be made available for audit purposes to the City or any authorized representative, and will be retained for three years after the expiration of this Agreement unless permission to destroy them is granted by the City.

IV. SCHEDULE

- A. Unless otherwise directed by the City, Service Provider shall commence performance of the Services upon execution of this Agreement.
- B. Services shall be completed within the timeframe(s) outlined in Exhibit A – Scope of Services and Fees.
- C. Neither the City nor the Service Provider shall be in default of the Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing party.
- D. If Service Provider's performance is delayed due to delays caused by the City, Service Provider shall have no claim against the City for damages or payment adjustment other than an extension of time to perform the Services.

V. LIABILITY AND INDEMNIFICATION

- A. Service Provider shall indemnify, defend and hold harmless the City and its departments, elected officials, officers, employees and agents, from and against all liability, suits, actions, proceedings, judgments, claims, losses, damages, and injuries (including attorneys' fees and other expenses of litigation, arbitration, mediation or appeal), which in whole or in part arise out of or have been connected with Service Providers' negligence, error, omission, recklessness, or wrongful or criminal conduct in the performance of Services, including performance by Service Provider's employees and agents; or arising from any claim for libel, slander, defamation, copyright infringement, invasion of privacy, piracy and/or plagiarism related to any materials related to materials Service Provider creates or supplies to the City, except to the extent that such claims arise from materials created or supplied by the City.
- B. Service Provider's obligation to indemnify and hold harmless shall remain in effect and shall be binding on Service Provider whether such injury shall accrue, or may be discovered, before or after termination of this Agreement.

VI. INSURANCE

The Service Provider shall secure and maintain, at its expense, through the duration of this Agreement the insurance described on Exhibit B.

VII. ASSIGNMENT OF AND RESPONSIBILITY FOR PERSONNEL

- A. Service Provider's assignment of personnel to perform the Services shall be subject to the City's oversight and general guidance. The City reserves the right to request qualifications and/or reject service from any and all employees of the Service Provider.
- B. While upon City premises, the Service Provider's employees and agents shall be subject to the City's rules and regulations respecting its property and the conduct of employees thereon.

VIII. OWNERSHIP OF WORK PRODUCT

Service Provider agrees that any documents, materials and work products produced in whole or in part through it under this Agreement, any intellectual property rights of Service Provider therein (collectively the "Works") are intended to be owned by the City. Accordingly, Service Provider hereby assigns to the City all of its right title and interest in and to such Works.

IX. RELATIONSHIP OF THE PARTIES

- A. Service Provider represents that it has, or will secure at Service Provider's own expense, all personnel required in performing the Services under this Agreement. Such personnel shall not be employees of or have any contractual relationship with the City.
- B. All of the Services required hereunder will be performed by the Service Provider or under Service Provider's supervision, and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under State and Local law to perform such services.
- C. None of the work or services covered by this Agreement shall be subcontracted without the prior written approval of the City. Any work or services subcontracted hereunder shall be specified by written contract or agreement and shall be subject to each provision of this Agreement.

X. NOTICES

- A. All notices required by this Agreement shall be in writing, and unless otherwise directed by this Agreement, shall be sent to the addresses as set forth in this Section:
- B. Notices sent by Service Provider shall be sent to:

City of Parkville
Attn: Public Works Director
8880 Clark Ave.
Parkville, MO 64152
816-741-7676
dharp@parkvillemo.gov

George Butler and Associates, Inc.
Attn: Andrew Robertson
9801 Renner Boulevard
Lenexa, KS 66219-9745
913-577-8827

XI. TERM AND TERMINATION

- A. The effective date of this Agreement shall be the date of execution, when the Agreement is signed by both parties.
- B. The term of this Agreement shall be until the contracted duration has expired or has been terminated/no longer deemed necessary.
- C. Notwithstanding Article XI, Paragraph B, the City reserves the right and may elect to terminate this Agreement at any time, with or without cause, by giving at least ten (10) days written notice to the Service Provider. The City shall compensate Service Provider for the Services that have been completed to the City's satisfaction as of the date of termination at the rates set forth on Exhibit A, or if the appropriate compensation of

services performed through the date of termination is not set forth on Exhibit A, on a pro-rata basis determined by the percentage of completion of services as described on Exhibit A. Service Provider shall perform no activities other than reasonable wrap-up activities after receipt of notice of termination.

