

**AGREEMENT TO PROVIDE DESIGN SERVICES FOR LARAMIE COUNTY FOR
THE ARCHER SEWER CONNECTION**

Between

LARAMIE COUNTY, WYOMING AND MARTIN/MARTIN WYOMING

This service Agreement (hereinafter Agreement) is made and entered into by and between Laramie County, Wyoming, 310 W. 19th Street, Suite 300, Cheyenne, Wyoming, 82001 ("COUNTY") and Martin/Martin Wyoming, 6523 Yellowstone Road, Suite 200, Cheyenne, Wyoming 82009 ("CONSULTANT"). The parties agree as follows:

I. PURPOSE

The purpose of this Agreement is to provide professional design services to Laramie County, Wyoming in connection with the design of the Archer Sewer Connection.

II. TERM

This Agreement shall commence on the date last executed by the duly authorized representatives of the parties to this Agreement, and shall remain in effect until the project is completed by CONSULTANT and accepted by COUNTY as set forth in the Agreement.

III. RESPONSIBILITIES OF COUNTY

COUNTY shall pay CONSULTANT a sum not exceeding \$370,000.00 (\$365,000.00 for the base bid and \$5,000.00 for additional structural engineering for lift station, if needed), unless otherwise negotiated by both parties. Payment will be made upon receipt of the CONSULTANT's invoice to the COUNTY in accordance with the CONSULTANT'S payment schedule. No payment shall be made before the last signature is affixed to this Agreement. Payment shall be in accordance with Wyo. Stat. § 16-6-602 (as amended).

IV. RESPONSIBILITIES OF CONSULTANT

- A. CONSULTANT shall provide and complete the services described in Attachment A (35 pages), Proposal for: Archer Sewer Connection Design for the agreed sum on Page 4 of the Bid Form located within the Proposal, attached hereto and fully incorporated herein by this reference.
- B. CONSUTLANT agrees to retain all required records for three (3) years after the COUNTY makes final payment and all other matters relating to the Agreement are concluded. CONSULTANT agrees to permit access by the COUNTY or any of its duly authorized representatives to any books, documents, papers and records of the CONSULTANT, which are directly pertinent to this specific Agreement for purposes including but not limited to audit, examination, excerpts, and transcriptions. It is agreed and understood that finished or unfinished documents, data or reports, prepared by the CONSULTANT under this contract shall be considered the property of the COUNTY and upon completion of the services

performed, or upon termination of this Agreement for cause, or for the convenience of the COUNTY, will be turned over to the COUNTY.

- C. CONSULTANT agrees to comply with all applicable federal and state statutes and regulations as well as local ordinances.

VI. GENERAL PROVISIONS

1. **Independent Contractor:** The services to be performed by CONSULTANT are those of an independent contractor and not as an employee of COUNTY. CONSULTANT is not eligible for Laramie County Employee benefits and will be treated as an independent contractor for federal tax filing purposes. CONSULTANT assumes responsibility for its personnel who provide services pursuant to this contract and will make all deductions required of employers by state, federal and local laws and shall maintain liability insurance for each of them. CONSULTANT is free to perform the same or similar services for others.
2. **Acceptance Not Waiver:** COUNTY approval of the reports, and work or materials furnished hereunder shall not in any way relieve CONSULTANT of responsibility for the technical accuracy of the work. COUNTY approval or acceptance of, or payment for, any of the services shall not be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.
3. **Termination:** This Agreement may be terminated: (a) by either party at any time for failure of the other party to comply with the terms and conditions of this agreement; (b) by either party, with thirty (30) days' prior written notice to the other party; or (c) upon mutual written agreement by both parties.
4. **Entire Agreement:** This Agreement (10 pages) and Attachment A Proposal (35 pages) represent the entire and integrated agreement and understanding between the parties and supersede all prior negotiations, statements, representations and agreements, whether written or oral.
5. **Assignment:** Neither this Agreement, nor any rights or obligations hereunder shall be assigned or delegated by a party without the prior written consent of the other party.
6. **Modification:** This Agreement shall be modified only by a written agreement, duly executed by all parties hereto.
7. **Invalidity:** If any provision of this Agreement is held invalid or unenforceable by any court of competent jurisdiction, or if the COUNTY is advised of any such actual or potential invalidity or unenforceability, such holding or advice shall not invalidate or render unenforceable any other provision hereof. It is the express intent of the parties that the provisions of this Agreement are fully severable.

8. Applicable Law and Venue: The parties mutually understand and agree this Agreement shall be governed by and interpreted pursuant to the laws of the State of Wyoming. If any dispute arises between the parties from or concerning this Agreement or the subject matter hereof, any suit or proceeding at law or in equity shall be brought in the District Court of the State of Wyoming, First Judicial District, sitting at Cheyenne, Wyoming. The foregoing provisions of this paragraph are agreed by the parties to be a material inducement to the CONSULTANT and to the COUNTY in executing this Agreement. This provision is not intended nor shall it be construed to waive the COUNTY's governmental immunity as provided in this Agreement.
9. Non-Discrimination: The CONSULTANT shall comply with the Civil Rights Act of 1964, the Wyoming Fair Employment Practices Act (Wyoming Statute § 27-9-105 *et seq.*), the Americans with Disabilities Act (ADA), 42 U.S.C. § 12101, *et seq.*, and the Age Discrimination Act of 1975 and/or any properly promulgated rules and regulations, thereto and shall not discriminate against any individual on the grounds of age, sex, color, races, religions, national origin, or disability in connection with the performance under this Agreement.
10. ADA Compliance: All parties agree they will not discriminate against a qualified individual with disability, pursuant to law as set forth in the Americans With Disabilities Act, P.L. 101-336, 42 U.S.C. § 12101, *et seq.*, and/or any properly promulgated rules and regulations relating thereto.
11. Governmental/Sovereign Immunity: COUNTY does not waive its Governmental/ Sovereign Immunity, as provided by any applicable law including W.S. § 1-39-101 *et seq.*, by entering into this Agreement. Further, COUNTY fully retains all immunities and defenses provided by law with regard to any action, whether in tort, contract or any other theory of law, based on this Agreement.
12. Indemnification: To the fullest extent permitted by law, the CONSULTANT agrees to indemnify and hold harmless the COUNTY, its elected and appointed officials, employees and volunteers from any and all liability for injuries, damages, claims, penalties, actions, demands, and expenses to the extent they are caused by the CONSULTANT'S negligence, errors or omissions in connection with work performed by or on behalf of CONSULTANT for COUNTY except to the extent liability is caused by the sole negligence or willful misconduct of COUNTY or its employees. CONSULTANT shall carry liability insurance sufficient to cover its obligations under this provision and provide COUNTY with proof of such insurance.
13. Third Parties: The parties do not intend to create in any other individual or entity the status of third party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties and obligations contained in this Agreement shall operate only between the parties to the Agreement, and shall inure solely to the benefit of the parties to this Agreement.

14. **Conflict of Interest:** COUNTY and CONSULTANT affirm, to their knowledge, no CONSULTANT employee has any personal beneficial interest whatsoever in the agreement described herein. No staff member of CONSULTANT, compensated either partially or wholly with funds from this Agreement, shall engage in any conduct or activity which would constitute a conflict of interest relative to this Agreement.
15. **Force Majeure:** Neither party shall be liable to perform under this Agreement if such failure arises out of causes beyond control, and without the fault or the negligence of said party. Such causes may include, but are not restricted to, Act of God or the public enemy, fires, floods, epidemics, quarantine restrictions, freight embargoes, and unusually severe weather. In every case, however, a failure to perform must be beyond the control and without the fault or the negligence of said party.
16. **Limitation on Payment:** The COUNTY's payment obligation is conditioned upon the availability of funds which are appropriated or allocated for the payment of this obligation. If funds are not allocated and available for the continuance of the services and equipment provided by CONSULTANT the Agreement may be terminated by COUNTY at the end of the period for which funds are available. COUNTY shall notify CONSULTANT at the earliest possible time of the services which will or may be affected by a shortage of funds. At the earliest possible time means at least thirty (30) days before the shortage will affect payment of claims, if COUNTY knows of the shortage at least thirty (30) days in advance. No penalty shall accrue to the COUNTY in the event this provision is exercised, and the COUNTY shall not be obligated or liable for any future payments due or for any damages as a result of termination under this provision. This provision shall not be interpreted or construed to permit COUNTY to terminate this Agreement in order to acquire similar services from another party.
17. **Notices:** All notices required and permitted under this Agreement shall be deemed to have been given, if and when deposited in the U.S. Mail, properly stamped and addressed to the party for whom intended at such parties' address listed herein or when personally delivered personally to such party. A party may change its address for notice hereunder by giving written notice to the other party.
18. **Compliance with Law:** CONSULTANT shall comply with all applicable laws, regulations and ordinances, whether Federal, State or Local.
19. **Assumption of Risk:** The CONSULTANT shall assume the risk of any loss of state or federal funding, either administrative or program dollars, due to its failure to comply with state and federal requirements. Laramie County shall notify CONSULTANT of any state or federal determination of noncompliance.
20. **Environmental Policy Acts:** The CONSULTANT agrees with all activities under this Agreement will comply with all applicable provisions of federal, state, and local laws, rules or regulations, including but not limited to the Clean Air Act, the Clean Water Act, the National Environmental Policy Act.

21. **Human Trafficking:** As required by 22 U.S.C. 7104 (g) and 2 C.F.R. Part 175, this Agreement may be terminated without penalty if a private entity receives funds under this Agreement:
- a. Engages in severe forms of trafficking in persons during the period of time that this award is in effect;
 - b. Procures a commercial sex act during the period of time that the award is in effect; or
 - c. Uses forced labor in the performance of the award of subawards under this contract.
22. **Kickbacks:** The CONSULTANT certifies and warrants that no gratuities, kickbacks, or contingency fees were paid in connection with this Agreement, nor were any fees, commissions, gifts, or other considerations made contingent upon the award of this Agreement. If the CONSULTANT breaches or violates this warranty, COUNTY may, at its discretion, terminate this Agreement without liability to CONSULTANT, or deduct from the agreed upon price or consideration, or otherwise recover, the full amount of any commission, percentage, brokerage, or contingency fee.
23. **Monitoring Activities:** The COUNTY shall have the right to monitor all activities related to his Agreement that are performed by the CONSULTANT or its sub-contractors. This shall include, but not limited to, the right to make site inspections at any time and with reasonable notice; to bring experts and consultants on site to examine or evaluate completed work or work in progress; to examine the books, ledgers, documents, papers, and records pertinent to this Agreement; and to observe personnel in every phase of performance of the related work.
24. **Professional Registration:** The CONSULTANT shall endorse, as required by law, plans and reports prepared under this Agreement, and shall affix thereto his or her seal of professional registration, showing that he or she is licensed to practice in the State of Wyoming.
25. **Suspension and Debarment:** By signing this Agreement, the CONSULTANT certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction nor from federal financial or no-financial assistance, nor are any of the participants involved in the execution of this Agreement suspended, debarred, or voluntarily excluded by any federal department or agency in accordance with Executive Order 12549 (Debarment and Suspension) and CFR 44 Part 17, or are on the debarred vendors list. Further, the CONSULTANT agrees to notify COUNTY by certified mail should it or any of its agents become debarred, suspended, or voluntarily excluded during the term of this Agreement.
26. **Insurance:** The CONSULTANT shall obtain insurance, and provide certificates and policies, to the COUNTY's satisfaction and subject to requirements substantially

similar to those set out in Exhibit 5-Insurance Requirements for Construction Contracts, which is attached and incorporated her by reference.

