

**GARRISON DIVERSION CONSERVANCY DISTRICT**

**PUBLIC RELATIONS COMMITTEE**

**Holiday Inn Riverside  
Minot, North Dakota  
July 12, 2017**

A meeting of the Public Relations Committee of the Garrison Diversion Conservancy District was held on July 12, 2017, at the Holiday Inn in Minot, North Dakota. The meeting was called to order by Chairman Tweed at 7:35 p.m.

**DIRECTORS PRESENT**

Board Chairman Ken Royse  
Committee Chairman Mike Tweed  
Director Nikki Boote  
Director Ward Koeser  
Director Kenny Rogers  
Secretary Kimberly Cook

**DIRECTORS ABSENT**

None

**OTHERS PRESENT**

Garrison Diversion staff and others were present. A copy of the registration sheet is attached to these minutes as Annex I.

The meeting was recorded to assist with compilation of the minutes.

**READING OF THE MINUTES**

**Motion by Director Boote to approve the April 7, 2017, minutes as distributed. Second by Director Koeser. Upon voice vote, motion carried.**

**PUBLIC RELATIONS ACTIVITIES**

**Submitted Articles** -- Kimberly Cook, Secretary, referred to copies of the articles submitted for the *ND Water* and *National Rural Water* magazines and to the *Water Spouts* newsletter on behalf of Garrison Diversion.

**News Articles** -- Ms. Cook referred to copies of news articles which ran in state and local newspapers relating to Garrison Diversion and the Red River Valley Water Supply Project (RRVWSP). These are provided for the committee's information.

**News Releases** - - Ms. Cook also referred to and reviewed the news releases prepared by Garrison Diversion and submitted to local and daily newspapers for publication relating to recent topics of interest pertaining to Garrison Diversion and the RRVWSP.

**RRVWSP Quarter 2 Newsletter** - - Ms. Cook referred to the new quarterly RRVWSP newsletter. This is sent out to a recipient list of several hundred via email.

**Meetings and Conferences** - - Ms. Cook reviewed a list of upcoming meetings and events where the Garrison Diversion and LAWA booths will be displayed. She also announced that Garrison Diversion will be holding its water conference in Fargo on November 7 focusing on the RRVWSP.

### **GARRISON DIVERSION & RRVWSP COMMUNICATIONS SERVICES**

Ms. Cook reported that Garrison Diversion had been using Odney for its communication efforts. Over the last year, Advanced Engineering and Environmental Services (AE<sub>2</sub>S) has been used more for the RRVWSP activities. At the April committee meeting, action was taken to terminate the contract with Odney and a proposal was submitted by AE<sub>2</sub>S for future Garrison Diversion communication services.

A copy of AE<sub>2</sub>S' proposal was distributed to the committee and is attached to these minutes as Annex II.

Andrea Boe, AE<sub>2</sub>S, commented that started providing services for Garrison Diversion last year. The RRVSWP Communications Plan was one of the first things they started executing, and a contract was put together in March. The contract will be back dated to January to include services provided to date.

Ms. Cook said the contract price is for \$81,000, which includes a lot of work items, including a video. AE<sub>2</sub>S was a huge asset to Garrison Diversion at the legislative session and will assist in planning the Water Conference in addition to all other public relations needs. They are also very integrated into our social media plan, brochures, etc.

Ms. Cook stated that July is the last month in which Odney will be paid the monthly retainer fee.

Ms. Cook suggested that the committee make a recommendation to the full board to accept the AE<sub>2</sub>S proposal for communication services.

**Motion by Director Koeser to recommend approval of the proposal for communication services from Advanced Engineering and Environmental Services to the full board. Second by Director Boote. Upon roll call vote, the following directors voted aye: Boote, Koeser, Rogers, Royse and Tweed. Those voting nay: none. Absent and not voting: none. Motion carried.**

### **COMMUNICATIONS PLAN**

Ms. Boe distributed and reviewed the RRVWSP Communications Plan with the committee.