XII. RESOLUTION OF DISPUTES

- A. City and Service Provider agree that disputes relative to the services and the Project shall first be addressed by negotiations between the parties. Such negotiations shall take place within thirty (30) days of demand by the party seeking resolution of the dispute. If direct negotiations fail to resolve the dispute, the party initiating the claim that is the basis for the dispute shall be free to take such steps as it deems necessary to protect its interests; provided, however, that notwithstanding any such dispute Service Provider shall proceed with the services as per this Agreement as if no dispute existed.
- B. In order to preserve its rights to dispute a matter hereunder, the complaining party must submit a written notice to the other party setting forth the basis for its complaint within twenty (20) calendar days following receipt of the decision of the City Administrator as to such matter or other action on which the dispute is based.
- C. Arbitration of disputes.
 - i. Claims, except those waived as provided for elsewhere in this Agreement, which have not been resolved by the procedures described above, shall be decided by arbitration which, unless the parties mutually agree otherwise, in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association currently in effect at the time of the arbitration. The demand for arbitration shall be filed in writing with the other party to the Agreement and with the American Arbitration Association.
 - ii. A demand for arbitration may be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when institution of legal or equitable proceedings based on such Claim would be barred by the applicable statute of limitations.
 - iii. An arbitration pursuant to this Section may be joined with an arbitration involving common issues of law or fact between the City or Service Provider and any person or entity with whom the City or Service Provider has a contractual obligation to arbitrate disputes which does not prohibit consolidation or joinder. No other arbitration arising out of or relating to the Agreement shall include, by consolidation, joinder or in any other manner, an additional person or entity not a party to the Agreement or not a party to an agreement with the City, except by written consent containing a specific reference to the Agreement signed by the City and Service Provider and any other person or entities sought to be joined. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent or with a person or entity not named or described therein. The foregoing agreement to arbitrate and other agreements to arbitrate with an additional person or entity duly consented to by the parties to the Agreement shall be specifically enforceable in accordance with applicable law in any court having jurisdiction thereof.
 - iv. Claims and Timely Assertion of Claims. The party filing a notice of demand for arbitration must assert in the demand all Claims then known to that party on which arbitration is permitted to be demanded.

- v. Judgment on Final Award. The award rendered by the arbitrator or arbitrators shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

XIII. MISCELLANEOUS PROVISIONS

- A. Governing Law. This Agreement shall be governed and construed in accordance with the laws of the State of Missouri.
- B. Assignability. Service Provider shall not assign any interest on this Agreement, and shall not transfer any interest in the same (whether by assignment or invitation), without the prior written consent of the City thereto. Provided, however, that the claims for money by Service Provider from the City under this Agreement may be assigned to a bank, trust company, or other financial institution without such approval. Written notice of any such assignment or transfer shall be furnished promptly to the City.
- C. Media Announcements. Service Provider shall not be authorized to make statements to the media or otherwise on behalf of the City without express direction and consent of the City.
- D. Compliance with Local Laws. Service provider shall comply with all applicable laws, ordinances, and codes of the State and local governments, and shall save the City harmless with respect to any damages arising from any tort done in performing any of the work embraced by this Agreement.
- E. Equal Employment Opportunity. During the performance of this Agreement, Service Provider agrees as follows:
 - i. Service Provider will not discriminate against any employee or applicant for employment because of race, creed, color, national origin, religion, or sex. Service Provider will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, creed, color, national origin, religion, or sex. Such action shall include, but not be limited to, employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.
 - ii. Service Provider will, in all solicitation or advertisements for employees placed by or on behalf of Service Provider, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, national origin, religion, or sex.
 - iii. Service Provider will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Agreement so that provisions will be binding upon each subcontractor, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.
- F. Authorized Employees. Service Provider acknowledges that Section 285.530, RSMo, prohibits any business entity or employer from knowingly employing, hiring for employment, or continuing to employ an unauthorized alien to perform work within the State of Missouri. Service Provider therefore covenants that it will not knowingly be in violation of subsection 1 of Section 285.530, RSMo, and that it will not knowingly employ, hire for employment, or continue to employ any unauthorized aliens to perform Services related to this Agreement, and that its employees can lawfully to work in the United States.
- G. Interest of Members of a City. No member of the governing body of the City and no other officer, employee, or agent of the City who exercises any functions or responsibilities in

connection with the planning and carrying out of this Agreement, shall have any personal financial interest, direct or indirect, in this Agreement, and Service Provider shall take appropriate steps to assure compliance.

