

From: Jim Pex  
 To: Nicholas Green  
 Subject: Re: Scope  
 Date: Thursday, September 8, 2022 8:29:51 AM

Here is the revised numbers based on the grant language and breakdown. On phase II, I estimated 3 months of construction time in the field, travel and per diem follow standard BOLI rate schedules and included within the itemized expense markup. We can figure out later who that person needs to be in the field. Overall I think you're in a good position with roughly \$2.5M for construction. When I looked yesterday at our survey coverage from the last flight, it did not cover the full reach out to the golf course and edge of the lumber yard, so I have some time in there for survey to pick that section up.

Phase I Flagline Cost Estimate								
Employee Classification	Hourly Rate	Principal Engineer	Project Manager II	Project Engineer	EIT	Povey Survey	ITEMIZED EXP MARKUP	TASK TOTAL
TASK NUMBER	DESCRIPTION					Sub		
<b>2</b>	<b>PRELIMINARY DESIGN ENGINEERING (up to 30%)</b>							
2.1	Preliminary Design Engineering	14	38	40	60	\$8,000	\$200	\$30,760
2.2	Meetings and Coordination with City	8	8		40			\$7,960
2.3	ODOT and ROW Coordination Services	4	16				\$250	\$4,110
2.4	On-Site Meetings (1 total)	8	8				\$250	\$3,530
2.5	Virtual Meetings (4 total)	4	4					\$1,640
	<b>Subtotal</b>							<b>\$48,000</b>
<b>4</b>	<b>FINAL DESIGN ENGINEERING (up to 60%)</b>							
4.1	Design Engineering to 60% Permit Application	16	60	100	320		\$450	\$65,990
4.2	ODOT and ROW Coordination Services	8	20	100	40		\$450	\$24,030
4.3	Virtual Meetings & Correspondence (10 meetings)	4	20	20				\$7,280
	<b>Subtotal</b>							<b>\$97,300</b>
	<b>Total Manhours</b>	66	174	260	460		Sub Markup 10%	\$800
	<b>Total Labor Cost</b>	\$14,850	\$32,190	\$34,840	\$53,820			
	<b>Total Cost</b>	\$14,850	\$32,190	\$34,840	\$53,820	\$8,000	\$1,600 Total	<b>\$146,100</b>

Phase II Flagline Cost Estimate								
Employee Classification	Hourly Rate	Principal Engineer	Project Manager II	Project Engineer	EIT	Inspector	ITEMIZED EXP MARKUP	TASK TOTAL
TASK NUMBER	DESCRIPTION							
<b>4</b>	<b>FINAL DESIGN ENGINEERING (up to 100%)</b>							
4.1	Design Engineering	16	60	100	320		\$400	\$65,940
4.2	ODOT and ROW Coordination Services	8	24	40			\$450	\$12,050
4.3	Specifications and Cost Estimate	6	20	80				\$15,770
	<b>Subtotal</b>							<b>\$93,760</b>
<b>5</b>	<b>CONSTRUCTION BID &amp; MATERIALS PROCUREMENT</b>							
5.1	Pre-Bid Meeting	8	12	8			\$400	\$5,492
5.2	Addendums		8	14				\$3,356
	<b>Subtotal</b>							<b>\$8,848</b>
<b>6</b>	<b>PROJECT CONSTRUCTION</b>							
6.1	Construction Administration (RFI's and Change Requests, As-Builts)	4	24	24	120			\$22,596
6.2	Construction Inspection Services		16	16		672	\$15,000	\$94,024
	<b>Subtotal</b>							<b>\$116,620</b>
	<b>Total Manhours</b>	42	164	282	440	672	Sub Markup 10%	
	<b>Total Labor Cost</b>	\$9,450	\$30,340	\$37,788	\$51,480	\$73,920	\$16,250	
	<b>Total Cost</b>	\$9,450	\$30,340	\$37,788	\$51,480	\$73,920	\$16,250 Total	<b>\$219,228</b>

Remaining Budgets after Task Orders are applied:  
 Task 2 Budget \$0  
 Task 4 Budget \$140  
 Task 5 Budget \$791,052  
 Task 6 Budget \$1,704,680  
**Overall Construction Budget \$2,495,732**

**Jim Pex, PE**

Principal Engineer

1011 SW Emkay Drive, Suite 207

Bend, OR 97702

O: 541.797.6781

M: 541.808.4407

[flagline.net](http://flagline.net)



On Wed, Sep 7, 2022 at 7:29 AM Nicholas Green <[green@greentown-oregon.gov](mailto:green@greentown-oregon.gov)> wrote:

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Jim,

The cover letter and grant agreement are attached.

