



June 15, 2020

Seth Morris, P.E., Project Manager
City of Gillette
201 East 5th Street
Gillette, WY 82716

Re: Gillette 4J Road Irrigation Master Plan and Preliminary Design

Dear Seth,

Thanks for the opportunity to present this proposal to assist you with developing a master plan and Preliminary Design for the 4J Road Corridor. We've outlined an approach to provide efficiency and allow for a collaborative design approach.

Note that construction document pricing is based on separate sets of bid-able construction documents prepared for each phase of work with a total of one document set per year proposed. If funding is available, it may be worth considering packaging several or all phases in one set of biddable documents, in which case an economy of scale/lower design fees could be achieved. Feel free to discuss this pending your review of this proposal. Below is our scope and fee based on discussions.

SCOPE & SERVICES

Our scope of work is divided into the following categories (refer to task spreadsheet for detailed breakdown of tasks):

1. Analysis
2. Master Plan/Preliminary Design
3. Optional Construction Documents for 2 yrs. phased construction
3. Optional Construction Documents for 5 yrs. phased construction

1. Analysis

Analysis - Irrigation

- Review existing information (provided by City) regarding the existing irrigation systems along 4-J Road.
- Kick-Off Meeting - Attend a meeting and site visit City staff to discuss project and tour site, determine expectations of the irrigation systems, control system, equipment preferences, water sources, etc. and observe existing 4-J Road irrigation systems in operation. It is anticipated that two Aqua Engineering staff members will attend the meeting and conduct site observations. Russell + Mills will attend to determine initial thoughts and concepts for beautification efforts as well.
- Water Use - Calculate the irrigated area for each irrigation system, update ET data for Gillette, Wyoming, and calculate peak season and annual ET for the project. A spreadsheet will be developed to show peak season and annual water use. This spreadsheet will also be updated as the project proceeds so that water use information can be kept current.
- Develop summary of equipment, modifications to system, water use and feasibility of previously developed phasing diagrams.



Analysis - Beautification

- Meet with staff to discuss initial ideas for beautification areas along corridor - in conjunction with irrigation meeting. Analyze corridor for visibility, gateway/key accent areas, potentials/constraints and photograph potential beautification areas.
- Document extents of beautification efforts graphically and confirm w/staff.

2. Master Plan/Preliminary Design

Master Plan/Preliminary Design - Irrigation

- Prepare Preliminary Design with the proposed mainline sizes and routing, tap sizes and locations, controller information and locations, hatched irrigated areas and preliminary installation details.
- Prepare opinion of probable costs for construction based on the Preliminary Design.
- The results of the above efforts will be summarized in a document.
- Attend two (2) coordination/review meetings and/or site visits in Gillette with City staff representatives. It is assumed that these meetings/site visits are one and a half day trips and that one Aqua Engineering/one Russell + Mills staff member will attend.

Master Plan/Preliminary Design - Beautification

- Develop illustrative corridor scale and plan enlargements of beautification projects. This will include illustrative plans, sections, perspective drawings/photosimulations, complementary images of plants and plant lists, as a generalized planting plan.
- Develop Cost Estimates and phasing plans for Beautification Projects.

Deliverables

- Water use and demand spreadsheet for corridor.
- Summary of equipment, modifications to system, water use and Phasing diagrams based on previous work.
- Preliminary irrigation drawings - approx. 50% CD's
- Cost estimates per phase.
- Irrigation Master Plan document comprised of above materials, w/narrative, drawings, etc.
- Site analysis drawings for beautification project.
- Beautification effort extents diagrams.
- Beautification preliminary illustrative landscape plans and plant lists.
- Example images of plant materials/mulch, etc.
- Perspectives sketches/photo-simulations of key beautification areas.
- Beautification area cost estimates and phasing.

Meetings

- Kick-off Workshop - two days, R+M and Aqua Engineering
- Two additional coordination meetings in Gillette or virtual meetings if req'd



3. Irrigation Construction Documents - 2 Years

Based on input and feedback received from Master Plan and Preliminary Design, Construction Documents will be developed for two years worth of projects for irrigation as well as beautification efforts.

