

The Hanover Insurance Company

AMB #: 002225 NAIC #: 22292 FEIN #: 135129825

Administrative Office

440 Lincoln Street
Worcester, Massachusetts 01653-0002
[United States](#)

Web: www.hanover.com

Phone: 508-853-7200

Fax: 508-853-6332

[View Additional Address Information](#)

AM Best Rating Unit: [AMB #: 004861 - Hanover Ins Group Prop & Cas Cos](#)



Assigned to insurance companies that have, in our opinion, an excellent ability to meet their ongoing insurance obligations.

[View additional news, reports and products](#) for this company.

Based on AM Best's analysis, [058505 - The Hanover Insurance Group, Inc.](#) is the **AMB Ultimate Parent** and identifies the topmost entity of the corporate structure. [View a list of operating insurance entities](#) in this structure.

Best's Credit Ratings

Financial Strength Rating [View Definition](#)

Rating: A (Excellent)
Affiliation Code: g (Group)
Financial Size Category: XV (\$2 Billion or greater)
Outlook: Stable
Action: Affirmed
Effective Date: June 13, 2019
Initial Rating Date: December 31, 1907
Long-Term Issuer Credit Rating [View Definition](#)

Long-Term: a+
Outlook: Stable
Action: Upgraded
Effective Date: June 13, 2019
Initial Rating Date: May 04, 2005
u Denotes [Under Review Best's Rating](#)

The Hanover American Insurance Company

AMB #: 010784 NAIC #: 36064 FEIN #: 043063898

Domiciliary Address

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Worcester, Massachusetts 01653-0002
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[View Additional Address Information](#)

AM Best Rating Unit: [AMB #: 004861 - Hanover Ins Group Prop & Cas Cos](#)



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Best's Credit Ratings

Financial Strength Rating [View Definition](#)

Rating: A (Excellent)
Affiliation Code: r (Reinsured)
Financial Size Category: XV (\$2 Billion or greater)
Outlook: Stable
Action: Affirmed
Effective Date: June 13, 2019
Initial Rating Date: October 12, 1993
Long-Term Issuer Credit Rating [View Definition](#)

Long-Term: a+
Outlook: Stable
Action: Upgraded
Effective Date: June 13, 2019
Initial Rating Date: May 04, 2005
u Denotes [Under Review Best's Rating](#)

Lexington Insurance Company

AMB #: 002350 NAIC #: 19437 FEIN #: 251149494

Administrative Office

99 High Street 23rd Floor
Boston, Massachusetts 02110
[United States](#)

Web: www.aig.com

Phone: 617-330-1100

[View Additional Address Information](#)

AM Best Rating Unit: [AMB #: 005953 - AIG Property Casualty Insurance Group](#)



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Based on AM Best's analysis, [058702 - American International Group, Inc.](#) is the **AMB Ultimate Parent** and identifies the topmost entity of the corporate structure. View a list of [operating insurance entities](#) in this structure.

Best's Credit Ratings

Financial Strength Rating [View Definition](#)

Rating: A (Excellent)
Affiliation Code: p (Pooled)
Financial Size Category: XV (\$2 Billion or greater)
Outlook: Stable
Action: Affirmed
Effective Date: July 12, 2019
Initial Rating Date: June 30, 1966
Long-Term Issuer Credit Rating [View Definition](#)

Long-Term: a
Outlook: Stable
Action: Affirmed
Effective Date: July 12, 2019
Initial Rating Date: April 06, 2005

u Denotes [Under Review Best's Rating](#)

WORK AUTHORIZATION FORM

PROFESSIONAL SERVICES – CONTINUING SERVICES CONTRACT

Once completed, print the form, have it signed by all those indicated below and mail to OMB/Purchasing. Please be advised, the use of professional services under the continuing services contract is restricted as follows: The cost of the engineering study is < \$200,000 or the cost of the construction project for which an engineering design is being performed is < \$2 million.

