

BARTLETT & WEST, INC.
TASK ORDER NO. 2

This Task Order No. 2 is issued relative to and in accordance with the Master Agreement for Professional Services between City of Eureka, MO ("CLIENT") and Bartlett & West, Inc. ("CONSULTANT") as dated _____, 2018 and as further modified herein.

The Provisions of this Task are as follows:

- A. Definitions and Rules of Interpretation. For purposes of this Task Order, definitions and rules of interpretation as outlined within the Agreement, or within preceding Task Orders, shall apply unless exception or redefinition to any previously provided definitions or terms are expressly noted by this Task Order.
- B. Scope of Work. The CONSULTANT shall perform services under the Task Order for the purpose of RO Treatment Evaluation and as more fully described herein.
 - 1. Reference attached Scope of Work, Exhibit A.
- C. Client's Responsibilities. CLIENT'S responsibilities in the completion of this Task Order are as follows.
 - 1. General Obligations. All obligations as listed in the Agreement remain unchanged unless specifically changed in this Task Order or unless both parties mutually waive or modify such obligations in writing by a subsequent amendment to the Agreement or to this Task Order.
 - 2. Reference attached Scope of Work, Exhibit A.
- D. Time of Performance for Services. As set forth in Scope of Work, Exhibit A.
- E. Compensation for Services. The services contained in this Task Order shall be performed for the lump sum fee as set forth in Scope of Work, Exhibit A..
- F. Special Items. Special items relative to this Task Order are as follows:
 - 1. Change Orders to this Task Order. The CONSULTANT and CLIENT agree that the Master Agreement and this Task Order may be changed by mutual written consent of both the CONSULTANT and CLIENT.
- G. Authorization Acknowledgement and Acceptance: All services herein offered are subject to the terms of the Master Agreement, unless otherwise specifically provided for herein. Signature hereto by both Parties constitutes an offer by the CONSULTANT to perform such services listed herein and an authorization by the CLIENT for CONSULTANT to proceed with the services.

CLIENT:
CITY OF EUREKA, MISSOURI

CONSULTANT:
BARTLETT & WEST, INC.



By: _____
Print name

By: Brian L. Hoellein
Print name

Title: _____

Title: Vice President

Date Signed: _____

Date Signed: June 22, 2018

**TASK ORDER 2
SCOPE OF WORK
CITY OF EUREKA, MISSOURI
REVERSE OSMOSIS TREATMENT EVALUATION**

A: BACKGROUND

The Consultant completed a report entitled Water Quality Evaluation Report, dated May 10, 2018. Within that report Appendix R touched on Reverse Osmosis treatment as an alternative, but a full and complete evaluation was not part of that scope of work. The Client has been approached in relation to joining the Jefferson County Sanitation District who is proposing construction of a new water treatment plant that would serve various entities in the surrounding area. In order to have a full understanding of the issues and costs to implement RO treatment to reduce the TDS level in the finished water, a complete evaluation must be completed of the six plants. This information can then be weighed against similar information for joining the proposed regional water plant.

B: SCOPE OF WORK

The Consultant will perform the following tasks to complete this evaluation:

1. Using information from the prior report and any additional pertinent information available from the Client; create a summary of the well pumping rate for each plant, raw water quality, and incoming and outgoing pressures.
2. Established finished water quality goals with RO treatment in consultation with the Client.
3. Provide the flow and raw water quality data to no more than two RO system manufacturer(s) so they can help size an RO system for each plant site. Through the course of communication with the manufacturers obtain at a minimum the following information:
 - a. System array and number of RO modules and number of skids per plant site
 - b. Anticipated feed pressure
 - c. Determine the by-pass blending flow rate at each plant site based on finished blended TDS and Hardness levels.
 - d. Electrical requirements for their system at each plant site for the RO system.
 - e. Foot print and height options for their equipment at each plant site.
 - f. General anticipation of anti-scalant dosage based on water quality data available.
 - g. Current cost of membrane modules, and chemicals related to the RO system.
 - h. General budget by plant site for RO system.
 - i. General budget for a portable Clean-In-Place system.
4. Using old plan information and readily available property information and aerial images, identify the property at each well/plant site (6 sites). Identify key features at each plant site. Establish space that's available for additional facilities, such as new buildings or building expansions, aeration equipment, tanks, and booster stations. Indicate a "general" area on the well/plant sites where new structures might be located, if required. Drawings will be created using a CAD based drawing format.

