



PUBLIC MEETING MINUTES

Wednesday February 7th, 2024, 10:30am

This meeting will be held via zoom only

I. Regular Board Meeting Public Forum

A. Call to Order/start recording

The meeting, and recording, started at 10:32. Altman and Olsen are present, making quorum.

B. Revise January Meeting Minutes- *Action*

The minutes were reviewed by board members prior to the meeting. Altman had some clarifying questions about the first and second reading process that were answered

Altman moved to approve the January minutes as presented. Olsen seconded. No discussion. The motion passed unanimously.

C. Public comment on relevant non-agenda items – *Discuss*

None

II. New Business

A. Board member updates and correspondence – *Discuss*

WGM presented an update from the BSRAD board meeting. The committed feasibility funds were extended until June 30th2024. About \$200k are still available. Getting DEQ to state the project is feasible, with a capacity level attached is a main goal. Affordability feasibility is also a huge component – highway 64 corridor work is an area where costs keep growing. An agreement with BSCWSD for treatment and disposal will also be needed.

B. Annexation and Outreach Committee updates – *Discuss*

There has not been a subcommittee meeting since the last board meeting.

C. BSCWSD-BSRAD-GCCWSD “joint project subcommittee” Updates – *Discuss*

The focus was on connection costs and rates that AE2S is preparing. A large remaining variable is the relative cost of treatment versus disposal capacity. There was debate about whether or not BSCWSD even needs/values discharge in the Canyon as snowmaking and other discharge methods become more feasible. If this is not of value to BSCWSD, a Canyon treatment plant should be reevaluated as costs to connect the two districts are significant and much larger than initially estimated.

BSCWSD board members seemed surprised that the GCCWSD was thinking of a discharge credit. It's not clear yet if that is a non-starter. Olsen sees a big benefit of joint solution and would like to keep pursuing that where possible. Another joint committee meeting should be scheduled soon.

Cost of the connection up and down from the BSCWSD district has grown from an estimated \$12 million to \$15-\$20 million range. GCCWSD should consider a new BSRAD funding ask for more and/or see if the allocated funds can be applied to a Canyon treatment plant if needed.

Altman discussed pursuing both alternatives (canyon treatment system and joint solution) until June.

Olsen wants to spend more time explaining the GCCWSD's for a discharge credit, especially keeping connection for existing households affordable.

BSCWSD doesn't currently offer a disposal credit to Spanish Peaks for disposal – but that is a very different agreement.

Altman asked several questions about what BSRAD expects from BSCWSD. Additional BSRAD coordination should happen around all of this.

WGM and AE2S will put together a proposal to reevaluate a canyon treatment option. The original PER version of that alternative was briefly reviewed. Costs may be comparable now. However, there would be additional operations costs and logistics and reduced community benefit if a Canyon treatment plant is built instead of the co-solution.

Kristin asked who was at the joint committee meeting. It was Al Malinowski, Mike Dukanoi (BSCWSD board members) Jonny, Ron Edwards (BSCWSD staff), Jon Olsen (GCCWSD board), Danny (BSRAD) as well as engineers. Kristin was surprised there was surprise about a disposal credit. Putting a dollar amount to it was likely the surprise point.

D. Canyon Sewer Project Updates – Discuss

Engineering efforts recently have focused on chipping away at the feasibility tasks.

A land application initial study was reviewed and made available to board members for deeper review. It should be feasible on at least 100gpd scale and is worth exploring more as an option. WGM would like to discuss that with DEQ as a next step to get clarifications on some assumptions and gauge their reception to this alternative. Altman may join this meeting.

Olsen brought up that this may lead to a large water rights consideration that may free up rights for other use. Lazy J's water right requires most of their wastewater be returned to the property.

E. Connection Fee and Rates, AE2S presentation – Discuss

Due to the uncertainties around BSCWSD's value on disposal capacity, this has been tabled for a future meeting.

F. BSRAD and ARPA Draw Requests and Invoice Payments – Action

A big picture overview of the design funding was briefly presented.

Funding budgets, invoices up for payment, and a payment strategy were previously shared with the board members. Two changes since the board packets were sent out were clarified. The total invoices up for payment add up to \$245, 870.15 and include work from November-January.

Altman said that the ARPA payment from the last draw was received last month.