USE THE TAB KEY TO MOVE BETWEEN FIELDS

NAME OF PROJECT: Meadowcrest WWTF BMAP Upgrades

DEPARTMENT / DIVISION / OFFICE: Water Resources/Utility Planning & Engineering Division

TECHNICAL CONTACT: Tina Malmberg

GRANT FUNDED: YES x NO

FINANCING REQUIRED: YES x NO

ACCOUNT NUMBER: 9601A-53100

BUDGET AMOUNT: \$69,980

PLANNING/STUDY YES x NO

DESIGN / CONSTRUCTION x YES NO

DESCRIBE THE PROJECT; GIVE THE NAME OF CONSULTANT; AND PROVIDE QUOTED PRICE

The County desires to evaluate the feasibility of an interim minor facility upgrade of the Meadowcrest WWTF in order to reliably meet the current FDEP effluent nitrate limit as well as meet potential future total nitrogen limits. These goals have been identified by the County to meet the requirements set forth in the Basin Management Action Plan (BMAP) and by doing so will reduce nitrogen nutrient loading to the Crystal River/Kings Bay Springshed.


The Department would like to retain Wright-Pierce, Inc. as part of the RFQ, "Professional Services Contract", to provide professional services to assist the County for the purpose of preparing design and permitting documents, bidding and construction assistance for the facility upgrades for the above referenced project. The cost for professional services provided by ~~Stroud Engineering Consultants, Inc.~~ Wright-Pierce, Inc. is a lump sum amount of \$69,980.00.

Please see attached herewith the Scope of Services documents for your review.

REQUESTOR Christina Malmberg Digitally signed by Christina Malmberg
Date: 2020.05.04 13:10:53 -04'00' DATE _____

DIVISION DIRECTOR Christina Malmberg Digitally signed by Christina Malmberg
Date: 2020.05.04 13:10:31 -04'00' DATE _____
Required regardless of the cost

DEPARTMENT DIRECTOR  DATE 5/4/2020
Required if cost is > \$5,000

MANAGEMENT & BUDGET DIRECTOR  DATE 5-5-2020
Required if cost is > \$10,000

CHAIRMAN _____ DATE _____
Required if cost is > \$25,000

EXHIBIT A

SCOPE OF SERVICES FOR PROFESSIONAL ENGINEERING SERVICES FOR MEADOWCREST WASTEWATER TREATMENT FACILITY INTERIM UPGRADES

Through execution of this Consultant Agreement (AGREEMENT), Citrus County, Florida (COUNTY) authorizes Wright-Pierce (CONSULTANT) to provide certain professional services for design, bidding, and limited construction administration in support of the Interim Upgrades at the Meadowcrest Wastewater Treatment Facility (WWTF) Project (PROJECT). The Design Phase, Bidding Phase, and Limited Construction Administration Scope of Services to be performed by the CONSULTANT are described herein.

PROJECT BACKGROUND AND DESCRIPTION

The Meadowcrest WWTF employs a step-feed process with alternating anoxic and aerobic basins for secondary treatment and biological nitrogen removal. The County indicated that the WWTF has not been able to reliably meet the FDEP permit limit of 12 mg/L Total Nitrate-N. The limit has been exceeded occasionally in spite of the fact the current flows and loads are under the facility's permitted design capacity. The following is a summary of potential issues of the step-feed process based on discussion with WWTF operating staff and Wright-Pierce's review of available documents and data:

- The existing step-feed system may not provide optimum allocation of reactor volume, aeration capacity and nitrate-rich return flows for desired denitrification efficiency to maintain effluent nitrate below 12 mg/L.
- The WWTF accepts landfill leachate from the Citrus County landfill, which may lower the biochemical oxygen demand to nitrogen (BOD/N) ratio of the influent wastewater and compromise denitrification efficiency in the step-feed process.
- The turndown capability of the aeration blowers is limited as a result of inherent issues with the blowers operating at low speed (overheating, bearing lubrication). Over-aeration in the aeration zones may lower denitrification efficiency by sending too much dissolved oxygen to the downstream anoxic basins.
- Some of the slide gates within the step-feed process are broken or missing, which limits operational flexibility and process adjustments.

In addition, a more stringent total nitrogen effluent regulation is expected at the Meadowcrest WWTF in the near future. The lower limits will likely be promulgated from the State of Florida's Total Maximum Daily Load (TMDL) and Basin Management Action Plan (BMAP) programs. The County desires to evaluate the feasibility of an interim minor upgrade at the WWTF to 1) reliably meet the current FDEP effluent nitrate limit, and 2) meet potential future total nitrogen limits. The following is a summary of the project goals:

- Evaluate the feasibility of nitrogen removal efficiency improvement at the WWTF to meet existing FDEP permit limits via minor capital improvement and process optimization. Minor capital improvement will be limited to equipment and piping upgrades and minor structural modifications.
- Evaluate the feasibility of nitrogen removal efficiency improvement at the WWTF to meet the BMAP total nitrogen effluent limits via minor capital improvement and process optimization (both at current flows and loads and current permitted flows).
- Propose up to two improvement alternatives and evaluate each alternative.
- Apply for Minor Modification to the existing FDEP Domestic Wastewater Facility Permit.

