

**DESIGN PROFESSIONAL SERVICES AGREEMENT
PROJECT NO. 81000691 CONTRACT NO.1349**

FOR

**LINE CREEK/ROCK CREEK BASIN PROJECT AREA 3 INFLOW AND INFILTRATION (I/I)
REDUCTION**

OFFICE OF THE CITY MANAGER

This design professional services agreement is between KANSAS CITY, MISSOURI, a constitutionally chartered municipal corporation ("City"), and Olsson Associates, Inc. a Missouri Corporation ("Design Professional"). City and Design Professional agree as follows:

PART I

SPECIAL TERMS AND CONDITIONS

Sec. 1. Project description.

A. The services to be provided under this Agreement are for the following project (Project) and purpose:

The scope of work to be performed under this contract entails the following services for the design of sewer and manhole rehabilitation work in order to reduce sources of inflow and infiltration (I/I) in Project Area 3 of the Line Creek/Rock Creek basin:

- Performance of smoke and dye water testing to identify and quantify system deficiencies for approximately 213,000 linear feet (LF) of 8-inch to 48-inch diameter sewer pipe;
- Review of closed circuit television and manhole inspection data for approximately 213,000 LF and 1,000 manholes, respectively;
- Development of rehabilitation recommendations to reduce sources of I/I in the project area; and
- Preparation of 50% construction contract documents.

This project is located in Clay and Platte Counties, Kansas City, Missouri, in Council District 2.

This Project is included in the Federal Consent Decree regarding the City of Kansas City, Missouri's Overflow Control Plan. All rules and requirements included in the Consent Decree shall be adhered to. The Design Professional should pay special attention to Section XIII of the Consent Decree as it relates to stipulated penalties.

Sec. 2. Services to be performed by Design Professional. Design Professional shall perform the following Scope of Services:

- A. Design Professional shall perform Scope of Services listed on **Attachment A**.
- B. Submit all documents, including plans, design drawings, specifications, reports, maps, models and renderings in the form requested by City. A list with the specific requirements is included in **Attachment B**.

- C. City shall have the right to inspect and review the work being done and to consult with Design Professional at any reasonable time. Conferences will be held at the request of City or Design Professional.
- D. If it is determined to be in the best interest of the work, Design Professional shall replace the project manager or any other employee of the Design Professional, Subcontractors, Suppliers or other persons or organizations performing or furnishing any of the work on the project upon written request by the City.

Sec. 3. Term. Unless sooner terminated as provided herein, and unless specific dates for providing services are identified in this Agreement, this Agreement shall remain in force for a period which may reasonably be required for the completion of the services to be provided by Design Professional under the Scope of Services. Work under this agreement shall begin upon written Notice to Proceed.

Sec. 4. Compensation and Reimbursables.

- A. The maximum amount that City shall pay Design Professional under this Agreement is \$580,000.00, as follows:
 - 1. \$318,185.00 for the services performed by Design Professional under this Agreement.
 - 2. For Design Professional services described in the Scope of Services, City shall pay Design Professional compensation amounting to actual salary of personnel for time charges directly to the project, times an approved multiplier. The multiplier to be used shall not exceed 3.04. Engineering Fee Summary and Schedule of Position Classifications and the salary range for each position is included as a part of **Attachment C**.
 - 3. Actual reasonable expenses incurred by Design Professional directly related to Design Professional's performance under this Agreement, to include only the following, in an amount not to exceed \$209,290.00. The following are the reimbursable expenses that City has approved: Subcontractor direct costs paid by Design Professional, outside reproduction of final deliverables, local transportation in the project area and public outreach materials. Subcontractors office personnel labor costs shall be included in the unit prices for field investigation work.
 - 4. Design Professionals' maximum amount shown in Sec. 4, Compensation and Reimbursables, includes a total allowance amount of \$52,525.00 for Optional Services not yet authorized by the City that may be required throughout the course of work. This allowance amount will not be utilized by Design Professional unless specifically authorized in writing by the City to perform Optional Services. Optional Services will not be performed, nor is the Design Professional approved to utilize any allowance monies unless the City provides written authorization to Design Professional that includes the scope of work for each optional task to be performed and a maximum billing limit for compensation that has been mutually agreed upon.
 - 5. Compensation for all Optional Services will be based on the actual salary of office personnel for time charges directly to the project, times an approved multiplier. The multiplier to be used shall not exceed 3.04. Engineering Fee Summary and Schedule of Position Classifications and the salary range for each position is included as a part of **Attachment C**. The amount billed for each Optional Service shall not exceed the amount established for it

without further written authorization. Additional amounts for Optional Services may be authorized, if deemed by City to be necessary, as the work progresses.

6. City is not liable for any obligation incurred by Design Professional except as approved under the provisions of this Agreement.
7. Design Professional's Engineering Fee Summary is contained in Attachment C and represents the basis for the maximum amount that City shall pay Design Professional under this agreement.

B. Method of Payment.

Design Professional shall invoice City monthly setting forth the total effort expended on an hourly basis and all actual reasonable expenses incurred and allowed under this Agreement. Each invoice shall provide the subtotal of the hours and costs invoiced by the Design Professional for each Task Series identified in Attachment A and a sum total of hours and costs for each invoice period. Design Professional shall submit a copy of invoices received from its Subcontractors with labor hours per person, salary rate per person, effective salary multiplier, and direct expenses for each Task Series. Design Professional shall also submit monthly project status report with each monthly invoice containing the information defined in Attachment A. City, upon approving the invoice, shall remit payment.

C. Condition Precedent to Payment.

1. It shall be a condition precedent to payment of any invoice from Design Professional that Design Professional is in compliance with, and not in breach or default of, all terms, covenants and conditions of this Agreement. If damages are sustained by City as a result of breach or default by Design Professional, City may withhold payment(s) to Design Professional for the purpose of set off until such time as the exact amount of damages due City from Design Professional may be determined, and
2. No request for payment will be processed unless the request is in proper form, correctly computed, accompanied by a monthly status report, and is approved as payable under Agreement. City is not liable for any obligation incurred by Design Professional except as approved under the provisions of this Agreement.
3. No request for payment will be processed unless it is accompanied by a copy of the most recent 00485.01 M/WBE Monthly Utilization Report submitted to the City's Human Relations Department.

