

Assessor's Parcel Number: N/A

Date: MAY 3, 2018

Recording Requested By:

Name: NATALIE WOOD, COUNTY MANAGER'S OFC

Address: _____

City/State/Zip: _____

Real Property Transfer Tax: \$ N/A



KAREN ELLISON, RECORDER

PROPOSAL #2018 072
(Title of Document)

R O Anderson

April 2, 2018

Via Email & Hand Delivery

Larry Werner, PE, County Manager
DOUGLAS COUNTY
1594 Esmeralda Avenue
Minden, NV 89423
lwerner@douglasnv.us

FILED
No. 2018.072
2018 MAY -3 AM 11:10

DOUGLAS COUNTY
CLERK
DEPUTY

Vista Grande Boulevard Extension: USFS Right of Way and Permitting Services Professional Engineering, Planning, and Surveying Services Scope of Services

Dear Larry:

Thank you for inviting R.O. Anderson Engineering, Inc. (ROA) to submit this proposal for professional services in support of USFS permitting for the extension of Vista Grande Boulevard north from Jacks Valley Road to its current terminus west of the Walmart Supercenter on U.S. Highway 395 in Carson City, Nevada—an extension of approximately 3,100 linear feet. To provide you with the requested services, R.O. Anderson Engineering (ROA) proposes the following tasks.

Task 1: USFS Written Proposal

In order to occupy and use National Forest System lands, Douglas County will need to obtain a Special Use Permit (SUP) from the United States Forest Service (USFS). If Douglas County is already a SUP Holder additional right-of-way can be added to an existing SUP through an amendment process that uses the same application and requires the same submittal materials. Efforts under this task will include preparing an initial written proposal summarizing the scope and importance of the county's plan for this proposed road extension. Once the draft proposal is prepared, we will submit it to you for your review and comment. Upon receipt of your input and comments, we will amend the proposal accordingly and submit to USFS for their review and comment. The proposal must include detailed description of the proposed activity, location maps and legal descriptions, which we will prepare. The proposal is screened by USFS to determine whether the proposal will cause any significant changes in the environment. We have included in this scope a minimal amount of time to answer USFS questions and make a site visit with them, if requested. From our experience, during their review of the written proposal USFS will probably request supplemental documentation as defined under Tasks 2 and 3 below; however, we believe it is in Douglas County's best interest to make this initial submittal before undertaking Tasks 2 and 3.

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We will need and do hereby request a copy of Douglas County's current USFS SUP, if any.

Budget: We offer these services on a lump sum basis for \$5,000.

Timing: We anticipate completing this task within three weeks from the authorization to proceed.

Deliverables: A written proposal in letter format with a location map outlining the proposed ROW location and dimensions, and legal descriptions of the two USFS parcels, submitted to USFS with both a PDF and hard copy to Douglas County.

Task 2: Topographic Mapping

Prepare a topographic map of the proposed road alignment. Mapping will be sufficient to cover the proposed right-of-way width of up to 80 feet and be provided at a scale of 1" = 40' with 1-foot contour intervals for conceptual and final design purposes. Existing improvements within and adjacent to the proposed right-of-way will be shown, including record location of existing utility lines and measured invert elevations of manholes where possible.

Budget: We offer these services on a lump sum basis for \$7,500.

Timing: We anticipate completing this task within three weeks from the USFS approval of the written proposal.

Deliverables: The final stamped survey will be provided in paper format with the number of copies you request; PDF files will also be included.

Task 3: Vista Grande Boulevard Conceptual Design

Conceptual design documents for the extension of Vista Grande Boulevard will include the following sheets.

- Document Title Sheet: Vicinity Map, Site Alignment Plan, Sheet Index, and Project Summary
- Legends, Abbreviations, and General Notes Sheet

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- Three plan and profile sheets at 1" = 40' for proposed sanitary sewer, storm drain, and water main extensions contemplated to be constructed within this road
- Details sheet inclusive of temporary and permanent BMPs, street sections, erosion control elements.
- Engineer's Preliminary Estimate of Probable Construction Costs

Budget: We offer these services on a lump sum basis for \$18,130.