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Signature Page


LARAMIE COUNTY, WYOMING

By: _____ Date _____
Chairman, Laramie County Commissioners

ATTEST:

By: _____ Date _____
Debra Lee, Laramie County Clerk

CONSULTANT: Martin/Martin Wyoming

By:  _____ Date 5/10/2023
Name: John Shaffer
Title: President

This Agreement is effective the date of the last signature affixed to this page.

REVIEWED AND APPROVED AS TO FORM ONLY:

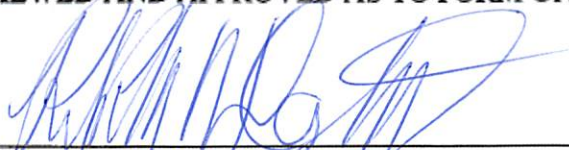
By:  _____ Date 5/10/2023
County Attorney's Office

Exhibit 5
Insurance Requirements for Professional Services Contracts

Consultant shall procure and maintain for the duration of the contract, *and for five years thereafter*, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, employees or subcontractors.

MINIMUM SCOPE AND LIMIT OF INSURANCE

Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal and advertising injury with limits no less than **\$1,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.

2. **Automobile Liability:** Insurance Service Office Form Number CA 0001 covering Code 1 (any auto), with limit no less than **\$1,000,000** per accident for bodily injury and property damage.

3. **Workers' Compensation** insurance as required by the State of Wyoming with Statutory Limits, and Employers' Liability Insurance with limit of no less than **\$1,000,000** per accident for bodily injury or disease.

5. **Professional Liability (Errors and Omissions)** Insurance appropriate to Consultant's profession with limit no less than **\$1,000,000** per occurrence or claim, **\$2,000,000** policy aggregate.

If the contractor maintains higher limits than the minimums shown above, the Entity requires and shall be entitled to coverage for the higher limits maintained by the contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the Entity.

Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by Entity.

Other Insurance Provisions

The insurance policies are to contain, or be endorsed to contain, the following provisions:

Additional Insured Status The Entity, its officers, officials, employees, and volunteers are to be covered as additional insured's on the CGL policy with respect to liability arising out of with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations and automobiles owned, leased, hired or borrowed by or on behalf of the Contractor. General liability coverage can be provided in the form of an endorsement to the Contract's insurance (at least as broad as ISO Form CG 20 10, CG 11 85 or both CG 20 10 and CG 20 37 forms if later revisions used.)

Primary Coverage

For any claims related to this project, the Contractor's insurance coverage shall be primary insurance as respects the Entity, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the Entity, its officer, officials, employees or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.

Notice of Cancellation

3. Each insurance policy required by this clause shall provide that coverage shall not be cancelled, except with notice to the Entity.

Claims Made Policies

If any of the coverage required is written on claims-made coverage form:

1. The retroactive date must be shown, and must be before the date the execution date of the contract or the beginning of contract work.
2. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract work.
3. If coverage is cancelled or non-renewed, and not replaced with another claims-made policy form with a retroactive date prior to the contract effective, or start of work date, the Contractor must purchase extended reporting period coverage for a minimum of five (5) years after completion of contract work.

Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the Entity.

Waiver of Subrogation

Consultant hereby agrees to waive rights of subrogation which any insurer of Consultant may acquire against the Entity by virtue of the payment of any loss under such insurance. Consultant agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the Entity has received a waiver of subrogation endorsement from the insurer. **The Workers' Compensation policy shall be endorsed with a waiver of subrogation** in favor of the Entity for all work performed by the Contractor, its employees, agents and subcontractors.

Verification of Coverage

Consultant shall furnish the Entity with original certificates and amendatory endorsements or copies of the applicable insurance language effecting coverage required by this contract. All certificates and endorsements are to be received and approved the Entity before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Consultant's obligation to provide them. The Entity reserves the right to require copies of all required insurance policies, including endorsements required by these specifications, at any time.

Subcontractors

Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Consultant shall ensure that Entity is an additional insured on insurance required from subcontractors. For CGL coverage subcontractors shall provide coverage with a format least as broad as CG 20 38 04 13.

Special Risks or Circumstances

Entity reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

PROPOSAL | MARCH 30, 2023

ARCHER SEWER CONNECTION DESIGN

LARAMIE COUNTY



Submitted Electronically To:
Ben Hornok, Owner's Representative
TC Solutions 365
Cheyenne, WY 82001

 **MARTIN/MARTIN**
WYOMING

March 30, 2023

Ben Hornok
Owner's Representative
TC Solutions 365
Cheyenne, WY 82001

RE: ARCHER SEWER CONNECTION DESIGN

Dear Mr. Hornok,

Martin/Martin Wyoming, Inc. (MMWyo) is pleased to submit our professional qualifications and proposal for the Archer Sewer Connection Design project for Laramie County (County). As you will see within this proposal, our team has a wide range of experience working across the State of Wyoming and throughout the Front Range, and a vast array of expertise with our selected design team partners.

The roots of our MMWyo staff in the Southeast Wyoming area are deep and well established. We fully understand the importance and impact that this project will have on the Archer Complex, the Cheyenne area, and the region. Our staff often visit and participate in activities hosted at the Archer Complex, the event center, range complex, and the various agriculture facilities. This history and understanding helps to solidify our dedication to a successful project.

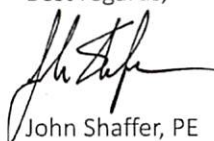
The MMWyo office, headquartered in Cheyenne, consists of 20 civil and structural engineers. Our partners, including Terracon, Steil Surveying, ST+B, and Lovas, also have local offices and all-encompassing experience in the Cheyenne area. All partners on our team have deep regional experience, allowing us to leverage an even broader depth of expertise that extends well beyond the borders of Wyoming and the Front Range. This resource capability positions our team well to design and manage projects that are unique to the Cheyenne Area.


*EXCEPTIONAL ENGINEERING SOLUTIONS THROUGH OUR CULTURE OF INTEGRITY, SERVICE, CREATIVITY, AND
QUALITY TO BENEFIT OUR CLIENTS, EMPLOYEES, AND COMMUNITY*

We believe that our company mission statement sets us apart from our competition. We prioritize quality, focused on project objectives and the needs of our clients. We provide quality as a base service and not as an additional service. We extend the tenants of this mission statement to our team members, assembling a team wholly focused on quality. This quality manifests in consistent communication, detailed design, quality drawings and specifications, focused modeling, and inherent quality assurance/quality control (QA/QC). We believe investing in quality design yields savings during construction in the reduction of requests for information (RFIs) and change orders.

We are confident that our assembled team of professionals is the right choice for this project and will optimize quality, experience, and efficiency. Our entire team has a deep bench of internal experience and staff availability resources, allowing us to properly staff the project. We truly appreciate the opportunity to provide a high-quality design to Laramie County. We look forward to partnering with you on this project!

Best regards,


John Shaffer, PE
President


Benjamin M. Nemec, PE
Senior Project Engineer


6523 Yellowstone Road, Suite 200
Cheyenne, WY 82009
307.637.8422
mmwyo.com



Bid Form

COMPANY NAME: Martin/Martin Wyoming, Inc.

BID FORM

DO NOT MODIFY BID FORM - Any modification or alteration to this form from its original format will result in rejection of the bid.

BID FORM TO BE COMPLETED IN ITS ENTIRETY, INCLUDE COMPANY NAME ON EACH PAGE WHERE INDICATED, AND SIGNED IN INK. SUBMIT BID FORM IN ITS ENTIRETY.

PROJECT:
ARCHER SEWER CONNECTION DESIGN SERVICES

BID TIME & DATE:
2:00 PM, March 30, 2023

BID PACKAGES EMAILED TO:
benhornok@tcsolutions365.com

BIDDER: Martin/Martin Wyoming, Inc.

Legal Name of Firm

6523 Yellowstone Road, Suite 200

Address

<u>Cheyenne</u>	<u>WY</u>	<u>82009</u>
City	State	ZIP

COMPANY NAME: Martin/Martin Wyoming, Inc.

DESIGN TEAM:

Bidders must submit the following:

- Resume of all team members with qualifications showing projects of similar size and scope. Include current job assignments and educational degrees, diplomas, trade schools, apprentice and other relevant training programs.
- Company information including information for all sub consultant companies. Include relevant evidence which shows the companies experience and ability to complete this project.

REFERENCES AND EXPERIENCE:

Bidders must submit the following:

Include a list of references for projects of similar type and scope. Projects must have been completed within the past five (5) years. References may be in any format.

Companies that may not have five years' experience as a firm or have fewer than five completed projects may provide references reflecting experience of key personnel when that experience was within the past five years and meets the above requirements.

CURRENT WORK AFFIDAVIT:

List major projects your organization has in progress. Complete and submit a "Work In Progress Table" and include Work in Progress and Under Contract. Provide this information on the table below or in any format that shows all requested information.

Work In Progress Table

Date Awarded	Owner	Project Name	Contract Value	Description of Project

Table included on following page

WORK IN PROGRESS TABLE

DATE AWARDED	OWNER	PROJECT NAME	CONTRACT VALUE	DESCRIPTION OF THE PROJECT
December 2022	Wyoming Military Department	Sheridan Field Maintenance Shop	\$88,000	Site design and water main for 27,000 SF maintenance facility. Estimated completion June 2023
May 2022	Wyoming Military Department	Camp Guernsey ASP Administration Building	\$52,650	Site and septic system design for administration building at Camp Guernsey. Design complete
May 2022	City of Cheyenne	Belvoir Pedestrian Bridge	\$200,000	Road and bridge design for the City of Cheyenne. Estimated completion Fall 2023
January 2023	Wyoming Military Department	Camp Guernsey Barracks	\$40,500	Site design for a 13,000 SF barracks at Camp Guernsey. Estimated completion June 2023
April 2022	Eagle Claw Fish and Tackle Company	Eagle Claw Manufacturing Facility	\$110,625	Site and utility design for 150,000 SF manufacturing facility in Cheyenne. Design complete, currently in construction

COMPANY NAME: Martin/Martin Wyoming, Inc.

CONTRACT TIMEFRAME/SCHEDULE:

All bid submissions shall include a major milestone project schedule showing, at a minimum, the estimated timeframe for deliverables within the Scope of Work. Additional items such as procurement timeframe and estimated construction timeframe should be included to display a complete project baseline.

Time is of the essence. The milestone schedule shall be included in the contract and used as the baseline for the full project timeframe.

Bids that do not include a milestone project schedule may be considered incomplete and rejected.

ADDITIONAL BIDDING REQUIREMENTS:

The undersigned also agrees that he will not withdraw his bid for a period of forty-five (45) days from the date of bid opening.

In submitting this bid, be it understood, the owner reserves the right to waive irregularities and informalities, to reject any or all bids without further obligation, and to accept any bid deemed desirable.

All bidders must be able to meet the insurance requirements found in Exhibit C, Laramie County Insurance Requirements. Certificate of Insurance shall be provided to the County within ten (10) business days of a notice of Intent to Award.

