

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

Date: March 22, 2011

Project Name & Number: Horace Mann Park Pool Replacement  
Project No. PR11-1942

CIP #: 50864

Project Description: Design and construction administration services for Concept "A" from the 2012 Feasibility Study.

Consultant: Fennell Design, Inc.

Original  
Contract Amount: \$395,750.00

Original  
Contract Date: August 20, 2013

Original  
Completion Date: June 1, 2015

Addendum No: 1

Amendment Description:

Current Contract Amount: \$395,750.00

Current Completion Date: June 1, 2015

Change Requested: \$6,477.35

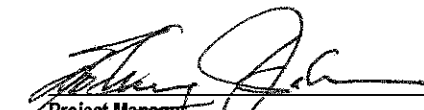
New Contract Amount: \$402,227.35


New Completion Date: October 1, 2015

**Funding Source This Request:**


| Amount               | Dept.        | Line Item | Fund | Comments                               |
|----------------------|--------------|-----------|------|--|
| \$375,750.00         | 132          | 4223      | 107  | design and construction administration |
| -\$20,000.00         | 132          | 4223      | 107  | reimbursables                          |
| \$6,477.35           | 132          | 4223      | 107  | water main design amendment            |
| <b>-\$402,227.35</b> | <b>Total</b> |           |      |  |

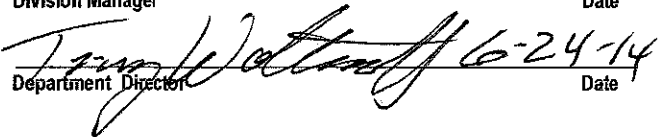
**Agreement Review & Approvals**

 6-23-14  
Project Manager Date

 6/23/14  
Compliance Specialist Date

\_\_\_\_\_  
City Attorney Date

 6-24-14  
Division Manager Date

 6-24-14  
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 6/24/14 Initials JD Approved (Y) N  
Cash Flow (Y) N

**AMENDMENT NO. 1 TO AGREEMENT**

**Project:** Horace Mann Park Pool Replacement

**Background Data:** Original Contract Date: 8/20/2013  
Owner: City of Rapid City  
Consultant: Fennell Design Inc.

**Nature of Amendment:** Additional services for water line loop including design, drawings and construction administration.

**Current Contract Amount:** \$ 395,750.00

**Change Requested:** \$ 6,477.35

**New Contract Amount:** \$ 402,227.35

Owner and Consultant 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

FENNELL DESIGN INC

By: \_\_\_\_\_  
Mayor

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_  
Finance Officer

Date: \_\_\_\_\_

  
\_\_\_\_\_  
Rod Johnson, Project Manager



**FENNELL DESIGN INC**

Architecture | Interiors | Project Management  
1113 St. Joseph Street  
Rapid City, SD 57701

June 19, 2014

Mr. Rod Johnson,

As discussed at the meeting April 3, 2014 in which the water line loop through Horace Mann Park was added, we are proposing the Add-Fee to accomplish this Added Scope. CETEC and Design Works have reviewed the time additions to their design, drawings, and CA. Design Works has negligible scope coverage, while CETEC has the majority of the work.

CETEC Engineering Services has provided a Fee Proposal (attached) to which Fennell Design Inc. will add 10% per our Design Contract. Our proposed Add Fee for this scope is: \$6,477.35

Please feel free to contact me for any questions you may have about this proposal.

Sincerely,

Fennell Design Inc.

Gene A. Fennell

CC: cetec Engineering Services In. Proposal dated April 7, 2014

**RECEIVED**

**JUN 23 2014**

**ENGINEERING  
SERVICES**



1560 Concourse Drive  
Rapid City, SD 57703  
Ph: (605) 341-7800

www.CETECENGINEERING.com

**Proposal  
for  
Additional Engineering Services  
Horace Mann Park Renovation**

**To:** Mr. Gene Fennell, AIA  
Fennell Associates  
1113 Saint Joseph Street  
Rapid City, SD 57701

**From:** Ted Schultz, P.E.  
CETEC Engineering Services, Inc.  
1560 Concourse Drive  
Rapid City, SD 57703

**Date:** April 7, 2014

**Description:**

**Scope of Work:**

1. Water main extension from Minuteman Dr. to Anamosa St. through the park. Complete plans, profiles, and layout. Provide designs for one fire hydrant, valve cluster, and irrigation connection.
2. Progress meetings biweekly with visit to the site.
3. Shop drawings.
4. Basic construction administration.