Sec. 5. Notices. All notices required by this Agreement shall be in writing and sent to the following:

City:

Office of the City Manager
Andy Shively, P.E.
Special Assistant City Manager
4800 E. 63rd Street
Kansas City, MO 64130

Phone: (816) 513-0304
Facsimile: (816) 513-0226
E-mail address: andy.shively@kcmo.org

Design Professional:

Olsson Associate, Inc.
Contact: Kevin Waldron, P.E.
Address: 251 NW Briarcliff Parkway, Ste 50
Kansas City, MO 64116
Phone: (816) 361-1177
Facsimile: (816) 361-1888
E-mail address: kwaldron@olssonassociates.com

All notices are effective (a) when delivered in person, (b) upon confirmation of receipt when transmitted by facsimile transmission or by electronic mail, (c) upon receipt after dispatch by registered or certified mail, postage prepaid, (d) on the next business day if transmitted by overnight courier (with confirmation of delivery), or (e) three (3) business days after the date of mailing, whichever is earlier.

Sec. 6. Merger. This Agreement consists of Part I, Special Terms and Conditions and any Attachments and any documents incorporated by reference; and Part II, Standard Terms and Conditions. This Agreement, including any Attachments and incorporated documents, constitutes the entire agreement between City and Design Professional with respect to this subject matter.

Sec. 7. Conflict Between Agreement Parts. In the event of any conflict or ambiguity between the Special Terms and Conditions of Part I and the Standard Terms and Conditions of Part II of this Agreement, Part I will be controlling.

Sec. 8. Responsibilities of City. City shall:

- A. Make available to Design Professional all existing records, maps, plans, and other data possessed by City when such are necessary, advisable, or helpful to Design Professional in the completion of the work under this Agreement.
- B. If required or upon recommendation of Design Professional, retains the services of a soils/geotechnical consultant.
- C. Designate in writing a person to act as City representative with respect to the work to be performed under this Agreement; with such person having complete authority to transmit instructions, receive information, interpret and define City's policies and decisions with respect to the materials, equipment elements and systems pertinent to the work covered by this Agreement, and the responsibility to be available to inspect and review the work and to consult with Design Professional at any reasonable time.
- D. Provide standard City forms as required.
- E. Provide City – Licensed Geographical Information System Data set forth in Attachment E, incorporated into this Agreement.

Sec. 9. Attachments to Part I. The following documents are attachments to Part I of this Agreement and are attached hereto and incorporated herein by this reference:

- Attachment A – Scope of Services
- Attachment B – Electronic Data Requirements

Attachment C – Engineering Fee Summary and Schedule of Position Classifications

Attachment D – Smoke Testing Unit Cost

Attachment E - Licensed Geographical Information System Data

Attachment F – HRD Documents

1. 00450 HRD Form 08: Contractor Utilization Plan/Request for Waiver
2. 00450.01: Letter of Intent to Subcontract
3. 00460 HRD Form 10: Timetable for MBE/WBE Utilization
4. 00470 HRD Form 11: Request for Modification or Substitution
5. 01290.14: Contractor Affidavit for Final Payment
6. 01290.15: Subcontractor Affidavit for Final Payment

Attachment G –Employee Eligibility Verification Affidavit

Attachment H – Truth-In-Negotiation Certificate

Attachment I – Affidavit of Compliance with the Federal Consent Decree Regarding the City of Kansas City, Missouri Overflow Control Plan, Civil Action No. 10-cv-0487-GAF

Federal Consent Decree: an electronic copy of the Consent Decree in Civil Action No. 10-cv-00497-GAF is available at the following web

location: <https://www.kcwaterservices.org/wp-content/uploads/2013/04/Consent-Decree.pdf>

Attachment J– Non-Construction Subcontractors Listing

Sec. 10. Subcontracting. Design Professional agrees that it will only subcontract with the subcontractor(s) it has listed on the “Subcontractor List Non-Construction”, contained in **Attachment J**.

Sec. 11. Minority and Women’s Business Enterprises. City is committed to ensuring that minority and women’s business enterprises (M/WBE) participate to the maximum extent possible in the performance of City contracts. If M/WBE participation goals have been set for this Agreement, Design Professional agrees to comply with all requirements of City’s M/WBE Program as enacted in City’s Code Sections 3-421 through 3-469 and as hereinafter amended. Design Professional shall make its good faith efforts in carrying out this policy by implementing its contractor utilization plan, which is attached as **Attachment F**. If Design Professional fails to achieve the M/WBE goals stated in its contractor utilization plan, as amended, the City will sustain damages, the exact extent of which would be difficult or impossible to ascertain or estimate at the time of execution of this contract. Therefore, in order to liquidate those damages, the monetary difference between the amount of the M/WBE goals set forth in this contractor utilization plan, as amended, and the amount actually paid to qualified MBEs and WBEs for performing a commercially useful function will be deducted from the Design Professional’s payments as liquidated damages. In determining the amount actually paid to qualified MBEs and WBEs, no credit will be given for the portion of participation that was not approved by the Director of City’s Human Relations Division, unless the Director determines that the Design Professional acted in good faith. No deduction for liquidated damages will be made when, for reasons beyond the control of the Design Professional, the M/WBE participation stated in the Contractor Utilization Plan, as amended and approved by the Director, is not met.

Sec. 12. Professional services certification. Code Section 2-83, prohibiting Agreements with certain attorneys, architects, engineers and other professionals thereunder, shall apply to this Agreement. Design Professional certifies that it is not an architect, engineer, or other professional, exclusive of medical doctors or appraisers, who at the time of the issuance of the Agreement, serves as an expert witness for

any litigation against City, and that it will not serve as an expert witness for any litigation against City during the term of this Agreement.

Sec. 13. Effectiveness; Date. This Agreement will become effective when the City's Director of Finance has signed it. The date this Agreement is signed by the City's Director of Finance will be deemed the date of this Agreement.

Each party is signing this Agreement on the date stated opposite that party's signature.

THIS AGREEMENT CONTAINS INDEMNIFICATION PROVISIONS

DESIGN PROFESSIONAL

I hereby certify that I have authority to execute this document on behalf of Design Professional

Date: 6-22-17

By: 

Name: Kevin Waldron, PE

Title: Team Leader

Date: 7/14/17

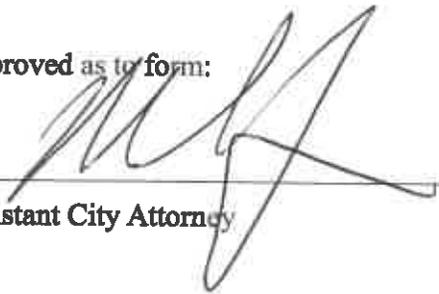
KANSAS CITY, MISSOURI

By: 

Name: Andy Shively, P.E.

