



AGREEMENT

For PROFESSIONAL SERVICES

Greg Minikel, Engineering Division Manager
City of Manitowoc
900 Quay Street
Manitowoc, WI 54220

Date: January 23, 2020

McM. No. _____

PROJECT DESCRIPTION: Sanitary Sewer & Lateral Reconstruction

The Wisconsin Department of Transportation (WisDOT) is reconstructing approximately 1.2 miles of USH 10 (Waldo Blvd) from Fleetwood Dr to 14th Street. WisDOT will be awarding the contract following a December 2019 letting. Based upon the DOT contract time for completion, construction is currently scheduled from March to October of 2020. The City's public sanitary sewer and laterals will be reconstructed as part of the WisDOT project. The City is responsible for providing on-site construction observations and staking for the public sanitary sewer and lateral reconstruction. The purpose of this proposal is to provide on-site construction observation services on behalf of the City for sanitary sewer work associated with the WisDOT project. The WisDOT anticipates the sanitary sewer reconstruction to be completed during approximately an 8 week period in 2020.

SCOPE OF SERVICES:

MCMAHON Associates, Inc. agrees to provide the following Scope Of Services for this project:

Construction Observation Services (Waldo Boulevard):

- Attend Pre-Construction Conference meeting.
- Conduct on-site observations of the public sanitary sewer and lateral (main to property line) and assist City in determining if work is proceeding in conformance with the drawings, specifications, and contracts.
- Serve as City's liaison with the contractor to assist the contractor in understanding the intent of the contract drawings, specifications, and contract documents.
- Report any unsatisfactory, faulty or defective work.
- Serve as City's liaison with landowners.
- Update City officials of construction progress and activity.
- Provide construction staking.
- Perform a final review and walk thru of the project with the City and contractors.
- Record quantities and measurements of constructed facilities.
- Prepare daily construction reports, lateral service forms, photographs, and test reports. Observe required tests performed by the contractor for conformance with contract documents.
- Provide a flash drive with reports, photographs, and WisDOT Record Drawing (pdf mark up only).

Items Not Included In The Scope Of Services:

The following items are not included in the Scope Of Services for this project:

- Engineering design and bidding services.
- Preparation of record drawings using ACAD.
- Performing tests that are required by contract documents such as compaction, tracer wire, televising, etc.
- Detailed review of contractor payroll reports for Waldo Blvd project. WisDOT will provide reviewed payroll reports.

SPECIAL TERMS: (Refer Also To General Terms & Conditions - Attached)

The Scope Of Services and fee is based upon the understanding that the Owner will provide the following:

- A single contact person at the City through whom all major communication is to be made.
- Payment of fees of Owner Attorney and/or Bond Counsel as may be required.
- Fee schedules for 2020 are provided.

The City of Manitowoc agrees that the Project Description, Scope Of Services and Compensation sections contained in this Agreement, pertaining to this project or any addendum thereto, are considered confidential and proprietary, and shall not be released or otherwise made available to any third party, prior to the execution of this Agreement, without the expressed written consent of McMahon Associates, Inc.

COMPENSATION: (Does Not Include Permit Or Approval Fees)

McMAHON Associates, Inc. agrees to provide the Scope Of Services described above for the following compensation:

Rates Per Attached Fee Schedule

Construction Observation Services – estimated at \$4,000 per week and an estimated maximum of \$32,000 (8 weeks of construction)

If requested by the City, additional services can be provided on a time and expense basis, such as record drawings, additional meetings, etc.

COMPLETION SCHEDULE:

McMAHON Associates, Inc. agrees to complete this work during 2020.

ACCEPTANCE:

The General Terms & Conditions And The Scope Of Services (Defined In The Above Agreement) Are Accepted, and McMAHON Associates, Inc. Is Hereby Authorized To Proceed With The Services.

This Agreement Confirms Our Written Proposal, Dated: _____

This Agreement Confirms Our Verbal Estimate Given On: _____

The Agreement Fee Is Firm For Acceptance Within Sixty (60) Days From Date Of This Agreement.

OWNER: City of Manitowoc

**McMAHON Associates, Inc.
Neenah, Wisconsin**

By: _____

By: _____

(Authorized Signature)

Corey Schuh, PE

Title: _____

Title: _____
Project Engineer

Date: _____

Date: _____
January 23, 2020

Please Return One Copy For Our Records

Street Address: 1445 McMAHON DRIVE - NEENAH, WI 54956

Mailing Address: P.O. Box 1025 - NEENAH, WI 54957-1025

PH 920-751-4200 ■ FX 920-751-4284 ■ WWW.MCMGRP.COM



AGREEMENT
For PROFESSIONAL SERVICES

Greg Minikel, Engineering Division Manager
City of Manitowoc
900 Quay Street
Manitowoc, WI 54220

Date: January 23, 2020

McM. No. _____

PROJECT DESCRIPTION: Mini-Storm Construction

The Wisconsin Department of Transportation (WisDOT) is reconstructing approximately 1.2 miles of USH 10 (Waldo Blvd) from Fleetwood Dr to 14th Street. WisDOT will be awarding the contract following a December 2019 letting. Based upon the DOT contract time for completion, construction is currently scheduled from March to October of 2020. The contractor will install new mini-storm sewer as part of the WisDOT project. The City is responsible for providing on-site construction observations for the installation. The purpose of this proposal is to provide on-site construction observation services on behalf of the City for mini-storm sewer work associated with the WisDOT project. The WisDOT anticipates the installation to be completed during approximately a 3 week period in 2020.

