



PROFESSIONAL SERVICES

More ideas. Better solutions.

Professional Services Agreement

This AGREEMENT (Agreement) is made today 1/1/2016 by and between WISCONSIN DELLS (OWNER) and MSA PROFESSIONAL SERVICES, INC. (MSA), which agree as follows:

Project Name: Wisconsin Dells Fiscal Sustainability Plan

The scope of the work authorized is: Fiscal Sustainability Plan in conjunction with Clean Water Fund Program. See Attachment B.

The schedule to perform the work is:

Approximate Start Date: 1/1/2016
Approximate Completion Date: CWF Loan Closeout

The estimated fee for the work is: \$30,000.00

All services shall be performed in accordance with the General Terms and Conditions of MSA, which is attached and made part of this Agreement. Any attachments or exhibits referenced in this Agreement are made part of this Agreement. Payment for these services will be on a time and expense basis.

Approval: Authorization to proceed is acknowledged by signatures of the parties to this Agreement.

CITY OF WISCONSIN DELLS

MSA PROFESSIONAL SERVICES, INC.

Brian L. Landers
Mayor
Date: _____

Mary Wagner
Funding Administrator
Date: _____

Attest:

Nancy R. Holzem, City Clerk
Date: _____

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Wisconsin Dells, WI 53965
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Baraboo, WI 53913
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**ATTACHMENT A:
RATE SCHEDULE
MARCH 2015/2016***

<u>CLASSIFICATION</u>	<u>LABOR RATE</u>
Architects	\$125-\$151/hr.
Clerical	\$60-\$80/hr.
CAD Technician	\$59-\$110/hr.
Geographic Information Systems (GIS).....	\$76-\$128/hr.
Housing Administration	\$58-\$104/hr.
Hydrogeologists	\$99-\$152/hr.
Planners	\$83-\$160/hr.
Principals.....	\$155-\$190/hr.
Professional Engineers	\$85-\$190/hr.
Project Manager.....	\$62-\$180/hr.
Registered Land Surveyors.....	\$93-\$150/hr.
Staff Engineers.....	\$80-\$115/hr.
Technicians	\$59-\$110/hr.
Wastewater Treatment Plant Operator.....	\$72-113/hr.

REIMBURSABLE EXPENSES

Copies/Prints	Rate based on volume
Fax	\$1.00/page
GPS Equipment	\$40/hour
Mailing/UPS	At cost
Mileage – (currently \$0.575/mile).....	Rate set by Fed. Gov.
Nuclear Density Testing	\$25.00/day + \$10/test
Organic Vapor Field Meter	\$100.00/day
PC/CADD Machine.....	Included in labor rates
Robotics Geodimeter.....	\$30/hour
Stakes/Lathe/Rods	At cost
Total Station	Included in labor rates
Travel Expenses, Lodging, & Meals	At cost
Traffic Counting Equipment & Data Processing	At cost

* Labor rates represent an average or range for a particular job classification. These rates are in effect until March 1, 2016. After March 1, 2016, these rates may increase by not more than 5% per year.

**ATTACHMENT B:
SCOPE-FSP
JAN. 1, 2016**

CWFP Fiscal Sustainability Plan

Estimated Fee: \$30,000

- A. Assist the City with completion of required Fiscal Sustainability Plan Certification (FSP) on a **time & materials basis**, per the Water Resources Reform and Development Act of 2014 (WRRDA) requirements (From FWPCA ss 603 (d)(1)(E)) which defines the key components as:
- (I) *an inventory of critical assets that are a part of the treatment works*
 - (II) *an evaluation of the condition and performance of inventoried assets or asset groupings;*
 - (III) *a certification that the recipient has evaluated and will be implementing water and energy conservation efforts as part of the plan; and*
 - (IV) *a plan for maintaining, repairing, and, as necessary, replacing the treatment works and a plan for funding such activities; or*
 - i. *Certify that the recipient has developed and implemented a plan that meets the requirements under the above clauses.*
- B. Evaluate existing documentation with respect to the requirements in part A. above.
- C. Provide the following deliverables:
- a. *Sanitary Sewer GPS & GIS inventory for sewerage system per A. (I)*
 - i. *Create sanitary GIS map (database & plots)*
 - ii. *Update City GIS web application*
 - b. *Update sewerage system equipment inventory & condition assessment in coordination with replacement fund updates, reliability planning and sewerage system sustainability (as a function of parts I, II, III, & IV) and in collaboration with City personnel.*
 - c. *Provide CMOM documentation consistent with Wisconsin requirements and parts A. I- IV, interactive and mobile with the sanitary sewer GPS & GIS system application to support maintenance and system details and updates.*
 - d. *Provide a multilevel approach to the basic water and energy conservation evaluation for the joint WWTF and the City sewerage system (collectively the "treatment works").*
 - e. *Coordinate the deliverables with a crosswalk/report.*
 - f. *Assist with necessary Clean Water Fund Paperwork related to the Fiscal Sustainability Plan.*

