



8 September 2022

Bailey Water and Sanitation District  
PO Box 422  
Bailey, Colorado 80421

Re: Project Needs Assessments for the Water and Wastewater Treatment Facilities

Dear District Board:

W2 Engineers, LLC (W2E) offers the following proposal for completing project needs assessments (PNAs) for the Bailey Water and Sanitation District's (District) water (PWSID CO0147010) and wastewater (Permit Number COG590056) treatment facilities. The Colorado Department of Public Health and Environment requires a PNA for all projects that are pursuing funding through state and federal funding sources, including the State Revolving Fund (SRF) and the Bipartisan Infrastructure Law (BIL).

W2E has teamed with Element Engineering, LLC (EE) to complete two separate PNAs, one for each facility. A detailed scope of services from EE is attached to this letter proposal. W2E will oversee EE, provide direction on facility design, review the PNAs, and provide updates to the District. W2E will also pursue additional funding opportunities for planning, design, and construction of the two facilities, including via the Park County Land and Water Trust Fund and the Energy/Mineral Impact Assistance Fund.

W2E anticipates the PNAs will take 3-4 months to complete. W2E will bill monthly at a \$155.00 per hour rate plus EE invoices with no markup. The anticipated fees are summarized below.

WWTP PNA and Environmental Correspondence (EE)	\$16,500
WTP PNA and Environmental Correspondence (EE)	\$14,500
Project Management and Pursing Funding Opportunities (W2E)	\$8,680
<b>Total:</b>	<b>\$39,680</b>

Please let me know if you have any questions regarding this proposal.

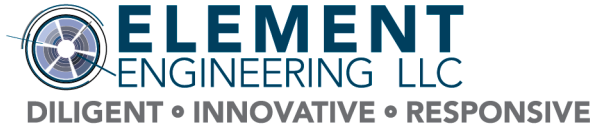
Thank you,

William A. Raatz, P.E.  
Principal

If the above proposal is acceptable, please indicate authorization to proceed by signing below.

\_\_\_\_\_  
John Patterson, President  
Bailey Water and Sanitation District

\_\_\_\_\_  
Date



September 2, 2022

Mr. Will Raatz, P.E.  
Principal  
W2 Engineers, LLC  
19255 West 84<sup>th</sup> Place  
Arvada, CO 80007

**RE: Proposal for Professional Engineering Services**  
Water Treatment Project Needs Assessment  
Wastewater Treatment Project Needs Assessment

Dear Mr. Raatz:

Element Engineering, LLC is pleased to present this proposal for the above-referenced project. This proposal lists our Understanding, Scope of Services, Proposed Project Fee, and Billing.

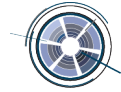
#### UNDERSTANDING

Element Engineering understands that the W2Engineers, LLC (W2) wishes to retain an engineering firm to assist with the compilation of two (2) Project Needs Assessment (PNA) documents on behalf of the Bailey Water and Sanitation District. The PNA documents are to be suitable for submittal to the Colorado Department of Public Health and Environment (CDPHE) for project funding purposes.

Two separate documents will be compiled and finalized for W2 and district review and approval: One for a water treatment improvements project, and one for a wastewater treatment improvements project.

In addition to the PNA, an environmental checklist will be compiled for review by CDPHE. After review, consultation with various agencies may be required including the State Historic Preservation Office (SHPO).

Element will present a draft of both PNA documents to W2 and the district. After receiving comments on the draft documents, final versions will be compiled and submitted to CDPHE, W2, and the district. After receiving approval of the PNA from the district, Element will submit the document to CDPHE.



## SCOPE OF SERVICES

The proposed scope of services is detailed below:

- Review and conduct site visits as necessary to gather additional information
- Review and describe existing conditions, future regulatory requirements, and project purpose and need.
- Review alternatives for treatment (water and wastewater) and provide cost estimates, descriptions, and operation and maintenance costs. Project cost estimates shall also include soft costs for engineering, permitting, local planning, and bidding.
- Create two PNAs suitable for submittal for CDPHE review and approval.
- Recommend project schedule
- Present draft PNAs to town staff and town board
- Finalize and submit PNAs to CDPHE
- Answer CDPHE requests for information to obtain PNA approval
- Draft documents will be provided to the district approximately 90 days after approval
- Compile environmental checklist and send correspondence to the SHPO describing the project.

## PROPOSED PROJECT FEE AND EXCLUSIONS

The proposed fee for the above referenced Scope of Services shall be as follows:

- |   |          |
|---|----------|
| • WWTP PNA and Environmental Correspondence | \$16,500 |
| • WTP PNA and Environmental Correspondence  | \$14,500 |

Note: The SHPO may request and/or require an onsite Cultural Resource Survey. The cost for this survey is not included. If this is required, Element will retain a subconsultant and the invoice will be passed to the client with no markup.

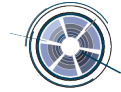
Exclusions also include: Site topographic survey and geotechnical analysis (not required for this project phase).

## ADDITIONAL WORK TASKS AND BILLING

Additional work tasks can be completed on a Time and Materials basis.

Invoices will be sent monthly for time expended. Accounts will be due and payable within thirty (30) days after date of invoice.

Whenever the account is more than thirty (30) days delinquent, Element Engineering may suspend any further work called for until such account is made current. The fact that Element



Engineering may continue to work beyond that time, shall not be deemed to be a waiver of its rights hereunder. This Agreement may be terminated by the client at any time.

If the foregoing is satisfactory to you, please sign a copy of this agreement and return a PDF or hard copy for our files.

Sincerely,

ELEMENT ENGINEERING, LLC

Nicholaus P. Marcotte, P.E.  
President

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

Date: \_\_\_\_\_

Signature: \_\_\_\_\_



## RATE SCHEDULE FOR PROFESSIONAL ENGINEERING SERVICES

<u>LABOR CLASSIFICATION</u>	<u>HOURLY BILLING RATE</u>
Project Manager	\$140.00
Project Engineer	\$115.00
Design Engineer	\$105.00
Construction Manager	\$130.00
Construction Observer	\$95.00
Office Assistant	\$45.00
 <u>DIRECT EXPENSES</u>	
Prints/Copies	At Cost
Mileage	No Charge
Travel Time	At Cost (Hourly)
Sub-Consultants	At Cost