

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

**Project Name & Number:** Jolly Lane to Reservoir Road Trunk Sewer Extension **CIP #:** 51005  
 Project Number 14-2121

**Project Description:** This project is for the final design and bidding services of a sanitary trunk sewer from Reservoir Road to the Jolly Lane Lift Station.

**Consultant:** Dream Design International, Inc.

<b>Original Contract Amount:</b> \$225,321.00	<b>Original Contract Date:</b> September 17, 2013	<b>Original Completion Date:</b> May 30, 2014
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**Addendum No: 1**

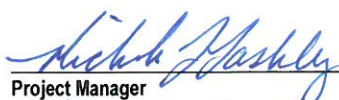
**Amendment Description:** This amendment is to extend the contract time for design services through February 2015. This is a no cost addendum.


<b>Current Contract Amount:</b> \$225,321.00	<b>Current Completion Date:</b> May 30, 2014
<b>Change Requested:</b> \$34,752.00	
<b>New Contract Amount:</b> \$260,073.00	<b>New Completion Date:</b> February 29, 2016

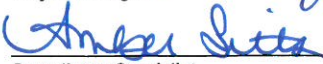
**Funding Source This Request:**

Amount	Dept.	Line Item	Fund	Comments
\$34,752.00	831	4223-4380	604	
	<b>Total</b>			

### Agreement Review & Approvals

 3/20/15  
 Project Manager Date

 3-23-15  
 Division Manager Date

 3/23/15  
 Compliance Specialist Date

 3-24-15  
 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. 2 TO AGREEMENT**

**Project:** Design and Bidding Professional Services for Jolly Lane to Reservoir Road Trunk Sewer Extension Project No. 14-2121

**Background Data:** Effective Date of Agreement: September 17, 2013  
Owner: City of Rapid City  
Engineer: Dream Design International, Inc.

**Nature of Amendment:** Adjustment of project schedule, adjusted contract amount to reflect current billing rates, project personnel, and new project alignment as reflected in attachments A, B, and C. The new contract completion date shall be February 29, 2016.

**Current Contract Amount:** \$225,321.00

**Change Requested:** \$34,752.00

**New Contract Amount:** \$260,073.00

Owner and Engineer 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:

ENGINEER:

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

By: *Hans Skrud*  
Dream Design International, Inc.

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

Date Signed: 3-26-2015

ATTEST:

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

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

REVIEWED BY:  
*Michelle Lashley*  
Michelle Lashley, Project Manager



**AMENDMENT NO. 2 TO AGREEMENT**

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Project No. 14-2121

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CITY OF RAPID CITY:

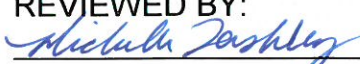
By: \_\_\_\_\_  
Mayor

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

ATTEST:

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

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

REVIEWED BY:  
  
Michelle Lashley, Project Manager

ENGINEER:

By:   
Dream Design International, Inc.

Date Signed: 3-26-2015







## **DREAM DESIGN INTERNATIONAL, INC.**

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### **PURPOSE**

Dream Design International Inc. (DDI) was selected by the City to provide engineering services for Tasks 1 through 5 for the Jolly Lane to Reservoir Road Trunk Sewer Extension (Project No. 14-2121/CIP No. 51005). On November 6, 2013, DDI was notified by City Staff that the project was put on hold until further notice. Subsequently on June 2, 2014, the City issued Amendment #1 for an adjustment of project schedule and extend the Agreement through February 28, 2015.

Due to uncontrollable circumstances, this project was again put on hold for approximately one year. Based on recent discussions with City staff, the City is now ready to move forward with this project and have provided DDI with the recommendations needed to proceed.

DDI requests a contract amendment so that the Project Schedule in Exhibit A of the original Agreement approved on September 16, 2013 and Amendment #1 be extended. This proposed Amendment will address changes to the project not previously listed and also reflect the current fee schedule of the engineer.

### **AMENDED SCOPE OF SERVICES**

As shown in the original RFP for this project it was expected that the project included approximately 6,700 lf of new sanitary sewer trunk main design. Based on the current memorandum from HDR, dated Monday, March 16, 2015, the representative design length is closer to 9,000 lf and requires additional services from the entire design team. In general this is the basis of our request. The following tasks are other items where additional services are expected to be required in order to complete this project.

Task 1.6.1 – Prepare wetlands exhibits and obtain permit. In order to simplify this task, the City has requested to combine this task with a similar task in HDR's contract and submit one single permit application for the entire Southside Sanitary Sewer Project. Preliminary investigative work completed by RESPEC (sub-consultant to DDI) has been distributed accordingly. Future additional work will require DDI to coordinate these efforts with applicable landowners and potentially be onsite during all field investigative work.

Task 2.3 – The original scope of services was based on 2-3 property owners within the project area. The final alignment will require 8-10 easements and/or H-lots. Due to the new alignment and additional easement lengths, additional time will be needed to negotiate easements and create documents.

Since this contract was awarded in Sept. of 2013, DDI has reviewed and updated their regular hourly rates. The increase to 2015 rates affects several key positions on the design team. These increases are shown in Exhibit C. The increased fees shown in Exhibit B do not include hours worked on this project prior to 2015.

