

**FROMBERG TOWN COUNCIL SPECIAL MEETING AGENDA
SPECIAL MEETING TIME IS 7:00 PM AT
FROMBERG TOWN HALL, 118 W RIVER STREET**

Tuesday June 17, 2024

PLEDGE OF ALLEGIANCE:

RIVERBANK PROJECT

- Review and Approve Engineering Quote
 - Discuss Grant Funding from Carbon Conservation District
- Discussion And Action Regarding Private Donations Towards the Riverbank Project

ADJOURN:

Conduct at Public Meetings

The public is invited to speak on any item under discussion by the Council, after recognition by the presiding officer.

The speaker should stand, and for the record, give his/her name and address, and, if applicable, the person, firm or organization he/she represents. Comments should be limited to three (3) minutes unless approval by the presiding officer, and citizens requesting to speak shall limit him or herself to matters of fact regarding the issue of concern.

Prepared statements are welcomed and should be given to the Clerk of the Council. Prepared statements that are also read, however, shall be deemed unduly repetitious. All prepared statements shall become part of the hearing record.

While the City Council is in session, those in attendance must preserve order and decorum. A member shall not delay or interrupt the proceedings or the peace of the Council, nor disturb any member while speaking or refuse to obey the orders of the Council or its presiding officer.

Any person making personal, impertinent or slanderous remarks or who shall become boisterous or disruptive during the Council meeting shall be forthwith barred from further presentation to the Council by the presiding officer, unless permission to continue be granted by the presiding officer or a majority vote of the Council.

The Fromberg Town Council reserves the right to amend these rules of procedure as deemed necessary.



May 21st, 2024

Town of Fromberg
118 West River Street
PO Box 236
Fromberg, MT 59019

Re: 230708.1 FROMBERG EWP PROJECT COMPLETION / Scope of Services

Mayor Nottingham:

WGM Group, Inc. (WGM) is pleased to provide this proposal for completion of the required engineering and permitting services to stabilize the riverbank and restore conveyance capacity on the Clark's Fork River immediately upstream of the East River Street bridge located in Fromberg, Montana. The Project is enrolled in the Emergency Watershed Protection (EWP) program and the affected properties are owned by Jeanna Ruot, Magdalena Wittmer, Joseph & Gloria Weiss, Dennis & Karen Teichroew, and Mike & Kelle Ventling (DSR# 30-02-22-5044-056). The below scope reflects WGM's current project understanding based on discussions with NRCS staff and Floodplain permitting requirements.

SCOPE OF SERVICES

The following tasks outline general work scope, sequence, and associated budget estimates. WGM Group will coordinate findings with the Town of Fromberg's designated representative as work progresses to avoid unnecessary scope effort. Phases in grey have been previously completed but are included for reference only. Phases in black text are those to be completed. WGM Group has or will provide the following services:

Phase 01: Geomorphic Assessment & Recommendations

Previously Completed

From a desktop review of the situation, it is apparent that not only does the bank need to be stabilized but there is a conveyance problem with this reach of river; evidenced by mid-channel gravel bars that can be seen on aerial photography. WGM will perform a geomorphic assessment to identify opportunities to restore channel conveyance and sediment transport capabilities through this reach. A 2D HECRAS model will be developed, without bathymetry, to visualize potential problems upstream that exacerbated the recent flooding in Fromberg. The reach adjacent to the impacted bank will be evaluated against a reference reach to identify the proper width to depth ratio that the channel should be, and the East River Street bridge will be analyzed to identify if the current span is sufficient to accommodate the appropriate conveyance and sediment transport of the river.

Deliverables: Technical Memorandum of findings and budgetary cost estimate to address the issues found during the assessment process. WGM will attend a meeting with the Client and NRCS to present the findings and finalize the elements that will be implemented for this Project.

Exclusions: The following phases are scoped currently for only the work identified in the Damage Survey Report. Additional scope identified through this phase will be added at the Client's request through a contract amendment.

Phase 02: Drone Survey & Channel Data Collection

Previously Completed

Site topographic data will be collected via aerial drone photogrammetry encompassing the immediate Project area and relevant upstream and downstream channel topographic data. Channel bottom (below water surface) will be approximated based on hydraulic calculations and field observations. CAD drawings will be created to serve as base drawings for design and permitting. Ground control targets will be set for subsequent ground survey (if required for floodplain permit). A Pix4D model will be developed as an online planning resource. Scaled existing conditions planning maps will be developed with aerial image and topographic contours.

Deliverables: Existing condition topographic site map and CAD file. Imagery and topography will be georeferenced on the Montana State Plane Coordinate System.