Title: Special Assistant City Manager

Approved as to form:


Assistant City Attorney

I hereby certify that there is a balance, otherwise unencumbered, to the credit of the appropriation to which the foregoing expenditure is to be charged, and a cash balance, otherwise unencumbered, in the Treasury, to the credit of the fund from which payment is to be made, each sufficient to meet the obligation hereby incurred.

Kathryn Bell 7/19/17
for Director of Finance Date

PART II

STANDARD TERMS AND CONDITIONS

Sec. 1. General Indemnification.

A. For purposes of this Section 1 only, the following terms shall have the meanings listed:

1. **Claims** means all claims, damages, liability, losses, costs and expenses, court costs and reasonable attorneys' fees, including attorneys' fees incurred by the City in the enforcement of this indemnity obligation.

2. **Design Professional's Agents** means Design Professional's officers, employees, subcontractors, subconsultants, successors, assigns, invitees, and other agents.

3. **City** means City, its Program Manager/Construction Advisor and any of their agents, officials, officers and employees.

B. Design Professional's obligations under this Section with respect to Indemnification for acts or omissions, including negligence, of City shall be limited to the coverage and limits of General (not Professional) Liability insurance that Design Professional is required to procure and maintain under this Agreement. Design Professional affirms that it has had the opportunity to recover the costs of the liability insurance required in this Agreement in its contract price.

C. Design Professional shall defend, indemnify and hold harmless City from and against all Claims arising out of or resulting from all acts or omissions in connection with this Agreement caused in whole or in part by Design Professional or Design Professional's Agents, regardless of whether or not caused in part by an act or omission, including negligence, of City. Design Professional is not obligated under this Section to indemnify City for the sole negligence of City.

D. Nothing in this section shall apply to indemnification for professional negligence which is specified in a separate provision of this Agreement.

E. In no event shall the language in this section constitute or be construed as a waiver or limitation of the City's rights or defenses with regard to sovereign immunity, governmental immunity, or other official immunities and protections as provided by the federal and state constitutions or by law.

Sec. 2. Indemnification for Professional Negligence.

Design Professional shall indemnify, and hold harmless City and any of its agencies, officials, officers, or employees from and against all claims, damages, liability, losses, costs, and expenses, including court costs and reasonable attorneys' fees, to the extent caused by any negligent acts, errors, or omissions of the Design Professional, its officers, employees, subconsultants, subcontractors, successors, assigns, invitees and other agents, in the performance of professional services under this Agreement. Design Professional is not obligated under this Section to indemnify City for the negligent acts of City or any of its agencies, officials, officers, or employees.

Sec 3. Insurance.

A. Design Professional shall procure and maintain in effect throughout the duration of this Agreement, and for a period of two (2) years thereafter, insurance coverage not less than the types and amounts specified below. In the event that additional insurance, not specified herein, is required during the term of this Agreement, Design Professional shall supply such insurance at City's cost. Policies containing a Self-Insured Retention are unacceptable to City unless City approves in writing the Design Professional Self-Insured Retention.

1. Commercial General Liability Insurance: with limits of \$1,000,000 per occurrence and \$2,000,000 aggregate, written on an "occurrence" basis. The policy shall be written or endorsed to include the following provisions:

a. Severability of Interests Coverage applying to Additional Insureds

b. Per Project Aggregate Liability Limit or, where not available, the aggregate limit shall be \$2,000,000

c. No Contractual Liability Limitation Endorsement

d. Additional Insured Endorsement, ISO form CG20 10, or its equivalent

2. Worker's Compensation Insurance: as required by statute, including Employers Liability with limits of:

Workers Compensation Statutory Employers Liability

\$100,000 accident with limits of:
\$500,000 disease-policy limit
\$100,000 disease-each employee

3. Commercial Automobile Liability Insurance: with a limit of \$1,000,000 written on an "occurrence" basis, covering owned, hired, and non-owned automobiles. If the Design Professional owns vehicles, coverage shall be provided on an "any auto" basis. If the Design Professional does not own any vehicles, coverage shall be provided on a "hired autos" and "nonowned autos" basis. The insurance will be written on a Commercial Business Auto form, or an acceptable equivalent, and will protect against claims arising out of the operation of motor vehicles, as to acts done in connection with the Agreement, by Design Professional.

4. Professional Liability Insurance with limits Per Claim/Annual Aggregate of \$1,000,000.

B. The Commercial General Liability Insurance specified above shall provide that City and its agencies, officials, officers, and employees, while acting within the scope of their authority, will be named as additional insureds for the services performed under this Agreement. Design Professional shall provide to City at execution of this Agreement a certificate of insurance showing all required endorsements and additional insureds. The certificates of insurance will contain a provision stating that should any of the policies described in the certificate be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

C. The Commercial General Liability and Commercial Automobile Liability Insurance specified above shall contain a cross-liability or severability of interest clause or endorsement and shall contain a provision or endorsement that the costs of providing the insureds a defense and appeal, including attorneys' fees, as insureds, shall be supplementary and shall not be included as part of the policy limits but shall remain the insurer's responsibility. Insurance covering the specified additional insureds shall be primary insurance, and all other insurance carried by the additional insureds shall be excess insurance. With respect to Commercial Automobile Liability, Commercial General Liability, and any Umbrella Liability Insurance, Design Professional shall require its insurance carrier(s) to waive all rights of subrogation against City and its agencies, officials, officers, and employees.

D. All insurance coverage must be written by companies that have an A.M. Best's rating of "A-V" or better, and are licensed or approved by the State of Missouri to do business in Missouri.

E. Design Professional's failure to maintain the required insurance coverage will not relieve Contractor of its contractual obligation to indemnify the City pursuant to Sections 1 and 2. If the coverage afforded is cancelled

or changed or its renewal is refused, Design Professional shall give at least 30 days prior written notice to City. In the event of Design Professional's failure to maintain the required insurance in effect, City may order Design Professional to immediately stop work, and upon ten (10) days notice and an opportunity to cure, may pursue its remedies for breach of this Agreement as provided for herein and by law.

F. In no event shall the language in this Section constitute or be construed as a waiver or limitation of the City's rights or defenses with regard to sovereign immunity, governmental immunity, or other official immunities and protections as provided by the federal and state constitutions or by law.

