CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION

DATE: **August 19, 2019**

ITEM:

Resolution - Approving Professional Services Agreement
HAWK Beacon - 39th Street & EP True Parkway

FINANCIAL IMPACT:

The cost of the Professional Services Agreement associated with the design of this project is anticipated not to exceed $23,400.00 for Basic Services. In addition, the cost for performing Resident Consultant Services will not exceed $5,600.00. Should the cost for the professional services be projected to exceed the amounts set forth in the contract, staff would not authorize such expenditures without further approval by the City Council. All work will be billed on an hourly basis using the established hourly fee structure as set forth in the contract. All costs for these services can be paid from account no. 500.000.000.5250.495 with the ultimate funding intended to come from General Obligation Bonds.

BACKGROUND:

Approval of this action authorizes Short Elliott Hendrickson, Inc. (SEH) to perform the professional services necessary for design of a pedestrian hybrid beacon, also known as a High-intensity Activated Crosswalk ("HAWK") beacon, at the 39th Street & EP True Parkway intersection. A HAWK beacon is a type of traffic control that provides pedestrians with a protected "walk" phase at a Crosswalk. Overhead beacons stay dark until a pedestrian pushbutton is actuated. The beacons then stop traffic and give a "walk" indication to the pedestrian, before returning to dark phase. There are three (3) HAWK beacons currently in use in West Des Moines at 65th Street & Ashworth Road, South 50th Street & Wistful Vista Drive, and soon to be 78th Place & EP True Parkway. This particular location has been studied by engineering staff, and due to the number of pedestrians crossing EP True Parkway at this location and the lack of available gaps in traffic flow, staff has recommended this HAWK beacon as a way to enhance pedestrian safety in the area.

The Engineering Services Department retains professional consultants based on their past work experience, qualifications of their staff, familiarity with the project, manpower availability, and past performance. Once a firm has been selected based on the above criteria, City staff then negotiates a fee with the consultant for performing the desired scope of services. City staff attempts, whenever feasible, to distribute professional services work on an equitable basis to qualified firms maintaining local metropolitan area offices who have expressed interest in working for the City of West Des Moines.

OUTSTANDING ISSUES: None

RECOMMENDATION:

City Council Adopt:

- Resolution Approving Professional Services Agreement for HAWK Beacon – 39th Street & EP True Parkway.

Lead Staff Member: **Brian J. Hemesath, P.E., City Engineer** BJH

STAFF REVIEWS

Department Director	Brian J. Hemesath, P.E., City Engineer
Appropriations/Finance	Tim Stiles, Finance Director
Legal	Richard Scieszinski, City Attorney JDS
Agenda Acceptance	

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	Public Services		
Date Reviewed	August 12, 2019		
Recommendation	Yes	No	Split

RESOLUTION APPROVING PROFESSIONAL SERVICES AGREEMENT

WHEREAS, funding is available for the following described public project:

HAWK Beacon – 39th Street & EP True Parkway
Project No. 0510-053-2019

and,

WHEREAS, said project Plans, Specifications, Form of Contract, and Estimate of Cost need to be prepared; and,

WHEREAS, Engineering Services Department staff have recommended Plans, Specifications, Form of Contract, and Estimate of Cost be prepared by Short Elliott Hendrickson, Inc. (SEH); and,

WHEREAS, the Engineering Services Department has obtained a written proposal from Short Elliott Hendrickson, Inc. (SEH) to do the work requested, which estimates the following cost to the City of West Des Moines;

Basic Services of the Consultant	**$23,400.00**
Resident Consultant Services	**$ 5,600.00**
Total	**$29,000.00**

therefore,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST DES MOINES, IOWA, that Short Elliott Hendrickson, Inc. (SEH) is hereby directed to prepare Plans, Specifications, Form of Contract, and Estimate of Cost for the above named project.

BE IT FURTHER RESOLVED, that the City Clerk is authorized and directed to enter into an agreement with Short Elliott Hendrickson, Inc. (SEH) for the cost indicated above as payment by the City of West Des Moines for the services indicated.

