

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

Date: October 7, 2013

Project Name & Number: Water Reclamation Facility Trickling Filter and Effluent Solids Reduction Improvements; Project No. 13-2123 **CIP #:** 50970

Project Description: Design and bidding phase professional services necessary for improvements to the Trickling Filters, Ultraviolet Disinfection System and Effluent Aeration System, and installation of algae control covers and construction of a new Trickling Filter Pump Station at the Rapid City Water Reclamation Facility.

Consultant: HDR Engineering, Inc.

Original Contract Amount: \$784,502.00 **Original Contract Date:** October 7, 2013 **Original Completion Date:** TBD

Addendum No:


Amendment Description:


Current Contract Amount: _____ **Current Completion Date:** _____
Change Requested: _____
New Contract Amount: _____ \$0.00 **New Completion Date:** _____

Funding Source This Request:

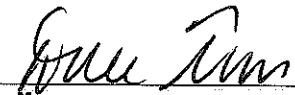
Amount	Dept.	Line Item	Fund	Comments
\$784,502.00	833	4223	604	
Total				

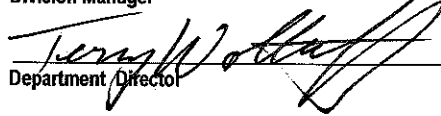
Agreement Review & Approvals

 9/23/13
Project Manager Date

 9/23/13
Compliance Specialist Date

City Attorney Date

 9-24-13
Division Manager Date

 9-24-13
Department Director 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)

Appropriation 9/24/13 JD Y N
Cash Flow Y N

**Agreement Between City of Rapid City and HDR Engineering, Inc.
for Professional Services for Water Reclamation Facility Trickling Filter and
Effluent Solids Reduction Improvements, Project No. 13-2123 / CIP No. 50970**

AGREEMENT made October 7, 2013, between the City of Rapid City, SD (City) and HDR Engineering, Inc., (Engineer), located at 3820 Jackson Blvd., Suite 1, Rapid City, SD 57702. City intends to obtain services for Water Reclamation Facility Trickling Filter and Effluent Solids Reduction Improvements Project No.13-2123, CIP No. 50970. The scope of services is as described in Exhibits A and B.

The City and the Engineer agree as follows:

The Engineer shall provide professional engineering services for the City in all phases of the Project as defined in Exhibits A and B, serve as the City's professional engineering representative for the Project, and give professional engineering consultation and advice to the City while performing its services.

Section 1—Basic Services of Engineer

1.1 General

- 1.1.1 The Engineer shall perform professional services described in this agreement, which include customary engineering services. Engineer intends to serve as the City's professional representative for those services as defined in this agreement and to provide advice and consultation to the City as a professional. Any opinions of probable project cost, approvals, and other decisions provided by Engineer for the City are rendered on the basis of experience and qualifications and represent Engineer's professional judgment.
- 1.1.2 All work shall be performed by or under the direct supervision of a Professional Engineer licensed to practice in South Dakota.
- 1.1.3 All documents including Drawings and Specifications provided or furnished by Engineer pursuant to this Agreement are instruments of service in respect of the Project and Engineer shall retain an ownership therein. Reuse of any documents pertaining to this project by the City on extensions of this project or on any other project shall be at the City's risk. The City agrees to defend, indemnify, and hold harmless Engineer from all claims, damages, and expenses including attorney's fees arising out of such reuse of the documents by the City or by others acting through the City.



1.2 Scope of Work

The Engineer shall:

- 1.2.1 Consult with the City, other agencies, groups, consultants, and/or individuals to clarify and define requirements for the Project and review available data.
- 1.2.2 Perform the tasks described in the Scope of Services. (See Exhibits A and B.)

Section 2—Information Provided by City

The City will provide any information in its possession for the project at no cost to the Engineer.

Section 3—Notice to Proceed

The City will issue a written notification to the Engineer to proceed with the work. The Engineer shall not start work prior to receipt of the written notice. The Engineer shall not be paid for any work performed prior to receiving the Notice to Proceed.

Section 4—Mutual Covenants

4.1 General

- 4.1.1 The Engineer shall not sublet or assign any part of the work under this Agreement without written authority from the City.
- 4.1.2 The City and the Engineer each binds itself and partners, successors, executors, administrators, assigns, and legal representatives to the other party to this agreement and to the partners, successors, executors, administrators, assigns, and legal representatives of such other party, regarding all covenants, agreements, and obligations of this agreement.
- 4.1.3 Nothing in this agreement shall give any rights or benefits to anyone other than the City and the Engineer.
- 4.1.4 This agreement constitutes the entire agreement between the City and the Engineer and supersedes all prior written or oral understandings. This agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.



- 4.1.5 The Engineer shall make such revisions in plans which may already have been completed, approved, and accepted by the City, as are necessary to correct Engineer's errors or omissions in the plans, when requested to do so by the City, without extra compensation therefore.
- 4.1.6 If the City requests that previously satisfactorily completed and accepted plans or parts thereof be revised, the Engineer shall make the revisions requested by the City. This work shall be paid for as extra work.
- 4.1.7 If the City changes the location from the one furnished to the Engineer, or changes the basic design requiring a new survey for the portions so changed, the redesign will be paid for as extra work.
- 4.1.8 The City may at any time by written order make changes within the general scope of this Agreement in the work and services to be performed by the Engineer. Any changes which materially increase or reduce the cost of or the time required for the performance of the Agreement shall be deemed a change in the scope of work for which an adjustment shall be made in the Agreement price or of the time for performance, or both, and the Agreement shall be modified in writing accordingly. Additional work necessary due to the extension of project limits shall be paid for as extra work.
- 4.1.9 Extra work, as authorized by the City, will be paid for separately and be in addition to the consideration of this Section.
- 4.1.10 For those projects involving conceptual or process development services, activities often cannot be fully defined during the initial planning. As the project does progress, facts and conditions uncovered may reveal a change in direction that may alter the scope of services. Engineer will promptly inform the City in writing of such situations so that changes in this agreement can be renegotiated.
- 4.1.11 This Agreement may be terminated (a) by the City with or without cause upon seven days' written notice to the Engineer and (b) by the Engineer for cause upon seven days' written notice to the City. If the City terminates the agreement without cause, the Engineer will be paid for all services rendered and all reimbursable expenses incurred prior to the date of termination.

If termination is due to the failure of the Engineer to fulfill its agreement obligations, the City may take over the work and complete it. In such case, the Engineer shall be liable to the City for any additional cost to the extent directly resulting from Engineer's action.



