

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

**Date:**

**Project Name & Number:** Civic Center Expansion IDP06-1555

**CIP #:**

**Project Description:** 4500 seat multi-purpose event center / arena, increased to 5000 seats with Amendment #1

**Consultant:** Envision Design, Inc.

<b>Original Contract Amount:</b> \$1,054,834	<b>Original Contract Date:</b> 1-16-2006	<b>Original Completion Date:</b> 12-1-2007
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**Amendment Number:** 2

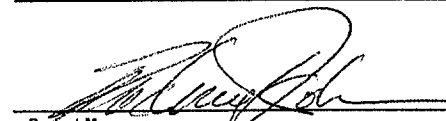
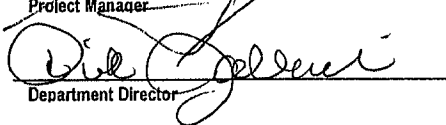
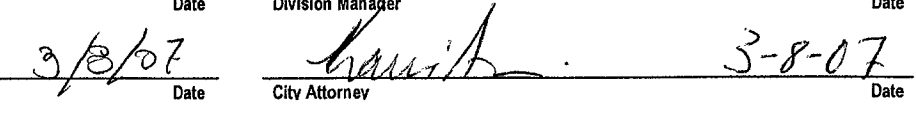
**Amendment Description:** Reimbursable Allowance for Plan and Specification reproduction and shipping for Bid Package #1, Bid Package #2 and Bid Package #2 - Rebid

<b>Current Contract Amount:</b>	\$1,273,734.00	<b>Current Completion Date:</b>	May 18, 2008
<b>Change Requested:</b>	\$46,802.07		
<b>New Contract Amount:</b>	\$1,320,536.07	<b>New Completion Date:</b>	May 18, 2008

**Funding Source This Request:**

Amount	Dept.	Line Item	Comments
\$1,035,034.00			Vision 2012 - Design and Costruction Administration
\$19,800.00			Vision 2012 - Reimbursables
\$218,900.00			Vision 2012 - Amendment #1 (Add 500 seats)
\$46,802.07			Vision 2012 - Amendment #2 (Bid document reproduction/shipping)
<b>\$1,320,536.07</b>	<b>Total</b>		

**Agreement Review & Approvals**

 Project Manager _____ Date <u>3-7-07</u>	Division Manager _____ Date _____
 Department Director _____ Date <u>3/8/07</u>	 City Attorney _____ Date <u>3-8-07</u>

**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)

	<b>Date</b>	<b>Initials</b>	<b>Approved</b>
Appropriation			Y N
Cash Flow			Y N



# AIA<sup>®</sup> Document G606<sup>™</sup> – 2000

## Amendment to the Professional Services Agreement

Amendment Number: 002

TO: Rod Johnson  
(Owner's Representative)

In accordance with the Agreement dated: January 16, 2006

**BETWEEN** the Owner:  
City of Rapid City  
300 Sixth Street  
Rapid City, SD 57701

and the Architect:  
enVision Design, Inc.  
822 Main Street  
Rapid City, SD 57701

for the Project:  
(Name and address)  
Rushmore Plaza Civic Center Multipurpose Addition  
444 N. Mt. Rushmore Road  
Rapid City, SD 57701

Authorization is requested  
 to proceed with Additional Services or a Change in Services.  
 to incur Additional Reimbursable Expenses.

As Follows:

As requested by the Owner and as allowed by the Owner and Architect Agreement B141, Articles 2.5.4.2 and 2.5.4.3, the reimbursable expenses allotment of \$19,800 will be increased by \$46,802.07 to reimburse the Architect for reproduction and distribution costs of the Bidding Documents (plans, specifications, addenda) for Bid Package 1, Bid Package 2, and Bid Package 2 Rebid.

The following adjustments shall be made to compensation and time.  
(Insert provisions in accordance with the Agreement, or as otherwise agreed by the parties.)

Compensation:

The following accounting is provided:

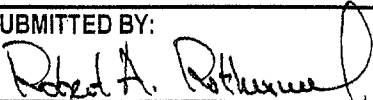
(A) Bid Package 1 Reproduction and Shipping Costs . . . . .	\$ 2,008.26
(B) Bid Package 2 Reproduction and Shipping Costs . . . . .	\$24,000.48
(C) Rebid of Bid Package 2 Reproduction and Shipping Costs (no mark-up) . . . . .	\$20,793.33

TOTAL ADDITIONAL REIMBURSABLE EXPENSES ALLOTMENT . . . . . \$46,802.07

The reimbursable allotment, as stated was \$19,800 and intended only for consultant travel in the original Agreement, shall, upon execution of this Amendment, be stated as \$66,602.07 and will include consultant travel along with reproduction and shipping costs as stated above. This amendment shall cover such expenses through the Rebidding of Bid Package #2, including the remaining consultant travel expenses unused through bidding, which will be applied to the construction administration phase.