PASSED AND APPROVED on this **19th** day of **August, 2019.**

Steven K. Gaer, Mayor

ATTEST:

Ryan T. Jacobson, City Clerk

AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES

This Agreement is made and entered into this 19th day of August, 2019, by and between the CITY OF WEST DES MOINES, a municipal corporation, hereinafter referred to as "City", and Short Elliott Hendrickson, Inc., (Fed. I.D. # 41-1251208), a professional corporation incorporated and licensed under the laws of the State of Iowa, party of the second part, hereinafter referred to as "Consultant" as follows:

THE CITY HEREBY AGREES TO RETAIN THE CONSULTANT FOR THE PROJECT AS DESCRIBED IN THIS AGREEMENT AND CONSULTANT AGREES TO PERFORM THE PROFESSIONAL SERVICES AND FURNISH THE NECESSARY DOCUMENTATION FOR THE PROJECT AS GENERALLY DESCRIBED IN THIS AGREEMENT.

1. SCOPE OF SERVICES

Services provided under this Agreement for the HAWK Beacon – 39th Street and EP True Parkway (Project No. 0510-053-2019) shall be as further described in Attachment 1, Scope of Services.

2. SCHEDULE

The schedule of the professional services to be performed shall conform to the Schedule set forth in Attachment 2. Any deviations from the Schedule shall be approved by the authorized City representative. The City agrees that the Consultant is not responsible for delays arising from a change in the scope of services, a change in the scale of the Project or delays resulting from causes not directly or indirectly related to the actions of the Consultant.

3. COMPENSATION

A. In consideration of the professional services provided herein, the City agrees to pay the Consultant the following sum NOT-TO-EXCEED, including any authorized reimbursable expenses, pursuant to the Schedule of Fees set forth in Attachment 3.

I. Basic Services of the Consultant	$ 23,400.00
II. Resident Consultant Services	$ 5,600.00
Total	$ 29,000.00

B. The Consultant shall invoice the City monthly for services, any reimbursable expenses and any approved amendments to this Agreement, based upon services actually completed at the time of the invoice. Final payment shall be due and payable within 30 days of the City's acceptance of Consultant's submission of final deliverables in accordance with the Scope of Services.

C. In consideration of the compensation paid to the Consultant, the Consultant agrees to perform all professional services to the satisfaction of the City by performing the professional services in a manner consistent with that degree of care and skill ordinarily exercised by members of Consultant's profession currently practicing under similar circumstances. If the performance of this Agreement involves the services of others or the furnishing of equipment, supplies, or materials, the Consultant agrees to pay for the same in full.

4. INSURANCE

A. Consultant understands and agrees that Consultant shall have no right of coverage under any and all existing or future City comprehensive, self or personal injury policies. Consultant shall provide insurance coverage for and on behalf of Consultant that will sufficiently protect Consultant or Consultant' representative(s) in connection with the professional services which are to be provided by Consultant pursuant to this Agreement, including protection from claims for bodily injury, death, property damage, and lost income. Consultant shall provide worker's compensation

insurance coverage for Consultant and all Consultant's personnel. Consultant shall file applicable insurance certificates with the City, and shall also provide evidence of the following additional coverage.

B. The Consultant shall provide evidence of comprehensive general liability coverage and contractual liability insurance by an insurance company licensed to do business in the State of Iowa in the limits of at least $1,000,000 each personal injury accident and/or death; $1,000,000 general aggregate personal injury and/or death; and $1,000,000 for each property damage accident. The evidence shall designate the City as an additional insured, and that it cannot be canceled or materially altered without giving the City at least thirty (30) days written notice by registered mail, return receipt requested.

C. The Consultant shall also provide evidence of automobile liability coverage in the limits of at least $1,000,000 bodily injury and property damage combined. The evidence shall designate the City as an additional insured, and that it cannot be cancelled or materially altered without giving the City at least thirty (30) days written notice by registered mail, return receipt requested.

