

Appendix 3_R1 - FIXED FEE PAYMENT SCHEDULE

Item #	DESCRIPTION OF DELIVERABLE	PAYMENT AS PERCENT OF PHASE*	MAXIMUM PAYMENT AMOUNT
OWNERS ADVOCATE _ DESIGN BUILD			
1	Semi-Annual Cash Flow Forecasts (Number of forecast payments to be pro-rated based on schedule in the accepted CSMP for WSTP Levels 1 & 2 Design and Procurement Services)	0.1% **	
WSTP Level 1 Design			
2	Consultant Services Management Plan - Draft	1.0%	
3	Consultant Services Management Plan - Final	1.0%	
4	Monthly Performance Reports & Meetings (Monthly payments to be pro-rated based on schedule in the accepted CSMP)	1.0%	
5	One Day Technical Workshop	3.0%	
6	Environmental Assessment Report - Draft	0.5%	
7	Environmental Assessment Report - Final	0.3%	
8	Geotechnical Report - Draft	1.2%	
9	Geotechnical Report - Final	0.5%	
10	BC- Raw Sewage Pumps - Draft	3.0%	
11	BC - Raw Sewage Pumps - Final	1.0%	
12	BC -Intermediate Pump Station - Draft	1.5%	
13	BC -Intermediate Pump Station - Final	1.0%	
14	BC - CHP - Draft	2.0%	
15	BC - CHP - Final	1.0%	
16	BC - Emergency Standby Generation - Draft	2.5%	
17	BC - Emergency Standby Generation - Final	1.0%	
18	BC-Process Tanks - Draft	0.5%	
19	BC-Process Tanks - Final	0.3%	
20	BC-Hydraulic Profile - Draft	1.5%	
21	BC-Hydraulic Profile - Final	0.5%	
22	TM-Project Layout - Draft	1.0%	
23	TM - Process Flows, Loads and Mass Balance -Draft	1.0%	
24	TM-Traffic Study - Draft	1.0%	
25	Project Definition Report 75% Complete- Draft	20.0%	
26	Project Definition Report 75% Complete - Final	15.0%	
27	Presentation of Project Definition Report - 75% Complete	0.5%	
28	Risk & Opportunity Register - Draft	0.2%	
29	Risk and Opportunity Full Day workshop 1 - DB	0.2%	
30	Risk and Opportunity full day workshop 2 - Reliability, redundancy, operability and maintainability of the upgraded plant	0.2%	
31	Risk & Opportunity Register - Final	0.1%	
32	One Full Day HAZOP and CHAIR Nodes Identification Workshop	0.5%	
33	Project Definition Report 100% Complete - Draft	20.0%	
34	Project Definition Report 100% Complete - Final	10.0%	
35	Presentation of the Project Definition Report 100% Complete	0.5%	
36	CSMP Update - Draft	0.3%	
37	CSMP Update - Final	0.2%	
38	Acceptance by City of all WSTP Level 1 Design Documentation	5.0%	
39	WSTP Level 1 design Totals	100.0%	

