

**SUBJECT:** APPROVAL OF CHANGE ORDER NO. THREE FOR CONTRACT NO. 22-090P(C) WITH HDL ENGINEERING CONSULTANTS, LLC, FOR THE ENGSTROM ROAD TO TRUNK ROAD CONNECTOR PROJECT TO ADD \$164,134 FOR ENGINEERING SERVICES AND EXTEND THE CONTRACT TO MARCH 31, 2026.

**AGENDA OF: December 17, 2024**

**ASSEMBLY ACTION:**

Approved under the consent agenda 12/17/24 - EMW

**AGENDA ACTION REQUESTED:** Present to the Assembly for consideration.

Route To:	Signature
Project Management Division Manager	X <u>          C o l e B r a n n h a m          </u> <small>Signed by: Cole Branham</small>
Public Works Director	X <u>          M i c h a e l B r o w n          </u> <small>Signed by: Mike Brown</small>
Purchasing Director	X <u>          D u s t i n S i l v a          </u> <small>Signed by: Dustin Silva</small>
Finance Director	X <u>          C h e y e n n e H e i n d e l          </u> <small>Signed by: Cheyenne Heindel</small>
Borough Attorney	X <u>          J A f o r N S          </u> <small>Signed by: John Achenbrener</small>
Borough Manager	X <u>          M i c h a e l B r o w n          </u> <small>Signed by: Mike Brown</small>
Borough Clerk	X <u>          L o n n i e M c K e c h n i e          </u> <small>Signed by: Lonnie McKechnie</small>

**ATTACHMENT (S):** Cost Proposal (9 Pages)

**SUMMARY STATEMENT:** On January 31, 2022, the Matanuska-Susitna Borough (Borough) Purchasing Division issued a solicitation requesting proposals from qualified firms for engineering services for the Engstrom Road to Trunk Road Connector Project. The Engstrom Road to Trunk Road Connector project, Project No. 35472-1800-1811, is part of the Transportation Infrastructure Program 2021 (TIP21), approved as Proposition 1 by Borough voters in November 2021. The purpose of the Engstrom Road to Trunk Road Connector project is to improve safety and increase the capacity of the road network in the Fishhook area by providing an alternate route between Engstrom

Road and Trunk Road with a minimum design life of 20 years. The need of the project is to improve connectivity and reduce congestion to meet current and future traffic volumes, which are constructed by the Fishhook and North Lakes area's limited collector-level road network.

In response to the advertisement, six proposals were received. A proposal evaluation made up of Borough Public Works staff evaluated the proposals and selected HDL Engineering Consultants, LLC (HDL) as the most qualified firm for this project. The Purchasing Department, with the involvement of Public Works, negotiated with HDL to develop a fee proposal for professional engineering services for reconnaissance engineering and a preliminary evaluation of alternatives. On August 19, 2022, the Purchasing Division executed a professional service agreement with HDL for the contract amount of \$63,000 for the Engstrom Road to Trunk Road Connector project.

The Reconnaissance Engineering Report prepared by HDL in July 2023 addressed three alternatives: No Build, South Alignment, and North Alignment. The report considered purpose & need, design criteria, typical section, geotechnical, hydrology & hydraulics, environmental considerations, right-of-way requirements, pedestrian & bicycle facilities, utility impacts, planning documents, wind & snow drifts, DOT&PF facilities, and cost. Based on the report, Public Works recommends proceeding with preliminary engineering for the North Alignment. The North Alignment meets the purpose and need and aligns with long-term planning and goals.

On October 10, 2023, at the Joint Assembly and Planning Commission meeting, Public Works staff presented an update on the transportation projects, including a presentation on the Engstrom Road to Trunk Road Connector project. The presentation included an overview of the Engstrom Road to Trunk Road Connector project, the alternatives considered, and the proposed advancement to preliminary engineering of the North Alignment to evaluate further and begin preliminary engineering efforts for the preferred option.