D. The Consultant shall provide evidence of professional liability insurance, by an insurance company licensed to do business in the State of Iowa, in the limit of $1,000,000 for claims arising out of the professional liability of the Consultant. Consultant shall provide City written notice within five (5) days by registered mail, return receipt requested of the cancellation or material alteration of the professional liability policy.

E. Failure of Consultant to maintain any of the insurance coverages set forth above shall constitute a material breach of this Agreement.

5. NOTICE

Any notice to the parties required under this agreement shall be in writing, delivered to the person designated below, by United States mail or in hand delivery, at the indicated address unless otherwise designated in writing.

FOR THE CITY:

Name: City of West Des Moines
Attn: Ryan T. Jacobson, City Clerk
Address: 4200 Mills Civic Parkway
City, State: West Des Moines, IA 50265-0320

FOR THE CONSULTANT:

Name: Short Elliott Hendrickson, Inc.
Attn: Mike Lyons, PE
Address: 5414 NW 88th St., Suite 140
City, State: Johnston, IA 50131-1701

6. GENERAL COMPLIANCE

In the conduct of the professional services contemplated hereunder, the Consultant shall comply with applicable state, federal, and local law, rules, and regulations, technical standards, or specifications issued by the City. Consultant must qualify for and obtain any required licenses prior to commencement of work, including any professional licenses necessary to perform work within the State of Iowa.

7. STANDARD OF CARE

Services provided by the Consultant under this Agreement shall be performed in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances.

8. INDEPENDENT CONTRACTOR

Consultant understands and agrees that the Consultant and Consultant's employees and representatives are not City employees. Consultant shall be solely responsible for payment of

salaries, wages, payroll taxes, unemployment benefits, or any other form of compensation or benefit to Consultant or Consultant's employees, representatives or other personnel performing the professional services specified herein, whether it be of a direct or indirect nature. Further, it is expressly understood and agreed that for such purposes neither Consultant nor Consultant's employees, representatives or other personnel shall be entitled to any City payroll, insurance, unemployment, worker's compensation, retirement, or any other benefits whatsoever.

9. NON-DISCRIMINATION

Consultant will not discriminate against any employee of applicant for employment because of age, color, creed, disability, gender identity, national origin, race, religion, sex, sexual orientation, or veteran status. Consultant will, where appropriate or required, take affirmative action to ensure that applicants are employed, and that employees are treated, during employment, without regard to their age, color, creed, disability, gender identity, national origin, race, religion, sex, sexual orientation, or veteran status. Consultant will cooperate with the City in using Consultant's best efforts to ensure that Disadvantaged Business Enterprises are afforded the maximum opportunity to compete for subcontracts of work under this Agreement.

10. HOLD HARMLESS

Consultant agrees to indemnify and hold harmless the City, its officers, agents, and employees from any and all claims, settlements and judgments, to include all reasonable investigative fees, attorney's fees, and court costs for any damage or loss which is due to or arises from a breach of this Agreement, or from negligent acts, errors or omissions in the performance of professional services under this Agreement and those of its sub consultants or anyone for whom Consultant is legally liable.

11. ASSIGNMENT

Consultant shall not assign or otherwise transfer this Agreement or any right or obligations therein without first receiving prior written consent of the City.

12. APPROPRIATION OF FUNDS

The funds appropriated for this Agreement are equal to or exceed the compensation to be paid to Consultant. The City's continuing obligations under this Agreement may be subject to appropriation of funding by the City Council. In the event that sufficient funding is not appropriated in whole or in part for continued performance of the City's obligations under this Agreement, or if appropriated funding is not expended due to City spending limitations, the City may terminate this Agreement without further compensation to the Consultant. To the greatest extent allowed by law, the City shall compensate Consultant as provided in Section 18(B) of this Agreement.

