



January 27, 2026

Mr. Jorge Perez
Assistant Director of Public Works
City of San Luis, Arizona

**Re: Well Site 6 Booster Pump Station Expansion Design Scope and Fee
For the City of San Luis**

Dear Mr. Perez:

Kimley-Horn and Associates, Inc. (“Engineer” or “Kimley-Horn”) is pleased to submit this letter agreement (the “Agreement”) to the City of San Luis (“City”) for providing design and professional services related to the expansion of the existing booster pump station located at Well Site 6.

PROJECT DESCRIPTION

This project involves the preparation of construction drawings and permitting support for improvements to the existing booster pump station at Well Site 6 in San Luis, Arizona. Building upon recommendations from the Basis of Design Report and the hydrotank Condition Assessment Report, the project includes expanding the current facility—equipped with three (3) 600 gpm pumps—to add a second booster station with VFDs that will meet increased demand associated with new development and long-term growth on the east side of the City and allow for removal of the hydropneumatic tanks from this site. The improvements will extend the existing service fingerprint to better serve the surrounding area and will incorporate future-oriented electrical planning and upgrades, as the existing electrical equipment is operating near capacity. These enhancements are intended to provide reliable system performance today while establishing the necessary infrastructure to support future demand and operational needs.

SCOPE OF SERVICES

Task 1. Project Management

Project management includes contract management, schedule, invoicing, internal meetings with staff, Quality Control/Quality Assurance, CADD maintenance, and discipline coordination.

Kimley-Horn will attend the following meetings as a part of this project:

- Up to two comment resolution meetings (2 Kimley-Horn staff attending virtually).

Any meetings beyond those listed above will be considered additional services.

Task 2. Pre-Design Services

Kimley-Horn will provide procurement support and review of shop drawing submittals for the procurement of long lead items that the City would like to purchase prior to the completion of design. Kimley-Horn will help to identify long lead items and specify the requirements and identify potential manufacturers so that City staff can purchase these items. Identification of these items is based solely on our best professional judgment and the market information available at the time, and some long-lead items may not be identified or may experience changes in availability. Any early procurement by the City cannot be guaranteed to arrive before construction, though the Consultant will coordinate with the City and manufacturers/vendors to recommend acceptable products with favorable lead times to help secure suitable materials when they are needed.

These services are assumed not to exceed twenty-four (24) hours of senior-level staff time and twelve (12) hours of professional-level staff time, based on the following assumptions:

- Review of up to five (5) shop drawing submittals.
- One (1) site visit to verify that the dimensions of proposed replacement equipment are compatible with existing electrical infrastructure, including conduits, wiring, and related appurtenances.

In addition, Kimley-Horn will prepare a preliminary site layout for City review. Upon receipt of City approval of the preliminary site layout, Kimley-Horn will proceed with development of the 90% design documents.

- One (1) virtual site layout pre-design meeting is included.

Task 3. Construction Documents

Kimley-Horn will prepare 90% and Final Sealed Design drawings, as-needed specifications and opinion of probable construction cost (OPCC) for the well site improvements. All design and construction documents will be prepared in accordance with applicable MAG Standards and Details. Anticipated sheets include:

1. Cover Sheet
2. General Notes and Legend Sheet
3. Site Plan
4. Booster Pump Station Plan and Sections
5. Booster Pump Station Details
6. Miscellaneous Details and Connections
7. General Structural Notes (as needed)
8. Structural Details (as needed)
9. Foundation and Framing Details (as needed)
10. Electrical Legends
11. Site One Line Diagram

12. Panel Schedules
13. Electrical Plans
14. Electrical Details

(Final sheet count and content may be adjusted as the design advances.)

Kimley-Horn will prepare detailed electrical drawings identifying equipment planned for replacement as well as existing equipment to remain in place and be protected during construction. The electrical design will include coordination of required electrical service upgrades and modifications necessary to support the booster pump system improvements, including coordination with Arizona Public Service (APS), the serving electric utility.

Kimley-Horn assumes one review cycle at the 90% submittal stage. During these stages, any comments received from the City will be addressed and incorporated into the respective design phase. The City will be responsible for providing all necessary survey data and conducting the geotechnical investigation required for completing the design.

Selection of pumps will be confirmed with pump manufacturer during the development of drawings.

Task 4. Post-Design Services

Kimley-Horn will prepare and assemble the complete ADEQ permitting submittal package, including required application forms, technical documentation, and supporting design materials. Kimley-Horn will submit the application to ADEQ on the City's behalf and coordinate agency review comments, including preparation of any required revisions and resubmittals. The City will be responsible for payment of all ADEQ permit fees associated with each submittal and resubmittal, as applicable.

Kimley-Horn will also provide the following bid phase assistance. These services are assumed not to exceed six (6) hours of senior-level staff time and fourteen (14) hours of professional-level staff time:

- Prepare bid schedule
- Answer contractor questions
- Review bids and recommend award

In addition, Kimley-Horn will provide the following construction phase services, based on the assumptions noted below:

- Review of submittals (assumed up to eight (8) submittals).
- Respond to requests for information (RFIs) and issue clarifications or interpretations of the Contract Documents, as appropriate (assumed up to four (4) RFIs).
- Provide special inspections for electrical and mechanical equipment, including verification that equipment installation, anchorage, connections, and associated

- components comply with the approved construction documents, manufacturer requirements, and applicable codes (assume 2 electrical/mechanical special inspection site visits).
- Provide structural special inspections, including verification of reinforcing steel placement prior to concrete placement to confirm rebar size, spacing, cover, and installation comply with the approved construction documents and applicable codes (assume 2 structural special inspection site visits).
 - Attend pump station start-up and commissioning activities (assumed to occur on the same day; one (1) site visit).

