

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: October 8, 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 8th day of October 2025, by and between CLIENT and WSP USA, Inc., (herein called "CONSULTANT") who agree as follows:

- 1. PROJECT.** The PROJECT associated with this TASK ORDER is described as follows: 4420 West Concept Study. The PROJECT SITE is located as follows: 4420 West, Kearns, Utah.
- 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 \$74,562.00 (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 6 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):**

By: _____

Printed Name: _____

Title: _____

**PROFESSIONAL SERVICE PROVIDER
(CONSULTANT):**

By: _____

Printed Name: _____

Title: _____

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



September 15, 2025

Chad Anderson, PE
Greater Salt Lake Municipal Services District Engineering Manager

Subject: WSP Scope and Fee for 4420 West Concept Study

Dear Chad:

We are pleased to submit our scope and fee for 4420 West Concept Study. The corridor is from W 4715 S to W 5215 S. Please review our scope, method of approach, assumptions, and deliverables.

SCOPE OF WORK

This proposal provides a scope of work and fee structure for the conceptual study of 4420 West in Kearns, Utah. The goal of this study is to develop concept-level designs that address extreme speeding behavior along the corridor while maintaining mobility for reasonable traffic. The work will include project management, existing conditions review, public involvement, concept development of up to three alternatives (including curb-extension chicanes option), and refinement of a preferred concept with cost estimate, 3D renderings, and related risk matrix.

TASK 0. PROJECT MANAGEMENT

- **Meeting Cadence:** one (1) in person kick-off meeting (1hour), weekly email updates, up to five (5) in-person milestone review meetings with MSD (1 hour each), with agendas and minutes.
- **Facilitation:** developing and tracking schedule of activities, general management needs.
- **Contracting:** executing task order, invoicing and receiving payments.

Deliverables:

- Meeting agenda and minutes and project schedule
- Ongoing project management updates

TASK 1. EXISTING CONDITIONS AND DATA REVIEW

Following the kickoff, WSP will conduct an assessment of available existing data to establish a baseline understanding of traffic operations and conditions through the corridor. This review will include evaluation of roadway geometry, utilities, pedestrian and bike facilities, posted speed limits, parking restrictions, planned projects, and any recent prior studies. WSP will review and summarize available traffic count data, crash history, speed data, vehicle composition data, user characteristics, and typical trip lengths and travel times to better define and understand the existing speed profile and travel behavior along the corridor.

This information will provide critical upfront context for both the public involvement process—helping demonstrate to the community why potential design changes may be necessary — and for the concept design phase, where a data-driven baseline is essential to evaluating alternatives.

**Assumptions:**

- Traffic and crash data outside of these limits will not be included, unless specifically requested.
- Historic daily traffic data will be utilized in the absence of recently collected peak hour traffic data (collected within the last five years, otherwise with the approval of the client).
- Signal timing plans will be provided by the owning entity. If time-of-day information is available, it will be included in the deliverable.
- Crash history evaluation will include the most recent five-year window, subject to availability of data.
- MSD will provide any available traffic or crash data which cannot be obtained from publicly available sources.
- WSP will include considerations for any projects or developments which have been recently completed or are under progress and are anticipated to impact the corridor.
- Future year traffic and crash projections will not be performed as part of this task.
- No new survey or data collection will be conducted at this stage of the project.

Deliverables:

- One (1) memorandum summarizing data, findings, and baseline condition.

TASK 2. PUBLIC INVOLVEMENT

To support the successful delivery of the project and ensure community input is meaningfully integrated, a four-phase public involvement process will be implemented in close coordination with MSD. This structured approach offers messaging that is clear, consistent, and aligned with project goals at every stage. The effort will begin with the development of clear messaging and an outreach strategy tailored to the community context. One focused round of stakeholder and community engagement will then be facilitated to identify corridor challenges and safety concerns. Input will be carefully collected and synthesized into a concise summary of community priorities and needs. Findings will be reported back to MSD to inform next steps so that the public feedback loop is closed and that the input provided plays a right-sized role in shaping the project direction.