13. AUTHORIZED AMENDMENTS TO AGREEMENT

A. The Consultant and the City acknowledge and agree that no amendment to this Agreement or other form, order or directive may be issued by the City which requires additional compensable work to be performed if such work causes the aggregate amount payable under the amendment, order or directive to exceed the amount appropriated for this Agreement as listed in Section 3, above, unless the Consultant has been given a written assurance by the City that lawful appropriation to cover the costs of the additional work has been made.

B. The Consultant and the City further acknowledge and agree that no amendment to this Agreement or other form, order or directive which requires additional compensable work to be performed under this Agreement shall be issued by the City unless funds are available to pay such additional costs, and the Consultant shall not be entitled to any additional compensation for any additional compensable work performed under this Agreement. The Consultant expressly waives any right to additional compensation, whether in law or equity, unless prior to commencing the additional work the Consultant was given a written amendment, order or directive describing

the additional compensable work to be performed and setting forth the amount of compensation to be paid, such amendment, order or directive to be signed by the authorized City representative. It is the Consultant's sole responsibility to know, determine, and ascertain the authority of the City representative signing any amendment, directive or order.

14. OWNERSHIP OF CONSULTING DOCUMENTS

All sketches, tracings, plans, specifications, reports, and other data prepared under this Agreement shall become the property of the City; a reproducible set shall be delivered to the City at no additional cost to the City upon completion of the plans or termination of the services of the Consultant. All drawings and data shall be transmitted in a durable material, with electronic files provided when feasible to do so. The Consultant's liability for use of the sketches, tracings, plans, specifications, reports, and other data prepared under this Agreement shall be limited to the Project.

15. INTERPRETATION

No amendment or modification of this Agreement shall be valid unless expressed in writing and executed by the parties hereto in the same manner as the execution of the Agreement. This is a completely integrated Agreement and contains the entire agreement of the parties; any prior written or oral agreements shall be of no force or effect and shall not be binding upon either party. The laws of the State of Iowa shall govern and any judicial action under the terms of this Agreement shall be exclusively within the jurisdiction of the district court for Polk County, Iowa.

16. COMPLIANCE WITH FEDERAL LAW

To the extent any federal appropriation has or will be provided for the Project, or any federal requirement is imposed on the Project, Consultant agrees that Consultant will comply with all relevant laws, rules and regulations imposed on City and/or Consultant necessary for receipt of the federal appropriation. Consultant shall provide appropriate certification regarding Consultant's compliance.

17. SOLICITATION AND PERFORMANCE

A. The Consultant warrants that it has not employed or retained any company or person, other than a bona fide employee working for the Consultant, to solicit or secure this Agreement, and that the Consultant has not paid or agreed to pay any company or person other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift or contingent fee.

B. The Consultant shall not engage the services of any person or persons in the employ of the City at the time of commencing such services without the written consent of the City.

18. SUSPENSION AND TERMINATION OF AGREEMENT

A. The right is reserved by the City to suspend this Agreement at any time. Such suspension may be effected by the City giving written notice to the Consultant, and shall be effective as of the date established in the suspension notice. Payment for Consultant's services shall be made by the City for services performed to the date established in the suspension notice. Should the City reinstate the work after notice of suspension, such reinstatement may be accomplished by thirty (30) days written notice within a period of six (6) months after such suspension, unless this period is extended by written consent of the Consultant.

B. Upon ten (10) days written notice to the Consultant, the City may terminate the Agreement at any time if it is found that reasons beyond the control of either the City or Consultant make it impossible or against the City's interest to complete the Agreement. In such case, the Consultant shall have no claims against the City except for the value of the work performed up to the date the Agreement is terminated.

C. The City may also terminate this Agreement at any time if it is found that the Consultant has violated any material term or condition of this Agreement or that Consultant has failed to maintain

workers' compensation insurance or other insurance provided for in this Agreement. In the event of such default by the Consultant, the City may give ten (10) days written notice to the Consultant of the City's intent to terminate the Agreement. Consultant shall have ten (10) days from notification to remedy the conditions constituting the default.

