

ATTACHMENT Q – STATEMENT OF WORK

STORMWATER UTILITY MASTER PLAN AND MS-4 FORMATION

TOWN OF WHITESTOWN, INDIANA

This Statement of Work is executed as of the _____ day of _____, 2016 by and between the Town of Whitestown ("Whitestown") and ms consultants, inc. ("Contractor"). Whitestown and Contractor agree that all of the Services authorized by this Statement of Work shall be subject to the terms and conditions set forth within the Uniform Contract for Services for General Engineering Services between Whitestown and Contractor dated September 14, 2016 (the "Master Agreement"). Upon execution of this Statement of Work, the Master Agreement shall be incorporated into and be considered a part of this Statement of Work as if set forth herein in its entirety. Any capitalized terms which are not defined herein shall have the meanings defined in the Master Agreement.

SCOPE OF WORK – STORMWATER UTILITY MASTER PLAN

The following is the proposed Scope of Work to develop a Master Plan that establishes a Department of Stormwater Management under Indiana Code 8-1.5-5 and MS-4 formation under 40 C.F.R. §122.32(a)(1) for the Town of Whitestown, Indiana. The following are the work items associated with the Stormwater Master Plan:

1. Gather Existing Information

ms consultants will meet with Whitestown and review all existing data as it pertains to stormwater throughout the Town. This data includes all past work completed by the Town, Town personnel/equipment dedicated to stormwater work and future stormwater projects. Other data to review is stormwater mapping, if available. Once all data is collected a brief summary will be provided to relay Whitestown's current standing as it relates to stormwater concerns. This may include but not be limited to:

- Boone County Drainage efforts;
- Boone County MS4 efforts to date
- Whitestown's MS4 designation
- Existing County Ditch Petitions.

2. Impervious Surface Mapping

Impervious surfaces from the existing Boone County digital ortho-photography will be mapped by ms consultants. Those properties designated as commercial and industrial will have all impervious areas delineated. Residential properties will be evaluated with a sample set of residential properties to calculate the average impervious surface area. These measurements will be determined using the digital ortho-photography, submitted construction plans and field measurements if necessary for verification. This random sample will be selected within the corporate limits of Whitestown. A total of 100

residential properties will be utilized in order to determine the average residential impervious area.

3. Flow Projection Development

Growth projections will be identified through reliable census and county data. These same projections will be utilized to develop flow projections for the Storm sewer system. Any additional information regarding industrial, commercial, and residential developments that may have any bearing on the projections will be integrated. The growth projections will include average daily dry-weather flow (ADF), peak daily dry-weather flow (PDF) and sewer shed area (acreage) for which rainfall dependent inflow and infiltration (RDII) could occur.

4. Prepare Master Plan with the following components:

- a. Overview of the entire Stormwater Utility Process based on the Indiana Law
- b. Structure of the new Stormwater Department
- c. Annual O & M Budget for the Utility
- d. 10-year Capital Improvement List
- e. Impervious Mapping Results
- f. MS-4 formation details

5. Project Management and Meetings with Whitestown

In addition to the Town of Whitestown, ms consultants will also coordinate with the following:

- a. Town Attorney
- b. Town Manager
- c. Town Public Works Director
- d. Boone County Drainage Board
- e. Boone Count Surveyor

6. Items not included as part of this proposal

Since the following items will most likely be performed by others, ms can assist if required. We propose that any additional services be billed through our Master Services Agreement. The following tasks not included are:

- a. Writing Ordinance (Attorney)
- b. Public Outreach (Whitestown)

Total Lump Sum Fee for items listed above = \$84,000.00

Effective Date. The Effective Date for this Agreement shall be the date as stated at the top of the Attachment B to the Uniform Contract for Services.

IN WITNESS WHEREOF, the parties hereto have executed this Statement of Work to be effective as of the Effective Date.

WHITESTOWN:

CONTRACTOR:

Town of Whitestown

ms consultants, inc.

By: _____

By: _____

Name: Jason Lawson

Name: Daniel R. Cutshaw

Title: Town Manager

Title: Vice-President