- H. Interest of Service Provider and Employees. Service Provider covenants that he/she presently has no interest and shall not acquire interest, direct or indirect, in the scope of work associated with this Agreement or any other interest which would conflict in any manner or degree with the performance of his/her services hereunder. Service Provider further covenants that in the performance of this Agreement, no person having any such interest shall be employed.
- I. Entire Agreement. This Agreement represents the entire Agreement and understanding between the parties, and this Agreement supersedes any prior negotiations, proposals, or agreements. Unless otherwise provided in this Agreement, any amendment to this Agreement shall be in writing and shall be signed by the City and Service Provider, and attached hereto.
- J. Severability. If any part, term or provision of this Agreement, or any attachments or amendments hereto, is declared invalid, void, or enforceable, all remaining parts, terms, and provisions shall remain in full force and effect.
- K. Waiver. The failure of either party to require performance of this Agreement shall not affect such party's right to enforce the same. A waiver by either party of any provision of breach of this Agreement shall be in writing. A written waiver shall not affect the waiving party's rights with respect to any other provision or breach.
- L. Third Parties. The Services to be performed by the Service Provider are intended solely for the benefit for the City. Nothing contained herein shall create a contractual relationship with, or any rights in favor of, any person or entity not a signatory to this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the date first above written.

CITY OF PARKVILLE, MISSOURI

By: _____
Dean Katerndahl, Mayor

ATTEST:

Melissa McChesney, City Clerk

Andrew Robertson
Gorge Butler & Associates, Inc.

EXHIBIT A

SCOPE OF WORK AND FEES

DRAFT

EXHIBIT B

INSURANCE REQUIREMENTS

1. The Service Provider shall secure and maintain through the duration of this Agreement insurance (on an occurrence basis unless stated below) of such types and in such amounts stated below, but in no case less than as may be necessary to protect the Service Provider and the City and agents of the City against all hazards or risks of loss as hereinafter specified. The City will only accept coverage from an insurance carrier who offers proof that it:
 - a. Is authorized to do business in the State of Missouri;
 - b. Carries a Best's policy holder rating of A-VIII or better and at least a Class X financial rating.
 - c. Is a company mutually agreed upon by the City and the Service Provider.
2. The form of such insurance, together with the underwriter thereof in each case, shall be approved by the City, but regardless of such approval it shall be the responsibility of the Service Provider to maintain adequate insurance coverage at all times. City reserves the right to review certified copies of any and all insurance policies to which this Agreement is applicable. Failure of the Service Provider to maintain adequate coverage shall not relieve it of any contractual responsibility or obligation, including but not limited to, the indemnification obligation.
3. The cost of defense of claims shall not erode the limits of coverage furnished. (This does not apply to Professional Liability, see Article 13).
4. If Service Provider should retain consultants to perform any of its services, Service Provider shall see to it that such third party maintains such insurance and shall furnish evidence thereof to City.
5. The insurance policies shall require that City shall be given at least thirty (30) days written notice from the insurer(s) before cancellation (except for non-payment of premium, for which at least ten (10) days advance notice shall be given to City) of such insurance and shall contain an endorsement stating the insurers agreement to provide such notice, using CNA form G-140327-B (Ed. 07/11), Travelers Form IL T4 00 (12/09) or other equivalent carrier forms, such as Acord forms. A copy of the Notice of Cancellation Endorsement must be furnished to the City prior to commencement of Work. The Contractor shall notify the City of any reduction in limits of protection under any policy listed in the Certificate in excess of \$10,000.00 at least ten (10) days prior to such change, whether or not such impairment came about as a result of the Contract. If the City determines the Contractor's aggregate limits of protection has been impaired or reduced to such an extent that the City shall determine such limits inadequate for the balance of the project, the Contractor shall, upon notice from the City, promptly reinstate the original limits of liability required hereunder and shall furnish evidence thereof to the City. Cancellation, non-renewal or material modification of coverage of any such insurance shall be the basis for the City's exercising its right to terminate the Contract.
6. Satisfactory certificates of insurance, written on a standard AIA Document G705 or ACORD form 25-S, Accord Form 27, as applicable, shall be filed with the City prior to commencement of work. The Certificate shall specify the date when such insurance expires. A renewal certificate shall be furnished to City prior to the expiration date of any coverage. Service Provider shall keep all insurance in force throughout performance of the Services and for three (3) years after the Project Completion Date, so long a policy is reasonably available