Time:

No additional time is required.

<b>SUBMITTED BY:</b>	<b>AGREED TO:</b>
	
<hr/> <i>(Signature)</i>	<hr/> <i>(Signature)</i>
Robert A. Rothermel, P.E., Secretary-Treasurer	
<hr/> <i>(Printed name and title)</i>	<hr/> <i>(Printed name and title)</i>
March 6, 2007	
<hr/> <i>(Date)</i>	<hr/> <i>(Date)</i>

Rushmore Plaza Civic Center Expansion

Tabulation of Reimbursable Expenses relating to Bid Packages 1 and 2, and Rebid of Bid Package 2

3/6/2007

Grand Total All Bid Pkgs

\$46,802.07

Bid Pkg - 1				Bid Date: May 9, 2006		
<b>Outside Printing</b>						
	Date			No. of Sets	Cost	
Copy Country	4/21	Inv: 219461		20	\$846.84	
Copy Country	4/28	Inv: 219684		5	\$211.71	
Copy Country	5/16	Inv: 220314		3	\$540.92	
Copy Country	5/17	Inv: 220367		3	\$304.01	
Copy Country	5/25	Inv: 220673		1	\$61.82	
				32	Total \$1,965.30	
<i>Outside Printing Included per Contract (NOT Charged)</i>						
Owner				1	(\$61.82)	
enVision				1	(\$61.82)	
Subconsultants				5	(\$309.10)	
				7	Total (\$432.74)	
					<b>Sub-Total</b>	<b>\$1,532.56</b>
					<b>Cost x 10%</b>	<b>\$153.26</b>
<b>Total Outside Printing Bid Pkg - 1</b>						<b>\$1,685.82</b>
<b>In-House: Copying / Printing / Plotting</b>						
				No. of Sets	Cost	
<b>Copying:</b>						
Addendum #1	4 pages @	\$0.20	x	32	(0.80/ea) \$25.60	
Addendum #2	14 pages @	\$0.20	x	32	(2.80/ea) \$89.60	
			Total per	set	= \$3.60/set	
<b>Prints:</b>						
Bid Pkg-1	0 Sqft. @	\$0.25	x	0	Billable \$0.00	
<b>Plots:</b>						
Bid Pkg-1	623.31 Sqft. @	\$0.40	x	0	Billable \$249.32	
					Total \$364.52	
<i>In-House Expenses Included per Contract (NOT Charged)</i>						
Owner Copies				1	= \$3.60/set (\$3.60)	
enVision Copies				1	= \$3.60/set (\$3.60)	
Subconsultants	Copies			5	= \$3.60/set (\$18.00)	
Prints: Bid Pkg-1	0 Sqft. @	\$0.25	x	0	No Charge \$0.00	
Plots: Bid Pkg-1	623.31 Sqft. @	\$0.40	x	0	No Charge (\$249.32)	
					Total (\$274.52)	
					<b>Sub-Total</b>	<b>\$90.00</b>
					<b>Cost x 10%</b>	<b>\$9.00</b>
<b>Total In-House Bid Pkg - 1</b>						<b>\$99.00</b>
<b>Plan Shipping</b>						
	UPS	Date			Cost Charge	
	UPS	4/24	to	Leo Daly	\$24.98 \$0.00	
	UPS	4/27	to	Egger Steel	\$5.48	
	UPS	4/28	to	Sioux Pipe	\$5.48	
	UPS	5/3	to	Muth Electric	\$6.20	
	UPS	5/3	to	Building Cost Consultants	\$65.81	
	UPS	5/4	to	Reed Construction Data	\$96.80	
					Sub-Total \$179.77	
					Cost x 10% \$17.98	
<b>Total Plan Shipping Bid Pkg - 1</b>						<b>\$197.75</b>
<b>Distribution Expenses</b>						
					Cost	
Envelopes	1 per set @	\$0.12	x	32	Sets \$3.84	
Fax pages	52 pages @	\$0.20			\$10.40	
Postage	thru 5/9				actual cost \$9.96	
					Total \$24.20	
<i>Distribution Expenses Included per Contract (NOT Charged)</i>						
<b>Envelopes:</b>						
Owner	1 per set @	\$0.12	x	1	Sets (0.12)	
enVision	1 per set @	\$0.12	x	1	Sets (0.12)	
Subconsultants	1 per set @	\$0.12	x	5	Sets (0.60)	
					Total (0.84)	
					<b>Sub-Total</b>	<b>\$23.36</b>
					<b>Cost x 10%</b>	<b>\$2.34</b>
<b>Total Distribution Expenses Bid Pkg - 1</b>						<b>\$25.70</b>
<b>Grand Total Bid Pkg - 1</b>						<b>\$2,008.26</b>

