

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

Date: August 6, 2012

Project Name & Number: Northridge Water Storage Reservoir, Project No. W09-1792

CIP#: 50754

Project Description: The general scope of this project is to provide engineering services for the City of Rapid City for the design, bidding and construction of a new steel spheroid water storage reservoir and associated appurtenances consisting of reservoir site design, water transmission main and access road from the subdivision road. The project will additionally include evaluating the existing Highway 16 elevated water storage reservoir's (1MG capacity) interior and exterior coatings, providing recommendations and bidding documents for necessary repairs and re-coating, and providing construction services for the re-coatings.

Consultant: Banner Associates, Inc.

Original Contract Amount: \$268,800.00

Original Contract Date: May 18, 2010

Original Completion Date: July 30, 2010

Addendum No: One

Amendment Description: Banner Associates, Inc. will assist City staff with startup of three separate but related projects, Rainbow Ridge Water Main Extension (DDI 08-0505.1), Northridge Water Tower Project (W09-1792) and the Northridge Water Booster Station Project (W10-1898).

Current Contract Amount: \$268,800.00

Current Completion Date: July 30, 2010

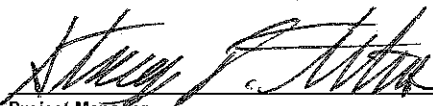
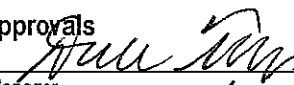
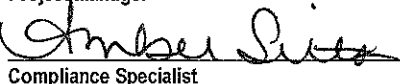

Change Requested: \$17,978.00

New Contract Amount: \$286,778.00

New Completion Date: October 31, 2012

Funding Source This Request:

Amount	Dept.	Line Item	Fund	Comments
\$17,978.00	934	4223	602	Water Enterprise - Expansion
\$17,978.00	Total			

Agreement Review & Approvals			
	8/7/12		8-7-12
Project Manager	Date	Division Manager	Date
	8/7/12		8-8-12
Compliance Specialist	Date	Department Director	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		Y	N
Cash Flow		Y	N

AMENDMENT NO. 1 TO AGREEMENT

Project: Northridge Water Storage Reservoir. Project No. W09-1792, CIP No. 50754

Background Data: Effective Date of Agreement: May 18, 2010
Owner: City of Rapid City
Engineer: Banner Associates, Inc.

Nature of Amendment:

The City of Rapid City has requested that Banner Associates, Inc. assist City staff with startup of three separate but related projects, Rainbow Ridge Water Main Extension (DDI 08-0505.1), Northridge Water Tower Project (W09-1792) and the Northridge Water Booster Station Project (W10-1898). Banner Associates, Inc. will provide a South Dakota registered engineer to act as a representative of the City of Rapid City to coordinate startup, training, and demonstration period requirements in accordance with project specifications.

Current Contract Amount: \$268,800.00 **Completion Date:** July 30, 2010

Change Requested: \$ 17,978.00

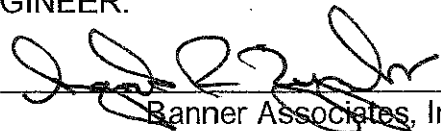
New Contract Amount: \$286,778.00 **Completion Date:** October 31, 2012

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: 8-07-12

ATTEST:

REVIEWED BY:

By: _____
Finance Officer

 8/7/12
Stacey Titus, Project Manager

Date Signed: _____



EXHIBIT "A"

Scope of Services for Amendment One (1) - Northridge Facility Startup**GENERAL SCOPE:**

The City of Rapid City has requested that Banner Associates, Inc. assist City staff with startup of three separate but related projects, Rainbow Ridge Water Main Extension (DDI 08-0505.1), Northridge Water Tower Project (W09-1792) and the Northridge Water Booster Station Project (W10-1898).

Banner Associates, Inc. will provide a South Dakota registered engineer to act as a representative of the City of Rapid City to coordinate startup, training, and demonstration period requirements in accordance with project specifications. The Banner Associates, Inc. representative will be Chad Bachman. Mr. Bachman will work closely with City of Rapid City staff to administer and coordinate project requirements. The following tasks will be provided:

TASK 1: INFORMATION GATHERING

Task 1.1 Review Project Specifications: The City of Rapid City will provide the Engineer with hard copies of the plans and specifications for the three projects identified above. Engineer will review each Contract to become familiar with project requirements.

Task 1.2 Review Project Punchlist: The Engineer will obtain a copy of the punch lists for the water tower project, booster pump station project and water main extension project. Engineer will visit the site and determine which items have been addressed and which items are outstanding. Engineer will make a recommendation to the Owner when all items have been completed and ready for final payment.

Task 1.3 Oversee bacterial testing on Water Main: The Engineer will oversee water main flushing per specifications and any bact-t testing for the water main extension project. Engineer will work closely with the water main contractor and consultants to verify testing procedures and obtaining the necessary sample(s).

TASK 2: PRE-DEMONSTATION COORDINATION

Note: Preliminary review of the water tower and booster pump station projects indicate that a pre-demonstration period is needed for both projects. Both projects have very similar requirements for the pre-demonstration period. The Pre-demonstration period includes, but is not limited to the following:

- *Equipment startup,*
- *Operator training,*
- *Functional testing,*
- *Cleaning and Disinfection of Facilities, Pressure Testing.*

Task 2.1 Prepare Startup Agenda: The Engineer will prepare a timeline for the coordination of pre-demonstration periods for the water tower project and the booster pump station project. Schedule will identify the necessary schedule/timelines associated with the items associated with the pre-demonstration period. City of Rapid City Staff will provide letterhead to the Engineer so that all correspondence between each respective Contractor/Consultant will be sent on official City of Rapid City letterhead.