## **RED RIVER VALLEY WATER SUPPLY PROJECT**

**FAQ** - - Ms. Cook stated FAQ stands for frequently asked questions. A rough draft of frequent questions is being prepared for the website and will be beneficial for social media responses as well as for talking points for staff and directors.

**Guiding Principles** - - Ms. Cook referred to and reviewed the RRVWSP Guiding Principles that are the guidelines being used as the project progresses. This is a broad view of how to keep developing the project and move forward in a smart, positive and efficient manner. A copy of the guiding principles is attached to these minutes as Annex III.

**RRVWSP Video** - - Ms. Cook played a video that is being developed on the RRVWSP.

The committee members provided feedback to improve the final product.

### **GDU TOUR**

Ms. Cook reported that two GDU facility tours will be offered this fall for the directors. She is now in the process of planning and scheduling the tours. An email will be sent to the board once the dates and plans are confirmed.

### **SOCIAL MEDIA**

Ms. Cook reminded the committee of the social media outlets that are available regarding Garrison Diversion and the RRVWSP and encouraged everyone to take a look at them.

### **OTHER**

There being no further business to come before the committee, the meeting was adjourned at 8:20 p.m.

**(SEAL)**

---

Mike Tweed, Chairman

---

Kimberly Cook, Secretary

# REGISTRATION

PUBLIC RELATIONS COMMITTEE MEETING  
 Holiday Inn  
 Minot, North Dakota  
 July 12, 2017

NAME	ADDRESS
Nikki Boote	10281 CES - Bismarck ND
Ward Kooser	1306 4 <sup>th</sup> Ave E Williston, ND
America Boel	<del>1005</del> 4050 Garden View Drive, GF, ND
Kenny Rogers	MDCD - Bott. Co.
Alan Mike Taltz	GDCD - Ward Co.
Mewi Mm'it	GDCD -
Andy Bennett	GDCD
Duane DeKrey	GDCD
KEN RORSE	Burleigh Co GDU
Ken Vein	GDCD
Paul Boersma	BTV
Lisa Schaper	GDCD

May 18, 2017

Ms. Kimberly Cook, Communications Director  
Garrison Diversion Conservancy District  
401 US-281  
Carrington, ND 58421

**RE: Letter Proposal/Contract for Garrison Diversion / RRVWSP Communications Services**

Dear Ms. Cook:

AE2S Communications is delighted to be a part of the Red River Valley Water Supply Project (RRVWSP) and now, for the Garrison Diversion Conservancy District's (Garrison Diversion) communications efforts for 2017. The development of strong public information messaging that resonates with key stakeholders, lawmakers, and the state's residents is crucial to increasing the profile and support of Garrison Diversion's initiatives and the RRVWSP. To this end, AE2S Communications is proposing the following scope and fee to achieve the mission of Garrison Diversion, related to all of its projects, including the RRVWSP.

**Scope of Services**

AE2S Communications (AE2S) proposes to render public information and creative services (Assignment) to Garrison Diversion (CLIENT) as it relates to the Garrison Diversion and RRVWSP. This Agreement sets forth the terms and conditions under which the CLIENT and AE2S shall be governed regarding the Assignment.

The general scope of the project will include:

- Management and implementation of the Strategic Communications Plan created in 2016 for the RRVWSP as directed by Garrison Diversion.
- Public relations services for both Garrison Diversion and the RRVWSP, including media relations, content creation, handouts and brochures, and a quarterly RRVWSP newsletter.
- Social media management for the Garrison Diversion and RRVWSP Facebook and Twitter accounts.
- Informational video production about the RRVWSP.
- Legislative assistance including handouts and brochures, testimony creation, letters, and event organization.
- Garrison Diversion Water Conference planning.

A full scope and schedule is provided on the following page.

