

**PUBLIC WORKS MEMORANDUM**  
**#31-2023**

**DATE:** Nov. 13, 2023

**TO:** Honorable Mayor Meredith Leighty and City Council Members

**THROUGH:** Heather Geyer, City Manager *hmg*  
Jason Loveland, Interim Deputy City Manager *AL*

**FROM:** Kent Kisselman PE, Director of Public Works *KHK*  
Tamara Moon, Environmental Manager

**SUBJECT:** CR-144 – Storm Drainage System Mapping and Condition Assessment

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**PURPOSE**

To consider CR-144, a resolution approving a contract with IMEG Consultants Corp. for the Storm Drainage System Mapping and Condition Assessment project.

**BACKGROUND**

IMEG Consultants Corp. would use a camera and survey equipment to map the entire stormwater system and determine the condition of storm pipes and infrastructure. From this, they would provide a list of critical repair or replacement areas.

On March 10, 2023, the City issued a Request for Proposal (RFP 2023-006) for the project. A mandatory pre-bid meeting was held on March 23, 2023, in which 17 prospective contractors attended. On April 11, 2023, the City received two proposals of \$1,026,000 to \$1,529,070. The cost of the project was significantly higher than staff anticipated and was thus set aside until additional funding could be identified to complete the project. Staff recommends the reallocation of the Race Street Drainage Improvement project, and the Storm Drainage System Improvement budgets to fund this project.

IMEG Consultants Corp. is the lowest responsible bidder in the amount of \$1,026,000, and after review of their RFP, staff believes they are well-suited to complete the project.

**BUDGET/TIME IMPLICATIONS**

The total cost of the project would be \$1,128,600. This includes the IMEG Consultants Corp contract with a not to exceed value of \$1,026,000 and a 10% contingency. Funds for the project are available in the Stormwater Fund.

If the contract is approved, staff would coordinate with IMEG Consultants Corp. to begin work in November 2023, with final completion of the project expected in Q4 2024.

**STAFF RECOMMENDATION**

Attached is CR-144, a resolution that, if approved, would authorize the Mayor to execute a contract between the City and IMEG Consultants Corp. for the Storm Drainage System Mapping and Condition Assessment project in an amount not to exceed \$1,026,000, and authorizes the City Manager, on behalf of the City, to approve minor changes in scope of services and execute relevant change orders up to the approved expenditure limit of \$1,128,600. Staff recommends approval of CR-144.

CR-144 – Storm Drainage System Mapping and Condition Assessment  
Nov. 13, 2023  
Page 2 of 2

**STAFF REFERENCE**

If Council Members have any questions, please contact Kent Kisselman, Director of Public Works, at [kkisselman@northglenn.org](mailto:kkisselman@northglenn.org) or 303.450.4005.

CR-144 – Storm Drainage System Mapping and Condition Assessment  
Storm Drainage System Mapping and Condition Assessment Contract

SPONSORED BY: MAYOR LEIGHTY

COUNCIL MEMBER'S RESOLUTION

RESOLUTION NO.

No. CR-144  
Series of 2023

\_\_\_\_\_  
Series of 2023

A RESOLUTION APPROVING A PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF NORTHGLENN AND IMEG CONSULTANTS CORP. FOR THE STORM DRAINAGE SYSTEM MAPPING AND CONDITION ASSESSMENT

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT:

Section 1. The Professional Services Agreement between the City of Northglenn and IMEG Consultants Corp., attached hereto, in the amount of \$1,026,000.00, with a ten percent (10%) contingency of \$102,600.00, for a total amount not to exceed \$1,128,600.00 for the Storm Drainage System Mapping and Condition Assessment is hereby approved and the Mayor is authorized to execute same on behalf of the City of Northglenn.

DATED, at Northglenn, Colorado, this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
MEREDITH LEIGHTY  
Mayor

ATTEST:

\_\_\_\_\_  
JOHANNA SMALL, CMC  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
COREY Y. HOFFMANN  
City Attorney

**AGREEMENT FOR PROFESSIONAL SERVICES**

THIS AGREEMENT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, by and between the City of Northglenn, State of Colorado (hereinafter referred to as the "City") and IMEG Consultants Corp. (hereinafter referred to as "Consultant").

