

Scope of Services

Project Description

Souder, Miller & Associates (SMA) prepared this Scope of Services to provide Design, Bid, Construction and Construction Observation Services to the Village of Ruidoso (Owner) for replacement of 2,519 linear feet of 6-inch asbestos cement waterline with PVC



waterline on Perk Canyon Drive and replacement of 20 linear foot of damaged 6-inch PVC waterline on North Loop Road under FEMA Project DR-4795-NM PW #181. SMA proposes to complete the following scope of work.

Project Management

1. **Project Management Plan (PMP) Preparation:** SMA will prepare a PMP to outline and document the following to ensure the entire project team has information necessary for a successful project:
 - a. Project team roles and responsibilities
 - b. SMA role in the project
 - c. Subconsultants for the project
 - d. Critical issues for the project
 - e. Project scope, budget and schedule including identification of critical path items
 - f. Change management and mitigation
 - g. QAQC Plan
 - h. Risk identification and safety plan

The PMP is intended to be a living document and the PM will update the PMP throughout the project as necessary.

2. **Kick-off Meeting:** SMA will hold an internal kick-off meeting to review the PMP with all of the project team members.
3. **Ongoing Project Management:** SMA will set up project budget and files, keep project records, update PMP as necessary, and prepare monthly invoices as outlined in the contract. The fee for these monthly project management tasks is based on an overall project duration of eleven (11) months.

Preliminary Design Phase Services

4. **Property/Easement Research:** SMA will research County plat records for adjacent properties and for existing easements shown on plats that may be applicable to the project. Included are the copying and related costs charged by the County for this research. SMA has not included a title search or warranty deed/easement research in this scope of services.

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5. **Environmental Clearance:** SMA will Coordinate with the Village, FEMA, and state agencies to ensure compliance with relevant environmental regulations. SMA will identify wetlands or floodway impacts using FEMA FIRM panels and NWI mapper. SMA will assist in securing USACE Section 404 permits if necessary..
6. **As-built Research:** SMA will go through the Owner's available record drawings for applicable projects. The Owner will provide access to the records or will provide the records to SMA.
7. **Utility Coordination:** SMA will submit a design conference ticket and a design locate to the 811 Utility Locating System to attempt to get information regarding utilities that may be impacted by the proposed project. SMA will follow-up with utilities that do not respond to the design conference ticket up to two times before proceeding with the design without the utility information. SMA has not included physical utility location (potholing) nor associated mapping in this scope of services. SMA shall not be held responsible for costs (typically change order costs) associated with utilities that are not marked despite SMA's efforts to obtain the existing utility information.
8. **Topographical Survey:** SMA will perform a topographical survey of the project area. This survey will identify the approximate locations of property boundaries and easements based on occupation lines, but will not include a boundary survey of these properties. The survey will collect utility markings from the 811 design locate.
9. **Geotechnical Investigation:** SMA will subconsult with a licensed testing laboratory to complete a geotechnical investigation of the project area. The investigation will be intended to determine the suitability of the native material for bedding and backfill as well as to determine if there are any constructability concerns such as corrosive soils, rock excavation or shallow groundwater table.
10. **Design of Waterline Plan:** SMA will prepare a pre-final horizontal alignment design for the waterline(s) incorporating the data from the as-built research, the utility coordination and the property and easement research.
11. **Design of Waterline Profile:** SMA will prepare the pre-final design of the profile for the waterline(s). This profile will take into account the known underground utilities and will account for depth of bury if that information was relayed by the utility companies and attempt to minimize high points in the waterline.
12. **Design Water Connections:** SMA will prepare the pre-final design of the connections to the proposed waterline(s). SMA will design the connections to the existing system and any branch lines.
13. **Prepare Plans:** SMA will prepare a pre-final set of plans to include the design elements above and a Cover Sheet, General Notes, Overall Map with Survey Control, Standard Details, and Standard Construction Traffic Control Sheets.
14. **Engineer's Opinion of Probable Construction Cost (EOPCC):** Once the pre-final design of the waterline(s) is complete, SMA will estimate the quantities for all proposed items and will prepare unit cost price estimates for each item using SMA's database of existing projects and other resources.
15. **Prepare Contract Documents and Specifications:** SMA will prepare contract documents utilizing the Engineers Joint Contract Documents Committee (EJCDC) standard contract. This task includes modifying the standard contract for this project, and preparing a bid schedule. SMA will also prepare technical specifications to cover work included in the project. SMA will also prepare technical

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specifications to cover work included in the project that is not outlined in the New Mexico Standard Specifications for Public Works Construction (NMSSPWC).