*Olsen moved to submit both the ARPA and BSRAD draw requests. Altman seconded. No discussion.
The motion passed unanimously.*

G. BSRAD 'Feasibility' Work Order proposal from WGM Group – Action

Tabled.

H. Water PER Engineering Scope and Budget from WGM Group – Action

The water preliminary engineering system scope, previewed at the last meeting, was reviewed again. It has an \$80,000 budget with a July 1, 2024, deadline. This will use a \$25,000 county ARPA grant and the GCCWSD's fiscal year 2024 operations budget, provided by BSRAD.

Altman said one of the main questions he gets from the public is if the GCCWSD is also looking at central water.

Altman moved to approve the Water PER scope. Olsen seconded. There was no discussion. The motion passed unanimously.

III. Old Business

A. New Legal Counsel - *Discuss, maybe Action*

Tara DePuy is on the call. She has been identified by Altman and WGM as a good option to take over legal counsel from Matt Williams as the project and annexations ramp up. Altman suggested a coordination call to bring her up to speed.

Tara Depuy presented a draft engagement agreement (see attached).

Altman moved to approve the agreement as presented. Olsen seconded. There was no discussion. The motion passed unanimously.

B. Annexation Petitions Review and Potential Annexation Ordinance and/or rejection resolution – *Discuss*

Tabled until the next meeting, after Tara reviews and approves drafts.

C. Board Member Appointments and Resignation – *Discuss*

Tabled.

D. Fiscal Year 2024 budget update – *Discuss*

This was updated at the last meeting and needs no further discussion.

IV. Any Other Business Which May Properly Come Before the Board – *Discuss*

V. Next Meeting Planning

A. Date & Draft Agenda – *Discuss*

Tara's availability was discussed. Altman, WGM Group and Tara will meet within two weeks and then a board meeting, with annexations, can happen after that after that.

The next meeting was set for March 6th at 10:30am, zoom only.

The joint committee should meet again by the end of the month.

VI. Adjourn

Altman moved to adjourn at 11:13. Olsen seconded the motion. No discussion. The motion passed unanimously.

Recording was stopped.

Minutes Drafted by: Michelle Pond, WGM Group

Minutes Approved:

Signed: Scott Altman, Board President





PUBLIC MEETING AGENDA

Wednesday February 7th, 2024, 10:30am

This meeting will be held via zoom only

<https://us06web.zoom.us/j/86100043918?pwd=ORM2vxbL55IU8Uo5nZZrqASzmriXpc.1>

(see next page for call in details)

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- B. Annexation and Outreach Committee updates – *Discuss*
- C. BSCWSD-BSRAD-GCCWSD “joint project subcommittee” Updates – *Discuss*
- D. Canyon Sewer Project Updates – *Discuss*
- E. Connection Fee and Rates, AE2S presentation - *Discuss*
- F. BSRAD and ARPA Draw Requests and Invoice Payments – *Action*
- G. BSRAD ‘Feasibility’ Work Order proposal from WGM Group – *Action*
- H. Water PER Engineering Scope and Budget from WGM Group – *Action*

III. Old Business

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- D. Fiscal Year 2024 budget update – *Discuss*

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- A. Date & Draft Agenda – *Discuss*

VI. Adjourn

Meeting Agendas



Public comment is encouraged before all non-emergency non-ministerial Actions.