Exclusions: Ground and bathymetric survey are not included. Additional survey may be required to support hydraulic modeling and “No Rise” analysis for floodplain permitting (pending results of Phase 04). These additional services can be added through a contract amendment.

Phase 03: Design Development

Previously Completed

WGM will coordinate design objectives with the Client and evaluate two design alternatives, material quantities, and budgetary construction cost estimate (50%+/- accuracy). A summary of anticipated permit requirements and budgetary costs will be prepared.

Deliverables: Two design alternatives, permit summary, and budgetary cost estimate.

Exclusions: Ground and bathymetric survey are not included. Additional survey may be required to support hydraulic modeling and “No Rise” analysis for floodplain permitting (pending results of Phase 04). These additional services can be added through a contract amendment.

Phase 04: Permit Drawings, Budget Estimate, & Joint Application

Previously Completed

A Permit Drawing Set will be prepared to support obtaining necessary environmental permits (310 Permit, 404 Permit, Floodplain Permit, etc.). Design drawings are anticipated to be completed in an iterative fashion (i.e. conceptual, preliminary, final design) to support Client coordination. A budgetary Engineer’s opinion of probable cost (OPC) will be prepared to evaluate alternatives and project economic feasibility. WGM will also prepare and submit a complete Joint Application to initiate the environmental permitting process.

Deliverables: Permit Drawing Set, Engineer’s OPC, Completed Joint Application

Exclusions: A wetland delineation may be required depending on agency coordination. Additional survey may be required to support hydraulic modeling and “No Rise” analysis for floodplain permitting. These additional services can be added through a contract amendment.

Phase 05: NRCS Design Report Revisions

\$15,354

A Design Report was previously prepared in accordance with NRCS guidelines to document bank stability (shear and scour calculations) and preliminary hydraulic analysis to support floodplain permitting and coordination with the Carbon County Floodplain Administrator to determine if a formal “No-Rise” analysis would be required.

Comments were received by NRCS on 02/13/24 and the Floodplain Administrator on 05/07/24 requiring that all NRCS comments be addressed and that a Final Design Report be submitted. WGM will address these comments to NRCS’s satisfaction and produce Released for Construction (RFC) Plans & Specifications for the Town and selected Contractors use.

Deliverables: Final NRCS Design Report, RFC Plans & Specifications.

Exclusions: If additional revisions to the RFC Plans & Specifications are requested by the Town, an amendment to this phase will be presented to the Town for review and approval.

Phase 06: Final Permitting and “No-Rise” Analysis & Report

\$11,321

To WGM’s knowledge all required environmental permits have been obtained but have not all been provided to WGM Group. Please provide a copy of all permits so that RFC Plans & Specifications reflect any additional requirements that require permit compliance. Also, an extension may need to be applied for, for the SPA 124 Permit; WGM will confirm if the Conservation District accomplished this Task and complete it, if needed. Construction related permits (to be obtained by your selected Contractor) have not been addressed and are solely the responsibility of the Contractor.

A quantitative “no-rise” analysis will be performed and utilize the previously obtained additional survey to develop two accurate cross sections in the proposed area of disturbance; the unsurveyed part of the cross sections will be idealized from the end of the obtained bathymetry to the LiDAR topography on the right bank (looking downstream) of the Clarks Fork of the Yellowstone. This analysis will be provided in accordance with *Post-2022 Montana Flood Event Policy and “No-Rise” Guidance* issued 08/03/22 by FEMA Region VIII.

Deliverables: SPA 124 Permit Extension (if needed) and Quantitative “No-Rise” Report & HEC-RAS Models.

Exclusions: If a “no-rise” cannot be achieved with the current design configuration the proposed floodplain bench width will be reduced to achieve a “no-rise”. Efforts to do this are unknown at this time and if required (depends on complexity) will also require an amendment to this phase. Any amendments to this phase will be presented to the Town for review and approval.

Phase 07: Construction Oversight & Coordination

TBD

The level of construction coordination is dependent on Client and/or Contractor comfortability in building the final design, and the construction timeline. WGM recommends at a minimum a construction coordination meeting at the Project start and a single site visit during active construction to coordinate installation variables and completed Project expectations. Construction staking is highly recommended to control quantities and to ensure that the Construction conforms to the permitted design; as at the end of construction WGM will have to certify that the improvements were installed as permitted. If they are not, then WGM cannot certify the construction.

Phase 08: 106 Consultation Efforts

Previously Completed

In order to receive USACE permits and be in compliance with the NRCS EWP Program; a 106 Consultation is necessary to comply with the Historic Preservation Act.