**RECITALS:**

A. The City requires professional services.

B. Consultant has held itself out to the City as having the requisite expertise and experience to perform the required work for the Project.

NOW, THEREFORE, it is hereby agreed for the consideration hereinafter set forth, that Consultant shall provide to the City, professional consulting services for the Project.

**I. SCOPE OF SERVICES**

Consultant shall furnish all labor and materials to perform the work and services required for the complete and prompt execution and performance of all duties, obligations, and responsibilities for the Project which are described from **Exhibit A** which is attached hereto and incorporated herein by this reference.

**II. THE CITY'S OBLIGATIONS/CONFIDENTIALITY**

The City shall provide Consultant with reports and such other data as may be available to the City and reasonably required by Consultant to perform hereunder. No project information shall be disclosed by Consultant to third parties without prior written consent of the City or pursuant to a lawful court order directing such disclosure. All documents provided by the City to Consultant shall be returned to the City. Consultant is authorized by the City to retain copies of such data and materials at Consultant's expense.

**III. OWNERSHIP OF WORK PRODUCT**

The City acknowledges that the Consultant's work product is an instrument of professional service. Nevertheless, the products prepared under this Agreement shall become the property of the City upon completion of the work and payment in full for all services performed and expenses incurred by the Consultant. Said work shall only be used for purposes consistent with the specific Project.

**IV. COMPENSATION**

A. In consideration for the completion of the services specified herein by Consultant, the City shall pay Consultant an amount not to exceed one million twenty-six thousand dollars (\$1,026,000). Payment shall be made in accordance with the schedule of charges in **Exhibit B** which is attached hereto and incorporated herein by this reference. Invoices will be itemized and include hourly breakdown for all personnel and other charges. The maximum fee specified herein shall include all fees and expenses incurred by Consultant in performing all services hereunder.

B. Consultant may submit monthly or periodic statements requesting payment. Such request shall be based upon the amount and value of the work and services performed by Consultant under this Agreement except as otherwise supplemented or accompanied by such supporting data as may be required by the City.

1. All invoices, including Consultant's verified payment request, shall be submitted by Consultant to the City no later than the twenty-fourth (24th) day of each month for payment pursuant

to the terms of this Agreement. In the event Consultant fails to submit any invoice on or before the twenty-fourth (24th) day of any given month, Consultant defers its right to payment pursuant to said late invoice until the twenty-fourth (24th) day of the following month.

2. Progress payments may be claimed on a monthly basis for reimbursable costs actually incurred to date as supported by detailed statements, including hourly breakdowns for all personnel and other charges. The amounts of all such monthly payments shall be paid within thirty (30) days after the timely receipt of invoice as provided by this Agreement.

C. The City has the right to ask for clarification on any Consultant invoice after receipt of the invoice by the City.

D. In the event payment for services rendered has not been made within forty-five (45) days from the receipt of the invoice for any uncontested billing, interest will accrue at the legal rate of interest. In the event payment has not been made within ninety (90) days from the receipt of the invoice for any uncontested billing, Consultant may, after giving seven (7) days written notice and without penalty or liability of any nature, suspend all work on all authorized services specified herein. In the event payment in full is not received within thirty (30) days of giving the seven (7) days written notice, Consultant may terminate this Agreement. Upon receipt of payment in full for services rendered, Consultant will continue with all authorized services.

E. Final payment shall be made within sixty (60) calendar days, and upon final payment all data and reports (which are suitable for reproduction and distribution by the City) required by this Agreement will be turned over to and approved by the City.

## **V. COMMENCEMENT AND COMPLETION OF WORK**

Within seven (7) days of receipt from the City of a Notice to Proceed, Consultant shall commence work on all its obligations as set forth in the Scope of Services or that portion of such obligations as is specified in said Notice. Except as may be changed in writing by the Parties, the Project shall be complete, and Consultant shall furnish the City the specified deliverables as provided in **Exhibit A**.