The following services have not been included in the civil fee proposal.

**Services Not Included:**

1. Periodic Construction Observation. On-site construction observation services.
2. Owner requested design changes, betterments, or additions.
3. Construction staking for the site and buildings is not included.
4. The work includes very limited construction observation services while attending progress meetings and does not include full time inspections.
5. As-built record document preparation is excluded.

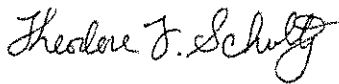
6. Field changes and scope of work changes during design or construction is not included.

**Fee:**

CETEC proposes to work on a lump sum basis as outlined in the attached summary of proposed fees in the amount of \$5,888.50. We will invoice the client monthly. Please review the proposal and contact me with any questions or clarifications.

Respectfully Submitted,

CETEC Engineering Services, Inc.



Ted Schultz, P.E.  
Principal

TS/sjf

**Fee Estimate  
for  
Additional Services  
Horace Mann Pool and Park**

Date: April 7, 2014

| Task   | Principal | Project Manager | CAD Drafter | Administration |
|--|-----------|-----------------|-------------|----------------|
| <b>Phase 20 Construction Documents</b>         |           |                 |             |                |
| Add Water Main Loop - Minuteman to Anamosa St. |           |                 |             |                |
| Plan   | 1         | 12              | 12          | 2              |
| Profile  | 1         | 7               | 10          |                |
| Notes  |           |                 |             |                |
| Total Hours                                    | 2         | 19              | 22          | 2              |
| Labor Rate (\$/hour)                           | \$126.00  | \$122.00        | \$76.00     | \$50.00        |
| Total Labor                                    | \$ 252.00 | \$ 2,318.00     | \$ 1,672.00 | \$ 100.00      |
| Miles  |           |                 |             |                |
| Mileage Cost (0.65/mile)                       | \$0.00    | \$0.00          | \$0.00      | \$0.00         |

**Phase 20 Construction Documents Total \$ 4,342.00**

| Task  | Principal | Project Manager | Construction Observer | Administration |
|---|-----------|-----------------|-----------------------|----------------|
| <b>Phase 40 Construction Administration</b> |           |                 |                       |                |
| Water Main Loop - Minuteman to Anamosa St.  |           |                 |                       |                |
| Shop Drawings                               |           | 2               | 1                     | 1              |
| Contractor Coordination                     |           | 2               | 4                     |                |
| Basic Construction Administration           | 1         | 2               | 2                     | 1              |
| Total Hours                                 | 1         | 6               | 7                     | 2              |
| Labor Rate (\$/hour)                        | \$126.00  | \$122.00        | \$72.00               | \$50.00        |
| Total Labor                                 | \$ 126.00 | \$ 732.00       | \$ 504.00             | \$ 100.00      |
| Miles                                       |           | 30              | 100                   |                |
| Mileage Cost (0.65/mile)                    | \$0.00    | \$19.50         | \$65.00               | \$0.00         |

**Phase 40 Construction Administration Total \$ 1,546.50**

| Task  | Principal | Project Manager | Construction Observer | Administration |
|---|-----------|-----------------|-----------------------|----------------|
| <b>Phase 50 - Construction Observation</b>  |           |                 |                       |                |
| Periodic On-Site Construction for Watermain |           | -               | -                     |                |
| Excluded                                    |           |                 |                       |                |
| Total Hours                                 | -         | -               | -                     | -              |
| Labor Rate (\$/hour)                        | \$126.00  | \$122.00        | \$72.00               | \$50.00        |
| Total Labor                                 | \$ -      | \$ -            | \$ -                  | \$ -           |
| Miles                                       |           | 0               | 0                     |                |
| Mileage Cost (0.65/mile)                    | \$0.00    | \$0.00          | \$0.00                | \$0.00         |

**Phase 50 - Construction Observation Total \$ -**

**Total Fee \$ 5,888.50**