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

Project Name & Number: Canyon Lake District Streets Reconstruction, Project No. 19-2535  
CIP #: 51098

Project Description: Design Services for Canyon Lake District Streets Reconstruction Street/Utility Reconstruction Prioritization Plan (including Multimodal Transportation Plan) and preliminary design of the reconstruction of two street projects located within the project boundary.


Original Contract Amount: $219,675.00  
Original Contract Date: May 3, 2021  
Original Completion Date: December 21, 2021

Addendum No: 1

Amendment Description: Design Services for the study of the water and sanitary sewer within the project area and development of Canyon Lake District Street/Utility Reconstruction Prioritization Plan and preliminary design of Dover Street Water/Sioux San PRV Pit Abandonment.

Change Requested: $300,665.00  
New Contract Amount: $520,340.00  
Current Contract Amount: $219,675.00  
Current Completion Date: December 31, 2021  
New Completion Date: February 28, 2023

Funding Source This Request:

<table>
<thead>
<tr>
<th>Amount</th>
<th>Dept.</th>
<th>Line Item</th>
<th>Fund</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>$123,320.00</td>
<td>833</td>
<td>4223</td>
<td>604</td>
<td>Wastewater Replacement</td>
</tr>
<tr>
<td>$111,275.00</td>
<td>933</td>
<td>4223</td>
<td>602</td>
<td>Water Replacement</td>
</tr>
<tr>
<td>$57,210.00</td>
<td>8910</td>
<td>4223</td>
<td>505</td>
<td>Streets</td>
</tr>
<tr>
<td>$8,860.00</td>
<td>8911</td>
<td>4223</td>
<td>505</td>
<td>Drainage</td>
</tr>
<tr>
<td>$300,665.00</td>
<td>Total</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Agreement Review & Approvals

Project Manager

CIP Manager

City Attorney

Division Manager

Department Director

Date

Date

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)

Appropriation

Cash Flow

Date

Initials

Approved

109A Authorization for Mayor & Finance Officer to Sign

Rev. 03/2009
AMENDMENT NO. 1 TO AGREEMENT

Project: Canyon Lake District Streets Reconstruction
Project No. 19-2535/CIP No. 51098

Background Data: Effective Date of Agreement: May 3, 2021
Owner: City of Rapid City
Engineer: Ferber Engineering Company, Inc.

Nature of Amendment:
The amendment to the agreement includes adjustment of the project schedule and contract amount. Due to CIP annual funding allocations, the project has been divided into phases. The Canyon Lake District Multimodal Transportation Plan and Elmhurst Drive Reconstruction preliminary design was completed with FY2021 Funding. Amendment No. 1 includes the Canyon Lake District Street/Utility Reconstruction Prioritization Plan and Dover Street Water Main Reconstruction/Sioux San PRV Pit Abandonment preliminary design. The new contract completion date shall be February 28, 2023. Exhibit A, B, and C are attached.

Current Contract Amount: $219,675.00
Change Requested: $300,665.00
New Contract Amount: $520,340.00

Owner and Engineer hereby agree to modify the above referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect. The effective date of this Amendment is:

__________________________________________

CITY OF RAPID CITY:
By:
Steve Allender, Mayor

Engineer:
By:
Dave Muck, PE/LS
Ferber Engineering Company, Inc.

Date Signed: ______________________
Date Signed: 4-18-22

ATTEST:
By:
Pauline Sumption, Finance Director

Date Signed: ______________________

City of Rapid City

EXHIBIT A

The City has determined the need for professional services for the Canyon Lake District Street Reconstruction project. Due to CIP funding allocations, the project has been split into phases, with each phase having separate tasks. The project phases and CIP annual funding (FY) generally include, but are subject to change:

- **Phase 1** – Development of the Canyon Lake District Master Plan Document
  - Task 1 – Multimodal Transportation Plan (completed in FY 2021)
  - Task 2 – Street/Utility Reconstruction Prioritization Plan (Neighborhood Capital Improvements Plan) (FY 2022)