16. **Submission to Agencies:** SMA will submit the pre-final plans, contract documents and technical specifications (Construction Documents) to the following Agencies for their review concurrent with the design review with the Owner:
 - a. Federal Emergency Management Agency (FEMA)
 - b. NMED-DWB – SMA will follow the NMED-Drinking Water Bureau (DWB) construction application checklist to prepare the Application for Construction or Modification of Public Water Supply System. The Owner will need to provide all the information requested by NMED-DWB that is not part of the proposed project. SMA understands that NMED-DWB approval is not required for pipeline projects.

SMA intends to address the comments from the Owner and the Agencies at the same time.

17. **Design Review with Owner:** SMA will conduct a meeting with the Owner's representative to review the pre-final design. **SMA will submit an electronic copy of the pre-final Construction Documents and the EOPCC via email** prior to the pre-final design review meeting. The purpose of this meeting will be to identify any issues with the alignment, profiles, and connections for the waterline(s) and to ensure that the alignment, profiles, pipe sizes, and locations of connections are acceptable to the Owner. Some potential issues to identify at this stage include: private or public utilities that were not identified on the available record drawings, landscaping or structures that were not identified on the topographical survey. The meeting is also intended to get Owner input on the standard details and to identify any Owner concerns related to operation and maintenance.

Final Design Phase Services

18. **Revisions to Construction Documents:** SMA will revise the Construction Documents to attempt to incorporate the pre-final design review comments resulting from the Owner and Agency reviews. The contract documents will be updated to include applicable wage rates as required by the Funding Agency.
19. **Revisions to EOPCC:** The EOPCC will be updated to reflect design changes.
20. **Resubmittal:** SMA will re-submit the revised Construction Documents to the Owner and Agencies as needed based on review comments received.
21. **Production:** SMA will produce a final plan set on 24" x 36" bond, and a final unbound set of the contract documents and specifications. These final documents will be used to make copies for distribution to the Owner and for distribution during bidding. **SMA will deliver three (3) hardcopies of the final Construction Documents and the EOPCC (and one digital pdf copy)** to the Owner after production.

Bid Phase Services

22. **Advertisement:** SMA will arrange to have the Advertisement for Bids published in one newspaper of general circulation nearest to the Owner's location two (2) times, approximately a week apart. The cost of the Advertisement is included in SMA's fee.

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23. **Distribute Bid Documents:** SMA will make available electronic copies of the construction documents to interested Contractors during bidding and to local plan rooms. Contractors may obtain copies by contacting SMA to obtain access via the SMA web site. SMA will provide three (3) copies of 24" x 36" final design drawings, contract documents and technical specifications to the Contractor to whom the project is awarded.
24. **Substitution Evaluation:** SMA will evaluate and determine the acceptability of "or equals" and substitute materials and equipment proposed by bidders, provided that such proposals are allowed by the contract documents prior to award of contracts for the Work. Engineer shall issue a bid addendum to allow approved "or equals" and substitutes.
25. **Answer Questions During Bidding:** SMA will accept and answer questions from Contractors during bidding.
26. **Prepare Addenda:** If any additional information needs to be included in the construction documents, SMA will prepare addenda and distribute these addenda to all interested Contractors, to the Owner and to the Funding Agency.
27. **Pre-bid Conference:** Prior to the bid opening, SMA will conduct a pre-bid conference to review the project and to address any outstanding issues with the construction documents. A field review of the project may be conducted during this pre-bid conference. SMA assumes that the Owner can arrange to hold the pre-bid conference at facilities that do not require any fees for their use, so no costs for facility use are included.
28. **Open Bids:** The Contractors will submit their bids to the Owner up to the bid opening deadline. After the bid opening deadline, SMA will read the bids received aloud, and will adjourn the bid opening meeting.
29. **Preparation of Bid Tabulation:** SMA will examine and tabulate the bids received to identify any math or extension errors.
30. **Preparation of Recommendation of Award:** SMA will examine the bid packages received for completeness. SMA will check that the Contractors are properly licensed and will verify the references for the low bidder. SMA will then make a written recommendation to the Owner for the award of the construction contract.