## **PROJECT SCHEDULE**

The proposed schedule for design services is based on the information discussed during a project scoping meeting and in conjunction with HDR Engineering's proposed schedule for the South Side Sanitary Sewer Project. DDI is prepared to meet the revised project deadlines as noted below and is always open to discussion on schedule adjustments to meet the City of Rapid City's goals for the project. The schedule allows for 15 working days for City review of submittals.

City Council Authorization	September 16 <sup>th</sup> , 2013	
Comments and Recommendation to City Staff on HDR's Technical Memorandum #1	October 11th, 2013	
Amendment #1	June 2 <sup>nd</sup> , 2014	
65% Construction Plans Submittal to City	<del>May 12<sup>th</sup>, 2014*</del>	<b>May 29<sup>th</sup>, 2015</b>
65% Revised Construction Plans Submittal to the Army Corp. of Engineers	<del>June 9<sup>th</sup>, 2014*</del>	<b>July 10<sup>th</sup>, 2015</b>
Final Design Services Submittal	<del>September 18<sup>th</sup>, 2014*</del>	<b>August 28<sup>th</sup>, 2015*</b>
Final Plans and Specifications for Bidding	<del>October 6<sup>th</sup>, 2014</del>	<b>October 13<sup>th</sup>, 2015*</b>
Project Bid Letting	<del>October 28<sup>th</sup>, 2014</del>	<b>Early 2016</b>
Project Construction 100% Complete	To be finalized during design	

\* Dates subject to change due to unforeseen circumstances.

**EXHIBIT B -  
CITY OF RAPID CITY - JOLLY LANE TO RESERVOIR ROAD TRUNK SEWER EXTENSION  
AMENDMENT #2 - PRELIMINARY & FINAL DESIGN & BIDDING SERVICES**

	Professional Hourly Rate	Task Total
<b>Task 1 Services</b>		
1.6.1 Wetlands Permitting and Coordination		\$ 3,780.00
1.9 Preliminary Project Design Report		\$ 1,800.00
1.9.1 Coord. w/ Property Owners for future Connections		\$ 3,580.00
1.9.3 Stormwater/Creek/Wetlands Crossings		\$ -
1.10 65% Design Plans		\$ 3,975.00
1.10.1 Inc. Future Street Connections		\$ 1,230.00
1.11 Additional Project meetings		\$ 1,770.00
<b>Task 2 Services</b>		
2.1 Address 65% Comments		\$ 2,550.00
2.3 Easement Acquisition (4 each temp/perm)		\$ 4,440.00
2.5 Design Exceptions		\$ 135.00
2.11 Address 100% Staff Comments		\$ 1,890.00
		\$ 25,150.00
Increase in Fees (by position with hours remaining on contract)		
Sr. Project Manager		\$ 1,290.00
Project Manager		\$ 5,605.00
Eng. Tech II		\$ 3,230.00
		\$ 10,125.00
Reimbursables		
Preliminary/Final Design Report		\$ 84.30
65% & 100% Plan Submittal		\$ 127.50
Final Plans (11x17 Construction Services)		\$ 72.45
Bidding Documents		\$ 51.50
		\$ 335.75
Sub Consultants		
Geotechnical (AET)		\$ 600.00
Surveying (Arleth)		\$ 4,300.00
Wetland (Respec)		\$ (5,758.75)
		\$ (858.75)
		<b>\$ 34,752.00</b>




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**RATE SCHEDULE**

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**RATE SCHEDULE**

<i>Position</i>	<i>Hourly Rate</i>
<i>Principal</i>	<i>\$145.00</i>
<i>Senior Project Manager</i>	<i>\$135.00</i>
<i>Project Manager</i>	<i>\$120.00</i>
<i>Project Engineer</i>	<i>\$95.00</i>
<i>Project Coordinator</i>	<i>\$95.00</i>
<i>Senior Engineering Technician</i>	<i>\$95.00</i>
<i>GIS Administrator</i>	<i>\$90.00</i>
<i>Engineering Technician II</i>	<i>\$85.00</i>
<i>Engineering Technician I</i>	<i>\$75.00</i>
<i>Administrative</i>	<i>\$70.00</i>

**REIMBURSABLE EXPENSES**

<i>Mileage</i>	<i>\$0.57</i>
<i>Xerox Bond Copies(per square foot)</i>	<i>\$0.15</i>
<i>Copies of Plats (15 x 26)</i>	<i>\$0.65</i>
<i>Copies, Black and White (8 ½ x 11)</i>	<i>\$0.25</i>
<i>Copies, Black and White (11 x 17)</i>	<i>\$0.50</i>
<i>Copies, Color (8 ½ x 11)</i>	<i>\$1.00</i>
<i>Copies, Color (11 x 17)</i>	<i>\$3.00</i>
<i>Meals</i>	<i>Actual Costs</i>
<i>Lodging</i>	<i>Actual Costs</i>
<i>Any expenses will be on an as needed basis</i>	

528 Kansas City Street, Rapid City, SD 57701

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