

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

Date: August 6, 2012

Project Name & Number: Rapid City Regional Airport Water Transmission Main Loop **CIP #:** 50892
Project No. 11-1992

Project Description: To provide professional engineering services for evaluation of HDPE piping products for possible inclusion in Rapid City Standard Specifications for municipal utility applications.

Consultant: Banner Associates, Inc.

Original Contract Amount: \$591,894.00	Original Contract Date: December 20, 2011	Original Completion Date: October 31, 2012
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Addendum No:

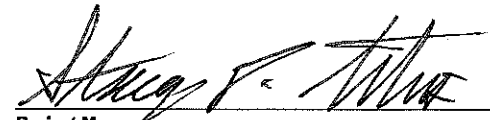
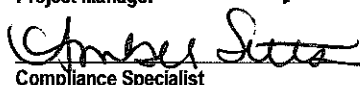


Amendment Description:

Current Contract Amount: \$591,894.00	Current Completion Date: October 31, 2012
Change Requested: \$36,976.00	
New Contract Amount: \$628,870.00	New Completion Date: December 28, 2012

Funding Source This Request:

Amount	Dept.	Line Item	Fund	Comments
\$36,976.00	932	4223	602	
	Total			

Agreement Review & Approvals

<p> <u>7/24/12</u> Project Manager Date</p> <p> <u>7/24/12</u> Compliance Specialist Date</p> <p>_____ City Attorney Date</p>	<p> <u>7-25-12</u> Division Manager Date</p> <p> <u>7-25-12</u> Department Director Date</p>
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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	7/25/12	JB	Y	N
Cash Flow			Y	N

AMENDMENT NO. 1 TO AGREEMENT

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

Background Data: Effective Date of Agreement: December 20, 2011
Owner: City of Rapid City
Engineer: Banner Associates, Inc.

Nature of Amendment: City requested evaluation of HDPE piping products for possible inclusion in Rapid City Standard Specifications for municipal utility applications. See attached Exhibit "A" for amendment scope details, Exhibit "B" for task fees, and Exhibit "C" for revised billing rate schedule. Contract Date extended due to delays in easement acquisition process beyond the control of Engineer.

Current Contract Amount: \$591,894.00 **Completion Date:** October 31, 2012

Change Requested: \$ 36,976.00

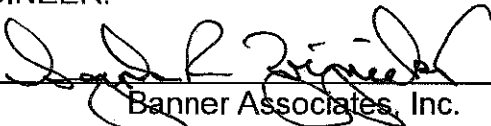
New Contract Amount: \$628,870.00 **Completion Date:** December 28, 2012

Owner and Engineer hereby agree to modify the above referenced Agreement as set forth in this Amendment. Exhibit A, B, and C are incorporated in the Amendment by reference. All provisions of the Agreement not modified by this or previous Amendments remain in effect. The effective date of this Amendment is: August ___, 2012.

CITY OF RAPID CITY:

ENGINEER:

By: _____
Mayor

By: 
Banner Associates, Inc.

Date Signed: _____

Date Signed: 7-25-12

ATTEST:

REVIEWED BY:

By: _____
Finance Officer

 7/25/12
Stacey Titus, Project Manager

Date Signed: _____



EXHIBIT "A"**Amendment #1 – Scope of Services for HDPE Evaluation****GENERAL SCOPE:**

The City of Rapid City desires to evaluate High Density Polyethylene (HDPE) pipe materials for municipal utilities and infrastructure applications. Currently, the City Design Criteria and Standard Specifications do not address the use of HDPE products for these applications. The evaluation is to consider if HDPE should be added as an allowed or alternate material in City infrastructure applications. Essentially, evaluate in what applications HDPE may be appropriate in current applications allowing PVC pipe materials.

Banner Associates, Inc. together with their Subconsultant Black & Veatch will evaluate HDPE pipe for City municipal applications. Overall, the scope of services will include research to determine potential uses for HDPE products, develop a "pros & cons" listing for the various applications, and provide a recommendation for specific applications where HDPE should be considered for inclusion in the City's Design Criteria and Standard Specifications.

The following tasks will be provided:

TASK 1 : INFORMATION GATHERING

Task 1.1 Conduct Kick-off Meeting: The Engineer shall meet with City staff to detail the proposed HDPE evaluation process and scope. Discussions are to include prioritization of specific HDPE-potential municipal applications for the City of Rapid City to be evaluated prior to initiating evaluations on less common applications. The Engineer shall prepare an agenda, take minutes, and distribute minutes. Representatives of Subconsultant will attend the meeting via teleconference.

Task 1.2 Review City Design Criteria/Specification and typical standard specifications: The Engineer will review City's current Design Criteria, Specifications, and Ordinances as they relate to alternate materials not specifically listed, and to identify and summarize those applications currently allowing PVC pipe materials for municipal utilities. The intent is to determine likely utility applications where HDPE pipe could be a potential alternate material for PVC pipes (or other allowed materials in smaller/larger diameters outside typical PVC pipe ranges). The Engineer and its Subconsultant will also review their combined experiences and regional applications of HDPE for municipal utilities, and typical specifications used for those installations.

