

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

Project Name & Number: Rapid City Regional Airport Water Transmission Main Loop
Project No. 11-1992

CIP #: 50892

Project Description: To provide professional engineering services (Construction Administration).

Consultant: Banner Associates

Original Contract Amount: \$138,357.00

Original Contract Date: August 21, 2012

Original Completion Date: December 31, 2013

Amendment No: 1

Amendment Description: Addition of construction administration for Project 2 (Project No. 12-2012 / CIP 50899)

Current Contract Amount: \$138,357.00

Current Completion Date: _____

Change Requested: \$74,079.00

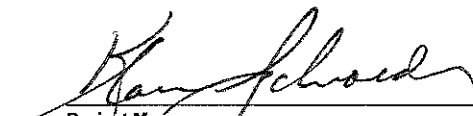
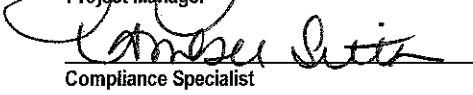
New Contract Amount: \$212,436.00

New Completion Date: _____



Funding Source This Request:

Amount	Dept.	Line Item	Fund	Comments
\$74,079.00	932	4223	602	
Total				

Agreement Review & Approvals


 Project Manager 7/1/14
Date

 Compliance Specialist 7/1/14
Date

 City Attorney Date


 Division Manager 7-7-14
Date

 Department Director 7-7-14
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: 7/8/14 Initials: [Signature] Approved: Y N
 Appropriation: Cash Flow:

AMENDMENT NO. 1 TO AGREEMENT

Project: Rapid City Regional Airport Water Transmission Main Loop

Background Data: Original Contract Date: 8/21/2012
Owner: City of Rapid City
Consultant: Banner Associates

Nature of Amendment: Addition of Construction Administration services for Project 2 for Twilight-Anderson Water Transmission Main (Project No. 12-2012 / CIP No. 50899)

Current Contract Amount: \$ 138,357.00

Change Requested: \$ 74,079.00

New Contract Amount: \$ 212,436.00

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

BANNER ASSOCIATES

By: _____
Mayor

By: _____

Date: _____

Date: _____

ATTEST:

By: _____
Finance Officer

Date: _____

EXHIBIT "A"

Agreement Scope of Services for Basic and Expanded Construction Administration Services for the Twilight-Anderson Water Main Construction (Project 2 - CIP 50899)

GENERAL AGREEMENT SCOPE:

The City of Rapid City has determined the need to procure construction related services for the Rapid City Regional Airport Water Transmission Main Loop Project 2011-1992 / CIP 50892. The overall airport water line portion of the project has been divided into 4 separate bid packages (see attached map – Exhibit "D"). Projects 1 and 4 have previously been constructed. Project 2 (Project #2012 / CIP 50899), Twilight-Anderson Water Transmission Main Extension will be constructed under this Agreement Scope. The final bid package, Project 3 (Project #2013 / CIP 50900), Longview Water Main Transmission Main Extension will likely come later in 2014, upon securing of the necessary easement agreements. Currently, it is not anticipated that the two projects will have the ability to be constructed concurrently, and this amendment is based on the assumption of sequential construction of the two projects.

The Twilight-Anderson Ridge Water Transmission Main Extension (Project 2) generally consists of approximately 12,100 feet of 16" fully restrained PVC water main. The 16" diameter pipeline is to be constructed to "line & grade". The project includes grading for the future extension of Twilight and Anderson Streets from its current east terminus to Meadow Ridge Drive. Approximately 1,000 feet of the project is near the edge of the pavement section (end of Anderson Rd. near Longview Rd. intersection) in an existing Pennington County residential neighborhood.

The following tasks will be provided:

TASK 4 – BASIC CONSTRUCTION SERVICES:

This task consists of services necessary for the administration of the Basic Construction Services of the project construction stage, and including the following itemized services:

- 4.1 *City of Rapid City staff shall prepare and distribute Notice to Proceed to Contractor.*
- 4.2 *Conduct a Pre-Construction Conference including agenda. Record minutes and distribute to all attendees.*
- 4.3 *Removed at direction of the City.*
- 4.4 *Provide recommendations to address changed or unknown conditions that may appear during construction.*
- 4.5 *Review and take action on shop drawings, product submittals, test results, and other submittals.*
- 4.6 *Prepare "As-Built" plans and specifications. "As-Built" plans and specifications shall be submitted as a hard copy and on CD compatible with AutoCAD Release 2008 or newer format. Submit to Engineering Services within 30 days of project completion.*

TASK 5 – EXPANDED CONSTRUCTION SERVICES:

This task consists of services necessary for the administration of the Expanded Construction Services of the project construction stage, and including the following itemized services:

