

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

Date: May 7, 2007

Project Name & Number: Utility Billing System Software
PW06-1593

CIP #: 50658

Project Description: Supply of software, software implementation, initial support and maintenance fee, and direct expenses for new Utility Billing System Software.

Consultant: Advanced Utility Systems Corporation

Original

Contract Amount: \$322,500.00

Original

Contract Date: October 2, 2006

Original

Completion Date: March 1, 2007

Amendment Number: 5

Amendment Description: Extend project schedule to allow for additional data testing and system familiarization by City users. Provide additional data conversion, technical site visit, and conversion and configuration support by Advanced Utility Systems.

Current Contract Amount:	\$338,100.00	Current Completion Date:	June 1, 2007
Change Requested:	\$27,950.00		
New Contract Amount:	\$366,050.00	New Completion Date:	July 30, 2007

Funding Source This Request:

\$9,316.00	602-7014	4295	Water
\$9,316.00	604-7072	4295	Water Reclamation
\$3,105.00	612-7101	4295	Solid Waste
\$2,316.00	615-7102	4295	Solid Waste
\$3,897.00	616-7103	4295	Solid Waste
\$27,950.00	Total		

Agreement Review & Approvals

Project Manager	Date	Division Manager	Date
Department Director	Date	City Attorney	Date

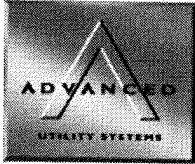
ROUTING INSTRUCTIONS

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



Change Order

Change ID: **Change Order # 5** **Date:** April 10, 2007
Client: **City of Rapid City**
Description: Project Extension – Additional Technical Site Visit and Data Conversion and Configuration

Background Information

Rapid City and Advanced Utility Systems Corporation (Advanced) entered into a Purchase License Agreement (the Agreement) on October 2, 2006. The Software License and Implementation Agreement and Section 5 of the Scope of Work provides that any changes to the project which impact project schedules, costs, resources and risk must go through a clearly defined Change Order Process. Based on that provision, Advanced presents the following Change Order to Rapid City.

Change Details

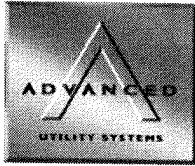
The City of Rapid City has requested a shift to the Go LIVE date to accommodate the opportunity to complete additional data testing by the City of Rapid City users. Slow data transfer between the City CSAC server and the Utility Billing Office located at the Water Treatment Plant impeded City personnel's ability to conduct Soft Parallel phase data testing. A Citrix Server has been installed and has resolved the data transfer issue..

Based on the schedule shift, the following additional services will be required:

- An additional Data Conversion to avoid the data from becoming stale
- An additional site visit by an Advanced Technical Lead to assist Rapid City in moving forward
- Addition hours for Conversion and Configuration support as well as Project Management services for two additional months.

The Go Live kick off date is revised from the week of May 28, 2007 to the week of July 30, 2007.

The project plan has been revised to accommodate all associated activities impacted by the change. This schedule shift and the resulting additional data testing will result in a smoother transition from the old to the new Utility Billing System.



Change Order

Estimate of Hours / Costs*

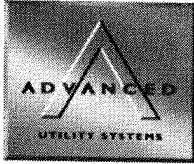
The following is an estimate of hours that will be required to complete the work. The City of Rapid City will be invoiced on actual hours. This change order shall not exceed \$27,950.00.

215 hours @ \$130.00 (USD) per hour for a total of \$27,950.00 USD *

75 hours @ \$0.00 (USD) per hour for a total of \$0.00 USD*

Requirement	Hours	Cost (\$USD) *
Additional Data Conversion	25 hours @ \$130.00 per hour	\$3,250.00
Additional Technical Site Visit	40 hours @ \$130.00 per hour	\$5,200.00
Additional Project Management Hours required based on the delay of Go Live	75 hours @ \$130.00 per hour	\$9,750.00
Additional Configuration Hours required based on the delay of Go Live	75 hours @ \$130.00 per hour	\$9,750.00
	75 hours @ \$0.00 per hour	\$0.00
	Total Estimated Cost:	\$27,950.00

*net of applicable taxes and expenses



Change Order

Authorization

Advanced Utility Systems is authorized to proceed with the change for the City of Rapid City.

City of Rapid City

Date: _____

Approval Signature: _____

Name of Approving Authority: Jim Shaw, Mayor

Date: _____

Attest Signature: _____

Name of Approving Authority: Jim Preston, Finance Officer

Advanced Utility Systems

Date: APRIL 18 2007

Approval Signature: Atsushi Yasuda

Name of Approving Authority: Atsushi Yasuda, Project Sponsor