Deliverables: Field archaeological survey and inventory. 106 Consultation Report.

Phase 09: Site & Bathymetric Survey

Previously Completed

Due to the proposed encroachment of bank stabilization measures into the Clarks Fork of the Yellowstone site and bathymetric survey is necessary to calculate accurate quantities of needed materials and also to support a qualitative “no-rise” analysis for permitting purposes.

Deliverables: Revised 90% Plans with obtained survey, specifications, revised engineers estimate, and revised bid tab for obtaining a revised bid from the selected Contractor.

Exclusions: The quantitative “no-rise” analysis will utilize the additional survey to develop two accurate cross sections in the proposed area of disturbance; the remaining part of the cross sections will be idealized from the end of the obtained bathymetry to the LiDAR topography on the right bank (looking downstream) of the Clarks Fork of the Yellowstone. If the Floodplain Administrators determine that additional bathymetry is required, an amendment to this phase will be presented to the Town for review and approval.

ADDITIONAL SERVICES

Services not specifically described in the tasks above are not included in this scope of work.

FEE ESTIMATE

All remaining Phases will be billed on a Time and Materials (T&M) basis, with an estimated cost for Phase 05 and 06 of **\$26,675**. Phase 07 will be billed on a T&M basis and an estimated cost will be provided once the Town has decided how much and what specific support they would prefer WGM provide, we are happy to discuss the specific of this with you at your convenience. Fees are valid through August 2024 and may need to be adjusted if the Project extends beyond this date. A cost estimate summary is provided below, and a detailed hourly estimate is attached.

COST ESTIMATE SUMMARY	
01 – Geomorphic Assessment & Recommendations	Completed
02 – Drone Survey & Channel Data Collection	Completed
03 – Design Development	Completed
04 – Permit Drawings, Budget Estimate & Joint Application	Completed
05 – NRCS Design Report Revisions	\$15,354
06 – Final Permitting and “No-Rise” Analysis & Report	\$11,321
07 – Construction Oversight & Coordination	TBD
08 – 106 Consultation Efforts	Completed
09 – Site & Bathymetric Survey	Completed
ESTIMATE TOTAL	\$26,675 + TBD

CONTRACT

WGM Group will provide the services described above in accordance with generally accepted standards of professional care.

Invoices will be prepared monthly based on WGM's actual time worked by personnel assigned to the project plus direct expenses using our standard rates, which are attached and subject to change annually. The Town of Fromberg (Client) agrees to pay invoices in full within 30 days of the invoice date or contact us if our services are not satisfactory. Interest at the rate of 0.833% per month (10% per annum) will be added to unpaid invoices after 30 days and WGM Group may, without liability, terminate service. Payments will be credited first to interest and then to principal.

WGM Group and Client agree that the project scope of services may change due to unforeseen circumstances or at the Client's direction. WGM Group will keep Client apprised of anticipated project cost changes and prepare updated estimates for Client approval as requested. WGM Group reserves the right to terminate this contract after a seven-day notice if Client insists upon a course of action with which WGM Group has a fundamental disagreement or if performance of services is rendered unreasonably difficult due to actions of the Client. Client may terminate or suspend services after a five-day notice and WGM Group will be paid for all work satisfactorily performed through the date of termination or suspension.

Thank you for the opportunity to provide these services. If this scope of services proposal is agreeable to you, please sign this document at the bottom and return a copy to our office. Please contact us at 406.728.4611 if you have any questions or would like to further discuss this proposal.

Sincerely,
WGM Group, Inc.



Mace Mangold, PE
Senior Project Engineer

Client: Town of Fromberg

(sign)

Tim Nottingham

(printed name)

(date)

Mayor

(title)