Bid Pkg - 2 ReBid		Bid Date: January 30, 2007				
<b>Outside Printing</b>					No. of Sets	Cost
Copy Country	Date	Inv:				
	1/9	223490		70		\$18,124.77
Copy Country	1/16	225331		5		\$1,633.16
				75	Total	\$19,757.93
<i>Outside Printing Included per Contract (NOT Charged)</i>						
Owner				1		(\$61.82)
enVision				1		(\$61.82)
Subconsultants				5		(\$309.10)
				7	Total	(\$432.74)
					<b>Sub-Total</b>	<b>\$19,325.19</b>
					<b>No Markup</b>	<b>\$0.00</b>
<b>Total Outside Printing Re-Bid Pkg - 2</b>						<b>\$19,325.19</b>
<b>In-House: Copying / Printing / Plotting</b>					No. of Sets	Cost
Addendum #1	3 pages @	\$0.20	x	75	(0.60/ea)	\$45.00
Addendum #2	17 pages @	\$0.20	x	75	(3.40/ea)	\$255.00
Addendum #3	6 pages @	\$0.20	x	75	(1.20/ea)	\$90.00
Addendum #4	27 pages @	\$0.20	x	75	(5.40/ea)	\$405.00
Addendum #5	1 pages @	\$0.20	x	75	(0.20/ea)	\$15.00
			Total per	set	= \$10.80/set	
<b>Prints:</b>						
Bid Pkg-2 Re-Bid	0 Sqft. @	\$0.25	x	0	Billable	\$0.00
<b>Plots:</b>						
Bid Pkg-2 Re-Bid	0 Sqft. @	\$0.40	x	0	Billable	\$0.00
					Total	\$810.00
<i>In-House Expenses Included per Contract (NOT Charged)</i>						
Owner				1	= \$10.80/set	(\$10.80)
enVision				1	= \$10.80/set	(\$10.80)
Subconsultants				5	= \$10.80/set	(\$54.00)
Prints: Re-Bid Pkg-2	0 Sqft. @	\$0.25	x	0	No Charge	\$0.00
Plots: Re-Bid Pkg-2	0 Sqft. @	\$0.40	x	0	No Charge	\$0.00
					Total	(\$75.60)
					<b>Sub-Total</b>	<b>\$734.40</b>
					<b>No Markup</b>	<b>\$0.00</b>
<b>Total In-House Re-Bid Pkg - 2</b>						<b>\$734.40</b>
<b>Plan Shipping</b>					Cost	Charge
UPS	12/29	to	Keifer Specialty Flooring			\$24.51
UPS	12/29	to	Muth Electric			\$22.22
UPS	12/29	to	Dan Smith Plumbing			\$19.84
UPS	1/2	to	Krohmer Plumbing			\$10.40
UPS	1/2	to	Sioux Builder's Exchange			\$9.21
UPS	1/2	to	Sampson Construction			\$68.39
UPS	1/2	to	Plains Builder's Exchange			\$9.21
UPS	1/3	to	Combined Building Specialties			\$23.23
UPS	1/3	to	Minneapolis Builders Exchange			\$9.77
UPS	1/3	to	Leo Daly	\$12.50		\$0.00
UPS	1/3	to	Omaha Builders Exchange			\$9.77
UPS	1/3	to	Construction Plans Exchange			\$9.43
UPS	1/3	to	Wyoming Plan Service			\$9.43
UPS	1/3	to	Aberdeen Builders Exchange			\$10.88
UPS	1/3	to	McGraw-Hill			\$9.77
UPS	1/3	to	Sampson Construction			\$19.93
UPS	1/3	to	Luma Sales			\$4.38
UPS	1/11	to	Bismark/Mandan Builders Exchange			\$20.58
UPS	1/11	to	Int'l Coliseums Company			\$23.03
UPS	1/11	to	JBD, Inc.			\$20.58
UPS	1/11	to	Lincoln Builders Bureau			\$23.23
UPS	1/11	to	Mucso Lighting			\$17.98
UPS	1/18	to	Intex Insulation			\$10.67
UPS	1/22	to	Irwin Seating			\$17.09
UPS	1/24	to	True Fire Proofing			\$26.33
UPS	1/25	to	Total Concrete			\$52.84
UPS	1/26	to	Stage Right			\$54.85
UPS	1/26	to	Sampson Construction			\$70.03
					<b>Sub-Total</b>	<b>\$607.58</b>
					<b>No Markup</b>	<b>\$0.00</b>
<b>Total Plan Shipping Bid Pkg - 2 ReBid</b>						<b>\$607.58</b>
<b>Distribution Expenses</b>						Cost
Envelopes	1 per set @	\$0.15	x	75	Sets	\$11.25
Plan shipping Bags	1 per set @	\$0.75	x	75	Sets	\$56.25
Fax pages	279 pages @	\$0.20				\$55.80
Postage	thru 1/30				actual cost	\$19.96
					Total	\$143.26
<i>Distribution Expenses Included per Contract (NOT Charged)</i>						
Owner	1 per set @	\$0.15	x	1	Sets	(0.15)
enVision	1 per set @	\$0.15	x	1	Sets	(0.15)
Subconsultants	1 per set @	\$0.15	x	5	Sets	(0.75)
Shipping Bags:						
Owner	1 per set @	\$0.75	x	1	Sets	(0.75)
enVision	1 per set @	\$0.75	x	1	Sets	(0.75)
Subconsultants	1 per set @	\$0.75	x	5	Sets	(3.75)
Fax pages	54 pages @	\$0.20				(10.80)
					Total	(\$17.10)
					<b>Sub-Total</b>	<b>\$126.16</b>
					<b>No Markup</b>	<b>\$0.00</b>
<b>Total Distribution Expenses Bid Pkg - 1</b>						<b>\$126.16</b>
<b>Grand Total Bid Pkg - 2 ReBid</b>						<b>\$20,793.33</b>