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Item #	DESCRIPTION OF DELIVERABLE	PAYMENT AS PERCENT OF PHASE*	MAXIMUM PAYMENT AMOUNT
WSTP Level 2 Design			
40	Monthly Performance Reports and Meetings (Monthly payments to be pro-rated based on schedule in the accepted CSMP)	1.0%	
41	Updated BC - CHP	2.0%	
42	EPD Report 75% Complete - Draft	20.0%	
43	EPD Report 75% Complete - Final	10.0%	
44	Presentation of EPD Report - 75% Complete	0.4%	
45	One Day Liquid Process Stream HAZOP Workshop - 1	0.2%	
46	One Day Liquid Process Stream HAZOP Workshop - 2	0.2%	
47	One Day Sludge Process Stream HAZOP Workshop - 1	0.2%	
48	One Day Sludge Process Stream HAZOP Workshop - 2	0.2%	
49	One Day CHAIR Workshop	0.2%	
50	TM - HAZOP Workshop - Draft	0.2%	
51	TM - CHAIR Workshop - Draft	0.2%	
52	One Day Liquid Stream Maintenance Review Workshop	0.2%	
53	One Day Sludge Stream Maintenance Review Workshop	0.2%	
54	TM - Liquid and Sludge Streams Maintenance Review Workshops - Draft	0.2%	
55	Half Day Commissioning Workshop - 1	0.2%	
56	Half Day Commissioning Workshop - 2	0.2%	
57	TM - Project Commissioning Plan - Draft	0.4%	
58	Risk and Opportunity Register - Draft	0.2%	
59	Risk & Opportunity Workshop - 1	0.2%	
60	Risk & Opportunity Workshop - 2	0.2%	
61	Risk and opportunity Register - Final	0.2%	
62	Half day Training Requirement Workshop - 1	0.2%	
63	Half day Training Requirement Workshop - 2	0.2%	
64	TM - Training Requirement - Draft	0.4%	
65	Operational Staffing Plan - Draft	0.3%	
66	Operational Staffing Plan - Final	0.2%	
67	Cost Estimate (± 20%) - Draft	1.0%	
68	Cost Estimate (± 20%) - Final	0.2%	
69	DB Technical Elements - Draft	8.0%	
70	Presentation of DB Technical Elements - Draft	1.0%	
71	DB Technical Elements - Final	4.0%	
72	Presentation of DB Technical Elements - Final	1.0%	
73	Cost Development Documents - Draft	5.0%	
74	Cost Development Documents - Final	3.0%	
75	One Day Cost Development Workshop	0.3%	
76	EPD Report 100% Complete - Draft	20.0%	
77	EPD Report 100% Complete - Final	12.0%	
78	Presentation of EPD Report - 100% Complete	0.5%	
79	CSMP Update - Draft	0.5%	
80	CSMP Update - Final	0.2%	
81	Acceptance by City of all WSTP Level 2 Design Documentation	5.0%	
82	WSTP Level 2 design Totals	100.0%	

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Item #	DESCRIPTION OF DELIVERABLE	PAYMENT AS PERCENT OF PHASE*	MAXIMUM PAYMENT AMOUNT
PROCUREMENT SERVICES			
83	Monthly Performance Reports & Meetings (Monthly payments to be pro-rated based on schedule in the accepted CSMP)	5.0%	
84	DB RFQ DRAFT	6.0%	
85	DB RFQ Final Ready for Posting	5.0%	
86	Presentation of RFQ documents	2.0%	
87	Services during RFQ Bid Period (includes addenda, site tours, Rfls etc.)	4.0%	
88	DB RFQ Evaluation Process and Guideline Document - Draft	5.0%	
89	DB RFQ Evaluation Process and Guideline Document - Final	3.0%	
90	RFQ Proponents Debriefing Reports	1.0%	
91	DB RFP - DRAFT	12.0%	
92	DB RFP - Final Ready for Posting	10.0%	
93	Presentation of RFP Documents	2.0%	
94	DB RFP Evaluation Process and Guideline Document - Draft	5.0%	
95	DB RFP Evaluation Process and Guideline Document - Final	3.0%	
96	Services during RFP Bid Period (includes addenda, site tours, Rfls, commercially confidential meetings, etc.)	20.0%	
97	DB RFP Bids Evaluation Report - Final	5.0%	
98	RFP Proponents Debriefing Reports	2.0%	
99	Recommendations for City Approval of Bridging Documents	5.0%	
100	Acceptance by City of All Procurement Services and Documentation	5.0%	
101	Procurement Services Totals	100.0%	
102	OWNERS ADVOCATE _ DESIGN BUILD SUBTOTAL		

