

WORK ORDER

PURSUANT TO A MASTER AGREEMENT BETWEEN
THE CITY OF FORT COLLINS
AND
ICON ENGINEERING INC.

WORK ORDER NUMBER: Timberline Levee – 09-2019
PROJECT TITLE: Poudre River Modeling & Alternatives
Analysis – Timberline to the ELC
ORIGINAL BID/RFP NUMBER & NAME: 8497, Stormwater Consulting Engineering
Services

MASTER AGREEMENT EFFECTIVE DATE: 06/26/17

ARCHITECT/ENGINEER: ICON Engineering

OWNER’S REPRESENTATIVE: Jason Stutzman

WORK ORDER COMMENCEMENT DATE: May 12, 2020

WORK ORDER COMPLETION DATE: September 30, 2020

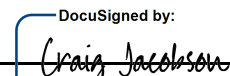
MAXIMUM FEE: (time and reimbursable direct costs): \$70,450.00

PROJECT DESCRIPTION/SCOPE OF SERVICES: See attached supporting documentation.

Service Provider agrees to perform the services identified above and on the attached forms in accordance with the terms and conditions contained herein and in the Master Agreement between the parties. In the event of a conflict between or ambiguity in the terms of the Master Agreement and this Work Order (including the attached forms) the Master Agreement shall control.

The attached forms consisting of five (5) pages are hereby accepted and incorporated herein, by this reference, and Notice to Proceed is hereby given after all parties have signed this document

SERVICE PROVIDER: ICON ENGINEERING INC.

By: 
Name: Craig Jacobson

Date: May 14, 2020
Title: Principal



OWNER'S ACCEPTANCE & EXECUTION:

This Work Order and the attached Contract Documents are hereby accepted and incorporated herein by this reference.

ACCEPTANCE: DocuSigned by:
Jason Stutzman Date: May 14, 2020
Jason Stutzman, Project Manager

REVIEWED: DocuSigned by:
Pat Johnson Date: May 14, 2020
Pat Johnson, Senior Buyer

REQUISITION ENTERED BY: DocuSigned by:
Melissa Walker Date: May 13, 2020
Melissa Walker, Coordinator, Finance

ACCEPTANCE: DocuSigned by:
Matt Fater Date: May 14, 2020
Matt Fater, Interim Deputy Dir Water Engineering

ACCEPTANCE: DocuSigned by:
Andrew Gingrich Date: May 14, 2020
Andrew Gingrich, Interim Deputy Director, Water Engineering & Field Services

ACCEPTANCE: DocuSigned by:
Gerry S. Paul Date: May 14, 2020
Gerry Paul, Purchasing Director
(if greater than \$60,000)

ACCEPTANCE: _____ Date: _____
Darin Atteberry, City Manager
(if greater than \$1,000,000)

ATTEST: _____ Date: _____
City Clerk
(if greater than \$1,000,000)

**ATTACHMENT A
WORK ORDER SCOPE OF SERVICES**

ICON ENGINEERING, INC.

7000 S. Yosemite Street, Suite 120, Centennial, CO 80112
303.221.0802 | www.iconeng.com

April 21, 2020

Jason Stutzman, P.E., LEED A.P.
Project Manager, Capital Projects
City of Fort Collins Utilities

RE: Proposal for Engineering Services: Poudre River Alternatives

Dear Jason,

Thank you for the opportunity to work with the City of Fort Collins on continued work regarding the Drake and Timberline Levees. This proposal represents continued modeling and alternatives from upstream of the Timberline Levee through the Environmental Learning Center (ELC) site near the Drake Levee. Work under this task order will include: additional project communication, additional hydraulic modeling sensitivity, alternative development, cost estimating, and preparing a summary matrix for opportunities.

Our proposed scope of services for this phase of the project is as follows:

SCOPE OF SERVICES

Task 1: Project Management

1.1 Project Meetings and Coordination.

- a) *Progress Meetings*: ICON will attend meetings with the City occurring every 2 to 3 weeks via web conferencing. Up to eight (8) meetings have been assumed.
- b) *Project Coordination*: ICON will coordinate with the City utility staff periodically to discuss specific project elements.