NON-COLLUSION AFFIDAVIT OF PRIME BIDDERS

By submission of this proposal the bidder certifies:

1. He is the bidder that has submitted this bid, and that he has the authority to sign on its behalf.
2. He is fully informed respecting the preparation and contents of the attached bid of all pertinent circumstances respecting such bid.
3. Such bid is genuine and is not a collusive or sham bid.
4. Neither the said bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other bidder, firm or person to submit a collusive or sham bid in connection with the contract of which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement, collusion, communication or conference with any other bidder, firm or person to fix the price or prices in the attach bid or of any other bidder; to fix any overhead, profit, or cost element of the bid price or the bid price of any other bidder; or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the owner or any person interested in the proposed contract.

COMPANY NAME: Martin/Martin Wyoming, Inc.

ADDENDA: The following addenda to the Contract Documents are acknowledged:

Addendum No. 1 Dated March 15, 2023

Addendum No. _____ Dated _____

BID SUMMARY

A. BASE BID

TOTAL BASE BID: _____

Three hundred sixty-five thousand dollars and zero cents (\$ 365,000.00)
Written

B. ADD ALTERNATE BIDS (If Any)

The stated Lump Sum Alternate Bids include all work and material required to complete the stated portion of work.

1. **ALTERNATE NUMBER ONE (description)**

(ADD): Structural Engineering for Lift Station

Five thousand dollars and zero cents (\$ 5,000.00)
Written

2. **ALTERNATE NUMBER TWO (description)**


(ADD): _____

Written _____ (\$ _____)

COMPANY NAME: Martin/Martin Wyoming, Inc.

The undersigned, pursuant to the Invitation to Bid, and all other bidding requirements, being familiar with existing conditions, the site and other local conditions affecting the cost and performance of the work, hereby proposes and agrees to perform all work in strict accordance with the Contract Documents.

SIGNATURE

Signature of Bidder: 

Typed Name and Title: John Shaffer, PE President

Name of Company: Martin/Martin Wyoming, Inc.

Company Organization: Corporation
(Individual, Partnership, Corporation)

Incorporated in the State of Wyoming

How many years has the organization been in business as a 12

contractor? Names of other partners or officers: Ben Nemec Senior Project Engineer

Company Address: 6523 Yellowstone Road, Suite 200

Cheyenne, Wyoming, 82009
(City / State / ZIP Code)

Company Telephone Number: (307) 637.8422

Company / Contact E-mail Address: BNemec@mmwyo.com

Company Overview





WHO WE ARE

Headquartered in Cheyenne, Wyoming, MMWyo is a full-service structural and civil consulting firm supported by survey, investigative engineering, and construction management/owner's representative services. MMWyo has provided engineering services to clients in Wyoming and the Rocky Mountain region for more than 30 years. MMWyo offers a diverse set of **civil engineering services** covering the full lifecycle of a site – from regional master planning and jurisdictional entitlements through infrastructure design, construction administration, and redevelopment. Our focus on quality and practical solutions comes from years of varied experience and is enhanced by our commitment to remain on the leading edge of technology and design.

MMWyo is a subsidiary of Martin/Martin, Inc. which has a staff of more than 350 with offices in Lakewood, Fort Collins, and Avon, Colorado; Albuquerque, New Mexico; Bentonville, Arkansas; Larkspur (Bay Area), California; Kansas City, Missouri; and Atlanta, Georgia. This capacity gives us the flexibility to address projects of various sizes from newly built and renovated facilities, to building additions and the evaluation of existing structures. In addition to our vast resources, the professionals at MMWyo pride themselves on **close relationships and personal service** that is essential to the success of the projects we work on. We are organized to provide continuity of staff throughout design and construction administration with an experienced, knowledgeable team.

CURRENT PROJECT WORKLOAD

MMWyo prides itself in the quality and diversity of our projects. Our current workload allows the needed capacity for this project, and we can complete the work in an expedited fashion. The firm's varied expertise, staff size, and flexibility have enabled us to respond quickly and efficiently to meet conventional and unique project requirements.

CONTACT INFORMATION

Martin/Martin Wyoming, Inc.
6523 Yellowstone Road, Suite 200
Cheyenne, WY 82009
BNemec@mmwyo.com
307.637.8422

Martin/Martin, Inc.
12499 West Colfax Avenue
Lakewood, CO 80215
JMay@martinmartin.com

SERVICES

- Master Planning
- Drainage Design
- Site Engineering
- Entitlements
- Water/Waste Water
- Cost Estimating
- Transportation
- Due Diligence
- Feasibility Studies and Assessments
- Facility Evaluations
- Land Development



PROJECT APPROACH

We believe in an outcomes-based design approach that achieves stakeholder requirements in an open and collaborative environment. We facilitate input from stakeholders and convey clear decision points to the owner and operator. We work with our clients to understand project design and construction risk and develop a risk management plan. Our approach is tailored to each project, and for this pursuit, we will follow a **five-phased** approach as outlined below.

MASTER PLANNING (PHASE I)

MMWyo will meet with County staff, operators, and external stakeholders to establish design criteria and expectations while developing a common understanding of the project goals. Site visits and planning meetings will assist in the development and refinement of the project goals and objectives and communicate the goals to stakeholders. We will leverage our depth of experience in design of public water distribution systems and sanitary lift stations to assist the County in refining the project objectives. We will assess the existing systems and perform system capacity analysis both internal to the Archer complex and downstream verification with Cheyenne Board of Public Utilities (BOPU). MMWyo will work with the County to obtain a projection of growth within the Archer Complex to be used to develop anticipated system demands and projecting future potential increases.

The final deliverable of this phase will include Master Plan reports for the water and sanitary sewer system and a programmatic cost estimate.

INVESTIGATIVE PHASE (PHASE II)

Following review and approval of the Master Plan, we will begin with utility locate requests, followed by a topographic design survey and geotechnical investigation. Geotechnical borings will be drilled along the proposed sanitary sewer alignment and at the proposed location of the lift station. Terracon Consultants, Inc. (Terracon), our geotechnical partner, has the equipment, personnel, and knowledge to provide detailed assessments of soil conditions with recommendations tailored to the unique project requirements. Terracon is familiar with the conceptual alignment of the force main and understands the safety and operational requirements for drilling within Wyoming Department of Transportation (WYDOT) right-of-ways (ROWs). Our team will perform a topographic survey of the proposed sanitary sewer alignment. This consists of a corridor approximately 50 feet wide over the 32-mile length of the alignment. The professionals at Steil Surveying are experts in their craft and are experienced in working with WYDOT as well as throughout the region and Laramie County.

We will then initiate the project QA/QC program, which will include a program project brief from relevant design team members by our external QA/QC manager, Lovas Engineering. This will begin with an internal kick-off meeting outlining the review workflow and requirements for our design team members.

If during the master planning study there appears to be limited options for force main and lift stations, the schedule may be accelerated by allowing geotechnical and surveying activities to occur earlier. This would be done if concurrence is received from the County.

PRELIMINARY DESIGN PHASE (PHASE III)

This will mark the beginning of the detailed engineering for the project. With an approved conceptual plan, geotechnical investigation, and survey in hand, MMWyo and our design partners will begin preliminary design (approximately 35% design). It will be critical during this phase that equipment and products are standardized and reviewed by County system operators to verify maintenance and replacement ability. Product standards and specifications developed in this phase will be used in the subsequent design phase. Final phase deliverables will be a preliminary design with specifications, opinion of probable cost, and design criteria and assumptions.

65% AND 95% DESIGN (PHASE IV)

This phase will prioritize the development of the Wyoming Department of Environmental Quality (WYDEQ) Water/Wastewater Permit to Construct Application and Storm Water Pollution Prevention Plan (SWPPP) packages. Secondary packages will include demolition and site paving plans. It is MMWyo's goal to have the design sufficiently complete enough to submit required plans to WYDEQ concurrent with the 65% Design. This will allow for parallel design of other components of the design that do not require WYDEQ or BOPU review. The MS54 License for WYDOT will also be prepared during this phase. MMWyo will assist in the development of a Memorandum of Agreements (MOU) between the County and Cheyenne BOPU. A formal replat of Archer is not anticipated and utility easements can be utilized. We will draft easement exhibits and facilitate recording.

Our design QA/QC program will remain central to the plan production during this phase. Reviews of plans and adequate responses will be created and logged.

The design phase will conclude with the submittal of final construction/bidding documents to the County. This final submittal will include drawings, specifications, associated design reports, scope summary for bidding, and final cost estimate. MMWyo's goal is to have a fully-permitted plan set ready for bidding. This includes completed WYDEQ

and BOPU reviews. However, MMWyo will work with the County to refine the timeline and submit for bidding earlier if desired.

BIDDING AND CONSTRUCTION ADMINISTRATION (PHASE V)

MMWyo will remain engaged during the procurement and construction of the force main. Our team will assist the county in the development of bid documents and technically support the county in selection of a contractor. Involvement includes the organization and execution of the Pre-Bid meeting including preparation of sign-in sheets and the publication of meeting minutes. MMWyo will also assist the county in the preparation and distribution of any required addendums to be issued to prospective bidders.

During the anticipated six-month construction timeframe, we anticipate participating in weekly progress meetings and conducting weekly site visits to observe construction. Other designers supporting the project will conduct up to two visits per discipline at key project milestones. MMWyo and the rest of the design team will support the County by reviewing product and material submittals and provide responses to the contractor's general questions.

As required by the RFP and WYDEQ, and based on as-built survey information provided by the selected contractor, MMWyo will certify that the project was installed per the design and provide formal record-drawings incorporating as-built conditions. MMWyo will conduct a site visit following completion of the project and a final visit 11 months following completion of the project.



EXPERTISE

We are excited to include Jerry May, from our Lakewood Office, on our team to lead the master planning efforts as well as provide oversight of the design of the lift station. Jerry has extensive experience on wastewater facilities and leads our specialized treatment team. Jerry has worked on several projects with our Cheyenne office to include recent water distribution projects for the US Forest Service in the Medicine Bow National Forest and performed joist water system capacity and storage analysis for Little America at their western resort.

MMWyo was Selected in 2022 to provide consulting services for Laramie County development and planning review. As of the time of this RFP, MMWyo has not been awarded work directly from Laramie County. Additionally, MMWyo has completed several projects within Laramie County to include several projects at Laramie County Community College, private developments, and several government facilities within the county. Our staff has extensive experience with campus utility design performing studies and analysis at the following Wyoming Facilities: Laramie County Community College, Wyoming State Hospital, Camp Guernsey Training Center, Wyoming Life Resource Center, Little America.

QUALITY ASSURANCE/QUALITY CONTROL

Quality control is vital to ensuring a project remains on budget, on schedule, and is completed with a high level of satisfaction by stakeholders. Through our long history of providing professional services and work in the region, we are familiar with the standards set forth

by WYDEQ and BOPU. Therefore, through an external QA/QC reviewer, we will implement a QA/QC process that includes the following:

- Pre-design QA/QC meeting with all staff involved in the project. During the meeting, we will discuss the project requirements, potential issues, and necessary internal and external reviews.
- A QA/QC schedule that outlines milestone reviews and dates.
- Internal discussions before and after the investigation to fully evaluate the issues and possible solutions.
- Internal review of the design before each submittal is issued by external reviewer. Reviews will occur at the 65%, 95%, and 100% submittals.
- A full review will be performed by a principal-in-charge not working on the project prior to 100% submittal. We will track the internal QA/QC progress and provide documentation to the County as requested.



