



**ON-CALL PROFESSIONAL SERVICES AGREEMENT
BETWEEN
THE TOWN OF PARADISE VALLEY
AND
MICHAEL BAKER INTERNATIONAL, INC.**

WORK AUTHORIZATION #1

On-Call Professional Services for Civil Engineering

THIS WORK AUTHORIZATION #1 (this “Work Authorization”) is entered into as of _____, between the Town of Paradise Valley, an Arizona municipal corporation (the “Town”), and Michael Baker International, Inc, a Pennsylvania corporation (the “Consultant”). The Consultant will perform the Scope of Work detailed in Section 1, below, pursuant to the terms and conditions of On-Call Professional Services Agreement No. CON-26-018-ENG, dated October 15, 2025, (the “Agreement”).

1. Scope of Work. The Consultant shall provide civil engineering services for the Sewer Manhole Mapping and Locating Project – Phase 2, described in **Attachment 1** to this Work Authorization. Upon acceptance by the Town, this Work Authorization will become part of the Agreement and attached thereto as part of Exhibit D.

2. Schedule of Completion of Services. The Consultant shall commence work immediately upon execution of this Work Authorization and complete the work required herein within 120 days of said execution, in accordance with the schedule set forth as part of **Attachment 1** to this Work Authorization.

3. Fee Breakdown. The total cost to complete the Scope of Work required under this Work Authorization shall not exceed \$101,163.

4. Subject to the Agreement. This Work Authorization is subject to the terms and conditions of the Agreement.

5. Conflict of Interest. The Town may cancel this Work Authorization pursuant to Ariz. Rev. Stat. § 38-511.

4. Forced Labor of Ethnic Uyghurs. To the extent applicable under Ariz. Rev. Stat. § 35-394, the Consultant warrants and certifies that it does not currently, and agrees that it will not use, for the duration of this Agreement, the forced labor, any goods or services produced by the forced labor, or any contractors, subcontractors, or suppliers that use the forced labor or any goods

or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China.

IN WITNESS WHEREOF, the parties hereto have executed this Work Authorization as of the date and year first set forth above.

“Town”

TOWN OF PARADISE VALLEY,
an Arizona municipal corporation

Andrew Ching, Town Manager

ATTEST:

Duncan Miller, Town Clerk

APPROVED AS TO FORM:

Andrew J. McGuire, Town Attorney
Gust Rosenfeld, PLC

“Consultant”

MICHAEL BAKER INTERNATIONAL,
INC.
a Pennsylvania corporation

By: 

Name: Tony Cabrera

Title: Vice President, Office Executive

ATTACHMENT 1
TO
ON-CALL PROFESSIONAL SERVICES AGREEMENT
BETWEEN
THE TOWN OF PARADISE VALLEY
AND
MICHAEL BAKER INTERNATIONAL, INC.
WORK AUTHORIZATION #1

On-Call Professional Services for Civil Engineering

[Scope of Work]

See following pages.

August 14, 2025

Mr. Sam Kayat, PE
CIP Manager
Town of Paradise Valley
6401 E. Lincoln Drive
Paradise Valley, Arizona 85253

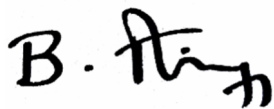
Subject: Sewer Manhole Mapping and Locating Project – Phase 2

Dear Mr. Kayat,

Michael Baker International, Inc. (**MBI**) is pleased to present this Scope of Work and Fee to map and locate 49 Sewer Manholes that have been identified as not found by the previous investigations and inspection reports, located in the Town of Paradise Valley (**TOPV**), Arizona. Should the attached meet your expectations, then we should discuss how to proceed towards an executed contract to complete this work.

Adrian Navarro will be the Project Manager (**PM**) on this project and can be reached at 602-798-7565 (office), 602-284-7608 (mobile) or by email anavarro@mbakerintl.com. Please feel free to contact me or Adrian with any questions or comments you may have.

Sincerely,



Thirumurugan Bose, P.E, CFM
Department Manager - Water

Attachments: Exhibit A – Scope of Work
Exhibit B – Fee Proposal

Exhibit A SCOPE OF WORK

Sewer Manhole Mapping and Locating Project – Phase 2

Section 1 – Summary

Town of Paradise Valley (TOPV) has requested Michael Baker International (MBI) to locate 49 Sewer Manholes using intrusive methods that have been identified as not found by the TOPV and previous inspection reports identified to have been inaccessible, covered over or buried. The tasks included within represent the specific scope of work that shall be completed by MBI.

MBI will locate the 49 manholes using a closed-circuit television video (CCTV), sondes, remote crawls and other equipment to locate the covered manholes within the project location show in Figure 1 below.

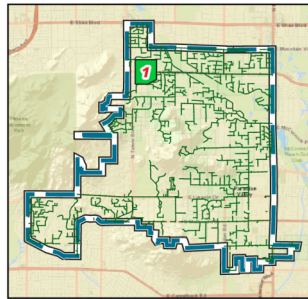


Figure 1 – Project Location

The following tasks shall be addressed as part of the project:

Task 1 – Meetings, Progress and Reporting

Task 2 – GIS Mapping

Task 3 – Utility Locating

Summary of Fees:

Tasks	Fee
Task 1 – Meetings, Progress, and Reporting	\$15,736
Task 2 – GIS Mapping	\$5,302
Task 3 – Utility Locating	\$64,125
Overhead Direct Costs	\$6,000
Owner Allowance	\$10,000
TOTAL	\$101,163

Section 2 – Tasks

Task 1: Meeting, Progress and Reporting

MBI shall schedule and facilitate a kickoff conference call with the TOPV, to discuss the project, scope of work, request documentation, execution of work plan and associated schedule. A Kick-off Meeting shall be scheduled after the Notice to Proceed is issued or at the discretion of TOPV.