- Provide design services for construction of the selected improvement alternative.
- Assist the County with the bidding.
- Provide limited construction administration services.

Details regarding the services to be provided to implement the PROJECT are presented below.

A. SCOPE OF SERVICES

TASK 1 – KICKOFF MEETING

The CONSULTANT will prepare an agenda for and participate in the Kickoff Meeting with the COUNTY. During the meeting, the following will be discussed:

- Overall scope and schedule.
- Lines of communications.
- Critical success factors.
- Existing and proposed service areas.
- Existing wastewater collection/transmission system constraints and current improvement plans.
- Information needs.

Wright-Pierce will identify if any of the following project documentation is needed upon thorough review of the data received for other ongoing projects. Should additional information be required the COUNTY will upload the data to the SharePoint FTP site for the CONSULTANT use within two weeks of the Kickoff Meeting. Potential data needs include:

- Latest Capacity Analysis Report and Operation & Maintenance Performance Report
- Daily Monitoring Reports (DMRs) from January 2018 to December 2019.
- Latest Wastewater Master Plan related to the WWTF.
- On-going and planned capital improvements to the WWTF.

Following the meeting, the CONSULTANT will develop and submit a meeting summary for review and comment by meeting attendees. If updates are requested to meeting summary, the CONSULTANT will amend and resubmit the meeting summary accordingly.

Deliverable(s): The meeting agenda will be transmitted via e-mail to the COUNTY’s Project Manager (PM) for review before the meeting. Hard copies of the addenda will be distributed at the meeting. A PDF of the meeting summary will be transmitted to the meeting attendees via e-mail.

TASK 2 – FEASIBILITY EVALUATION PHASE SERVICES

As part of this PROJECT, the CONSULTANT will evaluate feasibility of nitrogen removal efficiency improvements to meet the current and future nitrogen limits with minor capital improvements. The following services will be performed under Task 2:

Subtask 2.1 – Wastewater Flows and Loads Characterization, Review of Existing Conditions, and Treatment Goals Development

CONSULTANT will review historical operating data and other available documents as well as observe the process operation to further evaluate the treatment efficiency issues. CONSULTANT will develop wastewater flows and

loads characterization using the historical operating data and leachate data. Treatment efficiency goals will be developed based on the current FDEP permit limits and the future BMAP limits.

Subtask 2.2 – Feasibility and Alternatives Evaluation for Nitrogen Removal Efficiency Improvements

CONSULTANT will evaluate the feasibility of nitrogen removal efficiency improvements to meet the current and future nitrogen limits with minor capital improvements. Such minor capital improvements may include the following:

- Piping improvements to change influent wastewater inlet locations
- Equipment and piping additions to promote internal recirculation
- Aeration blower rehabilitation and/or replacement
- Leachate handling improvements
- External carbon source addition
- Other process optimizations (SRT allocation, aeration adjustment, etc.)

The feasibility evaluation will be conducted with respect to the future stringent total nitrogen limits as well as the current FDEP effluent limits. Up to two improvement alternatives will be proposed and evaluated with opinions of probable construction costs.

Deliverable(s): A Draft Technical Memorandum will be electronically transmitted to the COUNTY as a PDF document. The Final Technical Memorandum will be electronically submitted as a PDF and two hardcopies will be submitted to the COUNTY.

Subtask 2.3 – Minor Modification to FDEP Permit

CONSULTANT will apply for Minor Modification to the FDEP Domestic Wastewater Facility Permit. The submittal to the FDEP will include the following:

- Final Technical Memorandum with final recommendations
- Completed DEP Form 62-620.910(9)

CONSULTANT will respond to up to one Request for Additional Information (RAI) from the FDEP to support the application.

Deliverable(s): A Minor Modification permit application, comprised of the items listed above, will be electronically submitted to the COUNTY and the FDEP as a PDF document. If an RAI is received, the CONSULTANT will provide supplemental information in PDF format (letter, supporting documents) to the FDEP to support the application.

TASK 3 – FINAL DESIGN PHASE SERVICES

The Technical Memorandum will establish the types, sizes and general layout of the components (e.g., equipment, piping, valves, minor modification of structures) to be used in the final design. For this reason, Final Design Phase Services will be initiated after acceptance of the Technical Memorandum by the COUNTY. The below services will be performed during the Final Design Phase of the PROJECT.

