

This is **EXHIBIT A**, consisting of 2 pages, referred to in and part of the **Agreement between Owner and Engineer for Professional Services** dated June 1, 2017.

Task Order

Task Order Number: 15

Date: 5/6/2021

Title: Water Treatment Plant – Phase I

Project Description: Provide professional engineering and bidding assistance services to the Plumas-Eureka Community Services District (District) related to the final design phase, permitting and competitive bidding process for the Water Treatment Plant.

The Master Services Agreement is amended and supplemented to include the following agreement of the parties.

PART 1 – SERVICES

Task 1 – Project Management

Objective

To plan, organize, direct, control, and communicate all relevant activities set forth in this Scope of Work within the approved budget and schedule.

Approach

Farr West will routinely review project progress and communicate project status on a regular basis. Communication will be through email and telephone. This task will include the following activities:

- Project administration includes scheduling maintenance, cost control, monthly invoicing, filing, resource allocation, and routine communications.
- Team coordination, including conference calls and internal meetings.
- Monitoring changes to the scope, budget, or schedule and developing change management strategies with PECSD.
- Attend nine (9) Board meetings to report on project progress/current issues.

Deliverables

No formal deliverables are anticipated under this task.

Assumptions

The following assumptions apply:

- The project will have a 9-month duration.
- Project-related issues will be identified, communicated, and resolved.

Task 2 – Funding Acquisition

Objective

Provide professional services related to acquisition of financing from an external source.

Approach

The following approach applies:

- Farr West will coordinate and attend meetings with funding agencies/sources in order to prepare an approved funding application and/or receive necessary project permits.
- Farr West will prepare funding application documents and information which includes continued correspondence as requested by funding agency/source.
- Farr West will provide engineering calculations and/or analysis to support written responses required to meet funding or permitting agency program requirements.
- Assist the District reach compliance with the State Water Resources Control Board (i.e., technical and environmental review).

Deliverables

The following will be delivered under this task:

- Technical memoranda (as required), and
- Funding application documents (digital).

Assumptions

The following assumptions apply:

- The ten (10) Technical Review comments submitted by the State Water Resources Control Board (Michael Burgess) on 12/10/18 are the basis for the estimate of services for this scope of work. If the State submits additional comments a modification to this scope will be necessary.
- The District will contract with another consultant (i.e., Hauge Brueck Associates) to provide the professional environmental permitting services.
- Detailed reports or studies are not included in this scope of services and are not anticipated to be required to achieve agency approval.
- A detailed or formal rate study will not be provided as part of this scope of services. Only high-level financial analysis calculations/projections will be provided to the District to support funding applications.

Task 3 – Engineering Design

Objective

Update the current set of design drawings and specifications to remove iron below the secondary MCL; comply with current building codes and regulations; and to reflect the most current manufacturers, products and/or technology.

Approach

The following approach applies:

- Modify design drawings and specifications to include materials and chemical dosing rates required to remove Iron below the secondary MCL of 0.3 mg/L.

- Engage equipment suppliers to ensure that the products specified in the plans and specification are readily available and still the best choice for their intended application.
- Update contract documents to include updates from subconsultants and the most recent version of funding program requirements.
- Prepare necessary flood mitigation documents (e.g., LOMR) to comply with Plumas County building permit requirements.
- Update Design Report
- Prepare an updated Opinion of Probable Cost

Deliverables

The following will be delivered under this task:

- Plans and Specifications (Final) – 2 hard copies + digital
- Updated Design Report – 2 hard copies + digital

Assumptions

The following assumptions apply:

- Iron removal will be achieved through the addition of a stronger oxidant than sodium hypochlorite and will not require significant changes to treatment equipment, footprint or building size.
- Additional revisions to building exteriors will not be required as part of this task.
- Farr West will update the set of contract documents provided to the PECSD in September 2018. A complete re-design or re-imagining of the project is not included in this scope of services.
- Additional field work is not included in this scope of services. Additional land survey or field measurements will require a contract modification.
- The PECSD will provide previous flood mitigation permitting documents prior to the commencement of services.
- Opinion of Probable Cost will be prepared in accordance with Class 2 definition and methodology according to AACE International standards and practices.

Task 4 – Bid Support

Objective

Assist the District with the bid advertisement, bid evaluation, bid selection, and award of the construction contract.

Approach

Activities under this task will include the following elements:

- Post Bid Documents to the Farr West Bidroom website and upkeep of a plan holder’s list.
- Coordinate with a local news publication and the Reno Gazette-Journal for the publication of the bid advertisement, twice over the bid duration.
- Attend one pre-bid meeting at the project site, including preparation of an agenda and meeting minutes.
- Answer questions from bidders and prepare addenda, as required.
- Review bids received, evaluate the bids, and prepare a letter of recommendation for award of the contract.
- Prepare construction contract documents for Contractor, District, and Agency execution.

Deliverables

Work products will include:

- Bid advertisement(s)
- Addenda, as required.
- Recommendation for construction contract award.

Assumptions

The following assumptions apply:

- Farr West will conduct the pre-bid meeting at the PECSD Office.
- Preparation of a maximum of 3 addenda is assumed.
- Response to Contractor disputes or bid protests are not anticipated and not included in this scope of services. In the case that these events occur Farr West will review the remaining task budget prior to requesting any modification to contract price.

Task 5 – Subconsultants

Objective

Provide the ability for other professional service providers to update the previously completed engineering designs and provide assistance during the bid process.

Approach

The following approach applies:

- Consultants will update their design (i.e., plans and specifications) to meet the most current building code, site conditions, and products available.
- Consultants will be available to respond to bidder questions and attend pre-bid conference when requested.

Deliverables

The following will be delivered under this task:

- Plans and Specifications (Final) – 2 hard copies + digital

Assumptions

The following assumptions apply:

- The subconsultants included in this scope of services include: mechanical, structural, and PCIS design.
- Farr West’s standard markup of 15 percent will apply to all subconsultant contracts.

Task 6 – Owner Directed Services

Objective

To provide capability for the PECSD to request additional services from Farr West which were unknown when this scope of work was prepared.

Approach

The following approach applies:

- At the time of request, Farr West will provide a budget and schedule for any work associated with this task.