Task 1.2 Identify Potential Municipal Applications: The Engineer will perform literature research and manufacturing contacts to more fully identify potential municipal utility applications of HDPE pipe. This identification will also note typical diameter and pressure availabilities as well as generally stated manufacturers' limitations. The municipal applications to be considered shall include:

- Water service lines
- Water distribution mains
- Water transmission mains
- Sanitary sewer service lines
- Gravity sanitary sewer pipes
- Sanitary sewer force mains

- Horizontal Directional Drilling (HDD) pulling of lines for special applications (e.g., stream and highway crossings)
- In-situ lining to repair existing infrastructure piping (water, sanitary sewer, storm sewer)
- In-situ pipe-bursting line replacements (water and sanitary sewers)
- Storm sewer piping
- Use as casings for carrier pipes
- Roadway edge drains

Task 1.4 Conduct Investigation: Material Data, Guidelines and Standards: The Engineer's evaluation will include research of websites and other sources for general information, manufacturer's literature, and municipalities' experience with HDPE applications. The evaluation will also include Engineer's experience in various HDPE specialty piping applications and previous research. Contacts will be made with at least two HDPE product manufacturers' technical staff to obtain design guidance, limitations, and suggested specifications for municipal applications being considered. The Engineer will also evaluate applicable utility standards that may apply to HDPE such as AWWA, "Ten States", and FHWA & DOTs (storm drainage, edge drains). Additionally, contacts will be made with contractors to determine local knowledge, expertise, and experience with HDPE utility installations as well as their perception of cost implications of utilizing HDPE for municipal utilities. Written "Contact Reports" will be generated for information gathered through these communications and will be included in the appendices of the summary report.

Task 1.5 Conduct National Perspective Evaluation – Municipal Experiences and Responses: Engineer's subconsultant, Black & Veatch, will provide a "national perspective" of municipal utility applications of HDPE and provide their first-hand knowledge of HDPE applications and cities that are implementing HDPE in their systems and typical criteria/specifications in use by those communities. Contacts (with up to 24 utilities systems) will be made with identified municipalities that include HDPE products for some or all of utility applications, and discuss in detail their experiences with the products. Similar to Task 1.4, "Contact Reports" will be included in the appendices.

Task 1.6 Evaluate Impact to Utility Maintenance Division: The Engineer will evaluate potential impacts and cost implications to the City's Utility Maintenance Division if HDPE piping is added as an allowed or alternative material in the City Standard Specifications. The evaluation will consider such items as re-tooling, stocking, and education of maintenance staff that may be necessary for HDPE piping applications in municipal water, sanitary sewer and stormwater installations. The evaluate will also discuss on-going maintenance considerations for HDPE that may be different from other piping materials (.e.g., interior bead resulting from fused piping).

Task 1.7 Draft Compilation of Findings: The Engineer will summarize information gathered and prepare a draft listing of "pros & cons" of potential municipal utility applications of HDPE piping that appear appropriate for Rapid City. The summarized information will also identify those applications that may require consideration of alternate sizing due to material and hydraulic differences, and differences in thermal expansion considerations for potential applications. [e.g., in the AWWA C900/C905/C906 Standards with DIOD (Ductile Iron) sizing, the outside diameter is fixed for a given nominal diameter. An increased wall thickness with HDPE compared to PVC at the same pressures results in a smaller inside diameter and may require upsizing to obtain required hydraulic capacity]

Task 1.8 Conduct Senior QA/QC Review: The Engineer's and Subconsultant's senior staff will review compiled findings for completeness, thoroughness, and accuracy, and if necessary, identify areas warranting additional research and/or consideration.

TASK 2: REPORTING

Task 2.1 Conduct Preliminary Finding Meeting: The Engineer will schedule a meeting with City staff to present and discuss preliminary findings of compiled information, contacts with other municipalities that currently use HDPE on municipal utilities, and identified "pros & cons" of HDPE applications within three weeks of beginning these engineering services. The intent is to inform City staff of initial findings, obtain staff input and address any remaining issues prior to proceeding with final reporting. Subconsultant will attend the meeting via teleconference.

Task 2.2 Prepare Findings and Recommendations Technical Memorandum: The Engineer and its Subconsultant will prepare a Technical Memorandum that summarizes the technical assessment of the information gathered and will provide general recommendations if and for what applications HDPE should be considered for Rapid City's municipal utilities. The general purpose of the memorandum is to identify technical considerations associated with utilizing HDPE in municipal utilities, and as such, any cost comparisons or evaluations will be limited and on an "order of magnitude" basis. The Technical Memorandum will be issued within 30 days of being given a Notice To Proceed for these services. The report will also include recommendations on limitations or in what applications HDPE should not be considered.

Task 2.3 Conduct Senior QA/QC: The Engineer's and Subconsultant's senior staff will review a draft of the Technical Memorandum before final publication for completeness, thoroughness, and accuracy, and if necessary, identify areas that may need to be supplemented.

Anticipated Future Amendments:

Future amendments may be desired by the City based on the initial finding of the Technical Memorandum. Based on information gathered and identified, more in-depth analysis may be appropriate before adopting specific HDPE municipal utility applications for the City of Rapid City. The applications and extent of those items potentially warranting additional investigation cannot be ascertained until the Technical Memorandum addressed by this Amendment has been completed.