SELECT PROJECT EXPERIENCE

NATIONAL PARK SERVICE (NPS) YELLOWSTONE CANYON VILLAGE REDEVELOPMENT YELLOWSTONE, WY

Civil engineering services for survey, predesign, schematic design, and design development for replacement of lodging in the Canyon Village area of Yellowstone. The project includes new parking, drives, drop-off loop for registration, new entrance road, trails, replacement of 2,500 LF of water distribution piping and 2,000 LF of sanitary collection piping, new storm piping, and water quality pond. Electrical distribution replacement included demolition of overhead lines and subsequent replacement with buried lines. Construction was phased requiring detailed coordination of wet and dry utilities as well as grading and access for the site. Water, sanitary, and storm utilities needed to be rebuilt to upsize mains and provide adequate burial to mitigate freezing. Unique elements included consideration for tour bus and fire truck access, turning movements and circulation for new parking, consideration of draining of waterlines for winterization, perimeter drains, underdrains, and preservation of trees, wetlands, and views. Effort included due diligence, full utility replacement, fire hydrant flow testing, water system modeling, permitting of water and sanitary system designs through WYDEQ, cost estimating, and value analysis.

PAAKWEREE VILLAGE WATER SYSTEM IMPROVEMENTS ALBUQUERQUE, NM

Martin/Martin identified two alternatives for the connection to Albuquerque Bernalillo County Water Utility Authority (ABCWUA): a connection with turnover of the Paakweree water system to ABCWUA, and a connection to ABCWUA with a master meter that allows Paakweree to continue to own and operate their water system. Part of the second alternative includes continuing to use the Paakweree water supply well and use ABCWUA water to blend the arsenic concentration to below the required regulatory standard.

TRES PIEDRAS PHASE I WATER SYSTEM IMPROVEMENTS TRES PIEDRAS, NM

This project included the planning, design, and construction of water system improvements, including a replacement of the four-inch water main that runs north from the intersection of Highways 64 and 285. This project included upsizing the line in accordance with engineer's recommendations and will extend as far as grant funding will allow. The existing waterline to be replaced is the oldest within the distribution system, installed in 1964, and was poorly bedded and suspected to be the source of leaks resulting in the system's demonstrated water loss.

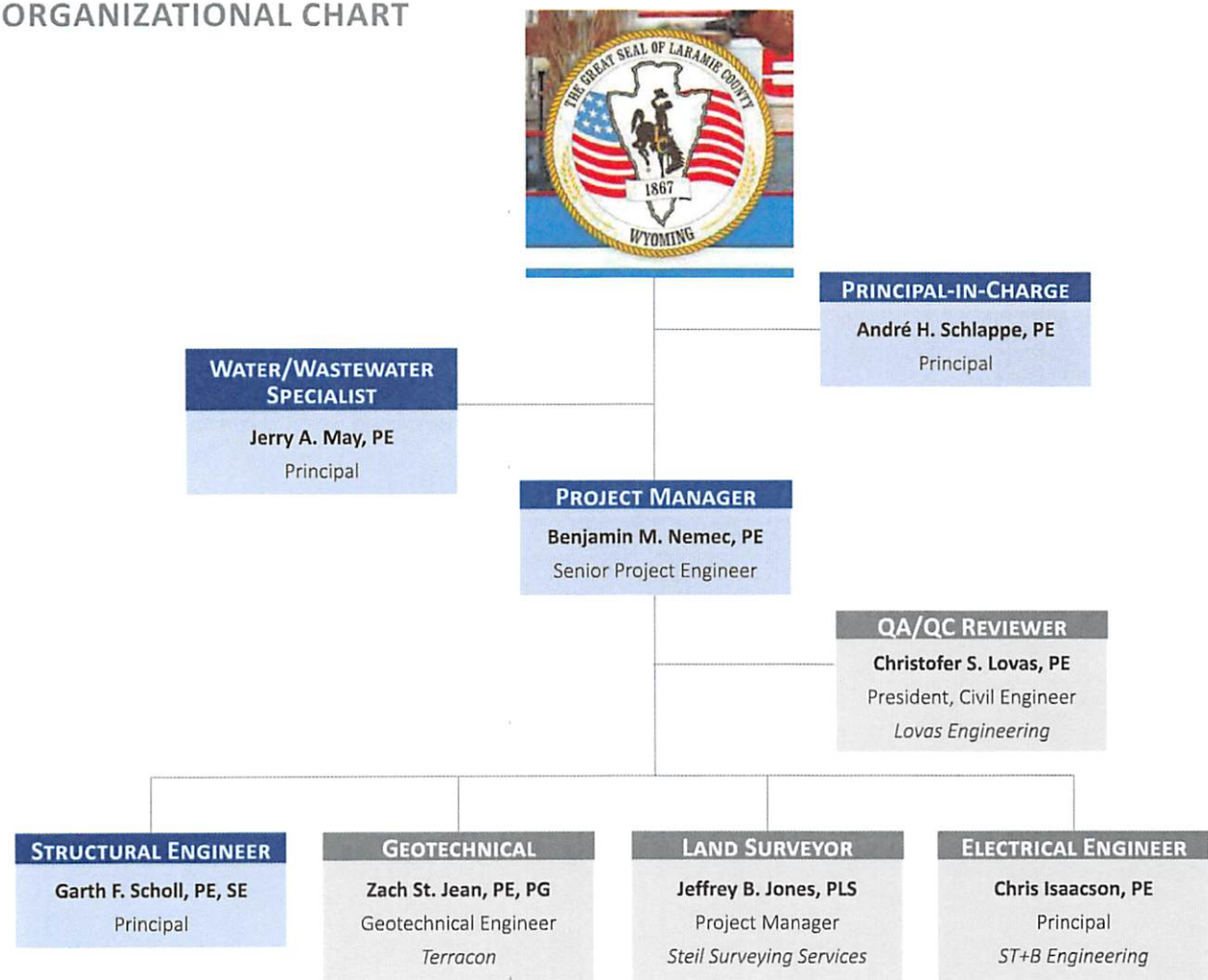


Project Team Members

FIRM/TEAM CAPABILITIES

The organization chart below identifies the key personnel of the MMWyo team and outlines our anticipated lines of communication and oversight for this project. We selected our key personnel and subconsultants based on their technical expertise and our long-term history working together to provide solutions and improvements throughout Cheyenne, Wyoming.

ORGANIZATIONAL CHART



STAKEHOLDERS





ANDRÉ' H. SCHLAPPE, PE

PRINCIPAL, CIVIL ENGINEERING

André has more than 28 years of experience in site civil engineering for government, industrial, higher education, and healthcare projects. As a principal in the Site Solutions Group, he provides oversight and management from program development to final design and construction administration.

Since 1995, André has served in the US Army Reserve as an Engineer Officer and currently holds the rank of Colonel. In this capacity, he has been involved in the programming, procurement, design, and construction of global projects exceeding \$1.0B. His collective experience brings a valuable perspective on constructability, value, and innovative design.

RELEVANT PROJECTS

Camp Guernsey Barracks
Guernsey, WY

**F.E. Warren Air Force Base
Sanitary Foremain Department
of Environmental Quality (DEQ)
Permit** Cheyenne, WY

**Little America Water Storage
and Distribution**
Little America, WY

**Wyoming Department of Health
State Hospital Redevelopment**
Evanston, WY

**Wyoming Department of Health
Life Resource Center** Lander, WY

**Wheatland Hospital
Redevelopment** Wheatland, WY

**High Point Sanitary Sewer
Master Study and Infrastructure**
Denver, CO

**Cabela's Headquarters Sanitary
Force Main** Sidney, NE

**Colorado Department of
Agriculture Colorado State
Fairgrounds Survey and Existing
Site Analysis** Pueblo, CO

**University of Denver Community
Commons and Dimond Family
Residential Village** Denver, CO

EXPERIENCE

28 years in Industry
24 years with Martin/Martin

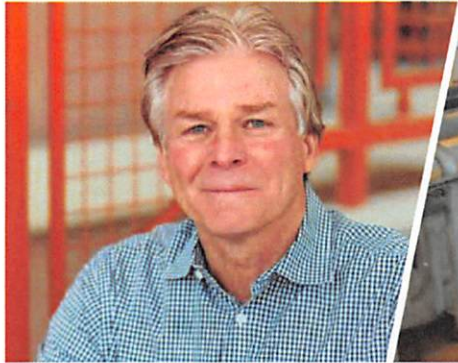
EDUCATION

MS, National Resource Strategy
Eisenhower School of
National Security, 2020

BS, Civil Engineering
Colorado School of Mines, 1995

REGISTRATIONS

Professional Engineer
WY No. 10773
NE No. E-14846
CO No. 34765



Paa-Kow Wastewater Plant Treatment

JERRY A. MAY, PE

PRINCIPAL, CIVIL ENGINEERING

Jerry has more than 37 years of engineering experience and has worked on numerous infrastructure projects, including wastewater lift stations, across the Front Range, the US, and in international locations. He is the Martin/Martin Treatment Team leader and leads the firm's wastewater lift station and treatment system projects. Jerry has extensive expertise in local and regional planning, assessment, design, construction, monitoring, and operations of water, wastewater, solid waste, and environmental systems. He will be the principal-in-charge and engineer-of-record for the wastewater lift station planning, design, permitting, and construction oversight portion of this project. Jerry's recent relevant wastewater lift station planning, design, permitting, and construction oversight projects are provided below.

RELEVANT PROJECTS

**United States Forest Service
Water System Improvements**
Brush Creek, WY

Hotel Utility Development
Yellowstone National Park, WY

**Little America Water
Storage and Distribution**
Little America, WY

**13 Wastewater Lift Stations
Post-Hurricane Rehabilitation**
Sandy Hook National Park, NJ

**Dominion Water and Sanitation
District 750 gmp Wastewater
Lift Station** Littleton, CO

**Grant Water and Sanitation
District Wastewater Lift Station
Improvements** Littleton, CO

**Water Sytem
Improvements/Expansion**
Dillon, CO

**Paa-Ko Communities
Wastewater Lift Station Design**
Sandia Park, NM

**Boyd Lake State Park
Wastewater Lift Station
Evaluation** Boulder County, CO

**Cherry Creek State Park
Wastewater Lift Station
Evaluation** Aurora, CO

EXPERIENCE

37 years in Industry
11 years with Martin/Martin

EDUCATION

BS, Civil Engineering
University of New Mexico, 1999

REGISTRATIONS

Professional Engineer

WY No. 13622
NM No. 16176
CO No. 45624
AZ No. 35902
TX No. 94352
NY No. 102528
OH No. E-68338
UT No. 1127557-2202



BENJAMIN M. NEMEC, PE

SENIOR PROJECT ENGINEER, CIVIL ENGINEERING

Ben has 14 years of industry experience in civil engineering across the Front Range region, focusing on planning, entitlements, design, and construction management. He specializes in stormwater and low impact development design and the assessment and design of domestic water sanitary sewer systems. Ben's background also includes design experience in higher education and campus design, heavy industrial facilities, airports, government, and military facilities. He completes engineering tasks that include stormwater design, code and plans review, AutoCAD Civil 3D, drafting, and data management for projects across Wyoming.