Subtask 3.1 – 60% Design Documents

The CONSULTANT will prepare 60% Design Documents, consisting of the following:

1. Design Drawings.
2. Technical Specifications.
3. Opinion of probable construction cost.

The CONSULTANT will submit the 60% Design Documents to the COUNTY for review and comment. Subsequently, the CONSULTANT will prepare an agenda for and participate in the 60% Design Documents Review Meeting to discuss the COUNTY's comments and agree on modifications to be incorporated into 90% Design Documents.

Following the meeting, the CONSULTANT will develop and submit a meeting summary for review and comment by meeting attendees. If updates are requested to meeting summary, the CONSULTANT will amend and resubmit the meeting summary accordingly. The meeting summary will capture modifications agreed upon by the COUNTY and the CONSULTANT.

Deliverables: The meeting agenda will be transmitted via e-mail to the COUNTY's PM for review before the meeting. Hard copies of the addenda will be distributed at the meeting. A PDF of the meeting summary will be transmitted to the meeting attendees via e-mail. The 60% Design Documents will be shipped to the COUNTY and will include PDFs of the documents and ACAD files of the design drawings and two hard copy sets of the documents. The PDFs and hard copies of the design drawings will be half size (11" x 17").

Subtask 3.2 – 90% Design Documents

The CONSULTANT will prepare 90% design documents, consisting of the following:

1. Design Drawings.
2. Front End and Technical Specifications.
3. Opinion of probable construction cost.

The 90% Design Documents will incorporate modifications agreed upon and captured in the summary of the 60% Design Documents Review Meeting and will represent the complete design ending the COUNTY's approval. The CONSULTANT will submit the 90% Design Documents to the COUNTY for review and comment. Subsequently, the CONSULTANT will prepare an agenda for and participate in the 90% Design Documents Review Meeting to discuss the COUNTY's comments and agree on modifications to be incorporated into the 100% Design Documents.

Following the meeting, the CONSULTANT will develop and submit a meeting summary for review and comment by meeting attendees. If updates are requested to meeting summary, the CONSULTANT will amend and resubmit the meeting summary accordingly. The meeting summary will capture modifications agreed upon by the COUNTY and the CONSULTANT.

Deliverables: The meeting agenda will be transmitted via e-mail to the COUNTY's PM for review before the meeting. Hard copies of the addenda will be distributed at the meeting. A PDF of the meeting summary will be transmitted to the meeting attendees via e-mail. The 90% Design Documents will be shipped to the COUNTY and will include PDFs of the documents and ACAD files of the design drawings and two hard copy sets of the documents. The PDFs and hard copies of the design drawings will be half size (11" x 17").

Subtask 3.3 – 100% Design Documents

The CONSULTANT will prepare 100% design documents, consisting of the following:

1. Design Drawings.
2. Front End and Technical Specifications.
3. Opinion of probable construction cost.

The 100% Design Documents will incorporate the final modifications agreed upon and captured in the summary of the 90% Design Documents Review Meeting and will represent the complete design. The CONSULTANT will submit the 100% Design Documents to the COUNTY for use in the Bid Phase of the PROJECT.

Deliverables: The 100% Design Documents will be shipped to the COUNTY and will include PDFs and original file formats (Word, Excel and ACAD) and two hard copy sets of the documents. The hard copies of the Front End and Technical Specifications and the Design Drawings will be signed and sealed. The PDFs and hard copies of the design drawings will be half size (11” x 17”).

TASK 4 – BIDDING PHASE SERVICES

The below services will be performed during Bid Phase of the PROJECT.

Subtask 4.1 – Pre-bid Meeting

The CONSULTANT will prepare an agenda for and participate in one pre-bid meeting including a pre-bid site visit immediately following the meeting. The pre-bid meeting will be led by the COUNTY and the CONSULTANT. The COUNTY will open the meeting, review bidding and contractual elements and close the meeting. The CONSULTANT will provide an overview of the PROJECT, discuss relevant technical details and respond to questions. The COUNTY will prepare and issue an Addendum summarizing pertinent aspects of the meeting. The responses to Bidder’s questions in the Addendum will supersede any responses provided at the meeting.

Deliverables: The meeting agenda will be transmitted via e-mail to the COUNTY’s PM for review before the meeting. Hard copies of the addenda will be distributed at the meeting.