- 4.1.12 The City or its duly authorized representatives may examine any books, documents, papers, and records of the Engineer involving transactions related to this agreement for three years after final payment. All examinations will be performed at reasonable times, with proper notice. Engineer's documentation will be in a format consistent with general accounting procedures.
- 4.1.13 The City shall designate a representative authorized to act on the City's behalf with respect to the Project. The City or such authorized representative shall render decisions in a timely manner pertaining to documents submitted by the Engineer in order to avoid unreasonable delay in the orderly and sequential progress of the Engineer's services.
- 4.1.14 Costs and schedule commitments shall be subject to renegotiation for delays caused by the City's failure to provide specified facilities or information or for delays caused by other parties, excluding sub-contractors and sub-consultants, unpredictable occurrences including without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults by suppliers of materials or services, process shutdowns, acts of God, or the public enemy, or acts of regulations of any governmental agency or any other conditions or circumstances beyond the control of the City or Engineer. Temporary delays of services caused by any of the above which results in additional costs beyond those outlined may require renegotiation of this agreement.
- 4.1.15 The City will give prompt written notice to the Engineer if the City becomes aware of any fault or defect in the Project or nonconformance with the Project Documents.
- 4.1.16 Unless otherwise provided in this Agreement, the Engineer and the Engineer's consultants shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to hazardous materials in any form at the project site, including but not limited to asbestos products, polychlorinated biphenyl (PCB), or other toxic substances.
- 4.1.17 In the event asbestos or toxic materials are encountered at the jobsite, or should it become known in any way that such materials may be present at the jobsite or any adjacent areas that may affect the performance of Engineer's services, Engineer may, at their option and without liability for consequential or any other damages, suspend performance of services on the project until the City retains



appropriate specialist CONSULTANT(S) or contractor(s) to identify, abate, and/or remove the asbestos or hazardous or toxic materials.

- 4.1.18 This agreement, unless explicitly indicated in writing, shall not be construed as giving Engineer the responsibility or authority to direct or supervise construction means, methods, techniques, sequences, or procedures of construction selected by any contractors or subcontractors or the safety precautions and programs incident to the work of any contractors or subcontractors.
- 4.1.19 Neither the City nor the Engineer, nor its Consultants, shall hold the other liable for any claim based upon, arising out of, or in any way involving the discharge, dispersal, release or escape of smoke, vapors, soot, fumes, acids, alkalis, toxic chemicals, liquids, or gases, waste materials, or other irritants, contaminants, or pollutants.
- 4.1.20 Neither the City nor the Engineer, nor its Consultants, shall hold the other liable for any claim based upon, arising out of, or any way involving the specification or recommendation of asbestos, in any form, or any claims based upon use of a product containing asbestos.
- 4.1.21 Engineer hereby represents and warrants that it does not fail or refuse to collect or remit South Dakota or City sales or use tax for transactions which are taxable under the laws of the State of South Dakota.

4.2 **City of Rapid City NonDiscrimination Policy Statement**

In compliance with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination act of 1975, the Americans with Disabilities Act of 1990, and other nondiscrimination authorities it is the policy of the City of Rapid City, 300 Sixth Street, Rapid City, SD 57701-5035, to provide benefits, services, and employment to all persons without regard to race, color, national origin, sex, disabilities/handicaps, age, or income status. No distinction is made among any persons in eligibility for the reception of benefits and services provided by or through the auspices of the City of Rapid City.

Engineer will permit access to any and all records pertaining to hiring and employment and to other pertinent data and records for the purpose of enabling the Commission, its agencies or representatives, to ascertain compliance with the above provisions.

This section shall be binding on all subcontractors or suppliers.



Section 5—Payments to the Engineer

5.1 Schedule of Pay Rates

The City will pay the Engineer for services rendered or authorized extra work according to the Engineer's hourly rate schedule. (See Exhibit C.)

5.2 Fee

The maximum amount of the fee for the services as detailed in Section 1.2 shall not exceed \$784,502.00 unless the scope of the project is changed as outlined in Section 4. If expenses exceed the maximum amount, the Engineer shall complete the design as agreed upon here without any additional compensation. Sub task dollar amounts may be reallocated to other tasks as long as the total fee is not exceeded. Prime consultant may not mark up sub-consultant or sub-contractor services.

5.3 Progress Payments

Monthly progress payments shall be processed by the City upon receipt of the claim as computed by the Engineer based on work completed during the month at the rates established in Section 5.1 and approved by the City.

Net payment to the Engineer shall be due within forty-five (45) days of receipt by the City.

Section 6—Completion of Services

The Engineer shall complete services on a date mutually agreed to by both parties based on the to be determined project funding sources.

Section 7—Insurance Requirements

7.1 Insurance Required

The Engineer shall secure the insurance specified below. The insurance shall be issued by insurance company(s) acceptable to the City and may be in a policy or policies of insurance, primary or excess. Certificates of all required insurance including any policy endorsements shall be provided to the City prior to or upon the execution of this Agreement.

7.2 Cancellation

The Engineer will provide the City with at least 30 days' written notice of an insurer's intent to cancel or not renew any of the insurance coverage. The Contractor agrees to hold the City harmless from any liability, including



additional premium due because of the Contractor's failure to maintain the coverage limits required.

7.3 City Acceptance of Proof

The City's approval or acceptance of certificates of insurance does not constitute City assumption of responsibility for the validity of any insurance policies nor does the City represent that the coverages and limits described in this agreement are adequate to protect the Engineer, its consultants or subcontractors interests, and assumes no liability therefore. The Engineer will hold the City harmless from any liability, including additional premium due, because of the Engineer's failure to maintain the coverage limits required.

7.4 Specific Requirements

7.4.1 Workers' compensation insurance with statutory limits required by South Dakota law. Coverage B-Employer's Liability coverage of not less than \$500,000 each accident, \$500,000 disease-policy limit, and \$500,000 disease-each employee.

7.4.2 Commercial general liability insurance providing occurrence form contractual, personal injury, bodily injury and property damage liability coverage with limits of not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, and \$2,000,000 aggregate products and completed operations. If the occurrence form is not available, claims-made coverage shall be maintained for three years after completion of the terms of this agreement. The policy shall name the City and its representatives as an additional insured.

7.4.3 Automobile liability insurance covering all owned, nonowned, and hired automobiles, trucks, and trailers. The coverage shall be at least as broad as that found in the standard comprehensive automobile liability policy with limits of not less than \$1,000,000 combined single limit each occurrence. The required limit may include excess liability (umbrella) coverage.

7.4.4 Professional liability insurance providing claims-made coverage for claims arising from the negligent acts, errors or omissions of the Engineer or its consultants, of not less than \$1,000,000 each occurrence and not less than \$1,000,000 annual aggregate. Coverage shall be maintained for at least three years after final completion of the services.



Section 8—Hold Harmless

The Engineer hereby agrees to hold the City harmless from any and all claims or liability including attorneys' fees arising out of the professional services furnished under this Agreement, and for bodily injury or property damage arising out of services furnished under this Agreement, providing that such claims or liability are the result of a negligent act, error or omission of the Engineer and/or its employees/agents arising out of the professional services described in the Agreement.

Section 9—Independent Business

The parties agree that the Engineer operates an independent business and is contracting to do work according to his own methods, without being subject to the control of the City, except as to the product or the result of the work. The relationship between the City and the Engineer shall be that as between an independent contractor and the City and not as an employer-employee relationship. The payment to the Engineer is inclusive of any use, excise, income or any other tax arising out of this agreement.

Section 10-Indemnification

If this project involves construction and Engineer does not provide consulting services during construction including, but not limited to, onsite monitoring, site visits, site observation, shop drawing review and/or design clarifications, City agrees to indemnify and hold harmless Engineer from any liability arising from the construction activities undertaken for this project, except to the extent such liability is caused by Engineer's negligence.