Staff Type			Rate
210	Senior Principal Engineer	Hr	\$ 250.00
215	Senior Consultant	Hr	\$ 212.00
220	Principal Engineer	Hr	\$ 224.00
230	Senior Project Engineer	Hr	\$ 200.00
240	Project Engineer 2	Hr	\$ 174.00
245	Project Engineer 1	Hr	\$ 163.00
250	Senior Traffic Engineer	Hr	\$ 205.00
263	Senior Transportation Consultant	Hr	\$ 253.00
265	Senior Transportation Engineer 2	Hr	\$ 218.00
279	Staff Engineer/EI 4	Hr	\$ 153.00
280	Staff Engineer/EI 3	Hr	\$ 146.00
281	Staff Engineer/EI 2	Hr	\$ 121.00
282	Staff Engineer/EI 1	Hr	\$ 113.00
283	Engineer Technician 3	Hr	\$ 146.00
284	Engineer Technician 2	Hr	\$ 124.00
285	Engineer Technician 1	Hr	\$ 114.00
290	Seasonal Intern	Hr	\$ 80.00
508	Senior Construction Project Manager	Hr	\$ 200.00
507	QA/QC Representative	Hr	\$ 187.00
512	Construction Project Manager	Hr	\$ 179.00
514	Construction Representative	Hr	\$ 157.00
310	Principal Planner	Hr	\$ 250.00
312	Senior Land Planner	Hr	\$ 178.00
314	Land Planner 2	Hr	\$ 159.00
316	Planning Technician	Hr	\$ 113.00
320	Senior Landscape Architect/Planner	Hr	\$ 190.00
330	Senior Landscape Architect	Hr	\$ 218.00
340	Landscape Architect 2	Hr	\$ 166.00
350	Landscape Architect 1	Hr	\$ 135.00
355	Landscape Designer	Hr	\$ 110.00
354	Landscape Intern	Hr	\$ 80.00
353	Graphic Designer	Hr	\$ 138.00
450	Senior Hydrologist	Hr	\$ 229.00
445	Hydrologist 2	Hr	\$ 147.00
451	Hydrologist 1	Hr	\$ 132.00
454	Senior Scientist	Hr	\$ 200.00
448	Scientist 2	Hr	\$ 147.00
447	Senior Environmental Engineer	Hr	\$ 200.00
452	Environmental Engineer	Hr	\$ 174.00
446	Environmental Field Technician	Hr	\$ 113.00
453	Senior Geologist	Hr	\$ 204.00
456	Geologist	Hr	\$ 157.00
460	Water Resource Specialist 3	Hr	\$ 187.00
465	Water Resource Specialist 2	Hr	\$ 179.00
466	Water Resource Specialist 1	Hr	\$ 157.00
469	Water Right Technician 3	Hr	\$ 153.00
470	Water Right Technician 2	Hr	\$ 147.00
471	Water Right Technician 1	Hr	\$ 121.00
475	GIS Specialist	Hr	\$ 126.00
520	Senior Land Surveyor	Hr	\$ 207.00
525	Land Surveyor 3	Hr	\$ 187.00
527	Land Surveyor 2	Hr	\$ 178.00
530	Land Surveyor 1	Hr	\$ 173.00
540	Staff Surveyor/ L.S.I	Hr	\$ 157.00
560	Survey Crew Chief	Hr	\$ 153.00
550	Survey Technician	Hr	\$ 140.00
580	Two-Person Crew	Hr	\$ 220.00
590	Three-Person Crew	Hr	\$ 250.00



Staff Type		Rate	
610	Senior CADD Drafter	Hr	\$ 147.00
605	CADD Designer	Hr	\$ 124.00
600	CADD Technician	Hr	\$ 108.00
700	Project Coordinator 2	Hr	\$ 132.00
705	Project Coordinator 1	Hr	\$ 126.00
710	Project Assistant 2	Hr	\$ 126.00
715	Project Assistant 1	Hr	\$ 114.00
730	Admin. Assistant	Hr	\$ 98.00
790	Accountant	Hr	\$ 171.00
791	IT Specialist	Hr	\$ 171.00
792	Operations Manager	Hr	\$ 171.00



Expert Witness Rates

Staff Type		Rate	
950	Expert Witness Senior Consultant	Hr	\$ 475.00
955	Expert Witness Consultant	Hr	\$ 360.00
960	Expert Witness	Hr	\$ 260.00

Project Expenses

Consultants, Contractors	Cost +10%
Direct Expenses (Submittal fees, etc.)	Cost
Postage/Shipping	Cost

Copies & Prints

Sheet (no color)	Each	\$	0.25
Sheet (color, letter or legal)	Each	\$	1.15
Sheet (color, 11x17)	Each	\$	1.75
Paper Roll Stock (black/white)	Sq. Ft.	\$	0.40
Paper Roll Stock (color)	Sq.Ft.	\$	0.75
Mylar Roll Stock	Sq.Ft.	\$	4.00

Software

-	Software Tech Fee	Hr	\$	4.75
950C	Adobe Creative Cloud			
950G	ArcGIS			
950A	AutoCAD			
950L	Lumion 3D Rendering			
950M	MicroStation			
950S	SIDRA			
950U	SketchUp			
950V	Groundwater Vistas			
-	Software Tech Fee	Hr	\$	5.25
950T	AutoTURN			
950F	Land F/X			
950H	GeoHECRAS			
950I	InfoSWMM	Hr	\$	8.00
955	VG4D Smart LiDAR	Hr	\$	35.00
950P	Pix4D	Pjct	\$	275.00

