

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

Date: June 4, 2012

Project Name & Number: 2011 Storm Damage Recovery Project
Project No. 12-2016

CIP #: 50903

Project Description: To provide professional engineering services.

Consultant: Upper Deck Architects, Inc.

Original Contract Amount: \$109,226.02 Original Contract Date: June 4, 2012 Original Completion Date:

Addendum No: 1

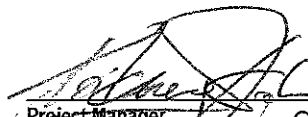
Amendment Description: Addition of design services for roofs at five buildings and skylights at WRF


Current Contract Amount:	\$109,226.02	Current Completion Date:	
Change Requested:	\$20,963.00		
New Contract Amount:	\$130,189.02	New Completion Date:	

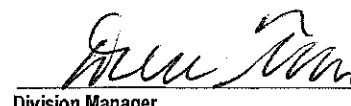
Funding Source This Request:

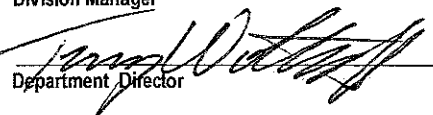
Amount	Dept.	Line Item	Fund	Comments
\$20,963.00	8915	4223	505	
Total				

Agreement Review & Approvals


Project Manager 3-4-14
Date


Compliance Specialist 3/4/14
Date


Division Manager 3-4-14
Date


Department Director 3-4-14
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: 2011 Storm Damage Recovery Project
Project No. 12-2016 / CIP 50903

Background Data: Original Contract Date: 6/4/2012
Owner: City of Rapid City
Contractor: Upper Deck Architects Inc.

Nature of Amendment: Addition of design services for roofs at five buildings
and skylights at the Water Reclamation Facility.

Current Contract Amount: \$109,226.02

Change Requested: \$20,963.00

New Contract Amount: \$130,189.80

Owner and Contractor hereby agree to modify the above referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect. The effective date of this Amendment is:

_____.

CITY OF RAPID CITY

UPPER DECK ARCHITECTS INC.

By: _____
Mayor

By: _____

Date: _____

Date: _____

ATTEST

By: _____
Finance Officer

Date: _____

REVIEWED BY:



50 MINNESOTA ST. - SUITE 1
RAPID CITY, SD 57701
PH: 605 721-0237
FAX: 605 721-0240

February 20, 2014

Mr. Rod Johnson
City of Rapid City – Public Works
300 6th Street
Rapid City, SD 57701

Re: Storm Damage Recovery Project
Water Reclamation Facility
Rapid City, South Dakota

Dear Rod:

Please accept this letter as the proposal for Upper Deck Architects, Inc. to provide professional design services for the replacement of roofs at five (5) separate buildings and the skylights at the main building at the water reclamation facility in Rapid Valley. Upper Deck Architects has taken a portion of this project to approximately 95%, and the City of Rapid City would like a proposal to include that time and the effort that it will take to complete the project. This proposal is based on the work that we have completed to-date and our meeting on 2/17/2014.

Scope of the Project:

Roofs on five buildings at the waste water treatment plant were damaged in the 2011 hail storm and need to be replaced. One existing roof is a built-up, tar & gravel roof, one is mechanically fastened Trocal membrane and three are fully adhered PVC membranes. An aerial photo is attached identifying the five buildings. It is anticipated that all roofs will be removed down to the deck and replaced with 60 mil reinforced PVC membrane on a recovery board on polyisocyanurate and tapered insulation. It is anticipated that the existing metal coping on four of the buildings will be reinstalled.

The translucent panel skylights on the main building have also been damaged and need to be replaced. These panels will be removed and replaced with a similar translucent panel system with integral flashing.

It is recognized that Upper Deck Architects proceeded with the Construction Documents, as authorized by the City of Rapid City, on the roof replacement portion of this work. To-date, the Construction Documents are approximately 95% complete, and that effort will be identified separately in this proposal.

Scope of Services:

Upper Deck Architects will provide professional design services as identified in the original Agreement Between City of Rapid City and Upper Deck Architects for Design and Bidding Professional Services for 2011 Storm Damage Recovery Project, Project No. 12-2016 / CIP No. 50903, dated June 6, 2012. Upper Deck Architects will complete the construction documents, assist in bidding the project, and provide full construction administration services as identified in the Agreement.

Proposed Fees:

Upper Deck Architects will complete the work identified above for an hourly fee not-to-exceed of **Twenty Thousand, Nine Hundred Sixty-Three Dollars (\$20,963.00)**. A further breakdown of this fee is as follows:


Effort Expended To-Date for 95% Documents:	\$ 7,658
Completion of Construction Document (last 5%):	\$ 3,980
Bidding:	\$ 2,565
Construction Administration:	\$ 5,760
<u>Anticipated Reimbursable Expenses:</u>	<u>\$ 1,000</u>
 Total:	 \$ 20,962

I have attached the Project Fee Estimate – Hourly worksheet for reference. Please incorporate this fee into an addendum on the current contract.