Section 11-Controlling Law and Venue

This Agreement shall be subject to, interpreted and enforced according to the laws of the State of South Dakota, without regard to any conflicts of law provisions. Parties agree to submit to the exclusive venue and jurisdiction of the State of South Dakota, 7th Judicial Circuit, Pennington County.

Section 12-Severability

Any unenforceable provision herein shall be amended to the extent necessary to make it enforceable; if not possible, it shall be deleted and all other provisions shall remain in full force and effect.

Section 13—Funds Appropriation

If funds are not budgeted or appropriated for any fiscal year for services provided by the terms of this agreement, this agreement shall impose no obligation on the City for payment. This agreement is null and void except as to annual payments herein agreed upon for which funds have been budgeted or appropriated, and no right of action or



damage shall accrue to the benefit of the Engineer, its successors or assignees, for any further payments. For future phases of this or any project, project components not identified within this contract shall not constitute an obligation by the City until funding for that component has been appropriated.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year first above written.

City of Rapid City:

Engineer:

MAYOR



HDR ENGINEERING, INC

DATE: _____

DATE: 9/20/13

ATTEST:

FINANCE OFFICER

Reviewed By:



DAN COON, PROJECT MANAGER

DATE: 9/23/13

CITY'S DESIGNATED PROJECT
REPRESENTATIVE

ENGINEERING FIRM'S DESIGNATED
PROJECT REPRESENTATIVE

NAME: Dan Coon
PHONE: (605) 394-4154
EMAIL: dan.coon@rcgov.org

NAME: Dan Graber
PHONE: (605) 977-7740
EMAIL: Dan.Graber@hdrinc.com



EXHIBIT A
SCOPE OF ENGINEERING SERVICES
WATER RECLAMATION FACILITY
TRICKLING FILTER AND EFFLUENT SOLIDS REDUCTION IMPROVEMENTS
PROJECTS – DESIGN AND BIDDING PHASE
PROJECT NO. 13-2123 CIP 50970

PROJECT DESCRIPTION

HDR will provide final design and bidding services related to the Evaluation Phase findings for the Trickling Filter (TF) and Effluent Solids Reduction Improvements Project. Improvements to the Trickling Filter system, Disinfection System, and Effluent Solids Reduction have been recommended and will be advanced through design and bidding. It is anticipated that the Construction Administration Phase of this project will follow the Design and Bidding Phase.

The Evaluation Phase of this project culminated with an Evaluation Phase Report and included the following recommended projects:

1. Interim TF Pump Station (PS) project to construct piping improvements and procure a spare pump. This project has been separated into a stand alone project and is not included in this scope of engineering services
2. Trickling Filter Pump station. This project consists of a new TF pump station and associated components.
3. Trickling Filter Improvements. This project includes the replacement of the existing Trickling Filter arms with equipment that provides more flexibility for process control.
4. Ultraviolet (UV) Disinfection Upgrade. The current UV disinfection system has been determined to be undersized. This project includes the replacement/upgrade of the system to meet the facility requirements
5. Clarifier Covers. Algae control will be provided by covering the clarifier launders and clarifier effluent channels and miscellaneous process improvements to modify the flow path through the chlorine contact basin.
6. Miscellaneous Improvements. These improvements will include modifications to upgrade the effluent aeration system, primarily to provide blower redundancy to be able to meet effluent dissolved oxygen levels even if one blower is out of service.

The Design and Bidding Phase of this project will include the following:

1. Final Design and Bid Documents for the improvements that the City has determined to be necessary. Bid Documents will be developed for multiple construction projects.
2. Bidding Assistance.
3. Evaluation of Revenue Requirements and potential funding sources for construction of the proposed improvement projects.
4. All meetings will be held at the Rapid City Water Reclamation Facility unless otherwise noted.
5. Monthly Progress Meetings. It is anticipated that there will be 6 on-site progress meetings. The remainder will be conducted via teleconference.

BACKGROUND INFORMATION

The City of Rapid City (City) Water Reclamation Facility (WRF) is located 5 miles east of the City in Pennington County, South Dakota. The WRF uses both a fixed film system (North Plant) and an activated sludge system (South Plant) that operate in parallel to treat wastewater from the facility's service area. The plants have a combined peak hydraulic capacity of 40.0 million gallons per day (MGD).

The fixed film system includes trickling filters and rotating biological contactors. The WRF has had frequent maintenance and operational issues with the trickling filter system, including the Trickling Filter Pump Station, influent piping, and the trickling filter rotary distributors. Additionally, the WRF has had trouble with algae and high solids in the effluent. The algae and high solids have been associated with poor ultraviolet (UV) disinfection performance and have contributed to permit violations for exceeding fecal coliform and effluent solids limits.

The evaluation report included several tasks which:

- Assessed the condition of the existing trickling filter system
- Evaluated alternatives for optimizing the performance of the system by
 - Controlling algae growth, and
 - Reducing effluent solids
- Evaluated the performance of the disinfection system and post aeration system process
- Prepared capital, operation and maintenance, and life cycle costs for comparison of the improvement alternatives

DESIGN CRITERIA

Design criteria for the projects shall include the current edition of the following items: City of Rapid City Infrastructure Design Criteria; City of Rapid City Standard Specifications; City of Rapid City Drafting Standards; South Dakota Department of Environmental Resources Standards; Ten States Standards as adopted and supplemented by SDDENR; the International Building Code; and Regional Wastewater Facilities Supplemental Design Criteria. Conflicts between design criteria documents shall be resolved in favor of the more stringent requirement. Other documents and references may be proposed for use and requires written concurrence by the City Project Manager and may require "Exceptions" per the City exception process.

PROJECT SCHEDULE

The Consultant shall allow 10 working days for City review of the design submittals.

Task Name	Start Date	Finish Date
Notice to Proceed	10/14/2013	10/14/2013
Task A – Project Funding Assistance	10/15/2013	12/30/2013
Project B – UV System Improvements		
Predesign Services	10/25/2013	12/23/2013
Design Services	TBD	
Bidding Services	TBD	
Project C – WRF Algae Control Improvements		
Design Services	10/15/2013	2/17/2014
Bidding Services	2/18/2014	4/3/2014
Project D – WRF TF Pump Station		
Design Services	TBD	
Bidding Services	TBD	
Project E – WRF TF Mechanism Replacement		
Design Services	TBD	
Bidding Services	TBD	

SCOPE OF SERVICES

The scope of services has been developed for several design and bidding projects. Each of the projects will consist of similar services for design and construction. Project A is the interim Pump Station improvement and is not included in this scope.

TASK A - PROJECT FUNDING ASSISTANCE

This task consists of all services necessary for the assistance in planning for the capital requirements to execute this project.