SCOPE OF SERVICES:

MCMAHON Associates, Inc. agrees to provide the following Scope Of Services for this project:

Construction Observation Services (Waldo Boulevard):

- Attend Pre-Construction Conference meeting.
- Conduct on-site observations of the mini-storm sewer and assist City in determining if work is proceeding in conformance with the drawings, specifications, and contracts.
- Serve as City's liaison with the contractor to assist the contractor in understanding the intent of the contract drawings, specifications, and contract documents.
- Report any unsatisfactory, faulty or defective work.
- Serve as City's liaison with landowners.
- Update City officials of construction progress and activity.
- Provide construction staking.
- Perform a final review and walk thru of the project with the City and contractors.
- Record quantities and measurements of constructed facilities.
- Prepare daily construction reports, lateral service forms, photographs, and test reports. Observe required tests performed by the contractor for conformance with contract documents.
- Provide a flash drive with reports, photographs, and WisDOT Record Drawing (pdf mark up only).

Items Not Included In The Scope Of Services:

The following items are not included in the Scope Of Services for this project:

- Engineering design and bidding services.
- Preparation of record drawings using ACAD.
- Performing tests that are required by contract documents such as compaction, tracer wire, televising, etc.
- Detailed review of contractor payroll reports for Waldo Blvd project. WisDOT will provide reviewed payroll reports.

SPECIAL TERMS: (Refer Also To General Terms & Conditions - Attached)

The Scope Of Services and fee is based upon the understanding that the Owner will provide the following:

- A single contact person at the City through whom all major communication is to be made.
- Payment of fees of Owner Attorney and/or Bond Counsel as may be required.
- Fee schedules for 2020 are provided.

The City of Manitowoc agrees that the Project Description, Scope Of Services and Compensation sections contained in this Agreement, pertaining to this project or any addendum thereto, are considered confidential and proprietary, and shall not be released or otherwise made available to any third party, prior to the execution of this Agreement, without the expressed written consent of McMahon Associates, Inc.

COMPENSATION: (Does Not Include Permit Or Approval Fees)

McMAHON Associates, Inc. agrees to provide the Scope Of Services described above for the following compensation:

- Rates Per Attached Fee Schedule

Construction Observation Services – estimated at \$4,000 per week and an estimated maximum of \$12,000 (3 weeks of construction)

If requested by the City, additional services can be provided on a time and expense basis, such as record drawings, additional meetings, etc.

COMPLETION SCHEDULE:

McMAHON Associates, Inc. agrees to complete this work during 2020.

ACCEPTANCE:

The General Terms & Conditions And The Scope Of Services (Defined In The Above Agreement) Are Accepted, and McMAHON Associates, Inc. Is Hereby Authorized To Proceed With The Services.

- This Agreement Confirms Our Written Proposal, Dated: _____
- This Agreement Confirms Our Verbal Estimate Given On: _____

The Agreement Fee Is Firm For Acceptance Within Sixty (60) Days From Date Of This Agreement.

OWNER: City of Manitowoc

**McMAHON Associates, Inc.
Neenah, Wisconsin**

By: _____

By: _____

(Authorized Signature)

Corey Schuh, PE

Title: _____

Title: _____
Project Engineer

Date: _____

Date: _____
January 23, 2020

Please Return One Copy For Our Records

Street Address: 1445 McMAHON DRIVE - NEENAH, WI 54956
Mailing Address: P.O. Box 1025 - NEENAH, WI 54957-1025
PH 920-751-4200 ■ FX 920-751-4284 ■ WWW.MCMGRP.COM



FEE SCHEDULE | 2020

McMAHON ASSOCIATES, INC.