Change Order One (1) added \$182,348 to provide preliminary engineering through the design study report (DSR) to evaluate the North Alignment further. The Consultant's services include preliminary environmental activities & permitting, geotechnical evaluation, hydrologic & hydraulic design, traffic & safety analysis, design study report, preliminary plans, and intersection alternatives. The change order also extended the contract to December 31, 2024. Change Order One was approved through AM 24-001 by the Assembly.

Change Order Two (2) added \$2,000 for survey work to collect data necessary for right-of-way acquisition. This survey included a tie to monumentation to support the acquisition process.

Change Order Three (3) will add \$164,134 to expand the Traffic and Safety Analysis to include additional alternative routes identified, along with an Alternative Analysis Memo and Public Involvement efforts. During the process of acquiring Right of Entry (ROE) for fieldwork, property owner concerns led to the need for further evaluation of additional routes. This change order will assess alternate routes to assist in selecting an alternative. The Public Involvement component will include a project website, advertising, and public meeting workshops. This change order will also extend the contract to March 31, 2026.

The Administration request authority to extend this contract up to 180 days for unforeseen circumstances.


**RECOMMENDATION OF ADMINISTRATION:** Approve Change Order Three (3) for Contract No. 22-090P(C) with HDL Engineering Consultants, LLC, for the Engstrom Road To Trunk Road Connector Project, to add \$164,134 for preliminary engineering services and extend the contract to March 31, 2026. Additionally, authorize contract extension authority up to 180 days.

**MATANUSKA-SUSITNA BOROUGH**

**FISCAL NOTE**

Agenda Date: December 17, 2024

SUBJECT: APPROVAL OF CHANGE ORDER NO. THREE FOR CONTRACT NO. 22-090P(C) WITH HDL ENGINEERING CONSULTANTS, LLC, FOR THE ENGSTROM ROAD TO TRUNK ROAD CONNECTOR PROJECT TO ADD \$164,134 FOR ENGINEERING SERVICES AND EXTEND THE CONTRACT TO MARCH 31, 2026.

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT <b>YES</b> NO
AMOUNT REQUESTED \$164,134.00	FUNDING SOURCE RSA and Roads & Bridges Cap Projects
FROM ACCOUNT # 410/430.000.000 4xx.xxx	PROJECT
TO ACCOUNT:	PROJECT #
VERIFIED BY:  X Liesel Weiland Signed by: Liesel Weiland	

**EXPENDITURES/REVENUES:**

(Thousands of Dollars)

OPERATING	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL		164.1				
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REVENUE						
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**FUNDING:**

(Thousands of Dollars)

General Fund						
State/Federal Funds						
Other		164.1				
TOTAL		164.1				

**POSITIONS:**

Full-Time						
Part-Time						
Temporary						

**ANALYSIS: (Attach a separate page if necessary)**

APPROVED BY:	12/4/2024
X	Cheyenne Heindel

Signed by: Cheyenne Heindel

December 3, 2024

Cole Branham  
Project Management Division Manager  
Matanuska-Susitna Borough Public Works  
350 East Dahlia Avenue  
Palmer, AK 99645

**Subject:** Cost Proposal – Additional Alternatives Analysis and Public Involvement Services  
Engstrom Road to Trunk Road Connector, MSB Project No. 35472-1811

As requested by the Matanuska-Susitna Borough (MSB), HDL Engineering Consultants, LLC (HDL) has prepared this scope and fee proposal for the following:

- Public Involvement – increasing the public outreach scope
- Alternatives Analysis – evaluating additional alternatives
- Traffic and Safety Analysis – evaluation of increased area

## Project Overview

### Background and Status

In August 2022, notice to proceed (NTP) 1 was issued for Preliminary Environmental and Reconnaissance Engineering services. Under this task, HDL analyzed two alternate routes connecting Engstrom Road to Trunk Road (Connector), identified as the North and South Alignments. HDL performed desktop evaluations of the environmental, cultural resources, geotechnical, hydrologic & hydraulic (H&H), and right-of-way (ROW) impacts of each route. The results of this analysis was summarized and submitted as a Reconnaissance Engineering Report (Recon Report) to the MSB in July 2023.

