

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

Date:

Project Name & Number: Rapid Creek Trunk Sewer Manhole Rehabilitation, PN SS10-1852

CIP #:
50194

Project Description: Evaluate infiltration and inflow in existing manholes. Determine at least two methods of recommended repair procedures.

Consultant: Dream Design International, Inc.

Original
Contract Amount:
\$24,515.00Original
Contract Date:
May 4, 2010Original
Completion Date:
07/30/2010

Addendum No:

Amendment Description:

Current Contract Amount: _____

Current Completion Date: _____

Change Requested: _____

New Contract Amount: _____ \$0.00

New Completion Date: _____

Funding Source This Request:

Amount	Dept.	Line Item	Fund	Comments
\$24,515.00	833	4223	604	
\$24,515.00	Total			

Agreement Review & Approvals

Luis Arguella 3/30/2010
Project Manager Date

Joe Brown 3/31/10
Compliance Specialist Date

Paul Hand 4/10/10
City Attorney Date

Joe Tom 3-31-10
Division Manager Date

U/R 3-31-10
Department Director Date

Division Manager 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
4/6/10	U/R	Y
Appropriation		N
Cash Flow		N

Item #11

Rev. 03/2009

**Agreement Between City of Rapid City and Dream Design International, Inc.
for Professional Services for Rapid Creek Trunk Sewer Manhole Rehabilitation,
Project No. SS10-1852 / CIP No. 50194**

AGREEMENT made May 3, 2010, between the City of Rapid City, SD (City) and Dream Design International, Inc., (Engineer), located at 528 Kansas City Street Suite 4, Rapid City, South Dakota, 57701. City intends to obtain services for Rapid Creek Trunk Sewer Manhole Rehabilitation, Project No. SS10-1852 / CIP No. 50194. The scope of services is as described in Exhibits A and B.

The City and the Engineer agree as follows:

The Engineer shall provide professional engineering services for the City in all phases of the Project as defined in Exhibits A and B, serve as the City's professional engineering representative for the Project, and give professional engineering consultation and advice to the City while performing its services.

Section 1—Basic Services of Engineer

1.1 General

- 1.1.1 The Engineer shall perform professional services described in this agreement, which include customary engineering services. Engineer intends to serve as the City's professional representative for those services as defined in this agreement and to provide advice and consultation to the City as a professional. Any opinions of probable project cost, approvals, and other decisions provided by Engineer for the City are rendered on the basis of experience and qualifications and represent Engineer's professional judgment.
- 1.1.2 All work shall be performed by or under the direct supervision of a professional Engineer licensed to practice in South Dakota.
- 1.1.3 All documents including Drawings and Specifications provided or furnished by Engineer pursuant to this Agreement are instruments of service in respect of the Project and Engineer shall retain an ownership therein. Reuse of any documents pertaining to this project by the City on extensions of this project or on any other project shall be at the City's risk. The City agrees to defend, indemnify, and hold harmless Engineer from all claims, damages, and expenses including attorney's fees arising out of such reuse of the documents by the City or by others acting through the City.



1.2 Scope of Work

The Engineer shall:

- 1.2.1 Consult with the City, other agencies, groups, consultants, and/or individuals to clarify and define requirements for the Project and review available data.
- 1.2.2 Perform the tasks described in the Scope of Services. (See Exhibits A and B.)
- 1.2.4 Prepare a report presenting the results of the study as outlined in the scope of services.

Section 2—Information Provided by City

The City will provide any information in its possession for the project at no cost to the Engineer.

Section 3—Notice to Proceed

The City will issue a written notification to the Engineer to proceed with the work. The Engineer shall not start work prior to receipt of the written notice. The Engineer shall not be paid for any work performed prior to receiving the Notice to Proceed.

Section 4—Mutual Covenants

4.1 General

- 4.1.1 The Engineer shall not sublet or assign any part of the work under this Agreement without written authority from the City.
- 4.1.2 The City and the Engineer each binds itself and partners, successors, executors, administrators, assigns, and legal representatives to the other party to this agreement and to the partners, successors, executors, administrators, assigns, and legal representatives of such other party, regarding all covenants, agreements, and obligations of this agreement.
- 4.1.3 Nothing in this agreement shall give any rights or benefits to anyone other than the City and the Engineer.
- 4.1.4 This agreement constitutes the entire agreement between the City and the Engineer and supersedes all prior written or oral understandings. This agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.