Sec. 4. Design Standards and Endorsement.

A. Except as otherwise directed in writing by City, in the performance of services under this Agreement, Design Professional shall comply with all design standards required by federal, state, local laws or codes including but not limited to all applicable provisions of:

1. Title II of the 2010 ADA Standards for Accessible Design as amended from time to time;
2. the Clean Air Act (42 U.S.C. 7401 *et seq.*) and the Clean Water Act (33 U.S.C. 1251 *et seq.*);
3. the Missouri Clean Water Law (Chapter 644 RSMo) together with any accompanying regulation(s) contained in the Missouri Code of State Regulations (CSR Title 10), as well as any implementing permits; and
4. Kansas City Code Sec. 3-71. LEED gold standard.

Design Professional shall notify and explain to City any applicable exceptions under these acts.

B. Design Professional shall use all design standards recognized and used in the industry in the performance of services

under this agreement. Design Professional shall endorse all plans and specifications, or estimates, and engineering data furnished under this Agreement if prepared by Design Professional. All subcontractors as appropriate shall endorse their respective plans and specifications, or estimates, and engineering data furnished for the Plan or Project.

C. Design Professional shall monitor quality assurance for their design services and shall revise the design and plans at their own expense in case of error or oversight in design by Design Professional or any subcontractor to Design Professional.

Sec. 5. Copyright and Ownership of Documents.

A. Design Professional shall on its behalf and on behalf of its employees and agents, promptly communicate and disclose to City all computer programs, documentation, software and other copyrightable works and all discoveries, improvements and inventions conceived, reduced to practice or made by Design Professionals or its agents, whether solely or jointly with others, during the term of this Agreement resulting from or related to any work Design Professional or its agents may do on behalf of City or at its request. All inventions and copyrightable works that Design Professional is obligated to disclose shall be and remain entirely the property of City. It is agreed that all inventions and copyrightable works are works made for hire and shall be the exclusive property of City. Design Professional hereby assigns to City any rights it may have in such copyrightable works. Design Professional shall cooperate with City in obtaining any copyrights or patents.

B. Original documents, including plans, specifications, reports, maps, models and renderings, including electronic media, prepared or obtained under the terms of this Agreement shall be delivered to and become the property of City and basic survey notes, diaries, sketches, charts, computations and

other data shall be made available upon request by City without restriction or limitation of their use. There shall be no legal limitations upon City in the subsequent use of the documents or ideas developed in the documents. In the event that any of the documents are reused by City, the nameplates or other identification to the Design Professional will be removed and the Design Professional will be released of subsequent liabilities. In the event that any of the design drawings are reused or modified by City, the name plates or other identification to the Design Professional will be removed.

Sec. 6. Governing Law.

This Contract shall be construed and governed in accordance with the laws of the State of Missouri without giving effect to Missouri's choice of law provisions. The City and Design Professional: (1) submit to the jurisdiction of the state and federal courts located in Jackson County, Missouri; (2) waive any and all objections to jurisdiction and venue; and (3) will not raise forum non conveniens as an objection to the location of any litigation.

Sec. 7. Compliance with Laws.

Design Professional shall comply with all federal, state and local laws, ordinances and regulations applicable to the work and this Agreement.

Sec. 8. Termination for Convenience.

A. City may, at any time upon ten (10) days notice to Design Professional specifying the effective date of termination, terminate this Agreement, in whole or in part. If this Agreement is terminated by City, City shall be liable only for payment for services rendered before the effective date of termination. Design Professional shall prepare an accounting of the services performed and money spent by Design Professional up to the effective date of termination and shall return to City any

remaining sums within thirty (30) days of such date.

B. If this Agreement is terminated prior to Design Professional's completion of services, all work or materials prepared or obtained by Design Professional pursuant to this Agreement shall become City's property.

C. If this Agreement is terminated prior to Design Professional's completion of the services to be performed hereunder, Design Professional shall return to City and sums paid in advance by City for services that would otherwise have had to be rendered between the effective date of termination and the original ending date of the Agreement. Design Professional shall prepare an accounting of the services performed and money spent by Design Professional up to the effective date of termination and shall return to City any remaining sums within thirty (30) days of such date.

Sec. 9. Default and Remedies.

If Design Professional shall be in default or breach of any provision of this Agreement, City may terminate this Agreement, suspend City's performance, withhold payment or invoke any other legal or equitable remedy after giving Design Professional notice and opportunity to correct such default or breach.

Sec. 10. Waiver.

Waiver by City of any term, covenant, or condition hereof shall not operate as a waiver of any subsequent breach of the same or of any term, covenant or condition. No term, covenant, or condition of this Agreement can be waived except by written consent of City, and forbearance or indulgence by City in any regard whatsoever shall not constitute a waiver of same to be performed by Design Professional to which the same may apply and, until complete performance by Design Professional of the term, covenant or condition, City shall be entitled to invoke any remedy available to it under this Agreement

or by law despite any such forbearance or indulgence.

Sec. 11. Acceptance.

No payment made under this Agreement shall be proof of satisfactory performance of the Agreement, either wholly or in part, and no payment shall be construed as acceptance of deficient or unsatisfactory work.

Sec. 12. Modification.

Unless stated otherwise in this Agreement, no provision of this Agreement may be waived, modified or amended except in writing signed by City.

Sec. 13. Headings; Construction of Agreement.

The headings of each section of this Agreement are for reference only. Unless the context of this Agreement clearly requires otherwise, all terms and words used herein, regardless of the number and gender in which used, shall be construed to include any other number, singular or plural, or any other gender, masculine, feminine or neuter, the same as if such words had been fully and properly written in that number or gender.

Sec. 14. Severability of Provisions.

Except as specifically provided in this Agreement, all of the provisions of this Agreement shall be severable. In the event that any provision of this Agreement is found by a court of competent jurisdiction to be unconstitutional or unlawful, the remaining provisions of this Agreement shall be valid unless the court finds that the valid provisions of this Agreement are so essentially and inseparably connected with and so dependent upon the invalid provision(s) that it cannot be presumed that the parties to this Agreement could have included the valid provisions without the invalid provision(s); or unless the court finds that the valid provisions, standing alone, are incapable of

being performed in accordance with the intentions of the parties.

Sec. 15. Records.

A. For purposes of this section:

1. "City" shall mean the City Auditor, the City's Internal Auditor, the City's Director of Human Relations, the City Manager, the City department administering this Contract and their delegates and agents.