- A.1 This task will review the current rate structure and determine the impact of the proposed project costs on the current rates. An evaluation will be performed to determine the potential adjustment to the current rate necessary for the revenue requirements for the project.
- a. Planning periods of 10 and 20 years will be evaluated.
 - b. Current interest rates for available loans and bonds and available capital will be provided by the City.
 - c. HDR will evaluate the existing resources to determine the amount of potential financing available. A Revenue Evaluation Report will be prepared for the City addressing types of funding sources, potential financing rates and impacts of the projects on user rates. The Revenue Evaluation Report will be suitable for inclusion into SRF facility plan if that funding alternative is used.
- A.2 Deliverables. The following is a list of anticipated deliverables:
- a. Meetings minutes from conference calls and any project meetings
 - b. Revenue Evaluation Report

A.3 The report will incorporate final City Comments and three (3) hardcopies and one electronic file (.PDF) of the report will be submitted.

PROJECT B, UV SYSTEM UPGRADE

TASK B.1 - FINAL DESIGN SERVICES: UV SYSTEM UPGRADE

This task consists of all services necessary to take this project from the Evaluation Phase through the Final Design Services. The anticipated construction budget is \$2.72 million. Task B.1 includes the following itemized services:

B.1.1 Project Management and Administration consists of all correspondence with the City and other project stakeholders as necessary.

B.1.2 Kick-off Conference: The consultant shall meet with City staff to detail project concept and scope. The consultant shall prepare an agenda, take minutes, and distribute minutes.

B.1.3 Predesign Services. This task will include a technical memorandum prepared to confirm the final design approach for the upgrade to the UV system. The system is currently undersized and will require either supplemental disinfection or UV system upgrade. The task will identify the preferred method for the system upgrade and will address three alternatives at a minimum.

1. Supplemental disinfection with chemical such as chlorine, or peracetic acid,
2. Replacement of the existing UV system with new system,
3. Expansion of existing system to meet requirements.

The technical memorandum will address the space (building) requirements, structural modifications, available manufacturers, estimated costs, electrical upgrades, and system effectiveness.

B.1.4 Prepare Design Drawings

- Plan documents shall adhere to current City of Rapid City guidelines as much a possible. Plan sheets shall be prepared utilizing the latest City of Rapid City Drafting Standards. City guidelines will be supplemented with HDR CADD Standards where appropriate to reflect items not addressed in the City standards, but required for this facility-type project.
- Provide complete plans and specifications for a lump sum price construction contract.
 - A new UV system will be required at the WRF.
 - It is assumed the new UV system can be accommodated into the existing building. No building expansion is included in the final design phase for this project at this time. If the previous task identifies the need for additional space requirements, it will be addressed by amendment at a future date.
 - Electrical and controls modifications necessary for the upgraded system.
 - Additional HVAC modifications necessary for the additional heat load generated by the new system.
 - Channel modifications for the new system within the plan area of the existing building.
 - The UV system modifications will be constructed in the non-disinfection season.
 - Modifications will be made to the flow path of the old chlorine contact basin to reduce the potential for algae growth.

- Cover the remaining portion of the influent channel to the UV system to reduce the potential for algae growth
- Aeration system improvements to add a second blower with a VFD, sound enclosures and associated equipment and adding a VFD for the existing blower.
- Three design phase submittal reviews will be held for this project.
 - The initial design review submittal will primarily consist of the initial process area plans and equipment layouts. This submittal will only include minimal structural and electrical drawings. Only a Specification Table of Contents will be included with this submittal.
 - The interim review submittal will consist of more completely developed process drawings, discipline drawings including structural details, mechanical plans, electrical plans and one-lines and a cost estimate. Specifications will include the edited major equipment and master level specifications for the other sections.
 - The final review submittal will consist of the complete project drawings and specifications. This could be considered as the 90% review submittal.
- A control reference point will be noted on the Civil or Structural Drawings.
- It is anticipated soil borings and subgrade analysis will not be required.
- All submittals (drawings and specifications) believed by the Engineer of Record to be a final, shall contain a Certification Statement of Conformance with City Standards which shall read, "I (insert Engineer of Record's name) Certify that I have read and understand the provisions contained in the City of Rapid City Standard Specifications for Public Works Construction, current edition and the City of Rapid City's adopted Design Criteria Manuals. The drawings and specifications contained here within, to the best of my knowledge, were prepared in accordance with these documents or a properly executed exception to the Standard Specifications and/or Infrastructure Design Criteria Manual has been secured". This statement shall appear on the title sheet of the drawings and on the first page of specifications after the cover sheet. The "Certification Statement of Conformance with City Specifications" shall be signed and dated by the Engineer of Record.
- Building permit and other permits costs are the Owner's and Contractor's obligation.
- Design specifications. Provide detailed specifications supplementing the City of Rapid City Standard Specifications, as necessary. Typically project drawing specific issues should be indicated as a General Note on the drawings. Material types and material specific items would be included as a detailed specification.
- Design Cost Estimate. Prepare "Engineer's Estimate" of probable construction cost for the project. The Cost Estimate will be submitted with interim and final design review sets.

B.1.5 If desiring exceptions from City requirements or specifications, it is the Consultant's responsibility to request and secure exceptions. Failure by the City to comment on a nonconforming item during a review does not constitute the granting of an exception.

B.1.6 Address City review comments as necessary. A review meeting or teleconference/video conference will be conducted for each of the review submittals. Meeting will be scheduled to allow the City up to 10 days to review the submittals.

B.1.7 Provide three (3) copies of the Final Design Services submittal. The submittal shall consist of complete plans, specifications, contract documents, and opinion of probable

construction cost to the City of Rapid City's project manager for review. The Final Design Services submittal will be made to the City when the consultant believes the plans, specifications, contract documents, and opinion of probable construction cost are 100% complete.

B.1.8 Deliver the following:

- Provide complete plans on CD compatible with current AutoCAD Release.
- Provide complete specifications and contract documents on CD in current version of Microsoft Word.
- Provide unit price cost estimate on CD in current version of Microsoft Excel on the City of Rapid City "Engineer's Estimate" form.

B.1.9 The Consultant shall provide plans and specifications to the Department of Environment and Natural Resources for approval, and shall address any comments or corrections required.

B.1.10 QA/QC. HDR provides a detailed internal quality control review by a technical expert on all deliverables prior to submittal to the City.

TASK B.2. - BIDDING SERVICES: UV SYSTEM

This task consists of all services necessary for the administration of the Bidding Services of the project, including the following itemized services for the General Construction project:

B.2.1 Submit sufficient information to the City of Rapid City project manager for completion of City Advertising Authority form.

B.2.2 Provide one hardcopy to the City of Rapid City of plans/drawings at 22" x 34" scale, specifications, and contract documents for City production and distribution to bidders and the City of Rapid City. Provide electronic file in .pdf. Review a test print of final plans and specifications prior to reproduction. The City will handle plan distribution and may use electronic distribution. HDR will provide documents conforming to requirements acceptable for this type of distribution.

B.2.3 Conduct a Pre-bid Conference. Record attendance and minutes. Distribute copies to all attendees.

B.2.4 Respond to bidders questions throughout the bidding services phase.

B.2.5 Issue addenda to the bid documents as required.

B.2.6 Attend Public Works Committee and Council Meetings as required.

B.2.7 Review and certify the Bid Tab prepared by the City.

B.2.8 Prepare a bid award recommendation letter to the City of Rapid City project manager.