www.gallatincanyonwsd.com

Join Zoom Meeting

<https://us06web.zoom.us/j/86100043918?pwd=ORM2vxbL55IU8Uo5nZZrqASzmriXpc.1>

Meeting ID: 861 0004 3918

Passcode: 754130

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Meeting ID: 861 0004 3918

Passcode: 754130

Find your local number: <https://us06web.zoom.us/u/kdU1D1xQ1s>

CONTRACT AND INVOICE SUMMARY

Project No.	Description	Budget	02/07/24	Billed to Date	Total	Remaining
			Invoice Packet			
CANYON DISTRICT ADMINISTRATION						
200323.3	FY24 Grant Administration	\$42,000.00	\$7,783.10	\$12,134.60	\$19,917.70	\$22,082.30
200323.4	FY24 District Admin & Outreach	\$65,000.00	\$12,036.49	\$22,323.40	\$34,359.89	\$30,640.11
Knaub & Company Accounting		\$5,000.00	\$220.00	\$1,141.25	\$1,361.25	\$3,638.75
Legal Counsel		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Bonding Counsel		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sub-Total		\$112,000.00	\$20,039.59	\$35,599.25	\$55,638.84	\$56,361.16
CANYON SEWER ENGINEERING						
220724.1 (WO#1)	Discharge Permitting (2023)	\$230,000.00	\$44,909.04	\$164,467.40	\$209,376.44	\$20,623.56
220724.2 (WO#2)	30% Sewer Engineering	\$315,880.00	\$48,018.17	\$238,507.34	\$286,525.51	\$29,354.49
220724.3 (WO#3)	Expanded Disposal, Baseline EA	\$97,500.00	\$27,779.45	\$63,021.95	\$90,801.40	\$6,698.60
220724.4 (WO#4)	BSRAD Feasibility (remaining Items)	\$100,000.00	\$0.00	\$0.00	\$0.00	\$100,000.00
220724.5 (WO#5)	Discharge Permitting (2024)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
220724.6 (WO#6)	60% Sewer Engineering	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
AE2S Connection Fee & Rate Study		\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00
Sub-Total		\$793,380.00	\$120,706.66	\$465,996.69	\$586,703.35	\$206,676.65
BSCWSD - HIGHWAY 64 INFRASTRUCTURE ENGINEERING						
AE2S 30% Engineering		\$300,000.00	\$76,013.90	\$193,106.68	\$269,120.58	\$30,879.42
AE2S BSRAD Feasibility (remaining Items)		\$100,000.00	\$0.00	\$0.00	\$0.00	\$100,000.00
Sub-Total		\$400,000.00	\$76,013.90	\$193,106.68	\$269,120.58	\$130,879.42
CANYON WATER SYSTEM PER						
220806.1	Canyon Water System PER	\$80,000.00	\$0.00	\$0.00	\$0.00	\$80,000.00
Sub-Total		\$80,000.00	\$0.00	\$0.00	\$0.00	\$80,000.00

Feasibility focused scopes pending, including evaluation of Canyon Area Treatment

