REQUEST AUTHORIZATION FOR MAYOR AND FINANCE OFFICER TO SIGN PROFESSIONAL SERVICES AGREEMENT OR AMENDMENT
Date: 8/29/16

Project Name & Number: Detailed Analysis of Federal Emergency Management Agency (FEMA) CIP #: 51057
Special Flood Hazard Areas (SFHA), Project Number 15-2244

Project Description: To provide professional engineering services related to the preparation of detailed hydrologic studies and Letters of Map Revision (LOMR) to SFHA’s identified in the current National Flood Insurance Rate Maps.

Consultant: Advance Engineering and Environmental Services, Inc. (AE2S)

Original Contract Amount: $266,975.90
Original Contract Date: 12/31/15
Original Completion Date: 8/31/16

Addendum No: 1

Amendment Description: Provide professional engineering services related to the preparation of amendment to Haines Avenue Drainage Basin Design Plan. Revise contract completion date due to FEMA’s schedule for review of LOMR applications.

Current Contract Amount: $266,975.90
Current Completion Date: August 31, 2016
Change Requested: $20,926.00
New Contract Amount: $287,901.90
New Completion Date: November 30, 2016

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>$20,926.00</td>
<td>7402</td>
<td>4223</td>
<td>609</td>
<td>Stormwater</td>
</tr>
</tbody>
</table>

Agreement Review & Approvals

Project Manager: [Signature] 8-29-16
Division Manager: [Signature] 8-29-16
Department Director: [Signature] 8-29-16
Compliance Specialist: [Signature] 8-29-16
City Attorney: [Signature] 8-30-16

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: [Date] 8/30/16
Cash Flow: [Date] Y N

[Stamp] 108A Authorization for Mayor & Finance Officer to Sign
Rev. 09/2009
AMENDMENT NO. 1 TO AGREEMENT

Project: Detailed Analysis of Federal Emergency Management Agency (FEMA) Special Flood Hazard Areas (SFHA), Project Number 15-2244/CIP 51057

Background Data: Original Contract Date: 12/31/15
Owner: City of Rapid City
Consultant: Advance Engineering and Environmental Services, Inc (AE2S)

Nature of Amendment: Provide professional engineering services related to the preparation of amendment to Haines Avenue Drainage Basin Design Plan. Revise contract completion date due to FEMA’s schedule for review of LOMR applications.

Current Contract Amount: $266,975.90
Change Requested: $ 20,926.00
New Contract Amount: $287,901.90

Owner and Contractor 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: ___________________________ Mayor
Date: __________________________

ATTEST:
By: ___________________________ Finance Officer
Date: __________________________

ENGINEER
By: ___________________________ 
Date: 9-19-16
EXHIBIT A
SCOPE OF SERVICES
AMENDMENT TO EXISTING CONTRACT

Detailed Analysis of FEMA SFHA
Project No. 15-2244 / CIP 51057

The City of Rapid City has requested an amendment to the existing contract for professional services for the Haines Avenue, Robbinsdale, and South Canyon Drainage Basins.

The proposed amendment for each Drainage Basin consists of:

1. Analyzing improvements to the Haines Avenue Drainage Basin to eliminate the potential for breakout flows to occur at Adams Street and along East Boulevard; and

2. Amending the current Haines Avenue DBDP to reflect the proposed improvements.

The City requested that Advanced Engineering and Environmental Services, Inc. (AE2S) submit an amendment to the existing contract for these additional services.

AE2S will complete these additional tasks as part of this amendment:

**TASK 1 - MEETINGS AND PROJECT MANAGEMENT:**

Provide City and Project Team coordination consisting of:

1.1 Meetings – Prepare for, attend, take and distribute minutes:

   F. DBDP-Preliminary Findings Conference describing benefits and drawbacks to each of the alternatives evaluated as part of Task 6 with City Staff

   G. DBDP-Final DBDP Amendment Conference with City Staff

1.2 Project Management – Provide project team and client coordination to keep project on budget and schedule.

**TASK 2 - DATA COLLECTION:**

None additional

**TASK 3 - HYDROLOGIC ANALYSIS:**

None Additional

**TASK 4 - HYDRAULIC ANALYSIS AND MAPPING:**

None Additional

**TASK 5 - FEMA DOCUMENTATION:**

None Additional
TASK 6 - DBDP IMPROVEMENTS (HAINES AVENUE BASIN ONLY):

6.2 Analyze DBDP alternatives

A. Evaluate the potential to implement a detention facility in one of these three locations:

- In the western part of the block bounded by Lindbergh avenue on the south, Curtis Street on the north, Haines Avenue on the west, and Wood Avenue on the east.