2. "Record" shall mean any document, book, paper, photograph, map, sound recordings or other material, regardless of physical form or characteristics, made or received in connection with this Contract and all Contract amendments and renewals.

B. Design Professional shall maintain and retain all Record for a term of five (5) years that shall begin after the expiration or termination of this Contract and all Contract amendments. City shall have a right to examine or audit all Records and Design Professional shall provide access to City of all Records upon ten (10) days written notice from the City.

C. The books, documents and records of Design Professional in connection with this Agreement shall be made available to the City Auditor, the City's Internal Auditor, the City's Director of Human Relations and the City department administering this Agreement within ten (10) days after the written request is made.

Sec. 16. Affirmative Action.

If this Contract exceeds \$300,000.00 and Design Professional employs fifty (50) or more people, Design Professional shall comply with City's Affirmative Action requirements in accordance with the provisions of Chapter 3 of City's Code, the rules and regulations relating to those sections, and any additions or amendments thereto; in executing any Contract subject to

said provisions, Design Professional warrants that it has an affirmative action program in place and will maintain the affirmation action program in place for the duration of the Contract. Design Professional shall not discriminate against any employee or applicant for employment because of race, color, sex, religion, national origin or ancestry, disability, sexual orientation, gender identity or age in a manner prohibited by Chapter 3 of City's Code. Design Professional shall:

1. Submit, in print or electronic format, a copy of Design Professional's current certificate of compliance to the City's Human Relations Department (HRD) prior to receiving the first payment under the Contract, unless a copy has already been submitted to HRD at any point within the previous two calendar years. If, and only if, Design Professional does not possess a current certification of compliance, Design Professional shall submit, in print or electronic format, a copy of its affirmative action program to HRD prior to receiving the first payment under the Contract, unless a copy has already been submitted to HRD at any point within the previous two calendar years.

2. Require any Subcontractor awarded a subcontract exceeding \$300,000.00 to affirm that Subcontractor has an affirmative action program in place and will maintain the affirmative action program in place for the duration of the subcontract.

3. Obtain from any Subcontractor awarded a subcontract exceeding \$300,000.00 a copy of the Subcontractor's current certificate of compliance and tender a copy of the same, in print or electronic format, to HRD within thirty (30) days from the date the subcontract is executed. If, and only if, Subcontractor does not possess a current certificate of compliance, Design Professional shall obtain a copy of the Subcontractor's affirmative action program and tender

a copy of the same, in print or electronic format, to HRD within thirty (30) days from the date the subcontract is executed.

City has the right to take action as directed by City's Human Relations Department to enforce this provision. If Design Professional fails, refuses or neglects to comply with the provisions of Chapter 3 of City's Code, then such failure shall be deemed a total breach of this Contract and this Contract may be terminated, canceled or suspended, in whole or in part, and Design Professional may be declared ineligible for any further contracts funded by City for a period of one (1) year. This is a material term of this Contract.

Sec. 17. Tax Compliance.

Design Professional shall provide proof of compliance with the City's tax ordinances administered by the City's commissioner of revenue as a precondition to the City making the first payment under this Agreement or any Agreement renewal when the total Agreement amount exceeds \$150,000.00. If Design Professional performs work on an Agreement that is for a term longer than one year, the Design Professional also shall submit to the city proof of compliance with the City's tax ordinances administered by the City's commissioner of revenue as a condition precedent to the city making final payment under the Agreement.

Sec. 18. Assignability and Subcontracting.

(a) Assignability. Design Professional shall not assign or transfer any part or all of Design Professional's obligation or interest in this Contract without prior written approval of City. If Design Professional shall assign or transfer any of its obligations or interests under this Contract without the City's prior written approval, it shall constitute a material breach of this Contract. This provision shall not prohibit Design Professional from

subcontracting as otherwise provided for herein.

(b) Subcontracting. Design Professional shall not subcontract any part or all of Design Professional's obligations or interests in this Contract unless the subcontractor has been identified in a format required by City. If Design Professional shall subcontract any part of Design Professional's obligations or interests under this Contract without having identified the subcontractor, it shall constitute a material breach of this Contract. The utilization of subcontractors shall not relieve Design Professional of any of its responsibilities under the Contract, and Design Professional shall remain responsible to City for the negligent acts, errors, omissions or neglect of any subcontractor and of such subcontractor's officers, agents and employees. City shall have the right to reject, at any point during the term of this Contract, any subcontractor identified by Design Professional, and to require that any subcontractor cease working under this Contract. City's right shall be exercisable in its sole and subjective discretion. City shall not be obligated to pay or be liable for payment of any monies which may be due to any subcontractor. Design Professional shall include in any subcontract a requirement that the subcontractor comply with all requirements of this Contract in performing Design Professional's services hereunder.

Sec. 19. Conflicts of Interest.

Design Professional certifies that no officer or employee of City has, or will have, a direct or indirect financial or personal interest in this Agreement, and that no officer or employee of City, or member of such officer's or employee's immediate family, either has negotiated, or has or will have an arrangement, concerning employment to perform services on behalf of Design Professional in this Agreement.

Sec. 20. Conflict of Interest - Certification.

Design Professional certifies that Design Professional is not an expert witness for any party in litigation against the City at the time of the issuance of this Contract.

Sec. 21. Buy American Preference.

It is the policy of the city that any manufactured goods or commodities used or supplied in the performance of any city Agreement or any subcontract hereto shall be manufactured or produced in the United States whenever possible.

Sec. 22. Independent Contractor.

Design Professional is an independent contractor and is not City's agent. Design Professional has no authority to take any action or execute any documents on behalf of City.

Section 23. Employee Eligibility Verification.

If this Contract exceeds five thousand dollars(\$5,000.00), Design Professional shall execute and submit an affidavit, in a form prescribed by City, affirming that Design Professional does not knowingly employ any person in connection with the contracted services who does not have the legal right or authorization under federal law to work in the United States as defined in 8 U.S. C. § 1324a(h)(3). Design Professional shall attach to the affidavit documentation sufficient to establish Design Professional's enrollment and participation in an electronic verification of work program operated by the United States Department of Homeland Security (E-Verify) or an equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, under the Immigration Reform and Control Act of 1986. Design Professional may obtain additional information about E-Verify and enroll at <http://www.uscis.gov/e-verify> . For those Design Professionals enrolled in E-

Verify, the first and last pages of the E-Verify Memorandum of Understanding that Design Professional will obtain upon successfully enrolling in the program shall constitute sufficient documentation for purposes of complying with this Section. Design Professional shall submit affidavit and attachments to City prior to execution of the contract, or at any point during the term of the Contract if requested by City.