Effective: 01/02/2020 | Rev. 01/09/2020

LABOR CLASSIFICATION	HOURLY RATE
Principal	\$172.00 - \$221.00
Senior Project Manager	\$172.00
Project Manager	\$120.00 - \$159.00
Senior Engineer	\$151.00 - \$159.00
Engineer	\$82.00 - \$140.00
Senior Engineering Technician	\$110.00 - \$121.00
Engineering Technician	\$77.00 - \$100.00
Senior Architect	\$162.00
Architect	\$114.00 - \$136.00
Senior Land Surveyor	\$110.00 - \$143.00
Professional Administrator Services	\$113.00
Public Management Specialist	\$110.00
Public Safety Specialist	\$110.00
Land Surveyor	\$101.00
K-12 Administrative Specialist	\$103.00
Land Surveyor Technician	\$79.00 - \$90.00
Surveyor Apprentice	\$57.00
Erosion Control Technician	\$77.00
Senior Hydrogeologist	\$172.00
Senior Ecologist	\$164.00
Environmental Scientist	\$82.00 - \$92.00
Senior G.I.S. Analyst	\$135.00
G.I.S. Analyst	\$82.00 - \$92.00
Wetland Delineator	\$93.00
Senior Designer	\$118.00
Designer	\$76.00 - \$101.00
Senior On-Site Project Representative	\$102.00
On-Site Project Representative	\$68.00
Plan Review	\$120.00
Certified Grant Specialist	\$121.00
Graphic Designer	\$90.00
Senior Administrative Assistant	\$87.00
Administrative Assistant	\$69.00
Intern	\$37.00 - \$56.00
Professional Witness Services	\$314.00

This Fee Schedule is subject to revisions due to labor rate adjustments and interim staff or corporate changes.

NEENAH, WISCONSIN CORPORATE HEADQUARTERS

Street Address:
1445 McMAHON DRIVE
NEENAH, WI 54956

Mailing Address:
P.O. BOX 1025
NEENAH, WI 54957-1025

Ph 920.751.4200 | Fax 920.751.4284

Email: MCM@MCMGRP.COM
Web: WWW.MCMGRP.COM

1700 HUTCHINS ROAD
MACHESNEY PARK, IL 61115

Ph 815.636.9590 | Fax 815.636.9591

Email: MCM@MCMGRP.NET
Web: WWW.MCMGRP.COM

952 SOUTH STATE ROAD 2
VALPARAISO, IN 46385

Ph 219.462.7743 | Fax 219.464.8248

Email: MCM@MCMGRP-IN.COM
Web: WWW.MCMGRP.COM



REIMBURSABLE EXPENSES SCHEDULE | 2020

McMAHON ASSOCIATES, INC.

Effective: 01/02/2020

DESCRIPTION	RATE
-------------	------

REIMBURSABLE EXPENSES:

Commercial Travel	1.1 of Cost
Delivery & Shipping	1.1 of Cost
Meals & Lodging	1.1 of Cost
Review & Submittal Fees	1.1 of Cost
Outside Consultants	1.12 of Cost
Photographs & Models	1.1 of Cost
Misc. Reimbursable Expenses & Project Supplies	1.1 of Cost
Terrestrial Laser Scanner	\$1,500.00

REIMBURSABLE UNITS:

Photocopy Charges - Black & White	\$0.08/Image
Photocopy Charges - Color / 8½" x 11"	\$0.45/Image
Photocopy Charges - Color / 8½" x 14" and 11" x 17"	\$0.75/Image
Mileage	\$0.65/Mile
Mileage - Truck/Van	\$0.85/Mile
All-Terrain Vehicle	\$60.00/Day
Global Positioning System (GPS)	\$21.00/Hour
Global Positioning System (GPS) Mobilization	\$100.00/Hour
Hand-Held Global Positioning System (GPS)	\$15.00/Hour
Robotic Total Station	\$20.00/Hour
Survey Hubs	\$0.45/Each
Survey Lath	\$0.65/Each
Survey Paint	\$4.50/Can
Survey Ribbon	\$2.50/Roll
Survey Rebars - 1¼"	\$10.00/Each
Survey Rebars - ¾"	\$3.00/Each
Survey Rebars - 5/8"	\$2.50/Each
Survey Iron Pipe - 1"	\$3.00/Each
Survey Plastic or Fiberglass Fence Post - 1"	\$2.75/Each
Survey Steel Fence Post - 1"	\$4.25/Each
Control Spikes	\$1.00/Each

Services subcontracted will be billed to the Owner at invoice cost plus 12%.

Use of special equipment, such as computers, television and sewer cleaning devices, soil density testers, flow meters, samplers, dippers, etc., will be charged to the project per the standard Equipment Rate Schedule, which is available upon request.

**NEENAH, WISCONSIN
CORPORATE HEADQUARTERS**

Street Address:
1445 McMAHON DRIVE
NEENAH, WI 54956

Mailing Address:
P.O. BOX 1025
NEENAH, WI 54957-1025

Ph 920.751.4200 | Fax 920.751.4284

Email: MCM@MCMGRP.COM
Web: WWW.MCMGRP.COM

1700 HUTCHINS ROAD
MACHESNEY PARK, IL 61115

Ph 815.636.9590 | Fax 815.636.9591

Email: McMAHON@MCMGRP.NET
Web: WWW.MCMGRP.COM

952 SOUTH STATE ROAD 2
VALPARAISO, IN 46385

Ph 219.462.7743 | Fax 219.464.8248

Email: MCM@MCMGRP-IN.COM
Web: WWW.MCMGRP.COM