7. Severability of Interest. All insurance carried shall be endorsed to provide that, inasmuch as this policy is written to cover more than one insured, all terms, conditions, insuring agreements and endorsements, with the exception of limits of liability, shall operate in the same manner as if there were a separate policy covering each insured.
8. Service Provider shall include the Indemnitees as identified in the Agreement as additional insureds on the Commercial General Liability Insurance and the Commercial Automobile Liability Insurance policies described in Section 9. Indemnitees shall be included as additional insureds under Service Provider's furnished insurance (except Workers' Compensation Insurance and Professional Liability Insurance), for ongoing and completed operations. General Liability shall provide the additional insured status by using ISO Additional Insured Endorsement (CG 20 10), edition date 11/85, or an equivalent (e.g., CG 20 10, edition date 10/93, plus CG 20 37, edition date 04/13 or other carrier form per Article 5). Said insurance shall be written on an OCCURRENCE basis, and shall be PRIMARY and NON-CONTRIBUTING and shall not be deemed to limit Service Provider's liability under this Agreement.
9. Service Provider agrees to procure and carry, at its sole cost, until completion of this Agreement all insurance, with identical limits of liability and scope of coverages, as set forth below:
 - 10.1 Commercial Automobile Liability Insurance. Service Provider shall maintain commercial automobile insurance, including contractual liabilities insuring the Indemnities set forth in the Agreement, subject to standard ISO CA0001 coverage terms and conditions, covering all owned, non-owned and hired automobiles used in connection with the services or other work hereunder and shall have minimum bodily injury and property damage limits of One Million Dollars \$1,000,000.00 combined single limit each accident. An MCS-90 endorsement shall be procured when applicable.
 - 10.2 Workers' Compensation and Employer's Liability Insurance. Service Provider shall maintain Worker's Compensation Insurance to cover the statutory limits of the Workers' Compensation laws of the state in which any work is to be performed and when applicable to Federal Laws, Voluntary Compensation and Employer's Liability (including occupational disease) coverage with limits not less than One Million Dollars \$1,000,000.00 per occurrence. The Service Provider shall also be protected against claims for injury, disease or death of employees which, for any reason, may not fall within the provisions of a worker's compensation law. This policy shall include "all states" coverage.
 - 10.3 Commercial General Liability Insurance. Service Provider shall obtain and maintain Commercial General Liability Insurance, on an occurrence form for the hazards of (i) construction operation, (ii) subcontractors (iii) independent contractors, (iv) products and completed operations (with completed operations to remain in force for as long as Service Provider or those included as Additional Insureds bear exposure under all applicable statutes of limitation following project completion), (v) explosion, collapse and underground, (vi) pollution liability, and (vii) contractual liability insuring the indemnities set forth in the Agreement subject to standard ISO CG0001 coverage terms and conditions. Each Project shall have minimum limits of Two Million Dollars

\$2,000,000.00 per occurrence and Two Million Dollars \$2,000,000.00 products/completed operations aggregate coverage.

- 10.4 Excess Liability. Service Provider shall maintain Excess Liability coverage on an umbrella form with minimum limits of One Million Dollars \$1,000,000.00 per occurrence and Two Million Dollars \$2,000,000.00 aggregate.
11. Waiver of Subrogation. All insurance policies supplied shall include a waiver of any right of subrogation of the insurers thereunder against City and all its assigns, affiliates, employees, insurers and underwriters.
12. No Limitation of Liability. The required coverages referred to and set forth herein shall in no way affect, nor are they intended as a limitation on, Service Provider's liability with respect to its performance of this Agreement.
13. Professional Liability coverage. The Service Provider shall procure and maintain Professional Liability Insurance in an aggregate amount of not less than Two Million Dollars (\$2,000,000.00), with a deductible of not more than One Hundred Thousand Dollars (\$100,000.00). Such insurance shall be issued by companies reasonably acceptable to City, and shall not be canceled, without thirty (30) days' prior written notice to the City, except for non-payment of premium, (for which at least ten (10) days advance notice shall be given to City. If any professional liability is canceled or not renewed, any substitute policy shall have a commencement date retroactive to the date upon which the Service Provider commences performance of the Services under this Agreement.
14. Service Provider shall not be permitted to commence any work on site until satisfactory copies of the Certificates evidencing insurance; Notice of Cancellation Endorsement; and Additional Insured Endorsement, have all been received and approved by City. Delay in commencement due to failure to provide such documentation shall constitute an unexcused delay.

