

REQUEST AUTHORIZATION FOR MAYOR AND FINANCE OFFICER TO SIGN PROFESSIONAL SERVICES AGREEMENT OR AMENDMENT

Project Name & Number: Rapid City Water Reclamation Facility Digester MCC and UV/Admin. Transfer Switch Replacement, Project Number: 19 – 2485 **CIP #:** 51216

Project Description: The Water Reclamation Facility (WRF) needs to replace the existing Digester Facility MCC as it has exceeded its' design life and its' condition has deteriorated. The UV/Admin. Transfer was recently determined to be deficient and in need of replacement. These replacements were previously identified within the WRF Facility Plan and an Arc Flash Analysis.

Consultant: HDR Engineering, Inc.

Original Contract Amount: \$54,995.00

Original Contract Date: 1/21/19

Original Completion: December 9, 2019

Addendum No:

Amendment Description:

Current Contract Amount: _____	\$54,995.00	Current Completion Date: _____	9-Dec-19
Change Requested: _____			
New Contract Amount: _____	\$54,995.00	New Completion Date: _____	

Funding Source This Request:

Amount	Dept.	Line Item	Fund	Comments
\$54,995.00	7072	4223	604	Water Reclamation
\$54,995.00	Total			

Agreement Review & Approvals

Project Manager Date

Division Manager Date

Compliance Specialist Date

Department Director Date

City Attorney Date

ROUTING INSTRUCTIONS

Route **two** originals of the **Agreement** for review and signatures.
 Finance Office - Retain one original
 Project Manager - Retain second original for delivery to Consultant
 cc: Public Works
 Engineering
 Project Manager

FINANCE OFFICE USE ONLY

(Note to Finance: Please write date of Agreement in appropriate space in the Agreement document)

	Date	Initials	Approved	
Appropriation			Y	N
Cash Flow			Y	N