## **VI. CHANGES IN SCOPE OF SERVICES**

A change in the Scope of Services shall constitute any material change or amendment of services or work which is different from or additional to the Scope of Services specified in Section I of this Agreement. No such change, including any additional compensation, shall be effective, or paid unless authorized by written amendment executed by the City. If Consultant proceeds without such written authorization, then Consultant shall be deemed to have waived any claim for additional compensation, including a claim based on the theory of unjust enrichment, quantum meruit or implied contract. Except as expressly provided herein, no agent, employee, or representative of the City shall have the authority to enter into any changes or modifications, either directly or implied by a course of action, relating to the terms and scope of this Agreement.

## **VII. PROFESSIONAL RESPONSIBILITY**

A. Consultant hereby warrants that it is qualified to assume the responsibilities and render the services described herein and has all requisite corporate authority and professional licenses in good standing, required by law.

B. The work performed by Consultant shall be in accordance with generally accepted professional practices and the level of competency presently maintained by other practicing professional firms in the same or similar type of work in the applicable community.

C. Consultant shall be responsible for the professional quality, technical accuracy, timely completion, and the coordination of all designs, drawings, specifications, reports, and other services furnished by Consultant under this Agreement consistent with the standard of care described in Section VII B. Consultant shall, without additional compensation, correct or resolve any negligence in his designs, drawings, specifications, reports, and other services, which fall below the standard of care described in Section VII B, and reimburse the City for construction costs caused by negligence which fall below the standard of care described in Section VII B.

D. Approval by the City of drawings, designs, specifications, reports, and incidental work or materials furnished hereunder shall not in any way relieve Consultant of responsibility for technical adequacy of the work. Neither the City's review, approval or acceptance of, nor payment for, any of the services shall be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement, and Consultant shall be and remain liable in accordance with applicable performance of any of the services furnished under this Agreement.

E. The rights and remedies of the City provided for under this Agreement are in addition to any other rights and remedies provided by law.

## **VIII. INDEMNIFICATION**

A. **INDEMNIFICATION – GENERAL:** The City cannot and by this Agreement does not agree to indemnify, hold harmless, exonerate or assume the defense of the Consultant or any other person or entity whatsoever, for any purpose whatsoever. Provided that the claims, demands, suits, actions or proceedings of any kind are not the result of professional negligence, the Consultant, to the fullest extent permitted by law, shall defend, indemnify and hold harmless the City, its Council members, officials, officers, directors, agents and employees from claims, demands, suits, actions or proceedings, including worker's compensation claims, arising from the services rendered by Consultant, its employees, agents or subconsultants, or others for whom the Consultant is legally liable, under this Agreement; provided, however, that the Consultant need not indemnify or save harmless the City, its Council members, its officers, agents and employees from damages resulting from the negligence of the Council members, officials, officers, directors, agents and employees or any third party.

B. **INDEMNIFICATION FOR PROFESSIONAL NEGLIGENCE:** The Consultant shall, to the fullest extent permitted by law, indemnify and hold harmless the City, its Council members, and any of its officials, officers, directors, and employees from and against damages, liability, losses, costs and expenses, including reasonable attorneys fees, but only to the extent caused by or arising out of the negligence of the Consultant, its employees, agents or subconsultants, or others for whom the Consultant is legally liable, in the performance of professional services under this Agreement. The Consultant is not obligated under this subparagraph IX.B. to indemnify the City for the negligent acts of the City, its Council members, or any of its officials, officers, directors, agents and employees or any third party.