- 4.1.5 The Engineer shall make such revisions in plans which may already have been completed, approved, and accepted by the City, as are necessary to correct errors or omissions in the plans, when requested to do so by the City, without extra compensation therefore.
- 4.1.6 If the City requests that previously satisfactorily completed and accepted plans or parts thereof be revised, the Engineer shall make the revisions requested by the City. This work shall be paid for as extra work.
- 4.1.7 If the City changes the location from the one furnished to the Engineer, or changes the basic design requiring a new survey for the portions so changed, the redesign will be paid for as extra work.
- 4.1.8 The City may at any time by written order make changes within the general scope of this Agreement in the work and services to be performed by the Engineer. Any changes which materially increase or reduce the cost of or the time required for the performance of the Agreement shall be deemed a change in the scope of work for which an adjustment shall be made in the Agreement price or of the time for performance, or both, and the Agreement shall be modified in writing accordingly. Additional work necessary due to the extension of project limits shall be paid for as extra work.
- 4.1.9 Extra work, as authorized by the City, will be paid for separately and be in addition to the consideration of this Section.
- 4.1.10 For those projects involving conceptual or process development services, activities often cannot be fully defined during the initial planning. As the project does progress, facts and conditions uncovered may reveal a change in direction that may alter the scope of services. Engineer will promptly inform the City in writing of such situations so that changes in this agreement can be renegotiated.
- 4.1.11 This Agreement may be terminated (a) by the City with or without cause upon seven days' written notice to the Engineer and (b) by the Engineer for cause upon seven days' written notice to the City. If the City terminates the agreement without cause, the Engineer will be paid for all services rendered and all reimbursable expenses incurred prior to the date of termination.

If termination is due to the failure of the Engineer to fulfill its agreement obligations, the City may take over the work and complete it by agreement or otherwise. In such case, the Engineer shall be liable to the City for any additional cost occasioned thereby.



- 4.1.12 The City or its duly authorized representatives may examine any books, documents, papers, and records of the Engineer involving transactions related to this agreement for three years after final payment.
- 4.1.13 The City shall designate a representative authorized to act on the City's behalf with respect to the Project. The City or such authorized representative shall render decisions in a timely manner pertaining to documents submitted by the Engineer in order to avoid unreasonable delay in the orderly and sequential progress of the Engineer's services.
- 4.1.14 Costs and schedule commitments shall be subject to renegotiation for delays caused by the City's failure to provide specified facilities or information or for delays caused by unpredictable occurrences including without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults by suppliers of materials or services, process shutdowns, acts of God, or the public enemy, or acts of regulations of any governmental agency. Temporary delays of services caused by any of the above which results in additional costs beyond those outlined may require renegotiation of this agreement.
- 4.1.15 The City will give prompt written notice to the Engineer if the City becomes aware of any fault or defect in the Project or nonconformance with the Project Documents.
- 4.1.16 Unless otherwise provided in this Agreement, the Engineer and the Engineer's consultants shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to hazardous materials in any form at the project site, including but not limited to asbestos products, polychlorinated biphenyl (PCB), or other toxic substances.
- 4.1.17 In the event asbestos or toxic materials are encountered at the jobsite, or should it become known in any way that such materials may be present at the jobsite or any adjacent areas that may affect the performance of Engineer's services, Engineer may, at their option and without liability for consequential or any other damages, suspend performance of services on the project until the City retains appropriate specialist CONSULTANT(S) or contractor(s) to identify, abate, and/or remove the asbestos or hazardous or toxic materials.
- 4.1.18 This agreement, unless explicitly indicated in writing, shall not be construed as giving Engineer the responsibility or authority to direct or supervise construction means, methods, techniques, sequences, or procedures of construction selected by any contractors or



subcontractors or the safety precautions and programs incident to the work of any contractors or subcontractors.

- 4.1.19 Neither the City nor the Engineer, nor its Consultants, shall hold the other liable for any claim based upon, arising out of, or in any way involving the discharge, dispersal, release or escape of smoke, vapors, soot, fumes, acids, alkalis, toxic chemicals, liquids, or gases, waste materials, or other irritants, contaminants, or pollutants.
- 4.1.20 Neither the City nor the Engineer, nor its Consultants, shall hold the other liable for any claim based upon, arising out of, or any way involving the specification or recommendation of asbestos, in any form, or any claims based upon use of a product containing asbestos.
- 4.1.21 Engineer hereby represents and warrants that it does not fail or refuse to collect or remit South Dakota or City sales or use tax for transactions which are taxable under the laws of the State of South Dakota.