Assumptions:

- MSD will guide the level of direct public communication and develop key messaging in coordination with WSP.
- MSD will pay for all expenses directly, including printing and interpreters for any in-person events.
- WSP will provide public-facing written communications and outreach materials in both English and Spanish. Other languages can be accommodated based on request or demonstrated need. Budget amendments may be needed to cover the cost of translating written materials into other languages.
- MSD will provide a style guide or standards document. No project-specific branding will be developed.

Deliverables:

- One (1) public outreach strategy, inclusive of key project messaging. This strategy will be partly informed by a high-level media scan and a 90-minute walking tour (with staff) of the corridor at rush hour to ground truth messaging considerations.
- One (1) 90-minute pop up event to provide information about the corridor conditions, collect input from the public on needs and priorities, and reaffirm to the community MSD's commitment to action.
- One (1) visual communications campaign, with specific components anticipated to include:
 - One (1) social media package of assets and captions
 - One (1) flyer/door hanger



- One (1) streamlined Social Pinpoint webpage, with interactive widgets including quick polls and project maps. This site will allow the project team to report back to the community and close the feedback loop.
- One (1) public outreach summary memo, inclusive of methods and activities, input received (both raw and synthesized), implications for concept design, and lessons learned.

TASK 3. CONCEPT DEVELOPMENT

This task will begin with initial discussions with MSD to identify a range of potential alternatives for traffic calming along 4420 West, including curb-extension chicanes options. During this step, we will consider multiple concepts and conduct a high-level review of potential risks and constraints for each option, such as mobility, utility conflicts, ROW limitations, drainage, constructability, pedestrian and bicycle conflicts, and emergency access.

From these initial discussions, MSD will select up to three alternatives to advance for further evaluation. For each of the three selected alternatives, we will:

- Develop conceptual layouts and exhibits suitable for stakeholder and public review.
- Evaluate impacts on mobility, drainage, driveways, parking, and emergency access.
- Document risks and constraints for each alternative and propose mitigation strategies.

Assumptions:

- Alternatives will remain at a conceptual level only.
- MSD will confirm the three alternatives to advance after initial discussions.
- The alternatives will be presented to the public for review and comment.

Deliverables:

- Initial alternatives review in (slide deck format)
- Concept design exhibits (5% level) for three (3) MSD-selected alternatives
- Risk matrix for each selected alternative

TASK 4. PREFERRED CONCEPT DEVELOPMENT

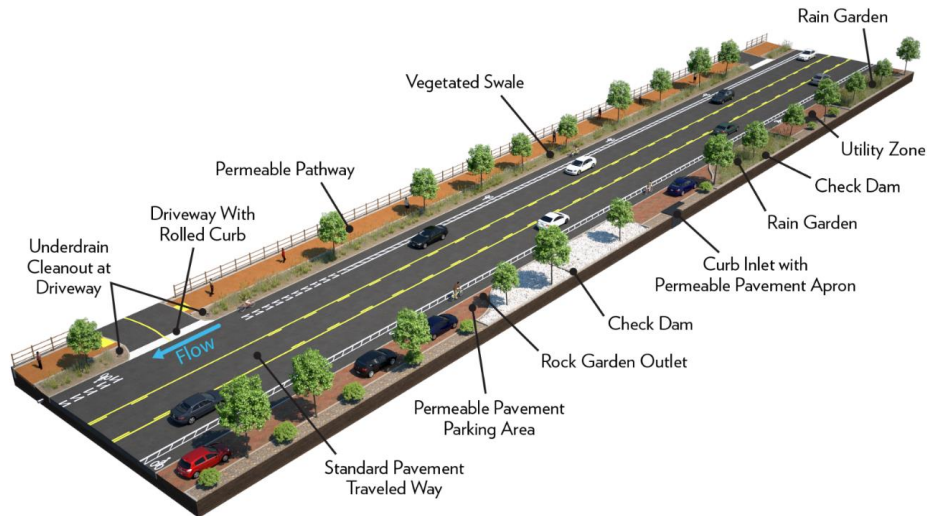
Based on MSD and public feedback, WSP will refine one preferred alternative from Task 3. The work will include an updated concept design with greater detail, a cost estimate, and two computer visualizations (one ground level and one oblique views) to illustrate the proposed improvements. A risk matrix will also be prepared, identifying key challenges and recommending mitigation strategies to guide the next phase of project development.