Section 24. Truth-In-Negotiation Certificate

The Design Professional shall complete and execute the Truth-In-Negotiation Certificate attached hereto as **Attachment H** and incorporated herein simultaneous with the Design Professional's execution of this Agreement.

Section 25. Consent Decree Project

The Project being performed by the Design Professional pursuant to this Agreement is subject the Consent Decree entered on September 27, 2010 in the U.S. District Court for the District of Western Missouri, by an between the United States of America, the State of Missouri, and the City of Kansas City, Missouri. The City shall incur significant stipulated penalties in the event that the Project is not completed within the time period required by the Consent Decree. In such case, the Contractor understands that **TIME IS OF THE ESSENCE** hereunder. The Design Professional shall be liable for the actual damages in the amounts set forth below, if the Design Professional fails to fully perform the Project, Scope of Work, Work Product, and Other Services as required hereunder in accordance with the completion schedule and milestones accepted by the City and specified herein. This includes the Design Professional's performance of the Scope of Work, Work Products, provision of all services, and submission in a form acceptable to the City.

The Design Professional understands and agrees that **TIME IS OF THE ESSENCE** and

in the event the Project is not completed within the time period required by the Consent Decree, City shall incur significant stipulated penalties. In the event the Design Professional fails to meet and achieve the completion schedule and milestones approved by the City, Design Professional shall be liable for actual damages to be incurred per day as follows:

Day 1 through Day 30 - \$1000 per day;
Day 31 through Day 60- \$2000 per day;
Day 61 and thereafter - \$4000 per day.

These actual damages, along with any and all other damages, costs, and expenses incurred by the City in connection with this Agreement shall be the liability and obligation of the Design Professional. This shall not be the sole remedy of the City and City expressly reserves all rights and remedies available at law or in equity.

ATTACHMENT A

SCOPE OF SERVICES

Design Professional: Olsson Associates
Owner: City of Kansas City, Missouri
Project: I/I Reduction: Line Creek/Rock Creek Project Area 3
City Contract No: 1349
City Project No: 81000691

I. GENERAL

The following paragraphs provide a general description of the Work required of this Scope of Services. Subsequent paragraphs describe in detail the professional services to be provided by DESIGN PROFESSIONAL to facilitate the implementation of rehabilitation recommendations for reducing inflow and infiltration (I/I) flows into the sanitary sewer systems in the Line Creek/Rock Creek Project Area 3 in Kansas City, Missouri.

- A. The Project. The Water Services Department (WSD) of the City of Kansas City (CITY), Missouri, intends to reduce I/I flows in the sanitary sewer system by implementing rehabilitation recommendations in Line Creek/Rock Creek Project Area 3, which is located north of the Missouri River. As such, the CITY is contracting with DESIGN PROFESSIONAL to provide the necessary professional services.
- B. Federal Consent Decree. This Project is included in the Federal Consent Decree pertaining to the City of Kansas City, Missouri's Overflow Control Program. As such, requirements of the Federal Consent Decree must be adhered to by the DESIGN PROFESSIONAL and its subconsultants and subcontractors.
- C. Background Information. The CITY, acting through its WSD, is undertaking this Project as mandated by the Federal Consent Decree to prepare preliminary and 50% design documents for the I/I Reduction projects as part of the Overflow Control Program.
 1. The project focus on I/I reduction through rehabilitation of public sanitary sewers and manholes within the project area(s). The estimated footage of sewer pipe and number of manholes in the project area is approximately:
 - a. Line Creek/Rock Creek Project Area 3: 213,000 feet of 8-inch to 48-inch diameter sewer mains and 1,000 manholes.
- D. Follow-On Phases. At the discretion of the CITY, the DESIGN PROFESSIONAL may be requested to provide final design and construction phase services for the project(s).

- E. **General Description of Activities.** The Basic Scope of Services to be performed by DESIGN PROFESSIONAL consists of professional services for the development and implementation of rehabilitation recommendations for reducing I/I flow and volume in the project area. This Scope of Services includes review of closed circuit television (CCTV) inspection and manhole inspection data collected by CITY for the project area and smoke and dyed water testing of the public sanitary sewers 8 inches to 48 inches in the project area. The determination of which sewer lines to be rehabilitated and DESIGN PROFESSIONAL's design services for rehabilitation of sewer pipes and manholes selected by CITY shall be based on a prioritization method discussed herein. The Work consists of the following professional services:
1. Flow and Rainfall Monitoring Data Analyses
 2. Smoke Testing and Dyed Water Testing
 3. Field Data Evaluation and Rehabilitation Recommendations
 4. Development of Preliminary Recommendations for Sewer System Rehabilitation
 5. Development of 50% Construction Contract Documents
- F. **Task Series Listing.** The Basic Scope of Services is organized under the following Task Series:
1. Task Series 100 - Project Management and Administration
 2. Task Series 200 - Public Involvement and Coordination
 3. Task Series 300 – Flow and Rrainfall Data Analyses
 4. Task Series 400 - Smoke Testing and Dyed Water Testing
 5. Task Series 500 - Field Data Evaluations and Rehabilitation Recommendations
 6. Task Series 600 - Development of 50% Complete Design Documents for Sewer System Rehabilitation
- G. **Explicit Responsibilities.** The Basic Scope of Services explicitly sets forth what DESIGN PROFESSIONAL shall perform and does not implicitly put any additional responsibilities or duties upon DESIGN PROFESSIONAL. The DESIGN PROFESSIONAL agrees to provide the specific Basic Services as identified herein. Work not specifically discussed herein shall not be performed without an amendment or shall be provided as Optional Services upon written authorization from the CITY.
- H. **Capital or Annual Cost Opinions.** All opinions of probable construction cost developed shall generally follow the recommendations of the Association for the Advancement of Cost Engineering (AACE) International Recommended Practice No. 18R-97 with regard to methodology and accuracy. Since DESIGN PROFESSIONAL has no control over the cost of labor, material or equipment furnished by others not under contract to DESIGN PROFESSIONAL, DESIGN PROFESSIONAL's opinion of probable cost for construction of the Work shall be made on the basis of experience and qualifications as a DESIGN PROFESSIONAL. DESIGN PROFESSIONAL does not guarantee that proposals, bids or actual project cost will not vary from DESIGN PROFESSIONAL's opinions of probable

construction cost. The cost opinions' level of accuracy presented by DESIGN PROFESSIONAL shall be as noted for in subsequent paragraphs of this Scope of Services.