- **Phase 2** – Elmhurst Drive Reconstruction
  - Task 1 – Preliminary Design (completed in FY 2021)
  - Task 2 – Final Design (FY 2023)
  - Task 3 – Land/Property Acquisition (FY 2022 & 2023)
  - Task 4 – Construction (CIP No. 51098.1, FY 2024)

- **Phase 3** – Dover Street Water Main Reconstruction and Sioux San PRV Pit Abandonment
  - Task 1 – Preliminary Design (FY 2022)
  - Task 2 – Final Design (FY 2023)
  - Task 3 – Land/Property Acquisition (FY 2022 & 2023)
  - Task 4 – Construction (CIP No. 51098.3, FY 2024)

**AMENDMENT 1** includes the following requested tasks and additional phase:

- **Phase 1 Task 1A** – Preparation for and attendance at a Public Open House. This Open House is to discuss the findings and recommendations developed as part of the Multimodal Transportation Plan.

- **Phase 1 Task 2** – Preparation of a water and sanitary sewer system neighborhood reconstruction master plan. This utility reconstruction master plan will be combined with the Multimodal Transportation Plan (MTP) to create a cohesive neighborhood Capital Improvements Plan (CIP) that will be the final deliverable of Phase 1 Task 2.

- **Phase 3 (CIP 51098.3)** – Preparation of preliminary plans and engineer’s opinions of probable construction cost for the Dover Street Water Main Reconstruction Sioux San Pressure Reducing Valve (PRV) Pit Abandonment.

**PHASE 1 TASK 1A – Multimodal Transportation Plan Public Open House:**

**TASK 1A – MULTIMODAL TRANSPORTATION PLAN PUBLIC OPEN HOUSE**

This Phase consists of services necessary to prepare for, attend and reconcile comments for a Multimodal Transportation Plan Public Open House.

1.1A.1 Kick-off Conference: The Engineer will meet with City staff to detail presentation concept and content. The Engineer will prepare an agenda, take minutes, and distribute minutes.

1.1A.2 Engineer will prepare presentation outlining scope of study, findings and specific elements of the recommendations.

1.1A.3 Engineer will prepare large format paper exhibits for use in the open house format.
1.1A.4 Engineer to develop and make available comment forms regarding the open house.
1.1A.5 Engineer to coordinate location for Open House.
1.1A.6 Engineer to prepare a mailing for advertisement of the Open House.
1.1A.7 Engineer to conduct review presentation with City Staff.
1.1A.8 Engineer to conduct short presentation of the project to the public.
1.1A.9 Engineer to provide staff to answer questions during the open house.
1.1A.10 Engineer to review public comments after presentation.
1.1A.11 Engineer to prepare memorandum outlining presentation, attendance and collation of public comments. This memorandum and supporting information will be inserted as an appendix into the MTP.
1.1A.12 Engineer to attend Public Works and Council meetings, as necessary.

PHASE 1 TASK 2 – Neighborhood Capital Improvements Plan:

This phase consists of all services necessary to complete the study of the existing water and sanitary sewer systems within the Canyon Lake District Neighborhood and develop the Canyon Lake Neighborhood Utility Capital Improvements Plan (CIP) with coordinated and prioritized street and utility reconstruction projects. A final report will be developed that prioritizes street and utility reconstruction. The Multimodal Transportation Plan will be included as an appendix to the study. The following are the anticipated tasks for Phase 1 Task 2.

1.2.1 Kick-off Conference: The Engineer will meet with City staff to detail project concept and scope. The Engineer will prepare an agenda, take minutes, and distribute minutes.

1.2.2 Sanitary Sewer Investigation and Rating.
   A. Engineer will retain the services of a third party to provide Closed Circuit Television (CCTV) recording of all sanitary sewer mains within the project area. City will flush sanitary sewer mains as necessary prior to CCTV work.
      1. Work includes 96 pipe runs totaling approximately 26,000 ft.
   B. Engineer will pull and input sanitary service cards for project area and evaluate non-conforming services.
   C. Up to 75 sanitary sewer service locations will be verified via push camera.
   D. Sewer main CCTV inspection will be completed according to NASSCO standards. Includes review of video to determine material types, condition, and rating for all sewer mains in project area.
   E. Develop sanitary sewer quality rating system.
   F. Meet with Utility Maintenance to discuss problematic areas.

