

STANDARD TASK ORDER FORM/SCOPE OF SERVICES
TASK ORDER NO. 1
TO
MASTER PROFESSIONAL SERVICES AGREEMENT

CLIENT: Greater Salt Lake Municipal Services District
Effective Date of Master AGREEMENT: August 13, 2025

THIS TASK ORDER NO. 1 TO THE MASTER PROFESSIONAL SERVICES AGREEMENT (this "TASK ORDER" or "SCOPE OF SERVICES") is made and entered into as of the 13th day of August, 2025, by and between CLIENT and Methods Consulting, Inc., (herein called "CONSULTANT") who agree as follows:

- 1. PROJECT.** The PROJECT associated with this TASK ORDER is described as follows: Sidewalk Improvements – Various Locations. The PROJECT SITE is located as follows: 8425 South, 700 East to 745 East; 8425 South, 1300 East to 1510 East; and 1000 East, 8600 South to 8500 South.
- 2. SCOPE OF SERVICES.** The SCOPE OF SERVICES and deliverables associated with this TASK ORDER is attached hereto as Attachment A.
- 3. FEES.** CLIENT shall reimburse for services provided under this TASK ORDER on a time and expense basis which shall not exceed **\$224,840.00** (the "Maximum Project Fee"). Unless otherwise indicated above, payment shall be in accordance with the FEE SCHEDULE attached as Exhibit C to the Master Professional Services AGREEMENT (the "Master AGREEMENT"), unless a different FEE SCHEDULE is attached hereto as Attachment B, and in accordance with the Master AGREEMENT.
- 4. SCHEDULE.** The SERVICES associated with this TASK ORDER are anticipated to be completed within **12 months** (the "Project Time") following written authorization from the CLIENT to proceed.
- 5. ATTACHMENTS AND EXHIBITS.** Both Parties have read and understood all attachments and Exhibits referenced in or attached to this TASK ORDER and agree that such items are hereby incorporated into and made a part of this Task Order and the Master AGREEMENT.

IN WITNESS WHEREOF, CLIENT and CONSULTANT have executed this TASK ORDER as of the date first above written.

**GREATER SALT LAKE MUNICIPAL
SERVICES DISTRICT (CLIENT):**

**PROFESSIONAL SERVICE PROVIDER
(CONSULTANT):**

By: _____

By: _____

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____

ATTACHMENT A TO TASK ORDER
SCOPE OF SERVICES AND DELIVERABLES
(to be attached before Task Order is signed)

Scope of Work

Project Name: Sidewalk Improvements – Various Locations

Date: August 7, 2025

Executive Summary

Brief Description:

METHODS Consulting (METHODS) proposes to contract with the Greater Salt Lake Municipal Services District (MSD) to perform engineering services for the design of a sidewalk improvements in 3 locations within unincorporated Salt Lake County.

These locations include:

- 8425 South; 700 East to 745 East
- 8425 South; 1300 East to 1510 East
- 1000 East; 8600 South to 8500 South

Assumptions:

- 8425 S; 700 E to 745 E
 - Sidewalk on the north side of 8425 South will extend from the pedestrian access ramp at 700 East to the existing sidewalk (approximately 8394 South)
 - Sidewalk on the south side of 8425 South will extend from the existing sidewalk (approximately 715 East) to the front of the parcel located at 742 East; where a pedestrian access ramp will be installed to cross 8425 South; a pedestrian access ramp will then be installed in front of the parcel located at 751 East then the sidewalk will continue along the east side of 745 East to the existing sidewalk / north side of the driveway for the same parcel
 - Existing curb/gutter will remain in place, if select segments are elected to be replaced, they'll be replaced with the same curb/gutter type
- 8425 S; 1300 E to 1510 E
 - Sidewalk on the south side of 8425 South will extend from the existing pedestrian access ramp at 1300 East and extend to the existing sidewalk on the west side of the parcel located at 1510 East
 - Existing curb/gutter will be replaced with Type A curb/gutter
 - Frogs will be installed on each side of the side streets that will be crossed (1330 E, 1380 E, 1430 E, 1475 E); the center / majority of the waterway will remain protected in place
 - The catch basin near the pedestrian access ramp at 1300 East will be reconstructed to a hooded inlet, but no other storm drain improvements