Construction Phase Services

31. **Conform Contract Documents:** Once the Owner and Agency have approved the recommendation of award, SMA will prepare the Notice of Award for execution by the Owner and the Contractor. SMA will also prepare the contract documents for execution. Four (4) original copies will be prepared for execution by the Owner and Contractor and for concurrence by the Funding Agency. SMA will distribute the fully executed copies to the Owner, the Contractor the Funding Agency, and will keep one original.
32. **Pre-construction Conference:** SMA will conduct a pre-construction conference to address construction related issues with the Owner and Contractor. The cut-off for pay periods will be set as well as the Notice to Proceed date. SMA will prepare the Notice to Proceed for execution by the Contractor and the Owner.

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33. **Submittal and Shop Drawing Review:** SMA will review submittals and other data that the Contractor is required to submit for conformance with the information in the contract documents and compatibility with the design concept of the project as a functioning whole. Such reviews will not extend to means, methods, techniques, sequences, or procedures of construction or to safety precautions and programs incident thereto. SMA will verify and document whether Contractor submittals are in accordance with the technical specifications. SMA will create and maintain a log of all submittals and shop drawings.
34. **Respond to Requests for Information:** SMA will respond to the Contractor's Requests for Information (RFIs) in writing. SMA will create and maintain a log of all RFIs. This may include issuing necessary clarifications and interpretations of the contract documents and technical specifications as appropriate.
35. **Field Orders:** SMA may issue field orders authorizing minor variations from the requirements of the contract documents and technical specifications.
36. **Site Visits:** SMA will make periodic visits to the site to observe the progress and quality of the various aspects of the Contractor's work. Based on the information obtained, and to the extent possible during such visits and observations, SMA will determine if the work is proceeding in accordance with the contract documents and technical specifications and will keep the Owner informed of the progress of the work. During such visits, SMA will recommend to the Owner that the Contractor's work be disapproved and rejected while it is in progress if SMA believes that such work will not produce a completed project that conforms generally to the contract documents and technical specifications or that will prejudice the integrity of the design concept of the completed project as a functioning whole as indicated in the contract documents and technical specifications. These visits will coincide with the progress meetings. [The fee is based on making three site visits [one site visit per month for the 90 calendar day duration to substantial completion and preparing a site visit record for the Owner via email.
37. **Progress Meetings:** SMA will establish, coordinate and attend regular project meetings throughout the duration of the project. The fee is based on attending monthly meetings for the 120 calendar day construction project duration and preparing agendas and meeting minutes for these meetings.
38. **Preparation of Periodic Pay Requests:** SMA will prepare periodic pay requests for the work accomplished during the pay period as verified by the construction observer. Based on the construction observer review of applications for payment and engineer review of accompanying support documentation, SMA will recommend the amounts that the Contractor be paid. Such recommendations of payment will be based on such observations and review that, to the best of SMA's knowledge, the work has progressed to the point indicated, the quality of such work is generally in accordance with the contract documents, and the conditions precedent to the Contractor being entitled to such payment appear to have been fulfilled.
39. **Preparation of Contract Change Orders:** SMA will recommend action on any proposed contract changes including review of proposed pricing. SMA will prepare formal change orders required for the project.