GRANT TRACKING DASHBOARD - FY24

Revision Date 2/2/2024

Current Draw total: \$ 245,870.15

								ARPA - PHASE 1.1				BSRAD - PHASE 1.1			MCEP	RRGL	County ARPA - LFR	
								Quarterly reports by 7th of month following quarter close.				All grant admin paid by BSAD.						
								CASH ON HAND (FY24 Starting Balance)	State ARPA Agmt ends 12/31/25 For costs between 3/3/21 & 12/31/26	County ARPA For costs "obligated" between 3/3/21 & 12/31/24 (costs paid before 9/30/26 when agmt ends)		FY24 Budget (7/1/23-6/30/24)	Feasibility* (communal w/BSCWSD) Deadline: 6/30/24	Interlocal				
									Competitive	Min Allocation	LFR							
								Budget Remaining	\$ 113,447.96	\$ 1,570,124.99	\$ 437,356.10	\$ 207,520.00	\$ 144,229.16	\$ 180,532.70	\$ 12,000,000.00	\$ 750,000.00	\$ 125,000.00	\$ 250,000.00
Invoice Date	Vendor	Invoice Number	Amount	Project #	Purpose (Project/Non-Project)	General Invoice Description Notes	Draw Request Date	\$ 151,616.71	\$2M	\$542,480	\$207,520	\$200,000	\$380K Spend before the \$12M	\$12M	\$750,000 Start-up by 9/30/24	\$125,000 Start-up by ??	Obligated by 12/31/24 (awarded const contract)	
1/23/2024	AE2S/BSCWSD	92410	\$ 29,110.00	230314.1	project	lift station, force main, pipeline				\$ 29,110.00								
1/9/2024	WGM Group	71002	\$ 11,772.90	220724.3	project	WO#3							\$ 11,772.90					
1/9/2024	WGM Group	70999	\$ 15,457.94	220724.2	project	WO#2							\$ 15,457.94					
1/9/2024	WGM Group	71001	\$ 17,381.55	220724.1	project	WO#1							\$ 17,381.55					
1/9/2024	WGM Group	70993	\$ 3,789.20	200323.3	Project	ARPA grant admin						\$ 3,789.20						
1/9/2024	WGM Group	70994	\$ 5,244.25	200323.4	SPLIT	Canyon District admin and outreach						\$ 5,244.25						
1/1/2024	Knaub & Co.	010124-45	\$ 88.00	accounting	non-project	December bookkeeping						\$ 88.00						
12/14/2023	AE2S/BSCWSD	91674	\$ 3,515.00	230314.1	project	lift station, force main, pipeline				\$ 3,515.00								
12/1/2023	Knaub & Co.	120123-44	\$ 132.00	accounting	non-project	November bookkeeping						\$ 132.00						
11/21/2023	AE2S/BSCWSD	91263	\$ 40,857.13	230314.1	project	lift station, force main, pipeline				\$ 40,857.13								
9/26/2023	AE2S/BSCWSD	89984	\$ 31,641.77	230314.1	project	lift station, force main, pipeline				\$ 31,641.77								
12/8/2023	WGM Group	70713	\$ 3,993.90	200323.3	project	ARPA grant admin						\$ 3,993.90						
12/8/2023	WGM Group	70716	\$ 6,792.24	200323.4	SPLIT	Canyon District admin and outreach						\$ 6,792.24						
12/12/2023	WGM Group	70801	\$ 16,006.55	220724.3	project	WO#3							\$ 16,006.55					
12/12/2023	WGM Group	70795	\$ 32,560.23	220724.2	project	WO#2							\$ 32,560.23					
12/12/2023	WGM Group	70800	\$ 27,527.49	220724.1	project	WO#1							\$ 27,527.49					
11/1/2023	Knaub & Co.	110123-40	\$ 176.00	accounting	non-project	October bookkeeping	11/30/2023					\$ 176.00						
10/1/2023	Knaub & Co.	100123-32	\$ 219.45	accounting	non-project	September bookkeeping	11/30/2023					\$ 219.45						
6/27/2023	AE2S/BSCWSD	88043	\$ 17,787.74	230314.1	project	lift station, force main, pipeline	12/5/2023			\$ 17,787.74								
7/24/2023	AE2S/BSCWSD	88705	\$ 60,729.09	230314.1	project	lift station, force main, pipeline	12/5/2023			\$ 60,729.09								
8/22/2023	AE2S/BSCWSD	89364	\$ 38,934.63	230314.1	project	lift station, force main, pipeline	12/5/2023			\$ 38,934.63								
10/24/2023	AE2S/BSCWSD	90596	\$ 75,655.22	230314.1	project	lift station, force main, pipeline	12/5/2023			\$ 75,655.22								
11/6/2023	WGM Group	70379	\$ 6,151.90	200323.3	project	Grant admin	11/30/2023					\$ 6,151.90						
11/6/2023	WGM Group	70380	\$ 6,173.10	200323.4	non-project	District admin & outreach	11/30/2023					\$ 6,173.10						
11/7/2023	WGM Group	70415	\$ 22,226.20	220724.3	project	WO#3	12/5/2023, 11/30/2023			\$ 6,536.10			\$ 15,690.10					
11/7/2023	WGM Group	70411	\$ 32,577.74	220724.2	project	WO#2	12/5/2023			\$ 32,577.74								
11/7/2023	WGM Group	70414	\$ 19,862.52	220724.1	project	WO#1	11/30/2023						\$ 19,862.52					
10/10/2023	WGM Group	70207	\$ 8,077.20	220724.3	project	WO#3	12/5/2023, 11/30/2023			\$ 1,697.50			\$ 6,379.70					
10/10/2023	WGM Group	70203	\$ 38,811.64	220724.2	project	WO#2	12/5/2023			\$ 38,811.64								
10/10/2023	WGM Group	70205	\$ 12,394.75	220724.1	project	WO#1	11/30/2023						\$ 12,394.75					
10/11/2023	WGM Group	70263	\$ 1,563.10	200323.3	project	Grant admin	11/30/2023					\$ 1,563.10						
10/11/2023	WGM Group	70264	\$ 983.10	200323.4	SPLIT	District admin & outreach	11/30/2023					\$ 983.10						
9/12/2023	WGM Group	69920	\$ 7,428.10	200323.4	non-project	admin & outreach	10/20/2023					\$ 7,428.10						
9/12/2023	WGM Group	69919	\$ 2,859.40	200323.3	project	Grant admin	10/20/2023					\$ 2,859.40						
9/11/2023	WGM Group	69907	\$ 14,201.20	220724.3	project	220724.3 WO#3	10/20/2023						\$ 14,201.20					
9/11/2023	WGM Group	69905	\$ 56,586.91	220724.2	project	220724.2 WO#2	10/24/2023			\$ 56,586.90								
9/11/2023	WGM Group	69906	\$ 20,973.71	220724.1	project	220724.1 WO#1	10/24/2023			\$ 20,973.71								
9/1/2023	Knaub & Co.	090123-35	\$ 501.60	accounting	non-project	August bookkeeping	10/20/2023					\$ 501.60						
6/14/2022	WGM Group	66051	\$ 20,294.68	200323.2	project	MCEP & RRGL grant apps, Distri Use cash on hand		\$ 20,294.68										
5/10/2022	WGM Group	65624	\$ 17,874.07	200323.2	project	MCEP & RRGL grant apps, Distri Use cash on hand		\$ 17,874.07										
8/11/2023	WGM Group	69731	\$ 7,739.10	220323.4	project	District admin & outreach	9/12/2023					\$ 7,739.10						
8/11/2023	WGM Group	69730	\$ 1,560.20	220323.3	project	Grant admin	9/12/2023					\$ 1,560.20						
8/10/2023	WGM Group	69705	\$ 49,939.74	220724.2	project	WO#2: geotech coord, landscape coord, schedule	9/8/2023			\$ 49,939.74								
8/9/2023	WGM Group	69700	\$ 10,232.37	220724.1	project	WO#1	9/12/2023						\$ 10,232.37					
8/9/2023	WGM Group	69701	\$ 6,460.60	220724.3	project	WO#3	9/8/2023			\$ 6,460.60								
8/1/2023	Knaub & Co.	080123-43	\$ 114.95	accounting	non-project	July bookkeeping	9/12/2023					\$ 114.95						
7/1/2023	Knaub & Co.	070123-41	\$ 261.25	accounting	non-project	June bookkeeping	9/12/2023					\$ 261.25						
6/6/2023	WGM Group	68999	\$ 23,184.40	220724.2	project	WO#2	9/8/2023			\$ 23,184.40								
								Spent	\$ 38,168.75	\$ 429,875.01	\$ 105,123.90	\$ -	\$ 55,770.84	\$ 199,467.30	\$ -	\$ -	\$ -	\$ -

