

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

**Project Name & Number:** Elk Vale Lift Station Upgrades  
Project No. 11-1999

**CIP #:** 50728

**Project Description:** To provide professional engineering services.

**Consultant:** Cetec Engineering Services, Inc.

**Original Contract Amount:** \$499,204.00

**Original Contract Date:** April 17, 2012

**Original Completion Date:** June 28, 2013

**Addendum No: 3**

**Amendment Description:** This amendment is for additional design efforts and construction administration related to the Elk Vale Lift Station. The additional design efforts related to additional items desired by the City as the project progressed and unforeseen conditions that were encountered.

**Current Contract Amount:** \$600,595.54

**Current Completion Date:** November 1, 2013

**Change Requested:** \$16,500.00

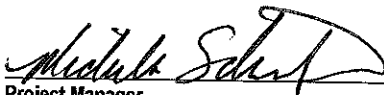
**New Contract Amount:** \$617,095.54

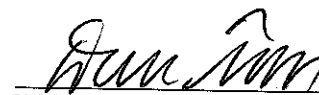
**New Completion Date:** January 31, 2014


**Funding Source This Request:**

Amount	Dept.	Line Item	Fund	Comments
\$16,500.00	833	4223	0604	
	<b>Total</b>			

**Agreement Review & Approvals**

  
Project Manager 12/18/13  
Date

  
Division Manager 12-20-13  
Date

  
Compliance Specialist 12/20/13  
Date

  
Department Director 12-20-13  
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	12/23/13	JA	<input checked="" type="checkbox"/> N
Cash Flow			<input type="checkbox"/> Y <input type="checkbox"/> N

**AMENDMENT NO. 3 TO AGREEMENT**

**Project:** Elk Vale Lift Station Upgrades  
Project No. 11-1999  
**Background Data:** Effective Date of Agreement: January 6, 2014  
Owner: City of Rapid City  
Engineer: Cetec Engineering Services, Inc.

**Nature of Amendment:** This amendment is for the additional design work and construction administration required to complete the Elk Vale Lift Station.

**Current Contract Amount:** \$600,595.54

**Change Requested:** \$16,500

**New Contract Amount:** \$617,095.54

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: \_\_\_\_\_  
Mayor

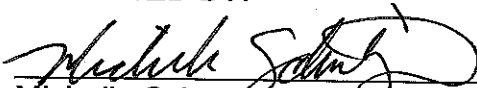
Date Signed: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_  
Finance Officer

Date Signed: \_\_\_\_\_

REVIEWED BY:

  
Michelle Schweitzer, Project Manager

ENGINEER:

By:   
Cetec Engineering Services Inc.

Date Signed: 12/18/13



## Additional Services Engineering Amendment Request

To: Ms. Michelle Schweitzer, P.E.  
Project Manager  
City of Rapid City  
Engineering Services Division  
300 Sixth Street  
Rapid City, SD 57701

From: CETEC Engineering Services, Inc.  
1560 Concourse Drive  
Rapid City, SD 57703

Date: December 16, 2013

Subject: **Additional and Post Construction Engineering Services  
Elk Vale Lift Station Upgrades  
Project No. 12-2049 / CIP #50913**

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### Scope:

CETEC is requesting an amendment for additional services performed at the request of the City of Rapid City during the administration and construction of the Elk Vale Pump Station. A brief itemization of specific items and effort is provided below. Please note that CETEC Engineering attempted to absorb the additional efforts within the original approved budget however, the efforts to date and forthcoming are proving to be beyond our control.

Specific items include:

1. CPR No. 5 – ADA Modifications
  - a. CETEC was requested to review and make design modifications to the lift station in order to provide an ADA compliant restroom. In addition, the MCC and EMCC panels submitted by Kurtz Construction were found to be larger than the defined space. Considering the need to modify the layout of the room and allow for a larger restroom and MCC footprint, CPR No. 5 was created and administered.
    - i. Amendment Request: \$3,500.00
2. CPR No. 7 – Hatch Alarms
  - a. CETEC was requested to review and administer design changes that would incorporate intrusion detection alarm systems on each of the wetwell hatches.
    - i. Amendment Request: \$700.00

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3. CPR No. 24 - Existing Unit Heater, Sidewalk, Return Pump 90, O2 Protection
    - a. CETEC is requesting a portion of this effort and is not including effort to administer/design the existing unit heater power connections.
      - i. Amendment Request: \$500.00
  4. CPR No. 25 – Hatch Rails
    - a. CETEC is requesting a portion of this effort.
      - i. Amendment Request: \$600.00
  5. Engineering Services from December 22, 2012 to February 1, 2013
    - a. CETEC is requesting reimbursement for full time onsite observation for 20 working days.
      - i. Amendment Request: \$5,000.00
  6. Lox Tank Plans and Coordination
    - a. Preparation, administration, and coordination of specifications and construction work.
      - i. Amendment Request: \$500.00
  7. Post November 1, 2013 engineering, observation and administration
    - a. Amendment Request: \$6,500.00
  8. CPR No. 14 – Chain Hoist Modifications
    - a. CETEC agrees to pay for contractor costs associated with redesign of the chain hoist system.
      - i. Amendment Deduct: (\$800.00)

**Total Amendment Request: \$16,500.00**

Please review and comment. We appreciate working with the City of Rapid City and thank you for the opportunity. We also hope this amendment is received with consideration of the additional work provided. We will continue coordinating the remaining work items with the Contractor and shall as agreed, provide warranty inspections and all post construction deliverables.

Sincerely,  
CETEC Engineering Services, Inc.



Brook B. Stromer, P.E., Project Manager