are anticipated

- 1000 E; 8600 S to 8500 S
 - Curb, gutter, and sidewalk will begin at the existing sidewalk on the north side of 8600 S at approximately 983 East and extend to the northwest corner of 1000 East and 8600 South (where a pedestrian access ramp will be installed); sidewalk will then continue to the north along the west side of 1000 East to the existing sidewalk at approximately 8478 South
 - Up to 55-ft of the existing irrigation ditch will be piped
 - No pipe inspection, cleaning, or other pipe culvert investigations are anticipated
 - Up to 6 hours of coordination with the irrigation company, water users, and other impacted parties are anticipated; if additional effort is needed a contract amendment will be required
 - Pavement design &/or section will be provided by others
 - The existing pavement crown will not be modified and will remain in its current location
- Meetings
 - Milestone meetings will include: Kickoff, 30% Review, 90% Review, & 100% Verification
 - Meetings will include document preparations such as agenda, meeting minutes, schedule updates, risk management tracking / updates and action items tracking
 - METHODS will host up to 15 bi-weekly Management Meetings, to discuss the project design, facilitate coordination and decision making, allowing the project progress
- Roadway
 - No roadway widening or changes to the existing roadway striping, geometrics, lighting, signals, &/or drainage system (including any hydraulic modeling) are anticipated
- Landscaping
 - No landscaping design is anticipated
 - Impacts to existing private landscaping/pressurized irrigation systems will be handled with cost-to-cure &/or completed as part of a general landscape restoration item
- Survey / ROW
 - Improvements will be built within existing ROW and no ROW acquisitions &/or TCEs are anticipated

- Topographical survey, existing ROW research, and current / high resolution orthographical aerial will be provided by others
- Utility
 - It is assumed that all utility relocations will be completed via franchise agreement and no project specific utility agreements will be required
 - Utility coordination will be provided up to the hours included; if additional coordination is necessary a contract amendment will be required
 - No utility design (city or 3rd party) is anticipated
 - METHODS will depict utilities based on 3rd party provided maps & identify utility conflicts based on that information. No additional Subsurface Utility Engineering mapping, toning and/or utility testholes are anticipated.
 - No street lights improvements and/or modifications are anticipated
- 3rd Party Public Involvement &/or acquisition services are anticipated at this time, but can be completed through a contract amendment
- The Work Plan is based upon information known at the time contract documents were prepared
- UDOT will not be party to the project and the design process will follow industry standard design processes (not the UDOT design process)
- METHODS will provide plans, Engineer's Estimate, Bid Tab, & project special provisions; MSD will provide a spec book template
- This effort is for the design of the project and does not include inspection services, but can be completed through a contract amendment
- METHODS will utilize Microsoft Project for project schedule updates

Work Plan

Project Management

The purpose of this activity is for project management over the course of the project.

Deliverables:

- Coordinate METHODS internal staff
- Developing & tracking action items and follow up
- Developing & tracking project decisions
- Schedule management
- Invoice preparation

Kickoff Meeting

The Kickoff Meeting will focus on: 1) confirming the project scope for each sidewalk segment, 2) evaluating concerns and known conflicts, and 3) establish the project schedule.

Deliverables:

- Meeting Agenda / Notes
- Project Scope Statement

Model Initial Sidewalk Design

Our team will design the proposed improvements based on the information provided and model to determine property impacts and provide mitigation strategies (where possible)

Deliverables:

- Preliminary roadway design
- Roadway Cost Estimate

Utility Identification

We will begin this activity as soon as possible. METHODS will depict existing utility facilities based on the 3rd party provided maps and survey identified above ground utility facilities. Based on the initial sidewalk design, we will identify known utility conflicts and provide mitigation strategies (where possible)

Deliverables:

- Utility Companies Contact List
- ExUtil (QL-D)

Prepare 30% Design Review Package

Compile previous comments, project cost estimate, and all discipline review materials to produce the 30% Review Package. Complete milestone quality control / quality assurance reviews.

Deliverables:

- QC Redlines
- Comment Resolution Form
- 30% Design Review Package

30% Design Review Meeting

The 30% Design Review is the first review of all major roadway, utility, and ROW impacts. The meeting should include reviews to determine available funding and consistency, accuracy, and constructability within the project scope.

Deliverables:

- Meeting Agenda
- Distributed Review Material
- Meeting Notes
- Comment Resolution Form
- Engineers Estimate

Complete Roadway Plans & Documents

METHODS will complete the roadway plan sheets and create roadway plan quantities, details, and additional plan sheets. Prepare and assemble roadway project documents. Finalize roadway cost estimate.