Project Submittals shall include:

- Progress Meeting Minutes
- Initial and interim review submittal packages.
- Final Review submittal (90%) complete plans, specifications, contract documents, and opinion of probable construction cost.
- Final submittal of bid documents including complete plans, specifications, contract documents, and opinion of probable construction costs.
- Pre-bid Conference meeting minutes.

PROJECT C, ALGAE AND SOLIDS CONTROL PROJECT (COVERS)

TASK C.1 - FINAL DESIGN SERVICES: ALGAE CONTROL

This task consists of all services necessary to take this project from the Evaluation Phase through the Final Design Services. The anticipated construction budget is \$275,000. Task C.1 includes the following itemized services:

- C.1.1 Project Management and Administration consists of all correspondence with the City and other project stakeholders as necessary.
- C.1.2 Kick-off Conference: The consultant shall meet with City staff to detail project concept and scope. The consultant shall prepare an agenda, take minutes, and distribute minutes.
- C.1.3 Prepare Design Drawings
- Plans documents shall adhere to current City of Rapid City guidelines as much as possible. Plan sheets shall be prepared utilizing the latest City of Rapid City Drafting Standards. City guidelines will be supplemented with HDR CADD Standards where appropriate to reflect items not addressed in the City standards, but required for this facility-type project.
 - Provide complete plans and specifications for a lump sum price construction contract.
 - Cover the weirs, launders and effluent channel of the clariflocculator and the tertiary clarifiers in accordance with the recommendation contained in the evaluation report.
 - Two design phase submittal reviews will be held for this project. The initial design review submittal will primarily consist of the initial cover plans. Only a Specification Table of Contents will be included with this submittal. The final review submittal will consist of the complete project drawings and specifications. This could be considered as the 90% review submittal.
 - It is anticipated soil borings and subgrade analysis will not be required.
 - All submittals (drawings and specifications) believed by the Engineer of Record to be a final, shall contain a Certification Statement of Conformance with City Standards which shall read, "I (insert Engineer of Record's name) Certify that I have read and understand the provisions contained in the City of Rapid City Standard Specifications for Public Works Construction, current edition and the City of Rapid City's adopted Design Criteria Manuals. The drawings and specifications contained here within, to the best of my knowledge, were prepared in accordance with these documents or a properly executed exception to the Standard Specifications and/or Infrastructure Design Criteria Manual has been secured". This statement shall appear on the title sheet of the drawings and on the first page of specifications after the cover sheet. The "Certification Statement of Conformance with City Specifications" shall be signed and dated by the Engineer of Record.
 - Building permit and other permits costs are the Owner's and Contractor's obligation.
 - Design specifications. Provide detailed specifications supplementing the City of Rapid City Standard Specifications, as necessary. Typically project drawing

specific issues should be indicated as a General Note on the drawings. Material types and material specific items would be included as a detailed specification.

- Design Cost Estimate. Prepare “Engineer’s Estimate” of probable construction cost for the project. Cost Estimate will be submitted with interim and final design review sets.
- C.1.4 If desiring exceptions from City requirements or specifications, it is the Consultant’s responsibility to request and secure exceptions. Failure by the City to comment on a nonconforming item during a review does not constitute the granting of an exception.
- C.1.5 Address City review comments as necessary. A review meeting or teleconference/video conference will be conducted for each of the review submittals. Meeting will held to allow the City up to 10 days to review the submittals.
- C.1.6 Provide three (3) copies of the Final Design Services submittal. The submittal shall consist of complete plans, specifications, contract documents, and opinion of probable construction cost to the City of Rapid City’s project manager for review. The Final Design Services submittal will be made to the City when the consultant believes the plans, specifications, contract documents, and opinion of probable construction cost are 100% complete.
- C.1.7 Deliver the following:
- Provide complete plans on CD compatible with current AutoCAD Release.
 - Provide complete specifications and contract documents on CD in current version of Microsoft Word.
 - Provide unit price cost estimate on CD in current version of Microsoft Excel on the City of Rapid City “Engineer’s Estimate” form.
- C.1.8 The Consultant shall provide plans and specifications to the Department of Environment and Natural Resources for approval, and shall address any comments or corrections required.
- C.1.9 QA/QC. HDR provides a detailed internal quality control review by a technical expert on all deliverables prior to submittal to the City.

TASK C.2 - BIDDING SERVICES: ALGAE CONTROL

This task consists of all services necessary for the administration of the Bidding Services of the project, including the following itemized services for the General Construction project:

- C.2.1 Submit sufficient information to the City of Rapid City project manager for completion of City Advertising Authority form.
- C.2.2 Provide one hardcopy to the City of Rapid City of plans/drawings at 22” x 34” scale, specifications, and contract documents for City production and distribution to bidders and the City of Rapid City. Provide electronic file in .pdf. Review a test print of final plans and specifications prior to reproduction. The City will handle plan distribution and may use electronic distribution. HDR will provide documents conforming to requirements acceptable for this type of distribution.
- C.2.3 Conduct a Pre-bid Conference. Record attendance and take minutes. Distribute copies to all attendees.
- C.2.4 Respond to bidders questions throughout the bidding services phase.
- C.2.5 Issue addenda to the bid documents as required.

- C.2.6 Attend Public Works Committee and Council Meetings as required.
- C.2.7 Review and certify the Bid Tab prepared by the City.
- C.2.8 Prepare a bid award recommendation letter to the City of Rapid City project manager.

Project Submittals shall include:

- Progress Meeting Minutes
- Initial review submittal packages.
- Final Review submittal (90%) complete plans, specifications, contract documents, and opinion of probable construction cost.
- Final submittal of bid documents including complete plans, specifications, contract documents, and opinion of probable construction costs.
- Pre-bid Conference meeting minutes.

PROJECT D, TRICKLING FILTER PUMP STATION

TASK D.1 - FINAL DESIGN SERVICES: TRICKLING FILTER PUMP STATION

This task consists of all services necessary to take this project from the Evaluation Phase through the Final Design Services. The anticipated construction budget is \$7.2 million. Task D.1 includes the following itemized services:

- D.1.1 Project Management and Administration consists of all correspondence with the City and other project stakeholders as necessary.
- D.1.2 Kick-off Conference: The consultant shall meet with City staff to detail project concept and scope. The consultant shall prepare an agenda, take minutes, and distribute minutes.
- D.1.3 Prepare Design Drawings
 - Plans documents shall adhere to current City of Rapid City guidelines as much as possible. Plan sheets shall be prepared utilizing the latest City of Rapid City Drafting Standards. City guidelines will be supplemented with HDR CADD Standards where appropriate to reflect items not addressed in the City standards, but required for this facility-type project.
 - Provide complete plans and specifications for a lump sum price construction contract.
 - A new pump station constructed between the two existing trickling filters complete with:
 - Below-grade cast-in-place concrete wetwell,
 - Above-grade masonry building to house the pumps, discharge piping, valves, hoisting equipment and electrical controls.
 - Four vertical turbine solids handling pumps with Variable Frequency Drives (VFDs).
 - A new recirculation metering and valve structure for improved control of recycle flows.
 - Two new Trickling Filter influent metering structures.
 - Associated junction boxes and piping to reroute flows from the primary clarifiers to the new pump station.
 - Construction dewatering, excavation shoring, piling-type foundation system, grading, and miscellaneous site work.