Pending the outcome of the Technical Memorandum and possible further detailed assessment of specific HDPE municipal utility applications, a subsequent amendment would be proposed for those municipal utility applications that have "do consider" recommendation and City's concurrence for proceeding with implementation. The subsequent amendment would develop modifications and/or additions that would be needed to the City's Design Criteria and Standard Specifications to allow HDPE as an alternate material for the recommended applications.

Amendment No. 1 Modifications to Original Contract Completion Date of Base Agreement: This amendment also extends the original completion date for the Airport Water Transmission Main Loop design & bidding from October 31, 2012 to December 28, 2012 due unexpected delay in the easement acquisition process. The delays to date have been beyond the control of the Engineer. Proceeding plans to final status and bidding project cannot occur until all easement are secured.

Amendment No. 1 Modifications to Exhibit "C" of Base Agreement: Exhibit "C", Schedule of Labor Rates and Expenses" is proposed to be modified by this amendment to add a CADD Drafter (employee #2128) recently hired in the Rapid City office, and remove a CADD Drafter (Sioux Falls employee #2106) no longer employed at Banner. The amendment also corrects the mileage rate and reproduction plot costs that were inadvertently entered at pre-2012 rates (in Banner's standard rates) not in place at the time of the original agreement execution. All other listed rates in Exhibit "C" remain unchanged. No maximum limiting fee adjustments to the original agreement are being made as a result of the Exhibit "C" modifications.

EXHIBIT "B"
Amendment No. 1 - Evaluate HDPE for use in Municipal Utilities

Project Name: Rapid City Regional Airport Water Transmission Main Loop
City Project No. 2011-1992 / CIP 50892
 BAI No: 21425-00-00
 Manager: Sigurds R. Zvejnieks, PE

TASK OUTLINE		TASK TOTAL
Task 1: Information Gathering		
1.1.	Kick-Off Meeting	\$ 1,101
1.2.	Review City Design Criteria and City & Typ. Consultant Specifications	\$ 1,807
1.3.	Identify Potential Municipal Applications	\$ 676
1.4.	Investigation: Material Data, Guidelines, Standards	\$ 9,736
1.5.	Nat'l Perspective - Municipal Experiences and Responses	\$ 7,571
1.6.	Evaluate Impact to Utility Maintenance Division	\$ 1,548
1.7.	Draft Compilation of Findings	\$ 3,961
1.8.	Other - Senior QA/QC Review	\$ 328
Task 2: Report		
2.1.	Preliminary Findings Meeting (B&V via teleconference)	\$ 2,440
2.2.	Prepare Findings and Recommendations Technical Memorandum	\$ 6,192
2.3.	Other - Senior QA/QC Review	\$ 718

TOTALS:		
TOTAL LABOR DOLLARS (including Black & Veatch Subconsultant):		\$ 36,078

CONTRACT SUMMARY

BANNER ASSOCIATES, INC.		
Task 1	\$	16,388
Task 2	\$	5,380
Banner Associates, Inc. Subtotal	\$	21,768
Black & Veatch (subconsultant)	\$	15,008
Reimbursibles	\$	200
TOTAL (on "Hourly Not-to-Exceed" Basis):	\$	36,976

EXHIBIT "C"

SCHEDULE OF LABOR RATES AND EXPENSES

Amendment No. 1

Rapid City Regional Airport Water Transmission Main Loop Project

<u>EMPLOYEE CLASSIFICATION</u>	<u>ID</u>	<u>Rate/Hr</u>
Sr. Project/Project Managers	1640	\$164.00/Hour
	2057	\$139.00/Hour
	2087	\$124.00/Hour
	2043	\$117.00/Hour
	1759	\$103.00/Hour
Project Engineer/ Staff Engineer	2123	\$ 89.00/Hour
	2031	\$ 84.00/Hour
	2108	\$ 81.00/Hour
	2061	\$ 81.00/Hour
GIS Specialist	2102	\$ 88.00/Hour
Sr. CADD Technician/ CADD Technician	1701	\$ 79.00/Hour
	1711	\$ 77.00/Hour
	1658	\$ 72.00/Hour
	2025	\$ 63.00/Hour
	2028	\$ 61.00/Hour
CADD Drafter	2092	\$ 56.00/Hour
	2106	\$ 56.00/Hour
	2128	\$ 45.00/Hour
Surveying/Geomatics	2101	\$ 88.00/Hour
	2120	\$ 79.00/Hour
	2105	\$ 64.00/Hour
	2076	\$ 56.00/Hour
Administration	1718	\$ 75.00/Hour
	1742	\$ 64.00/Hour
	2085	\$ 41.00/Hour

1.* Transportation at \$0.50 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.....	\$0.05/Copy
Color Copies.....	0.30/Copy
Black & White Laser Prints.....	0.10/Sheet
Vellabond & Plain Paper Plots.....	0.35/Sq.Ft.
Mylar Film Copies and Plots.....	0.80/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.

We reserve the right to adjust the rates.