



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

March 15, 2024

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

RE: 1st Avenue Entrance - Planning Assistance

Dear Mr. Goodridge:

WWC Engineering (WWC) is pleased to present this proposal and letter agreement to provide site civil planning services for potential construction of a future intersection and large entrance onto 1st Avenue North, near Gate 2. WWC understands that you are soliciting a fee proposal to provide these services.

Scope of Work

Task 01. - Stakeholder Planning for Roadway and Intersection

Under this task, WWC will work with the MetraPark staff, County officials, and MDT to evaluate the pathway for construction of the intersection. The primary points of this task are to determine the items listed below. The deliverable for this task would be a memo summarizing these items.

1. Timing of potential intersection construction and determine if it could be included with the upcoming MDT project or if it would need to occur separately.
2. Funding obligations of the intersection.
3. Interest level of County and MetraPark for additional exit without further development or facilities east of current layout.
4. Summary of documents needed for the design and/or permitting of the intersection, including outline of the traffic data previously provided and what traffic design and analysis would be necessary for the design of the intersection.

Task 02. - Preliminary Layout of Internal Roadway

Dependent on the results of Task 01, and interest in pursuit of a potential intersection and connecting roadway, WWC would work with the MetraPark and County officials to develop preliminary concepts for the internal roadway. WWC recommends to develop the focus and scope of this task following the completion of Task 01, however listed below are items for consideration at this time for Task 02.

1. Identify potential route of internal roadway and possible impacts to 4th Avenue entrance.
2. Identify reconfiguration of Lower Lot entrance, if necessary.
3. Outline alternatives for directing traffic to the proposed intersection from Lower Lot, Expo Lot, and possibly Arena front lot.
4. Survey staking of potential layouts for on-site review of alternatives by MetraPark and County staff.

Cost of Services

WWC proposes to provide these services on a time and materials (T&M) basis for a cost not to exceed \$20,000. WWC anticipates an adjustment to our services following Task 01, which is the basis for proposing a T&M not to exceed agreement.

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.



Mr. Goodridge
Page 3 of 3
March 15, 2024

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__

Signature: _____
Title: _____

WWC Accepted this
15 day of _____, March _____, 2024

Signature:  _____
Title: Billings Branch Manager