Closeout Services

40. **Complete Acceptance Meeting:** SMA will schedule and arrange acceptance meetings when notified by the Contractor that the project is ready for acceptance. SMA will complete one (1) substantial completion acceptance meetings, prepare and distribute a “punchlist” outlining items to be addressed, and complete one (1) follow-up final completion meeting after Contractor indicates that the “punchlist” has been completed and make a recommendation to the Owner regarding project acceptance.
41. **Preparation of Close-out Documents:** At the completion of the project, SMA will complete forms, provide direction, and coordinate completion of the closeout documents required by the Funding Agency listed below:
 - a. Certification of Substantial Completion
 - b. Engineer & Community Acceptance
 - c. Record Drawings & O&M Manuals Acceptance
 - d. Consent of Surety to Final Payment
 - e. Affidavit of Payment and Release of Liens
 - f. Labor Standards Certification
 - g. Davis Bacon Certification
42. **Maintain Records:** SMA will maintain records of all contract documents, change orders, RFIs, pay requests, funding reimbursement requests, financial status reports, certified payroll, and design and construction documents during the entire construction period and will deliver one (1) copy of the complete project records to the Owner at the completion of construction in digital PDF format.
43. **Preparation of Record Drawings:** SMA will update the construction plans to reflect changes made during construction. Record Drawings will be prepared utilizing the project documentation provided by the Contractor. **SMA will submit the original record drawings (and one digital pdf copy) and one additional set will be submitted in digital (GIS) format** to the Owner upon completion.
44. **Preparation of Operation and Maintenance (O&M) Manual:** SMA will prepare an O&M Manual to include operation and maintenance information provided by the manufacturer of manufactured goods installed on the project.
45. **Warranty Meeting:** SMA will schedule and arrange a warranty meeting 11 months after the substantial completion date to make recommendations to the Owner regarding corrections covered by the Contractor’s warranty that need to be completed. SMA will complete one (1) warranty meeting, prepare and distribute a “punchlist” outlining items to be addressed, and complete one (1) follow-up meeting after Contractor indicates that the “punchlist” has been completed.

Construction Observation Services

46. **Construction Observation:** SMA will provide an on-site Resident Project Representative (RPR) on a full-time basis during progression of construction. The fee for this work was based on a construction duration of 90 calendar days to substantial completion, and 30 calendar days between substantial completion and final completion [the fee includes half-time observation coverage for the period between substantial completion and final completion]. The fee for Construction Observation Services

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is based on 5.5 hours on-site per day, 4 hours of travel each day, 0.5 hours for report preparation, a daily per diem of \$60, and a daily mileage reimbursement of 226 miles at \$0.70/mile. This work will include coordination of the construction schedule with the Contractor and verification of quality of work for conformance with the Construction Documents.

- 47. **Preconstruction Conference:** The RPR will participate in the pre-construction conference prior to commencement of work at the site.
- 48. **Quantity Verification:** The RPR will verify the quantities in applications for payment and accompanying support documentation and advise the engineer regarding the amounts that the Contractor should be paid.
- 49. **Material Verification:** While on-site, SMA will verify and document that material received is per the submittals, material installed, tested, and measured per the technical specifications.

Schedule

SMA proposes to complete the above scope of services according to the following schedule.

<u>Task</u>	<u>Duration (calendar days)</u>
List of data needed from Owner	5 days from contract execution
Preliminary Design Phase Services	20 days from the receipt of Owner data
Final Design Phase Services	40 days from the receipt of Agencies and Owner comments
Bid Phase Services	45 days from the receipt of Agencies approval and Owner authorization to Bid
Construction Phase Services	120 days from the construction Notice to Proceed
Construction Observation Services	120 days from the construction Notice to Proceed
Closeout Services	45 days from construction Final Completion.

Compensation

The budgets shown below exclude New Mexico Gross Receipts Tax (NMGRT). NMGRT will be added to each invoice based on the current rate at the time of billing. The budgets for the phases shown will be billed on a lump sum basis; therefore, the invoices will not include an itemized breakdown of charges. Invoices will be issued on a monthly basis reflecting the percentage of each task completed to date.

<u>Task</u>	<u>Cost</u>
Surveying & Mapping Services	\$ 24,384.00
Preliminary Design Phase Services	\$ 54,861.00
Final Design Phase Services	\$ 23,498.00
Bid Phase Services	\$ 19,783.00
Construction Phase Services	\$ 32,986.00
Construction Observation Services	\$ 113,131.00
<u>Closeout Services</u>	<u>\$ 21,013.00</u>
Total	\$ 289,656.00

Assumptions

SMA made the following assumptions to develop the fee for the above scope of services:

1. SMA assumes that there is no contamination on the project site. If contamination is found on the project site, and investigation is required, SMA will alert the Owner and additional scope and fee will be negotiated with the Owner.
2. SMA assumes that the Owner holds titles or easements to any properties required for the project with the exception of the public rights-of-way listed above. SMA assumes that the Owner will provide copies of the warranty deeds, plats, and easement documents to SMA. A title search, warranty deed research, easement research, boundary surveys or easement preparation will require an amendment to this contract, which will be negotiated with the Owner. If the property descriptions in the easement documents are ambiguous, the Owner may need to provide additional direction regarding the proposed improvement locations or negotiate a fee to have SMA prepare a new easement.
3. SMA assumes that the Owner will provide operations staff to open or otherwise provide access to the existing facilities that need to be surveyed.
4. SMA assumes that additional environmental clearance work will not be required. If additional environmental clearance work will be required, SMA will negotiate a fee for the additional work required.
5. SMA assumes that there are no geotechnical conditions that will require special design considerations (corrosive soils, shallow groundwater, rock excavation). If such conditions are discovered by the geotechnical investigation, SMA will alert the Owner and a fee will be negotiated with the Owner to cover the additional engineering required to mitigate the geotechnical conditions.
6. SMA will not be responsible for any damage that occurs to the geotechnical drilling or ingress/egress areas. The drilling platform is considered heavy equipment which may damage asphalt paving, concrete pavement/slabs, underground vaults, lawns and landscaped areas. SMA's geotechnical subconsultant will backfill any earthen area borings with cuttings from the test hole, and in paved areas the borings will be backfilled with cuttings and patched with asphaltic "cold-patch". Any settlement of these areas after SMA's geotechnical subconsultant has left the project site is the responsibility of the Owner. If there are any critical areas within the project site that the Owner wants returned to pre-drilling condition, they shall notify SMA so that we can negotiate a fee for that additional work.
7. SMA assumes the Owner will secure a Site Certificate from their attorney if required by the funding agency to confirm property ownership for the property.
8. SMA assumes that the Owner knows the location of their existing utilities and can mark the locations within allowable 811 tolerances (typically within 18 inches).
9. SMA assumes that the proposed improvements will have adequate space within the specified corridor to be installed. If existing utilities within the corridor prohibit the installation of the proposed improvements, SMA will alert the Owner, and the corridor will be modified, or an additional scope and fee will be negotiated with the Owner to cover the additional engineering required to mitigate the existing utilities.

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10. SMA assumes that the Owner does not have an existing Supervisory Control and Data Acquisition (SCADA) system or that the proposed improvements will need to be tied into an existing SCADA system.
11. SMA assumes that the bid opening and the preconstruction conference will either be held at SMA's offices or that the Owner can arrange to hold the meetings at facilities that do not require any fees for their use. No costs for use of a third-party facility are included in the fee.
12. SMA assumes that the construction progress meeting can be held at the Contractor's trailer or at the Owner's facilities. No costs for use of a third-party facility are included in the fee.
13. During construction, job site safety shall be the sole responsibility of the Contractor. SMA will not manage or control the Contractor's work with respect to means, methods, techniques, sequences or procedures, and/or safety. The Contractor will be responsible for complying with rules, laws, ordinances, codes, or orders in the execution of the work. SMA and its subconsultants shall have no responsibility for the discovery, presence, handling, removal, or disposal of or exposure of persons to hazardous materials or toxic substances in any form at the Project site. The Scope of Services and Fee Schedule have been prepared on the basis that no hazardous or toxic substances are present at the Project site. In the event hazardous or toxic substances are discovered on the site, the parties agree to review and renegotiate the terms and conditions of this contract to protect the interests of the parties.
14. SMA assumes that SMA's construction observation personnel will be able to provide the FEMA-mandated monitoring for archeological resources during excavation activities.