5. Using old plan information and field measurements, show outline of existing building at each plant site where the current IX equipment is located. Establish whether that available space is large enough to house an RO system. If not, show building extension to create needed space. Create general floor plan showing the RO system at each plant site. Create process schematics as needed for the various plant configurations.
6. Establish space requirement for needed chemicals for an RO treatment process at each plant site.
7. Gain an understanding of the existing electrical system at each plant site. Establish electrical changes required due to a change in treatment process.
8. Establish plan to produce a non-corrosive stable finished water. This will include, blending ratio, aeration, and chemical addition. Establish general location where aeration and chemical feed systems would be located at each plant site.
9. RO systems cannot discharge into high back-pressure situations. Thus, plants without on-site storage tanks and finished water pumping will need those facilities added. Look at options to incorporate facilities that will meet those needs.
10. Since the plants are located within the city, it is assumed that the RO concentrate (waste stream) will be discharged to the sanitary sewer. Utilizing sewer information from the Client, determine the length of force main required to transport the concentrate to an adequately sized sewer. Working with the Client, determine if the added concentrate flow will have a negative impact on any lift stations. Working with the Client, complete a high-level review to determine if the concentrate flow from the plants will have a negative impact on the wastewater treatment plant. Impacts will be described in words only; maps or drawings will not be prepared. This analysis is intended to only provide a high-level estimate of the potential impacts from the waste stream and is not an in-depth review of the existing sewer system or wastewater plant.
11. Prepare capital cost summary for each plant site.
12. Prepare operational and maintenance cost summary(s) for converting from the current IX treatment process to a RO treatment process.
13. Report: Prepare draft and final reports.
14. Site Visit: Visit each well/plant site once to collect field measurements, take photos, review and document existing chemical feed systems and other equipment that would no longer be needed if the treatment process is changed, review the electrical and heating and cooling systems.
15. Meetings: Hold periodic conference calls with the Client during the project. Attend one (1) City Board meeting to present final results of the evaluation.
16. Project Management and QC: Internal management of the project, and Quality Control reviews

C: CLIENT RESPONSIBILITIES

1. Provide information on property at each well/plant site. Assist if needed with local entities to gather electronic parcel information.
2. Provide information on sanitary sewer system for anecdotal analysis relative to RO waste stream treatment.
3. Assist with or gather field information needed.
4. Provide current information on cost of operation of the water treatment plants.
5. Provide any drawings, or plan sets on existing water treatment facilities.

D: TIME OF PERFORMANCE

A draft report will be completed within 120 days of receipt of a signed task order and information listed in section C: Client Responsibilities. A final report will be completed within 30 days of a review meeting with the Client of the draft report.

E. EXCLUSIONS

The following tasks are specifically excluded from the scope of work:

1. Review of reports, findings, and costs relative to the proposed Jefferson County regional water treatment facility
2. Meetings relative to comparing the RO option to the proposed Jefferson County regional water treatment facility option
3. More than one City board meeting presentation
4. Detailed design of treatment works
5. Surveying
6. Submittal of report to DNR
7. Correspondence with DNR
8. Hydraulic modeling (water system and sewer system)
9. Environmental evaluations

E: COMPENSATION FOR SERVICE

The project will be performed for a lump sum fee of \$40,000 and will not be exceeded without additional authorization. A breakdown of the fee, including expenses, is as follows:

Tasks 1 and 2: Flow Rates, Quality Summary, Goals	\$1,500
Task 3: RO Manufacturer Coordination	\$3,200
Task 4: Site Drawings	\$3,000
Task 5: Floor Plans	\$4,000
Task 6: Chemical Feed Space	\$1,500
Task 7: Electrical Evaluation	\$3,300
Task 8: Plan for non-corrosive water	\$2,300
Task 9: Storage tanks and pumping	\$1,400
Task 10: Wastewater system impacts from Concentrate	\$4,500
Task 11: Capital cost estimates	\$2,600
Task 12: O&M cost estimates	\$1,000
Task 13: Draft and final report preparation	\$4,800
Task 14: Site Visit (6 sites)	\$4,000
Task 15: Calls and Meeting	\$1,100
Task 16: Project Management and QC	\$1,800

BARTLETT & WEST, INC.
TASK ORDER NO. 3

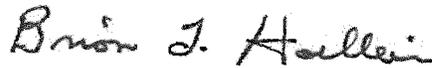
This Task Order No. 3 is issued relative to and in accordance with the Master Agreement for Professional Services between City of Eureka, MO ("CLIENT") and Bartlett & West, Inc. ("CONSULTANT") as dated _____, 2018 and as further modified herein.

The Provisions of this Task are as follows:

- A. **Definitions and Rules of Interpretation.** For purposes of this Task Order, definitions and rules of interpretation as outlined within the Agreement, or within preceding Task Orders, shall apply unless exception or redefinition to any previously provided definitions or terms are expressly noted by this Task Order.
 - B. **Scope of Work.** The CONSULTANT shall perform services under the Task Order for the purpose of Well Review and as more fully described herein.
 - 1. Reference attached Scope of Work, Exhibit A.
 - C. **Client's Responsibilities.** CLIENT'S responsibilities in the completion of this Task Order are as follows.
 - 1. **General Obligations.** All obligations as listed in the Agreement remain unchanged unless specifically changed in this Task Order or unless both parties mutually waive or modify such obligations in writing by a subsequent amendment to the Agreement or to this Task Order.
 - 2. Reference attached Scope of Work, Exhibit A.
- Time of Performance for Services. As set forth in Scope of Work, Exhibit A.
- D. **Compensation for Services.** The services contained in this Task Order shall be performed for the lump sum fees set forth in Scope of Work, Exhibit A..
 - E. **Special Items.** Special items relative to this Task Order are as follows:
 - 1. **Change Orders to this Task Order.** The CONSULTANT and CLIENT agree that the Master Agreement and this Task Order may be changed by mutual written consent of both the CONSULTANT and CLIENT.
 - F. **Authorization Acknowledgement and Acceptance:** All services herein offered are subject to the terms of the Master Agreement, unless otherwise specifically provided for herein. Signature hereto by both Parties constitutes an offer by the CONSULTANT to perform such services listed herein and an authorization by the CLIENT for CONSULTANT to proceed with the services.

CLIENT:
CITY OF EUREKA, MISSOURI

CONSULTANT:
BARTLETT & WEST, INC.



By: _____
Print name

By: Brian L. Hoellein
Print name

Title: _____

Title: Vice President

Date Signed: _____

Date Signed: June 22, 2018

**TASK ORDER 3
SCOPE OF WORK
CITY OF EUREKA, MISSOURI
WELL REVIEW**

A: BACKGROUND

The Consultant completed a report entitled Water Quality Evaluation Report, dated May 10, 2018. Within the report in Section 6 Recommendations, recommendation 4 stated:

“Concurrently with recommendations 1 through 3, it is recommended the City engage with a consultant and the Missouri Geological Survey to review details of the water producing formation, well construction information, and any water quality and water quantity testing completed on each well from various depths. It may be prudent to complete quality testing of some, if not all, of the wells at various depths. This testing will come at a cost, so estimates from a well driller will be required. An option may be to blank off sections of a well contributing the poorest water quality. However, the blanking off a section, could impact the well production rate. Well 6, should be of particular focus, since it has a substantially lower bottom elevation than the other wells.”

B: SCOPE OF WORK

The scope is being proposed in two phases. The Consultant will perform the following tasks to complete Phase 1.

