



WOODARD & CURRAN TERMS & CONDITIONS

Exhibit A: WORK ORDER NUMBER 31

Issued Pursuant to the Engineering Services Agreement – Work Order Basis Between Woodard & Curran, Inc. and City of Monmouth, Illinois, dated as of April 26, 2023.

This Work Order is issued pursuant to, and in accordance with the Standard Terms and Conditions between Woodard & Curran, Inc. (W&C, Engineer) and the City of Monmouth (City, Client) dated **December 15, 2014**, which are incorporated herein by this reference. Unless otherwise specified, all capitalized terms used in this Work Order shall have the same meaning as used in the Agreement. This Work Order will not be deemed valid and binding upon the Parties until both Engineer and Client have both signed below.

Scope of Services:

- Project Management
- Public Engagement
- Identify Parameters
- Collect and Analyze Data
- Alternatives Assessment
- Nutrient Assessment Reduction Plan

Woodard & Curran will provide engineering services for the development of the following reports for the Consolidated Wastewater Treatment Plant as required in the NPDES Permit No. IL0036218.

- Nutrient Assessment Reduction Plan to fulfill **Special Conditions 21 and 22** of the Consolidated Plant NPDES Permit

The engineering effort will generally include:

1. Project Management

- 1.1 Project Management. This task occurs concurrently with all the steps outlined below and includes all those tasks necessary to inform the City of the project's needs; monitor and manage the planning process; coordinate information and meetings; coordinate with City personnel and in-house design staff; reach timely decisions to meet the project schedule; reports to the City on the progress of the project and status of schedule and budget; and technical oversight of project activities.
- 1.2 Project Kick-Off. W&C will host a Project Kick-Off to coordinate the efforts between the City and W&C.
- 1.3 QA/QC. In this task, the W&C will dedicate resources to review the report at appropriate intervals.

2. Program Development

- 2.1 Stakeholder Identification. W&C will document communications from the City to Galesburg and Smithfield to identify if a cooperative agreement for a watershed group can be reached in the final NARP. Prepare draft letter for City to issue to stakeholders. Incorporate the technical data and documentation into the final NARP.
- 2.2 Nutrient Science Advisory Committee Report Parameters. W&C will review the parameters outlined in the Nutrient Science Advisory Committee Report and determine which parameters apply to Monmouth.

3. Collect and Analyze Data

- 3.1 Collect Data
 - 3.1.1 IEPA Coordination. Solicit all available data and records from IEPA pertaining to eutrophication in the applicable receiving water bodies. W&C will follow up to support timely delivery of data from the IEPA.



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3.1.2 Organize Sample Collection. W&C will develop a sampling plan to coordinate plant staff sampling efforts and data collection. If additional stakeholders have formed a watershed group with Monmouth, W&C will coordinate data received from other stakeholders to include in the NARP with Monmouth’s data. Samples will be collected to coincide with WWTF effluent sampling. We anticipate 3 sampling rounds conducted at the following four locations:

- Markham Stream (Upstream of Monmouth Discharge)
- Markham Stream (Upstream of Confluence with Cedar Creek)
- Cedar Creek (upstream of confluence with Markham St @ 85th Street)
- Cedar Creek (downstream of confluence with Markham Stream @ Rte 7/225th Ave Culvert Crossing)

W&C will be responsible for taking the samples, but will coordinate with WWTF staff for providing analysis on constituents that the WWTF regularly analyzes. Unusual constituents will be submitted to a qualified lab.

3.1.3 Streamflow Measurement. Streamflow will be estimated using a simplified area velocity approach for the purposes of estimating a mass balance at each stream confluence. Detailed streamflow measures will not be taken.

3.2 Analyze Data. W&C will analyze data to show phosphorous loading from Monmouth WWTF in relation to stream concentrations and the sampling points. W&C will also compare these loads and concentrations to federal ecoregion limits and relative to any other pertinent data received from IEPA.

4. Alternatives Assessment

4.1 Qualitative Preliminary Screening of Alternatives. W&C will do a preliminary screening of up to three potential alternatives to address eutrophication. It is anticipated that these will be based on the feasibility study alternatives developed and provided to the City and IEPA in August 2022.