D. In the event that this Agreement is terminated in accordance with paragraph C of this section, the City may take possession of any work and may complete any work by whatever means the City may select. The cost of completing said work shall be deducted from the balance which would have been due to the Consultant had the Agreement not been terminated and work completed in accordance with contract documents.

E. The Consultant may terminate this Agreement if it is found that the City has violated any material term or condition of this Agreement. In the event of such default by the City, the Consultant shall give ten (10) days written notice to the City of the Consultant's intent to terminate the Agreement. City shall have ten (10) days from notification to remedy the conditions constituting the default.

19. TAXES

The Consultant shall pay all sales and use taxes required to be paid to the State of Iowa on the work covered by this Agreement. The Consultant shall execute and deliver and shall cause any sub-consultant or subcontractor to execute and deliver to the City certificates as required to permit the City to make application for refunds of said sales and use taxes as applicable. The City is a municipal corporation and not subject to state and local tax, use tax, or federal excise taxes.

20. SEVERABILITY

If any portion of this Agreement is held invalid or unenforceable by a court of competent jurisdiction, the remaining portions of this Agreement shall continue in full force and effect.

21. MISCELLANEOUS HEADINGS

Title to articles, paragraphs, and subparagraphs are for information purposes only and shall not be considered a substantive part of this Agreement.

22. FURTHER ASSURANCES

Each party hereby agrees to execute and deliver such additional instruments and documents and to take all such other action as the other party may reasonably request from time to time in order to effect the provisions and purposes of this Agreement.

23. COUNTERPARTS

This Agreement may be executed in any number of counterparts, each of which shall constitute an original document, no other counterpart needing to be produced, and all of which when taken together shall constitute the same instrument.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their duly authorized officers or agents on the day and year first above written.

CONSULTANT	CITY OF WEST DES MOINES
BY: _____	BY: _____
Mark R. Dierling, Principal	Ryan T. Jacobson, City Clerk

ATTACHMENT 1

SCOPE OF SERVICES

The proposed 39th Street and EP True Parkway HAWK beacon project will include a new pedestrian signal, sidewalk, and pedestrian ramps. This work will also include topographic survey, utility subsurface exploration, signal design, bidding services, and resident construction services.

The project will include a brief analysis of the existing lighting design to determine if any improvements or relocation is necessary. It is not anticipated that permanent right-of-way or temporary construction easements will be needed for this project. Coordination with private utilities will be required. This project will review existing pedestrian features including sidewalk to ensure compliance with current ADA standards.

I. BASIC SERVICES OF THE CONSULTANT:

1. Project Coordination

The Consultant will complete the following Design Phase project coordination activities

1.1. Project Kickoff Meetings

The Consultant will conduct a kickoff meeting with the project team. The primary kickoff meeting will involve the development of project plan and goals, including the overall project schedule, review of the project tasks and budget, risk identification and mitigation analysis. For budget purposes, the design team will hold one (1) project kickoff meeting,

1.2. Design Progress Meeting

The Consultant will meet with the City to review progress and discuss specific elements of the project design and receive direction and feedback from the City. This meeting will also serve to establish or update schedules, establish project goals, define initial design parameters, create a dialog between the various entities, improve decision-making, and advance design development. The Consultant will prepare minutes of the meeting and keep documentation of other communications. For budget purposes, the design team will hold one (1) design meeting with the City.

1.3. Project Management

The project manager for the Consultant will be responsible for maintaining coordination with the City, monthly progress reporting, minutes of meetings, interoffice memoranda, and project invoicing. This task also includes scheduling of staff, review of progress, and senior review of deliverables.

2. Field Survey and Mapping Phase Services

2.1. Topography Data Collection

The Consultant will conduct field surveys to gather topographic data of ground elevations and existing features in order to produce a base map for the project's design phase. This task will also incorporate any additional GIS data from the City to include in the base map. The Consultant will use

the City's established horizontal and vertical control system for the survey activities. This task will also include creating the base map in electronic format.