- Three design phase submittal reviews will be held for this project.
 - The initial design review submittal will primarily consist of the initial process area plans and equipment layouts. This submittal will only include minimal structural and electrical drawings. Only a Specification Table of Contents will be included with this submittal
 - The interim review submittal will consist of more completely developed process drawings, discipline drawings including structural plans and sections, architectural plans and sections, mechanical plans, electrical plans and one-lines and cost estimate. Specifications will include the edited major equipment and master level specifications for the other sections.
 - The final review submittal will consist of the complete project drawings and specifications. This could be considered as the 90% review submittal.
 - Erosion and sediment control requirements will be noted on the Civil Plan.
 - A Control Reference point will be noted on the Civil or Structural Drawings.
 - It is anticipated soil borings and subgrade analysis will be required at the location of the TF PS. This geotechnical work will be conducted under the City's annual geotechnical contract and the results provided to the Consultant. HDR shall provide a scope of geotechnical services required including such parameters as number of bores, depth and location of bores, and request for foundation design criteria and dewatering criteria.
 - All submittals (drawings and specifications) believed by the Engineer of Record to be a final, shall contain a Certification Statement of Conformance with City Standards which shall read, "I (insert Engineer of Record's name) Certify that I have read and understand the provisions contained in the City of Rapid City Standard Specifications for Public Works Construction, current edition and the City of Rapid City's adopted Design Criteria Manuals. The drawings and specifications contained here within, to the best of my knowledge, were prepared in accordance with these documents or a properly executed exception to the Standard Specifications and/or Infrastructure Design Criteria Manual has been secured". This statement shall appear on the title sheet of the drawings and on the first page of specifications after the cover sheet. The "Certification Statement of Conformance with City Specifications" shall be signed and dated by the Engineer of Record.
 - Building permit and other permits costs are the Owner's and Contractor's obligation.
 - Design specifications. Provide detailed specifications supplementing the City of Rapid City Standard Specifications, as necessary. Typically project drawing specific issues should be indicated as a General Note on the drawings. Material types and material specific items would be included as a detailed specification.
 - Design Cost Estimate. Prepare "Engineer's Estimate" of probable construction cost for the project. Cost Estimate will be submitted with interim and final design review sets.

D.1.4 If desiring exceptions from City requirements or specifications, it is the Consultant's responsibility to request and secure exceptions. Failure by the City to comment on a nonconforming item during a review does not constitute the granting of an exception.

- D.1.5 Address City review comments as necessary. A review meeting or teleconference/video conference will be conducted for each of the review submittals. Meeting will held to allow the City up to 10 days to review the submittals.
- D.1.6 Provide three (3) copies of the Final Design Services submittal. The submittal shall consist of complete plans, specifications, contract documents, and opinion of probable construction cost to the City of Rapid City's project manager for review. The Final Design Services submittal will be made to the City when the consultant believes the plans, specifications, contract documents, and opinion of probable construction cost are 100% complete.
- D.1.7 Deliver the following:
- Provide complete plans on CD compatible with current AutoCAD Release.
 - Provide complete specifications and contract documents on CD in current version of Microsoft Word.
 - Provide unit price cost estimate on CD in current version of Microsoft Excel on the City of Rapid City "Engineer's Estimate" form.
- D.1.8 The Consultant shall provide plans and specifications to the Department of Environment and Natural Resources for approval, and shall address any comments or corrections required.
- D.1.9 QA/QC. HDR provides a detailed internal quality control review by a technical expert on all deliverables prior to submittal to the City.

TASK D.2 - BIDDING SERVICES: TRICKLING FILTER PUMP STATION

This task consists of all services necessary for the administration of the Bidding Services of the project, including the following itemized services for the General Construction project:

- D.2.1 Submit sufficient information to the City of Rapid City project manager for completion of City Advertising Authority form.
- D.2.2 Provide one hardcopy to the City of Rapid City of plans/drawings at 22" x 34" scale, specifications, and contract documents for City production and distribution to bidders and the City of Rapid City. Provide electronic file in .pdf. Review a test print of final plans and specifications prior to reproduction. The City will handle plan distribution and may use electronic distribution. HDR will provide documents conforming to requirements acceptable for this type of distribution.
- D.2.3 Conduct a Pre-bid Conference. Record attendance and minutes. Distribute copies to all attendees.
- D.2.4 Respond to bidders questions throughout the bidding services phase.
- D.2.5 Issue addenda to the bid documents as required.
- D.2.6 Attend Public Works Committee and Council Meetings as required.
- D.2.7 Review and certify the Bid Tab prepared by the City.
- D.2.8 Prepare a bid award recommendation letter to the City of Rapid City project manager.

Project Submittals shall include:

- Progress Meeting Minutes
- Initial and interim review submittal packages.

- Final Review submittal (90%) complete plans, specifications, contract documents, and opinion of probable construction cost.
- Final submittal of bid documents including complete plans, specifications, contract documents, and opinion of probable construction costs.
- Pre-bid Conference meeting minutes.

PROJECT E, TRICKLING FILTER IMPROVEMENTS

TASK E.1 - FINAL DESIGN SERVICES: TRICKLING FILTER IMPROVEMENT

This task consists of all services necessary to take this project from the Evaluation Phase through the Final Design Services. The anticipated construction budget is \$830,000. Task E.1. Includes the following itemized services:

- E.1.1 Project Management and Administration consists of all correspondence with the City and other project stakeholders as necessary.
- E.1.2 Kick-off Conference: The consultant shall meet with City staff to detail project concept and scope. The consultant shall prepare an agenda, take minutes, and distribute minutes.
- E.1.3 Prepare Design Drawings
 - Plans documents shall adhere to current City of Rapid City guidelines as much as possible. Plan sheets shall be prepared utilizing the latest City of Rapid City Drafting Standards. City guidelines will be supplemented with HDR CADD Standards where appropriate to reflect items not addressed in the City standards, but required for this facility-type project.
 - Provide complete plans and specifications for a lump sum price construction contract.
 - Removal of the existing rotary distributor arms.
 - Retrofit the existing center column for attachment of the new distributor arms.
 - New rotary distributor arms with forward and reversing nozzles that have internal pneumatically operated gates.
 - Compressor, air piping, valves, and air control panel for control of pneumatically operated gates.
 - Programmable Logic Controller (PLC) for automatic adjustment to maintain optimal dosing rates as well as periodic flushing dosing rates.
 - Concrete patching where required.
 - Three design phase submittal reviews will be held for this project.
 - The initial design review submittal will primarily consist of the initial process area plans and equipment layouts. This submittal will only include minimal structural and electrical drawings. Only a Specification Table of Contents will be included with this submittal.
 - The interim review submittal will consist of more completely developed process drawings, discipline drawings including structural details, electrical plans and one-lines and cost estimate. Specifications will include the edited major equipment and master level specifications for the other sections.
 - The final review submittal will consist of the complete project drawings and specifications. This could be considered as the 90% review submittal.
 - Erosion and sediment control requirements will be noted on the Civil Plan.
 - A Control Reference point will be noted on the Civil Drawings.