- 5.1 *Review removal limits of appropriate items.*
- 5.2 *Review Contractor prepared Public Service Announcements (P.S.A.'s) for Engineering Services. Engineering Services will be responsible for distribution to all local media. Copies of P.S.A.'s shall be distributed 2-3 days prior to start of work or change in operations that may significantly affect the public.*
- 5.3 *Appropriately notify affected Property Owners.*
- 5.4 *Conduct appropriate progress meetings. Record minutes and distribute to all attendees.*
- 5.5 *Provide daily on-site observation so that the methods and materials used by the contractor meet the intent of the plans and specifications. For buried installations such as the water transmission mains the Consultant shall be on site and witnessing the installation when the Contractor is installing these buried installations.*
- 5.6 *Prepare daily reports. A daily record of activity will be maintained by the inspector including weather conditions, construction progress, deviations from the plans and specifications, work performed, quantities*

installed and other pertinent information. Such information shall be neatly and concisely entered into the City of Rapid City Project Inspector's Diary and Inspection quantity book. Submit detachable copies to Engineering Services on a weekly basis. The Consultant shall coordinate with the City Construction Coordinator regarding whether electronic format will be accepted.

- 5.7 Perform stormwater inspections, prepare reports, and keep the erosion and sediment control plans current as required by the ordinance regulating construction site runoff control, Chapter 8.46, and the Stormwater Quality Manual.
- 5.8 Provide soil compaction testing according to the Standard Specifications. All test results shall be submitted to the City of Rapid City within 30 days of project completion.
- 5.9 Provide assurance testing (or witness Contractor testing) according to the Standard Specifications. All test results shall be submitted to the City of Rapid City within 30 days of project completion.
- 5.10 Submit monthly pay request information for entry into City electronic forms by City staff.
- 5.11 Prepare change orders, and extra work orders for contractor on City of Rapid City forms and make recommendations for their approval or denial.
- 5.12 Prepare and submit project completion punch list items to the Contractor and Engineering Services and oversee its completion.
- 5.13 Prepare and submit City of Rapid City project "Construction Project Close-out Checklist" indicating compliance with Standard Specifications and acceptance of the various infrastructure components. The Consultant is responsible for coordinating completion of the checklist items with the Contractor.
- 5.14 Prepare letter of certification of project completion verifying compliance with plans and specifications and start of warranty period.
- 5.15 Prepare a letter to SDDENR notifying them of project completion.
- 5.16 Coordinate with City so that Contractor's two-year warranty surety is provided to the City of Rapid City either within the performance bond or as a separate bond.
- 5.17 *Eliminated from scope of services at direction of the City.*

EXHIBIT "B"
Agreement for Basic and Expanded Construction Services for Project 2

Project Name: Rapid City Regional Airport Water Transmission Main Loop
City Project No. 2011-1992 / CIP 50892

BAI No: 21425-01-00

23-Jun-14

Manager: Sigurds R. Zvejnieks, PE

TASK OUTLINE		TASK TOTAL
Task 4: Basic Construction Services		
4.4	Provide Recommendations - Changed Conditions, Unexpected Conditions	\$ 1,237
4.5	Submittals & Test Results - Review and Take Action	\$ 3,684
4.6	Prepare "As-Built" Plans and Specifications	\$ 1,335
Task 5: Expanded Construction Services		
5.1	Review Removal Limits of Appropriate Items	\$ 553
5.2	Review Contractor Prepared PSA / Coord Publication with City	\$ 131
5.3	Notify Affected Property Owners	\$ 238
5.4	Conduct Progress Meetings	\$ 1,789
5.5	Daily On-site Construction Observation	\$ 45,985
5.6	Prepare Daily Reports	\$ 1,757
5.7	Perform Stormwater Inspections and Prepare Reports	\$ 790
5.8	Coord Subconsultant Soil Compaction (coord & record ; actual compaction testing by Subconsultant AET - see below)	\$ 948
5.9	Provide Assurance Testing and Documentation (Pressure, Clean, Disinfect, Bac-T)	\$ 1,210
5.10	Submit Monthly Pay Requests Quantities for City Preparation of Pay Application	\$ 1,156
5.11	Prepare Change Orders, Provide Recommendations	\$ 524
5.12	Prepare Punchlists for Contractor; Follow-up for completion	\$ 316
5.13	Prepare Construction Project Close-Out Checklist	\$ 447
5.14 & 15	Prepare Letter of Certification of Project Completion to City, SDDENR	\$ 238
5.16	Coord w/ City so that 2-year Contractor Warranty is Provided	\$ 131

TOTALS:	
TOTAL LABOR DOLLARS :	\$ 62,469

SubConsultants (included in above totals)	Cost
Who/What	
1: None	\$ -
Total SubContracts	\$ -

CONTRACT SUMMARY

BANNER ASSOCIATES, INC.