4.2 Conceptual Design and Cost Estimate. Once W&C and the City have confirmed the alternative, W&C will develop a conceptual design for removal of phosphorus to meet the Limit proposed within the permit. This design will be sufficiently detailed to develop a conceptual cost estimate suitable for the Affordability Evaluation.

4.3 Affordability Evaluation. W&C will evaluate costs and affordability through either the Interim Economic Guidance for Water Quality Standards, Combined Sewer Overflow Guidance for Financial Capability Assessment, or Financial Capability Assessment Framework for Municipal Clean Water Act Requirements, whichever is most appropriate for the alternative selected.

5. Nutrient Assessment Reduction Plan

5.1 Draft Nutrient Assessment Reduction Plan

5.1.1 Draft Report. W&C will prepare the draft report to meet requirements as understood from special conditions 21 and 22 of the NPDES permit for the Consolidated Plant. The draft Report will be issued in electronic form.

5.1.2 Draft Report Review Workshop. W&C will host a review workshop on the draft NARP to solicit feedback from the City.

5.1.3 Final Report. W&C will revise the draft report to address feedback received from the City. W&C will prepare and issue a final report to the City incorporating the City’s comments. The Report will be issued in electronic form and two hardcopies.

5.1.4 IEPA Submission. Based on previous tasks, W&C will submit the Final Report to the IEPA by October 31, 2023.

5.2 Respond to IEPA Comments. W&C will respond to up to one round of comments from the IEPA to achieve acceptance of the NARP. This task does not include substantial changes to the Final Report, but clarifications as requested by IEPA.

5.3 Request Permit Modification. Based on the results of the NARP and if deemed necessary, on behalf of the City, W&C will draft a permit modification request to IEPA to fulfill Special Condition 22. It is assumed this permit request will include available documentation and will not require further technical analysis.

Anticipated Schedule:

- Notice to Proceed (verbal).....June 1, 2023
- NARP
 - Stakeholder Identification.....June 15, 2023
 - Parameters Identified.....June 30, 2023
 - Data Collection.....June to Aug, 2023
 - Receive IEPA Documentation.....August 30, 2023
 - Analyze Data.....September 30, 2023
 - Draft NARP submitted to City.....October 16, 2023



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- NARP Review workshopOctober 23, 2023
- Revise and Submit NARP to IEPANovember 6, 2023
- Respond to IEPA Commentswithin 1 month of receipt of comments
- Request Permit Modificationwithin 90 days of NARP acceptance (if required)

The above schedule is dependent on IEPA and permitting agency review timelines and may be adjusted accordingly with the mutual agreement of W&C and the City.

Assumptions and Clarifications:

- The scope of work does not include assistance from W&C to form a watershed group. W&C assumes any legal agreements are performed by a lawyer paid for by the City.
- Sampling and data analysis will not extend downstream of confluence of Talbot Creek and Cedar Creek.
- Sample collection (Task 3.1.2) does not include cost associated with sample collection, purchase of any equipment, shipment of samples to labs, or analysis of samples.

Compensation:

For all Services duly rendered hereunder, Client will pay Engineer as described herein. The services for all tasks pursuant to this Work Order shall be provided on a lump sum basis, billed monthly on a percent complete basis. The project total fee in the amount of **\$70,000.00** will not be exceeded without prior written authorization.

The compensation for services performed by the ENGINEER by task are provided below

Task	Fee
Nutrient Assessment Reduction Plan (NARP)	\$70,000

Designated Project Representative

Client: _____ Lew Steinbrecher

Engineer: _____ Jennifer Anders

Effective date: As of _____

IN WITNESS WHEREOF, the undersigned have caused this Work Order to be duly executed by their authorized representatives set forth below.

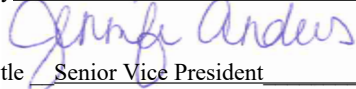
City of Monmouth, Illinois

By _____

Title _____

Woodard & Curran, Inc.

By Jennifer Anders


Title Senior Vice President