C. **INDEMNIFICATION – COSTS:** Consultant shall, to the fullest extent permitted by law, defend and provide defense for and defend against (except professional liability claims) such liability, claims or demands at the expense of Consultant or, at the option of the City, agrees to pay the City or reimburse the City for the defense costs incurred by the City in connection with such liability, claims or demands. Consultant shall, to the fullest extent permitted by law, defend (except professional liability claims) and bear all other costs and expenses related thereto, including court costs and reasonable attorney fees. If it is determined by the final judgment of a court of any competent jurisdiction that such injury, loss or damage was caused in whole or in part by the act, omission or other fault of the City, its Council members, officials, officers, directors, agents and employees, the City shall reimburse Consultant for the portion of the judgment attributable to such act, omission or other fault of the City, its Council members, officials, officers, directors, agents and employees.

D. To the extent this Agreement is subject to C.R.S. § 13-50.5-102(8), Consultant's liability under this provision shall be to the fullest extent of, but shall not exceed, that amount represented by the degree or

percentage of negligence or fault attributable to Consultant, any subconsultant of Consultant, or any officer, employee, representative, or agent of Consultant or of any subconsultant of Consultant. If Consultant is providing architectural, engineering, surveying or other design services under this Agreement, the extent of Consultant's obligation to defend, indemnify and hold harmless the City may be determined only after Consultant's liability or fault has been determined by adjudication, alternative dispute resolution or otherwise resolved by mutual agreement of the Parties, as provided by C.R.S. § 13-50.5-102(8)(c).

## **IX. INSURANCE**

A. Consultant agrees to procure and maintain, at its own cost, a policy or policies of insurance sufficient to insure against liability, claims, demands, and other obligations assumed by Consultant pursuant to Section IX, above. Such insurance shall be in addition to any other insurance requirements imposed by this Agreement or by law. Consultant shall not be relieved of any liability, claims, demands, or other obligations assumed pursuant to Section IX, above, by reason of its failure to procure or maintain insurance, or by reason of its failure to procure or maintain insurance in sufficient amounts, durations, or types.

B. Consultant shall procure and maintain and shall cause any subcontractor of Consultant to procure and maintain, the minimum insurance coverages listed below. Such coverages shall be procured and maintained with forms and insurers acceptable to the City. All coverages shall be continuously maintained to cover liability, claims, demands, and other obligations assumed by Consultant pursuant to Section IX, above. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage.

1. Worker's Compensation Insurance to cover obligations imposed by applicable laws for any employee engaged in the performance of work under this Contract, and Employer's Liability Insurance with minimum limits of five hundred thousand dollars (\$500,000) each incident, five hundred thousand dollars (\$500,000) disease - policy limit, and five hundred thousand dollars (\$500,000) disease - each employee.

2. Commercial general liability insurance with minimum combined single limits of one million dollars (\$1,000,000) each occurrence and two million dollars (\$2,000,000) general aggregate. The policy shall be applicable to all premises and operations. The policy shall include coverage for bodily injury, broad form property damage (including completed operations), personal injury (including coverage for contractual and employee acts), blanket contractual (subject to policy terms, conditions and exclusions), products, and completed operations. The policy shall contain a severability of interests provision.

3. Professional liability insurance with minimum limits of six hundred thousand dollars (\$600,000) each claim and one million dollars (\$1,000,000) general aggregate.

C. The policy required by paragraph 2. above shall be endorsed to include the City and the City's officers, employees, and consultants as additional insureds. Every policy required above shall be primary insurance (except Professional Liability insurance), and any insurance carried by the City, its officers, its employees, or its consultants shall be excess and not contributory insurance (except Professional Liability insurance) to that provided by Consultant. No additional insured endorsement to the policy required by paragraph 1. above shall contain any exclusion for bodily injury or property damage arising from completed operations. Consultant shall be solely responsible for any deductible losses under any policy required above.

