

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

**Date:**

**Project Name & Number:** LaCrosse Street Interchange Utility Improvements, Project No. 16-2318 **CIP #:** 51108

**Project Description:** Preliminary Design, Final Design and Bidding Services for the project.

**Consultant:** HDR Engineering, Inc.

<b>Original Contract Amount:</b> \$101,741.00	<b>Original Contract Date:</b> 6/5/2017	<b>Original Completion Date:</b> 4/1/2020	
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## Addendum No: 1

**Amendment Description:** The amendment is for additional design work to include the preparation of a striping plan for the intersection of LaCrosse Street and Disk Drive as was recommended in the Traffic Analysis that was completed for the project under the original scope.

<b>Current Contract Amount:</b> \$101,741.00	<b>Current Completion Date:</b> April 1, 2020
<b>Change Requested:</b> \$3,425.00	
<b>New Contract Amount:</b> \$105,166.00	<b>New Completion Date:</b> _____

## Funding Source This Request:

Amount	Dept.	Line Item	Fund	Comments
\$3,425.00	8910	4370	505	Streets
\$0.00	8911	4371	505	Drainage
\$0.00	833	4380	604	Wastewater Replacement/Improvement
\$0.00	933	4381	602	Water Replacement/Improvement
\$3,425.00	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