Subtask 4.2 – Bid Addenda

The CONSULTANT will prepare up to two bid addenda as required to address/respond to questions and comments submitted to the COUNTY by prospective bidders. The CONSULTANT will transmit bid addenda to the COUNTY. The COUNTY will issue bid addenda to prospective bidders.

Deliverables: Each bid addendum will be submitted to the COUNTY via e-mail in Word format. If specification sections and/or drawings need to be issued or re-issued as part of an addendum, the e-mail submission will include PDFs of these documents.

Subtask 4.3 – Bid Recommendation

The CONSULTANT will review the COUNTY’s bid tabulation, bidder references, and provide a recommendation of award letter to the COUNTY.

Deliverables: A PDF will be of the award recommendation letter will be transmitted to the COUNTY's PM via e-mail.

TASK 5 – LIMITED CONSTRUCTION ADMINISTRATION SERVICES

These services will be performed during construction of the Project. For the purpose of this Amendment it is assumed that the construction duration will not exceed 270 calendar days with 210 calendar days of active construction that require site visits.

Subtask 5.1 – Pre-Construction Meeting

The CONSULTANT shall attend one pre-construction meeting and prepare a meeting agenda and meeting summary (unless meeting agenda/meetings are included in Contractor's scope).

Subtask 5.2 – Preliminary Matters and Contract Documents

The CONSULTANT shall provide three sets of signed and sealed 24" x 36" conformed construction drawings to scale and three sets of technical specifications for distribution to the COUNTY and the Contractor. Additionally, the CONSULTANT shall also submit one electronically signed and sealed set of all conformed drawings and technical specifications. The conformed construction drawings and technical specifications shall incorporate all changes and clarifications to the documents during the bid and pre-award phases.

The CONSULTANT shall review and approve the preliminary schedule of shop drawings and submittals, the preliminary schedule of values, and the construction schedule for the Project.

Subtask 5.3 – Shop Drawing Review

Review contractor's shop drawings and other submittals for general conformance with the Contract Documents.

Subtask 5.4 – Construction Progress Meetings

Attend up to four construction progress meetings.

Subtask 5.5 – Construction Site Visits

The CONSULTANT's Engineer of Record (EOR), or designated representative, will visit the site at intervals deemed appropriate by the CONSULTANT to review the construction of the Project for general conformance with Contract Documents. At a minimum, the EOR will conduct five site visits during the construction of the Project. Four of the site visits will be performed on the same day of the construction progress meetings. Witnessing of start-up testing and training, as required will be performed as and considered a site visit.

Subtask 5.6 – Requests for Information (RFIs)

Review RFIs submitted by the contractor and provide written responses to the Contractor. The Contractor shall maintain an RFI log for the Project. The number of RFIs will be limited to 10.

Subtask 5.7 – Change Orders

The CONSULTANT will review requests from the contractor for changes in Contract Price or Contract Time and provide written comments to the contractor and the COUNTY. If acceptable, the CONSULTANT will prepare a

written Change Order to be signed by the CONSULTANT and the contractor and submitted to the COUNTY for approval.

Subtask 5.8 – Substantial Completion

Upon written notification and receipt of a list of items to be completed/corrected from the Contractor, the CONSULTANT will visit the site to determine if the work or a designated portion thereof is substantially complete. For the purpose of this task, the CONSULTANT assumes that one substantial completion site visits will be required. When the work (or a portion thereof) is deemed to be substantially complete, the CONSULTANT will prepare a Certificate of Substantial Completion that establishes the date of Substantial Completion. The Certificate of Substantial Completion shall be accompanied by a list of items to be completed/corrected.

Subtask 5.9 – Project Close-Out

Upon written notification from the Contractor that the entire work is complete, the CONSULTANT will visit the site to determine if the work is complete as required by the Contract Documents. For the purpose of this task, the CONSULTANT assumes that one final completion site visit will be required. When the work is deemed to be complete by the CONSULTANT and the COUNTY, the CONSULTANT will review the contractor's final Application for Payment and accompanying documentation and provide a written recommendation of payment to the COUNTY.