THE OWNER'S RESPONSIBILITIES

The OWNER will:

- A. Provide requested information and documentation complete and in a timely manner.
- B. Collaborate in the inventory, data-gathering, condition assessment and planning necessary in part C. above.

Wisconsin Dells Bike Path Schedule

UPDATED 12/11/15

ITEM 4

	Duration (weeks)	Start Date	Finish Date
Chapter 30 Permit DNR/ACOE Review & Approval			5/31/2013
City Utility Construction Complete			5/30/2013
Project Design Delivery			
Environmental Report reviewed and approved	19.0	4/17/2014	8/25/2014
TRANS 75 exception reviewed and approved			3/28/2014
Design Exception reviewed and approved			3/24/2014
Design Study Report reviewed, revised & approved	13.0	10/24/2014	1/23/2015
Proprietary Item Approval	6.0	1/5/2014	2/16/2014
Easement Agreements	17.0	1/23/2015	5/22/2015
Illinois Ave Walls - Plans & WisDOT Coordination (Rework Walls)	19.0	10/3/2014	2/13/2015
Illinois Ave Structures - BOS Retaining Walls Prelim Review	2.0	3/6/2015	3/20/2015
Illinois Ave Structures - Revisions, Final BOS Review & Approval	17.0	3/20/2015	7/15/2015
Path design and PS&E forms prepared	18.5	2/2/2015	6/11/2015
Path PS&E and forms reviewed	2.0	6/11/2015	6/25/2015
River Rd Wall SSR prepared, submitted & BOS Review Meeting	9.5	6/25/2015	8/31/2015
River Rd Wall - Boring and SSR updated & submitted	7.6	8/31/2015	10/23/2015
River Rd Wall: R-11-39 BOS Preliminary Review	1.8	10/23/2015	11/4/2015
River Rd Wall: R-11-39 Final Plans updated & submitted	5.0	11/4/2015	12/9/2015
River Rd Wall: R-11-39 Final BOS Review	3.0	12/9/2015	12/30/2015
PS&E and forms revised & submitted	5.0	8/31/2015	10/6/2015
PS&E and forms reviewed	3.9	10/9/2015	11/5/2015
PS&E, R-11-39 Plans and forms revised	5.1	11/5/2015	12/11/2015
PS&E and forms reviewed, revised & approved	3.0	12/11/2015	12/31/2015
Federal construction funding authorization	3.4	1/4/2016	1/25/2016
Contract Letting			
Request to Advertise approved	1.0	1/25/2016	2/1/2016
Lead time to place ads	0.5	2/1/2016	2/5/2016
Ad period and bids opened	3.0	2/5/2016	2/26/2016
Bids reviewed	1.0	2/26/2016	3/4/2016
DBE paperwork submitted by apparent low bidder	0.2	3/4/2016	3/5/2016
DBE paperwork reviewed and approved (Good Faith)	1.5	3/5/2016	3/15/2016
Request to Award reviewed and approved	2.0	3/15/2016	3/29/2016
Notice to proceed issued	0.2	3/29/2016	3/30/2016
River Road Construction	8.0	4/4/2016	5/27/2016
River Road Closure	5.0	4/18/2016	5/20/2016
Illinois Avenue Construction	20.0	3/7/2016	7/22/2016
Overall Construction	20.0	3/7/2016	7/22/2016

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