RELEVANT PROJECTS

Little America Water Storage and Distribution
Little America, WY

United States Forest Service Water System Improvements
Brush Creek, WY

Wyoming Department of Health State Hospital Redevelopment
Evanston, WY

Laramie County Community College (LCCC) Master Plan Update Cheyenne, WY

LCCC Performance Arts Hall and Fine Arts Expansion and Renovation Cheyenne, WY

University of Wyoming (UW) 10-Year Housing Master Plan
Laramie, WY

UW College of Law Expansion and Renovation Laramie, WY

15th Street Railroad Level I and II Study
Cheyenne, WY

State of Wyoming Combined Laboratories Site Improvements
Cheyenne, WY

Laramie County School District No. 1 Alta Vista Elementary School Parking Lot
Cheyenne, WY

Denver Christian Academy K-12 Campus Development
Denver, CO

Timberline Housing Due Diligence Fort Collins, CO

EXPERIENCE

14 years in Industry
7 years with Martin/Martin

EDUCATION

BS, Civil Engineering
University of Wyoming, 2008

REGISTRATIONS

Professional Engineer
WY No. 14080
NE No. E15746
CO No. 57893



GARTH F. SCHOLL, PE, SE

PRINCIPAL, STRUCTURAL ENGINEERING

Garth has 23 years of experience in structural design, analysis, and field observation. He offers expertise in the design of structural steel, reinforced concrete, post-tensioned concrete, precast concrete, reinforced masonry, stick frame, and heavy timber wood construction. Projects have included industrial, commercial, sports, recreation, education, office, medical, and residential facilities. Garth is knowledgeable with new construction as well as with renovation of existing structures. He offers experience with multiple foundation types and extensive experience with various lateral load resisting systems and analysis.

RELEVANT PROJECTS

Blue Federal Credit Union World Headquarters Cheyenne, WY

Cheyenne Regional Medical Center Various Projects
Cheyenne, WY

LCCC New Residence Hall (Gold Hall) Cheyenne, WY

Cheyenne Civic Center Conceptual Design
Cheyenne, WY

Lincolnway Liquors Addition and Renovation Cheyenne, WY

First Presbyterian Church Addition and Remodel
Cheyenne, WY

Laramie Well House
Laramie, WY

Laramie County Detention Center Expansion Phase II
Cheyenne, WY

UW Science Initiative Building
Laramie, WY

Laramie Fire Department Public Safety Training Center
Laramie, WY

Cheyenne Frontier Days Old West Museum Remodel
Cheyenne, WY

Halladay Subaru Facility
Cheyenne, WY

Pershing Plaza Redevelopment
Cheyenne, WY

EXPERIENCE

24 years in Industry
16 years with Martin/Martin

EDUCATION

MS, Civil Engineering
University of Wyoming, 2000

BS, Civil Engineering
University of Wyoming, 1998

REGISTRATIONS

Professional Engineer

WY No. 16474
CO No. 41528
MI No. 6201310362
NV No. 19913
CA No. 55178



Subconsultant Information

MMWyo's proposed personnel regularly collaborate on projects. We have established, trusted relationships, with internal processes and procedures designed to ensure a cohesive project from start to finish. Our firm has developed a strong working relationship with our proposed subconsultants. Through this trust-driven relationship, we will work together to provide high-quality engineering services for this project.



TERRACON CONSULTANTS, INC. GEOTECHNICAL ENGINEERING

Terracon's Cheyenne, Wyoming, office has been providing environmental consulting, geotechnical engineering, materials engineering testing, and special inspection services since 1972 and maintains a diversified staff of qualified and experienced engineers, geologists, special inspectors, materials technicians, and environmental professionals. The office has successfully completed a wide variety of public and private projects throughout Wyoming and the surrounding area.



STEIL SURVEYING SERVICES, LLC SURVEY

Steil Surveying Services, LLC (Steil Surveying) was established in 1982 by John Steil and remains a community-involved and locally-oriented firm. The company has 13 employees holding more than 150 years of combined field experience, between the Cheyenne Home and Wheatland Field Offices. Dedicated to each customer and project, Steil Surveying is still run by surveyors and consistently provides the most accurate, complete, and timely surveys and project services in an environment that still values personal interaction and a job done right the first time.

LOCATIONS

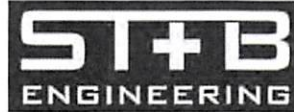
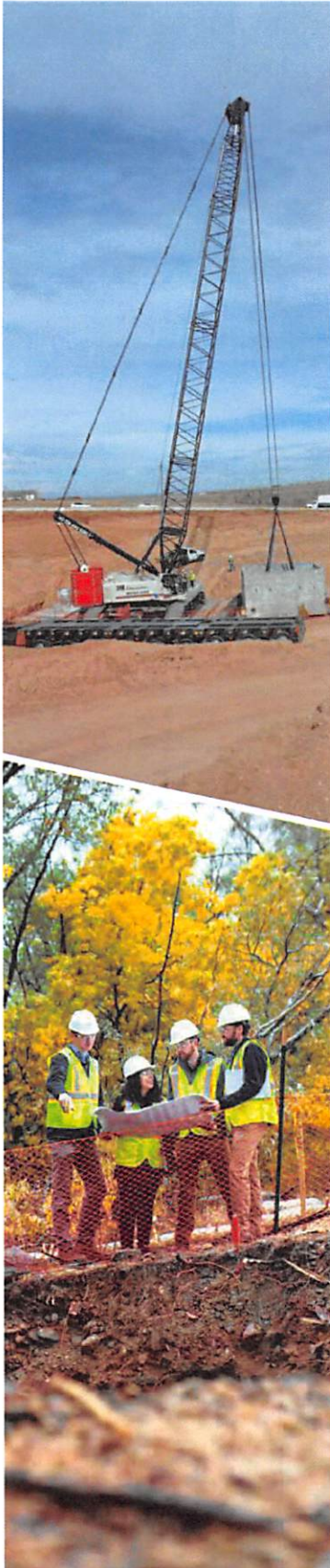
Terracon Consultants, Inc.
1505 Old Happy Jack Road
Cheyenne, WY 82001

Steil Surveying Services, LLC
1102 West 19th Street
Cheyenne, WY 82003

ST+B Engineering, Inc.
5920 Yellowstone Road, Suite #3
Cheyenne, WY 82009

Lovas Engineering
Cheyenne, WY





ST+B ENGINEERING, INC. ELECTRICAL ENGINEERING

ST+B Engineering, Inc. (ST+B) has provided leadership spanning the entire project lifecycle from inception through implementation and operations. They carefully listen to their clients and actively encourage their participation in the design process. They lead each project firmly and confidently, but listen carefully to project stakeholders with a sense of stewardship.



LOVAS ENGINEERING, PC QUALITY ASSURANCE/QUALITY CONTROL

Lovas Engineering, PC (Lovas) is a full-service civil engineering firm in Cheyenne owned by Christofer Lovas, PE. As a civil engineer licensed in Wyoming and Colorado, Chris has 13 years of experience encompassing various planning, design, and management projects in the State of Wyoming and Northern Colorado. Chris focuses on forming relationships with his clients while producing civil design solutions with a personal touch. The majority of his experience has been focused in residential, commercial and industrial land development with expertise in hydrologic and hydraulic design. He creates an enjoyable project experience for his clients while delivering their project vision. He's managed teams of designers, EITs, and surveyors for many projects from conception through survey collection, public hearing process, design, and construction.



West Edge Civic Center Commons

ZACH ST. JEAN, PE, PG

PRINCIPAL, GEOTECHNICAL ENGINEER

Zach is knowledgeable in the design, construction, reconstruction, and construction management of projects including educational facilities, residential and commercial development, power plants, airports, transportation, and various others. He has a thorough knowledge of American Association of State Highway and Transportation Officials (AASHTO) and American Society for Testing and Materials (ASTM) materials testing methodologies including soils, Portland cement concrete, asphaltic concrete pavement, mortar, and grout, and performs a wide variety of inspections that use specialized equipment to carry out unique testing procedures.

Zach also has direct and extensive experience in subsurface geotechnical exploration and analysis, implementation of quality control programs, project cost estimates, analysis of laboratory and field data prior to report generation, and final review of reports prior to submittal. His management responsibilities include monitoring the testing lab's tracking of samples, procedures, and cleanliness, along with scheduling of field and laboratory services.

RELEVANT PROJECTS

26th Street Interception Storm Sewer Extension Cheyenne, WY

West Edge Civic Center Commons Storm Water Detention Basin Cheyenne, WY

Laramie Regional Airport Runway 3/21 Rehabilitation Laramie, WY

State of Wyoming Capitol Renovation Project Cheyenne, WY

University of Wyoming High Altitude Performance Center Laramie, WY

City of Cheyenne New Municipal Court Building Cheyenne, WY

Warehouse 21 Addition Cheyenne, WY

EXPERIENCE

20 years in Industry

EDUCATION

MS, Geological Engineering
Montana Tech, 2002

BS, Geology
University of Northern Colorado, 1999

REGISTRATIONS

Professional Engineer
CO No. 42784

Professional Geologist
WY No. 3641

NICET Level II
Soils, Concrete, Asphalt
(Recertification in process)

Radiation Safety Officer

Nuclear Safety



University of Wyoming Parking Garage

JEFFREY B. JONES, PLS

PRINCIPAL, STRUCTURAL ENGINEERING

Jeff is a registered Professional Land Surveyor in the states of Wyoming and Colorado and has a BS degree in Forest Engineering from Oregon State University. He is also an Engineer-in-Training (EIT). He has more than 31 years of experience in various types of land, GPS, construction, and topographic surveying. Jeff is known for his knowledge of GPS systems and procedures, as well as the practical uses and definitions of multiple coordinate systems and error analysis and corrections. He has been a survey crew chief performing control surveys, boundary surveys, and mapping surveys within the state of Wyoming, state of Colorado, city of Cheyenne, and F.E. Warren Air Force Base.

RELEVANT PROJECTS

University of Wyoming Parking Garage Laramie, WY

City of Cheyenne Pershing Boulevard Reconstruction
Cheyenne, WY

Cheyenne Municipal Airport Taxiways A, A3, B, and B2 Reconstruction Cheyenne, WY

City of Cheyenne Parking Garage
Cheyenne, WY

Cheyenne Regional Airport Research and Surveys
Cheyenne, WY

Noble Energy Oil and Gas Well Surveys Denver, CO

Conoco Phillips Pipeline
Platte and Laramie County, WY

F.E. Warren Air Force Base Utilities Survey Cheyenne, WY

Lummis Livestock Company Water Right Survey
Laramie County, WY

El Paso Oil and Gas Company Pipeline and R/W Survey
Various Counties, CO

Delta Petroleum Oil and Gas Wells Various Locations, WY

Walmart Stores Land, Boundary, and Construction Cheyenne, WY

North Park Development
Wheatland, WY

Lowe's Companies Regional Distribution Center
Cheyenne, WY

EXPERIENCE

30 years in Industry

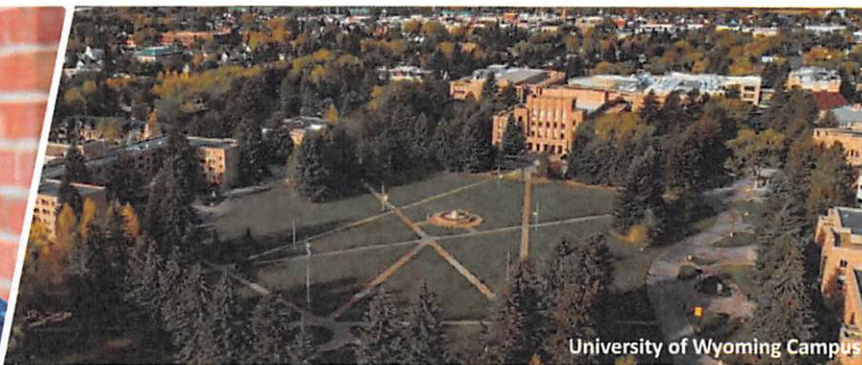
EDUCATION

BS, Forest Engineering
University of Oregon, 1985

REGISTRATIONS

Professional Land Surveyor
WY No. 5910
CO No. 37920





CHRIS ISAACSON, PE

PRINCIPAL, ELECTRICAL ENGINEERING

Christopher is an electrical engineer with 14 years of experience in the architecture, engineering, and construction (AEC) industry. Chris has solved design challenges in a multitude of projects across a range of industries in his home state of Wyoming. As an Electrical Project Manager, he will provide coordination and maintain the schedule for electrical systems and assist with the scope of work development. Chris's experience combined with his enthusiasm to keep up to date with innovations in engineering make him a valuable asset to the project team.