It's a prevailing wage job, obviously. Exhibit A has the conditions of the agreement. Item 17) Transfer of Certificated Water Rights Instream will be done by CwM H2O. I figured we'd do the majority of the environmental permitted with Nick Ducote (Task 3), which would just leave:

- Task 2. Preliminary Design Engineering;
- Task 4. Final Design Engineering;
- Task 5. Construction Bid & Materials Procurement; and
- Task 6. Project Construction.

Exhibit E has the regulatory permits that are required for Tasks 4-6. I figured I'd take the lead on the wetland delineation and SHPO concurrence since I just did those for the aquatics center. DEQ already has the reuse permit and the treatment plant team would do the recycled water plan as part of the broader project. Therefore, the majority of the engineering permits would be ODOT coordination, which you've accurately captured in your proposal.

As I read your proposal, you are providing 60% drawings (Task 2) and virtual meetings with regulatory agencies, but not the permitting documents, which is fine, at a bid price of \$144,004. This is what you're calling Phase 1.

What is your estimate for Phase 2, for the final engineering, including the other tasks (Final Design, Construction, Bid & Materials Procurement, and Project Construction)?

Nick

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**From:** Jim Pex <[jpex@flagline.net](mailto:jpex@flagline.net)>  
**Sent:** Wednesday, August 10, 2022 9:09 AM  
**To:** Nicholas Green <[green@grantcounty-or.gov](mailto:green@grantcounty-or.gov)>  
**Subject:** Scope

Please see the attached scope. We can discuss the parameters this week if you'd like to sit down and talk while I'll be around town.

**Jim Pex, PE**

Principal Engineer

1011 SW Emkay Drive, Suite 207

Bend, OR 97702

O: 541.797.6781

M: 541.808.4407

[flagline.net](http://flagline.net)



This is **EXHIBIT A**, consisting of 5 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated August 10, 2022

## GENERAL

The general scope of the project is to provide engineering services to provide technical assistance with regards to updating the design and construction of the wastewater effluent piping (purple pipe) to serve regional users. This project will include design and permitting within the ODOT ROW and will be required to coordinate efforts with the WWTP design team for connectivity.

**Figure 1- Location of Proposed Project**



### TASK 1 PROJECT MANAGEMENT

#### TASKS 1.1 Project Coordination & Management, Quality Management, Schedule Management and Meetings

**Objective:** Management of the contract for services that include but not limited to monthly billings, phone and email correspondence. Management staff will provide an independent review of the plans and specifications prior to release of the information being presented to the City. This review helps limit exposure of liability for our clients and provides verification that the plans and specifications are consistent with City's current engineering standards.



## TASKS 1.2 Project and Grant Coordination

**Objective:** Work under this task includes coordination efforts between the Engineer and the City of John Day or Grant required reporting services. These may include updated reports, cost estimates or any requested assistance from the City during the contract period.

## TASKS 1.3 QA/QC

**Objective:** Flagline will provide quality assurance and control for all materials prior to submittals to agencies.

## TASKS 1.4 Project Kick-Off Meeting

**Objective:** A kick-off meeting will be held in John Day with two (2) representatives from Flagline and any additional subcontractors as needed. The one day meeting will entail walking the preferred route, identifying any potential issues and meeting with City staff to verify requirements of the grant and an understanding for this phase of the work.

### Activities:

- Project Management
- Project reporting and monthly invoices
- Kickoff meeting (1 day budgeted by 2 Flagline engineers on site). Meeting to include review final route, walk the potential conflict areas and make any final adjustments to the plan.

### Deliverables:

- Monthly invoices, Draft and Final Kick-Off meeting agenda

### Assumptions:

- Project duration 6 months
- Kickoff meeting will be held at the City of John Day

**Sub-Contractor Coordination**—The Project Manager will coordinate with required sub-consultants for fieldwork, billing, and overall project needs for the duration of the project.