Scope of Work and Fee Estimate

Preliminary Engineering Report for Canyon Area Water System

Gallatin Canyon County Water and Sewer District

02/07/24

The scope includes preparing a Preliminary Engineering Report (PER) to examine potential of a new centralized public water production and supply system to serve those properties that make up the Gallatin Canyon County Water and Sewer District (GCCWSD) and immediately surrounding area. The PER will be prepared in accordance with the *Uniform Preliminary Engineering Report for Montana Public Facility Projects*, and the scope includes completion of the standard Uniform Application for use with future project funding applications. The PER will incorporate “service areas” and build-out projections that generally align with the previously prepared Canyon Sewer PER.

The following Scope of Work defines individual PER tasks to compile available information, define and develop the above identified alternatives and their respective requisite system requirements for screening and subsequent analysis, compilation of the final PER and Uniform Application submittal package.

Phase 01: System Planning and Service Area Refinement **\$8,000**

This phase seeks to define the District’s service area boundary and examine the presence of existing water system facilities for source production, storage, transmission and distribution that can be acquired and utilized within a new centralized District water system. For purposes of this Scope of Work, the District service area boundary is generally anticipated to remain consistent with the boundary already defined for the proposed Canyon Sewer project. The following items are included:

- Collect and compile available, public record documentation for all existing public water system infrastructure within the Canyon Area planning boundary. Records collection is anticipated to be limited to the “as-built” records for the following public systems; Lazy J Utility Association, Buck’s T-4, Ramshorn Subdivision and the Big Sky School District’s Ophir School.
- Prepare and submit District map depicting District boundary and divided service areas, to include approximate location and layout of existing public water system facilities, for District concurrence.
- Contact and coordinate with landowners within the District service areas to determine likely future land use, potential 20-year improvement/expansion plans, and potential connection timelines.
- Attend and lead one (1) special Board meeting to inform and gain Board consensus on basis of system planning including District boundary, service area delineation, anticipated land use, population trends, and extents of existing water system infrastructure.
- Refine District service areas and basis of system planning, as necessary, to address decisions made during special Board meeting. Additional field data such as utilities mapping, topographic data and existing sewer system information may also be needed depending on

conceptual alternatives development identified and the desired level of engineering design detail.