II. PROJECT MILESTONES AND CITY REVIEW REQUIREMENTS

- A. DESIGN PROFESSIONAL shall complete Task Series 100 - 600 no later than 450 days after receipt of Notice to Proceed, provided the CITY's distribution of field information (system characterization, manhole inspection data, flow and rainfall data, and CCTV data) is provided by the CITY to the DESIGN PROFESSIONAL no later than the date(s) stated in Section V. If the above stated field information is not provided by the stated date, the project schedule will be extended based upon DESIGN PROFESSIONAL substantiating the impact of not receiving any information to the satisfaction of CITY. DESIGN PROFESSIONAL's completion schedule will be extended by the CITY for delays beyond the reasonable control of the DESIGN PROFESSIONAL as approved by the CITY.
- B. The CITY hereby commits to review preliminary design documents from DESIGN PROFESSIONAL and provide comments within thirty (30) calendar days and fourteen (14) calendar days after receipt of all other deliverables. A preliminary design review meeting will be scheduled and conducted by DESIGN PROFESSIONAL within the 30-day review period.

III. BASIC SCOPE OF SERVICES

The following Task Series describe the Basic Scope of Services to be provided by the DESIGN PROFESSIONAL under the Project.

TASK SERIES 100 - PROJECT MANAGEMENT AND ADMINISTRATION

The purpose of Project Management and Administration will be to manage, direct and oversee each element of Basic Services identified herein and subcontractors employed by the DESIGN PROFESSIONAL in completion of the Work. The following management activities will be provided by DESIGN PROFESSIONAL.

Task 101 Project Management Services

Provide project management services necessary throughout the project to successfully manage and complete the work, including project correspondence and consultation with CITY Staff; supervision and coordination of services; implementation of a project specific Work Plan; scheduling and assignment of personnel resources; continuous monitoring of work progress; and maintenance of project controls.

Task 102 Monthly Invoicing and Project Status Reports

Prepare and submit monthly invoices on a form acceptable to the CITY and provide a monthly project status report, which shall accompany the monthly invoice submittal. A PDF copy of the project status report shall also be uploaded to the CITY's project SharePoint site. The CITY will provide a template for the project status report. Each invoice by the DESIGN PROFESSIONAL and subcontractors shall have DESIGN PROFESSIONAL's labor hours broken down by task series and shall be in general conformance with the invoice template provided by CITY. Subcontractor's labor hours shall also be broken down by task series. The monthly project status report shall identify work performed by the DESIGN PROFESSIONAL, the work activities anticipated to be performed the next month, action items required by CITY, potential project scope variances with corrective action, a general assessment of the DESIGN PROFESSIONAL's ability to meet M/WBE participation goals and project schedule milestones, including identification of any delays beyond its control, an estimate of work percent completion for each Task Series in the Basic Scope of Services based on the work completed, and the earned value of the completed work for each task series. A short narrative shall be provided to describe the work activity performed for each task within each Task Series.

Task 103 Subconsultant Agreements and Administration

Prepare a scope, budget, schedule, and agreement for its subconsultants involved in the Project. Conduct coordination meetings as required to prepare subconsultant agreements, to review deliverables, and to execute the defined scope of work. Provide administration of subconsultant agreements and subconsultant work including deliverables, subcontractor invoicing, and schedule maintenance. Prepare monthly M/WBE subcontractor utilization reports and submit in the required format to the CITY's Human Relations Department.

Task 104 Quality Control

DESIGN PROFESSIONAL's Quality Control Program will be implemented on all phases of the project to provide an independent review of the work. Quality control reviews will include checks for conformance with regulatory agency requirements, completeness and correctness of evaluations, design accuracy, feasibility of implementing recommendations, and adherence to contract requirements.

Task 105 Project Kickoff Meeting

After Notice to Proceed is given by CITY, DESIGN PROFESSIONAL shall organize and conduct a Project kickoff meeting with the CITY to review and establish project goals, lines of

communication, project procedures, the proposed Work Plan, and other logistics of project execution, including anticipated Project schedule and content of subsequent monthly progress meetings. DESIGN PROFESSIONAL shall prepare and submit an agenda to CITY staff prior to the meeting and prepare and distribute meeting minutes one week after the meeting date.

Task 106 Work Plan

1. **Work Plan Format.** DESIGN PROFESSIONAL shall prepare a written draft Work Plan. CITY will provide the format and a guideline for the information to be included in the Work Plan. The Work Plan for the project includes, at a minimum the following:
 - a. A summary of dedicated key team members roles and responsibilities, including all field crew leaders and contact information.
 - b. A summary of the project's scope of services.
 - c. Detailed cost-loaded schedule for performance of all work. The cost-loaded schedule shall indicate the planned value of work to be invoiced on a monthly basis through project completion.
 - d. Define any issues requiring special coordination with CITY, and/or adjacent projects.
2. **Submitting Work Plan.** Submit the draft Work Plan (a single electronic file in portable document format - PDF) within 30 calendar days of the notice to proceed. CITY will review the draft Work Plan and provide comments within 14 calendar days of receipt of the draft Work Plan. Revise the draft Work Plan as necessary to respond to CITY's comments and submit 2 printed copies of the final Work Plan and a single electronic PDF file within 14 calendar days of receipt of CITY's comments. The Work Plan shall be updated and maintained throughout the project, with updates provided to CITY when requested.

Task 107 Monthly Progress Meetings

Participate in up to ten (10) progress meetings with CITY to provide updates on work progress, budget and schedule status, current issues, variances in the potential scope of work. Anticipated future activities and CITY action items shall be discussed. DESIGN PROFESSIONAL shall prepare and submit an agenda to CITY prior to each meeting and prepare/distribute meeting minutes.

TASK SERIES 200 - PUBLIC INVOLVEMENT AND COORDINATION

Task 201 Public Meeting Assistance

Assist the City in conducting a single public meeting for all property owners within the project area. The public meeting shall be conducted prior to beginning smoke testing. The meeting will focus on communicating to the residents the anticipated nature, location, and schedule of planned work in the project area. The meetings shall also serve as a public education program for the businesses and residents to better understand the implications of the proposed improvements, what the businesses and private residents need to implement on their own to assist the City in full

implementation of the improvements, and to provide them with information on the sanitary sewer systems with respect to existing and proposed conditions.

