



January 25, 2022

Client: Gallatin Canyon County Water & Sewer District
ATTN: Scott Altman
PO Box 16095
Big Sky, MT 59716

RE: Letter Agreement for Professional Services – Standard Fee Rates
Project Description: District Administration and Engineering Services

Dear Scott:

WGM Group, Inc. (WGM) appreciates the opportunity work with the Gallatin Canyon County Water and Sewer District (District).and continue to advance that Gallatin Canyon sewer project. The below scope and budget includes District and grant administration services and completion of an expanded Groundwater Discharge Feasibility Study to advance work previously funded by the Big Sky Water and Sewer District.

SCOPE OF WORK

Task 1: District and Grant Administration **\$12,000**
General consultation and District administration support including but not limited ARPA funding coordination and grant administration services. Scope includes the following ARPA grant start-up items:

- Uniform budge development coordination
- Refined project Scope of Work
- Project Implementation Schedule
- Firm Commitment of Funding Sources coordination
- Grant Management Plan
- ARPA Grant Submittal Checklist
- ARPA Contract coordination
- MEPA Checklist
- Subrecipient Survey Questions coordination
- Unique Entity Identifier (UEI) coordination

Scope includes attendance and general assistance with quarterly Board meetings including agenda development, presentation(s) and recording meeting minutes.

Task 2: Canyon Groundwater Discharge Feasibility **\$13,000**
Advance the current Draft Canyon Groundwater Discharge Feasibility Study to incorporate available Montana Bureau of Mines and Geology (MBMG) data and additional disposal areas. Identification of additional disposal areas will be based on a combination of 1) suitable hydrogeologic conditions, 2) potentiometric gradients and associated pros/cons (e.g.

distance to down-gradient wells and receiving waters), and 3) likelihood of District expansion and available land area. The expanded Feasibility Study will include assessment of shallow point well disposal in addition to disposal methods and areas identified in the PER (e.g. existing drainfields, proposed recharge basins and/or galleries).

Scope includes collection of groundwater samples from three representative wells to be identified based on findings from the expanded Feasibility Study. The samples are intended to represent a first quarter sample with analyte list and sampling parameters to be selected based on DEQ groundwater discharge permit requirements.

ADDITIONAL SERVICES

Services not specifically described in the tasks above are not included in this scope of work. Additional or excluded services can be provided upon Client request and authorization of additional fee.

FEE ESTIMATE

Our fees will be billed on a time and materials basis. Work would only commence upon Client authorization of individual tasks identified above and associated budget estimates. Fees are valid through August 2022 and may need to be adjusted if the project extends beyond this date.

SERVICES AGREEMENT

WGM agrees to provide services on a time and materials basis for the above-referenced project per the attached standard rates (Exhibit A). All work will be performed in accordance with generally accepted standards of professional care.

Invoices will be prepared monthly from actual time worked by personnel assigned to the project plus direct expenses using our standard rates, which are subject to change annually. Client agrees to pay invoices in full within 30 days of the invoice date, or contact us if our services are not satisfactory. Interest at the rate of 0.833% per month (10% per annum) will be added to unpaid invoices after 30 days and WGM may, without liability, terminate service. Payments will be credited first to interest and then to principal.

WGM and Client agree that the project scope of services may change due to unforeseen circumstances or at the Client's direction. WGM will keep Client apprised of anticipated project cost changes and prepare updated estimates for Client approval as requested. WGM reserves the right to terminate this contract after a seven-day notice if Client insists upon a course of action with which WGM has a fundamental disagreement or if performance of services is rendered unreasonably difficult due to actions of the Client. Client may terminate or suspend services after a five-day notice and WGM will be paid for all work satisfactorily performed through the date of termination or suspension.

WGM looks forward to working with you on this project. If the terms of this agreement are acceptable, please sign this letter in the space provided below and return a copy to us.

Sincerely,
WGM Group, Inc.



Mace Mangold, LEED AP, PE
Senior Project Engineer

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Client: Gallatin Canyon County Water & Sewer District

Signed 1/28/2022

(sign)

(date)

(printed name)

(title)