Deliverable: PDF copy of retrieved records data, PDF copy of District boundary map.

Exclusions: Field review of retrieved “as-built” record data, Board meetings exceeding those quantified for this phase.

Assumptions: Board will review, comment, and provide prompt decisions and responses on District mapping and basis of planning items to minimize delay and schedule impacts. Board will assist WGM to identify and facilitate communication with District property owners, as necessary, to determine likely future land use.

Phase 02: System Demand & Capacity Evaluation **\$6,000**

This phase seeks to evaluate system demand and design parameters based on District boundaries and system planning completed with Phase 01 and will inform the system alternatives analysis in subsequent phases. The following items are included:

- Meet and coordinate with BSCWSD staff to review historical metered water use within the existing BSCWSD system.
- Evaluate and determine average daily flow demand factors for per capita and land use parameters based on reviewed BSCWSD metered history and generally accepted published engineering and DEQ standards to guide District system’s average day demand (ADD).
- Evaluate and determine acceptable peaking factors to determine District system’s maximum day demand (MDD) and peak hour demand (PHD).
- Determine and document system demand parameters for ADD, MDD and PHD and resulting capacity requirements.

Exclusions: Additional meetings exceeding those quantified for this phase.

Phase 03: Water Rights Inventory and Use Analysis **\$16,000**

This phase seeks to inventory available water rights within the determined District boundary and evaluate strategies to consolidate available water rights for use and application by the District for its proposed public water system. Findings will be compared to system demands identified in Phase 02 in addition to “consumptive use” variables and wastewater discharge variables being evaluated as part of the Canyon Sewer Project. The following items are included:

- Generate a detailed inventory of water rights within the determined District boundary.
- Tabulate individual and combined water right volume, flow rate and beneficial use designations to determine current water right availability vs. proposed District capacity requirements.
- Evaluate population/development growth potential for the District based on current existing water rights applicable to the District for consumptive use.
- Evaluate and document strategies to permit/acquire new water rights and associated mitigation requirements.
- Evaluate and make recommendations on the immediate measures needed to preserve existing water rights.
- Evaluate potential to combine and consolidate multiple existing well diversion water rights to new, relocated high capacity well field(s).

Exclusions: Additional field data such as utilities mapping, topographic data and existing sewer system information may also be needed depending on conceptual alternatives development identified and the desired level of engineering design detail.

Phase 03: Water System Model Development **\$20,000**

Perform hydraulic modeling to evaluate system storage capacity and water main pressures across the range of demand scenarios (described above). Fire flow analysis will be performed to evaluate system capacity with respect to Gallatin County and State of Montana standards. Proposed condition modeling will be performed to evaluate system expansion and upgrades as identified by the design team as part of the PER alternative screening, evaluation and selection process.

Phase 05: Preliminary Engineering Report and Uniform Application Package **\$25,000**

This phase seeks to develop a new water system PER, based on system demand and capacity requirements derived from previous phases, to analyze alternatives for water source and production, storage and distribution, and to advise the District on potential for treatment to meet source water quality standards established by DEQ. This phase also includes completing Montana's Uniform Application Form for the District's use in making application(s) for project funding. The following items are included:

