



Task Order

To: City of Lodi
Ann Groves Lloyd
130 South Main Street
Lodi, WI 53555

Date of Issuance: July 5, 2022

MSA Project No.: #0080123

This task order will acknowledge that MSA Professional Services, Inc. (MSA) is authorized to begin work on the following project:

Project Name: Spring Creek Pedestrian Bridge

The scope of the work authorized is: Bidding Services (see attached)

The schedule to perform the work is: approximate start: July 2022
approximate completion: September 2023

The estimated fee for the work is: \$7,500

This authorization for the work described above shall serve as the Agreement between MSA and OWNER. All services shall be performed in accordance with the Master Professional Services Agreement currently in force. Any attachments or exhibits referenced in this Agreement are made part of this Agreement. Payment for these services will be on a time and materials not to exceed (NTE) basis.

Approval: MSA shall commence work on this project in accordance with your written authorization. This authorization is acknowledged by signature of the authorized representatives of the parties to this Agreement. A copy of this Agreement signed by the authorized representatives shall be returned for our files.

CITY OF LODI

MSA PROFESSIONAL SERVICES, INC.

Ann Groves Lloyd
Mayor
Date: _____

Andrew Zimmer, P.E.
Team Leader
Date: _____

Attest

Brenda Ayers, Administrator
Date: _____

1230 South Boulevard
Baraboo, WI 53961
Phone: 608.356.2771

130 South Main Street
Lodi, WI 53555
Phone: 608.592.3247

SCOPE OF SERVICES
Spring Creek Park
Pedestrian Bridge Bidding Services
City of Lodi, WI

Project Description

The project includes the installation of 40-foot long by 10-foot wide prefabricated single span bridge on concrete abutments previously designed by MSA. The City is requesting MSA to provide bidding services to maintain compliance with State of Wisconsin and RTP Grant requirements for public bidding. All grant eligible activities must complete and submitted for reimbursement 60 days prior grant expiration on June 30, 2024.

MSA proposes the following services to assist the City as follows:

- Prepare plan title sheet and prepare erosion control plan and details incorporating best management practices (BMP's).
- Coordinate *temporary* abutment approach construction details with City and prepare detail sheet for work pertinent to construction.
- *Plan set to include Bridge Layout Plan, Abutment and Connection Plan and Abutment and Footing Reinforcement Plan sheets prepared by MSA dated May 10, 2022.*
- Prepare bid item schedule and cost estimate based on final plans.
- Prepare Project Manual including preliminary specifications and bidding documents. *Specifications to include Buy America requirements.*
- Forward plans, specifications and bidding documents to City for review and comment.
- Revise plans, specifications and bidding documents based on City comments.
- Prepare advertisement for bids and forward to the Lodi Enterprise for Class 2 publication. *Advertising costs to be paid by City.*
- Research DBE contractor eligibility directory and direct mail bid advertisement.
- Distribute plans and bidding documents to statewide plan rooms.
- Solicit prospective bidders utilizing the Quest electronic bidding network.
- Correspondence with prospective bidders and material suppliers and respond to questions during project advertising period.
- Prepare and distribute addenda to plan holders (one assumed)
- Conduct on-line bid opening at MSA Baraboo Office.
- Review bids and prepare bid tabulation.
- Prepare letter of recommendation and Notices of Award.
- Attend Parks Committee meeting to present bid results.
- Administer Construction Agreement with awarded contractor for Proposal B.
- Review shop drawings and construction submittals.
- Provide construction staking offsets and elevations for abutment construction.
- Project administration and correspondence.
- Deliverables: Six paper sets and one electronic PDF copy of design drawings.
- Reimbursables: Equipment rental, reproduction, postage and mileage.

Pedestrian Bridge Bidding Services Fee Estimate: \$7,500 (NTE)

Assumptions

- Bidding documents to include two proposals: Proposal A-Prefabricated Steel Truss Bridge and Proposal B –General Construction, Abutment and Concrete Bridge Deck
- Purchase agreement with Proposal A vendor to made directly with City.
- MSA to process standard construction agreement for Proposal B.

Additional Services

- Construction Administration
- Construction Observation
- Payroll Monitoring
- Landscape Architecture and Design