D. The certificate of insurance provided for the City shall be completed by Consultant's insurance agent as evidence that policies providing the required coverages, conditions, and minimum limits are in full force and effect, and shall be reviewed and approved by the City prior to commencement of the Agreement. No other form of certificate shall be used. If the City is named as an additional insured on any policy which does not allow for the automatic addition of additional insureds, the Consultant's

insurance agent shall also provide a copy of all accompanying endorsements recognizing the City as an additional insured. The certificate shall identify this Agreement and shall provide that the coverages afforded under the policies shall not be cancelled, terminated or materially changed until at least thirty (30) days prior written notice has been given to the City. The completed certificate of insurance shall be sent to:

City of Northglenn  
 Attn: Risk Manager  
 11701 Community Center Drive  
 Northglenn, Colorado 80233-8061

E. Failure on the part of Consultant to procure or maintain policies providing the required coverages, conditions, and minimum limits shall constitute a material breach of agreement upon which the City may immediately terminate this Agreement, or at its discretion, the City may procure or renew any such policy or any extended reporting period thereto and may pay any and all premiums in connection therewith, and all monies so paid by the City shall be repaid by Consultant to the City upon demand, or the City may offset the cost of the premiums against any monies due to Consultant from the City.

F. The City reserves the right to request and receive a certified copy of any policy and any endorsement thereto.

G. The parties hereto understand and agree that the City, its officers, and its employees, are relying on, and do not waive or intend to waive by any provision of this Agreement, the monetary limitations (presently three hundred fifty thousand dollars (\$350,000) per person and nine hundred ninety thousand dollars (\$990,000) per occurrence) or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, Colo. Rev. Stat., §§ 24-10-101, et seq., as from time to time amended, or otherwise available to the City, its officers, or its employees.

#### **X. NON-ASSIGNABILITY**

Neither this Agreement, nor any of the rights or obligations of the parties hereto, shall be assigned by either party without the written consent of the other.

#### **XI. TERMINATION**

This Agreement shall terminate at such time as the work in Section I is completed and the requirements of this Agreement are satisfied, or upon the City's providing Consultant with seven (7) days advance written notice, whichever occurs first. In the event the Agreement is terminated by the City's issuance of said written notice of intent to terminate, the City shall pay Consultant for all work previously authorized and completed prior to the date of termination. If, however, Consultant has substantially or materially breached the standards and terms of this Agreement, the City shall have any remedy or right of set-off available at law and equity. If the Agreement is terminated for any reason prior to completion of the Project, any use of documents by the City thereafter shall be at the City's sole risk, unless otherwise consented to by Consultant.

#### **XII. CONFLICT OF INTEREST**

The Consultant shall disclose any personal or private interest related to property or business within the City. Upon disclosure of any such personal or private interest, the City shall determine if the interest constitutes a conflict of interest. If the City determines that a conflict of interest exists, the City may treat such conflict of interest as a default and terminate this Agreement.



**XIII. VENUE**

This Agreement shall be governed by the laws of the State of Colorado, and any legal action concerning the provisions hereof shall be brought in the County of Adams, State of Colorado.

**XIV. INDEPENDENT CONTRACTOR**

Consultant is an independent contractor. Notwithstanding any provision appearing in this Agreement, all personnel assigned by Consultant to perform work under the terms of this Agreement shall be, and remain at all times, employees or agents of Consultant for all purposes. Consultant shall make no representation that it is the employee of the City for any purposes.

**XV. NO WAIVER**

Delays in enforcement or the waiver of any one or more defaults or breaches of this Agreement by either Party shall not constitute a waiver of any of the other terms or obligation of this Agreement.

**XVI. ENTIRE AGREEMENT**

This Agreement and the attached **Exhibits A and B** is the entire Agreement between Consultant and the City, superseding all prior oral or written communications. None of the provisions of this Agreement may be amended, modified, or changed, except as specified herein.

**XVII. SUBJECT TO ANNUAL APPROPRIATION**

Consistent with Article X, Section 20 of the Colorado Constitution, any financial obligations of the City not to be performed during the current fiscal year are subject to annual appropriation, and thus any obligations of the City hereunder shall extend only to monies currently appropriated.

**XVIII. NOTICE**

Any notice or communication between Consultant and the City which may be required, or which may be given, under the terms of this Agreement shall be in writing, and shall be deemed to have been sufficiently given when sent via email, directly presented or sent pre-paid, first class United States Mail, addressed as follows:

The City:	City of Northglenn 11701 Community Center Drive Northglenn, Colorado 80233-8061
Consultant:	<u>IMEG Consultants Corp.</u> <u>623 26<sup>th</sup> Avenue</u> <u>Rock Island, IL 61201</u>

IN WITNESS WHEREOF, the parties hereto each herewith subscribe the same in duplicate.