Construction Documents - Irrigation

- Prepare irrigation construction documents for 2 years' worth of projects (Phases 1 & 2 as shown on the 4J Preliminary Phasing Map – approximately 5,500 feet of streetscape landscaping). It is assumed that approximately sixteen drawing sheets will be required. Drawings will include sprinkler and drip layout, lateral pipe routing and sizing, valve locations and layout, mainline routing and sizing, controller locations and stationing.
- Prepare Irrigation Specifications in CSI format.
- Finalize Irrigation Installation Details.
- Prepare an opinion of probable construction cost based on the construction documents. Submit plans, specifications, and installation details for Client review at 90% and 100% complete.

Construction Documents - Beautification

- Landscape construction plans and plant lists w/notes - 90% and 100% complete.
- Landscape construction details.
- Landscape construction specifications in CSI format.
- Opinion of probable costs.

Meetings

- Two coordination meetings in Gillette or virtual meetings if req'd. One day each.

4. Irrigation Construction Documents - 5 Years

Based on input and feedback received from Master Plan and Preliminary Design, Construction Documents will be developed for five years worth of projects for irrigation as well as beautification efforts.

Construction Documents - Irrigation

- Prepare irrigation construction documents for 5 years' worth of projects (Phases 1-5 as shown on the 4J Master Plan Preliminary Phasing Map – approximately 15,000 feet of streetscape landscaping). It is assumed that approximately thirty-nine, 24"x36", 20-scale drawing sheets will be required. Layout drawings will include sprinkler and drip layout, lateral pipe routing and sizing, valve locations and layout, mainline routing and sizing, controller locations and stationing.
- Prepare Irrigation Specifications in CSI format.
- Finalize Irrigation Installation Details.
- Prepare an opinion of probable construction cost based on the construction documents. Submit plans, specifications, and installation details for Client review at 90% and 100% complete.

Construction Documents - Beautification

- Landscape construction plans and plant lists w/notes - 90% and 100% complete.
- Landscape construction details.
- Landscape construction specifications in CSI format.
- Opinion of probable costs.



FEES

The proposed fee is based on a lump sum agreement (not to exceed) for the above scope.
Fees are equivalent to approx. \$33K per each of five phases from Master Plan through CD's.

Analysis, Master Plan/Preliminary Design

Analysis - Irrigation	\$ 10,145
Master Plan/Preliminary Design - Irrigation	\$ 14,115
Analysis - Beautification	\$ 4,650
Master Plan/Preliminary Design - Beautification	\$ 6,800
TOTAL FEES	\$ 35,710
EXPENSES (Analysis/Beautification)	\$ 3,340
GRAND TOTAL	\$ 39,050

Optional Additional Scope/Fee - 2 years phased projects

Construction Documents - 2 years - Irrigation	\$ 36,780
Construction Documents - 2 years - Beautification	\$ 14,640
TOTAL	\$ 51,420
EXPENSES (Analysis/Beautification)	\$ 1,940
GRAND TOTAL	\$ 53,360

Optional Additional Scope/Fee - 5 years phased projects

Construction Documents - 5 years - Irrigation	\$ 86,720
Construction Documents - 5 years - Beautification	\$ 36,660
TOTAL	\$ 123,380
EXPENSES (Analysis/Beautification)	\$ 2,780
GRAND TOTAL	\$126,160

Expenses

Reimbursables will be billed to you directly with no mark up with copies of all receipts.

Invoices

All Invoices are to be paid within thirty days of issuance.

Additional Services

Additional services shall include providing professional services not specifically identified in our basic Scope of Services described above, or for being asked to modify previously approved drawings. Additional services can be negotiated or will be billed on an hourly basis. Additional submittals (if required) will be done on an hourly basis, unless they are the result of Russell + Mills Studios errors or omissions, in which case, we will undertake at no additional charge.

Agreement

Russell+Mills Studios can initiate the proposed services upon written Authorization to Proceed. Adding your signature in the space provided below will provide authorization of this proposal and form the basis of our agreement. Should you have any questions or comments following your review of this proposal we will be pleased to address them at your earliest convenience.

Craig Russell
Principal

Authorization to Proceed:

Seth Morris
Representing: City of Gillette, WY

Date