RELEVANT PROJECTS

Moore Ranch Mine Processing Plant Instrumentation and Control Savageton, WY

Northwestern Rural Water District Instrumentation Upgrades Cody, WY

Smith Ranch and Highland Mine North Butte Satellite, Instrumentation, and Controls Rolling Hills, WY

Hunting Energy Services Motor Test/Repair Facility and Offices Casper, WY

Solvay Chemicals New S300 Process Plant, Rail Loadout Expansion, and Controls Green River, WY

Cheyenne Regional Medical Center Cheyenne, WY

Sampson Resources Mine Control Wiring and Automation Powder River Basin, WY

Lost Creek Mine IRS Processing Plant, Deep Disposal Well, and Shop Baroil, WY

Chemtrade Logistics, Inc. New Acid Plant Control Room Riverton, WY

State of Wyoming Women's Prison Mother/Child Facility Lusk, WY

Eastern Wyoming College Agricultural Technology Education Center Torrington, WY

Sheridan County School District Tongue River Elementary School Ranchester, WY

EXPERIENCE

14 years in Industry

EDUCATION

BS, Electrical Engineering
University of Wyoming

REGISTRATIONS

Professional Engineer
WY No. 14861
CO No. 50553
ID No. 16931



CHRISTOFER S. LOVAS, PE

PRESIDENT, CIVIL ENGINEER

As a civil engineer licensed in Wyoming, Colorado, and Utah, Chris has 13 years of experience, encompassing various planning, engineering design, and management projects in the State of Wyoming and Northern Colorado. The majority of Chris's experience has been focused on land development with expertise in stormwater drainage solutions. He is technically talented and prides himself as being a leader; he's managed teams of designers, EITs, and surveyors for many successful projects.

Chris focusses on forming relationships with his clients while producing civil design solutions with a personal touch. He has extensive experience in a wide range of land development with expertise in stormwater drainage. He creates an enjoyable project experience for his clients while delivering their project vision. His clients enjoy knowing that Chris is not only the point of contact, he is also the engineer that completes the work for their project; Chris manages projects from conception through survey collection, the public hearing process, design, and construction.

RELEVANT PROJECTS

Summit Park Apartments

Sanitary Lift Station

Cheyenne, WY

Thomas Heights Sanitary Lift

Station

Cheyenne, WY

Hitching Post Plaza

Cheyenne, WY

Paul Smith Way

Cheyenne, WY

Choice Hotel/Everhome Suites

Cheyenne, WY

Atwell Suites

Cheyenne, WY

Sweetgrass Apartments

Cheyenne, WY

Mineone Data Center

Cheyenne, WY

Scooter's Coffee

Cheyenne, WY

East Side Villas Multi-Family

Cheyenne, WY

Hill Heights Multi-Family

Cheyenne, WY

EXPERIENCE

13 years in Industry

EDUCATION

BS, Civil Engineering

North Dakota State University

REGISTRATIONS

Professional Engineer

WY No. 14863, CO and UT

Fee Schedule/Hourly Rates



 **MARTIN/MARTIN**
WYOMING

FEE SCHEDULE

SCOPE	PROJECT MANAGER	SCOPE FEE	% TOTAL	WORK CENTER LOCATION
Project Management (All Phases)	MMWyo, Ben Nemec	\$85,000	23%	Cheyenne, WY
Civil Engineering (Production, Detailing)	MMWyo, Ben Nemec	\$125,000	34%	Cheyenne, WY
Civil Engineering (Master Plan, Concept)	Martin/Martin, Jerry May	\$116,000	32%	Lakewood, CO
Survey	Steil Surveying, Jeff Jones	\$10,500	3%	Cheyenne, WY
Geotechnical Engineering	Terracon, Zach St. Jean	\$14,500	4%	Cheyenne, WY
QA/QC	Lovas Engineering, Chris Lovas	\$5,000	1%	Cheyenne, WY
Electrical Engineering	ST+B, Chris Issacson	\$9,000	2%	Cheyenne, WY
TOTAL:		\$365,000	100%	

OPTIONAL SERVICES

SCOPE	PROJECT MANAGER	SCOPE FEE	WORK CENTER LOCATION
Structural Engineering	MMWyo, Garth Scholl	\$5,000	Cheyenne, WY
Utility Daylighting	Badger	\$5,000/8-hr Day	Cheyenne, WY
Additional Easements	Steil Surveying, Jeff Jones	\$750	Cheyenne, WY

Assumptions and Exclusions

- Only one WYDOT crossing license for the sanitary sewer
- Weighting and prioritization of selection criteria for design options to be developed by the County
- County to provide contract front end documents and desired product information
- MMWYO will assist in the development of MOUs, it is assumed that the County's attorneys and BOPU will draft and review the agreement language.
- Public meetings and notifications are not anticipated. MMWYO will work with Owner's Rep to solicit feedback as outlined in Addendum #1.
- BOPU to perform any hydraulic analysis within their system.
- County has all well information on file and can distribute, well inspections are not included.
- CCTV and SCADA system design not included.
- Flow testing or monitoring is not required as the sanitary sewer system is for future developments.

PERSONNEL SERVICES HOURLY RATES

STRUCTURAL AND CIVIL DEPARTMENTS

Title	Rate
Principal	\$200.00
Associate	\$175.00
Senior Project Engineer	\$160.00
Senior Building Envelope Specialist	\$160.00
Project Engineer	\$140.00
GPR Certified Investigative Engineer	\$140.00
Building Envelope Specialist	\$140.00
Professional Engineer	\$130.00
Engineer-in-Training II	\$115.00
Engineer-in-Training I	\$105.00
Senior Designer	\$130.00
Designer	\$115.00
Technician III	\$100.00
Technician II	\$95.00
Technician I	\$90.00
Senior Construction Services Representative	\$135.00
Administrative Assistant	\$80.00
Engineering Intern	\$75.00

Insurance

MMWyo, and our team members, can provide the insurance requirements listed in Exhibit C of the RFP through the duration of the contract, and for five years thereafter. Certificates of Insurance can be provided upon project award and completion of contract negotiations.



References

REFERENCES

ADDIE WICKHAM

CFIP Administrator
Yellowstone National Park
307.344.5344
awickham@xanterra.com

KRISTI CASTELLO

Administrator and Operator
Paakweree Village Water Coop Association, Inc.
505.321.8083
kmmcastello@gmail.com

BILL ZINK

Director, Physical Plant
Laramie County Community College
307.778.1121
bzink@lccc.wy.edu

DAVE WEBB

Construction Management Supervisor
State of Wyoming Construction Department
307.777.5950
dave.webb@wyo.gov

KEN LEWIS

Construction Manager
Wyoming Military Department
307.772.5463
kenneth.w.lewis58.nfg@mail.mil

SCOTT STOLL, AIA

Associate Principal/Senior Design Architect
Page
720.390.3009
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JUDY SIMONSON

District Manager
Grant Water and Sanitation District
Southwest Suburban Denver Water and
Sanitation District
303.674.3380
jcs@jsimonson.com