- Identify and document project need, existing conditions, and system demand and capacity requirements based on current and future population and land use projections.
- Analyze up to three (3) alternatives for water source development focused on use of existing wells, development of new wells, and making a metered connection to BSCWSD's existing system.
- Analyze up to three (3) alternatives for finished water storage focused on use of existing ground tanks, development of new ground tanks or elevated tanks.
- Generate and analyze conceptual-level transmission/distribution piping network layouts incorporating alternatives for water source and storage facilities.
- Generate water model based on source development and storage alternatives to analyze and determine system requirements to maintain proper system operations during design demand scenarios.
- Document source water thresholds which require water quality treatment application and evaluate treatment alternatives in accordance with DEQ Circular 1 Title.
- Provide Engineer's Opinion of Probable Construction Costs (EOPCC) with the facility alternatives analysis to include present worth analysis.
- Prepare a Uniform Environmental Checklist and Preliminary Engineering Report following the outline of the *Uniform Preliminary Engineering Report for Montana Public Works Facility Projects* documenting the preliminary engineering design and alternative analysis and including recommendation of system/facility alternatives.
- Prepare Uniform Application submittal package for District's use in seeking future project funding.

Deliverable: Uniform Environmental Checklist, PER and Uniform Application

Exclusions: Existing and/or new well pump testing, collection and/or analysis of aquifer/well water samples for quality testing, audit of existing public system operations, alternative analyses exceeding those quantified for this phase, funding agency applications.

Phase 06: Funding Options

\$5,000

Review state and federal funding options for the final design and construction of the project based on preliminary cost estimates. Provide a conceptual-level impact fee and rate study with estimates for project funding, Operations and Maintenance expenses, revenues and fund balance for the recommended alternative in order to quantify potential fees and rates for the Canyon service area.

ADDITIONAL SERVICES

Engineer’s scope of services is explicitly limited to those described in the tasks above, including those items specifically quantified, such as meetings and analysis of alternatives. Exceeding those quantities estimated above may require an adjustment to the fee estimate. Services not specifically described in the tasks above are not included in this scope of work. However, we can provide, or obtain from others, additional services that may come up during the proposed project.

FEE ESTIMATE AND SCHEDULE

Our fees will be billed on a time and materials basis with an estimated fee of **\$80,000**. Fees are valid through August 2024 and may need to be adjusted if the project extends beyond this date. Assuming no schedule delays are experienced due to requested scope changes/additions or circumstances out of WGM’s or District’s control, the final PER and Uniform Application are anticipated to be completed no later than July 1, 2024. A cost summary is provided below.

COST SUMMARY	
01 – System Planning & Service Area Refinement	\$8,000
02 – System Demand & Capacity Evaluation	\$6,000
03 – Water Rights Alternatives Screening & Analysis	\$16,000
04 – Water System Model Development	\$20,000
05 – Preliminary Engineering Report & Uniform Application Package	\$25,000
06 – Funding Options	\$5,000
TOTAL	\$80,000

TARA DEPUY, ATTORNEY AT LAW, PLLC
ATTORNEY FEE AGREEMENT

Scope of Representation: General Legal Advice to Gallatin County Water and Sewer District

It may be necessary to modify this Agreement during the course of the District's representation, particularly if the representation is over a long period of time. A new Attorney Fee Agreement will need to be completed should the District require work outside of the scope of the representation set forth above.

The attorney fees for services are based upon the following factors: 1) amount and character of the services rendered; 2) labor, time and difficulty involved; 3) importance of the services; 4) professional skill and experience necessary; 5) character and standing of the attorney in her profession; and 6) results obtained as a result of the services.

Unless otherwise agreed upon, the hourly rate set forth below will be used in your representation:

Tara DePuy	\$200.00
Travel Time	\$100.00

In addition to fees for services, the District will be required to pay all costs advanced and expenses incurred that are directly related to the performance of legal services. These include the cost of investigation, service of process, filing fees, depositions, travel, postage, photocopying, title work, computer research charges and other out-of-pocket expenses.

The District will be billed monthly for attorney fees for legal services and other chargeable expense. All bills are required to be paid within thirty (30) days of the date of the monthly statement. A finance charge of 1.25% per month, which is an annual rate of 15%, will be imposed on any balance not paid within thirty (30) days of billing. If payment is not made within ninety (90) days of the date of billings, all work may be suspended on the District's behalf until the account is brought current.

If any collection procedures are commenced on a past due account, the District is obligated to pay costs incurred, reasonable attorney fees and collection fees and expenses,

The District has read and agreed to the foregoing.

DATED this ____ day of February, 2024.

GALLATIN COUNTY WATER AND SEWER DISTRICT

By _____
Its _____

Mailing Address _____

E-mail Address _____