Summary of Cost Proposal

Souder, Miller & Associates

Professional Services and Expenses Task/Hours/Fee Breakdown Related To

Project Description: Perk Canyon Waterline
Project Number: PW#181 Site 09 and Site 10
Owner: Village of Ruidoso
Date of Submittal: August 5, 2025
Tax Rate on Services: 8.1875%

TOTALS

PHASE/ CATEGORY OF WORK	Subtotal	NMGRT	Total
Field Survey and Mapping	\$24,384.00	\$1,996.44	\$26,380.44
Preliminary Design	\$54,861.00	\$4,491.74	\$59,352.74
Final Design	\$23,498.00	\$1,923.90	\$25,421.90
Bid Administration	\$19,783.00	\$1,619.73	\$21,402.73
Construction Administration	\$32,986.00	\$2,700.73	\$35,686.73
Closeout	\$21,013.00	\$1,720.44	\$22,733.44
Construction Observation	\$113,131.00	\$9,262.60	\$122,393.60
TOTALS	\$289,656.00	\$23,715.59	\$313,371.59

EXHIBIT B.2 - COST PROPOSAL

Souder, Miller & Associates

Professional Services and Expenses Task/Hours/Fee Breakdown Related To

DESIGN PHASE - BASIC ENGINEERING SERVICES

Project Description: Perk Canyon Waterline
Project Number: PW#181 Site 09 and Site 10
Owner: Village of Ruidoso
Date of Submittal: August 5, 2025
Tax Rate on Services: 8.1875%
 Note: Figures in this table do not include tax.

Job Description	Principal	Staff EIT/LSIT Sci. III	Eng/CAD Surv/Field Tech IV	Eng/CAD Surv/Field Tech IV	Eng/CAD Surv/Field Tech V	Eng/CAD Surv/Field Tech III	Project Fin./Mgr. Asst. II	GPS	Mileage	Expenses	Total SMA	Sub Contracts	Total Task
	Unit	Hrs	Hrs	Hrs	Hrs	Hrs	Hrs	HR	Mi	Actual	\$	\$	\$
Field Survey and Mapping													
Survey Plan / Instructions		2									\$ 270	\$ -	\$ 270
Survey Research:													
Utility Locations		2	2	2							\$ 750	\$ -	\$ 750
Right of Way / Easements		6									\$ 810	\$ -	\$ 810
Perform Field Research		6	7								\$ 1,650	\$ -	\$ 1,650
Perform Field Survey				28		28		28	791	150	\$ 7,704	\$ -	\$ 7,704
Traffic Control				3		3				500	\$ 1,160	\$ -	\$ 1,160
Establish Utility & R/W Location		6									\$ 810	\$ -	\$ 810
Establish Control Points		6		3		3		3			\$ 1,560	\$ -	\$ 1,560
Aerial Mapping											\$ -	\$ -	\$ -
Download Data / tins & contours		3	5	5							\$ 1,605	\$ -	\$ 1,605
Prepare Mapping		5	14	28							\$ 5,715	\$ -	\$ 5,715
Survey Control		2	7								\$ 1,445	\$ -	\$ 1,445
Verify Accuracy of Survey		2	3								\$ 905	\$ -	\$ 905
Subtotal Hours:		4	46	28	69	34		31	791	650	\$ 8,065	\$ -	\$ 24,384
Subtotal Cost:		\$ 1,000	\$ 6,210	\$ 3,360	\$ 8,280	\$ -	\$ 3,400	\$ -	\$ 930	\$ 554	\$ 650	\$ -	\$ 24,384

