



**Minnesota Pollution Control Agency**

520 Lafayette Road North  
St. Paul, MN 55155-4194

# Contract Work Order

## Contract Work Order Information

Master Contract number: B15565 MAPS allotment number: 331 G210 H11 NOMA  
 Work order number: B22942 MAPS order number: B22942  
 Job code/Leak number: 32L15656  
 Work order amount: \*\$ 11,146.92 MPCA Contractor: STS Consultants  
 Contractor's Project Manager: Tim Grape Phone: 763-315-6300  
 MPCA's Project Manager: Arlene Furuseth Phone: 218-846-0732  
 Site name: Alex Exhaust  
 Address: \_\_\_\_\_  
 City: Alexandria State: MN Zip code: \_\_\_\_\_

\*This \$ amount will link to #4.

## Terms

- The state of Minnesota (State), acting through the Minnesota Pollution Control Agency (MPCA) Commissioner, has entered into Contract B15565, with STS Consultants effective from July 1, 2008 to June 30, 2010. This Contract is for Services which may include site investigations.
- This document is a Work Order. This Work Order issued pursuant to Contract B15565 is effective on November 26, 2008 and expires on June 30, 2009.
- The Contractor shall complete the work specified in workplan dated July 22, 2008 this is attached to this Work Order. The Contractor shall perform all work in accordance with this Work Order and Contract B15565 within the stated time schedule or until all obligations set forth in the Work Order have been fulfilled to the satisfaction of the State, whichever occurs first. Line item adjustments can be done within a task with prior approval and cannot exceed budget task amount. Except as modified below, this proposal is made an integral part of this Work Order: The initial boring must be drilled deep enough to define vertical extent.
- The Contractor shall submit the tasks/deliverables specified in the attached Work Plan. The total obligations of the State for all compensation and reimbursement to the Contractor for work described in this Work Order shall not exceed eleven thousand, one hundred forty-six and 92/100 Dollars \*\$ 11,146.92  
*\*This \$ amount will link from Work order amount above.*
- A contingency amount of one thousand Dollars \$ 1,000.00 is established. This contingency amount is **not** included in the total obligations of the State. Contingency funds cannot be released without prior written approval by the MPCA Project Manager.
- An increase in the authorized budget, major change in scope or extension of schedule is only authorized by written Amendment signed by the State's Authorized Representative.
- Use of contingency funds, transfer of funds between tasks or within a task and minor changes in scope can be authorized by written Change Order signed by the State's Project Manager.
- All time frames for preparation of work products shall commence upon Contractor's receipt of this Work Order and final signature by the MPCA.
- Contractor is hereby authorized to act as the Agent for the State for purposes of site access.

10. The Contractor shall not commence work unless all the insurance specified in Contract B15565 is in force and a current Certificate of Insurance is on file with the State.
11. The State's Project Manager Authorized to issue Change Orders is Arlene Furuseth
12. The State's Authorized Representative(s) authorized to issue Work Orders and Work Order Amendments is/are Don Milless, Sandeep Burman or Jeff Lewis

### Signatures

Minnesota Pollution Control Agency  
Master Contract Authorized Representative

Signature: Donald Willey

Title: Supervisor Date: November 26, 2008

Minnesota Pollution Control Agency  
Department of Administration Delegated Authority

Signature: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

Work order number: \_\_\_\_\_

Copies to: Contractor  
MPCA Project Manager  
MPCA Delegated Authority

**All work orders over \$100,000 and up to \$1 million must be reviewed and signed by the MPCA Department of Administration Delegated Authority.  
(Allow 2-3 business days for signature process.)**