Then in February 2024, NTP 2 was issued for Preliminary Engineering services to support the further study, selection, and development of a preferred design alternative. Tasks approved under this NTP included fieldwork in support of further environmental, cultural resources, geotechnical, and H&H analysis and recommendations, in addition to traffic and safety analysis, a design study report, public involvement, and the development of plans, specifications, and estimate (PS&E) to a 35% design level. Also at this time, the MSB was in negotiations with the Stone Creek Estates owner during the plat application for subdividing and developing Stone Creek Estates. The MSB requested HDL assist with the process by providing preliminary design, including plan and profile sheets, and ROW recommendations.

3335 Arctic Boulevard, Suite 100, Anchorage, Alaska 99503  
1617 S Industrial Way, Suite 3, Palmer, Alaska 99645  
110 Trading Bay, Unit 120, Kenai, Alaska 99611

907.564.2120  
907.746.5230  
907.564.2120

Civil  
Engineering

Geotechnical  
Engineering

Transportation  
Engineering

Aviation  
Engineering

W/WW  
Engineering

Environmental  
Services

Surveying &  
Mapping

Construction  
Administration

Material  
Testing

While the MSB was in the process of acquiring Right of Entry (ROE) for fieldwork, the Lohmann-Olson Family LLLP, owners of multiple lots impacted by the proposed route, submitted a letter to the MSB Planning Commission requesting, among other things, that “alternative routes be vetted and evaluated, and a final route selected.” This letter and denial of ROE prompted further meetings and discussions, ultimately with the MSB’s desire to redefine the project scope so that it could meet requirements needed to secure federal funding for construction.

## **Task 6 – Traffic and Safety Analysis**

We will expand the scope of our Traffic and Safety Analysis, identified in our cost proposal dated December 6, 2023, to include each route identified as part of the alternatives analysis, discussed below, within the Fishhook Triangle area. We will analyze changes in traffic patterns based on the existing road network, the Connector alternatives, and other future road network connection projects including but not limited to the Engstrom Road Extension, Tex-Al Drive Extension, and the Palmer-Fishhook Road-Trunk Road Roundabout projects. The expanded scope will be captured in the Traffic and Safety Analysis Memo and summarized in the body of the Alternatives Analysis Memo.

## **Task 9 – Design Study Report**

### **Alternatives Analysis Memo**

HDL will expand upon the routes analyzed in the Recon Report by identifying and analyzing alternate routes for connecting Engstrom Road to Trunk Road. The analysis will include:

- a. Further review of the 2017 Fishhook Area Collector Study, MSB’s Long Range Transportation Plan (LRTP), and MSB’s Official Streets and Highway Plan (OSHP), the Bogard-Seldon Corridor Access Management Plan (CAMP), and the MSB’s Sub-Area Solutions Studies (SASS) to guide alternate route identification and impacts of future projects to traffic patterns.
- b. Identification of alternate routes connecting Engstrom Road to Trunk Road. Routes will be identified by evaluating existing collector and subcollector roadways, reviewing the LRTP and OSHP, the Bogard-Seldon CAMP, the MSB’s SASS, public/stakeholder input, and engineering judgement.
- c. A figure showing the preliminary alignments and intersection locations over an aerial photo for each alternative.
- d. A preliminary desktop geotechnical evaluation of the additional routes to evaluate existing soils and, if needed, an alternate preliminary structural section recommendation.
- e. A preliminary H&H desktop evaluation along the additional routes to identify any potential creek/stream crossing locations.
- f. Reconnaissance-level cost estimate, based on per-foot costs of similar roadways and stream crossings for each alternative.

We will summarize the findings in an Alternative Analysis Memo, highlighting attributes of each alternative, and provide a preferred alternative recommendation.

