Bonneville County

WORK TASK ORDER

This WORK TASK ORDER, Number 2, under the AGREEMENT between the Bonneville County, Idaho (OWNER) and HORROCKS ENGINEERS (ENGINEER), dated 7-16-2015

1. ENGINEER shall perform the following Services:

See attached

See attached

See attached

See attached

2. ENGINEER shall perform the Services and deliver the related Documents (if any) according to the following schedule:

See attached

See attached

See attached

See attached

3. In return for the performance of the foregoing obligations, OWNER shall pay to ENGINEER on an hourly basis an amount not to exceed $400,000, in accordance with the ENGINEER Projected Labor Hours and Cost Worksheet attached to this WORK TASK ORDER. ENGINEER shall bill the OWNER monthly at the specific billing rates for each staff type indicated on the attached projected labor hours and costs schedule (ATTACHMENT “A”) for the actual number of hours worked by employees and the actual number of equipment hours or units used, up to the maximum amount identified.

-----OR-----

COMMISSIONERS' MINUTES
Exhibit No. 10-16
Book 33 Page 208
4. In return for the performance of the foregoing obligations, OWNER shall pay to ENGINEER a
lump sum amount equaling $_______________.

Except to the extent modified herein, all terms and conditions of the AGREEMENT shall continue in full
force and effect.

ENGINEER:

HORROCKS ENGINEERS, INC.
Signature: [Signature]
Name: Kelly D Hoopes
Title: Principal
Date: 1/2/16

OWNER:

BONNEVILLE COUNTY, IDAHO
Signature: [Signature]
Name: Roger S Christensen
Title: Chairman
Date: 2-5-16
taskId Scope of Services for Construction Engineering, Inspection, Sampling & Testing Services

DATE: January 19, 2016

This scope of services encompasses a list of specific project tasks that may be negotiated under an agreement, but is not a guarantee that any specific services will be required. The general scope of services is to provide the following:

- Construction Engineering
- Materials Sampling and Testing (S&T)

All work will be under the direction of Bonneville County.

Actual start and end days for this contract are dependent upon the county’s ability to award the construction contract as planned. Currently the anticipated construction dates for these projects are as follows:

<table>
<thead>
<tr>
<th>Start</th>
<th>End</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 2016</td>
<td>April 2016</td>
</tr>
</tbody>
</table>

The Horrocks’ team will provide qualified personnel as necessary to effectively carry out its responsibilities under this agreement.

The following tasks represent the individual services that are expected to be provided by Horrocks Engineers, (HE) and Material Testing and Inspection, (MTI), under this agreement:

**PRIMARY TASKS:**

1. **Construction Administration** - The Horrocks team will provide the qualified personnel necessary to complete the services under this agreement. The following sub-tasks represent a partial list of those activities necessary to administer the contract that included in this scope of work:

   1.1 Bid Assistance for preparation and review.
   1.2 Pre-construction Conference (HE) - Horrocks Engineers will have one inspectors and one Project Manager attend the pre-construction conference. Horrocks will facilitate the pre-construction conference.

   1.3 **SHOP DRAWING REVIEW**

   Shop drawings shall be submitted by the Contractor will be reviewed by the Horrocks team. Shop Drawings will be checked for compliance with the contract documents and current standards.
1.4 RESPOND TO CORRESPONDENCE

Horrocks team members shall respond to all Requests for Information (RFI) requests from the Contractor in a timely manner. Response may include additional supporting documentation such as, additional information, change order development, and/or plan clarification.

1.5 REVIEW OF CONSTRUCTION SCHEDULE

Review of the Construction schedule will be initially performed on the Contractor-submitted baseline CPM. Following that, periodic update reviews will be completed. Update reviews will be completed on a minimum of a monthly basis. Comments will be generated and documented followed by a meeting with the Contractor to resolve any discrepancies. Copies of the review comments will be provided to the Tribes with the resolution to the discrepancies. Every corrective action effort will be documented and action taken if the schedule appears to be slipping.

1.6 Progress Estimate Preparation (HE) - For each scheduled progress estimate, documentation will be prepared by the Contractor, checked by Horrocks and presented to the County that contains the quantities and justification for each bid item payment.

Performance Assumptions:
   i. Prepare monthly pay estimate packages or documents will be prepared by the Contractor.

1.7 Materials Certifications (HE) - Certifications, as required by bid item, will be requested for all materials incorporated into the project. No materials will be accepted for payment until the certifications are received and reviewed for acceptance.

Performance Assumptions:
   i. Minimum Testing Requirements (MTR’s) will be prepared by Horrocks.
   ii. Contractor Hot Mix Asphalt designs will be reviewed and approved by Horrocks.