JOB COST ESTIMATING FORM																EXHIBIT																	
George Butler Associates, Inc.																																	
Route 9 Corridor Complete Streets Improvements - Downtown (Segments 8 and 9)																																	
CLASSIFICATION																Principal	Associate	Project Leader	Specialist	Project AES	Project Technician	Design AES	Staff AES	Field Technician 4	Field Technician 2	Senior Survey Specialist	Senior Survey Technician	Senior Administrative Assistant	Administrative Assistant	Total Hours	Expenses		
Task 1 - Survey																																	
Subtask 1 - Field Survey																																	
Establish Control																								40	40							80	\$ 180.00
Topographic Survey (Supplemented with Mobile & Aerial LiDAR)																			34					64	48		96					242	\$ 9,250.00
Hydro Survey																								40	40					80	\$ 180.00		
Utility Survey																			8					48	48					104	\$ 220.00		
Property Survey																								40	40					80	\$ 680.00		
Subtask 1 - Subtotal																0	0	0	42	0	0	0	0	232	216	0	96	0	0	586			
Subtask 2 - Office Survey																																	
Review and Coordination																			8		4					4					16		
Topo basemap & surface																			8		40										48		
Property Basemap (65 Parcels- 52-Comm & 13 res)																					130					48				178	\$ 30,750.00		
Subtask 2 - Subtotal																0	0	0	16	0	174	0	0	0	0	52	0	0	0	242			
Task - 1 Subtotal																0	0	0	58	0	174	0	0	232	216	52	96	0	0	828	\$ 41,260.00		
Task 2 - Conceptual Design (20%)																																	
Subtask 1 - Project Management																																	
Project start-up (Accounting/CAD workspace)																		1		2			4								9		
General coordination and contract administration																4		64											4		72		
Internal project team meetings (8 meetings)(virtual)																	4	12		4		4	4									28	
Meeting with City - 2 virtual progress meetings																	4	6		4											14		
Meeting with City - 1 virtual meeting, prepare and present two (2) alternatives for selection of preferred alternative																2	6			2										10			
Subtask 1 - Subtotal																4	10	89	0	12	0	4	8	0	0	0	0	6	0	133			
Subtask 2 - Roadway																																	
Memo Content - Establish design criteria																		2		2										4			
Exhibit Content - Conceptual roadway/sidewalk geometric layout (2 alternatives)																		8		20			60								88		
Memo Content - AutoTurn analysis as necessary (2 alternatives)																		2		8			4								14		
Memo Content - Develop conceptual quantities and cost estimate (2 alternatives)																	2	4		4		4	40								54		
Memo Content - Create scoring matrix to compare alternatives (2 alternatives)																	6	22		18											46		
Exhibit Content - Prepare displays of geometric layouts for public input (2 alternatives)																		4		12			32								48		
Aerial Imagery - Alynix																																	
Subtask 2 - Subtotal																0	8	42	0	64	0	4	136	0	0	0	0	0	0	254	\$ 5,330.00		
Subtask 3 - Traffic Study and Analysis																																	
Memo Content - Coordination for Traffic Counts & Analysis (1 location - Hwy 9 / Park U. signal)																	4					8								12	\$ 400.00		
Memo Content - Synchro / SIDRA Analysis (2 alternatives)																	28	20				56								104			
Memo Content - Summary of Traffic Impacts (2 alternatives)																	36	20				32								88			
Subtask 3 - Subtotal																0	68	40	0	0	0	96	0	0	0	0	0	0	0	204			
Subtask 4 - Traffic Design																																	
Memo Content - Analysis of High-Level Traffic Control Sequencing (2 alternatives)																	4	4				2								10			
Subtask 4 - Subtotal																0	4	4	0	0	0	2	0	0	0	0	0	0	0	10			
Subtask 5 - Public Involvement Support																																	
Attend stakeholder meetings (5)																		10													10		
Attend community events (2)																	8	8		8										24			
Prepare and present final option to City Council																		4		4										8			
Subtask 5 - Subtotal																0	8	22	0	12	0	0	0	0	0	0	0	0	0	42			
Subtask 6 - Hydrology and Hydraulics																																	
Research and review existing floodplain mapping and studies																	2			4										6			
Prepare and Request information from FEMA																	2			4										6			
Stormwater Site Visit to determine bridge, stream, and floodplain characteristics																	8			8										16			
Update or revise backwater analysis for existing conditions utilizing HEC-RAS																	2			40										42			
Memo Content - Develop proposed backwater analysis (2 alternatives)																	4			60										64			
Stormwater QA/QC																	8													8			
Subtask 6 - Subtotal																0	26	0	0	116	0	0	0	0	0	0	0	0	0	142			
Task 2 - Subtotal																4	124	197	0	204	0	106	144	0	0	0	0	6	0	785	\$ 6,130.00		
GBA Design Services Subtotal																4	124	197	58	204	174	106	144	232	216	52	96	6	0		\$ 47,390.00		
Deliverables																																	
1 Two (2) detailed display exhibits showing two (2) selected alternatives.																																	
2 Memo with scoring matrix comparing two (2) selected alternatives (including appendix): Memo shall also include design criteria, traffic counts at Hwy 9 / Park U. signal, AutoTurn analysis as necessary, and cost estimate.																																	
3 Community event display boards.																																	
Assumptions																																	
1 Curb & gutter, retaining wall, and drainage elements will be limited to layout of location and will not be structurally analyzed, designed, or sized.																																	
2 HEC-RAS Model will be provided by FEMA.																																	
3 Public Involvement Expenses include travel from St. Louis and hotel stay (4 trips total). Assumes 1 day for stakeholder meetings, 1 day for each public outreach event, and 1 day for final presentation to City.																																	
Exclusions																																	
1 Conceptual design (20%) does not include a set of drawings. GBA to submit only deliverables as shown above.																																	
2 Preparation of preliminary/final plans. (Preliminary and final design will be included in supplemental agreements at a later date.)																																	
3 3D modeling or vertical profile analysis. Conceptual design will be 2D geometric layouts only.																																	
4 Geotechnical investigation																																	
5 Subsurface utility exploration or potholing																																	
6 Environmental Permitting including MDNR Land Disturbance and SWPPP																																	
7 FEMA or Floodplain development permitting																																	
8 Parking Lot Design																																	
9 Structural design of walls and/or drainage structures																																	
10 Preparation of ROW acquisition documents																																	
11 Utility meetings or Utility relocation coordination																																	
12 Env. constraints evaluation																																	
13 Conceptual drainage layout for enclosed storm sewer and culvert extension																																	
14 Memo Content for Identify potential right-of-way and easement impacts																																	
15 Memo Content for Analysis of Downtown parking & loading zones																																	
16 Exhibit Content showing the layout of Pavement Markings																																	
17 Memo Content of Analysis of Detour Impacts																																	
18 Establish utility contacts and utility contact log																																	
19 Provide verification display to each utility owner for verification of existing utilities																																	
20 Memo Content about potential utility impacts																																	
21 No content will be created exploring the option that would require railroad realignment																																	

