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

Project Name & Number: Southside Drive Sanitary Sewer Extension  
Project Number 14-2095  
CIP #: 50326

Project Description: This project is for the final design and bidding services of a sanitary trunk sewer on Southside Drive and Reservoir Road.

Consultant: HDR Inc.

Original Contract Amount: $483,809.00  
Original Contract Date: July 16, 2013  
Original Completion Date: March 31, 2014

Addendum No: 3

Amendment Description: This amendment revises the project schedule, adds funding for project scope changes encountered during the design process, and eliminates items removed from the project scope.

Current Contract Amount: $570,734.00  
Change Requested: $21,547.00  
New Contract Amount: $592,281.00

Current Completion Date: December 31, 2016  
New Completion Date: December 31, 2017

Funding Source This Request:

<table>
<thead>
<tr>
<th>Amount</th>
<th>Dept.</th>
<th>Line Item</th>
<th>Fund</th>
<th>Comments</th>
</tr>
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<tbody>
<tr>
<td>$21,547.00</td>
<td>831</td>
<td>4360</td>
<td>604</td>
<td></td>
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</tbody>
</table>

Total

Agreement Review & Approvals

Project Manager  
Date  
City Attorney  
Date

Division Manager  
Date  
Department Director  
Date

Routing Instructions
Route two originals of the Agreement for review and signatures.  
Financial Office - Retain one original  
Project Manager - Retain second original for delivery to Consultant  
Public Works Engineering Project Manager

Finance Office Use Only
(Note to Finance: Please write date of Agreement in appropriate space in the Agreement document)  
Approval Date  
Appropraiton Date  
Cash Flow Date

Rev. 03/2009
AMENDMENT NO. 3 TO AGREEMENT

Project: Southside Drive Sanitary Sewer Extension

Background Data: Original Contract Date: July 16, 2013
Owner: City of Rapid City
Consultant: HDR Inc.

Nature of Amendment: This amendment revises the project schedule, adds funding for project scope changes encountered during the design process, and eliminates items removed from the project scope. These changes are described in exhibits A, and B. The new contract completion date shall be December 31, 2017.

Current Contract Amount: $570,734.00
Change Requested: $21,547.00
New Contract Amount: $592,281.00

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: ____________________________

ENGINEER

By: ____________________________

Date: ____________________________

ATTEST:

By: ____________________________
Finance Officer

Date: ____________________________
Exhibit A – Design Scope of Services – Amendment #3

Project Background
HDR Engineering was selected by the City of Rapid City in July of 2013 to complete design services for the sanitary sewer extension project on the southeast side of Rapid City. Amendment #1 and #2 were previously approved for additional services including environmental permitting, bidding of two separate construction projects, additional geotechnical investigation, and additional project management efforts and labor escalation required for the extended project schedule. City Engineering staff have revised bid dates to accommodate the current bidding environment and available budgets.

Amended Project Design Scope of Services

TASK 2A – FINAL DESIGN SERVICES
This task consists of all services necessary to take project from Task 1 Preliminary Design Services through the Final Design Services, and shall include the following itemized services.

A3.1 Structural Design of Cast in Place Manhole. The layout and structural design of a special manhole was provided by HDR. The design incorporated corrosion protection and will allow for a future downstream trunk sewer to relieve the existing 27” sewer located east of Felicia Street. The original project scope included manhole layout and sizing of precast manholes however the City preferred a cast in place structure at this location requiring a structural engineer.

A3.2 Additional Construction Document Review Submittal. An additional review submittal was provided for the Southside Drive plans after 95% documents and prior to Issued for Bid documents. A preliminary set of Reservoir Road plans was provided (included in existing task 2A.6) to assist with landowner negotiations. Since that time the sewer alignment has been revised which required revisions to the construction plans.

A3.3 Material Evaluation for Basis of Award. Following bid opening of the Southside Drive construction bids HDR provided a material evaluation for the City’s use in selecting the preferred bid alternate.

A3.4 Floodplain Development Permit. HDR applied for a Floodplain Development Permit through Pennington County. The permit was required due a portion of the project being located within the floodplain boundary. A second permit is required for the Reservoir Road project. A total of two floodplain development permits will be obtained.

A3.5 Topographic Survey. HDR completed additional topographic survey in an area where the ground has been altered since the original survey completed in 2013.

A3.6 Utility Location Verification. HDR coordinated utility locates and surveyed utility locations on Southside Drive. The previous approach included a single bid package and additional effort was required for separate bids.

A3.7 Project Management: Additional Project Management requirements for schedule extension. The Reservoir Road bid date has been extended five months from the previously agreed upon schedule. Project management tasks include project monitoring and reporting, resource management and allocation based on current
activities, budgeting and monthly invoicing, coordinating with the owner and subconsultants, and HDR team meetings.

Deductions from Existing Contract:

2A.6 – Easement Acquisition. Fewer easements were required than originally anticipated. The engineering fee has been reduced to account for a reduction in actual effort.

2A.7 – Service Agreements. Individual service connections to the new sewer were not allowed as originally anticipated. The engineering fee has been reduced to account for a reduction in effort associated with securing service agreements.

Amended Project Schedule

The revised project schedule for final design services is based on the current project status and goals for the project. The actual schedule for the Reservoir Road Construction Project is dependent on easement acquisition.

## Reservoir Road Construction Project

<table>
<thead>
<tr>
<th>Activity</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>65% Plan Submittal</td>
<td>Completed December 20, 2016</td>
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<tr>
<td>Easements Secured</td>
<td>February 15, 2017</td>
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<tr>
<td>100% Plan Submittal</td>
<td>Three weeks after receiving City Review Comments</td>
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<td>Issued for Bid Plans</td>
<td>Two weeks after receiving City Review Comments</td>
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<tr>
<td>Bid Date</td>
<td>Anticipated April 4, 2017</td>
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## Task 2A – Final Design Services

<table>
<thead>
<tr>
<th>Task Description</th>
<th>Total Hours</th>
<th>Labor Total</th>
<th>Expense Total</th>
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<tbody>
<tr>
<td>A3.1 Structural Design of Cast in Place Manhole</td>
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<td>A3.2 Additional Construction Document Review Submittal</td>
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<td>A3.3 Material Evaluation for Basis of Award</td>
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<td>A3.4 Floodplain Development Permit</td>
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<td>A3.5 Topographic Survey</td>
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<td>A3.6 Utility Location Verification</td>
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<td>A3.7 Project Management (5 Additional Months)</td>
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<td>Deduct 2A.6 - Easement Acquisition</td>
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<td>Deduct 2A.7 - Connection Agreements</td>
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**Amendment #3 Total**  
173.5 | $21,120 | $427

**TOTAL LABOR**  
$21,120

**TOTAL EXPENSES**  
$427

**TOTAL NOT TO EXCEED FEE**  
$21,547