Task 2: Hydraulic Analysis

2.1 Hydraulic Analysis

- a) *Combine 2D Models*: Currently ICON has developed 2D HEC-RAS models in the vicinity of the Timberline Levee and south of Prospect Road through the Drake Levee. These models will be combined to cover floodplain extents between Timberline and Drake, in addition to through the ELC. This work will be calibrated, as reasonable for alternative review, to current results from the RiskMap modeling.
- b) *Alternative Improvements*: The 2D model will be updated to explore potential floodplain changes associated with the different alternatives explored. Key alternative locations and goals are described further below:
 - a. *Cottonwood Hollow / Running Deer*. Current design prepared by Natural Areas will be reviewed. Alternative work will focus on migration of flood flows from the main channel to the L-Path spill to alleviate flooding west of the Poudre River channel. In general, the alternatives will focus on spill channels from west to east above Poudre River base flow channel (likely spills above the 10-year levels). Consideration will be given to balancing spill potential with excavation needs that impact costs. Flood reduction at the levee will be reviewed to eliminate or minimize certification requirements.
 - b. *Prospect Capacity Review*. Capacity at Prospect Road and the overflow will continue to be reviewed with alternative changes upstream and downstream.
 - c. *L-Path Spill Sensitivity*: The 2D model will be used to review timing of the L-Path spills and sensitivity regarding locations to potentially increase spill to the L-Path

- overflow. Goals with this alternative will be to identify a potential low impact diversion point to increase spills to the east.
- d. *Countryside Estates Neighborhood Flood Reduction.* Alongside the L-Path spill alternatives, flooding issues at Countryside Estates will also be reviewed. Local grading, or changes to the spills, may be proposed to reduce the flood impacts in this location.
 - e. *Timberline Levee Overflow Channel:* Grading concepts proposed for the Timberline Levee will be incorporated into the 2D modeling. First, the grading will be reviewed to determine potential floodplain changes at the levee, but also with respect to downstream controls, including additional spill at L-Path, or added conveyance below Timberline Road. The potential impacts from non-certifying the levee will continue to be explored with the different alternatives.
 - f. *Combination of Alternatives.* Should viable alternatives be developed, chosen alternatives will be reviewed hydraulically in combination.

Task 3: Master Plan Development

3.1 Master Plan Development. Alternatives will be presented and discussed during progress meetings with the City. A formalized master planning study is not anticipated at this time, however, each alternative will be displayed graphically such that the concept is easily understood. Additional design detail and graphics will be generated at the Timberline Levee to support next steps in alternative refinement for a multi-objective project. Each alternative reviewed will consider the following:

- a) *Utility Identification.* Current utilities within the City's database will be presented for the gap locations between Drake and Timberline. ICON will also contact UNCC 811 to request utility mapping for private utilities in the area.
- b) *Quantities and Cost Estimates.* For viable alternatives, ICON will develop quantities and planning level cost estimates to assist in future project budgeting or design refinement.
- c) *Alternative Summary Matrix.* Viable alternatives will be presented in a summary matrix. The summary matrix will describe each alternate along with pro's and con's discussed with the City.

ASSUMPTIONS & EXCLUSIONS

Assumptions and Exclusions, which support our proposed Scope of Services and accompanying Fee:

- The City will provide applicable reports and GIS data needed for the study.
- Subsurface Utility Engineering (SUE) is not included beyond the scope defined above.
- No permits or fees will be ICON's responsibility.
- A FEMA CLOMR/LOMR is not included
- This phase of the project will not result in certification of the levee
- Our work reviewing the does not represent a guarantee that levee certification will not be required, or that preliminary improvement cost can be reduced.
- Additional testing or geotechnical work is not included in this scope.
- A comprehensive master plan report will not be produced at this time. See above for anticipated deliverables.

PROJECT FEES AND SCHEDULE

A detailed fee schedule has been attached. Our proposed fees for this project are \$70,450. A detailed project schedule is also attached, reflecting a five-month project duration from May through September 2020. Please note that we currently have approximately \$20k remaining in our current contracts for the levee work when considering work-in-progress through 4-17 and estimates for completion by Lithos.

Thank you again for the opportunity to assist the City with this project. Please contact me with any questions about this proposal.