ESTIMATED LUMP SUM COST
Route 9 Corridor Complete Streets Improvements - Downtown (Segments 8 and 9)
6/4/2024

Direct Labor

	Hours		Rate		Total Labor
Principal	4	\$	290.00	\$	1,160.00
Associate	124	\$	245.00	\$	30,380.00
Project Leader	197	\$	217.00	\$	42,749.00
Specialist	58	\$	172.00	\$	9,976.00
Project AES	204	\$	172.00	\$	35,088.00
Project Technician	174	\$	136.00	\$	23,664.00
Design AES	106	\$	155.00	\$	16,430.00
Staff AES	144	\$	137.00	\$	19,728.00
Field Technician 4	232	\$	136.00	\$	31,552.00
Field Technician 2	216	\$	105.00	\$	22,680.00
Senior Survey Specialist	52	\$	275.00	\$	14,300.00
Senior Survey Technician	96	\$	152.00	\$	14,592.00
Senior Administrative Assistant	6	\$	115.00	\$	690.00
Subtotal	1,613			\$	262,989

TOTAL COST \$ 262,989.00

Expenses

Survey		\$	41,260.00
Alynix		\$	5,330.00
Traffic Counts		\$	400.00
FEMA Permit Information Request		\$	400.00
WSP (Funding Research)		\$	13,244.46
Confluence (Public Involvement)		\$	93,205.00
Subtotal			153,839.46

TOTAL ESTIMATED FEE	\$ 416,828.46
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Downtown/Route 9 Corridor Enhancement

Parkville, Missouri

Streetscape / Urban Design / Community Engagement: Scope of Services Confluence

Task One: Project Kick-Off + Concept-Phase Community/Stakeholder Engagement

CONFLUENCE will assist the GBA design team with a project kick-off meeting with the City to discuss the concept phase of the work and offer urban design and enhancement suggestions for additional study of various components of the project.