1. Gather from the Client any information on the existing wells that is available. This information could include:
 - a. Well drilling records
 - b. Water quality analysis from various well depths
 - c. Water production rate, and production rates from various depths, as available.
2. Talk with any well drilling companies that were involved in the initial construction and later maintenance of the Client wells. Seek same information as noted above.
3. Talk with the Missouri Geological Survey to seek the same information as noted above.
4. Talk with well drilling companies and the Missouri Geological Survey about the local water producing zones, and if other water utilities have ever blanked off a portion of the well formation to improve water quality.
5. Discuss with well drilling companies the idea of testing zones within some/all of the wells. Gather information on a general range for what this work might cost. This scope does not include developing a specification for the drilling company work, or securing specific quotes from the drilling companies.
6. Summarize the findings in a letter report to the Client. Submit an initial draft, and finalize after a review teleconference.
7. Meetings: Hold periodic phone calls during the project, as appropriate. Attending a City Board meeting to present final results is not included in the scope or fee.
8. Project Management and QC: Internal management of the project, and Quality Control review
9. Site Visit: None Planned

Phase 2 would involve in-field testing working with a well drilling company to isolate and collected water production and water quality information for various depths in some or all of the Client's wells. A decision will be made by the Client at the conclusion of Phase 1 if such testing is desired. If this phase moves forward a scope of work will be defined at that time.

C: CLIENT RESPONSIBILITIES

1. Provide information for each well as may be contained in Client files.
2. Assist with or gather field information needed.

D: TIME OF PERFORMANCE

A draft letter report will be completed within 45 days of receipt of a signed task order. A final report will be completed within 15 days of a review meeting with the Client of the draft report.

E: COMPENSATION FOR SERVICE

The services contained in this Task Order shall be performed on an Hourly plus Expense basis according to the Consultant's current rate schedule at the time service is provided. An initial suggest budget of \$5,000 will not be exceed, without prior approval.

**BARTLETT & WEST, INC.
TASK ORDER NO. 4**

This Task Order No. 4 is issued relative to and in accordance with the Master Agreement for Professional Services between City of Eureka, MO ("CLIENT") and Bartlett & West, Inc. ("CONSULTANT") as dated, 2018 and as further modified herein.

The Provisions of this Task are as follows:

- A. **Definitions and Rules of Interpretation.** For purposes of this Task Order, definitions and rules of interpretation as outlined within the Agreement, or within preceding Task Orders, shall apply unless exception or redefinition to any previously provided definitions or terms are expressly noted by this Task Order.
 - B. **Scope of Work.** The CONSULTANT shall perform services under the Task Order for the purpose of Distribution System Evaluation and as more fully described herein.
 - 1. Reference attached Scope of Work, Exhibit A.
 - C. **Client's Responsibilities.** CLIENT'S responsibilities in the completion of this Task Order are as follows.
 - 1. **General Obligations.** All obligations as listed in the Agreement remain unchanged unless specifically changed in this Task Order or unless both parties mutually waive or modify such obligations in writing by a subsequent amendment to the Agreement or to this Task Order.
 - 2. Reference attached Scope of Work, Exhibit A.
- Time of Performance for Services. As set forth in Scope of Work, Exhibit A.
- D. **Compensation for Services.** The services contained in this Task Order shall be performed for the lump sum fees set forth in Scope of Work, Exhibit A.
 - E. **Special Items.** Special items relative to this Task Order are as follows:
 - 1. **Change Orders to this Task Order.** The CONSULTANT and CLIENT agree that the Master Agreement and this Task Order may be changed by mutual written consent of both the CONSULTANT and CLIENT.
 - F. **Authorization Acknowledgement and Acceptance:** All services herein offered are subject to the terms of the Master Agreement, unless otherwise specifically provided for herein. Signature hereto by both Parties constitutes an offer by the CONSULTANT to perform such services listed herein and an authorization by the CLIENT for CONSULTANT to proceed with the services.

CLIENT:
CITY OF EUREKA, MISSOURI

CONSULTANT:
BARTLETT & WEST, INC.