Sincerely,

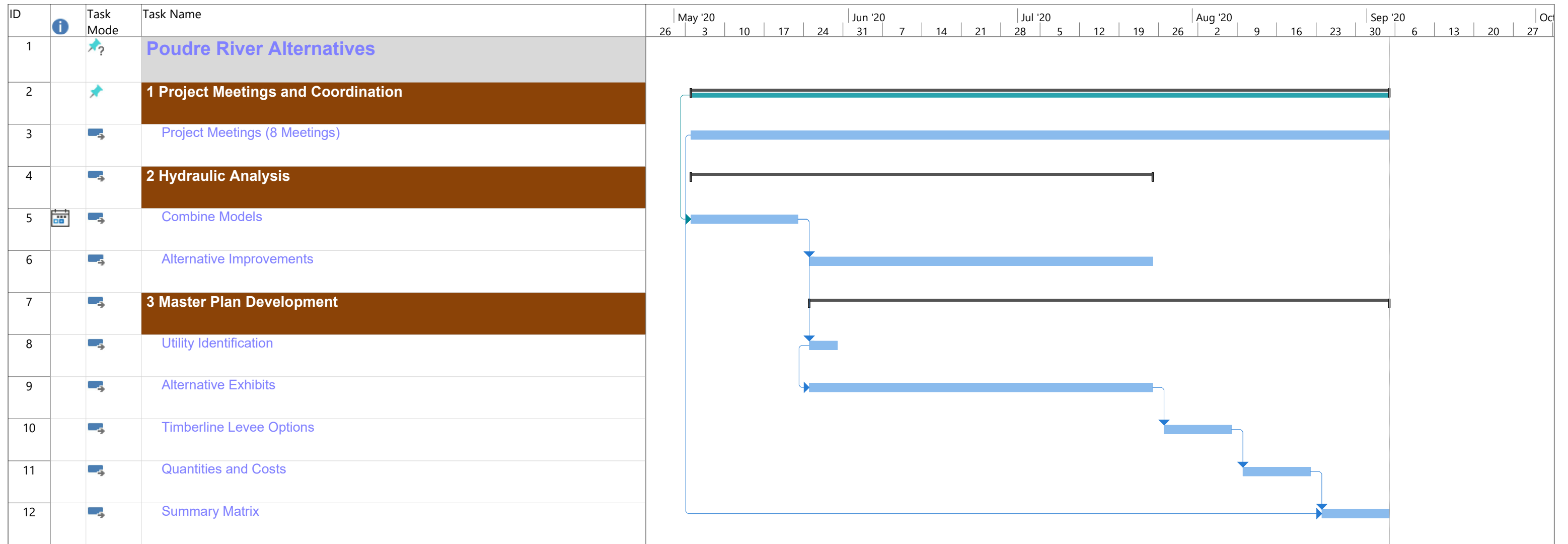
ICON Engineering, Inc.



Craig Jacobson, PE
Principal

**ATTACHMENT B
WORK ORDER COST DETAIL**

<p style="text-align: center;">ICON ENGINEERING, INC.</p> <p style="text-align: center;">PROJECT ESTIMATING SHEET</p>											
<p>PROJECT NAME: Poudre River Levee / Natural Area Alternatives CLIENT: CITY OF FORT COLLINS - Jason Stutzman</p>											
<p>PREPARED BY: CDJ CHECKED BY: JYM DATE: 4/21/20</p>		Principal \$176	Professional Engineer III \$163	Professional Engineer I \$140	Engineer II \$110	GIS Specialist \$94	Admin \$67	GIS Programmer \$105	Misc. Direct Costs		
Description		Hours	Hours	Hours	Hours	Hours	Hours	Hours		TOTALS	
1	Meetings, Data Collection & Site Visits										
	a. Project Meetings & Conference Calls (8)	16	16						\$10	\$5,434	
	b. General Correspondence	6	6		4				\$10	\$2,484	
2	Hydraulic Analysis										
	a. Combine 2D Hydraulic Models (Timberline to ELC)										
	- Terrain Generation	2	6	2	8	4			\$15	\$2,881	
	- Model Assembly	2	6	2	8	4			\$15	\$2,881	
	- Calibration to RiskMap Models	2	2	2	6				\$15	\$1,633	
	b. Alternative Improvements										
	- Cottonwood Hollow (Running Deer)	2	12	2	20	6			\$15	\$5,367	
	- Prospect Capacity Review	2	4		8	2			\$15	\$2,087	
	- L-Path Spill Sensitivity	2	8	2	10	4			\$15	\$3,427	
	- Countryside Neighborhood Flood Reduction	2	6	2	8	4			\$15	\$2,881	
	- Timberline Levee Overflow Channel (Modeling Sensitivity)	2	14	2	24	4			\$15	\$5,945	
	- Combination of Alternatives	2	10	2	18	4			\$15	\$4,633	
3	Master Plan Development										
	a. Utility Identification for Gap		4		12				\$25	\$1,997	
	b. Timberline Levee Grading and Concept Refinement	8	16		32				\$48	\$7,584	
	c. Other Alternative Exhibits (as needed)	8	16		24	40			\$48	\$10,464	
	d. Alternatives Quantities and Costs	6	18		12	12			\$15	\$6,453	
	e. Alternative Summary Matrix (i.e. Pros & Cons)	8	16				4		\$15	\$4,299	
TOTAL BASE SERVICES		70	160	16	194	84	4	0	306	0	\$70,450
		\$12,320	\$26,080	\$2,240	\$21,340	\$7,896	\$268	\$0	\$306	\$0	\$70,450



