

**WORK ORDER FOR CONSULTANT SERVICES
LOCAL GOVERNMENT PROJECTS**

DOT 917-B
4/5/2022

GENERAL

1 **Work Order No.** PD-2-26 2 **Agr. No.** 411016 3 **Date** 4/1/2026
 4 **Amendment No.**
 5 **Consultant** FMG, Inc.

PROJECT INFORMATION

6 **Project No.** PH 6637(01) 7 **PCN** 08W0 8 **County/City** Pennington
 9 **Project Description** Reservior Rd. - Modiry Intersection with Lamb Rd.
 10 **Project Location** Reservior Rd. and Lamb Rd. Intersection
 11 **Work Type** Final Design Engineering
 For Specifics on the Scope of Work, See Attachment I

12 MAXIMUM LIMITING AMOUNT \$29,804.48	13 FIXED FEE \$3,159.28
14 Amendment Amount	15 FIXED FEE
16 New Maximum Limiting Amount \$29,804.48	17 FIXED FEE \$3,159.28
18 COMPLETION DATE 12/31/2027	

See Attachment I for interim dates and deliverables.

19 CONTACT PERSONS

Consultant Richard Sudmeier
City or County Joe Miller
SDDOT Dustin Witt

INSURANCE REQUIREMENTS

20 Type of Insurance	Expiration Date	On File
General Liability	12/20/2026	Yes
Automobile Liability	12/20/2026	Yes
Workers Compensation	12/20/2026	Yes
Professional Liability	3/1/2027	Yes

21 ATTACHMENTS

Services Required	See Attached
Reimbursement for Travel	See Attached

APPROVAL BY:

Consultant: *Richard Sudmeier* Date April 13, 2026
City or County: *Joe Miller* Date 4/21/2026
 Concurrency
DOT: *Mark A. Lips* Date 4/23/26

- DISTRIBUTION:**
- (1) Original - Audits
 - (1) Copy - Consultant
 - (1) Copy - Local Government Agency
 - (1) Copy - Originating Office

ATTACHMENT I – SCOPE OF WORK

PROJECT DESCRIPTION

The original work order for this project expired on December 31, 2025. The scope of work herein reflects the remaining tasks to complete the project plans through the bidding process and additional services during construction.

The purpose of this project is to regrade a crest vertical curve to increase the sight distance at the intersection of Reservoir Road and Lamb Road and to regrade the intersection to a T-intersection with an all-way stop control to increase the safety of the traveling public at this location. The current intersection configuration has a 15 mph horizontal curve with a no-stop condition. The improvement was identified due to vehicles running off the road and crashing into the guardrail shielding a large transmission pole at the west approach of the intersection. The work included in the project will be minor grading, AC surfacing, transverse rumble strips and signing.

Project limits are as follows:

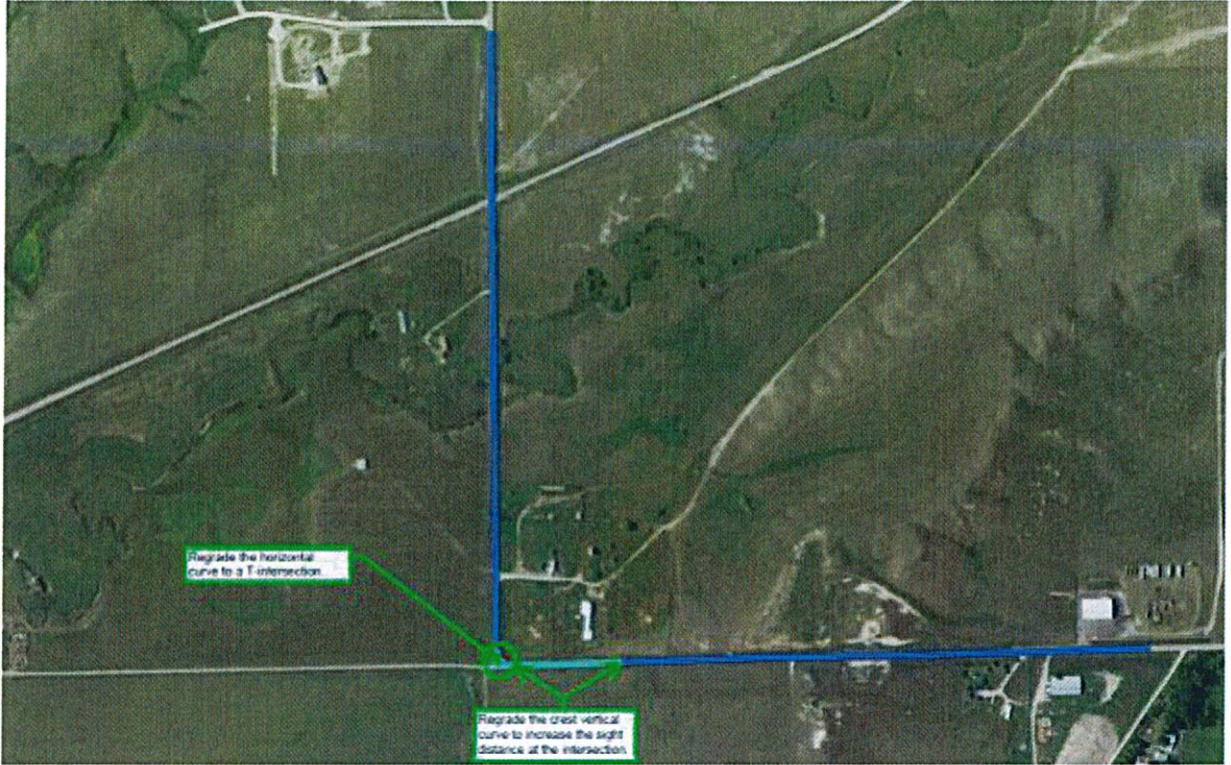
Reservoir Road - From Lamb Road north to the required grading limits that will meet 55 mph design speed.

Lamb Road – From Reservoir Road west to required grading limits to improve the intersection into a T-Intersection plus distance for rumble strip approaching the intersection.

Project work description includes:

- Posted Speed is 50 mph – Design Speed is 55 mph
- Rural Section per SDDOT Local Roads Plan
- AC Surfacing
- Transverse Rumble Strips
- Roadside Safety
- Traffic Control
- Erosion and Sediment Control
- Pavement Markings
- Permanent Signing

The approximate location of the project is illustrated on the graphic on the following page.



DESCRIPTION OF CONSULTANT WORK TASKS

Scope Overview

As requested by the SDDOT, the consultant shall complete the following tasks identified in this work order, an overview of the scope items is as follows:

- Coordinate with Pennington County for ROW acquisition, County to acquire ROW
- ~~Schedule, facilitate, and prepare follow-up meeting notes for one design inspection meeting~~
- ~~Provide Topographic Survey~~
- Complete the design of the project and plans preparation (Non-Section method):
- Coordination with SDDOT Environmental Office
- ~~Coordinate with SDDOT Pavement Engineer for surfacing recommendation~~
- Coordination activities with County staff for Utility Coordination which will be done internally by County staff.

Consultant shall utilize material linked on the SDDOT web site (<https://dot.sd.gov/doing-business>) for Plan Preparation (e.g. Road Design Manual, Survey Manual, CADD Procedures Manual), Downloadable Files (e.g. Form Letters, Microstation and InRoads files, Plan Notes) and other info as necessary to design and prepare plans.

Specific Tasks

Detailed tasks associated with the scope are described as follows:

Task 1: Project Management – tasks will include but are not limited to:

- Prepare invoices and required paperwork to comply with the SDDOT Audits Office.
- Preparation of Monthly Status Report.
- Respond to project related phone calls, emails, and /or any version of communication deemed necessary during the course of the project.
- ~~Time required to adequately manage staff internally for the basis of project coordination (this time would be for internal progress and coordination meetings).~~
- ~~Time required to adequately coordinate with the Pennington County planning and engineering staff for respective project items.~~
- ~~Perform internal QC/QA of deliverables prior to providing any submittal to SDDOT.~~

Task 2: Topographic Survey – tasks will include but are not limited to:

- ~~Permission to Survey – DOT will supply forms if needed.~~
- ~~Set control~~
- ~~Full topographic survey of the project area. At a minimum the survey limits will comply with the SDDOT Survey Manual.~~

Task 3: Geotechnical Evaluation – tasks will include but are not limited to:

- ~~Geotechnical Evaluation shall include adequate borings to determine the underlying strata. Insitu soil evaluation shall include a determination of suitability for embankment construction and surfacing design. Project plans shall include procedures for evaluating in place soil suitability for embankment construction and recommendations and qualifications for imported embankment, if necessary.~~

Task 4: Design inspection – tasks will include but are not limited to:

- ~~Coordinate meeting time and location with SDDOT and Pennington County~~
- ~~Prepare and distribute agenda.~~
- ~~Attend and facilitate meeting; CONSULTANT will have up to 2 representatives at the meeting.~~
- ~~Prepare follow up notes and Summary of design inspection.~~

Task 5: Utility coordination meeting tasks will include:

- ~~Coordinate meeting time and location with SDDOT, Pennington County, and utility companies~~
- ~~Send invitation and preliminary plans to utility companies prior to meeting~~
- ~~Prepare and distribute agenda~~
- ~~Attend and facilitate meeting, CONSULTANT will have up to 2 representatives at the meeting~~
- Prepare follow-up notes and Certify Relocations

Discussion items at the utility meeting to include:

- Existing utilities in the project area
- Impacts to existing utilities
- Utility installation/improvement plans to consider in the roadway design

Task 6: ~~Preliminary Design Plans~~ to include the following items:

- ~~Preliminary Plans including:~~
 - ~~Title Sheet~~
 - ~~Typical Grading Sections~~
 - ~~Control Data~~
 - ~~Legend~~
 - ~~Plan and Profile Sheets~~
 - ~~Cross Sections~~
- ~~Provide required right of way needs~~
- ~~Drainage Calculations~~
- ~~Sight Distance Calculations~~
- ~~Estimated Earthwork~~
- ~~Construction Cost Estimate~~

Task 7: Final Design Plans – to include the following items:

- Final Design Plans to include:
 - Title Sheet
 - Estimates of Quantities – CONSULTANT to create Estimates of Quantities using the SDDOT Contracting Estimating System.
 - Environmental Commitments – to be provided to the CONSULTANT by SDDOT for insertion into the plans.
 - Grading notes and tables (Use master plan notes from dot.sd.gov website that are applicable to project)
 - Utility coordination notes
 - Earthwork summary (CONSULTANT will also compute earthwork quantities)
 - Table of Pipe quantities
 - Table of Fence quantities
 - Typical Grading Sections
 - Horizontal Alignment Data and Control Data sheets
 - Legend
 - Construction plan sheets and profile sheets
 - Overall Traffic Control Fixed Signing Layout
 - Traffic Control Layout Sheets
 - Erosion Control Layout Sheets
 - Typical Surfacing Sections
 - Surfacing plan sheets
 - Pavement Marking Layouts (will comply to both SDDOT design manual and MUTCD current version)
 - Permanent Signing Layouts
 - Sign Face Layouts
 - ~~Special Sign Support Details~~
 - ~~Erection Details for Fixed and Breakaway Supports~~
 - Miscellaneous detail layouts (as necessary)
 - Standard plate list will be developed by CONSULTANT and CONSULTANT will print the standard Plate sheets.
 - Fully annotated roadway cross sections compiled in reverse order as directed in the SDDOT design manual.
 - Culverts to be shown in the cross sections (and profile drawings)

- Address Review Comments from SDDOT and County Review
- Address Comments from Bid Letting
- Provide services for Q&A during Bid Letting Process
- Provide Addenda if necessary, during Bid Letting Process

Task 8: Prepare Construction Deliverables – to include the following for machine control grading operations:

- Earthwork Calculations Report
- LandXML files for machine control grading
- CAD files for machine control grading

Task 9: Coordination Activities

- Coordination with Pennington County for Right of Way Acquisition. The county will acquire the ROW. FMG will provide services for meeting with the county and landowners for engineering drawings interpretation.
- Coordination with SDDOT Environmental Office for clearances that may be required.