We will visit the project site and assist GBA in generally documenting/photographing the current physical and aesthetic conditions within the corridor project area. We will prepare a site analysis map/diagram to document our observations related to existing conditions and factors influencing the conceptual layout and design aesthetics for the project. We will also participate in coordination efforts and meetings with the City and design team during the concept phase of the project.

We will organize, facilitate and participate in up to five (5) meetings with City-identified stakeholders in the Downtown area and along the Route 9 corridor to gather additional input for the project. We will prepare a summary of these conversations to illustrate emerging themes and issues needing to be addressed during the design process.

We will organize, facilitate and participate in up to two (2) community meetings during the concept phase of the project. Meeting #1 is anticipated to serve as an introduction to the project issues and opportunities needing to be addressed by the design team and a high-level overview of the concepts that will be considered. Meeting #2 is anticipated to share an evaluation of these concepts, and the preferred concept design resulting from this process. If additional community meetings are needed, they can be provided as an additional service in the “future” scope of services.

Task Two: Visual/Graphic Theme + Interactive Project Website

CONFLUENCE will develop a graphic theme for the project, including opportunities to visually connect with Parkville’s Downtown business/property owners, area stakeholders and community residents. We will create two (2) graphic design options for a project theme for the City’s consideration. Using input from the review meeting with the City, we will prepare refinements to the preferred theme and integrate into community outreach materials. We will coordinate community outreach efforts with the City to provide flyers and graphic display information for the City’s use in sharing through existing social media to inform the community about upcoming meetings and key project milestones.

We will develop a community engagement strategy framework, including tools to be used during community engagement activities. These tools are anticipated to be used to identify and better understand community and stakeholder issues that the design and construction teams will need to address during the project.

We will also develop an interactive website, which is intended to provide information about the project to the community, opportunities for survey questionnaires, visual preference activities, and the ability to share concepts, maps, diagrams and other information to communicate the various design options and alternatives being studied during the concept phase. This website will integrate the proposed visual/graphic theme and is anticipated to be used for this and all subsequent phases of design and construction. It will serve as the preferred location for distributing project information and gathering input from the community during the design and construction process.

Task Three: Concept Design

CONFLUENCE will prepare alternative corridor streetscape enhancement concepts for the project using input received during the previous stakeholder, team, and public meetings. These concepts will include options and ideas for enhancing the aesthetic appearance and visual character of the corridor and the adjacent Downtown and Campus areas. Our team will also explore opportunities to integrate a “shared” design treatment of the Park University Campus edge condition along the 9 Highway Corridor, which could include co-branded monuments or design features that reflect/compliment the visual character of both the campus environment and the Downtown Parkville area.

Opportunities to be explored will include up to two (2) roadway alignment options (in collaboration with the design team), sidewalk and multi-modal trail facility configurations, decorative lighting, thematic monuments and corridor/district identification elements, decorative landscape treatments and street tree plantings, retaining wall materials (if needed), and the potential to integrate green solutions and BMP’s to address stormwater runoff. Options for access to adjacent properties will also be explored, including the creation of conceptual layouts for the existing fire station and former train depot sites. These alternative concepts will include a series of illustrations and graphics to visually convey the proposed solutions. If additional alignment options are desired by the City, Confluence can provide as an additional service under the “future” scope of services.

We will collaborate with GBA to integrate these graphics into the team’s presentation materials and will assist in facilitating a concept review during the community engagement process.

Using input received during the design process, our team will prepare a refined “preferred” concept for the project, which may integrate portions of the previous concepts in a different overall configuration. This refined concept will be used as the basis for developing the scope of services needed for Preliminary and Final Design phase services.

Scope of Services – Lump Sum Fees:

Task One: Kick-Off + Concept Phase Community Engagement	\$ 20,970
Task Two: Visual/Graphic Theme + Interactive Website	\$ 26,720
Task Three: Concept Design	\$ 43,015
Subtotal	\$ 90,705
Expenses	\$ 2,500
Total	\$ 93,205

(FUTURE SCOPE OF SERVICES BELOW – FEES TO BE DETERMINED BASED ON PREFERRED CONCEPT)

Task Four: Additional Interactive Website Use

CONFLUENCE will coordinate with the design team and the City to augment the interactive website to integrate additional project information, updates, and relevant data/graphics throughout the design and construction process to keep the community updated and informed.