Job Description	Principal	Senior Eng./Sci./ Surv I	Project Eng./Sci./ Surv I	Staff EIT/LSIT Sci. II	Eng/CAD Surv/Field Tech VI	Project Fin./Mgr. Asst. II	GPS	Mileage	Expenses	Per Diem (Part Day)	Total SMA	Sub Contracts	Total Task
	Unit	Hrs	Hrs	Hrs	Hrs	Hrs	HR	Mi	Actual	Days	\$	\$	\$
Preliminary Design													
Kick-off Meeting		2	2		2	2					\$ 1,140	\$ -	\$ 1,140
Ongoing Project Management	1	1	3				2				\$ 920	\$ -	\$ 920
Invoicing	1	1					2				\$ 485	\$ -	\$ 485
Environmental Compliance Coordination											\$ -	\$ -	\$ -
Wetlands / Floodway Identification											\$ -	\$ -	\$ -
USACE 404 Permit Assistance											\$ -	\$ -	\$ -
As-built Research			3								\$ 435	\$ -	\$ 435
Utility Coordination		3		13				226			\$ 2,308	\$ -	\$ 2,308
Design Plans													
Index / Cover / Notes / Key Map			1	7	13						\$ 2,970	\$ -	\$ 2,970
Site Plans			2	5	9						\$ 2,265	\$ -	\$ 2,265
Plan & Profiles	3		6	11	42						\$ 9,295	\$ -	\$ 9,295
Details			5	9	17						\$ 4,400	\$ -	\$ 4,400
Traffic Control			1	2	3						\$ 845	\$ -	\$ 845
Erosion Controls / BMP's	2	6			16						\$ 3,950	\$ -	\$ 3,950
Geotechnical Report	2	2	4								\$ 1,430	\$ 8,925	\$ 10,355
EOPCC		2	8	14							\$ 3,260	\$ -	\$ 3,260
Prepare Contract Documents and Specifications		5	9	17							\$ 4,305	\$ -	\$ 4,305
QAQC	9	3	5	11							\$ 4,875	\$ -	\$ 4,875
Submission to Agencies		2	2	3					100		\$ 1,115	\$ -	\$ 1,115
Design Review with Owner		4	4	4				226			\$ 1,938	\$ -	\$ 1,938
Subtotal Hours:	18	31	55	96	102	2	4	452	100		\$ 45,936	\$ 8,925	\$ 54,861
Subtotal Cost:	\$ 4,500	\$ 5,425	\$ 7,975	\$ 12,000	\$ 15,300	\$ 200	\$ 120	\$ 316	\$ 100	\$ -	\$ 45,936	\$ -	\$ 54,861
Final Design													
Ongoing Project Management	2	2	2				1				\$ 1,170	\$ -	\$ 1,170
Invoicing	2	2					2				\$ 910	\$ -	\$ 910
Revisions to Design Plans													
Index / Cover / Notes / Key Map			1	4	7						\$ 1,695	\$ -	\$ 1,695
Site Plans		2	2	3	5						\$ 1,765	\$ -	\$ 1,765
Plan & Profiles	2	6	6	6	21						\$ 6,320	\$ -	\$ 6,320
Details		3	5	5	9						\$ 3,225	\$ -	\$ 3,225
Traffic Control			1	1	2						\$ 570	\$ -	\$ 570
Revisions to EOPCC		2	4	8							\$ 1,930	\$ -	\$ 1,930
Revisions to Construction Documents		3	5	9							\$ 2,375	\$ -	\$ 2,375
Design Review with Owner		4	4	4				226			\$ 1,938	\$ -	\$ 1,938
Post Revisions Model Design Verification											\$ -	\$ -	\$ -
Resubmittal		2		3					50		\$ 775	\$ -	\$ 775
Production				3	3						\$ 825	\$ -	\$ 825
Subtotal Hours:	6	26	30	46	47		3	226	50		\$ 23,498	\$ -	\$ 23,498
Subtotal Cost:	\$ 1,500	\$ 4,550	\$ 4,350	\$ 5,750	\$ 7,050	\$ -	\$ 90	\$ 158	\$ 50	\$ -	\$ 23,498	\$ -	\$ 23,498

Total Cost of Design Phase Services: \$ 102,743

EXHIBIT C.2 - COST PROPOSAL

Souder, Miller & Associates

Professional Services and Expenses Task/Hours/Fee Breakdown Related To

CONSTRUCTION PHASE - BASIC ENGINEERING SERVICES

Project Description: Perk Canyon Waterline
Project Number: PW#181 Site 09 and Sit
Owner: Village of Ruidoso
Date of Submittal: August 5, 2025
Tax Rate on Services: 8.1875%

Note: Figures in this table do not include tax.