## GDCD Communications Scope & Fee

Timeframe Jan-Dec 2017

	Strategic Communications Plan Management and Implementation										General Expenses Budgeted		Total AETS Fee Budgeted
	Boe Practice Leader	Burian Client Manager	Syverson Communications Specialist	Hamilton Web developer	Corbett Marketing Coordinator	Ottersen Graphic Design/Web	Selvig Communications Specialist	Kautron Administrative Assistant	Budget Hours	Budget Labor Costs	Expenses Budgeted		
<b>Task 1 Strategic Communications Plan Management and Implementation</b>													
1.1 Communications/special projects management	24	2	24			12					200	\$	8,222
1.2 Quarterly communications implementation progress meetings	6		6		6	6						\$	2,664
<b>TOTAL FOR PHASE 1</b>	<b>30</b>	<b>2</b>	<b>30</b>	<b>0</b>	<b>6</b>	<b>18</b>	<b>0</b>	<b>0</b>	<b>86</b>	<b>\$</b>	<b>200</b>	<b>\$</b>	<b>10,886</b>
<b>Task 2 Public Relations</b>													
2.1 Weekly communication status meetings	40		40						80	\$	10,640	\$	10,640
2.2 News releases - 8 RRVWSP/GDCD	6	2	20						28	\$	3,404	\$	3,404
2.3 Handouts & brochures (approximately 15 handouts/brochures)	10	4	10			50			74	\$	8,510	\$	8,510
2.4 Quarterly RRVWSP newsletter production	4		45			8			65	\$	6,777	\$	7,427
<b>TOTAL FOR PHASE 2</b>	<b>60</b>	<b>6</b>	<b>115</b>	<b>8</b>	<b>0</b>	<b>58</b>	<b>0</b>	<b>0</b>	<b>247</b>	<b>\$</b>	<b>29,331</b>	<b>\$</b>	<b>29,981</b>
<b>Task 3 Social Media Management</b>													
3.1 Social media calendar creation GDCD & RRVWSP	3		4		4				11	\$	1,211	\$	1,211
3.2 Schedule weekly posts			5		10				15	\$	1,275	\$	2,275
3.3 Social media graphics creation					10	8				\$	1,582	\$	
<b>TOTAL FOR PHASE 3</b>	<b>3</b>	<b>0</b>	<b>9</b>	<b>0</b>	<b>24</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>26</b>	<b>\$</b>	<b>4,068</b>	<b>\$</b>	<b>5,068</b>
<b>Task 4 Video Creation</b>													
4.1 Script creation	1		4						6	\$	691	\$	691
4.2 Editing & voiceover	1		3						59	\$	7,830	\$	7,830
<b>TOTAL FOR TASK 4</b>	<b>2</b>	<b>0</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>65</b>	<b>\$</b>	<b>8,521</b>	<b>\$</b>	<b>8,521</b>
<b>Task 5 Legislative Content</b>													
5.1 Legislative testimony	4	2	12							\$	2,290	\$	2,290
5.2 Legislative handouts & brochures						50				\$	4,950	\$	
5.3 Event coordination	2		12			10				\$	2,492	\$	4,492
5.4 Letters and misc writing	8		8							\$	2,128	\$	2,128
<b>TOTAL FOR TASK 5</b>	<b>14</b>	<b>2</b>	<b>32</b>	<b>0</b>	<b>0</b>	<b>60</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$</b>	<b>11,860</b>	<b>\$</b>	<b>13,860</b>
<b>Task 6 Conference Coordination</b>													
6.1 Event planning	10	2	15		10					\$	4,385	\$	4,385
6.2 Graphic design - RSVP, invitations, handouts, décor, posterboards, lanyards, giveaways, etc.					10	10		5		\$	1,780	\$	3,280
6.3 Presentation(s) creation	2				5	5				\$	1,228	\$	1,228
6.4 Onsite setup/staffing/teardown help	8		8		8			4		\$	3,852	\$	3,852
<b>TOTAL FOR TASK 6</b>	<b>20</b>	<b>2</b>	<b>23</b>	<b>0</b>	<b>33</b>	<b>15</b>	<b>8</b>	<b>9</b>	<b>0</b>	<b>\$</b>	<b>11,245</b>	<b>\$</b>	<b>13,745</b>
<b>TOTAL PROJECT HOURS/EXPENSES</b>	<b>129</b>	<b>12</b>	<b>216</b>	<b>8</b>	<b>63</b>	<b>159</b>	<b>64</b>	<b>9</b>	<b>424</b>	<b>\$</b>	<b>75,711</b>	<b>\$</b>	<b>81,061</b>

### **Additional Services**

Services resulting from significant changes in the general scope, extent, or character of the Assignment are not included as a part of the general Scope of Services. If authorized in writing by the CLIENT, AE2S will provide services beyond the scope of this Agreement on an hourly basis in accordance with the Hourly Fee Schedule attached as Exhibit B.