4.2 **City of Rapid City NonDiscrimination Policy Statement**

In compliance with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination act of 1975, the Americans with Disabilities Act of 1990, and other nondiscrimination authorities it is the policy of the City of Rapid City, 300 Sixth Street, Rapid City, SD 57701-5035, to provide benefits, services, and employment to all persons without regard to race, color, national origin, sex, disabilities/handicaps, age, or income status. No distinction is made among any persons in eligibility for the reception of benefits and services provided by or through the auspices of the City of Rapid City.

Engineer will permit access to any and all records pertaining to hiring and employment and to other pertinent data and records for the purpose of enabling the Commission, its agencies or representatives, to ascertain compliance with the above provisions.

This section shall be binding on all subcontractors or suppliers.

Section 5—Payments to the Engineer

5.1 **Schedule of Pay Rates**

The City will pay the Engineer for services rendered or authorized extra work according to the Engineer's hourly rate schedule. (See Exhibit C.)

5.2 **Fee**



The maximum amount of the fee for the services as detailed in Section 1.2 shall not exceed \$24,515.00 unless the scope of the project is changed as outlined in Section 4. If expenses exceed the maximum amount, the Engineer shall complete the design as agreed upon here without any additional compensation. Sub task dollar amounts may be reallocated to other tasks as long as the total fee is not exceeded.

5.3 Progress Payments

Monthly progress payments shall be processed by the City upon receipt of the claim as computed by the Engineer based on work completed during the month at the rates established in Section 5.1 and approved by the City.

Net payment to the Engineer shall be due within forty-five (45) days of receipt by the City.

Section 6—Completion of Services

The Engineer shall complete services on or before July 30, 2010.

Section 7—Insurance Requirements

7.1 Insurance Required

The Engineer shall secure the insurance specified below. The insurance shall be issued by insurance company(s) acceptable to the City and may be in a policy or policies of insurance, primary or excess. Certificates of all required insurance including any policy endorsements shall be provided to the City prior to or upon the execution of this Agreement.

7.2 Cancellation

The Engineer will provide the City with at least 30 days' written notice of an insurer's intent to cancel or not renew any of the insurance coverage. The Contractor agrees to hold the City harmless from any liability, including additional premium due because of the Contractor's failure to maintain the coverage limits required.

7.3 City Acceptance of Proof

The City's approval or acceptance of certificates of insurance does not constitute City assumption of responsibility for the validity of any insurance policies nor does the City represent that the coverages and limits described in this agreement are adequate to protect the Engineer, its consultants or subcontractors interests, and assumes no liability therefore. The Engineer will



hold the City harmless from any liability, including additional premium due, because of the Engineer's failure to maintain the coverage limits required.

7.4 Specific Requirements

- 7.4.1 Workers' compensation insurance with statutory limits required by South Dakota law. Coverage B-Employer's Liability coverage of not less than \$500,000 each accident, \$500,000 disease-policy limit, and \$500,000 disease-each employee.
- 7.4.2 Commercial general liability insurance providing occurrence form contractual, personal injury, bodily injury and property damage liability coverage with limits of not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, and \$2,000,000 aggregate products and completed operations. If the occurrence form is not available, claims-made coverage shall be maintained for three years after completion of the terms of this agreement. The policy shall name the City and its representatives as an additional insured.
- 7.4.3 Automobile liability insurance covering all owned, nonowned, and hired automobiles, trucks, and trailers. The coverage shall be at least as broad as that found in the standard comprehensive automobile liability policy with limits of not less than \$1,000,000 combined single limit each occurrence. The required limit may include excess liability (umbrella) coverage.
- 7.4.4 Professional liability insurance providing claims-made coverage for claims arising from the negligent acts, errors or omissions of the Engineer or its consultants, in the amount of \$1,000,000 each occurrence and \$1,000,000 annual aggregate. Coverage shall be maintained for at least three years after final completion of the services.