The CONSULTANT will review Contractor's as-built drawings for completeness and compliance with COUNTY requirements. This effort shall include the preparation of written comments for submission to the Contractor based on the CONSULTANT'S review of the as-built drawings. The CONSULTANT will prepare record drawings based on the Contractor's as-built data. One complete 24" x 36" set of draft record drawings shall be submitted for review by the COUNTY. The CONSULTANT will incorporate all comments from the draft review, then submit signed and sealed electronic sets (PDF and AutoCAD) and one (1) signed and sealed 24" x 36" hard copy set of the record drawings to the COUNTY within 30 days of the receipt of the Contractor's final as-built drawings.

The CONSULTANT shall prepare and submit a "Notification of Completion of Construction for Wastewater Facilities or Activities" (Form 62-620.910(12)) to the FDEP.

The CONSULTANT shall prepare and submit a "Notification of Availability of Record Drawings and Final Operation and Maintenance Manuals" (Form 62-620.910(13)) to the FDEP.

EXCLUSIONS AND ASSUMPTIONS

The Scope of Services and Fee are based on the following exclusions and assumptions:

1. All preliminary and final phase meetings will be held in the COUNTY's Water Resources Office.
2. The CONSULTANT will set up a SharePoint FTP site that will be used throughout the project to electronically transmit documents, data and information between the COUNTY and the CONSULTANT.
3. The drawings will conform to the CONSULTANT's CADD standards and will utilize the COUNTY's CADD details where appropriate. The vertical control datum will be the North American Vertical Datum (NAVD) of 1988. The horizontal control datum (if needed) will be the North American Datum (NAD) of 1983.
4. The technical specifications will conform to the Construction Specifications Institute (CSI) 16

division format. The COUNTY’s standard front-end specifications (i.e., the Bidding and Contract Requirements) will be used and will include the Standard General Conditions of the Construction Contract prepared by the Engineers Joint Contract Documents Committee (EJCDC). The CONSULTANT will customize its master technical specifications (Divisions 01 – 16) to accommodate the materials and equipment preferred by the COUNTY and the COUNTY’s front-end requirements.

5. The COUNTY will do the following:
 - Provide the requested items listed in Task 2 to the CONSULTANT within two weeks of the Kickoff Meeting.
 - Provide the CONSULTANT access to the Meadowcrest WWTF.
 - Schedule review meeting within two weeks of submission of documents.
 - Provide all comments related to submitted documents by the date of the associated review meeting.
 - Advertise PROJECT and issue Bid Documents and addenda to prospective bidders.
 - Participate in the pre-bid meeting and prepare the pre-bid meeting agenda and summary.
 - Develop and provide bid tabulation to CONSULTANT.
6. The CONSULTANT will pay permit fees for FDEP permit applications.

B. SCHEDULE

The PROJECT will begin immediately after the CONSULTANT receives a written Notice-to-Proceed (NTP) and an executed copy of the AGREEMENT. The CONSULTANT will coordinate the overall PROJECT schedule with the COUNTY but assumes the overall design and bidding phase portion of the PROJECT will be completed within 210 calendar days. The schedule will be adjusted based on discussions with the COUNTY and the actual date the CONSULTANT receives the NTP. The below table presents critical milestones:

Milestone	Calendar Days After Receiving NTP
TASK 1 – KICKOFF MEETING	14
TASK 2 – FEASIBILITY EVALUATION PHASE SERVICES (two months)	75
TASK 3 – FINAL DESIGN PHASE SERVICES (three months)	165
TASK 4 BIDDING PHASE SERVICES (45 days)	210
TASK 5 LIMITED CONSTRUCTION ADMINISTRATION SERVICES (270 days)	480

C. COMPENSATION

This AGREEMENT establishes a lump sum cost of **\$69,980.00**. The not-to-exceed cost includes the CONSULTANT’s lump sum fees associated to the complete the Scope of Services tasks described herein and a permit fee allowance as shown in the table below. Monthly invoices will be submitted. The work will be billed on a percent complete basis.

Task	Cost
1. Kickoff Meeting	\$2,380
2. Feasibility Evaluation Phase Services	10,100
3. Final Design Phase Services	\$34,250
4. Bidding Phase Services	\$3,400
5. Limited Construction Administration Services	\$19,300
6. Permit Fee Allowance	\$550
Total	\$69,980

The Permit Fee Allowance will be used to reimburse the CONSULTANT for the costs incurred with paying and invoicing the permit fees. Documentation of the permit fee(s) paid by the CONSULTANT will be submitted with monthly invoices. The reimbursement amount will include the direct permit fee plus a 10% markup for processing and handling. The CONSULTANT will not be owed any unused portions of the Permit Allowance upon PROJECT completion.