**CITY OF NORTHGLENN, COLORADO**

By: \_\_\_\_\_

ATTEST:

Meredith Leighty  
Print Name

Mayor  
Title Date

\_\_\_\_\_  
Johanna Small, CMC Date  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Corey Y. Hoffmann Date  
City Attorney

CONSULTANT: *IMEG Consultants Corp.*

By: *T/C Goertz*

ATTEST:

*Taylor C Goertz*  
Print Name

By: *Glendon W. Berrett*

*Client Executive* *10/20/23*  
Title Date

*Glendon W. Berrett*  
Print Name

*Project Executive* *10/20/23*  
Title Date

## Scope of Services

### **Task 1: Map locations of all existing storm infrastructure**

The selected consultant will accurately map all city storm infrastructure and identify tie-in locations to private properties, including infrastructure that is already known and mapped by the city. Most of the storm sewer pipe diameters are known and range from 12 inches to 96 inches, with several box culvert locations. All existing storm mapping information will be provided to the selected consultant in digital format. The selected consultant will work with city staff to review background materials and existing GIS data.

#### *Deliverables:*

- Geospatial data deliverable must be compatible with City of Northglenn's current software (ESRI ArcGIS Pro version 3.1) and must be projected to City's coordinate system (US Survey Feet, NAD83 StatePlane Colorado North).
- Survey of infrastructure shall include condition, size, and material of all components. Invert elevations for each inlet and outlet.
- A data dictionary provides detailed information on the fields used in the survey. A data dictionary of the survey will be provided to the city.
- The contracted company will be required to have their own traffic control services.

### **Task 2: Conduct a condition analysis of the existing infrastructure**

The consulting service will be expected to clean, inspect, complete an analysis of the condition, determine recommendations for repairs, complete video files for each and all pipe inspections, complete a prioritization list based on conditions and approximate cost to repair the storm sewer system. Additionally, if any cross connections or other unknown pipe connections are identified, these locations will need to be flagged and placed on a list for further investigation.

#### *Deliverables:*

- Storm Sewer cleaning (as necessary) for pipe investigation and repair recommendations. All material will need to be disposed of properly. Disposal will not be provided by Northglenn. The contractor will submit the intended locations where the material will be disposed of.
- All video files of each pipe/structure shall be provided.
- Photos of at grade conditions for each inlet, manhole, outfall shall be included.
- A final report with prioritizations and approximate costs of repairs/replacement. This information will be tied electronically to the GIS data for individual pipe segments.
- Identification of potential cross-connections and unidentified pipes will be referenced in a table format for the report and located in the GIS data.



**EXHIBIT B**  
**AMOUNT OF COMPENSATION**

IMEG Consultants Corp.

(Consultant)

Hereby submits to the City of Northglenn, Colorado, the following proposal items, complete and in place, as specified for the:

Storm System Mapping & Condition Assessment

RFP 2023-006

Item	Description	Amount
Task 1	Map locations of all existing storm infrastructure	\$ 813,000.00
Task 2	Conduct a condition analysis of the existing infrastructure	\$ 64,000.00
Task 3	Traffic Control – (Cost + 15%)	\$ 149,000.00
<b>TOTAL OF ALL PRICES:</b>		<b>\$1,026,000.00</b>

Respondents shall include an hourly cost summary by employee type for each item above, the sum of which should equal the total amount of compensation above. All costs shall include all direct and indirect expenses to complete all phases of work listed above.