We are ready to continue work immediately on this project.

I hope that this proposal meets with your anticipated needs. Please feel free to call me with questions.

Upper Deck Architects, Inc.



Timothy D. Cheever
Principal / Architect

Upper Deck Architects, Inc.
 Project Fee Estimate - Hourly
 Project: 2011 Storm Damage Recovery Project - Water Reclamation Facility
 Project # 12274

Hourly Rates

Principal	\$	125.00
Project Manager	\$	95.00
Architect	\$	90.00
CAD Technician	\$	65.00
Admin	\$	50.00

Hourly Breakdown

	<u>Admin</u>	<u>CAD</u>	<u>Architect</u>	<u>Project Manager</u>	<u>Principal</u>
Pre-Design & Site Investigation:					
Admin	0	0	0	0	0
Code Research	0	0	0	0	0
Programming	0	0	0	0	0
Site Investigation	0	0	0	0	0
Meetings	0	0	0	0	0
Misc	0	0	0	0	0
Subtotal:	0	0	0	0	0
Schematic Design:					
Admin	0	0	0	0	0
Design / Documentation	0	0	0	0	0
Specifications	0	0	0	0	0
Estimate	0	0	0	0	0
Meetings	0	0	0	0	0
Misc	0	0	0	0	0
Subtotal:	0	0	0	0	0
Construction Documents To-Date:					
Admin	3.5	82.5	0	8.5	10.5
Design / Documentation	0	0	0	0	0
Specifications	0	0	0	0	0
Estimate	0	0	0	0	0
Meetings	0	0	0	0	0
Misc	0	0	0	0	0
Subtotal:	3.5	82.5	0	8.5	10.5
Construction Documents to Complete:					
Admin	1	0	0	0	0
Design / Documentation	0	20	0	8	2
Specifications	2	0	0	4	2
Estimate	0	0	0	0	0
Meetings	0	0	0	2	0
Misc	0	4	0	2	2
Subtotal:	3	24	0	16	6
Bidding:					
Bidding:	4	8	0	8	2
Bid Opening	1	0	0	1	0
Pre-Bid Meeting	1	2	0	2	0
Misc	0	2	0	2	0
Subtotal:	6	12	0	13	2
Construction Administration:					
Shop Drawing Review	0	8	0	8	0
Field Observation (.8_Trips)	0	24	0	8	2
Travel (____Miles)	0	0	0	0	0
Project Coordination Meetings	0	2	0	4	2
Misc	0	8	0	4	2
Subtotal:	0	42	0	24	6
Grand Total	12.5	160.5	0	61.5	24.5

Hourly Fee Breakdown Summary

	<u>Admin</u>	<u>CAD</u>	<u>Architect</u>	<u>Project Manager</u>	<u>Principal</u>
Pre-Design & Site Investigation:	\$ -	\$ -	\$ -	\$ -	\$ -
Schematic Design:	\$ -	\$ -	\$ -	\$ -	\$ -
Design Development:	\$ 175.00	\$ 5,362.50	\$ -	\$ 807.50	\$ 1,312.50
Construction Documents:	\$ 150.00	\$ 1,560.00	\$ -	\$ 1,520.00	\$ 750.00
Bidding:	\$ 300.00	\$ 780.00	\$ -	\$ 1,235.00	\$ 250.00
Construction Administration:	\$ -	\$ 2,730.00	\$ -	\$ 2,280.00	\$ 750.00
Hourly Fee Subtotal:	\$ 625.00	\$ 10,432.50	\$ -	\$ 5,842.50	\$ 3,062.50
Hourly Total:					\$ 19,962.50
Civil (LS)	(See attached consultant documentation)				\$ -
Structural (LS)	(See attached consultant documentation)				\$ -
Mechanical (LS)	(See attached consultant documentation)				\$ -
Electrical (LS)	(See attached consultant documentation)				\$ -
Total Fee:					\$ 20,962.77

Upper Deck Architects, Inc.
 Project Fee Estimate - Hourly
 Project: 2011 Storm Damage Recovery Project - Water Reclamation Facility
 Project # 12274

<u>Reimbursable Expenses:</u>	<u>Unit</u>	<u>Quantity</u>		
Copies				
8 1/2" x 11" (black & white)	0.11	200	\$	22.00
11" x 17" (black & white)	0.28	50	\$	14.00
8 1/2" x 11" (color)	0.85	0	\$	-
11" x 17" (color)	1.65	0	\$	-
Plots / Blueprints				
24 x 36 (\$3.00)	3.3	36	\$	118.80
30 x 42 (\$5.00)	5.5	0	\$	-
Bid Documents	500	1	\$	500.00
Postage	50	1	\$	50.00
Mileage	0.55	300	\$	165.00
Hotel	1.1	0	\$	-
Meals	1.1	0	\$	-
			<u>\$</u>	<u>869.80</u>
	15% O&P		\$	130.47
Reimbursable Subtotal:			\$	<u>1,000.27</u>