Assumptions:

- The preferred concept will not require significant revision after MSD's feedback on Task No.3.

Deliverables:

- Preferred concept exhibit (10% design level)
- Preliminary Engineering Cost Estimate of preferred concept
- Two (2) computer visualizations
- Risk register and potential mitigations of preferred concept



(Example of the computer visualization image from WSP previous project)

VALUE ADDED ITEMS

The items below are not included in the scope, but could be added later if desired:

- **Stakeholders and Community Engagement Open house:** In-person stakeholder engagement in a formal setting with display boards.
- **Detailed Traffic Impact Study (TIS):** A full traffic impact study can be undertaken to assess long-term traffic patterns and recommend mitigation measures, including comparison of traffic operations between existing and proposed design conditions.
- **Grant Writing Support:** Preparation of funding applications and supporting materials to help MSD secure state or federal grant dollars for implementation.
- **Topographical Survey:** A detailed topographic survey can be conducted to provide accurate data for grading and alignment of the access road.
- **Pedestrian/Bicycle Access Evaluation and Design:** An evaluation and design for pedestrian and bicycle pathways can be conducted for safe, efficient access, promoting multi-modal transportation options.

Attached is the schedule and cost estimate for your review. Let me know if you have questions or want to discuss the scope and fee. My number is 801.688.3675 (cell).

Sincerely,

Pei Huang, PE, PhD
Project Manager
WSP, Lead Consultant

Shannon Bond
Sr. VP, WSP Utah Transportation Business Leader

ATTACHMENT B TO TASK ORDER

FEE SCHEDULE APPLICABLE TO PROJECT

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



4420 West Concept Study

SCHEDULE - 9/15/2025

TASK	DESCRIPTION	DURATION	START	END	Oct-25				Nov-25				Dec-25					Jan-26				Feb-26			
					6	13	20	27	3	10	17	24	1	8	15	22	29	5	12	19	26	2	9	16	23
	Notice To Proceed	0 days	10/6/2025	10/6/2025																					
0	PROJECT MANAGEMENT	144 days	10/6/2025	2/27/2026																					
1	EXISTING CONDITIONS AND DATA REVIEW	25 days	10/6/2025	10/31/2025																					
2	PUBLIC INVOLVEMENT*	144 days	10/6/2025	2/27/2026																					
3	CONCEPT DEVELOPMENT	46 days	11/3/2025	12/19/2025																					
4	PREFERRED CONCEPT	418 days	1/5/2025	2/27/2026																					

*: Darker shading in the Public Involvement task reflects times of reduced community response due to holiday schedules

Task #	Description	Labor Costs	Direct Costs	Total Cost	PM & Design Lead	Principle Engineer	Senior Roadway Engineer	Traffic Engineer	Visualization Designer	Planning Lead	Planner	Public Involvement Lead	Public Involvement Support	Graphic Design/Web Design	Project Admin/Accounting	Labor Hours	Travel (Mileage)
					182 \$/hr	300 \$/hr	145 \$/hr	160 \$/hr	175 \$/hr	212 \$/hr	105 \$/hr	125 \$/hr	85 \$/hr	128 \$/hr	146 \$/hr		
					Pei Huang	Pete Marshall	Jiaxi Liang	Thomas Peel	Mark Kauffman	Callie New	Evan Van Tassel	Haley Demircan	Mickelle Newkirk	Laura Lamorette	Tammy Young		
0	PROJECT MANAGEMENT	\$15,028	\$126	\$15,154	48	8				4		8			14	82	\$126
1	EXISTING CONDITIONS AND DATA REVIEW	\$8,736	\$84	\$8,820	4	4	8	30		4						50	\$84
2	PUBLIC INVOLVEMENT	\$22,990	\$84	\$23,074	4	4				16	10	24	100	40		198	\$84
3	CONCEPT DEVELOPMENT	\$12,432	\$0	\$12,432	20	4	32			6	16					78	\$0
4	PREFERRED CONCEPT	\$15,082	\$0	\$15,082	20	4	32		20	6	8					90	\$0
	Total	\$74,268	\$294	\$74,562	96	24	72		20	36	34	32	100	40	14	498	\$ 294