1.2.3 Water System Investigation.
   A. Engineer will pull and input water service cards for project area and evaluate non-conforming services.
   B. Meet with Utility Maintenance to discuss problematic areas.
   C. Review material types, diameters, and rating for all water mains in project area utilizing existing city GIS, as-constructed plans, and information provided by utility maintenance.
   D. Develop water system quality rating system.

1.2.4 Review and evaluate street reconstruction based on current City Pavement Condition Index (PCI), MTP and field evaluation for the project area.
   A. Review and evaluate street/pedestrian reconstruction based upon the MTP.
   B. Develop Street reconstruction priority based upon the PCI and MTP. This will be
utilized to help determine priority of utility reconstructions.

1.2.5 Engineer will develop a CIP Plan for prioritized infrastructure reconstruction.
   A. The plan will incorporate discussions of existing street, water system, sanitary sewer system, and storm sewer system.
   B. The plan will provide a discussion regarding generally anticipated construction materials for all proposed elements within the neighborhood.
   C. The plan will provide discussion regarding the development of project prioritization.
   D. The plan will provide discussion regarding preliminary construction cost estimates.
   E. The plan will provide exhibit(s) and discussion sufficient to describe the proposed improvements and construction priority.
   F. Plan appendices will be added as necessary to provide supporting information.

1.2.6 Engineer will submit two DRAFT hardcopy and one digital copy of a document called the Canyon Lake District Neighborhood Capital Improvements Plan. The Engineer will make revisions based upon review by the City.

1.2.7 Attend submittal review meeting(s) with City Staff.

1.2.8 Submit Final Neighborhood CIP document.
   A. The Multimodal Transportation Plan will be included in the document as an Appendix.
   B. Summary of comments will be provided in Memorandum format and attached as a document appendix.
   C. Engineer will submit one FINAL hardcopy and one digital copy of the Canyon Lake District Neighborhood Capital Improvements Plan.

1.2.9 Attend Public Works and Council meetings, as necessary.

PHASE 3 – Dover Street Water Main Reconstruction and Sioux San PRV Pit Abandonment

This project phase is the Dover Street Water Main Reconstruction and Sioux San PRV Pit Abandonment (CIP 51098.3). The scope of the reconstruction project includes reconstruction of the cast-iron water mains along Dover Street, Sun Valley Drive, 9th Avenue, 32nd Street between Leland Lane and Dover Street, 1st Avenue between Jackson Boulevard and Cottonwood Street and Cottonwood Street between 1st Avenue and 9th Avenue to complete the conversion of the neighborhood from the intermediate Sioux San Pressure Zone to the South Canyon/Arrowhead Pressure Zone. At this time, only Task 1 – Preliminary Design will be completed. Tasks 2 and 3 will be negotiated following completion of the Capital Improvements Plan outlined in Phase 1 Task 2.

PHASE 3 TASK 1 – Preliminary Design

This task consists of all services necessary to take the project from beginning through the Preliminary Design submittal stage and will include the following itemized services.

3.1.1. Kick-off Conference: The Engineer shall meet with City staff to detail project concept and scope. The Engineer shall prepare an agenda, take minutes, and distribute minutes.

3.1.2. Review background information for this project and any other resources, as necessary.

3.1.3. Perform site surveys sufficient for design plan preparation. The route and topography survey shall be in NAD 83 (2011) NAVD 88 South Dakota State Plane South Zone. The horizontal and vertical coordinates shall be established from the Rapid City Primary
Control Network. Topographic survey to include the following areas:
A. Dover Street right-of-way from Ryther Street to Dover Lane.
B. Sun Valley Drive right-of-way.
C. 9th Avenue right-of-way.
D. West half of 32nd Street right-of-way between Leland Lane and Dover Street.
E. Cottonwood Street right-of-way from 1st Avenue to 2nd Avenue.
F. 1st Avenue right-of-way from Cottonwood Street to Jackson Boulevard.

3.1.4. Obtain plats, deeds, easements and other necessary legal documentation from the Pennington County Register of Deeds.