ROBERT SAUCERMAN, DBIA, CPC, LEED AP

Pre-Construction Manager
Hensel Phelps
307.287.2786
rsaucerman@henselphelps.com

Milestone Schedule



 **MARTIN/MARTIN**
WYOMING

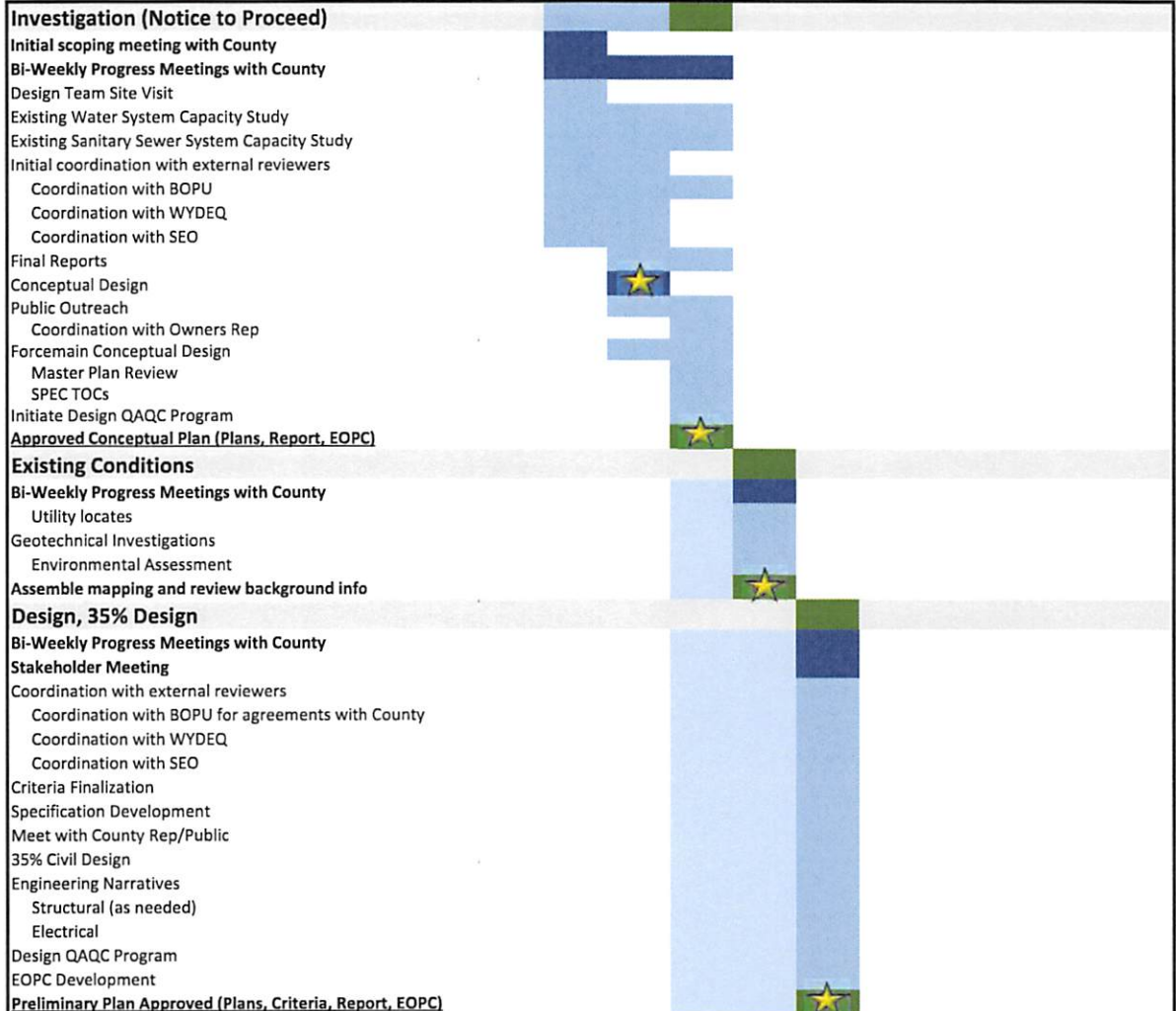
MILESTONE SCHEDULE



LEGEND

General Progress
Optional Parallel Design
Owner Involvement
Project Milestone

May Jun Jul Aug Sep Oct Nov Dec Jan Feb





LEGEND

General Progress
Optional Parallel Design
Owner Involvement
Project Milestone

May Jun Jul Aug Sep Oct Nov Dec Jan Feb

Design, 65% Design

Bi-Weekly Progress Meetings with County

Coordination with agencies

WYDOT Utility Crossing License

WYDEQ

Civil Engineering Plans

Existing Conditions and Demolition Plan

Grading Plan

Erosion Control Plan

Layout & Paving Plan

ROW and Utility plans

Electrical Engineering Plans

Structural Engineering Plans

Investigations

Potholing

Utilities and agency coordination and permitting

EOPC Development

Submit 60% Plans

Planning Review

WYDEQ Water/Wastewater

WYDEQ SWPPP

Design QAQC Program

Staff meeting to review 65% Design

Design, 95% Design

Bi-Weekly Progress Meetings with County

90% Design QAQC Program

Coordination with agencies

WYDOT

WYDEQ

Continue Design and Plan

Civil Engineering Plans

Electrical Engineering Plans

Structural Engineering Plans

Submit 60% Plans

Engineering Plan Review

Planning Review

WYDEQ SWPPP

95% Design QAQC Program

Staff meeting to review 95% Design

Production of Final Plans

Bi-Weekly Progress Meetings with County

Final Design QAQC Program

Finalize document package, details, specs

Updated cost estimate

Submit Final Plans for Bidding



Attachment A

SCOPE OF WORK

Scope of Services (including but not limited to):

PHASE I – PLANNING AND CAPACITY STUDY

Review Existing Plans and Scope of Work Meeting

1. The Consultant shall review all existing plans and information associated with the development of the Archer Complex.
2. After a cursory review of the plans, Consultant shall meet with the County representatives to discuss the overall scope of work and goals of the project.

Exiting Water System Capacity Study

1. Review the various components (storage, transmission, etc.) of the Archer Complex water system to determine its adequacy to provide domestic and fire flow for the various current entities.
2. Analyze the capacity of the water system to provide for future development within the Archer Complex and make recommendations on if/when modifications to the existing system may be warranted.
3. Estimate the water usage needs for commercial development lots along the north side of the Archer Complex. Provide analysis of any issues that might arise with over capacity of the current system.
4. Work with any necessary governmental agencies including the State Engineer, Cheyenne Board of Public Utilities (BOPU), etc., and provide any recommendations for expansion of the water service if capacity problems exist.
5. Prepare a report summarizing the findings and any recommendations.

Sanitary Sewer Main Master Plan

1. Review the existing components of the Archer Complex sanitary sewer system in relation to the addition of a new sewer main along the north side to serve future development.
2. Provide a summary of various viable options to provide sanitary sewer to the undeveloped areas of Archer along the northern area/property line north of Thunder Road and Prairie Center Circle.
3. Consultant shall determine how best to include and serve existing and proposed businesses and property along the north side of Venture Drive/Interstate 80 Service Road. This will include determining if the owners of these properties should contribute to the costs associated with the installation of the proposed new sewer main. Consultant shall work with all adjacent landowners that will tie into the new main.
4. Prepare a report summarizing the various options, pros and cons, costs, phasing, and recommendations.

SCOPE OF WORK

Sewer Main Schematic Design

1. Consultant shall review previous master plans for the Archer Complex regarding the business development and commercial area development.
2. Consultant shall incorporate these options for the development of the commercial areas (i.e., the areas along the northern end of the Archer Complex) into design.
3. Intention is to design and install a sewer main inside the utility easement along the north side of the Archer Complex that will allow the commercial development properties to tie into and expand as necessary for any future development. This main could potentially have some lateral branches as may be necessary to serve the area noted as the Business Development areas depending on the Consultant's recommendations.
4. Consultant shall incorporate into the design all elements of a fully functioning sewer main including lift stations, pipe sizing, boring, manholes, etc. so that the Business Development area can be developed into commercial properties.
5. Consultant shall work closely with the County's Representative to prepare and present Schematic Designs showing the most viable and cost-effective solutions for the installation of the sewer main.

Consultant shall submit all Master Plan reports, documentation, drawings, cost estimates, etc. to the County representatives for review and approval.

PHASE II – SANITARY SEWER DESIGN

Existing Conditions

1. Consultant will be provided the ALTA survey file that was recently prepared by the County for the Archer Complex. Additional utility infrastructure documents will be made available for use by the Consultant and should be used for reference during the design development process.
2. Consultant will need to perform any additional survey within the Archer Complex necessary for the design of the sewer system.
3. Consultant will need to perform a topographic, utility, ROW, etc. survey for the areas outside of the Archer Complex that will be needed for the proposed sanitary sewer main and appurtenances.
4. Consultant will provide geotechnical investigation and soils analysis as necessary for engineering elements of design.

Preliminary Design

1. Consultant shall prepare preliminary designs for the sanitary sewer system improvements based on the approved recommendations from the Sanitary Sewer Master Plan in Phase I.
2. Consultant shall design the system to be in compliance with BOPU's design criteria and requirements. The design shall also be in compliance with all local and State laws.
3. The preliminary design shall include preliminary drawings, specifications, cost estimates, and a summary of the preliminary capacity analysis and assumptions used.
4. Design shall include the most cost effective/efficient design for lift station that includes maintenance requirement and certification information for the County representatives to review. If more than one is necessary, lift stations shall be uniform from a single manufacturer known to serve and supply parts to southeast Wyoming in a timely manner.

5. The preliminary design package shall be submitted to the County representatives for review and approval.

Design

1. The Consultant shall prepare complete construction documents and specifications to be used for all bid packages.
2. Consultant shall provide progress drawings at the 65% and 95% levels for County review. Cost estimates shall be provided with each submittal.
3. With each submittal, the Consultant shall provide a summary of the estimated cost, construction quantities, and items of work. The bid tabulation shall be laid out using standard numbering for work items and basic pay units.
4. Cost estimates shall include the estimated monthly fees to the Cheyenne BOPU at 1.5x the standard utility rate per any Outside User Agreement made.
5. After receipt of the final review comments from the County representatives, the Consultant shall prepare final construction documents for the project, incorporating all changes. The Consultant shall prepare complete bid documents, including plans, specifications, drainage analysis, scope statements and cost estimates.
6. Specifications shall include all pertinent Construction Divisions to be used during the project including all General Conditions and document templates to be used throughout construction.
7. Consultant shall meet with individual adjacent property owners as necessary throughout the project and determine what, if any, financial role any of the adjacent property owners will play in assisting with the cost of the proposed sewer main.
8. The Consultant shall work with WYDOT to obtain any necessary requirements and approvals for boring under I-80 for casings. The Consultant will also determine if the boring of a casing pipe for a future waterline (based on the original Water Master Plan) should be included as part of this project, and if so, obtain the necessary approvals from WYDOT for that boring as well and include that in the design of the sanitary sewer.
9. The Consultant shall work with the Cheyenne BOPU and the City of Cheyenne during design for any and all requirements and approvals between the City and the County including but not limited to any Memorandums of Understanding (MOU's) and Outside User Agreements (OUA's) necessary to facilitate construction operations.
10. All plans and drawings must be done using AutoCAD 2020, or newer version. All engineering design data shall be provided in a format that integrates with the latest version of ArcGIS. All design data using said programs shall be made available to Laramie County and shall become the property of Laramie County for active and future projects. Plans, specifications, and project related documents must be completed according to current County and/or State and/or Federal standards.
11. All work shall be done under the direction of a Professional Engineer and Professional Land Surveyor licensed in the State of Wyoming.

Platting

1. The Consultant will prepare a plat for any new roadways, easements, greenways, etc., that are established within the Archer Complex necessary for the installation of the sewer main.
2. If established, the Consultant shall take the plat through the process of review, approval, and recording.

PHASE III – CONSTRUCTION

Procurement

1. The Consultant shall assist the County through all the bidding process and give recommendations to the County representatives in selecting a responsible Contractor, Subcontractors, and/or Suppliers. Consultant may be required to attend and provide information at various County Commissioner meetings during the award process.
2. Consultant will be required to organize and conduct a pre-bid meeting with the County representatives and Contractors and record the meeting (take notes, attendance, etc.). The Consultant shall prepare and publish any necessary addenda to the Contract Documents, including minutes of the pre-bid meeting.
3. Consultant shall aid in the preparation of Instructions to Bidders and Advertisements requested by the County's Representative during procurement for contractors, materials testing or special inspections.

Construction

1. Schedules:
Review the progress schedule, schedule of shop drawing submissions and schedule of values prepared by Contractor and consult with County's Representative concerning their acceptability.
2. Conferences:
Assist County and keep minutes in conducting pre-construction conferences with contractors. Conduct weekly coordination meetings, as required, maintain and circulate copies of minutes thereof.
3. Administration:
Work in cooperation with the County Representative as liaison with Contractor working principally through Contractor's management team and assist with understanding the intent of the Contract Documents. Provide ongoing public relations between County, residents, property owners, Contractors and field personnel, to insure smooth and most cost and time efficient means to progress.
4. Shop Drawings and Quality Control:
 - a. Receive samples and shop drawings furnished by contractor, record date of their receipt, and track progress of approvals. Advise County's Representative of their acceptability.
 - b. Identify any Work that is unsatisfactory, faulty or defective or does not conform to the Contract Documents, or does not meet the requirements of any inspections, tests or approvals or that has been damaged. Advise the Contractor and the County's Representative when Work should be corrected, rejected, uncovered for observation, or requires special testing, inspection or approval.
 - c. Verify that tests, equipment and systems startups operating / maintenance instructions are conducted as required by the Contract documents and in the presence of the required personnel, and that Contractor maintains adequate records thereof; observe, record and report to County's Representative appropriate details relative to the test procedures and

startups.

- d. Visually inspect and record progress at least weekly during construction operations. Note any observed problems or concerns and report to County's Representative.
- e. Accompany visitors or agencies having jurisdiction over the Project as necessary; record the outcome of these inspections and report to County's Representative.

5. Interpretation of Contract Documents:

Transmit Clarifications, interpretations and additional details of the Contract Documents as requested in a timely manner so as to allow for continued and uninterrupted construction operations.

6. Modifications:

Consider and evaluate any changes or modifications in Drawings or Specifications and report them with recommendations to County Representative for approval prior to authorizing any such changes or charges to Force Account or Contingency. Administer Change Orders, Contract Modifications and extra Payment Requests as necessary.