## **Task 10 – Public Involvement**

HDL will work closely with the MSB to engage the public and key stakeholders throughout the alternatives development process. A kickoff meeting for the PI task will take place to refine the schedule for engaging the public and key stakeholders throughout the development of alternatives. A Public Engagement Plan (PEP) will be developed to summarize timeline established during the task kickoff meeting that will outline methods that will be used to engage the public and key project stakeholders.

### **Project Website.**

Using the MSB’s styles guide, HDL will develop a project specific website that will be used throughout the project to engage and inform the public. The website content will be updated regularly including pre- and post-meetings with the public. The intent of the website is to keep the public informed of the project and opportunities to meet with the team, make project information readily accessible, and provide an easy way for the public to comment on the project. HDL will provide hosting services for the website and will purchase a URL that is project specific. All technical information and graphics presented on the website will be approved by the MSB. HDL will coordinate with the MSB, prior to each website update.

### **Public Meetings/Workshops.**

The MSB will host three public open houses to inform the public of the project and collect input on logical Engstrom to Trunk connections. Each public open house will include a project overview and informational exhibits as well as provide participants an opportunity to let the MSB know about their concerns as well as express ideas for alignment alternatives. HDL will schedule and plan each open house, develop all meeting materials (boards, comment forms, sign-in sheets, handouts, etc.) and will participate in each meeting. A meeting summary will be developed following each open house. HDL will prepare an Excel spreadsheet to track all comments received throughout the project.

### **Advertising.**

A project fact sheet will be distributed to all box holders within the project specific mailing boundary. The boundary will be developed in collaboration with the MSB. The project factsheet will including information detailing the project’s purpose, why it is necessary, a brief summary of the history of the project, and a link to the project website. Members of the public who are interested in the project will be asked to sign up on the project website to receive updates in regard to future public open houses. Public open house meetings will be advertised using methods including:

- Project website
- Newspaper advertisements (Anchorage Daily News and Frontiersman)
- MSB’s Facebook page

- Email distribution to those that have signed up for project updates via the project website
- Email distribution to those that the MSB has defined as a key stakeholder (community council members, road service area members, emergency services, etc.)

The MSB will be responsible for coordination and release of meeting information via the MSB's Facebook page. HDL will develop a project fact sheet and will attend two Mat-Su Borough Transportation Fairs.

### **Scoping Summary Report.**

HDL will prepare a report that summarizes public and stakeholder engagement throughout the alternatives development process.

### **Contract Extension**

The January 16, 2024 Purchase Order (No. 2024-00002501) authorizing Preliminary Engineering services lists a contract completion date of December 31, 2024. A revised completion will be required to continue the project.

### **Assumptions/Exclusions**

This quote is prepared using the following assumptions and exclusions; deviation may require additional compensation.

1. Alternatives analysis will include up to five (5) distinct routes, including the North and South Alignments identified in the Reconnaissance Engineering Report, particularly for the Traffic and Safety analysis. Other minor routes identified during research and analysis and/or from public and stakeholder engagement will be reviewed and discussed in the Alternatives Analysis Memo, and listed in the alternatives analysis matrix, but not directly analyzed in-depth for traffic pattern impacts.
2. Evaluation of environmental impacts is not included in this scope of work.
3. The project website URL will be good for up to two years. After two years use of the URL will require renewal.
4. Public meetings will take place at a venue agreed upon by the MSB.
5. Three public open house meetings are included in the scope. Additional coordination will be added by contract amendment.
6. Public meeting announcements will be displayed on the project website and will be placed in the Anchorage Daily News and the Frontiersman.



## Cost Proposal

We propose to provide the aforementioned services on a fixed fee basis at the cost identified below:

Task	Proposed Fee
#6 Traffic & Safety	\$51,270
#9 Design Study Report	\$69,110
#10 Public Involvement	\$43,754
<b>Total</b>	<b>\$164,134</b>

We look forward to continuing our work with you on the exciting project. If you have any questions, please feel free to contact me.