3.1.5. Organize and attend meetings as necessary to facilitate the preliminary design. Meetings may include:
A. City Engineering coordination.

3.1.6. Private Utilities Base Plan Verification Meeting: The consultant shall send base plans to the private utilities requesting verification that their utilities are shown correctly per their records. A meeting with the private utilities shall be scheduled after submitting plans to verify that the utilities are shown correctly and to make plan revisions as needed.

3.1.7. Geotechnical Investigation: Provide the following geotechnical services through Subconsultant contract with American Engineering Testing Inc. Geotechnical report will be included in the bid documents.
A. Soil borings at eight (8) locations within the project area with standard penetration test (SPT) sampling to depths of approximately 15 feet.
B. Soil resistivity test to be taken at the eight soil boring locations.
C. Prepare a report presenting the logs of the test borings, laboratory test results, a review of engineering properties of the onsite soils, geotechnical engineering opinions and recommendations regarding excavation of the subgrade soils, possible re-use of existing soils, backfill and compaction requirements, as well as asphalt and/or concrete pavement repair sections.

3.1.8. Water system improvements.
A. Horizontal layout of mains along routes outlined above.
B. Vertical layout of water mains along routes outlined above.
C. Review 2009 memorandum entitled, "Dover Street Drainage Improvements – Conversion of Soo San Level to South Canyon Level – FINAL" completed under City Project DR05-1452.
D. Evaluate and provide recommendations for cathodic protection of proposed system improvements.
E. Determine number of homes requiring a residential PRV within the project area as well as within the current Sioux San pressure zone.
F. Develop abandonment plans for the Sioux San PRV.

3.1.9. Determine locations of existing water services.
A. Rapid City Utility Maintenance will provide locating services for all water mains.
B. Rapid City Utility Billing and Service will operate curb stops to verify individual water connections and to verify all properties within the Sioux San pressure zone that are connected to the system and require residential PRVs (~53). City will be responsible for repairing broken or inoperable curb stops.
C. Engineer will coordinate schedule with Rapid City Billing and Service and be responsible for notifying property owners of temporary water shutoffs and request for entry into structures to verify shutoffs.

D. Water service to structures will be verified by Engineer following closing of the curb stop. Verification will at a minimum require operating an outside hose bib valve to confirm water is shutoff by the curb stop.

E. Water services will be verified by Engineer’s utility locating subcontractor using available tracer wire or by connecting to metallic water service components inside of each structure.

3.1.10. Determine locations of existing sanitary sewer services.
   A. Engineer will retain the services of a third party to provide video inspection of sanitary sewer services.

3.1.11. Determine temporary/permanent easement and/or right-of-way needs for project
   A. Prepare permanent easement/right-of-way exhibits for critical areas that may impact construction schedule
   B. Negotiate and acquire critical permanent easements or right-of-way that may impact construction schedule.

3.1.12. Review criteria and specifications to develop list of probable Design/Specification Exceptions necessary to construct the project.

3.1.13. Preliminary Design Submittal
   A. Develop a Technical Memorandum to describe the work outlined to be constructed within the project. Technical Memorandum to include, but may not be limited to, the following items:
      1. Overview of Project
      2. Provide a reconciliation of all items outlined in the March 6, 2009, memorandum entitled “Dover Street Drainage Improvements – Conversion of Soo San Level to South Canyon Level – FINAL” completed under City Project DR05-1452.
      3. Utility Coordination outcome
      4. Geotechnical analysis summary
      5. Recommended Pipe and Fitting Materials
      6. Cathodic Protection
      7. Residential PRV Accounting
      8. Trench Surface Rehabilitation
      9. ADA Accessibility Improvements
     10. Probable Design Exceptions
     11. Engineer’s Opinions of Probable Construction Cost(s)
     12. Preliminary Plans including
           a. Cover Sheet
           b. Alignment Data and Survey Control
           c. Property Layout and Land Ownership Sheets
           d. Plan and Profile Sheets
1) Plan sheets will include likely easement/right-of-way needs to construct project.