### **CLIENT'S Responsibilities**

CLIENT shall do the following in a timely manner, so as not to delay the services of AE2S:

1. Designate a person to act as CLIENT's representative with respect to the services to be rendered under this Agreement. Such person shall have complete authority to transmit instructions, receive information, and interpret and define CLIENT's policies and decisions with respect to services for the Assignment
2. Provide relevant information and content regarding requirements for the Assignment. AE2S shall be entitled to use and rely upon all information provided by CLIENT or others in performing AE2S's services under this Agreement.
3. CLIENT shall, so long as AE2S is not in default, promptly pay AE2S for such professional services as have been performed satisfactorily hereunder in accordance with the fee schedule set forth herein.

CLIENT shall bear all costs incident to compliance with its responsibilities pursuant to this section.

### **Fees**

AE2S proposes to render professional services under this Agreement on an hourly basis in accordance with the Hourly Fee Schedule attached as Exhibit B not to exceed \$81,000 without written authorization from CLIENT, plus reimbursement for all project related expenses.

### **Standard Terms and Conditions**

Standard terms and conditions of this Agreement between CLIENT and AE2S are specified in Exhibit A.

### **Performance Schedule**

This scope and schedule starts on January 1, 2017 with the acknowledgement that some of these services have already been rendered and will be billed upon contract signing including legislative assistance, newsletter development, and social media development. Further timetables of scope item delivery will be set and accepted between the client and AE2S upon the commencement of the project.

Ms. Kimberly Cook

**RE: Letter Proposal/Contract for  
Garrison Diversion / RRVWSP Communication Services**

May 18

Page 4 of 4

**Contract Documents**

The Contract Documents consist of the following:

1. This Agreement;
2. The attached Terms and Conditions;
3. All other attached Exhibits; and
4. Any duly executed amendments.

There are no Contract Documents other than those listed above.

If this Agreement sets forth your understanding of our agreement, including the scope of work desired, fees, terms, and conditions, please sign both this original and the enclosed copy in the space provided. Please retain the original for your files and return the copy to AE2S. Thank you for the opportunity to assist in this project and we look forward to working with you.

Sincerely,



Andrea Boe  
AE2S Communications Practice Leader



Brett Jochim, PE  
AE2S Chief Operations Office

**CLIENT**

Accepted this \_\_\_\_ day of \_\_\_\_\_, 2017

By: \_\_\_\_\_



Ms. Kimberly Cook

**RE: Letter Proposal/Contract for  
Garrison Diversion / RRVWSP Communication Services**

May 18

Page 1 of 3

**This is EXHIBIT A, consisting of 2 pages, referred to in and part of the Agreement between CLIENT and AE2S for Services dated May 18, 2017.**

**Standard Terms and Conditions**

The Agreement is supplemented to include the following terms and conditions:

1. **TERM.** This Agreement shall commence on the Effective Date.
2. **SCOPE OF SERVICES**
  - 2.1.1 CONSULTANT will devote the required amount of time necessary to perform the Services for CLIENT as stated herein. CONSULTANT will have discretion in selecting the dates and times it performs the Services giving due regard to the requirements of the project and schedule of CLIENT.
  - 2.1.2 CLIENT will provide CONSULTANT with materials and information necessary to perform the scope of services proposed.
  - 2.1.3 The relationship between CLIENT and CONSULTANT created by this Agreement is that of independent contractor, and CONSULTANT is not and shall not be deemed to ban employee of CLIENT for any purpose.
3. **INVOICES AND PAYMENTS.** CONSULTANT will invoice CLIENT for time and reimbursable expenses monthly. Payments to CONSULTANT will be made within 30 days of CLIENT's receipt of an invoice documenting the services performed by CONSULTANT. If CLIENT fails to make any payment due AE2S for services and expenses within 30 days, the amounts due AE2S will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day. In addition, AE2S may, after giving seven days written notice to CLIENT, suspend services under this Agreement until AE2S has been paid in full all amounts due for services, expenses, and other related charges.
4. **TERMINATION**
  - 4.1 If, for any reason, either party fails to fulfill in a timely and proper manner its obligations under this Agreement, or if either party shall violate any of the covenants, agreements, or stipulations of this Agreement, the first party shall thereupon have the right to terminate the Agreement by giving written notice to the other party of such termination and specifying the effective date thereof. This Agreement may be terminated by either party ("the Terminating Party") upon a breach by the other party ("the Breaching Party") of any representation or obligation imposed hereby, provided that Terminating Party has given written notice of the breach to the Breaching Party and such breach has not been cured within ten (10) days of the date of such notice.
- 4.2 Either party may terminate this Agreement at any time without cause by giving at least 30 day's notice in writing to the other party.
- 4.3 If the Agreement is terminated as provided herein, CONSULTANT will be paid for the time provided and expenses incurred up to the termination date.
5. **STANDARD OF CARE.** CONSULTANT shall exercise the same degree of care, skill, and diligence in the performance of the Services as is provided by a professional of like experience, knowledge and resources, under similar circumstances.
6. **EXCLUSION OR SPECIAL INCIDENTAL, INDIRECT, AND CONSEQUENTIAL DAMAGES.** To the fullest extent permitted by law, and notwithstanding any other provision in the Agreement, AE2S and AE2S's officers, directors, partners, employees, agents, and Consultants, or any of them, shall not be liable to CLIENT or anyone claiming by, through, or under CLIENT for any special, incidental, indirect, or consequential damages whatsoever arising out of, resulting from, or in any way related to a Specific Project, Task Order, or this Agreement, from any cause or causes, including but not limited to any such damages caused by the negligence, professional errors or omissions, strict liability, breach of contract or warranties, express or implied, of AE2S or AE2S's officers, directors, partners, employees, agents, or AE2S's Consultants, or any of them.
7. **LIMIT OF LIABILITY.** To the fullest extent permitted by law, notwithstanding any other provision of this Agreement, the total liability, in the aggregate, of AE2S and AE2S's officers, directors, partners, employees, agents, and AE2S's Consultants, and any of them, to CLIENT and anyone claiming by, through, or under CLIENT for any and all claims, losses, costs, or damages whatsoever arising out of, resulting from or in any way related to the Project or the Agreement from any cause or causes, including but not limited to the negligence, professional errors or omissions, strict liability or breach of contract, or warranty express or implied of AE2S or AE2S's officers, directors, partners, employees, agents, or AE2S's Consultants, or any of them, shall not exceed total compensation received by AE2S as part of this agreement.
8. **CONFIDENTIALITY.** All of reports, information, and data, prepared or assembled by CONSULTANT under this Agreement are confidential and CONSULTANT agrees that they shall not be made available to any individual or organization without the prior written approval of CLIENT.

9. COPYRIGHT. No printed or digitally designed documents produced in whole or in part under this Agreement shall be the subject of an application for copyright by or on behalf of CONSULTANT.
10. COMPLETE AGREEMENT. This Agreement with its exhibit, attached, constitutes the complete agreement and sets forth the entire understanding and agreement of the parties as to the subject matter of this Agreement and supersedes all prior discussions and understandings in respect to the subject of this Agreement, whether written or oral.
11. MODIFICATION. No modification, termination, or attempted waiver of this Agreement, or any provision thereof, shall be valid unless in writing and signed by the party against whom the same is sought to be enforced.
12. BINDING EFFECT. This Agreement shall be binding on, and shall inure to the benefit of the parties and their respective successors in interest.
13. NOTICES. All notices given under this Agreement shall be in writing, addressed to the parties as set forth on page 1.
14. GOVERNING LAW. This Agreement shall be governed by the laws of the State of North Dakota.
15. EXECUTED IN COUNTERPARTS. This Agreement may be executed in counterparts, each of which together will constitute one and the same instrument. Delivery of an executed counterpart of this Agreement shall constitute effective delivery of this Agreement. Each Party agrees that the delivery of the Agreement by facsimile or electronic mail shall have the same force and effect as delivery of original signature and that each Party may use such facsimile or electronic mail signatures as evidence of the execution and delivery of the Agreement by the Parties to the same extent that an original signature could be used.