Section 8—Hold Harmless

The Engineer hereby agrees to hold the City harmless from any and all claims or liability including attorneys' fees arising out of the professional services furnished under this Agreement, and for bodily injury or property damage arising out of services furnished under this Agreement, providing that such claims or liability are the result of a negligent act, error or omission of the Engineer and/or its employees/agents arising out of the professional services described in the Agreement.

Section 9—Independent Business

The parties agree that the Engineer operates an independent business and is contracting to do work according to his own methods, without being subject to the



control of the City, except as to the product or the result of the work. The relationship between the City and the Engineer shall be that as between an independent contractor and the City and not as an employer-employee relationship. The payment to the Engineer is inclusive of any use, excise, income or any other tax arising out of this agreement.

Section 10-Indemnification

If this project involves construction and Engineer does not provide consulting services during construction including, but not limited to, onsite monitoring, site visits, site observation, shop drawing review and/or design clarifications, City agrees to indemnify and hold harmless Engineer from any liability arising from the construction activities undertaken for this project, except to the extent such liability is caused by Engineer's negligence.

Section 11-Controlling Law and Venue

This Agreement shall be subject to, interpreted and enforced according to the laws of the State of South Dakota, without regard to any conflicts of law provisions. Parties agree to submit to the exclusive venue and jurisdiction of the State of South Dakota, 7th Judicial Circuit, Pennington County.

Section 12-Severability

Any unenforceable provision herein shall be amended to the extent necessary to make it enforceable; if not possible, it shall be deleted and all other provisions shall remain in full force and effect.

Section 13—Funds Appropriation

If funds are not budgeted or appropriated for any fiscal year for services provided by the terms of this agreement, this agreement shall impose no obligation on the City for payment. This agreement is null and void except as to annual payments herein agreed upon for which funds have been budgeted or appropriated, and no right of action or damage shall accrue to the benefit of the Engineer, its successors or assignees, for any further payments. For future phases of this or any project, project components not identified within this contract shall not constitute an obligation by the City until funding for that component has been appropriated.



IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year first above written.

City of Rapid City:

Engineer:

Office Manager

MAYOR

Renee Carlson Blair
DREAM DESIGN INTERNATIONAL, INC.

DATE: _____

DATE: 3/31/10

ATTEST:

FINANCE OFFICER

Reviewed By:

Louie Arguello

LOUIE ARGUELLO, PROJECT MANAGER

DATE: 3/30/2010



EXHIBIT A

SCOPE OF SERVICES REQUESTED

RAPID CREEK TRUNK SEWER MANHOLE REHABILITATION

SS10-1852 / CIP 50194

The general scope of this project is to provide design services for the evaluation of existing manholes for problems with infiltration and inflow. The project will consist of a Base Project and two Alternate Projects as identified on the attached document, Figure A-1. The Base Project will begin at 32nd Street and continue to Canyon Lake Drive. Alternate 1 will include the manholes from Canyon Lake Drive to Mountain View Road. Alternate 2 will include the manholes from Mountain View Road to Executive Drive. This project will consist of three tasks, including preliminary design services, final design services and bidding services.

TASK 1 - PRELIMINARY DESIGN SERVICES:

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

- 1.1 Kick-off Conference: Dream Design International (hereinafter referred to as DDI) will meet with City staff to detail project concept and scope. DDI will prepare an agenda, take minutes, and distribute minutes.
- 1.2 DDI will review background information including photos of manholes and video surveys, service line cards and any existing I&I Studies within the project area.
- 1.3 DDI with City Utility Maintenance personnel will evaluate all of the manholes within the Base Project area to identify the most common types of problems.
- 1.4 DDI will research various types of manhole rehabilitation processes and determine the most cost-effective repairs for specific types of problems occurring within the Base Project area. These may include manhole replacement, pipe replacement (within 5 feet of manhole), Insitu-Form of pipes (within 5 feet of manhole), manhole grouting, pressure grouting, manhole lining, recycled rubber rings, expanding foam, mudjacking, and directional boring with bentonite. DDI will also review service line cards to identify if abandonment will be required. DDI will determine the two most common types of problems within the Base Project area and will provide a preliminary design for each of those types of problems. While multiple processes will be investigated, the repairs for this project will be limited to two different types of repairs.
- 1.5 DDI will prepare a Preliminary Manhole Rehabilitation Report which will reflect the findings and preliminary alternatives available. In addition, it will include a photo of each manhole to be repaired and the type of repair needed for each manhole. The report will also include full-scale, 11"x17" drawings showing the typical types of repairs for the manholes. The Report will be prepared in such a manner that it can be bound into the project Bid Documents.
- 1.6 DDI will prepare a preliminary opinion of probable construction costs for the project.
- 1.7 DDI will attend the submittal review meeting with City staff.