Job Description	Principal	Senior Eng./Sci./Surv I	Project Eng./Sci./Surv I	Staff EIT/LSIT Sci. II	Eng/CAD Surv/Field Tech IV	Construc. Observer IV	Project Fin./Mgr. Asst. II	Mileage	Expenses	Per Diem (Part Day)	Total SMA	Sub Contracts	Total Task
Billing Rate per Unit	\$ 250	\$ 175	\$ 145	\$ 125	\$ 120	\$ 130	\$ 100	\$ 0.70	\$ 1	\$ 60			
Unit	Hrs	Hrs	Hrs	Hrs	Hrs	Hrs	Hrs	Mi	Actual	Days	\$	\$	\$
Task													
Bid Administration													
Ongoing Project Management	3	3									\$ 1,275	\$ -	\$ 1,275
Invoicing	3	3					3				\$ 1,575	\$ -	\$ 1,575
Advertisement		2	2	4			2		250		\$ 1,590	\$ -	\$ 1,590
Distribute Bid Documents			2	3							\$ 665	\$ -	\$ 665
Substitution Evaluation		2	3								\$ 785	\$ -	\$ 785
Answer Questions During Bidding		2	5	11							\$ 2,450	\$ -	\$ 2,450
Prepare Addenda	2	2	5	11	5						\$ 3,550	\$ -	\$ 3,550
Pre-bid Conference		7	7					226	100		\$ 2,498	\$ -	\$ 2,498
Open Bids		4	4								\$ 1,280	\$ -	\$ 1,280
Preparation of Bid Tabulation			2	9							\$ 1,415	\$ -	\$ 1,415
Preparation of Recommendation of Award		2	5	13							\$ 2,700	\$ -	\$ 2,700
Subtotal Hours:	8	27	35	51	5		5	226	350		\$ 19,783	\$ -	\$ 19,783
Subtotal Cost:	\$ 2,000	\$ 4,725	\$ 5,075	\$ 6,375	\$ 600	\$ -	\$ 500	\$ 158	\$ 350	\$ -	\$ 19,783		
Construction Administration													
Ongoing Project Management	5	5	5								\$ 2,850	\$ -	\$ 2,850
Invoicing	5	5					6				\$ 2,725	\$ -	\$ 2,725
Conform Contract Documents		3	5	11							\$ 2,625	\$ -	\$ 2,625
Preparation and Pre-construction Conference		6	7					226	30		\$ 2,253	\$ -	\$ 2,253
Submittal and Shop Drawing Review		6	11	21							\$ 5,270	\$ -	\$ 5,270
Respond to Requests for Information											\$ -	\$ -	\$ -
Field Orders											\$ -	\$ -	\$ -
Site Visits (3 site visits)		19	19					678			\$ 6,555	\$ -	\$ 6,555
Preparation and Progress Meetings (4 meetings)			4	7							\$ 1,455	\$ -	\$ 1,455
Preparation of Periodic Pay Requests (4 months)		5	13	17							\$ 4,885	\$ -	\$ 4,885
Preparation of Contract Change Orders											\$ -	\$ -	\$ -
Complete Acceptance Meeting		7	7			7		226			\$ 3,308	\$ -	\$ 3,308
Maintain Records			3	5							\$ 1,060	\$ -	\$ 1,060
Subtotal Hours:	10	56	74	61		7	6	1130	30		\$ 32,986	\$ -	\$ 32,986
	\$ 2,500	\$ 9,800	\$ 10,730	\$ 7,625	\$ -	\$ 910	\$ 600	\$ 791	\$ 30	\$ -	\$ 32,986		
Closeout													
Ongoing Project Management	2	2									\$ 850	\$ -	\$ 850
Invoicing	2	2					3				\$ 1,150	\$ -	\$ 1,150
Preparation of Close-out Documents		3	5	9							\$ 2,375	\$ -	\$ 2,375
Preparation of Record Drawings	6	6	11		42						\$ 9,185	\$ -	\$ 9,185
Preparation of Operation and Maintenance (O&M) Manual	3	5	9	17							\$ 5,055	\$ -	\$ 5,055
Warranty Meeting		7	7					226			\$ 2,398	\$ -	\$ 2,398
Subtotal Hours:	13	25	32	26	42		3	226			\$ 21,013	\$ -	\$ 21,013
Subtotal Cost:	\$ 3,250	\$ 4,375	\$ 4,640	\$ 3,250	\$ 5,040	\$ -	\$ 300	\$ 158	\$ -	\$ -	\$ 21,013		
Construction Observation													
Construction Observation						745		16873		75	\$ 113,131	\$ -	\$ 113,131
Number of Visits = 74.5													
Hours per Visit = 10													
Subtotal Hours:						745		16873		75	\$ 113,131	\$ -	\$ 113,131
Subtotal Cost:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 96,850	\$ -	\$ 11,811	\$ -	\$ 4,470	\$ 113,131		

Total Cost of Construction Phase Services: \$ 186,913