## **ADVANCED ENGINEERING AND ENVIRONMENTAL SERVICES, INC.**

### **2017 HOURLY FEE AND EXPENSE SCHEDULE**

<b>Labor Rates*</b>		I&C Technician I	\$94.00
Administrative I	\$56.00	I&C Technician II	\$106.00
Administrative II	\$69.00	I&C Technician III	\$120.00
Administrative III	\$82.00	I&C Technician IV	\$132.00
Administrative IV	\$94.00	I&C Technician V	\$145.00
		I&C Specialist	\$156.00
Communications Specialist I	\$84.00	I&C Senior Specialist	\$165.00
Communications Specialist II	\$97.00	I&C Manager	\$174.00
Communications Specialist III	\$111.00		
Communications Specialist IV	\$134.00	IT I	\$94.00
Communications Specialist V	\$148.00	IT II	\$116.00
		IT III	\$131.00
Construction Services Manager I	\$128.00	IT IV	\$148.00
Construction Services Manager II	\$139.00	IT V	\$163.00
Construction Services Manager III	\$156.00	IT VI	\$173.00
Construction Services Manager IV	\$173.00	IT Manager	\$191.00
Construction Services Manager V	\$189.00		
		Land Surveyor I	\$93.00
Construction Services Rep I	\$79.00	Land Surveyor II	\$112.00
Construction Services Rep II	\$94.00	Land Surveyor III	\$124.00
Construction Services Rep III	\$110.00	Land Surveyor IV	\$138.00
		Land Surveyor V	\$153.00
Engineer I	\$100.00	Land Surveyor VI	\$162.00
Engineer II	\$124.00		
Engineer III	\$148.00	Marketing Consultant I	\$79.00
Engineer IV	\$168.00	Marketing Consultant II	\$99.00
Engineer V	\$183.00	Marketing Consultant III	\$121.00
Engineer VI	\$206.00	Marketing Consultant IV	\$139.00
Engineer VII	\$220.00	Marketing Consultant V	\$156.00
Engineer VIII	\$230.00		
		Operations Specialist I	\$79.00
Engineering Technician I	\$64.00	Operations Specialist II	\$94.00
Engineering Technician II	\$82.00	Operations Specialist III	\$118.00
Engineering Technician III	\$97.00	Operations Specialist IV	\$134.00
Engineering Technician IV	\$113.00	Operations Specialist V	\$155.00
Engineering Technician V	\$128.00		
Engineering Technician VI	\$143.00	Program Coordinator I	\$168.00
Engineering Technician VII	\$156.00	Program Coordinator II	\$179.00
Engineering Technician VIII	\$166.00	Program Coordinator III	\$190.00
Financial Analyst I	\$84.00	Project Coordinator I	\$100.00
Financial Analyst II	\$99.00	Project Coordinator II	\$113.00
Financial Analyst III	\$116.00	Project Coordinator III	\$127.00
Financial Analyst IV	\$131.00	Project Coordinator IV	\$144.00
Financial Analyst V	\$148.00		
Financial Analyst VI	\$168.00	Project Manager I	\$158.00
Financial Analyst VII	\$183.00	Project Manager II	\$173.00
Financial Analyst VIII	\$200.00	Project Manager III	\$190.00
		Project Manager IV	\$205.00
GIS Specialist I	\$82.00		
GIS Specialist II	\$99.00	Senior Designer	\$179.00
GIS Specialist III	\$118.00	Senior Consultant I	\$200.00
GIS Specialist IV	\$133.00	Senior Consultant II	\$220.00
GIS Specialist V	\$149.00		
GIS Specialist VI	\$167.00		