By: _____
Print name

By: Brian L. Hoellein
Print name

Title: _____

Title: Vice President

Date Signed: _____

Date Signed: 6/26/2018

**TASK ORDER 4
SCOPE OF WORK
CITY OF EUREKA, MISSOURI
DISTRIBUTION SYSTEM EVALUATION**

A: BACKGROUND

The Client has been approached in relation to joining the Jefferson County Sanitation District who is proposing construction of a new water treatment plant that would serve various entities in the surrounding area. Under this scenario, the water would likely be delivered to the Client's water system at one or two locations. The Client's water system is comprised of several service/pressure zones and are served by multiple wells located within the system. The Client's system also includes several tanks within the system at various hydraulic grade lines. This evaluation is a high-level review of the changes which would be required if water is purchased from an outside water source and delivered to only one or two points of connection. The review will focus on main transmission lines, pressure reducing valves, and storage tanks. This evaluation is not a detailed hydraulic modeling effort of the entire Client's distribution system, and will not focus on system growth or solutions for existing deficiencies. Field data collection for model construction and calibration is also not included. It is understood that the Client only has paper maps of their distribution system, and no electronic versions.

B: SCOPE OF WORK

The Consultant will perform the following tasks to complete this evaluation:

1. Summarize daily and peak daily flows into each service zone. Daily flows will be determined from water produced records provided by the client. Water sales data will not be analyzed.
2. Using information from the Client provided paper drawings, develop a skeleton level hydraulic model of main transmission mains of the distribution system. Account for tanks, booster stations, and control valve stations.
3. Evaluate the impacts and needed changes within the distribution system if water is delivered from an outside water provider at one or two locations. Proposed locations will be assumed if not provided to the Consultant.
4. Summarize identified modifications in tables and maps.
5. Prepare conceptual level capital cost summary including construction and non-construction costs.
6. Report: Prepare draft and final reports.
7. Meetings: Hold periodic conference calls with the Client during the project. Attend one (1) City Board meeting to present final results of the evaluation.
8. Project Management and QC: Internal management of the project, and Quality Control review
9. Site Visit: None included.

C: CLIENT RESPONSIBILITIES

1. Provide flow data from wells/plants and booster stations for at least the past 12 months.
2. Provide pumping rate information from wells and booster stations.
3. Provide information on pumps such a manufacturer, make, model, and pump curves.
4. Provide size, dimensional, and elevation information on all tanks.
5. Provide maps/drawings showing pipelines making up the distribution system.

6. Provide inlet and outlet pressures at all distribution pumps and pressure reducing/sustaining valves.

D: TIME OF PERFORMANCE

A draft report will be completed within 120 days of receipt of a signed task order and receipt of data listed in client responsibilities section. A final report will be completed within 30 days of a review meeting with the Client of the draft report.

E. EXCLUSIONS

The following tasks are specifically excluded from the scope of work:

1. Surveying or field data collection
2. Field flow testing
3. Model calibration
4. Future flow demand projections and areas of growth
5. Developing a full water system model showing all distribution piping
6. Developing alternatives for distribution system expansion into new growth areas
7. More than one City board meeting presentation
8. Detailed design of identified modifications
9. Submittal of report to DNR
10. Correspondence with DNR
11. Environmental evaluations
12. Analysis of water sold and meter data to determine more accurate water demands in each pressure zone
13. Analysis of large user accounts

F: COMPENSATION FOR SERVICE

The project will be performed for a lump sum fee of \$21,000 and will not be exceeded without additional authorization. A breakdown of the fee, including expenses, is as follows:

Tasks 1: Summarize flows	\$1,400
Task 2: Develop skeleton model	\$5,000
Task 3: Evaluate impacts	\$3,700
Task 4: Summary tables and maps	\$2,800
Task 5: Capital cost estimates	\$1,500
Task 6: Draft and final report preparation	\$2,700
Task 7: Calls and Meeting	\$2,100
Task 8: Project Management and QC	\$1,800

BARTLETT & WEST, INC.
TASK ORDER NO. 5

This Task Order No. 5 is issued relative to and in accordance with the Master Agreement for Professional Services between City of Eureka, MO (“CLIENT”) and Bartlett & West, Inc. (“CONSULTANT”) as dated _____, 2018 and as further modified herein.