1.7 Weekly Coordination Meetings (HE) – Weekly Contractor coordination meetings will be held on the project site or at the Bonneville County Road and Bridge Offices. For estimating purposes
Performance Assumptions:
   i. Attend 8 Weekly Contractor coordination meetings.
1.8 Monthly Invoicing (HE & MTI) – Monthly invoices of Horrocks Engineers labor will be submitted to County for review and processing.

1.9 Change Orders (HE) – Horrocks Engineers will prepare and analyze Change Orders for review and provide to the County for final approval. Performance Assumptions:
   i. For estimating purposes, Horrocks will prepare and analyze five (5) change orders for the project duration.
   ii. Claim, arbitration or litigation work is not included in this scope of work but may be requested as needed.

2. **Project Observation (HE)**– Construction observation will be performed by Horrocks Engineers with qualified and certified inspection staff. Generally, the Horrocks’ team is expected to provide 1 FTEs for this task and project duration.

2.1 Inspector Diaries (HE) – Daily reports will be prepared to record the Contractor’s hours on the site, weather conditions, date relative to questions of change orders, filed order, or changed conditions, site visitors, daily activities, labor compliance, civil rights compliance, decisions, observations in general, and specific observations in more detail as the case of observing test procedures. Certificates of inspections, tests, and approvals required by the Contract Documents will be received and reviewed.

2.2 Identify and Recommend Corrections (HE) – Any omissions, substitutions, defects and deficiencies in the work of the Contractor will be identified and documented with recommendations reported to the Engineer.

2.3 Pay Quantity Collection (HE) – Pay quantities and quantity measurements will be checked for accuracy and prepared for processing for payment to the Contractor.

3. **Materials Sampling & Testing** – Generally, the Contractor is expected to complete this materials testing task in accordance with the Idaho Standards for Public Works, ISPWC. The Horrocks team may perform materials testing for verification or confirmation of the results from the Contractor.

Inspection duties shall include, but not to be limited to asphalt pavement, soils, aggregate, structural and non-structural concrete, conduit installation, incidental items and traffic control operations. All work shall be performed in accordance with the project plans, special provisions, ISPWC Standard Specifications and other appropriate standards. Testing performed by the Horrocks’ team will provide all sampling equipment, disposable molds for casting concrete cylinders, sample cartons, sample bags, and other expendable type testing supplies.
3.1 Scheduling & Reporting (MTI) - All sampling and testing data generated by Horrocks’ team will be documented and submitted to the County.

4. Project Close-Out – Horrocks Engineers will track changes and deviations from the plans. At the completion of the project quantity calculations verified. A final package of records will be submitted to the County for review and acceptance. Performance Assumptions:

4.1 Verify Documents (HE) - Verify to that all necessary documents have been received for submission of contractor’s affidavit of payment.

4.2 Closeout Preparation - (HE & Geotech) Organize files, locating missing documents, Materials Summary review, and other tasks as directed to prepare the project for final closeout.

The fee estimate, level-of-effort projections and schedule assumptions represent Horrocks Engineers professional judgment. The scope and assumptions the man-hour estimate are presented to allow a review of our approach. As we initiate activities, it may become apparent some modifications to this proposal are necessary due to changes in the Contractor’s schedule or assumptions made in developing the man-hour estimate. Basically, the construction duration is expected to be 2 months which is equivalent to 40 working days. Horrocks Engineers will advise the County of such issues and any fee and/or schedule impact prior to implementing revised activities.
### APPENDIX B
HORROCKS ENGINEERS
Bonneville County Lincoln Road Bridge CE&I
Construction

#### A. SUMMARY ESTIMATED MANHOUR COSTS

<table>
<thead>
<tr>
<th></th>
<th>Description</th>
<th>Hours</th>
<th>Hourly Rate</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Project Manager KH, P.E.</td>
<td>126</td>
<td>$139.00</td>
<td>$17,514.00</td>
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<td>2</td>
<td>Structure Lead RH, P.E.</td>
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<td>$126.00</td>
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<td>Structural Engineer MH, P.E.</td>
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<td>4</td>
<td>Constr. Inspector DY</td>
<td>444</td>
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<td>5</td>
<td>Document Controller</td>
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<td>$4,800.00</td>
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**TOTAL RAW LABOR COST** = $66,418.56

#### D. REIMBURSABLE EXPENSES

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<th>Description</th>
<th>Estimated Quantity</th>
<th>Unit Cost</th>
<th>Total Cost</th>
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<tr>
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<td>2</td>
<td>GPS Survey Equipment</td>
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<td>$0.560</td>
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<td>3</td>
<td>Mileage</td>
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**TOTAL REIMBURSABLE EXPENSES** = $2,688.00

#### E. SUBCONSULTANTS

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<th>Description</th>
<th>Fee</th>
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<tbody>
<tr>
<td>1</td>
<td>Geotech Review and Materials Testing</td>
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**TOTAL SUBCONSULTANT FEES** = $7,000.00

**TOTAL (A thru E)** = $76,106.56