Flagline shall provide the following deliverables as part of this task:

- Monthly billings
- QA/QC review of project deliverables



## **TASK 2 ENGINEERING SERVICES**

The following subtasks will be completed in performance of this task:

### **TASK 2.1 Route Planning and Design with 30 & 60% Submittals**

**Objective:** Complete preliminary designs in accordance with the City of John Day and ODOT standards for construction. This phase will be completed with enough detail in order to submit and gain the necessary permits required for the project within the necessary ROW regions. Pipe design in this phase will terminate at the property boundary to the WWTP. Services to the WWTP will be handled at a later date in order to coordinate with the WWTP design team in order to finalize that connection route.

### **TASKS 2.2 ODOT and ROW Coordination Services (Documents and Engineering Drawings)**

**Objective:** A necessary portion of the work will involve coordination with ODOT and obtaining the necessary ROW permits in order to complete the design and construction of the pipeline. This task will be associated with all coordination efforts, drawing submittals and document tracking in order to complete those tasks. This task will also identify all private easement requirements that will be obtained by the City of John Day.

#### **Activities:**

- Planning and Design up to 60% in order to obtain necessary permits for the project.
- Coordination with ODOT and other agencies in order to obtain necessary permits.
- Identify private easement descriptions to be obtained by the City of John Day.

#### **Deliverables:**

- Engineering documents and reports necessary to complete permits up to 60% design.

#### **Assumptions:**

- All costs associated with easement acquisitions including but not limited to ODOT, County, City or private locations will be covered by the City of John Day. If a ROW agent is required, those services are not currently included within this contract if requested as part of the design services.



### **TASK 3 PERMITTING AND REGULATORY SUPPORT**

The following subtasks will be completed in performance of this task:

#### **TASK 3.1 Virtual Meetings with the City or Regulatory Agencies**

**Objective:** It is anticipated that there will be a substantial amount of meetings with various regulatory agencies in order to meet all of the permitting requirements within ROW for this project. Primarily with ODOT personnel, however it is possible that the project will be required to involve the County and other agency's during the life of the contract.

**Activities:**

- Virtual or phone meetings

**Deliverables:**

- Meeting Notes to document discussion and requirements

#### **SCHEDULE FOR TASKS –**

NTP – August 22, 2022

Kick-Off Meeting – Sept 7, 2022

30% Design – Aug 23 – Oct 15, 2022

60% Design – Oct 20 – Dec 31, 2022

Completion of Services for this contract – Dec 31, 2022



**TOTAL FEE ESTIMATE:**

		Flagline Cost Estimate							
Employee Classification		Principal Engineer	Project Manager II	Project Engineer	EIT	Sisul Engineering			
Hourly Rate		\$225.00	\$185.00	\$134.00	\$117.00				
TASK NUMBER	DESCRIPTION					See attached breakdown	ITEMIZED EXP MARKUP	SUB COST	TASK TOTAL
<b>1</b>	<b>PROJECT MANAGEMENT</b>								
1.1	Project Setup & Management	12	6				\$0	\$0	\$3,810.00
1.2	Project and Grant Coordination	12	36				\$0	\$0	\$9,360
1.3	QA/QC	8					\$0	\$0	\$1,800
1.4	Kick Off Meeting (in John Day)	12	12				\$650	\$0	\$4,920.00
<b>2</b>	<b>ENGINEERING SERVICES</b>								
2.1	Route Planning and Design (30 and 60% Submittals)	16	40	240	360		\$1,250	\$10,000	\$96,530
2.2	ODOT and ROW Coordination Services	8	24	60			\$450	\$0	\$14,730
<b>3</b>	<b>PERMITTING AND REGULATORY SUPPORT</b>								
3.1	Virtual Meetings w/ City or Regulatory Agencies	16	36	16			\$450	\$0	\$12,854
	<b>Total Manhours</b>	84	154	316	360	0		Sub Markup 10%	
	<b>Total Labor Cost</b>	\$18,900	\$28,490	\$42,344	\$42,120	\$0	\$2,800	\$0	\$0
	<b>Total Cost</b>	\$18,900	\$28,490	\$42,344	\$42,120	\$0	\$2,800	<b>Total</b>	<b>\$144,004</b>