Task 2.2 Develop Checklists for each Consultant: The Engineer will prepare a checklist for the water tower project and booster pump station project based on the requirements of the specifications and

specific to the equipment associated with each project. This checklist will include coordinating training requirements and coordination of startup of controls equipment (Siemens). Engineer will also provide documentation/form for each training event to document who provided the training and who was present to receive the training. City of Rapid City Staff will provide letterhead to the Engineer so that all correspondence between each respective Contractor/Consultant will be sent on official City of Rapid City letterhead.

Task 2.3 Oversee Functional and Performance Testing: The Engineer will be on-site to oversee the functional and performance testing that will be completed by each respective Contractor. The Engineer will be on-site for a period of time to oversee functional and performance testing, estimated at three (3) eight hour days. Engineer will be available to answer questions and provide general coordination between the City, consultants, and the Contractor. Engineer will act as a City of Rapid City representative to specifically oversee and verify that the booster pump station functions as required by Section 16950, page 4 of the booster pump station specifications.

Task 2.4 Verify Pre-Demonstration Period: The Engineer will verify that the requirements of the pre-demonstration period are complete and ready for the demonstration period.

Task 2.5 Pre-Demonstration Coordination: The Engineer will coordinate and review agendas and issues with City, General Contractors, and other Consultants.

TASK 3: DEMONSTRATION PERIOD

Task 3.1 Coordinate Demonstration Period: The Engineer will coordinate and provide a schedule once the pre-demonstration period is completed so that both the water tower and booster pump station demonstration periods can run concurrently. Engineer will provide notification to each respective Contractor and consultants as to when the demonstration period will begin and who shall be on-site in conformance with the project specifications.

Task 3.2 Oversee Demonstration Period: The Engineer will be on-site to oversee the demonstration period, estimated at three (3) eight hour days. During that period of time the Engineer will act as a City of Rapid City representative to verify the operation of both facilities during the indicated timeline. Engineer will work closely with City of Rapid City staff to coordinate water levels in adjacent water tanks (i.e. North Rapid Reservoir) and work with City of Rapid City Staff to drain the water tower at the end of each day to simulate demands in the system.

Task 3.3 Recommendation for Payment: The Engineer will make a recommendation to the City of Rapid City, and other consultants, if the requirements of the project specifications have been met and if the City should make a full or partial payment for the "Start Allowance" included in each of the project specifications.

Task 3.4 Obtain Electrical Sub-Consultant: The Engineer will secure help from an electrical sub-consultant (Darren Beckloff at West Plains) to answer questions on an hourly not to exceed basis. Daren will be contacted as needed to provide information regarding startup requirements, specifically in regards to controls associated with the booster pump station.

Task 3.5 Demonstration Period Coordination: The Engineer will coordinate and review agendas and issues with City, General Contractors, and other Consultants.

EXHIBIT "B"

Amendment One (1) - Northridge Facilities Startup Services

Project Name: Amendment One (1) Rapid City - Northridge Facilities Startup
 City Project No. N/A
 BAI No: _____
 Manager: Chad Bachman, PE

TASK OUTLINE		TASK TOTAL
1.0.	Task 1: Information Gathering	
1.1.	Review Project Specifications (PS, Water Line)	\$ 936
1.2.	Obtain and Review Punchlists (PS, Water Line)	\$ 351
1.3.	Oversee Bact-t Tests (Water Line)	\$ 468
2.0.	Task 2: Pre-Demonstration Coordination	
2.1.	Prepare startup Agenda (indicate Sequence)	\$ 936
2.2.	Develop Check Lists for each Consultant	\$ 1,170
2.3.	Oversee Functional and Performance Testing (PS)	\$ 2,808
2.4.	Verify Pre-Demo Activities are complete	\$ 351
2.5.	Pre-Demo Coordination	\$ 468
3.0.	Task 3: Demonstration Period Coordination	
3.1.	Coordinate Demonstration Period	\$ 1,404
3.2.	Oversee Demonstration Period (WT, PS)	\$ 2,808
3.3.	Make Recommendation for Payment	\$ 234
3.4.	Coordinate Services from West Plains	\$ 234
3.5.	Demo Period Coordination	\$ 468
	Travel Time	\$ 4,680
	Deduct Travel Time	\$ (2,808)

TOTALS:	
TOTAL LABOR DOLLARS (including Black & Veatch Subconsultant):	\$ 14,508

SubConsultants (included in above totals) Who/What	Cost
1. West Plains - Darren B	\$ 500.00
	\$
	\$
Total SubContracts	\$ 500.00

CONTRACT SUMMARY

BANNER ASSOCIATES, INC.

Task 1	\$	1,755
Task 2	\$	5,733
Task 3	\$	7,020
Banner Associates, Inc. Subtotal	\$	14,508
West Plains (subconsultant)	\$	500
Reimbursibles	\$	2,970
TOTAL (on "Hourly Not-to-Exceed" Basis):	\$	17,978

EXHIBIT "C"

SCHEDULE OF LABOR RATES AND EXPENSES

For Amendment One
Rapid City Northridge Startup Services Project

<u>EMPLOYEE CLASSIFICATION</u>	<u>ID</u>	<u>Rate/Hr</u>
Sr. Project/Project Managers	2043	\$117.00/Hour
Administration	1742	\$ 64.00/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.

4. Reproduction:

Photocopy	\$0.05/Copy
Color Copies	0.30/Copy
Black & White Laser Prints	0.10/Sheet
Vellabond & Plain Paper Plots	0.25/Sq.Ft.
Mylar Film Copies and Plots	0.75/Sq.Ft.

5. Subcontracts..... Actual Cost

Subcontracts will be on an hourly with a maximum not to exceed basis.

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

We reserve the right to adjust the rates.