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Item #	DESCRIPTION OF DELIVERABLE	PAYMENT AS PERCENT OF PHASE*	MAXIMUM PAYMENT AMOUNT
PROFESSIONAL ENGINEERING SERVICES _ DESIGN BID BUILD			
103	Semi-Annual Cash Flow Forecasts (Number of forecast payments to be pro-rated based on schedule in the accepted CSMP for WSTP Level 1 & 2 design)	0.1%**	
WSTP Level 1 Design			
104	Consultant Services Management Plan - Draft	1%	
105	Consultant Services Management Plan - Final	1%	
106	Monthly Performance Reports and Meetings (Monthly payments to be pro-rated based on schedule in the accepted CSMP)	5%	
107	Half Day Administration Building Needs and Layout workshop - 1	3%	
108	Half Day Administration Building Needs and Layout workshop - 2	3%	
109	Half Day Maintenance Building Needs and Layout workshop - 1	3%	
110	Half Day Maintenance Building Needs and Layout workshop - 2	3%	
111	TOC for Project definition Report - 100% Complete and Material to be covered in Project Definition Report - 75% Complete	2%	
112	Project Definition Report 75% Complete - Draft	15%	
113	Project Definition Report 75% Complete - Final	10%	
114	Presentation of Project Definition Report - 75% Complete	3%	
115	Half Day Administration Building HAZOP Nodes Identification Workshop	1%	
116	Half Day Administration Building CHAIR Nodes Identification Workshop	1%	
117	Half Day Maintenance Building HAZOP Nodes Identification Workshop	1%	
118	Half Day Maintenance Building CHAIR Nodes Identification Workshop	1%	
119	Administration and Maintenance Buildings Risk and Opportunity Register - Draft	1%	
120	Half Day Administration Building Risk and Opportunity Workshop	1%	
121	Half Day Maintenance Building Risk and Opportunity Workshop	1%	
122	Administration and Maintenance Buildings Risk and Opportunity Register - Final	1%	
123	Project Definition Report 100% Complete - Draft	20%	
124	Project Definition Report 100% Complete - Final	12%	
125	Presentation of Project Definition Report - 100% Complete	3%	
126	CSMP Update - Draft	2%	
127	CSMP Update - Final	1%	
128	Acceptance by City of All WSTP Level 1 design Documentation	5%	
129	WSTP Level 1 design Totals	100%	

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Item #	DESCRIPTION OF DELIVERABLE	PAYMENT AS PERCENT OF PHASE*	MAXIMUM PAYMENT AMOUNT
WSTP Level 2 Design			
130	Monthly Performance Reports and Meetings (Monthly payments to be pro-rated based on schedule in the accepted CSMP)	5%	
131	EPD Report 75% Complete - Draft	15%	
132	EPD Report 75% Complete - Final	10%	
133	Presentation of EPD Report - 75% Complete	4%	
134	Half Day Administration Building HAZOP Workshop	1%	
135	Half Day Administration Building CHAIR Workshop	1%	
136	Half Day Maintenance Building HAZOP Workshop	1%	
137	Half Day Maintenance Building CHAIR Workshop	1%	
138	TM - Administration Building HAZOP and CHAIR Workshop - Draft	1%	
139	TM - Maintenance Building HAZOP and CHAIR Workshop - Draft	1%	
140	Administration and Maintenance Buildings Risk and Opportunity Register - Draft	1%	
141	Half Day Administration Building Risk and Opportunity Workshop	2%	
142	Half Day Maintenance Building Risk and Opportunity Workshop	2%	
143	Administration and Maintenance Buildings Risk and Opportunity Register - Final	2%	
144	Cost Development Documents - Draft	5%	
145	Cost Development Documents - Final	3%	
146	Cost Consultant Workshop	2%	
147	EPD Report 100% Complete - Draft	15%	
148	EPD Report 100% Complete - Final	12%	
149	Presentation of EPD Report - 100% Complete	3%	
150	One full day Administration Building VE Workshop	2%	
151	One full day Maintenance Building VE Workshop	2%	
152	Consultant Value Engineering Recommendation Report - Draft	2%	
153	Consultant Value Engineering Recommendation Report - Final	2%	
154	Acceptance by City of All WSTP Level 2 Design Documentation	5%	
155	WSTP Level 2 design Totals	100%	
156	PROFESSIONAL ENGINEERING SERVICES _ DESIGN BID BUILD TOTAL		
157	FIXED FEE TOTALS		-----
	<p>NOTES: General Note: The percentages are for the primary purpose of easing the invoicing procedure and level of effort involved for both the City and the Consultant for the invoicing procedure. The Percentages do not imply the level of work the Consultant may be required to spend on each item. Actual costs incurred by the Consultant for each item may be significantly more or less; however, each deliverable must be acceptable to the City prior to the City releasing payment. *The City may make partial payments for items # 25, 33, 42, 76, 87, 91, 96, 112, 123, 131 & 147 based on the Consultant's approved schedule in the Consultant Services Management Plan, level of completion, and submission of deliverables acceptable to the City. ** Percentage not included in the total percentage of item # 39, 82, 101, 129, or 155.</p>		