TASK 2 - FINAL DESIGN SERVICES:

This task consists of all services necessary to take the project from Task 1 Preliminary Design Services through the Final Design Services, and may include the following itemized services.

- 2.1 Upon completion of the 65% Report, DDI and City staff will evaluate the project budget to determine if Alternate 1 and/or Alternate 2 can be added to the scope. If it is determined that additional budget remains, the design plan will be expanded to incorporate manholes that can be repaired using the two types of repairs identified in the design report. Utility Maintenance personnel will assist DDI with any additional manhole evaluation performed.
- 2.2 DDI will address City comments from the Task 1 City review(s) and finalize the Design Plans.
- 2.3 DDI will evaluate the need for an Erosion and Sediment Control Plan and prepare one if required. The appropriate bid items will be included in the bidder's proposal.
- 2.4 DDI will provide internal quality control / quality assurance of the Final Design Services Submittal.
- 2.5 DDI will provide four (4) copies of the Final Design Services Submittal. The submittal will consist of the final Manhole Rehabilitation Report, specifications, contract documents, and the opinion of probable construction cost. The submittal will be to the City of Rapid City's project manager for review. The Final Design Services submittal will be made to the City when DDI believes the report, specifications, contract documents, and the opinion of probable construction cost are 100% complete.
- 2.6 DDI will coordinate directly with utility companies' engineering divisions to ensure that all existing utilities are completely and accurately identified and located in the field; that pertinent information regarding depth, material, size, etc. are noted on the plans.
- 2.7 DDI will identify any exceptions during the design of the project. If exceptions to the design standards are necessary, DDI will request and secure exceptions. Failure by the City to comment on a nonconforming item during a review does not constitute the granting of an exception.
- 2.8 DDI will provide detailed specifications supplementing the City of Rapid City Standard Specifications, as necessary. Specific issues will be indicated as a General Note on the drawings. Material types and material specific items will be included as a detailed specification.
- 2.9 DDI will identify permits that will be required for the Contractor. Any permit costs to be paid by the contractor will be included in the bid schedule. The City will be notified of any permit costs that will be paid for directly by the City. Typically all permit costs are the Contractor's obligation.
- 2.10 Prepare final "Engineer's Estimate" of probable construction costs for the project.
- 2.11 All submittals (drawings and specifications) believed by the Engineer of Record to be final, shall contain a Certification Statement of Conformance with City Standards which shall read, "I (insert Engineer of Record's name) Certify that I have read and understand the provisions contained in the City of Rapid City Standard Specifications for Public Works Construction, current edition and the City of Rapid City's adopted Design Criteria Manuals. The drawings and specifications contained here within, to the best of my knowledge, were prepared in accordance with these documents or a properly executed exception to the Standard Specifications and/or Infrastructure Design Criteria Manual has been secured". This statement shall appear on the title sheet of the drawings and on the first page of specifications after the cover sheet. The "Certification Statement of Conformance with City Specifications" shall be signed and dated by the Engineer of Record.

- 2.12 DDI will submit the Final Design Services Submittal to DENR and address any comments as necessary.
- 2.13 DDI will provide the following electronic documents as specified to the City:
- Provide complete plans on CD compatible with AutoCAD Release 2006 to 2008 format.
 - Provide all topographic, control, and design points in the .dwg file and in tabular format, both on CD and on hard copy printout.
 - Provide complete specifications and contract documents on CD in Microsoft Word XP or previous versions.
 - Provide a unit price cost estimate on CD in Microsoft Excel 2007 or previous version on the City of Rapid City "Engineer's Estimate" form.
 - Provide Engineer's Estimate of probable construction costs as a component of this submittal.

TASK 3 – BIDDING SERVICES:

This task consists of all services necessary for the administration of the Bidding Services of the project, and may include the following itemized services.

