



CITY OF RAPID CITY

Engineering Division

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No. PW071503-16

July 10, 2003

Pat Wyss
Wyss Associates, Inc.

Randy Fisher
Designworks, Inc.

Re: Mt. View Cemetery Irrigation System Improvements Project PR03-12554

Dear Mr. Wyss:

This letter is a request that you provide a proposal for engineering services for the above-referenced project. The enclosed Request for Proposals lists the scope of services being requested and the general submittal requirements for your proposal.

Proposals are being requested from Designworks, Inc. and Wyss Associates, Inc. Proposals are due by 1:00 P.M., July 18, 2003.

We would like to schedule interviews for the afternoon of July 24, 2003, if possible. An interview schedule notice will be forthcoming. The interview selection criteria has recently been modified and enclosed is a copy of the new "Consultant Interview & Proposal Evaluation Sheet" for your reference.

If you have any questions regarding this project RFP, please feel free to call me at 394-5377, ext. 224.

Sincerely,

CITY OF RAPID CITY

Keith Johnson
Project Administrator

Enclosures

Cc: Randy Nelson, Engineering Division Manager



EQUAL OPPORTUNITY EMPLOYER

REQUEST FOR PROPOSALS
for
MT. VIEW CEMETERY
IRRIGATION SYSTEM IMPROVEMENTS
PROJECT NO. PR03-1254

PROJECT DESCRIPTION

The City of Rapid City proposes to construct an automatic irrigation system in the currently non-irrigated areas of the cemetery, to convert the existing irrigation system to an automatic system, and to replace the existing quick couplers with new sprinkler heads.

Additional background information includes a layout of the current irrigation system. The project budget is \$35,000 per year for four years and is funded by CIP (910) Govt. Buildings.

SCOPE OF SERVICES REQUESTED

1. PRELIMINARY DESIGN PHASE
 - 1.1. Review the existing layout plan.
 - 1.2. Perform the following planning tasks:
 - Evaluate the ability of converting the existing system to an automatic system.
 - Determine water source for areas that are not irrigated.
 - 1.3. Recommend design concept.
 - 1.4. Prepare preliminary opinion of probable construction cost.
 - 1.5. Prepare preliminary irrigation systems and/or control valves layouts.
 - 1.6. Prepare Preliminary Design and conduct a review meeting with City staff.

2. FINAL DESIGN
 - 2.1. Provide complete plans and specifications for a unit price construction contract.