ADDITIONAL SERVICES

Any services not specifically provided for in the above scope will be billed as additional services and performed at our then current hourly rates. The list of additional services included but are not limited:

- Additional meetings and site visits
- Water quality sampling
- Environmental investigation
- Topographical survey
- Subsurface Utility Engineering (SUE)
- Geotechnical investigation
- Hydraulic modeling
- Archaeological services
- Cathodic protection design
- Easement acquisition or ROW services
- Traffic control
- Erosion control
- Bid phase services (addendums, construction contract)
- As-built drawings

INFORMATION PROVIDED BY CLIENT

We shall be entitled to rely on the completeness and accuracy of all information provided by the Client or the Client's consultants or representatives. The Client shall provide all information requested by Kimley-Horn during the project, including but not limited to the following:

- As-builts
- Survey Data
- Geotechnical Investigation (if required)
- O&M equipment data

- Prior calculations for site power, including load calculations and power quality/harmonics
- Existing cable sizing and condition assessment to confirm of conduits and cables suitability for re-use

SCHEDULE

The proposed schedule is tentative and is dependent on receipt of a formal Notice to Proceed from the City as well as the timely provision of all requested information and supporting data necessary to advance the design. The schedule is subject to change based on these factors and any unforeseen conditions that may arise during the project.

| Milestone/Deliverable | Duration |
|--------------------------|----------------------------------|
| Notice to Proceed | 1 day (Assume February 16, 2026) |
| Preliminary Site Layout | 2 weeks |
| 90% Design | 4 weeks |
| City Review | 1 week |
| Final Sealed Design | 2 weeks |
| Permitting Documentation | 2 weeks |

FEE AND EXPENSES

Kimley-Horn will perform the services in this scope for the total lump sum fee of **\$136,460.00**. Individual task amounts are informational only. Kimley-Horn reserves the right to reallocate amounts among tasks as necessary. All permitting, application, and similar project fees will be paid directly by the Client.

CLOSURE

We appreciate the opportunity to provide these services to you. Please contact me if you have any questions at 520-278-2678 and alejandra.fraijoarce@kimley-horn.com.

Very truly yours,

KIMLEY-HORN AND ASSOCIATES, INC.



By: Alejandra Fraijo Arce, P.E.
Project Manager



Kevin Payne, PE, CFM
Senior Project Manager (Authorized Signer)

cc: Fee

City of San Luis
Well Site 6 Booster Pump Station Improvements
Design Fee Proposal

| TASK DESCRIPTION | SUBTOTAL | PM/Senior Professional II | Senior Professional | Professional | Designer | Analyst | Project Accountant | Admin Support |
|--|----------------------|---------------------------|---------------------|--------------|-----------|------------|--------------------|---------------|
| | | \$ 240.00 | \$ 210.00 | \$ 170.00 | \$ 150.00 | \$ 125.00 | \$ 105.00 | \$ 105.00 |
| Task 1. Project Management | \$ 5,720.00 | 18 | 2 | 4 | 2 | 0 | 0 | 0 |
| Review Meetings (up to 2) | \$ 1,400.00 | | 2 | 4 | 2 | | | |
| Project Administration | \$ 4,320.00 | 18 | | | | | | |
| Task 2. Pre-Design Services | \$ 18,660.00 | 0 | 36 | 30 | 40 | 0 | 0 | 0 |
| Procurement Assistance & Shop Drawing Review | \$ 10,380.00 | | 30 | 24 | | | | |
| Preliminary Site Layout Preparation | \$ 8,280.00 | | 6 | 6 | 40 | | | |
| Task 3. Construction Documents | \$ 75,320.00 | 0 | 28 | 72 | 48 | 400 | 0 | 0 |
| Civil/Mechanical | \$ 29,860.00 | | 6 | 40 | 12 | 160 | | |
| Structural | \$ 11,680.00 | | 2 | 8 | 16 | 60 | | |
| Electrical | \$ 33,780.00 | | 20 | 24 | 20 | 180 | | |
| Task 4. Post Design Services | \$ 49,420.00 | 10 | 90 | 136 | 0 | 40 | 0 | 0 |
| Permitting | \$ 7,460.00 | | 2 | 12 | | 40 | | |
| Bid Phase Assistance | \$ 3,640.00 | | 6 | 14 | | | | |
| Review of Submittals | \$ 7,440.00 | | 16 | 24 | | | | |
| RFI | \$ 6,080.00 | | 16 | 16 | | | | |
| Special Inspections (Assumes 4) | \$ 18,600.00 | | 40 | 60 | | | | |
| Pump Station Start-Up and Commissioning | \$ 6,200.00 | 10 | 10 | 10 | | | | |
| SUBTOTAL DIRECT LABOR | \$ 130,460.00 | 28 | 156 | 242 | 90 | 440 | - | - |
| EXPENSES | | | | | | | | |
| Pre-Design Services Site Visit (1 Round-trip) | \$ 1,000.00 | | | | | | | |
| Special Inspections (4 Round-trips) | \$ 4,000.00 | | | | | | | |
| Pump Station Start-Up and Commissioning (1 Round-trip) | \$ 1,000.00 | | | | | | | |
| EXPENSE SUBTOTAL | \$ 6,000.00 | | | | | | | |
| TOTAL PROJECT | \$ 136,460.00 | | | | | | | |