The Provisions of this Task are as follows:

- A. **Definitions and Rules of Interpretation.** For purposes of this Task Order, definitions and rules of interpretation as outlined within the Agreement, or within preceding Task Orders, shall apply unless exception or redefinition to any previously provided definitions or terms are expressly noted by this Task Order.

- B. **Background:** The Client has been approached in relation to joining the Jefferson County Sanitation District who is proposing construction of a new water treatment plant that would serve various entities in the surrounding area. The City has also been approached by Missouri American Water concerning the Client’s water system. This task order will be utilized to provide assistance in review and evaluation of outside water source options.

- C. **Scope of Work.** The CONSULTANT shall perform services under the Task Order for the purpose of Outside Water Source Review and Evaluation. Listed below are potential support services that will or can be provided under this Task Order.
 - 1. Participate in conference calls with the Client and both Jefferson County Sanitation District and Missouri American Water.
 - 2. At Client’s request, communicate with the outsider provider to gather additional information or help clarify information received.
 - 3. Review information and provide Client the following:
 - i. Comparative water quality evaluation.
 - ii. Identification of the potential positives and negatives of each water provider.
 - iii. Review and provide comments on information received by the Client, if requested.
 - 4. No in-person meetings or attending Client Board meetings are included at this time.
 - 5. Cost comparisons will be completed under a different task order.

- D. **Client’s Responsibilities.** CLIENT’S responsibilities in the completion of this Task Order are as follows.
 - 1. **General Obligations.** All obligations as listed in the Agreement remain unchanged unless specifically changed in this Task Order or unless both parties mutually waive or modify such obligations in writing by a subsequent amendment to the Agreement or to this Task Order.

- E. **Time of Performance for Services.** The services will be completed on an on-going basis, until no longer required by the Client.

F. Compensation for Services. The services contained in this Task Order shall be performed on an Hourly plus Expense basis according to the Consultant's current rate schedule at the time service is provided. An initial suggested budget of \$7,500 is recommended and will not be exceed, without prior approval.

G. Special Items. Special items relative to this Task Order are as follows:

1. Change Orders to this Task Order. The CONSULTANT and CLIENT agree that the Master Agreement and this Task Order may be changed by mutual written consent of both the CONSULTANT and CLIENT.

H. Authorization Acknowledgement and Acceptance: All services herein offered are subject to the terms of the Master Agreement, unless otherwise specifically provided for herein. Signature hereto by both Parties constitutes an offer by the CONSULTANT to perform such services listed herein and an authorization by the CLIENT for CONSULTANT to proceed with the services.

CLIENT:
CITY OF EUREKA, MISSOURI

CONSULTANT:
BARTLETT & WEST, INC.

Brian J. Hoellein

By: _____
Print name

By: Brian L. Hoellein
Print name

Title: _____

Title: Vice President

Date Signed: _____

Date Signed: 6/27/2018

BARTLETT & WEST, INC.
TASK ORDER NO. 6

This Task Order No. 6 is issued relative to and in accordance with the Master Agreement for Professional Services between City of Eureka, MO (“CLIENT”) and Bartlett & West, Inc. (“CONSULTANT”) as dated _____, 2018 and as further modified herein.

