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February 26, 2016



Greg Fries  
City of Madison - Engineering Division  
210 Martin Luther King Jr. Blvd.  
Madison, WI 53703

Subject: Request for Amendment to Starkweather Creek Coagulant Treatment System;  
Contract # 7405  
Amendment #3

Dear Mr. Fries:

Thank you for this opportunity to continue serving the City of Madison. Brown and Caldwell (BC) presents this scope of work and budget for additional services related to the above referenced project.

### **Scope of Services**

The scope of services to be performed by Brown and Caldwell is described below.

#### **1. Hand-Drawn Renderings of Project.**

BC will produce three (3) renderings described as:

- a. Plan View of project site. (Milwaukee Street to USH 30; N. Fair Oaks/Railroad to W. Corporate Drive/Blettner Blvd)
- b. Oblique View of treatment pond and treatment facilities.
- c. Oblique View of channel diversion structure.

The purpose of the renderings is to provide the public with a conceptual view of the project physical features and site conditions. Each rendering will be prepared in a draft format for review by City staff. One review of each rendering is budgeted. Upon City review and comment, a discussion will be held to clarify comments before renderings are finalized. Each rendering will be delivered in a digital format and a hard copy print approximately 30" by 42" size.

#### **2. Wisconsin DNR Meeting Assistance (1)**

BC will prepare material and attend one meeting with WDNR and City staff to explain the results of the feasibility study and discuss regulatory issues related to design and implementation of the project. BC's assistance will consist of:

- a. Prepare and print hard copy materials for the meeting consisting of: 1) results of treatment system modeling, 2) calculations of treatment performance, 3) existing CAD drawings of the facility, and 4) identified issues related to design of the facility.
- b. Three (3) BC staff will attend the meeting with WDNR to address all aspects of the project and fully respond to questions. Mr. Jeff Herr will be available via telephone to respond to questions during the meeting.

BC assumes one three (3) hour meeting at the WDNR Fitchburg office for budgeting purposes.

### **3. Public Informational Meetings (2)**

BC will prepare material and attend two meetings with public groups and City staff to explain the results of the feasibility study and present design aspects of the project. BC will prepare materials in a PowerPoint format for presentation at the meetings. BC will provide two project staff people to attend and assist with each public meeting. BC assumes each meeting is 2 hours for budgeting purposes.

### **4. Respond to City Requests**

Until BC and the City have executed an agreement for the Starkweather Coagulant Treatment System Phase II Project, the City may have specific information requests from BC. A total allotment of 16 hours have been budgeted for BC staff to respond to special requests from the City should this need arise. To be clear: 1) BC would only charge time under this task with the express email consent from the City and 2) BC is not charging any time for the normal effort necessary to prepare an acceptable scope and budget for the Phase II project.

### **Compensation**

Compensation for services shall be on a time-and-expense basis. Charges will be made in accordance with the Terms and Conditions stated below and shall not exceed \$20,056.00.

### **Schedule**

The work defined above shall begin after receiving the notice to proceed from the City and will be completed based upon the City's schedule. It is anticipated that all meetings will be concluded by June 30, 2016.

### **Terms and Conditions**

The work conducted under this amendment will be under the same terms and conditions as the agreement signed by the City and Brown and Caldwell dated January 5, 2015 for the Starkweather Creek Coagulant Treatment Feasibility Study.

**Project Assumptions**

1. The City will make all arrangements for the time and location of each meeting under Task 2 and 3.
2. The City will be responsible for printing of hard copy handout material (if any) at the public meetings identified under Task 3.
3. All meetings will take place within Dane County, WI.

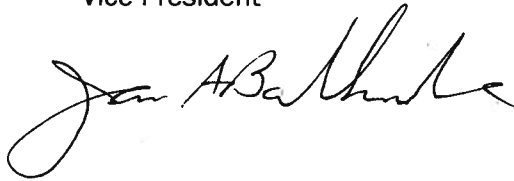
We look forward to the opportunity to perform the work for you. Please call if you have questions.

Very truly yours,

**Brown and Caldwell**

A handwritten signature in black ink, appearing to read "Andrew Lukas". The signature is fluid and cursive, with a long horizontal stroke at the end.

Andrew Lukas  
Vice President

A handwritten signature in black ink, appearing to read "James Bachhuber". The signature is cursive and somewhat stylized, with a large initial "J".

James Bachhuber  
Client Manager