- In the eastern part of the block bounded by College Avenue on the south, Anamosa Street on the north, Willsie Avenue on the west, and Midway Street on the east.

- In the park / open space area immediately east of the Haines Avenue Drainage north of the railroad and west of East Boulevard.

6.3 Develop concept-level opinions of probable costs for design and construction of each DBDP improvement described above

6.4 Work with City staff to select a preferred alternative

TASK 7 - DBDP AMENDMENT:

A. Create DBDP amendment which includes recommended DBDP improvements.

PROJECT TEAM AND DELIVERABLES

B. Project team members:

- AE2S, Inc.
- City Engineering Services staff

C. Deliverables include:

- Task 1 – Meetings and Project Management
  - Meeting minutes, as appropriate
- Task 6 – DBDP Improvements:
  - InfoSWMM Model with scenarios for DBDP improvements
  - Plan view concept plans for three detention basin alternatives
  - Concept-level opinion of probable costs for three detention basin alternatives
- Task 7 – DBDP Amendment
  - Draft DBDP amendment for City review
  - Final DBDP amendment.
ANTICIPATED PROJECT SCHEDULE

Below are anticipated timeframes for each phase of work based on the Scope of Services dates.

DBDP Improvements (Task 6) .................................... October 28, 2016
DBDP Amendment (Task 7) .................................. November 30, 2016
## EXHIBIT B - Phase 020
## Haines Avenue Drainage Amendment

Detailed Analysis of FEMA SFHA
Project No. 15-2244 / CIP 51057
Advanced Engineering and Environmental Services, Inc.

**TASK SCHEDULE**
December 7, 2015
Amendment August 26, 2016

<table>
<thead>
<tr>
<th>Haines Avenue Drainage</th>
<th>Task Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>TASK</strong></td>
<td><strong>Task 1 - Project Management and Meetings</strong></td>
</tr>
<tr>
<td>1.1</td>
<td>Meetings</td>
</tr>
<tr>
<td>1.2</td>
<td>Project Management</td>
</tr>
<tr>
<td></td>
<td>Project Expenses - Travel, Mileage, Printing</td>
</tr>
<tr>
<td></td>
<td><strong>Subtotal Task Task 1 - Project Management and Meetings</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>TASK</strong></th>
<th><strong>TASK 6 - DBDP COST-BENEFIT ANALYSIS</strong></th>
<th><strong>Task Cost</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>6.2</td>
<td>Analyze DBDP Alternatives</td>
<td>$6,290.00</td>
</tr>
<tr>
<td>6.3</td>
<td>Opinions of Probable Costs</td>
<td>$2,654.00</td>
</tr>
<tr>
<td>6.4</td>
<td>Selecting Preferred Alternative</td>
<td>$698.00</td>
</tr>
<tr>
<td></td>
<td>Project Expenses - Travel, Mileage, Printing</td>
<td>$50.00</td>
</tr>
<tr>
<td></td>
<td><strong>Subtotal Task TASK 6 - DBDP COST-BENEFIT ANALYSIS</strong></td>
<td><strong>$9,692.00</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>TASK</strong></th>
<th><strong>Task 7 - DBDP AMENDMENT</strong></th>
<th><strong>Task Cost</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>7.1</td>
<td>Create DBDP Amendment</td>
<td>$7,941.00</td>
</tr>
<tr>
<td></td>
<td>Project Expenses - Travel, Mileage, Printing</td>
<td>$150.00</td>
</tr>
<tr>
<td></td>
<td><strong>Subtotal Task Task 7 - DBDP AMENDMENT</strong></td>
<td><strong>$8,091.00</strong></td>
</tr>
</tbody>
</table>

**TOTAL ESTIMATED FEES - TASKS 1, 6, 7-Haines Avenue Drainage** $20,926.00

Note: AE2S shall retain the right to reallocate Drainage Basin, Task, and Staff costs subject to the maximum limiting fee.