Task 4 \$ 6,256

Task 5 \$ 56,213

Banner Associates, Inc. Subtotal \$ 62,469

MATERIALS TESTING SUBCONSULTANT (AET): \$ 10,430

Reimbursables \$ 1,180

TOTAL (on "Hourly Not-to-Exceed" Basis): \$ 74,079

EXHIBIT "C"**SCHEDULE OF LABOR RATES AND EXPENSES****Rapid City Regional Airport Water Transmission Main Loop Project
Construction Services Agreement – Projects 2 and 3**

EMPLOYEE CLASSIFICATION	ID	Rate/Hr
Sr. Project/Project Managers	2057	\$159.00/Hour
	2087	\$131.00/Hour
Project Engineer/ Construction Observer	2142	\$ 79.00/Hour
	2093	\$ 76.00/Hour
	2103	\$ 73.00/Hour
	2141	\$ 73.00/Hour
Sr. CADD Technician/ CADD Technician	1701	\$ 85.00/Hour
	2025	\$ 66.00/Hour
	2028	\$ 66.00/Hour
CADD Drafter	2092	\$ 59.00/Hour
	2124	\$ 53.00/Hour
Surveying/Geomatics	2101	\$ 95.00/Hour
	2105	\$ 67.00/Hour
	2076	\$ 58.00/Hour
	2115	\$ 51.00/Hour
Summer/Part Time Help	2143	\$ 49.00/Hour
Administration	2085	\$ 41.00/Hour

1.* Transportation at \$0.55 per mile in addition to the above hourly rates.

2.* Meals at State Rates.

3.* Lodging at actual cost.

* Basis is from Banner's Rapid City office for required travel

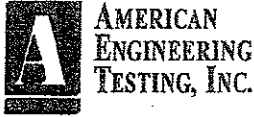
4. Reproduction:

Photocopy.....	\$0.07/Copy
Color Copies.....	0.30/Copy
Black & White Laser Prints.....	0.15/Sheet
Vellabond & Plain Paper Plots	0.50/Sq.Ft.
Mylar Film Copies and Plots.....	1.00/Sq.Ft.

5. Subcontracts Actual Cost¹

¹Subcontracts to Banner will be based on "hourly, not-to-exceed" basis

6. All other direct project expenses at actual cost of materials.



CONSULTANTS
• ENVIRONMENTAL
• GEOTECHNICAL
• MATERIALS
• FORENSICS

May 8, 2014

Banner Associates, Inc.
730 South Street, Suite 201
Rapid City, SD 57701

Attn: Mr. Sig Zvejnieks, P.E.

Subject: Cost Proposal (Revised) - Materials Testing Services
Project 2 – RC Airport Water Transmission Main
Twilight Drive and Anderson Road
Rapid City, South Dakota

Dear Sig:

INTRODUCTION

As requested, American Engineering Testing Inc. (AET) is pleased to provide this revised proposal for the Construction Observation and Testing services to be provided during construction of the Project 2 segment of the Airport Water Line project in Rapid City, South Dakota. Project 2 will cover approximately 12080 lineal feet of new water line which will run in a north-south along existing and future Anderson Road north of Long View Drive, then east –west along the future Twilight Drive alignment, then proceed north-south to Homestead Street.

SCOPE OF WORK

Based on the information provided, we understand the construction observation and testing services for this segment will include compaction testing of trench backfill for the full length of the alignment. We have assumed City of Rapid City compaction density specifications and testing frequencies will be observed. Examination of the plans indicates approximately 200 compaction tests will be required.

FEES

The following provides an estimate of the services and fees as we understand the project at this time. We have tried to be as realistic as possible in estimating testing quantities and time required. Quantities may change due to circumstances beyond our control such as weather or additional testing required or requested by the City, State, or Engineer. **Actual quantities may differ from the estimates.** You will be invoiced only for the work actually performed. If you (the client) or your representative requests AET to spend additional time beyond total estimated amount, the total estimated amount is changed accordingly and you will be invoiced for all additional services in accordance with the below units charges for this particular project.

1. **Testing of Soils**(Fill; Trench Backfill; Approximately 200 tests estimated)

Field Technician	110 hrs @ \$55.00/hr	\$6,050.00
Proctors	10 ea @ \$140.00/ea.....	\$1,400.00
Mileage	1700 mi @ \$0.70/mile	\$ 1,190.00
	Subtotal	\$8,640.00

2. **Administration, etc.**

Engineer	10 hr @ \$95.00/hr.....	\$ 950.00
Clerical	20 hr @ \$42.00/hr	\$ 840.00
	Subtotal.....	\$1,790.00

Total estimate \$10,430.00*

***Does not include any applicable taxes**

ACCEPTANCE

Please indicate your acceptance of this proposal by signing below. Please return one copy of the proposal to our office for our files.

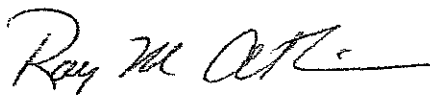
TERMS

Our services will be performed per the attached Service Agreement. Client and its authorized representatives agree that verbal authorization of our services is formal acceptance of the terms and conditions contained herein.

CLOSING

Thank you for the opportunity for American Engineering Testing, Inc. to provide this proposal for the construction observation and testing services for this project. If you have any questions please call our office at (605) 388-0029.

Sincerely,



Ray M. Atkins, P.E.
Construction Materials Engineer

ACCEPTANCE:

SIGNATURE: _____

COMPANY: _____

DATE: _____