Sincerely,

HDL Engineering Consultants, LLC



Nick Oliveira, PE, PTOE

Principal Engineer

e: NOliveira@HDLalaska.com | o: 907.564.2120 | d: 907.564.2136

**Attach:** Cost Proposal (4 pages)

**CC:** Tom Adams, PE, MSB  
Shawn Hull, PE, HDL  
Heather Campfield, IAP<sup>2</sup>, HDL  
Matthew Coburn, PE, HDL  
Trevor Strait, PE, HDL



**COST ESTIMATE PER TASK**

<b>FIRM:</b> HDL Engineering Consultants			<b>PROJECT TITLE:</b> Engstrom Road to Trunk Road Connector								
<b>TASK NO:</b> 6	<b>TASK DESCRIPTION:</b> Traffic and Safety Analysis									<b>DATE:</b> 12/3/2024	
<b>GROUP:</b>	<b>METHOD OF PAYMENT:</b> FP <input checked="" type="checkbox"/> FPPE <input type="checkbox"/> T&E <input type="checkbox"/> CPFF <input type="checkbox"/>						<b>PREPARED BY:</b> Trevor Strait				

SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION												
		Project Manager	Contract Manager	Traffic Engineer	EIT	Designer/Drafter	Clerical					Sheets		
	General Mgmt & Coordination	4	2	4										
	Data Collection			8	16									
	Growth Rate Development			4	12									
	Traffic Forecasting			24	32									
	Alternative Capacity Analysis	2		48	48									
	Crash Analysis			4	8									
	Review Existing and Develop Alts			8	16									
	Sight Distance Analysis			4	8									
	Coordination/meetings	2		4										
	Draft Traffic Analysis Report			16	24	4	4							
	Final Traffic Analysis Report			8	12	2	2							
	QC Review	2												
<b>TOTAL LABOR HOURS</b>		10	2	132	176	6	6	0	0	0	0	0	0	0
<b>* LABOR RATES (\$/HR)</b>		\$180.00	\$205.00	\$180.00	\$130.00	\$130.00	\$90.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>LABOR COSTS (\$)</b>		\$1,800	\$410	\$23,760	\$22,880	\$780	\$540	\$0	\$0	\$0	\$0	\$0	\$0	\$0

EXPENSES					<b>COMMENTS:</b> See proposal dated December 3, 2024 for project scope and assumptions.
SUB-TASK NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE	
	Miovision Rental & Processing per day	2	\$500.00	\$1,000.00	
				\$0.00	
				\$0.00	
				\$0.00	
				\$0.00	
				\$0.00	
	Markup at 10%			\$100.00	
<b>TOTAL EXPENSES:</b>				<b>\$1,100</b>	
<b>FIRM'S TOTAL COST OF LABOR (or Fixed Price):</b>					<b>\$50,170</b>
<b>IF CPFF, TOTAL INDIRECT COST @</b>					<b>\$0</b>
<b>FIRM'S TOTAL EXPENSES</b>					<b>\$1,100</b>
<b>SUB-CONTRACTORS: Firm Initials and Price Per Task</b>					<b>FIRM'S TOTAL COST (no Subcontracts or Fee)</b>
					<b>\$51,270</b>
<b>FIRM:</b>				<b>Subtotal</b>	<b>10% Markup</b>
<b>AMOUNT:</b>				\$0	\$0
<b>TOTAL SUBCONTRACTOR PRICES:</b>					<b>\$0</b>