Total \$ \$1,026,000.00

Total in Words One-Hundred Million twenty-six thousand dollars and no cents

# COMPENSATION SCHEDULE OF TASKS

## COMPENSATION SCHEDULE OF TASKS

Existing Data Gathering	\$2,000 (IMEG)
Interview w/ City Staff	\$2,500 (IMEG)
Initial CCTV Inspections-Storm Line	\$260,500 (Guildner)
Cleaning and CCTV Inspection-620 Inlets	\$240,000 (Guildner)
Cleaning and CCTV Inspection-130 Manholes	\$36,000 (Guildner)
Jet Vac Cleaning (8-18 Inches)	\$17,000 (Guildner)
Jet Vac Cleaning (21-30 Inches)	\$27,000 (Guildner)
Jet Vac Cleaning (33-42 Inches)	\$50,000 (Guildner)
Jet Vac Cleaning (42-60 Inches)	\$67,000 (Guildner)
Jet/Vac Cleaning w/ CCTV	\$99,000 (Guildner)
Traffic Control (Cost + 15%)	\$149,000 (Guildner)
Map Locations (Field Survey)	\$12,000 (IMEG)
Condition Assessment	\$28,000 (IMEG)
System Analysis	\$10,000 (IMEG)
Capital Improvements Estimate	\$6,000 (IMEG)
Prioritization Plan	\$6,000 (IMEG)
Final Report/Presentation	\$14,000 (IMEG)
<b>TOTAL</b>	<b>\$1,026,000</b>

**\*\* Total Fees for Guildner Tasks assigned above shall be \$858,000 should the City elect to contract directly with Guildner Pipeline Maintenance, Inc. specific to these tasks. IMEG total fees shall remain the same at \$80,500 and project fees total shall be adjusted to \$938,500 for the combination of the two (2) contracts.**

# HOURLY RATES

IMEG CIVIL STANDARD HOURLY RATES*	
ROLE	RATE PER HOUR
Senior Client Exec/Senior Market Director/VP	\$260
Client Executive/Market Director	\$245
Project Executive	\$205
Senior Project Manager II	\$200
Senior Project Manager I	\$180
Senior Engineer Technical Specialist	\$200
Senior (Engineer/Landscape Architect/Land Planner) III	\$190
Senior (Engineer/Landscape Architect/Land Planner) II	\$170
Senior (Engineer/Landscape Architect/Land Planner) I	\$160
Project (Engineer/Landscape Architect/Land Planner) II	\$150
Project (Engineer/Landscape Architect/Land Planner) I	\$140
Graduate Engineer - Designer IV	\$130
Graduate Engineer - Designer III	\$115
Senior Technical Specialist	\$165
Senior (Designer/Surveyor) III	\$155
Senior (Designer/Surveyor) II	\$145
Senior (Designer/Surveyor) I	\$130
Crew Chief II / Coordinator II	\$120
Crew Chief I / Coordinator I	\$115
Designer IV / Technician IV	\$110
Designer III / Technician III	\$100
Designer II / Technician II	\$95
Designer I / Technician I / Intern	\$90
GIS System Architect	\$130
GIS Analyst	\$100
Senior Virtual Design Coordinator	\$130
Virtual Design Coordinator	\$115
Senior Virtual Design Technician	\$105
Virtual Design Technician	\$90
Project Administrator	\$125
Administrative Assistant/Construction Administrative Assistant	\$80

\*Adjusted annually. These rates are for staff located in the office providing the rates. Staff based in one of IMEG's other offices may have different billing rates. These rates can be provided upon request.

### REIMBURSABLE EXPENSES

- Invoiced with a 1.1 multiplier of actual cost, including:
- CAD plots, reproductions and delivery costs of drawings, specifications, and duplicate reports beyond one set provided at each normal stage of review
  - Reproduction of drawings on Mylar media
  - Plan review fees or imposed government agency fees
  - Premium delivery charges
  - Photographic supplies and developing
  - Meals and lodging when required to travel overnight
  - State filing and/or permit fees related to energy life-cycle costs
  - Necessary consultants
  - Travel expense: Automobile mileage will be invoiced at the IRS rate in effect at the time of travel. Travel expenses also include tolls, parking fees, taxi, train, airfare, rental cars (CD only), and other out of pocket expenses.