Timing: We anticipate completing this task within three weeks from the completion of Task 1.

Deliverables: Deliverables will include actual plans as described, in paper format with the number of copies as requested; PDF files will also be provided.

Task 4: USFS Special Use Permit Application

If the written proposal is accepted, a Standard Form 299 application can then be submitted. A pre-application meeting is required pursuant to the application requirements and is therefore contemplated under this task, as well as efforts to prepare and submit the application. Application attachments that are included in this task are the conceptual design documents, an Operating Plan, an online threatened and endangered species report request, a traffic and pedestrian safety plan, and a cost estimate.

Assumptions:

- A narrative discussion of alternatives will be acceptable without needing to formally develop or present any alternatives.
- Environmental studies (including but not limited to archaeological, wildlife, plant, soils/hydrology) are assumed to be provided by USFS under a future Cost Recovery Agreement (CRA) to be created and paid for as part of the SUP application process. The CRA will be directly between USFS and Douglas County.
- The NEPA process will be completed by the USFS as part of the application process if necessary.
- Douglas County will provide:
 - Information for the Operating Plan regarding: maintenance activities and schedule for vegetation including noxious weeds, litter, snow

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removal/control, permanent BMPs; project/construction schedule; spill prevention; and hazardous material transport/handling.

- Historical documents of planning for the ROW location to support the alternatives narrative.
- Information to support justifying financial capability to construct, operate, and maintain the proposed activity.
- Taxpayer ID and public corporation documents (law forming corporation, proof of organization, bylaws, resolution authorizing filing) if necessary.

Budget: We offer these services on a lump sum basis for \$9,400.

Timing: We anticipate completing this task within four weeks following completion of Task 3.

Deliverables: A completed application form with specified attachments submitted to USFS with a PDF and hard copy to Douglas County.

Task 5: Additional Meetings and Coordination

Meet and coordinate with Douglas County, United States Forest Service, adjacent property owners as necessary about the proposed alignment and the project in general. We anticipate attending and presenting the project at the meetings on an as-requested basis.

Budget: We offer these services on an hourly basis with an estimated budget of \$600 per meeting for preparation of materials, travel and attendance. We anticipate the potential for controversy with this application is minimal and that public meetings or information center materials will not be needed. This type of work can be provided if requested but if required we will request an amendment to the above-listed per meeting budget.

Payment Terms

For tasks with an hourly rate, the amount billed in each monthly invoice will be calculated based on the actual time incurred on the Project during the billing period. Work completed for tasks with a lump sum fee will be billed based on the estimated percent of project completed during the previous month. The balance is due within 30 days of receipt. Interest will accrue on any unpaid balance at a rate

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of 1.5% per month. Any outstanding balance for each task will be paid in full prior to release of deliverables.

Valid Until Date

This fee proposal and estimated dates of delivery, as set forth herein, are valid for a period of 30 days from the date of this letter, after which this firm can no longer assure the timing of our services.

Please review this letter carefully. We have assumed that the county's standard professional services agreement, which we have agreed to on numerous other assignments will be used as the template of the agreement and have not, therefore, included what is our standard form agreement. Upon your review and approval, please authorize this Scope of Services by signing below.

We would welcome the opportunity to assist you with this project. Please feel free to contact me directly with any questions or concerns.

Yours faithfully,

R.O. ANDERSON ENGINEERING, INC.



Robert O. Anderson, PE, CFM, WRS
Principal Engineer

ACKNOWLEDGED AND ACCEPTED



Larry Werner, Douglas County Manager

5/2/18

Date Signed

Douglas County

State of Nevada

CERTIFIED COPY

I certify that the document to which this certificate is attached is a full and correct copy of the original record on file in the Clerk-Treasurer's Office on this

31st day of May 2018

By  Deputy