PROJECT TEAM, MEETINGS AND SUBMITTALS – AMENDMENT 1

Project team members will include:

- Ferber Engineering Company, Inc.
  - American Engineering Testing, Inc. (Geotechnical Engineering) – (Phase 3)
  - Jim’s Private Utility Locating (Water Service Locating) – (Phase 3)
  - Rapid Rooter (Sanitary Sewer Service Locating) (Phase 1 Task 2)

- City Engineering Services staff
  - Operations Division staff
  - Utility Maintenance Division (Service area and O&M related issues)
  - Water Division
  - Water Reclamation Division

Engineer will attend the following meetings:

- MTP City Staff Presentation
- Kickoff Meeting(s)
- Private Utility Base Plan Verification Meeting
- Preliminary CIP Submittal
- Preliminary Design Submittal review meeting
- Design Submittal review meeting (65%)
- Private Utility coordination meetings
- Public Open House
- Final Design Services submittal review meeting
- Prebid Conference

Submittals to be made by the Engineer include:

- MTP Public Open House Presentation
- MTP Public Comment Memorandum
- Preliminary Capital Improvements Plan
- Final Capital Improvements Plan
- Preliminary Design Submittal (35%)

Meeting minutes will be provided to the City within five working days of the meeting of interest. The City will have ten working days for review of the Preliminary Design Services and Final Design Services Submittals.

Project Schedule:

- Phase 1 - Multimodal Transportation Plan Public Open House – July 2022
- Phase 2 - Preliminary CIP Submittal – November 2022
- Phase 2 - Final CIP Submittal – February 2023
- Phase 3 - Preliminary Design Submittal – October 2022

Additional future phases or tasks associated with this project will be negotiated at the time the City deems the work is necessary.
## CANYON LAKE DISTRICT ROAD RECONSTRUCTION - AMENDMENT 1
### PROJECT NO. 19-2535 / CIP 51098

### EXHIBIT B

<table>
<thead>
<tr>
<th>Task #</th>
<th>Description</th>
<th>Subtask Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>PHASE 1 - TASK 1A - MTP OPEN HOUSE</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1.1A.1</td>
<td>Kickoff Conference</td>
<td>$940.00</td>
</tr>
<tr>
<td>1.1A.2</td>
<td>Preparation of DRAFT Presentation</td>
<td>$5,480.00</td>
</tr>
<tr>
<td>1.1A.3</td>
<td>Prepare Large Format Exhibits</td>
<td>$3,340.00</td>
</tr>
<tr>
<td>1.1A.4</td>
<td>Prepare Open House comment forms</td>
<td>$3,240.00</td>
</tr>
<tr>
<td>1.1A.5</td>
<td>Coordinate Location of Open House (included in other tasks)</td>
<td>$0.00</td>
</tr>
<tr>
<td>1.1A.6</td>
<td>Develop Mailing for Open House Advertisement (included in other tasks)</td>
<td>$0.00</td>
</tr>
<tr>
<td>1.1A.7</td>
<td>Mock presentation for City Staff</td>
<td>$2,480.00</td>
</tr>
<tr>
<td>1.1A.8</td>
<td>Conduct Public Open House</td>
<td>$2,560.00</td>
</tr>
<tr>
<td>1.1A.9</td>
<td>Provide Staff for Open House (included in other tasks)</td>
<td>$0.00</td>
</tr>
<tr>
<td>1.1A.10</td>
<td>Preliminary Opinion of Probable Construction Costs</td>
<td>$3,080.00</td>
</tr>
<tr>
<td>1.1A.11</td>
<td>Prepare memo of Open House comments, attendance, etc</td>
<td>$0.00</td>
</tr>
<tr>
<td>1.1A.12</td>
<td>Attend PW and Council Meetings, as necessary</td>
<td>$340.00</td>
</tr>
<tr>
<td><strong>PHASE 1 - TASK 1A TOTAL</strong></td>
<td></td>
<td>$21,460.00</td>
</tr>
</tbody>
</table>