- It is anticipated soil borings and subgrade analysis will not be required.
- All submittals (drawings and specifications) believed by the Engineer of Record to be a final, shall contain a Certification Statement of Conformance with City Standards which shall read, "I (insert Engineer of Record's name) Certify that I have read and understand the provisions contained in the City of Rapid City Standard Specifications for Public Works Construction, current edition and the City of Rapid City's adopted Design Criteria Manuals. The drawings and specifications contained here within, to the best of my knowledge, were prepared in accordance with these documents or a properly executed exception to the Standard Specifications and/or Infrastructure Design Criteria Manual has been secured". This statement shall appear on the title sheet of the drawings and on the first page of specifications after the cover sheet. The "Certification Statement of Conformance with City Specifications" shall be signed and dated by the Engineer of Record.
- Building permit and other permits costs are the Owner's and Contractor's obligation.
- Design specifications. Provide detailed specifications supplementing the City of Rapid City Standard Specifications, as necessary. Typically project drawing specific issues should be indicated as a General Note on the drawings. Material types and material specific items would be included as a detailed specification.
- Design Cost Estimate. Prepare "Engineer's Estimate" of probable construction cost for the project. Cost Estimate will be submitted with interim and final design review sets.

E.1.4 If desiring exceptions from City requirements or specifications, it is the Consultant's responsibility to request and secure exceptions. Failure by the City to comment on a nonconforming item during a review does not constitute the granting of an exception.

E.1.5 Address City review comments as necessary. A review meeting or teleconference/video conference will be conducted for each of the review submittals. Meeting will held to allow the City up to 10 days to review the submittals.

E.1.6 Provide three (3) copies of the Final Design Services submittal. The submittal shall consist of complete plans, specifications, contract documents, and opinion of probable construction cost to the City of Rapid City's project manager for review. The Final Design Services submittal will be made to the City when the consultant believes the plans, specifications, contract documents, and opinion of probable construction cost are 100% complete.

E.1.7 Deliver the following:

- Provide complete plans on CD compatible with current AutoCAD Release.
- Provide complete specifications and contract documents on CD in current version of Microsoft Word.
- Provide unit price cost estimate on CD in current version of Microsoft Excel on the City of Rapid City "Engineer's Estimate" form.

E.1.8 The Consultant shall provide plans and specifications to the Department of Environment and Natural Resources for approval, and shall address any comments or corrections required.

E.1.9 QA/QC. HDR provides a detailed internal quality control review by a technical expert on all deliverables prior to submittal to the City.

TASK E.2 - BIDDING SERVICES: TRICKLING FILTER IMPROVEMENTS

This task consists of all services necessary for the administration of the Bidding Services of the project, including the following itemized services for the General Construction project:

- E.2.1 Submit sufficient information to the City of Rapid City project manager for completion of City Advertising Authority form.
- E.2.2 Provide one hardcopy to the City of Rapid City of plans/drawings at 22" x 34" scale, specifications, and contract documents for City production and distribution to bidders and the City of Rapid City. Provide electronic file in .pdf. Review a test print of final plans and specifications prior to reproduction. The City will handle plan distribution and may use electronic distribution. HDR will provide documents conforming to requirements acceptable for this type of distribution.
- E.2.3 Conduct a Pre-bid Conference. Record attendance and minutes. Distribute copies to all attendees.
- E.2.4 Respond to bidders questions throughout the bidding services phase.
- E.2.5 Issue addenda to the bid documents as required.
- E.2.6 Attend Public Works Committee and Council Meetings as required.
- E.2.7 Review and certify the Bid Tab prepared by the City.
- E.2.8 Prepare a bid award recommendation letter to the City of Rapid City project manager.

Project Submittals shall include:

- Progress Meeting Minutes
- Initial and interim review submittal packages.
- Final Review submittal (90%) complete plans, specifications, contract documents, and opinion of probable construction cost.
- Final submittal of bid documents including complete plans, specifications, contract documents, and opinion of probable construction costs.
- Pre-bid Conference meeting minutes.

EXHIBIT B
CITY OF RAPID CITY - WATER RECLAMATION FACILITY
TRICKLING FILTER AND EFFLUENT SOLIDS REDUCTION IMPROVEMENTS
FINAL DESIGN & BIDDING ENGINEERING FEE ESTIMATE.

		Total Hours	Labor Total	Expense Total	Total Task Cost
Task A	Project Phasing Assistance				
A.1.1	Revenue requirement review for TF projects	68	\$9,970	\$252	
A.1.2	Project Deliverables	36	\$5,600	\$133	
A.1.3	Final Report	30	\$4,190	\$571	
TASK A TOTALS		134	\$19,760	\$956	\$20,716
Task B.1	Final Design Services: UV System Upgrades				
B.1.1	Project Management	68	\$10,988	\$452	
B.1.2	Kick-off Conference	10	\$1,390	\$497	
B.1.3	Pre-design Services	228	\$28,800	\$844	
B.1.4	Prepare Design Drawings	782	\$96,178	\$2,893	
B.1.5	Request and Secure any City Exceptions (as needed)	14	\$1,840	\$52	
B.1.6	Address 90% City Review Comments	48	\$6,064	\$638	
B.1.7	Provide Final Design Services Submittal	7	\$763	\$26	
B.1.8	Deliver Final Design Documents	7	\$763	\$26	
B.1.9	Submit Plans for DENR Approval	9	\$1,104	\$33	
B.1.10	QA/QC	17	\$3,115	\$63	
Task B.1 Subtotals		1190	\$151,005	\$5,523	\$156,528
Task B.2	Bidding Services: UV System Upgrades				
B.2.1	2.1 Submit Information for City Advertising Authority Form	7	\$755	\$26	
B.2.2	2.2 Final Plans/Specs for City Production/Distribution to Bidders	14	\$1,301	\$52	
B.2.3	2.4 Pre-Bid Conference	16	\$2,070	\$519	
B.2.4	2.5 Respond to Bidders Questions/Issue Clarifications	32	\$4,124	\$118	
B.2.5	2.6 Issue Addenda to Bid Documents (as required)	32	\$3,500	\$118	
B.2.6	2.8 Attend Public Works Committee and Council Meetings (as required)	4	\$640	\$15	
B.2.7	2.9 Review Bid Tab	6	\$785	\$22	
B.2.8	2.10 Present Award Recommendation	2	\$320	\$7	
Task B.2 Subtotals		113	\$13,495	\$878	\$14,373
TASK B TOTALS		1303	\$164,500	\$6,401	\$170,901
Task C.1	Final Design Services: Algae Control				
C.1.1	Project Management	15	\$1,895	\$256	
C.1.2	Kick-off Conference	8	\$1,140	\$490	
C.1.3	Prepare Design Drawings	169	\$20,985	\$625	
C.1.4	Request and Secure any City Exceptions (as needed)	12	\$1,584	\$44	
C.1.5	Address 90% City Review Comments	16	\$2,140	\$59	
C.1.6	Provide Final Design Services Submittal	15	\$1,699	\$516	
C.1.7	Deliver Final Design Documents	5	\$569	\$19	
C.1.8	Submit Plans for DENR Approval	5	\$569	\$19	
C.1.9	QA/QC	6	\$834	\$22	
Task C.1 Subtotals		251	\$31,415	\$2,049	\$33,464
Task C.2	Bidding Services: Algae Control				
C.2.1	Submit Information for City Advertising Authority Form	5	\$625	\$19	
C.2.2	Final Plans/Specs for City Production/Distribution to Bidders	12	\$1,171	\$44	
C.2.3	Pre-Bid Conference	10	\$1,320	\$497	
C.2.4	Respond to Bidders Questions/Issue Clarifications	14	\$1,834	\$52	
C.2.5	Issue Addenda to Bid Documents (as required)	10	\$1,780	\$37	
C.2.6	Attend Public Works Committee and Council Meetings (as required)	4	\$640	\$15	
C.2.7	Review Bid Tab	2	\$320	\$7	
C.2.8	Present Award Recommendation	2	\$320	\$7	
Task C.2 Subtotals		59	\$8,010	\$678	\$8,688
TASK C TOTALS		310	\$39,425	\$2,727	\$42,152