Bid Pkg - 2		Bid Date: October 31, 2006				
<b>Outside Printing</b>					No. of Sets	Cost
Copy Country	8/21	Inv:	223490			\$30.41
Copy Country	10/10	Inv:	225331	50		\$16,289.18
Copy Country	10/16	Inv:	225537	3		\$249.09
Copy Country	10/18	Inv:	225651	5		\$1,633.89
Copy Country	10/20	Inv:	225718			\$12.31
				58	Total	\$18,214.88
<i>Outside Printing Included per Contract (NOT Charged)</i>						
Owner				1		(\$61.82)
enVision				1		(\$61.82)
Subconsultants				5		(\$309.10)
					Total	(\$432.74)
					<b>Sub-Total</b>	<b>\$17,782.14</b>
					<b>Cost x 10%</b>	<b>\$1,778.21</b>
<b>Total Outside Printing Bid Pkg - 2</b>						<b>\$19,560.35</b>
<b>In-House: Copying / Printing / Plotting</b>					No. of Sets	Cost
<b>Copying:</b>						
Addendum #1	52 pages @	\$0.20	x	58	(10.40/ea)	\$603.20
Addendum #2	1 pages @	\$0.20	x	58	(0.20/ea)	\$11.60
Addendum #3	63 pages @	\$0.20	x	58	(12.60/ea)	\$730.80
Addendum #4	53 pages @	\$0.20	x	58	(10.60/ea)	\$614.80
Addendum #5	51 pages @	\$0.20	x	58	(10.20/ea)	\$591.60
Addendum #6	3 pages @	\$0.20	x	58	(0.60/ea)	\$34.80
				Total per set	= \$44.60/set	
<b>Prints:</b>						
Bid Pkg-2	0 Sqft. @	\$0.25	x	0	Billable	\$0.00
<b>Plots:</b>						
Bid Pkg-2	17.75 Sqft. @	\$0.40	x	0	Billable	\$7.10
					Total	\$2,593.90
<i>In-House Expenses Included per Contract (NOT Charged)</i>						
Owner Copies				1	= \$44.60/set	(\$44.60)
enVision Copies				1	= \$44.60/set	(\$44.60)
Subconsultants	Copies			5	= \$44.60/set	(\$223.00)
Prints: Bid Pkg-2	0 Sqft. @	\$0.25	x	0	No Charge	\$0.00
Plots: Bid Pkg-2	17.75 Sqft. @	\$0.40	x	0	No Charge	(\$7.10)
					Total	(\$319.30)
					<b>Sub-Total</b>	<b>\$2,274.60</b>
					<b>Cost x 10%</b>	<b>\$227.46</b>
<b>Total In-House Bid Pkg - 2</b>						<b>\$2,502.06</b>
<b>Plan Shipping</b>					Cost	Charge
UPS	9/18 to		Energy Concepts			\$15.24
UPS	10/2 to		Leo Daly	\$94.62		\$0.00
UPS	10/5 to		Reed Construction Data			\$10.04
UPS	10/5 to		Irwin Seating			\$21.56
UPS	10/5 to		Rink Tek Int'l	\$15.17		\$0.00
UPS	10/6 to		Kiefer Specialty Flooring			\$9.33
UPS	10/6 to		Master Builders			\$18.38
UPS	10/6 to		Irwin Seating			\$24.30
UPS	10/6 to		Omaha Builder's Exchange			\$18.38