Travel & Per Diem

Mileage - All Vehicles	Mile	Federal Rate
Meals Full Day	Day	Federal Rate
Meals First & Last Day of Travel	Day	Federal Rate
Lodging		Cost

Survey

GNSS Rover	Day	\$	150.00
GNSS Base & Rover	Day	\$	275.00
Robotic Total Station	Day	\$	235.00
Depth Sounder Only	Day	\$	160.00
Depth Sounder with Boat	Day	\$	375.00
HyDrone	Day	\$	750.00

Other

USB Drive	Each	\$	10.00
Garmin Handheld GPS	Day	\$	10.00
Construction Camera	Day	\$	100.00
Aerial Drone	Day	\$	500.00
Trimble GPS R1	Day	\$	75.00
Trimble GPS R1	Week	\$	200.00
Traffic Counting Device	Day	\$	30.00
Wildlife Camera	Month	\$	100.00
Tubing	Ln Ft	\$	0.60
Drum Filters	Each	\$	17.00
Decontamination Kit	Kit	\$	40.00
Water Level Meter	Day	\$	35.00
Multi-Parameter Water Meter	Day	\$	50.00
Micro-manometer	Day	\$	50.00
Interface Probe	Day	\$	70.00
Flow Meter	Day	\$	75.00
Combo Meter	Day	\$	80.00
Ultrasonic Flow Meter	Day	\$	300.00
Shallow Groundwater Sampling Pump	Day	\$	60.00
Deep Groundwater Sampling Pump	Day	\$	100.00
Disposable Bailers	Unit	\$	15.00
Water Level Data	Day	\$	120.00
Logger/Cables/Accessories	Week	\$	500.00
	Month	\$	1,500.00

Professional Services Hours

Project Name: **Fromberg EWP Project Completion**
 Project #: **230708.1**
 Client: **Town of Fromberg**
 Date: **05/21/24**



			Sr Project Engineer	Staff Engineer/EI 1	Technology Fee	LABOR	EXPENSES	TOTAL
Phase 05	NRCS Design Report Revisions							
5.01	Review NRCS Comments & Past Efforts To Date		1.0	2.0	\$ 1.90	\$ 426.00	\$ 1.90	\$ 427.90
5.02	Develop Plan & Meeting to Review		6.0	2.0	\$ 1.90	\$ 1,426.00	\$ 1.90	\$ 1,427.90
5.03	Revise Report & HEC Design Models / Calcs		16.0	48.0	\$ 45.60	\$ 8,624.00	\$ 45.60	\$ 8,669.60
5.04	RFC Plans & Specs		16.0		\$ -	\$ 3,200.00	\$ -	\$ 3,200.00
5.05	QA/QC		4.0		\$ -	\$ 800.00	\$ -	\$ 800.00
5.06	Followup Meeting W/ NRCS		3.0	2.0	\$ 1.90	\$ 826.00	\$ 1.90	\$ 827.90
					\$ -	\$ -	\$ -	\$ -
	SUBTOTAL		46.0	54.0	\$ 51.30	\$ 15,302.00	\$ 51.30	\$ 15,353.30
Phase 06	Final Permitting and "No-Rise" Analysis & Report							
6.01	SPA 124 Permit Extension		2.0		\$ -	\$ 400.00	\$ -	\$ 400.00
6.02	HEC Regulatory Models		4.0	40.0	\$ 38.00	\$ 5,320.00	\$ 38.00	\$ 5,358.00
6.03	QA/QC		10.0	24.0	\$ 22.80	\$ 4,712.00	\$ 22.80	\$ 4,734.80
6.04	Followup Meeting W/ FPA		3.0	2.0	\$ 1.90	\$ 826.00	\$ 1.90	\$ 827.90
					\$ -	\$ -	\$ -	\$ -
	SUBTOTAL		19.0	66.0	\$ 62.70	\$ 11,258.00	\$ 62.70	\$ 11,320.70
Phase 07	Construction Oversight & Coordination							
7.01	TBD				\$ -	\$ -	\$ -	\$ -
					\$ -	\$ -	\$ -	\$ -
	SUBTOTAL				\$ -	\$ -	\$ -	\$ -
PROJECT TOTALS			65.0	120.0	\$ 114.00	\$ 26,560.00	\$ 114.00	\$ 26,674.00