Project: Poudre River Alternativ Date: Tue 4/21/20	Task		Project Summary		Manual Task		Start-only		Deadline	
	Split		Inactive Task		Duration-only		Finish-only		Progress	
	Milestone		Inactive Milestone		Manual Summary Rollup		External Tasks		Manual Progress	
	Summary		Inactive Summary		Manual Summary		External Milestone			

**ATTACHMENT C
CERTIFICATE OF INSURANCE**



CONTRACTOR shall submit Certificate of Insurance in compliance with the Contract Documents.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 2/1/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hall & Company 19660 10th Ave NE Poulsbo WA 98370	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="2">CONTACT NAME: Jim Ledbetter</td> </tr> <tr> <td>PHONE (A/C. No. Ext): 360-626-2019</td> <td>FAX (A/C. No.): 360-598-3703</td> </tr> <tr> <td colspan="2">E-MAIL ADDRESS: jledbetter@hallandcompany.com</td> </tr> </table>	CONTACT NAME: Jim Ledbetter		PHONE (A/C. No. Ext): 360-626-2019	FAX (A/C. No.): 360-598-3703	E-MAIL ADDRESS: jledbetter@hallandcompany.com									
CONTACT NAME: Jim Ledbetter															
PHONE (A/C. No. Ext): 360-626-2019	FAX (A/C. No.): 360-598-3703														
E-MAIL ADDRESS: jledbetter@hallandcompany.com															
INSURED Icon Engineering Inc 7000 S Yosemite Street, Suite 120 Centennial CO 80112	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">INSURER(S) AFFORDING COVERAGE</td> <td style="text-align: center;">NAIC #</td> </tr> <tr> <td>INSURER A : RLI Insurance Company</td> <td style="text-align: center;">13056</td> </tr> <tr> <td>INSURER B :</td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : RLI Insurance Company	13056	INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
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INSURER C :															
INSURER D :															
INSURER E :															
INSURER F :															

COVERAGES **CERTIFICATE NUMBER: 1263070563** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y / N <input checked="" type="checkbox"/> N / A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liab: Claims Made			RDP0038697	1/30/2020	1/30/2021	Per Claim Aggregate \$2,000,000 \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Additional Insured Status is not available on Professional Liability Policy.
 Project: 8497 for Stormwater Consulting Engineering Services.

CERTIFICATE HOLDER City of Fort Collins 700 Wood Street Fort Collins CO 80521	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/16/2020

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER CCIG 155 Inverness Drive West Englewood, CO 80112	CONTACT NAME: Beth Ficken PHONE (A/C, No, Ext): (720) 212-2050	FAX (A/C, No): (303) 799-0156
	E-MAIL ADDRESS: beth.ficken@thinkccig.com	
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : The Hartford Insurance Group		22357
INSURER B : Pinnacol Assurance		41190
INSURER C :		
INSURER D :		
INSURER E :		
INSURER F :		

INSURED

ICON Engineering Inc
7000 S Yosemite St #120
Centennial, CO 80112

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		34SBAPD8771	1/30/2020	1/30/2021	EACH OCCURRENCE	\$ 2,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000
							MED EXP (Any one person)	\$ 10,000
							PERSONAL & ADV INJURY	\$ 2,000,000
							GENERAL AGGREGATE	\$ 4,000,000
							PRODUCTS - COMP/OP AGG	\$ 4,000,000
								\$
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	X		34SBAPD8771	1/30/2020	1/30/2021	COMBINED SINGLE LIMIT (Ea accident)	\$ 2,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			34SBAPD8771	1/30/2020	1/30/2021	EACH OCCURRENCE	\$ 2,000,000
							AGGREGATE	\$ 2,000,000
								\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	4077567	2/1/2020	2/1/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER	
							E.L. EACH ACCIDENT	\$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	\$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: 8497 Stormwater Consulting Engineering Services
 As required by written contract or written agreement, The City of Fort Collins, its officers, Agents and employees are included as Additional Insured for ongoing operations under General Liability and Automobile Liability.

CERTIFICATE HOLDER City of Fort Collins 700 Wood Street Fort Collins, CO 80521	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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