		Total Hours	Labor Total	Expense Total	Total Task Cost
Task D.1 Final Design Services: Tricking Filter Pump Station					
D.1.1	Project Management	88	\$14,828	\$526	
D.1.2	Kick-off Conference	16	\$1,970	\$519	
D.1.3	Prepare Design Drawings	2961	\$375,770	\$10,956	
D.1.4	Request and Secure any City Exceptions (as needed)	20	\$2,980	\$74	
D.1.5	Address 90% City Review Comments	104	\$14,308	\$845	
D.1.6	Provide Final Design Services Submittal	26	\$3,294	\$96	
D.1.7	Deliver Final Design Documents	8	\$698	\$30	
D.1.8	Submit Plans for DENR Approval	6	\$504	\$22	
D.1.9	QA/QC	22	\$3,830	\$81	
Task D.1 Subtotal Hours		3251	\$418,182	\$13,149	\$431,331
Task D.2 Bidding Services: Tricking Filter Pump Station					
D.2.1	Submit Information for City Advertising Authority Form	5	\$625	\$19	
D.2.2	Final Plans/Specs for City Production/Distribution to Bidders	12	\$1,171	\$44	
D.2.3	Pre-Bid Conference	14	\$1,750	\$512	
D.2.4	Respond to Bidders Questions/Issue Clarifications	40	\$5,764	\$148	
D.2.5	Issue Addenda to Bid Documents (as required)	32	\$3,780	\$118	
D.2.6	Attend Public Works Committee and Council Meetings (as required)	4	\$640	\$15	
D.2.7	Review Bid Tab	6	\$855	\$22	
D.2.8	Present Award Recommendation	4	\$450	\$15	
Task D.2 Subtotal Hours		117	\$15,035	\$893	\$15,928
TASK D TOTALS		3368	\$433,217	\$14,042	\$447,259
Task E.1 Final Design Services: TF Upgrades					
E.1.1	Project Management	26	\$4,050	\$296	
E.1.2	Kick-off Conference	10	\$1,390	\$497	
E.1.3	Prepare Design Drawings	598	\$68,959	\$2,213	
E.1.4	Request and Secure any City Exceptions (as needed)	9	\$1,125	\$33	
E.1.5	Address 90% City Review Comments	57	\$6,448	\$671	
E.1.6	Provide Final Design Services Submittal	10	\$1,323	\$37	
E.1.7	Deliver Final Design Documents	8	\$762	\$30	
E.1.8	Submit Plans for DENR Approval	4	\$374	\$15	
E.1.9	QA/QC	22	\$3,830	\$81	
Task E.1 Subtotals		744	\$88,261	\$3,873	\$92,134
Task E.2 Bidding Services - TF Upgrades					
E.2.1	Submit Information for City Advertising Authority Form	5	\$625	\$19	
E.2.2	Final Plans/Specs for City Production/Distribution to Bidders	8	\$783	\$30	
E.2.3	Pre-Bid Conference	10	\$1,355	\$497	
E.2.4	Respond to Bidders Questions/Issue Clarifications	24	\$2,824	\$89	
E.2.5	Issue Addenda to Bid Documents (as required)	24	\$2,754	\$89	
E.2.6	Attend Public Works Committee and Council Meetings (as required)	4	\$640	\$15	
E.2.7	Review Bid Tab	6	\$855	\$22	
E.2.8	Present Award Recommendation	4	\$730	\$15	
Task E.2 Subtotals		85	\$10,566	\$775	\$11,341
TASK E TOTALS		829	\$98,827	\$4,647	\$103,474
TOTALS		5944	\$755,729	\$28,773	\$784,502

EXHIBIT C
SCHEDULE OF PAY RATES

HDR ENGINEERING, INC.

FEE SCHEDULE

PROFESSIONAL SERVICES FOR THE WATER RECLAMATION FACILITY TRICKLING
FILTER AND EFFLUENT SOLIDS REDUCTION IMPROVEMENT
DESIGN AND BIDDING PHASE
Project No. 12-2031 / CIP No. 50910
City of Rapid City, South Dakota

The following fee schedule is the Billable Rate Fee Schedule for HDR Engineering, Inc. This fee schedule and the hourly rates shown apply for the duration of the above referenced project. In instances where a discipline not listed below may work on the project, the billing rate will be submitted to the City for approval prior to implementation.

<u>EMPLOYEE - DISCIPLINE</u>	<u>BILLING RATE/HR</u>
<u>Description</u>	<u>Billing Rate</u>
Managing Principal	\$205/Hr
Senior Project Manager	\$200/Hr
Senior Technical/QA/QC	\$195/Hr
Engineer V	\$160/Hr
Engineer IV	\$145/Hr
Engineer III	\$125/Hr
Engineer II	\$105/Hr
Engineer I	\$90/Hr
ASME Disciplines	\$170/Hr
Engineering Technician III	\$109/Hr
Engineering Technician II	\$87/Hr
Engineering Technician I	\$80/Hr
Land Surveyor I	\$105/Hr
Survey Technician III	\$97/Hr
Survey Technician II	\$87/Hr
Survey Technician I	\$77/Hr
GIS Technician II	\$87/Hr
GIS Technician I	\$65/Hr
Cadd Technician III	\$97/Hr
Cadd Technician II	\$87/Hr
Cadd Technician I	\$78/Hr
Accounting/Bookkeeper	\$97/Hr
Administrative Assistant	\$65/Hr
Two-person Survey Crew	\$155/Hr
Technology Charge	\$3.70/Hr

*Hourly Billing Rates do not include the \$3.70 Technology Charge

DIRECT EXPENSES

Vehicle Mileage	\$ 0.75/Mile
Copies:	
24"x 36" Mylar	\$15.00 each
Plots Bond	\$8.00 each
Plain Paper Copies	\$0.15 each
Plain Paper Copies 11" x 17"	\$0.25 each
Color 11" x 17"	\$1.25 each

OTHER REIMBURSABLE EXPENSES

Reimbursable expenses shall mean the actual expenses incurred directly or indirectly in connection with the project for transportation travel, subconsultants, subcontractors, computer usage, telephone, telex, shipping and express, and other incurred expense.