Task Five: Preliminary Design

CONFLUENCE will prepare preliminary corridor streetscape design plans for the streetscape and aesthetic enhancement components of the project using input received during the previous meetings and phase of work. The streetscape plans are anticipated to include a landscape plan for the corridor, a lighting plan layout (lighting design/engineering and analysis provided by others) for the corridor indicating placement and selection of preferred light fixtures, locations and appearance of retaining walls, decorative fencing, site furnishings, special hardscape or paving opportunities and other decorative features included in the design. We will integrate the streetscape plans into the GBA team's design documents for review with the City.

Task Six: Final Design/Construction Documents

CONFLUENCE will prepare final design/construction documents for the streetscape components of the plans using input received from the previous review meetings and comments from the City. We will review GBA's layout plans for the final placement and alignment of curb lines, trails and pedestrian enhancements, lighting/electrical, retaining walls (if any) and other engineered components of the project – and we will provide redline comments and suggestions for integration with the final streetscape plans. Our portion of the final design and construction documents are anticipated to include plans, details and specifications for landscape plantings, special features and aesthetic improvements associated with the proposed streetscape improvements along the corridor. We will assist GBA in preparing an opinion of probable construction cost for the streetscape enhancements to integrate with the team's overall cost opinion for the corridor. We will integrate the streetscape plans into the GBA team's documents for review with the City.

Task Seven: Construction Administration Assistance

CONFLUENCE will assist GBA and the City in providing periodic site visits, review of shop drawings and contractor submittals, and review of in-progress construction as needed. We will also provide a punch list review of all landscape and aesthetic features for the project, and a follow-up review of final construction to close out the project.

Task Eight: Additional Design + Coordination Services

CONFLUENCE will provide additional services to assist GBA and the City as directed including additional meetings, alternative concepts, design assignments and project coordination efforts.

Confluence Fee Proposal

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Route 9 Corridor Complete Streets Project

WSP – Conceptual Phase Scope

DRAFT 12/19/23

Project Understanding and Role

This project involves complete street improvements in and around Downtown Parkville, aimed at making the downtown area more walkable, pedestrian friendly, safer, and more accessible. WSP is serving a subconsultant to GBA on this project with the task of providing recommendations, reviews, and coordination with grant funding opportunities for conceptual multimodal transportation improvements recommended from the project. The project will be split into a conceptual phase and design/construction phase. WSP's primary role through the conceptual phase will be project funding and grants strategy recommendations.

1. Project Management and Administration

- 1.1 Project Setup and Oversight
- 1.2 Invoicing

2. Grant Pursuit and Support

WSP will work with the city to explore other federal and state funding opportunities for Parkville's "Route 9 Corridor Complete Streets" project. The core of this work will take place between January 2024 and early 2025. WSP will explore and recommend potential funding provided in the Bipartisan Infrastructure Law. This primarily includes exploring a potential application for Safe Streets and Roads for All but may also include Reconnecting Communities and other relevant programs. For an additional fee and at city's request WSP could assist in the development of an application.

- 2.1 USDOT/BIL Grants Recommendations
 - 5 Coordination Meetings/Calls
 - Review and Research of Programs
 - Recommendations Memo and Presentation

WSP Fee Estimate 12.19.23

TASK Number	TASK DESCRIPTION					
	Task	Gulbranson Project Manager	Tillman Project Accountant	Luellen Grants Strategy	Total Hours	TOTAL
		\$81.01	\$43.50	\$84.14		
1	Project Management/Administration/Coordination					
1.1	Project Setup and Oversight	12			12	\$972.12
1.2	Invoicing		12		12	\$522.00
2	Grant Pursuit and Support					
2.1	USDOT/BIL Grant Recommendations	16		24	40	\$3,315.52
		Gulbranson Project Manager	Tillman Project Accountant	Luellen Grants Strategy	Total Hours	Total Cost
		28	12	24	64	\$4,809.64
		\$81.01	\$43.50	\$84.14	Hours	Dollars
		\$2,268.28	\$522.00	\$2,019.36	64	\$4,809.64
					Total Salary	\$4,809.64
					Overhead	\$6,747.92
					Subtotal	\$11,557.56
					Fixed Fee	\$1,386.90
					WSP Expenses	\$300.00
					Subconsultants	\$0.00
					TOTAL	\$13,244.46

Subconsultants	Total
	\$0
	\$0
Total Subconsultants	\$0