UPS	10/6 to		Sioux Builder's Exchange			\$18.38
UPS	10/9 to		Plains Builder's Exchange			\$18.38
UPS	10/9 to		Construction Plans Exchange-Bismark			\$17.19
UPS	10/9 to		Aberdeen Builder's Exchange			\$19.93
UPS	10/9 to		Sure Steel			\$18.38
UPS	10/9 to		McGraw-Hill			\$173.13
UPS	10/9 to		Energy Electric			\$17.70
UPS	10/9 to		Muth Electric			\$19.93
UPS	10/9 to		Plains Builder's Exchange			\$16.07
UPS	10/11 to		Wyoming Plan Service			\$17.19
UPS	10/12 to		Combined Building Specialties			\$18.38
UPS	10/12 to		Energy Concepts			\$28.40
UPS	10/12 to		Mpls Builder's Exchange			\$18.38
UPS	10/16 to		Leo Daly	\$118.92		\$0.00
UPS	10/16 to		True Fireproofing			\$21.92
UPS	10/16 to		Sampson Construction			\$15.17
UPS	10/16 to		Luma Sales			\$15.17
UPS	10/16 to		Sowels Co.			\$18.66
UPS	10/16 to		Bismark/Mandan Builders Exchange			\$20.13
UPS	10/17 to		Bismark/Mandan Builders Exchange			\$20.13
UPS	10/17 to		Sowels Co.			\$18.66
UPS	10/17 to		Weathercraft Company			\$6.18
UPS	10/23 to		Plains Builder's Exchange			\$6.38
UPS	10/23 to		Bismark/Mandan Builders Exchange			\$7.25
UPS	10/23 to		HRC, Inc.			\$22.35
					<b>Sub-Total</b>	<b>\$690.67</b>
					<b>Cost x 10%</b>	<b>\$69.07</b>
<b>Total Plan Shipping Bid Pkg - 2</b>						<b>\$759.74</b>
<b>Distribution Expenses</b>						Cost
Envelopes	1 per set @	\$0.15	x	58	Sets	\$8.70
Plan shipping Bags	1 per set @	\$0.75	x	58	Sets	\$43.50
Fax pages	2743 pages @	\$0.20				\$548.60
Postage	thru 10/31				actual cost	\$521.31
					Total	\$1,122.11
<i>Distribution Expenses Included per Contract (NOT Charged)</i>						
<b>Envelopes:</b>						
Owner	1 per set @	\$0.15	x	1	Sets	(0.15)
enVision	1 per set @	\$0.15	x	1	Sets	(0.15)
Subconsultants	1 per set @	\$0.15	x	5	Sets	(0.75)
<b>Shipping Bags:</b>						
Owner	1 per set @	\$0.75	x	1	Sets	(0.75)
enVision	1 per set @	\$0.75	x	1	Sets	(0.75)
Subconsultants	1 per set @	\$0.75	x	5	Sets	(3.75)
Fax pages	223 pages @	\$0.20				(44.60)
					Total	(\$50.90)
					<b>Sub-Total</b>	<b>\$1,071.21</b>
					<b>Cost x 10%</b>	<b>\$107.12</b>
<b>Total Distribution Expenses Bid Pkg - 1</b>						<b>\$1,178.33</b>
<b>Grand Total Bid Pkg - 2</b>						<b>\$24,000.48</b>