- 3.1 DDI will submit sufficient information to the City of Rapid City's project manager for completion of the City Advertising Authority form.
- 3.2 DDI will conduct a Pre-bid Conference, record attendance and minutes, and distribute copies to all attendees.
- 3.3 DDI will prepare and issue addenda to the bid documents as required.
- 3.4 DDI will attend the bid opening (to be held at the City Finance Office).
- 3.5 DDI will attend Public Works Committee and Council Meetings as required.
- 3.6 DDI will review the Bid Tab prepared by the City of Rapid City in Microsoft Excel project book format within one (1) working day of the bid opening. DDI will forward a copy of the final bid tab to all bidders and the project manager.
- 3.7 DDI will prepare the Notice of Award letter for the City of Rapid City's project manager's signature and distribution to the contractor for execution.
- 3.8 DDI will review the contract documents and submit them to the contractor for execution.
- 3.9 DDI will review the construction contract documents and other submittals from the contractor and submit them to the City of Rapid City's project manager for distribution to the City Attorney for approval and the signatures of the Mayor and Finance Officer.

PROJECT TEAM, MEETINGS, AND SUBMITTALS SUMMARY

Project team members will include:

- Dream Design International
- City Engineering Services staff
- Operations Division staff
 - Utility Maintenance

Meetings requiring DDI's participation will likely include, but may not be limited to the following:

- Kick-off meeting
- Project Design Report and 35% Plans and Specifications submittal review meeting
- 65% Plans and Specifications submittal review meeting
- Private Utility coordination meeting
- 100% Plans, Specifications, and Contract Documents review. This submittal will be made when DDI believes the plans, specifications, contract documents, and opinion of probable construction cost documents are complete.
- Pre-bid Conference
- Bid Opening
- Committee and Council Meetings as required
- Elaborate on submittal requirements as necessary.

Submittals include:

- Kick-off meeting minutes
- Project Design Report and 35% Plans and Specifications
- 65% Plans and Specifications
- Final Project Design Report
- 100% Plans and Specifications, contract documents, and the Engineer's Estimate of probable construction costs
- Pre-bid conference meeting minutes
- Bid Tab and award recommendation

DDI will allow 10 working days for City review of the Technical Memo, Project Design report and 35% review submittal, 65% review submittal, and the 100% complete plans; specifications; contract documents; and the Engineer's Estimate of probable construction costs.

Rapid City-Pennington County GIS



EXHIBIT B

RAPID CREEK TRUNK SEWER MANHOLE REHABILITATION
Project No. SS10-1852 / CIP No. 50194

TASK DESCRIPTION	TASK TOTAL
TASK 1 - PRELIMINARY DESIGN SERVICES:	\$ 13,950.00
TASK 2 - FINAL DESIGN SERVICES:	\$ 8,595.00
TASK 3 - BIDDING SERVICES:	\$ 1,615.00
DELIVERABLE TOTAL (COPYING COSTS)	\$ 355.00
TOTAL :TASK ONE, TWO, THREE AND DELIVERABLES	\$ 24,515.00

EXHIBIT C



DREAM DESIGN INTERNATIONAL, INC.

RATE SCHEDULE

<i>Principal</i>	\$130.00
<i>Senior Project Manager</i>	\$110.00
<i>Project Manager</i>	\$100.00
<i>Project Engineer</i>	\$95.00
<i>Project Coordinator</i>	\$95.00
<i>Senior Landscape Architect</i>	\$110.00
<i>Landscape Architect</i>	\$100.00
<i>Senior Engineering Technician II</i>	\$90.00
<i>Engineering Technician II</i>	\$85.00
<i>Engineering Technician I</i>	\$70.00
<i>Administrative</i>	\$60.00

REIMBURSABLE EXPENSES

<i>Mileage</i>	\$0.585
<i>Xerox Bond Copies(per square foot)</i>	\$0.15
<i>Copies of Plats (15 x 26)</i>	\$0.65
<i>Copies, Black and White (8 ½ x 11)</i>	\$0.25
<i>Copies, Black and White (11 x 17)</i>	\$0.50
<i>Copies, Color (8 ½ x 11)</i>	\$0.75
<i>Copies, Color (11 x 17)</i>	\$1.00
<i>Meals</i>	Actual Costs
<i>Lodging</i>	Actual Costs
<i>Any expenses will be on an as needed basis</i>	

528 Kansas City Street, Suite 4. Rapid City, SD 57701

Telephone: (605) 348-0538, Fax: (605) 348-0545, Email: engineers@dreamdesigninc.com