**ADVANCED ENGINEERING AND ENVIRONMENTAL SERVICES, INC.**  
**2017 HOURLY FEE AND EXPENSE SCHEDULE**

Technical Expert I	\$236.00	Antenna Watt-Meter	\$50.00/day
Technical Expert II	\$256.00	Radio Equipment Rental	\$50.00/day
Technical Expert III	Negotiable	Cellular Modem	\$75.00/month
		ArcFlash Hazard Label	\$3.00/label
		Locator Equipment	\$20/hour
<b>Reimbursable Expense Rates</b>		Nuclear Moisture/Density Testing Equip	\$200/day
Transportation	\$0.65/mile	Concrete Test Hammer	\$10.00/day
Survey Vehicle	\$0.70/mile	Web Hosting	\$19.95/month
B&W Photocopies 8½" x 11"	\$0.10/copy	In-house Lodging	\$150.00/day
B&W Laser Printouts 8½" x 11"	\$0.20/page	Legal Services Reimbursement	\$211.00/hour
Color Laser Printouts/Copies 8½" x 11"	\$0.68/page	Outside Services**	cost *1.15
Plots – Color Bond	\$1.25/s.f.	Geotechnical Services	cost *1.30
Plots – Monochrome Bond/Vellum	\$0.75/s.f.	Out of Pocket Expenses***	cost*1.15
Plots – Film/Photo High Gloss	\$2.00/s.f.	Rental Car	cost*1.20
UAS - Photo/Video Grade	\$100.00/day		
Total Station – Robotic	\$35.00/hour		
Pro-XR GPS	\$15.00/hour		
Fast Static/RTK GPS	\$50.00/hour		
Sonar Mite	\$50.00/day		
All-Terrain Vehicle/Boat	\$100.00/day		
Air Transportation - Pilatus	\$1,600/hour		
Air Transportation – Cirrus	\$700/hour		
Survey Monument	\$5.00/each		
Fence Posts	\$8.00/each		
Survey Lath	\$35.00/bundle		
Survey Stakes/Hubs	\$23.00/bundle		
3D Laser Scanner	\$100.00/hour		
Hydrant Pressure Recorders	\$10.00/day		
Pump Station Monitor	\$24.00/day		
Area Velocity Module	\$30.00/day		
Rain Gauge	\$12.00/day		
Lab Testing Equipment	\$500.00/day		
Odor Logger	\$25.00/day		
I&C Supplies	\$10.00/unit		
Thermal Imaging Camera	\$300.00/day		
Power Quality Analyzer	\$500.00/week		
Process Calibration Instrument	\$200.00/day		
Portable Oscilloscope	\$125.00/day		

\*Position titles are for labor rate grade purposes only.

\*\*Includes laboratory testing, architectural and engineering consultants, surveying, etc.

\*\*\*Includes toll telephone, shipping, postage, subsistence, technical literature, equipment rental, etc.

These rates are subject to adjustment each year on January 1.

## **RRVWSP GUIDING PRINCIPLES**

**ACCESS TO SUCCESS:** Develop a project that creates the greatest opportunity for cities and rural water systems to participate, creating the greatest economic benefit to the communities, region and state.

**FAIR AND EQUITABLE SHARE:** Strive for affordable and reasonable cost-share for participating cities and rural water systems through continued use of funding opportunities and creative financing.

**PRUDENT INVESTMENT:** Wisely use state and local dollars to maximize infrastructure investment in the appropriate time frame.

**SMART ASSET MANAGEMENT:** Optimize use of past investments and strategically locate new infrastructure with a goal of ensuring the project's assets have long term viability.

**LANDOWNER RESPECT:** Construct infrastructure with care and respect for the land, its owners, and renters. Effectively restore and reclaim the land in an effective manner in a practical timeframe.

**RELIABLE WATER SERVICE:** Operate and maintain a supplemental water supply system that delivers Missouri River water – the state's most reliable water supply – to users in an affordable and efficient manner.