Task 10: Additional Services

- Provide additional plans preparation and design services during the bid letting process and during construction. Services may be needed to analyze and assess design issues not addressed based on field conditions and other unforeseen issues resulting during the bid letting process or during construction. Services requested will be on an as needed basis and the CONSULTANT will be required to respond in a timely manner based on the urgency of the request. In some cases, plan revisions from the original section of plans which the CONSULTANT was responsible for will need to be made. Revised plan sheets with a cover letter noting a summary of changes including quantity revisions is to be provided for SDDOT Bid Letting personnel to revise the project Engineer's Estimate or for field personnel to process necessary Construction Change Orders.
- Review shop drawings.

Project deliverables will include the following: Files to be transferred via Microsoft SharePoint or Bluebeam project (link to be provided by SDDOT)

- Non-Section Construction plans – to include;
 - Estimate of Quantities and Environmental Commitments
 - General Notes and Tables
 - Grading Plan
 - Traffic Control
 - Erosion Control
 - Pavement Markings
 - Permanent Signing
 - Cross Sections
- Summary of Design Inspection (.docx)
- Summary of Utility Meeting
- Files necessary for Machine Control Grading (i.e. CAD and LandXML files etc. per special provisions to be written by the SDDOT)
- Truck Turning Analysis (pdf and dgn format)

WORK ORDER COMPLETION DATE December 31, 2027

PROJECT SCHEDULE

Submit construction plans for DOT/FHWA review..... April 17, 2026
Bid Letting Date..... TBD (2026)

Remaining days from "Submit plans to Bid Letting" to "Work Order Completion Date" to be used for potential plan revisions, addendums and to review/address issues that occur during construction of highway.

As a basis for this scope of work, the following information will be provided as noted below:

Task	Consult	State	Comments
INFORMATION			
Scope	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Survey	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Land Ties	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Traffic Data	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Title Certificates	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
ROW Photos	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Drainage Areas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Wetland Delineation and Design	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Wetlands are not anticipated
RECOMMENDATIONS			
Surfacing Design	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Hydraulic Data	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Geotechnical	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Borrow	<input checked="" type="checkbox"/>	<input type="checkbox"/>	If borrow is required, it will be Contractor furnished
AGREEMENTS and PERMITS			
Environmental	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
404 Permit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Maintenance	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
Encroachment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
PLANS			
ROW Plats	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Construction Plans	<input checked="" type="checkbox"/>	<input type="checkbox"/>	

**ATTACHEMENT 2 - SERVICES REQUIRED
 FMG ENGINEERING
 FEE CALCULATION SHEET
 FOR
 TASK SCHEDULE-ESTIMATED FEES
 PH 6637(01), PCN 08W0**

Revised April 13, 2026

Person	Title	Estimated Hours	Direct Salary Rate/Hr	Total
Richard Sudmeier	Senior Engineer	72	\$ 58.00	\$ 4,176.00
Zach Keeney	Project Engineer	90	\$ 48.00	\$ 4,320.00
Michael Schille	CAD Technician	93	\$ 41.00	\$ 3,813.00
Serena Heger	Admin	12	\$ 37.00	\$ 444.00
Subtotal-Labor Costs				\$ 12,753.00
Overhead and Benefits (106.44%)				\$ 13,574.29
SubTotal				\$ 26,327.29
Fixed Fee (12%)				\$ 3,159.28
Subtotal				\$ 29,486.57
Mileage	miles	50	\$ 1.257	\$ 62.85
Equipment	hours		\$ 50.00	\$ -
Subtotal				\$ 29,549.42
2% Contingency (potential raises by project end, direct labor)				\$ 255.06
Sub-Consultant				\$ -
Grand Total				\$ 29,804.48

Provisional Rates approved by SDDOT based on calendar year 2025

It is understood and agreed between the parties that certain work was performed by the consultant before approval of this work order. Further, it was the intent of the parties that the consultant performs this and be paid in accordance with a contract. In light of the foregoing, the parties hereto ratify the acts of the consultant which may have been performed during this period of time and agree to pay for the services which were performed. The effective date of this work order shall be from March 31, 2026 to December 31, 2027.