2.2. Utility Data Collection

This task will include initial One-call for private utilities along the corridor. The Consultant will continue to work with the private utility owners to obtain locations of their existing facilities via actual flagged (or marked) areas or provided utility maps and include that information into the base map.

2.3. Base Mapping

Incorporate field survey into an electronic base map to be used for the design of the project. Incorporate property lines, right-of-way lines, and property ownership for parcels located within the project limits into the base map.

2.4. Right-of-Way

The Consultant will research City, County, and State records to establish locations of property lines and corners. The existing right-of-way will be confirmed through this research and field survey. Once all the information (including GIS data for right-of-way from the City) is gathered, it will be revised in the base map.

3. Utility Coordination

3.1. Private Utility Coordination

The Consultant will conduct private utility coordination in accordance with Iowa DOT I.M. No. 3.640 Utility Accommodation and Coordination. Coordination with MidAmerican to determine the power location for the HAWK Beacon.

3.2. Subsurface Utility Investigation

The Consultant will acquire the services of ***Pezzetti Erosion Control*** to perform subsurface utility investigations in the area of the mast arm foundations. Up to two (2) pot hole location will be performed to determine the location is clear of private or public utilities.

4. HAWK Signal Design

4.1. Initial Design Field Visit

The Consultant will visit the site to investigate the area and determine potential location of the mast arm foundations. The existing conditions will be reviewed including utilities, sidewalks, and other items of concern. We will invite City staff along to attend.

4.2. HAWK Signal Design

The Consultant will use the survey information and field visit data to prepare the construction plans. This will include notes, signal layout, timing/wiring diagram, details, and quantities. Once this plan set is completed along with tasks 4.3 and 4.4 we will submit a set to the City for final review and comments.

4.3. Sidewalk Design

SEH will design the sidewalk and pedestrian ramps according to the signal pole locations. All sidewalk and pedestrian ramps will follow ADA guidelines.

4.4. Pavement Markings

The Consultant will design the striping plan for this intersection with the proposed signal location.

4.5. City Review Meeting

Once the plan set is ready the Consultant will schedule a meeting with the City to review the plan set and receive any comments. The Consultant will submit the plans to the City prior to the meeting in order to receive the comments at the meeting and then do any revisions prior to the bid letting.

4.6. Lighting Design

SEH will run an analysis on the area for lighting once the new signal is designed to insure proper light spacing with the existing lights along EP True Parkway and on 39th Street.

5. Bidding Phase

5.1. Project Letting

The Consultant will assist the City with advertising, providing plans and specifications for bidders, handling bidding questions, and issue addendums to clarify information if necessary.

5.2. Bid Opening

SEH will attend the bid opening with the City and prepare the bid tabulation, review apparent low bidder's qualifications, and prepare the letter of recommendation for award.

II. RESIDENT CONSULTANT SERVICES:

6. Construction Phase Services

6.1. Pre-construction Meeting

The Consultant will conduct the pre-construction meeting with the Contractor, Sub-Contractors, Utility Owners, City, and other interested parties.

6.2. Shop Drawing Review

SEH will review all shop drawings submitted by the contractor for conformance to the contract documents.

6.3. Construction Administration

SEH will provide general administration for the City, site visits at appropriate times during construction, act as interpreter of all contract documents and assist with clarification of those documents, review and process pay applications.

6.4. Progress Meetings

Conduct biweekly progress meetings on-site.

6.5. Resident Project Representative

Provide a Resident Project Representative to be on-site during construction activities, observing the performance of construction work and advising the Contractor and the City of non-complying work or materials incorporated into the project. Includes coordinating field-testing of construction materials incorporated into the project with the City's independent testing consultant.

6.6. Project Close-Out

Conduct an inspection with the City to determine if the work is substantially complete and a final inspection to determine if the completed work is acceptable.

6.7. Record Drawings

Prepare construction record drawings showing changes made during construction based on the plan sets marked by the Contractor and the Resident Project Representative. One (1) set will provided to the City for their record.