**COST ESTIMATE PER TASK**

<b>FIRM:</b> HDL Engineering Consultants			<b>PROJECT TITLE:</b> Engstrom Road to Trunk Road Connector										
<b>TASK NO.:</b> 9		<b>TASK DESCRIPTION:</b> Design Study Report								<b>DATE:</b> 12/3/2024			
<b>GROUP:</b>		<b>METHOD OF PAYMENT:</b> FP <input checked="" type="checkbox"/> FPPE <input type="checkbox"/> T&E <input type="checkbox"/> CPFF <input type="checkbox"/>			<b>PREPARED BY:</b> Shawn Hull								
SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION											
		Project Manager	Contract Manager	Civil Engineer	EIT	Clerical	Environ Lead	Geotech Lead	H&H Engineer	Drafter			
	General Mgmt & Coordination	12	8										
	<b>Documentation Review</b>												
	2017 Fishhook Collector Study			2									
	MSB's LRTP			2									
	MSB's OS&HP			4									
	Seldon/Bogard CAMP			2									
	MSB SASS			4									
	Review	2		2									
	<b>Alternatives Analysis</b>												
	Alternate Routes Identification	8		24									
	Desktop Eval.: Env, Geo, H&H	2		8			16	8	16				
	Develop Alternatives	16		100	100								
	<b>Alternatives Analysis Memo</b>												
	Project Background			1	2								
	Project Desc, Location, Vic Map			1	2					2			
	Purpose and Need			1	1								
	Design Standards/Guidelines			1	1								
	Typical Section & Ped. Facilities			1	1					2			
	Alternatives Comparision (Table)			2	4								
	Environmental Considerations			1	1		4						
	Drainage/Fish Passage			2	2				4				
	Traffic & Safety			4	2								
	ROW Requirements			4	8								
	Utility Impacts			2	4								
	Maintenance Considerations			2	4								
	Add'l Imp Project Impacts			2	4								
	Cost Estimate			2	4								
	Draft Memo Submittal	4		4	4	2							
	<b>Final Memo</b>												
	Comment Revisions/Responses	4		4	8								
	QC Review	8	2										
<b>TOTAL LABOR HOURS</b>		56	10	182	152	2	20	8	20	4	0	0	
<b>* LABOR RATES (\$/HR)</b>		\$180.00	\$205.00	\$160.00	\$130.00	\$90.00	\$150.00	\$150.00	\$160.00	\$130.00	\$0.00	\$0.00	
<b>LABOR COSTS (\$)</b>		\$10,080.00	\$2,050.00	\$29,120.00	\$19,760.00	\$180.00	\$3,000.00	\$1,200.00	\$3,200.00	\$520.00	\$0.00	\$0.00	
<b>EXPENSES</b>													
SUB-TASK NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE	<b>COMMENTS:</b> See proposal dated December 3, 2024 for project scope and assumptions.								
				\$0.00									
				\$0.00									
				\$0.00									
				\$0.00									
				\$0.00									
				\$0.00	<b>FIRM'S TOTAL COST OF LABOR (or Fixed Price):</b> \$69,110								
			Markup at 10%	\$0.00	<b>IF CPFF, TOTAL INDIRECT COST @</b> 0.00% \$0								
				<b>TOTAL EXPENSES:</b>	\$0	<b>FIRM'S TOTAL EXPENSES</b>							\$0
<b>SUB-CONTRACTORS: Firm Initials and Price Per Task</b>					<b>FIRM'S TOTAL COST (no Subcontracts or Fee)</b>								\$69,110
<b>FIRM:</b>				Subtotal	10% Markup								
<b>AMOUNT:</b>				\$0	\$0	<b>TOTAL SUBCONTRACTOR PRICES:</b>							\$0