Deliverables:

- Roadway Comment Resolutions
- Front Sheets (1-x sheets, Horizontal Control, Cross Reference, Details, etc.)
- Project Special Provisions
- Roadway Cost Estimate

Complete Utility Plans

Complete utility impacts plans and documents that detail utility provided location information (for the Contractor's, not the utility companies, purposes), identify impacts, and reflect 3rd party provided utility mitigation plans

Deliverables:

- Utility Plan Sheets

3rd Party Utility Coordination

METHODS will identify the known utility impacts and share those with the impacted utility owners. Coordination of utility owner questions, requests for revisions, and all other 3rd party utility owner coordination will be provided up to the hours included.

Prepare 90% Design Review Package

Compile comment resolutions, project cost estimate, and discipline review materials to produce the 90% Design Review Package. Complete milestone quality control / quality assurance reviews.

Deliverables:

- QC Redlines
- Comment Resolution Form
- Plan Set Sheets
- Project Cost Estimate
- Special Provisions
- 90% Design Review Package

90% Design Review Meeting

The purpose of this activity is to ensure that the elements provided in the plan sheets and advertising documents are consistent with the project scope and available funding requirements. The meeting should include reviews to determine consistency, accuracy, and constructability.

Deliverables:

- Meeting Agenda
- Distributed Review Material
- Meeting Notes
- Comment Resolution Form

Incorporate 90% Design Review Comments

Make revisions based on comments made during 90% Design Review Meeting.

Deliverables:

- Final Disposition Review Comment Resolution Form
- Final Plan Set & Project Documents Package

100% Design Verification Meeting

This meeting is to review the completed project documents along with the comment resolution form to ensure all comments were addressed completely, as the reviewer intended.

Deliverables:

- Revised Comment Resolution Form (if needed)
- Revised Plan Sheets and Documents (as needed)

ATTACHMENT B TO TASK ORDER

FEE SCHEDULE APPLICABLE TO PROJECT

(to be attached only if a Fee Schedule is negotiated for this Task Order)

Estimated Hours

Project Name: Sidewalk Improvements - Various Locations
Date: August 7, 2025



	Project Manager	QC/QA Engineer	Project & Roadway Engineer	Design Engineer	Utilities Engineer	Design Intern	Drainage Engineer	Project Admin	HOURS PER TASK	UNIT PRICE COST PER TASK
	Ryan Nuesmeyer	Bryce Albrecht	Emily Lupeamanu	Andrew Young	Ben Williams	Timo Christensen	Cathy Romero	Braden Horton		
TASK DESCRIPTION:	LABOR HOURS:									
Project Management	120							36	156	\$ 26,100.00
Kickoff Meeting	2		2	2	2		2		10	\$ 1,670.00
Model Initial Sidewalk Design	12		144	120			8		284	\$ 45,180.00
Utility Identification					24	72			96	\$ 11,160.00
Prepare 30% Design Review Package	2	18	6	12	2	4			44	\$ 7,000.00
30% Design Review Meeting	3		3	3	3				12	\$ 2,010.00
Complete Roadway Plans & Documents	16		200	240		16	24		496	\$ 75,880.00
Complete Utility Plans					12	80			92	\$ 9,980.00
3rd Party Utility Coordination					24				24	\$ 3,960.00
Prepare 90% Design Review Package	6	30	10	20	8	4	4		82	\$ 13,350.00
90% Design Review Meeting	4		4	4	4		4		20	\$ 3,340.00
Incorporate 90% Design Review Comments	2	9	32	48	4	24	2		121	\$ 17,400.00
100% Design Verification Meeting	4		12	18	2	8			44	\$ 6,410.00
TOTAL LABOR HOURS	171	57	413	467	85	208	44	36	1481	
DIRECT LABOR COSTS	\$ 33,345.00	\$ 10,260.00	\$ 74,340.00	\$ 60,710.00	\$ 14,025.00	\$ 20,800.00	\$ 7,260.00	\$ 2,700.00	\$ 223,440.00	\$ 223,440.00

Direct Expenses Summary	Quantity	Rate	Direct	Sub-Consultants
Mileage	2,000	\$ 0.700	\$1,400.00	
Total Direct Expenses			\$1,400.00	\$ -

Total WCG Labor	\$223,440.00
Direct Expenses	\$1,400.00
Sub-Consultants	\$0.00
GRAND TOTAL	\$224,840.00