Exhibit A Standard Rates - 2022



Staff Type				Rate
210	Senior Principal Engineer	Hour	\$	218.00
215	Senior Consultant	Hour	\$	176.00
220	Principal Engineer	Hour	\$	184.00
230	Senior Project Engineer	Hour	\$	166.00
240	Project Engineer	Hour	\$	144.00
250	Senior Traffic Engineer	Hour	\$	170.00
263	Senior Transportation Consultant	Hour	\$	210.00
265	Senior Transportation Engineer 2	Hour	\$	182.00
280	Staff Engineer/E.I.	Hour	\$	127.00
283	Engineer Technician 3	Hour	\$	121.00
284	Engineer Technician 2	Hour	\$	103.00
285	Engineer Technician 1	Hour	\$	95.00
290	Seasonal Intern	Hour	\$	71.00
310	Principal Planner	Hour	\$	218.00
312	Senior Land Planner	Hour	\$	148.00
314	Land Planner	Hour	\$	132.00
316	Planning Technician	Hour	\$	100.00
320	Senior Landscape Architect/Planner	Hour	\$	160.00
330	Senior Landscape Architect	Hour	\$	182.00
340	Landscape Architect 2	Hour	\$	130.00
350	Landscape Architect 1	Hour	\$	112.00
353	Graphic Designer	Hour	\$	115.00
354	Landscape Intern	Hour	\$	71.00
355	Landscape Designer	Hour	\$	88.00
447	Senior Environmental Engineer	Hour	\$	166.00
448	Scientist 2	Hour	\$	108.00
450	Senior Hydrologist	Hour	\$	193.00
451	Hydrologist 1	Hour	\$	108.00
452	Environmental Engineer	Hour	\$	144.00
453	Senior Geologist	Hour	\$	182.00
454	Senior Scientist	Hour	\$	166.00
456	Geologist	Hour	\$	130.00
460	Water Resource Specialist 3	Hour	\$	156.00
465	Water Resource Specialist 2	Hour	\$	149.00
466	Water Resource Specialist 1	Hour	\$	130.00
470	Water Right Technician / GIS Analyst	Hour	\$	122.00
471	Water Right Technician	Hour	\$	97.00
475	GIS Specialist	Hour	\$	105.00
507	QA/QC Representative	Hour	\$	166.00
508	Senior Construction Project Manager	Hour	\$	166.00
510	Construction Project Manager	Hour	\$	156.00
512	Project Representative	Hour	\$	149.00
514	Resident Project Representative 1	Hour	\$	130.00
520	Senior Land Surveyor	Hour	\$	170.00
525	Land Surveyor 3	Hour	\$	156.00
527	Land Surveyor 2	Hour	\$	147.00
530	Land Surveyor 1	Hour	\$	137.00
540	Staff Surveyor/ L.S.I	Hour	\$	124.00
550	Survey Technician	Hour	\$	116.00
560	Survey Crew Chief	Hour	\$	127.00
580	Two Person Crew	Hour	\$	186.00
590	Three Person Crew	Hour	\$	218.00
600	CADD Technician	Hour	\$	89.00
605	CADD Drafter	Hour	\$	103.00
610	Senior CADD Drafter	Hour	\$	122.00
710	Project Assistant 2	Hour	\$	105.00
715	Project Assistant 1	Hour	\$	92.00
730	Admin. Assistant	Hour	\$	82.00
790	Accountant	Hour	\$	137.00

Expert Witness Rates

950	EW Senior Principal Engineer	Hour	\$	475.00
955	EW Principal Engineer	Hour	\$	360.00
960	EW Other	Hour	\$	260.00

Project Expenses

Consultants, Contractors	Cost +10%
Direct Expenses (Submittal fees, etc.)	Cost
Postage/Shipping	Cost

Copies & Prints

Sheet (no color)	Each	\$	0.15
Sheet (color, letter or legal)	Each	\$	1.00
Sheet (color, 11x17)	Each	\$	1.50
Paper Roll Stock (black/white)	Sq. Ft.	\$	0.32
Paper Roll Stock (color)	Sq.Ft.	\$	0.64
Mylar Roll Stock	Sq.Ft.	\$	3.00

Software

-	Software Tech Fee	Hr	\$	4.00
950C	Adobe Creative Cloud			
950G	ArcGIS			
950A	AutoCAD			
950L	Lumion 3D Rendering			
950M	MicroStation			
950S	SIDRA			
950U	SketchUp			
-	Software Tech Fee	Hr	\$	5.00
950T	AutoTURN			
950F	Land F/X			
950H	GeoHECRAS			
950I	InfoSWMM	Hr	\$	8.00
955	VG4D Smart LiDAR	Hr	\$	30.00
950P	Pix4D	Pjct	\$	250.00

Travel Per Diem

Mileage - All Vehicles	Mile	\$0.56
Meals Full Day	Day	Federal Rate
Meals First & Last Day of Travel	Day	Federal Rate
Lodging		Cost

Survey

GNSS Rover	Day	\$	140.00
GNSS Base & Rover	Day	\$	265.00
Robotic Total Station	Day	\$	225.00
Depth Sounder Only	Day	\$	150.00
Depth Sounder with Boat	Day	\$	350.00
HyDrone	Day	\$	750.00

Other

USB Drive	Each	\$	10.00
Garmin Handheld GPS	Day	\$	10.00
Construction Camera	Day	\$	100.00
Aerial Drone	Day	\$	500.00
Trimble GPS R1	Day	\$	75.00
Trimble GPS R1	Week	\$	200.00
Traffic Counting Device	Day	\$	30.00
Wildlife Camera	Month	\$	100.00
Tubing	Ln Ft	\$	0.60
Decontamination Kit	Kit	\$	40.00
Water Level Meter	Day	\$	35.00
Interface Probe	Day	\$	70.00
Flow Meter	Day	\$	75.00
Combo Meter	Day	\$	80.00
Ultrasonic Flow Meter	Day	\$	300.00
Shallow Groundwater Sampling Pump	Day	\$	60.00
Deep Groundwater Sampling Pump	Day	\$	100.00
Disposable Bailers	Unit	\$	15.00
Water Level Data Logger/Cables/Accessories	Day	\$	120.00
	Week	\$	500.00
	Month	\$	1,500.00