The Provisions of this Task are as follows:

- A. **Definitions and Rules of Interpretation.** For purposes of this Task Order, definitions and rules of interpretation as outlined within the Agreement, or within preceding Task Orders, shall apply unless exception or redefinition to any previously provided definitions or terms are expressly noted by this Task Order.
- B. **Scope of Work.** The CONSULTANT shall perform services under the Task Order for the purpose of Cost Summaries and as more fully described herein.
 - 1. Reference attached Scope of Work, Exhibit A.
- C. **Client’s Responsibilities.** CLIENT’S responsibilities in the completion of this Task Order are as follows.
 - 1. **General Obligations.** All obligations as listed in the Agreement remain unchanged unless specifically changed in this Task Order or unless both parties mutually waive or modify such obligations in writing by a subsequent amendment to the Agreement or to this Task Order.
 - 2. Reference attached Scope of Work, Exhibit A.
- D. **Time of Performance for Services.** As set forth in Scope of Work, Exhibit A.
- E. **Compensation for Services.** The services contained in this Task Order shall be performed for the Hourly fee as set forth in Scope of Work, Exhibit A.
- F. **Special Items.** Special items relative to this Task Order are as follows:
 - 1. **Change Orders to this Task Order.** The CONSULTANT and CLIENT agree that the Master Agreement and this Task Order may be changed by mutual written consent of both the CONSULTANT and CLIENT.
- G. **Authorization Acknowledgement and Acceptance:** All services herein offered are subject to the terms of the Master Agreement, unless otherwise specifically provided for herein. Signature hereto by both Parties constitutes an offer by the CONSULTANT to perform such services listed herein and an authorization by the CLIENT for CONSULTANT to proceed with the services.

CLIENT:
CITY OF EUREKA, MISSOURI

CONSULTANT:
BARTLETT & WEST, INC.

Brian J. Hoellein

By: _____
Print name

By: Brian L. Hoellein
Print name

Title: _____

Title: Vice President

Date Signed: _____

Date Signed: 6/27/2018

**TASK ORDER 6
SCOPE OF WORK
CITY OF EUREKA, MISSOURI
COST SUMMARIES**

A: BACKGROUND

The Client is evaluating various options to improve the quality of water provided to their customers. These options may include:

- Retain Ion Exchange (IX) softening system, but modify the treatment process to produce a slightly scale forming water (non-aggressive).
- Replace the IX equipment with Reverse Osmosis (RO) equipment and other changes needed to produce a softened water which is also lower in TDS, and slightly scale forming.
- Purchase softened treated water from Jefferson County Sanitation District, and make additional distribution system improvements to deliver the water to its customers.
- Entering into an agreement with Missouri American Water, for a yet undefined alternative.

Cost estimates for the alternatives are being completed by various agencies and consultants. It is unclear what form cost information will be provided and what is/is not included. This task order will take the available information and complete additional calculations to create a summary of the costs for these options that is on an equal basis. This task order does not include a water rate analysis.

B: SCOPE OF WORK

The Consultant will perform the following tasks:

1. Gather from the Client current operational costs, and any outstanding debt in relation to the existing wells and treatment plants. Calculate cost of production in terms of annual cost and cost per 1,000 gallons.
2. Using capital and operational cost information for the various alternatives under consideration; calculate a cost of production in terms of annual cost and cost per 1,000 gallons.
3. Summarize the findings in a letter report to the Client. Submit an initial draft, and finalize after a review teleconference.
4. Meetings: Hold periodic phone calls during the project, as appropriate. Attend one (1) City Board meeting to present final results.
5. Project Management and QC: Internal management of the project, and Quality Control review
6. Site Visit: None Planned

C: CLIENT RESPONSIBILITIES

1. Provide current operational costs for wells and water treatment plants.
2. Provide current balance and payment information on any outstanding debt associated with the wells and treatment plants.

D: TIME OF PERFORMANCE

A draft letter report will be completed within 60 days of receipt of all the information needed to complete the work. A final report will be completed within 20 days of a review conference call with the Client of the draft report.

E: EXCLUSIONS

The following tasks are specifically excluded from the scope of work, but can be added with additional compensation.

1. Projections for future water demands.
2. Projections of when plant expansion or future distribution system improvements will be made.
3. Projections of future operational cost increases.
4. Life Cycle cost analysis.

F: COMPENSATION FOR SERVICE

The services contained in this Task Order shall be performed on an Hourly plus Expense basis according to the Consultant's current rate schedule at the time service is provided. An initial suggested budget of \$10,500 will not be exceeded, without prior approval.