



550 S. 24th STREET W., SUITE 201, BILLINGS, MT 59102 | 406.894.2210

June 10, 2024

Mr. Tim Goodridge
MetraPark
via email - tgoodridge@metrapark.com

RE: Events Area - Grading and Surfacing Design

Dear Mr. Goodridge:

WWC Engineering (WWC) is pleased to present this proposal and letter agreement to provide site civil services for the proposed construction of an events area east of the Expo Center at the MetraPark property (the Site). WWC understands that you are soliciting a fee proposal to provide site civil design services for the proposed improvements.

WWC proposes to provide engineering services for this project that will include site layout and grading, stormwater drainage design, and construction plan set. As this work is to be completed on the MetraPark property, it would fall under the review of Yellowstone County. These tasks will be discussed in greater detail in the scope of work below.

The required tasks were developed with the following assumptions:

- On-site construction administration is not included in this proposal, but we would welcome the opportunity to assist you with those services;
- Stormwater management improvements will account for the full Phase 2 buildout per the concept provided by you and will discharge to southeast as they historically have;
- Layout of the facility will be based on conceptual bleacher layouts provided by you via email and the preliminary layout from
- No additional geotechnical design details are required by any permitting agency and if needed for future developments will be completed at that time;
- The intended use is compliant with zoning;
- No landscaping improvements are proposed and no landscaping systems existing within the proposal area. If landscaping is added that will require watering or irrigation, design of an irrigation system will be provided by others.

Scope of Work

Task 1. - Stormwater and Grading Design

Under this task, WWC will create a graded site plan and design based on conceptual layout provided via email. It is our understanding that the focus of this project will be the events area, livestock pens and fencing areas, and the future bleachers area and great lawn area is not to be considered in our layout. The grading will identify fill necessary to complete the overall site layout while considering stormwater drainage off of the area. It is our

understanding that permanent bathrooms or concessions facilities are not planned as part of this work and the separately proposed water and sanitary mains may be utilized for these in the future. During this work, we will help identify the locations of these mains and potential service connections points, such consideration is given to not requiring demolition of any facilities to tie to these at a future date.

This task will include design of a stormwater management system in accordance with the Yellowstone County's MS4 permit and preparation of a design report for submittal to County Public Works. It is anticipated that a connection to a storm main will not be completed as part of this work and that simple overland drainage and limited ponding will suffice.

Task 2. - Construction Plan Set

WWC will provide plans for the project in 11"x17" format, unless otherwise requested. Final plans will include a title sheet, grading and site layout sheets, plan and profile sheets, and other detail sheets as needed. It is anticipated the Montana Public Works Standard Specifications will be the prevailing specifications for this project. Additional special provisions will be prepared for work outside that governed by those documents. Included within this task will be preparation of a total estimated quantities for the overall project along with an engineer's estimate of probable cost.

Task 3. - Plan and Design Report Submittal to the MetraPark and County

WWC will submit plans and the stormwater report for MetraPark and County review. It is anticipated that the stormwater report will not receive a formal approval from County Public Works as there is not a mechanism for these reviews at this time. As such, it is anticipated that no permit fees will be required on the project.

Task 4. - Bid Assistance

WWC will assist the MetraPark with preparation and bidding of the project to include the grading package that will be prepared and also the bleachers that will accompany the site. The bleachers will have an identified area of which they will be constructed and we will assist with preparing a bid item description and performance specification such that the bleacher providers may individually bid on the project. WWC will assist with bidding related meetings and advertisement through Yellowstone County Finance in addition to completion of bid review and recommendation following receipt of bids at the County Commissioners office. Please note, this proposal does not include construction oversight related services following recommendation of award and these services can be discussed with the MetraPark staff once a contractor is selected by the County.

Cost of Services

WWC proposes to complete the scope of work detailed above for a lump sum cost as shown. Estimated costs per scope of work task as described previously are provided in the table below.



Task	Description	Estimated Cost
1	Stormwater and Grading Design	\$ 13,600
2	Construction Plan Set	\$ 5,200
3	Plan and Design Report Submittal to the MetraPark and County	\$ 2,700
4	Bid Assistance	\$ 9,700
Total All Tasks		\$ 31,200

Invoices are due upon receipt. Please mail payments to our office at 1849 Terra Ave, Sheridan, WY 82801. You understand that we may stop work until all interim invoices are paid, if payment is not received within thirty (30) days of the invoice date.

Any amount not paid within 30 days from the date of the invoice may be assessed an interest charge at 1% per month. If the amount is not paid within 90 days, you agree to pay reasonable costs of collection, including attorney and legal fees in addition to the invoiced amounts and interest charges.

WWC will perform the work with the usual thoroughness and competence of the engineering profession. No warranty or representation, either expressed or implied, is included or intended in this agreement. We agree that WWC’s liability is limited to the amount of our fees due to WWC.

If this letter satisfactorily sets forth your understanding of the arrangement between us, please print out and sign a copy of this letter in the space provided and return one to us. An electronic copy of the signed contract will satisfy our needs.

We look forward to working with you on this project. Should you have any questions regarding the proposed scope of work, estimated costs, or approach presented here-in, please do not hesitate to let us know.

Sincerely,



Greg Reid, P.E.
Billings Branch Manager

Client Accepted this _____ day of _____, 20__

WWC Accepted this 10 day of June, 2024

Signature: _____

Signature:  _____

Title: _____

Title: Billings Branch Manager