7. Records:

- a. Maintain orderly files for correspondence, reports of job conferences, Shop Drawings and samples submissions, reproductions of original contract Documents including all addenda, change orders, field orders, additional Drawings issued subsequent to the execution of the Contract, County's Representative clarifications and interpretations of the Contract Documents, progress reports, and other Project related documents.
- b. Keep record of site visits that include pertinent data such as daily activities, decisions, observations in general and specific observations in more detail as in the case of observing test procedures, and pictures.
- c. Maintain records of all pay applications, change orders, work orders, Construction Change Directives and other cost related records Measure this data against the cost estimate for up-to-date budget tracking.

8. Reports:

- a. Furnish County's Representative weekly summary reports including Contractor's compliance, the approved progress schedule, and schedule of Shop Drawing submissions.
- b. Consult the County's Representative in advance of scheduled major tests, inspections or start of important phases of the Work.
- c. Report immediately to County's Representative any issues that may have a negative effect on the schedule or budget.

9. Payment Requisitions:

Review and certify applications for payment with Contractor for compliance with the established procedure for their submission and forward them with recommendations to County's

Representative noting particularly their relation to the schedule of values, work completed, and materials and equipment delivered or paid for at the site, but not incorporated in the Work.

10. Certificates, Maintenance and Operation Manuals:

During the course of the Work, verify that certificates, maintenance and operation manuals and other data required to be furnished by Contractor are applicable to items actually installed. Review O&M's from Contractor for completeness and approval.

11. Completion:

Submit to Contractor a punch list of observed items requiring completion or correction. Conduct final inspection in the company of County's Representative, Contractor and utility companies involved and prepare a final list of items to be completed or corrected.

- a. Verify that all items on the final punch list have been completed or corrected, make recommendations to the County concerning acceptance and prepare a certificate of Substantial Completion.
- b. Conduct eleventh (11th) month inspections with County and Contractor's Representatives and report findings to County's Representative immediately prior to the expiration of the one year or other warranty, as applicable.
- c. After completion of the project prepare and submit to County certified "Record Drawing" plans showing final accepted conditions of the project. Electronic files and one set of prints required. A certified final construction report of conditions, maintenance items, inspection reports, contract modifications, correspondence, field orders and any other pertinent information which the owner should know, shall be furnished by the project engineer to the owner.

COMPANY NAME: Martin/Martin Wyoming, Inc.

BID FORM

DO NOT MODIFY BID FORM - Any modification or alteration to this form from its original format will result in rejection of the bid.

BID FORM TO BE COMPLETED IN ITS ENTIRETY, INCLUDE COMPANY NAME ON EACH PAGE WHERE INDICATED, AND SIGNED IN INK. SUBMIT BID FORM IN ITS ENTIRETY.

PROJECT:

ARCHER SEWER CONNECTION DESIGN SERVICES

BID TIME & DATE:

2:00 PM, March 30, 2023

BID PACKAGES EMAILED TO:

benhornok@tcsolutions365.com

BIDDER:

Martin/Martin Wyoming, Inc.

Legal Name of Firm

6523 Yellowstone Road, Suite 200

Address

Cheyenne

WY

82009

City

State

ZIP

COMPANY NAME: Martin/Martin Wyoming, Inc.

DESIGN TEAM:

Bidders must submit the following:

- Resume of all team members with qualifications showing projects of similar size and scope. Include current job assignments and educational degrees, diplomas, trade schools, apprentice and other relevant training programs.
- Company information including information for all sub consultant companies. Include relevant evidence which shows the companies experience and ability to complete this project.

REFERENCES AND EXPERIENCE:

Bidders must submit the following:

Include a list of references for projects of similar type and scope. Projects must have been completed within the past five (5) years. References may be in any format.

Companies that may not have five years' experience as a firm or have fewer than five completed projects may provide references reflecting experience of key personnel when that experience was within the past five years and meets the above requirements.

CURRENT WORK AFFIDAVIT:

List major projects your organization has in progress. Complete and submit a "Work In Progress Table" and include Work in Progress and Under Contract. Provide this information on the table below or in any format that shows all requested information.

Work In Progress Table

Date Awarded	Owner	Project Name	Contract Value	Description of Project

Table included on following page

WORK IN PROGRESS TABLE

DATE AWARDED	OWNER	PROJECT NAME	CONTRACT VALUE	DESCRIPTION OF THE PROJECT
December 2022	Wyoming Military Department	Sheridan Field Maintenance Shop	\$88,000	Site design and water main for 27,000 SF maintenance facility. Estimated completion June 2023
May 2022	Wyoming Military Department	Camp Guernsey ASP Administration Building	\$52,650	Site and septic system design for administration building at Camp Guernsey. Design complete
May 2022	City of Cheyenne	Belvoir Pedestrian Bridge	\$200,000	Road and bridge design for the City of Cheyenne. Estimated completion Fall 2023
January 2023	Wyoming Military Department	Camp Guernsey Barracks	\$40,500	Site design for a 13,000 SF barracks at Camp Guernsey. Estimated completion June 2023
April 2022	Eagle Claw Fish and Tackle Company	Eagle Claw Manufacturing Facility	\$110,625	Site and utility design for 150,000 SF manufacturing facility in Cheyenne. Design complete, currently in construction

COMPANY NAME: Martin/Martin Wyoming, Inc.

CONTRACT TIMEFRAME/SCHEDULE:

All bid submissions shall include a major milestone project schedule showing, at a minimum, the estimated timeframe for deliverables within the Scope of Work. Additional items such as procurement timeframe and estimated construction timeframe should be included to display a complete project baseline.

Time is of the essence. The milestone schedule shall be included in the contract and used as the baseline for the full project timeframe.

Bids that do not include a milestone project schedule may be considered incomplete and rejected.

ADDITIONAL BIDDING REQUIREMENTS:

The undersigned also agrees that he will not withdraw his bid for a period of forty-five (45) days from the date of bid opening.

In submitting this bid, be it understood, the owner reserves the right to waive irregularities and informalities, to reject any or all bids without further obligation, and to accept any bid deemed desirable.

All bidders must be able to meet the insurance requirements found in Exhibit C, Laramie County Insurance Requirements. Certificate of Insurance shall be provided to the County within ten (10) business days of a notice of Intent to Award.

NON-COLLUSION AFFIDAVIT OF PRIME BIDDERS

By submission of this proposal the bidder certifies:

1. He is the bidder that has submitted this bid, and that he has the authority to sign on its behalf.
2. He is fully informed respecting the preparation and contents of the attached bid of all pertinent circumstances respecting such bid.
3. Such bid is genuine and is not a collusive or sham bid.
4. Neither the said bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other bidder, firm or person to submit a collusive or sham bid in connection with the contract of which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement, collusion, communication or conference with any other bidder, firm or person to fix the price or prices in the attach bid or of any other bidder; to fix any overhead, profit, or cost element of the bid price or the bid price of any other bidder; or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the owner or any person interested in the proposed contract.

COMPANY NAME: Martin/Martin Wyoming, Inc.

ADDENDA: The following addenda to the Contract Documents are acknowledged:

Addendum No. 1 Dated March 15, 2023

Addendum No. _____ Dated _____

BID SUMMARY

A. BASE BID

TOTAL BASE BID: _____

Three hundred sixty-five thousand dollars and zero cents (\$ 365,000.00)
Written

B. ADD ALTERNATE BIDS (If Any)

The stated Lump Sum Alternate Bids include all work and material required to complete the stated portion of work.

1. **ALTERNATE NUMBER ONE (description)**

(ADD): Structural Engineering for Lift Station

Five thousand dollars and zero cents (\$ 5,000.00)
Written

2. **ALTERNATE NUMBER TWO (description)**

(ADD): _____

Written _____ (\$ _____)

COMPANY NAME: Martin/Martin Wyoming, Inc.

The undersigned, pursuant to the Invitation to Bid, and all other bidding requirements, being familiar with existing conditions, the site and other local conditions affecting the cost and performance of the work, hereby proposes and agrees to perform all work in strict accordance with the Contract Documents.

SIGNATURE

Signature of Bidder: _____

Typed Name and Title: John Shaffer, PE President

Name of Company: Martin/Martin Wyoming, Inc.

Company Organization: Corporation
(Individual, Partnership, Corporation)

Incorporated in the State of Wyoming

How many years has the organization been in business as a 12

contractor? Names of other partners or officers: Ben Nemec Senior Project Engineer

Company Address: 6523 Yellowstone Road, Suite 200
Cheyenne, Wyoming, 82009
(City / State / ZIP Code)

Company Telephone Number: (307) 637.8422

Company / Contact E-mail Address: BNemec@mmwyo.com

FEE SCHEDULE

SCOPE	PROJECT MANAGER	SCOPE FEE	% TOTAL	WORK CENTER LOCATION
Project Management (All Phases)	MMWyo, Ben Nemec	\$85,000	23%	Cheyenne, WY
Civil Engineering (Production, Detailing)	MMWyo, Ben Nemec	\$125,000	34%	Cheyenne, WY
Civil Engineering (Master Plan, Concept)	Martin/Martin, Jerry May	\$116,000	32%	Lakewood, CO
Survey	Steil Surveying, Jeff Jones	\$10,500	3%	Cheyenne, WY
Geotechnical Engineering	Terracon, Zach St. Jean	\$14,500	4%	Cheyenne, WY
QA/QC	Lovas Engineering, Chris Lovas	\$5,000	1%	Cheyenne, WY
Electrical Engineering	ST+B, Chris Issacson	\$9,000	2%	Cheyenne, WY
TOTAL:		\$365,000	100%	

OPTIONAL SERVICES

SCOPE	PROJECT MANAGER	SCOPE FEE	WORK CENTER LOCATION
Structural Engineering	MMWyo, Garth Scholl	\$5,000	Cheyenne, WY
Utility Daylighting	Badger	\$5,000/8-hr Day	Cheyenne, WY
Additional Easements	Steil Surveying, Jeff Jones	\$750	Cheyenne, WY

Assumptions and Exclusions

- Only one WYDOT crossing license for the sanitary sewer
- Weighting and prioritization of selection criteria for design options to be developed by the County
- County to provide contract front end documents and desired product information
- MMWYO will assist in the development of MOUs, it is assumed that the County's attorneys and BOPU will draft and review the agreement language.
- Public meetings and notifications are not anticipated. MMWYO will work with Owner's Rep to solicit feedback as outlined in Addendum #1.
- BOPU to perform any hydraulic analysis within their system.
- County has all well information on file and can distribute, well inspections are not included.
- CCTV and SCADA system design not included.
- Flow testing or monitoring is not required as the sanitary sewer system is for future developments.

PERSONNEL SERVICES HOURLY RATES

STRUCTURAL AND CIVIL DEPARTMENTS

Title	Rate
Principal	\$200.00
Associate	\$175.00
Senior Project Engineer	\$160.00
Senior Building Envelope Specialist	\$160.00
Project Engineer	\$140.00
GPR Certified Investigative Engineer	\$140.00
Building Envelope Specialist	\$140.00
Professional Engineer	\$130.00
Engineer-in-Training II	\$115.00
Engineer-in-Training I	\$105.00
Senior Designer	\$130.00
Designer	\$115.00
Technician III	\$100.00
Technician II	\$95.00
Technician I	\$90.00
Senior Construction Services Representative	\$135.00
Administrative Assistant	\$80.00
Engineering Intern	\$75.00

Insurance

MMWyo, and our team members, can provide the insurance requirements listed in Exhibit C of the RFP through the duration of the contract, and for five years thereafter. Certificates of Insurance can be provided upon project award and completion of contract negotiations.

MILESTONE SCHEDULE