FIRM: HDL Engineering Consultants				PROJECT TITLE: Engstrom Road to Trunk Road Connector								
TASK NO:	10	TASK DESCRIPTION:	Public Involvement								DATE:	12/3/2024
GROUP:		METHOD OF PAYMENT:	FP <input checked="" type="checkbox"/>	FPPE <input type="checkbox"/>	T&E <input type="checkbox"/>	CPFF <input type="checkbox"/>	PREPARED BY: Heather Campfield					
SUB-TASK NO.	SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION										
		Project Manager (SH)	ENV Manager (HC)	ENV Planner (MS)	ENV Specialist (GH)	GIS Specialist (MS)	Graphics Design/Web site (RJ)	Traffic Engineer (TS)	Designer/Drafter	Contract Manager	Contract Manager	
	<b>General Mgmt &amp; Coordination</b>											
	<b>Public Involvement</b>											
	<b>Public Engagement Plan</b>											
	Task Kickoff Mtg w/ MSB	2	2	4				4				
	Develop Project Engagement Plan		2	6								
	Develop Mailing List boundary/Mailing Addresses			2								
	<b>Project Website</b>											
	Develop Project Website		2	2			6					
	Updates to Project Website Pre-Meeting (3 updates)		2	2			6					
	Updates to Project Website Post-Meeting (3 updates)		2	2			6					
	<b>Public Meetings</b>											
	<b>Public Mtg 1</b>											
	Develop Meeting Advertisements			4			2					
	Develop Meeting Materials	2	4	8		2	6	2				
	Attend Meeting	3	3	6				3				
	Develop Meeting Summary	1	2	3								
	Document Public Comments Received	1	2	4								
	<b>Public Mtg 2</b>											
	Develop Meeting Advertisements			2			2					
	Develop Meeting Materials	2	4	6		2	6	2				
	Attend Meeting	3	3	6				3				
	Develop Meeting Summary and Website Update	1	2	3								
	Document Public Comments Received	1	2	4								
	<b>Public Mtg 3</b>											
	Develop Meeting Advertisements	2	4	6			6	2				
	Develop Meeting Materials	3	3	6		2		3				
	Attend Meeting	1	2	3								
	Develop Meeting Summary and Website Update	1	2	4								
	Document Public Comments Received											
	<b>Scoping Summary Report</b>											
	Draft/Final Report	2	2	8			3					
	<b>TOTAL LABOR HOURS</b>	25	45	93	0	6	45	19	0	0	0	
	* LABOR RATES (\$/HR)	\$180.00	\$205.00	\$125.00	\$145.00	\$125.00	\$145.00	\$180.00	\$130.00	\$205.00	\$0.00	
	<b>LABOR COSTS (\$)</b>	\$4,500.00	\$9,225.00	\$11,625.00	\$0.00	\$750.00	\$6,525.00	\$3,420.00	\$0.00	\$0.00	\$0.00	
	<b>EXPENSES</b>											
SUB-TASK NO.	ITEM(S)	QUANTITY	UNIT PRICE	TOTAL PRICE	<b>COMMENTS:</b> See proposal dated December 3, 2024 for project scope and assumptions. Assumes meeting space will be free to MSB use.							
	Mailing Addresses w/in Mailing Boundary (addresses obtained from MSB parcel data)	0		\$0.00								
	URL for Project Website	1	\$40.00	\$40.00								
	Public Meeting Materials	3	\$275.00	\$825.00								
	Public Board Displays	9	\$150.00	\$1,350.00								
	Public Mtg Venue Rental (assumes meeting space is free to MSB)	0		\$0.00								
	Newsletter/Postcard (printing/mailling, 4300 boxes x 1 mailer)	1	\$3,293.18	\$3,293.18								
	Meeting Advertisements (ADN/Frontiersman x 3 mtgs)	3	\$500.00	\$1,500.00								
					<b>FIRM'S TOTAL COST OF LABOR (or Fixed Price):</b> \$36,045							
					<b>IF CPFF, TOTAL INDIRECT COST @ 0.00%:</b> \$0							
					<b>TOTAL EXPENSES:</b> \$7,709							
					<b>FIRM'S TOTAL EXPENSES:</b> \$7,709							
					<b>FIRM'S TOTAL COST (no Subcontracts or Fee):</b> \$43,754							
<b>SUB-CONTRACTORS: Firm Initials and Price Per Task</b>												
<b>FIRM:</b>					<b>Subtotal</b>	<b>10% Markup</b>						
<b>AMOUNT:</b>					\$0	\$0	<b>TOTAL SUBCONTRACTOR PRICES:</b> \$0					