| **PHASE 1 - TASK 2 - CAPITAL IMPROVEMENTS PLAN** |                                                      |                |
| 1.2.1     | CIP Kickoff Conference                                                      | $940.00        |
| 1.2.2     | Sanitary Sewer Investigation and Rating                                     | $127,575.00    |
| 1.2.3     | Water System Investigation                                                  | $23,600.00     |
| 1.2.4     | Street PCI, MTP and field evaluation                                        | $4,240.00      |
| 1.2.5     | Develop prioritized neighborhood CIP                                        | $15,920.00     |
| 1.2.6     | Develop and Submit DRAFT Report                                             | $1,220.00      |
| 1.2.7     | Attend Submittal Review Meetings                                            | $640.00        |
| 1.2.8     | Develop and Submit FINAL Report                                             | $5,230.00      |
| **PHASE 1 - TASK 2 TOTAL** |                                                                              | $179,365.00    |

| **PHASE 3 - TASK 1 - DOVER STREET WATER MAIN RECONSTRUCTION (CIP 51098.3)** |                                                      |                |
| 3.1.1     | Kickoff Conference                                                          | $940.00        |
| 3.1.2     | Review Background Information                                               | $0.00          |
| 3.1.3     | Topographic and Boundary Survey                                             | $15,920.00     |
| 3.1.4     | Courthouse Research and build property base                                | $9,840.00      |
| 3.1.5     | Meetings with City                                                          | $1,280.00      |
| 3.1.6     | Private Utilities Requests/Base Plan Verification                           | $2,000.00      |
| 3.1.7     | Geotechnical Investigation                                                  | $6,800.00      |
| 3.1.8     | Water System Improvements Design                                            | $16,260.00     |
| 3.1.9     | Determine physical locations/operation of water services                    | $8,920.00      |
| 3.1.10    | Determine sanitary sewer service locations                                  | $2,400.00      |
| 3.1.11    | Evaluation of Easement/Right-of-Way Needs                                   | $5,840.00      |
| 3.1.12    | Evaluate Design Exception Needs                                             | $1,540.00      |
| 3.1.13    | Preliminary Design Submittal                                                | $28,100.00     |
| **PHASE 3 - TASK 1 TOTAL** |                                                                              | $89,840.00     |

| **PHASE 1B TOTAL** |                                                      | $300,665.00   |

Although dollar values have been provided for each task. FEC shall retain the right to reallocate monies to other tasks, subject to the maximum limiting fee shown above.

Exhibit B
4/8/2022
Page 1
EXHIBIT C

2022 SCHEDULE OF CHARGES

<table>
<thead>
<tr>
<th>EMPLOYEE CLASSIFICATION</th>
<th>HOURLY RATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal Professional Engineer</td>
<td>$170.00</td>
</tr>
<tr>
<td>Principal Professional Engineer/Professional Land Surveyor</td>
<td>$170.00</td>
</tr>
<tr>
<td>GIS Professional/Professional Land Surveyor</td>
<td>$150.00</td>
</tr>
<tr>
<td>Professional Engineer IV</td>
<td>$150.00</td>
</tr>
<tr>
<td>Professional Engineer III</td>
<td>$125.00</td>
</tr>
<tr>
<td>Professional Engineer II</td>
<td>$115.00</td>
</tr>
<tr>
<td>Professional Engineer I</td>
<td>$105.00</td>
</tr>
<tr>
<td>Graduate Engineer III</td>
<td>$100.00</td>
</tr>
<tr>
<td>Graduate Engineer II</td>
<td>$85.00</td>
</tr>
<tr>
<td>Graduate Engineer I</td>
<td>$80.00</td>
</tr>
<tr>
<td>Senior Technician</td>
<td>$115.00</td>
</tr>
<tr>
<td>Technician III</td>
<td>$90.00</td>
</tr>
<tr>
<td>Technician II</td>
<td>$80.00</td>
</tr>
<tr>
<td>Technician I</td>
<td>$70.00</td>
</tr>
<tr>
<td>Drafter II</td>
<td>$100.00</td>
</tr>
<tr>
<td>Drafter I</td>
<td>$75.00</td>
</tr>
<tr>
<td>Office Manager</td>
<td>$100.00</td>
</tr>
<tr>
<td>Clerical</td>
<td>$65.00</td>
</tr>
<tr>
<td>Mileage</td>
<td>$0.59</td>
</tr>
</tbody>
</table>