III. ADDITIONAL SERVICES NOT INCLUDED IN THIS CONTRACT:

Additional Services not included as part of the scope. If authorized, under a supplemental agreement, the Consultant shall furnish or obtain from others the following services:

1. Contaminated Soils Investigations
2. Public Information Meeting
3. Wetland Delineation, Wetland Mitigation Plan and Section 404 Permitting or other flora/fauna studies
4. Pre-Bid Meeting
5. Real Estate Acquisition Services
6. Geotechnical Services
7. Construction Surveys
8. Construction Testing Services

ATTACHMENT 2

PROJECT SCHEDULE

Notice to Proceed	August 20, 2019
Topographic Survey Complete	August 30, 2019
Preliminary Signal Plan Complete	September 27, 2019
City Review Meeting	October 4, 2019
Final Plans Complete	October 11, 2019
Project Letting	November 2019
City Council Award	November 2019
Begin Construction	April 2020
Construction Complete	Summer 2020

SEH

Building a Better World for All of Us®

ATTACHMENT 3

SCHEDULE OF FEES

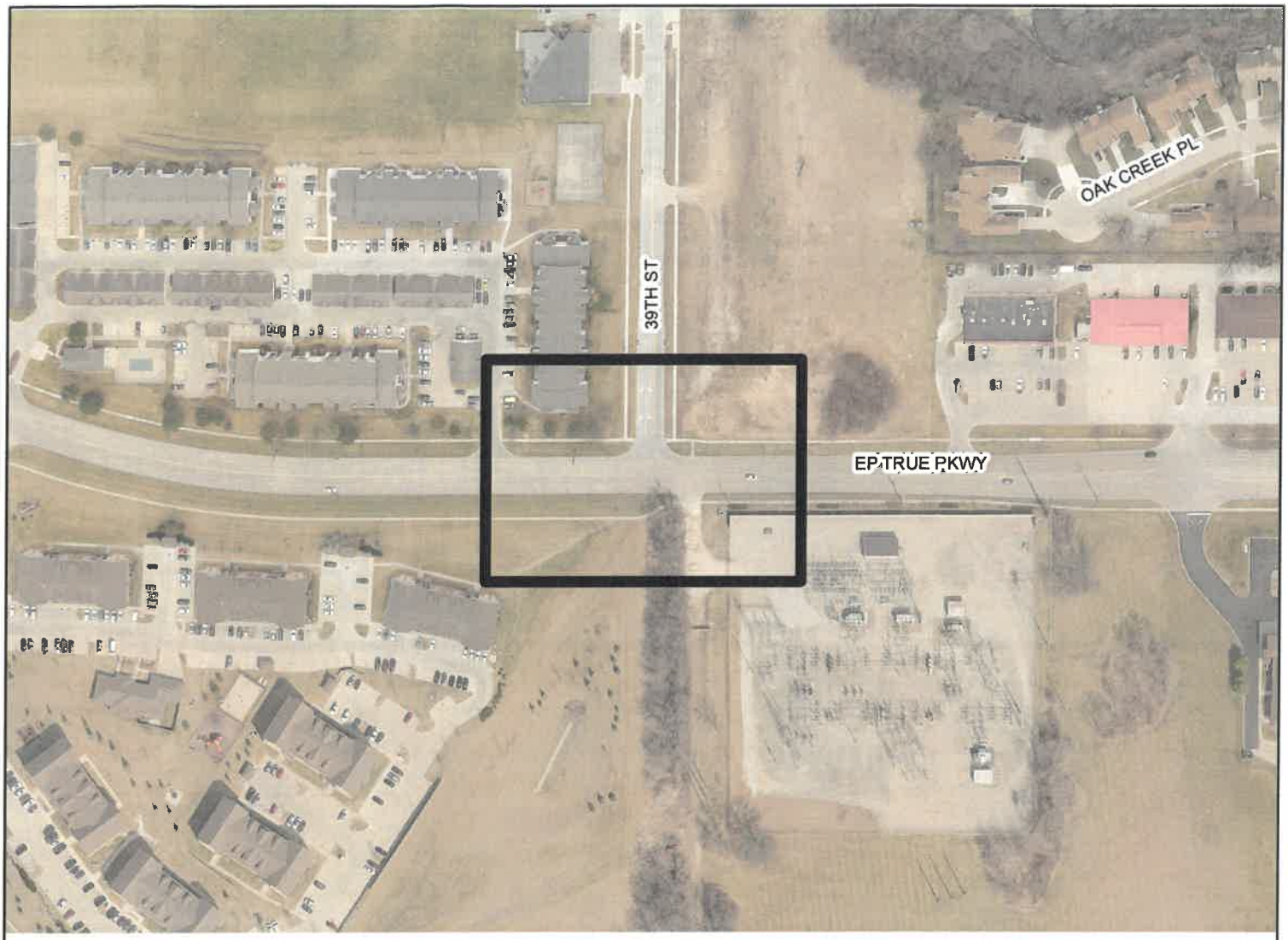
Effective through December 31, 2019