MBI shall also schedule and facilitate two (2) progress meetings with TOPV prior to reporting the findings.

MBI will prepare a work plan to coordinate dates, notifications, access and entry locations prior to the site visits. MBI will survey locate, map and report the manholes located in the findings report. MBI will notify TOPV and homeowners prior to entry from a known manhole that includes intrusive measure to locate the missing manhole covered.

Task 2: GIS Mapping

MBI will provide GIS updates to the existing database with the latest data schema provided by TOPV. The existing TOPV sewer database will be updated to include the missing manholes. This task includes preparing exhibits and map book for utility locating and coordination.

Task 3: Utility locating

MBI shall schedule a site visits to notify and gain access to locate manhole using an intrusive method, document the existing conditions, impacts, and identify the manholes to be used for entry to locate the missing manholes and any of the problem areas within the project area.

MBI shall coordinate access, entry and traffic control with the TOPV to locate the covered or inaccessible manholes and expose found manholes covers **except** when under pavement or other structures. MBI will use the intrusive method below to locate the manholes:

- Camera with a sonder attached to cable crawler that will be traced aboveground from nearest manhole to the position of the covered manhole.

Task 4: Project Timeline and Deliverables

The proposed timeline to complete the project:

Kick Off Meeting	Within 5 calendar days from Notice to Proceed
Notification to Homeowners	Within 15 calendar days from the Notice to Proceed

1 st Progress Meetings	Within 30 calendar days from the Notice to Proceed
Utility Locate	Within 60 calendar days from the Notice to Proceed
2 nd Progress Meetings	Within 70 calendar days from the Notice to Proceed
Draft Reporting and Findings	Within 90 calendar days from the Notice to Proceed
Contract Completion	Within 120 calendar days from the Notice to Proceed

Task 5 - Invoicing

Invoices shall be submitted Monthly, to the TOPV, with appropriate supporting data and documentation and in a format as prescribed by TOPV. Any invoice which lists a requested payment for any individual task beyond the current approved task budget will be rejected. Task (deliverables) shall be appropriately documented. TOPV shall review and check the invoice to determine if it is complete and acceptable; if it is determined to be complete and acceptable, the TOPV will approve the invoice for payment.

Invoicing fees will be in accordance with the Exhibit B Fee Proposal.

Section 3 – Direct Expenses

Overhead Direct Cost

All overhead direct costs including reproduction, lodging, mileage, courier charges, etc. shall be billed to the TOPV at cost and shall not exceed \$6,000.

Owner Allowance

An owner's allowance of \$10,000 has been included to cover additional expenses with CLIENT approval.

Section 4 – Exclusions

Town of Paradise Valley Responsibilities

TOPV responsibilities include, but are not limited to, the following:

- A **PM** will be assigned to represent **TOPV**.
- The **PM** will coordinate the **MBI** contract, deliverables and invoices.
- The **PM** will supply the **MBI** with printed copies of all relevant Paradise Valley reports, studies, and plans to accomplish the analysis in the scope of work. The **TOPV** shall also supply the **MBI** with electronic copies of documents when available.
- **TOPV** will provide relevant materials prepared by other **TOPV** contractors as required.
- **TOPV** will provide conference room space for scheduled meetings.
- **TOPV** will provide the **MBI** with access to any data available.

Exclusions

- Topographic Survey
- Design Report
- Construction Documents
- NASSCO Inspection and Assessment
- Construction/Post Design Services
- Legal Descriptions are not included for this project
- Potholing locating
- Any item not specifically listed in the scope of work

Note: CONSULTANT can provide the above services for an additional fee that can be negotiated with CLIENT.

EXHIBIT B - FEE PROPOSAL

Michael Baker INTERNATIONAL Sewer Manhole Mapping and Locating Project - Phase 2 <i>Town of Paradise Valley</i>									
	Project Principal	Project Manager	Sr. GIS Analyst	Project Engineer	Designer	Project Assistant	Total Hours	Total Labor	Total
Classification									
Hourly Rate:	276.00	186.00	176.00	159.00	121.00	125.00			
Project Management									
Task 1.0 – Meetings, Progress, Reporting and Coordination									
Subtask 1.1 - Kick-off Meeting		1	1	1	1	2	6	892.00	892.00
Subtask 1.2 - Coordination Meetings (Progress, Traffic Control, Work Plan, Approach and Technology)		4	2	4	2	2	14	2,224.00	2,224.00
Subtask 1.3 - Work plan and Reporting	1	2	16	24	40	4	87	12,620.00	12,620.00
<i>Subtotal Project Management</i>	1	7	19	29	43	8	107	15,736.00	15,736.00
Sewer Manhole Locating									
Task 2.0 – GIS Mapping									
Subtask 2.1 - Existing Sewer Basin Mapping		1	8	8	16	4	37	5,302.00	5,302.00
Task 3.0 – Utility Locating									
Subtask 3.4 - CCTV with Sondes Locating		80	147	147			374	64,125.00	64,125.00
<i>Subtotal Design</i>	0	81	155	155	16	4	411	69,427.00	69,427.00
Direct Expenses									
Overhead Direct Costs (equipment, reproduction, logging, mileage, delivery and postage)								6,000.00	6,000.00
Owner Allowance								10,000.00	10,000.00
<i>Subtotal Not to Exceed</i>	0	0	0	0	0	0	0	10,000.00	16,000.00
Total	1	88	174	184	59	12	518	95,163.00	101,163.00

Dose not Include below:

- Topographic Survey
- Potholing
- Condition Inspection and Assessment
- Construction/Post Design Services