PERSONNEL	BILLING RATE
Principal	$211
Senior Professional	$202
Project Manager	$190
Senior Project Engineer	$158
Project Engineer	$120
Staff Engineer	$95
Senior Technician	$120
Technician	$110
Project GIS Analyst	$126
Registered Land Surveyor	$132
Survey Crew Chief	$125
Survey Instrument Operator	$95
Clerical Coordinator	$99
General Clerical	$73

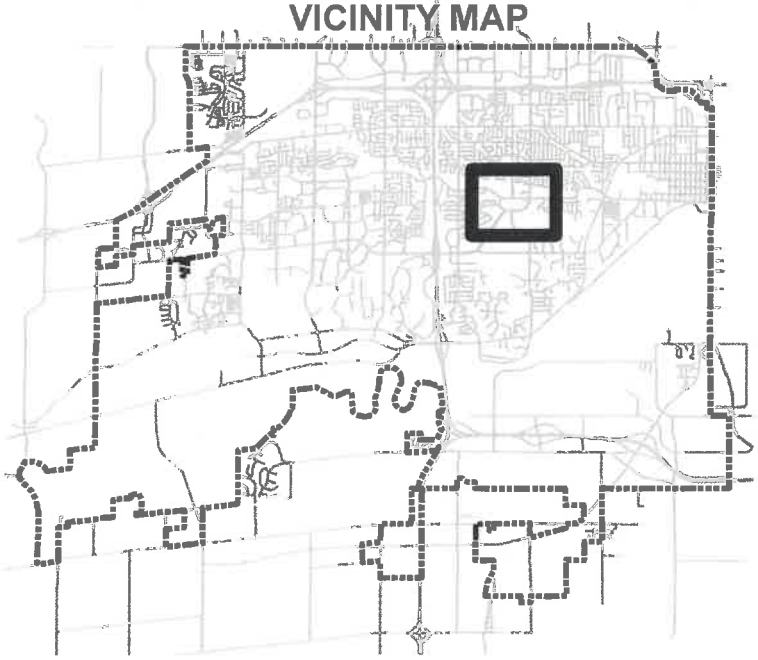
MISCELLANEOUS EXPENSES	
Survey Equipment (including 3D-X330 Laser Scanner)	$30/Hour
Survey Vehicle Mileage	$0.58/Mile + $4.50/Hour
Automobile and Construction Mileage	$0.58/Mile
Technology and communication fee	$3.00/Hour
Materials, supplies, and other direct expenses for this project	Cost plus 10%

ADJUSTMENTS TO FEE SCHEDULE

Fee schedule effective January 1, 2019. Rates subject to change annually on January 1.



VICINITY MAP



LEGEND

PROJECT LOCATION

N
W E
S

THE CITY OF WEST DES MOINES

PROJECT:

HAWK Beacon

LOCATION: **39th Street & EP True Parkway**

DRAWN BY: JDR	DATE: 8/9/2019	PROJECT NUMBER/NAME: 0510-053-2019	SHT. 1 of 1