1. City will establish the meeting date, meeting times and venues and make necessary arrangements for meetings. Space occupancy fees, if necessary, and refreshments, if desired, will be provided by the City.
2. City will provide project GIS area boundaries in order to determine mailing addresses for notifications. City will prepare mailings to businesses and property owners within the project and notify City Council representatives whose districts fall within the project area boundaries. City will coordinate distribution of the meeting notices and information to those identified to notify them of the public meeting and increase awareness of the project. The City will pay costs related to mailing distribution, copies, and postage.
3. City will finalize and approve templates of meeting materials, including agendas, presentations, and display boards based on information provided by the DESIGN PROFESSIONAL. City shall prepare and provide comment cards and sign-in sheets for the public meetings. The City shall print all meeting materials and pay all related costs.
4. As requested by City, the DESIGN PROFESSIONAL shall prepare, print, and present necessary project area map exhibits and proposed project schedule for presentation to the public.
5. DESIGN PROFESSIONAL shall attend and assist City in conducting the public meeting and address technical questions posed by attendees.
6. DESIGN PROFESSIONAL shall take notes and review comment cards and shall prepare draft public meeting minutes. Meeting minutes shall include a summary of any resident concerns expressed at the meeting and the expected approach to resolution of each concern. The DESIGN PROFESSIONAL shall submit draft minutes within 5 calendar days after the public meeting to the City. Comments and revisions will be submitted by the City within 5 calendar days.

Task 202 Smoke Testing Door Hangers

Prior to beginning smoke testing activities, DESIGN PROFESSIONAL shall distribute a project-specific door hanger providing notification of smoke testing. The City will be responsible for drafting the door hanger. The DESIGN PROFESSIONAL shall be responsible for printing and distribution of the door hangers per Task 302.

Task 203 Communication with Property Owners

Assist City with responding to inquiries from businesses and property owners throughout the duration of the smoke testing, dye testing, and preliminary design phase of the project. Document communications with property owners and promptly provide copies of said documentation to the City. The City shall respond to requests for information from public officials and the media.

Assist the City in identifying up to 50 property owners within the basin to directly communicate and coordinate field activities. These property owners shall include large warehouses, factories, hospitals, schools, nursing homes or other facilities that could be substantially impacted by smoke

testing work. The DESIGN PROFESSIONAL shall coordinate on-site meeting with an owner's representative, provide materials prepared as part of Task 201, coordinate schedule of field activities, including access to property to perform and monitor smoke and dyed water testing. If the estimate above is not adequate, the additional large property owners, over the estimate above, shall be added as Optional Services.

TASK SERIES 300 - FLOW AND RAINFALL DATA ANALYSES

Task 301 Review and Analyze Flow and Rainfall Monitoring Data

DESIGN PROFESSIONAL shall review the pre-rehabilitation flow and rainfall data provided by CITY and perform analyses of the data in accordance with Section 5 of the March 2017, Flow Metering and Data Analysis Protocol. Analyses activities include, but are not limited to:

1. Analysis of flow and rainfall monitoring data
2. Determination of Average Daily Dry Weather Flow (ADDF)
3. Determination of high groundwater infiltration
4. Determination of inflow
5. Determination of Peak System Flow Rates vs. System Capacity
6. Preparation of Volumetric and Statistical Analyses

Task 302 Submit Flow and Rainfall Monitoring Data Analysis Report

Submit the following for CITY review:

1. Two (2) printed copies and one PDF copy of the Draft Flow and Rainfall Monitoring Data Analysis Report for determination of I/I quantities for pre-rehabilitation conditions as described in Section 5 of the FMDA Protocol.
2. Two (2) printed copies and one PDF copy of the Final Flow and Rainfall Monitoring Data Report for determination of I/I quantities for pre-rehabilitation conditions that incorporates review comments and input from the CITY.

TASK SERIES 400 - SMOKE TESTING AND DYED WATER TESTING

Task 401 Smoke Testing Notification

Daily notification of smoke testing to the City specified dispatcher and City Police and Fire Departments. Distribute smoke testing door hangers to affected residents no later than 48 hours prior to smoke testing. Notification procedures shall be conducted in accordance with requirements found in the April 2017, Smoke Testing Protocol.

Task 402 Smoke Testing

Following receipt of system characterization data from the CITY, perform smoke testing on approximately 213,000 linear feet of sewer pipe on pipe segments 8" up to 48" in the project area to identify I/I sources from both the public and private sector. Develop field maps using system

data provided by the CITY. Smoke testing shall be completed in accordance with requirements found in the WSD Smoke Testing Protocol, dated April, 2017. Suspect inflow sources shall not be allowed to be submitted on inspection forms or in the database(s). All potential inflow sources identified during field activities shall be fully investigated at the time they are initially found to confirm whether or not the source exists. No private property building inspections shall be performed. Confirmation of repair solutions must be reviewed and confirmed during design. Payment for smoke testing shall be based on the approximate linear feet of pipe listed below on a per foot basis as listed in Attachment D.

Task 403 Dyed Water Testing

Dyed water testing of certain confirmed and suspected I/I sources identified by smoke testing shall be performed at up to 5 public and 10 private locations in each project area to verify their direct connection to the sewer system. Obtain approval and coordinate locations for dyed water testing with CITY. Presence of dyed water in the sewer system downstream of the test verifies the I/I source connection. Dyed water testing shall be completed in accordance with requirements found in the WSD Dyed Water Testing Protocol dated September 2013 to identify I/I sources from both the public and private sector. Suspect inflow sources shall not be allowed to be submitted on inspection forms or in the database(s). All potential inflow sources identified during field activities shall be fully investigated at the time they are initially found to confirm whether or not the source exists. Solutions on specifically what to fix or repair to remove these inflow sources shall be made by experienced personnel at the time of the field confirmation, not during office analysis. Repair solutions shall be reviewed and confirmed during design. These potential inflow sources may include downspouts, broken private lateral cleanout caps, driveway drains, area drains, exterior stairwell drains, and other public or private infrastructure. Photographic records shall be made of each confirmed source identified during dyed water testing. All dyed-water tests shall be recorded on CITY field forms. Payment for each dyed water test shall be based on a unit price basis for each test as listed in Attachment D.

Task 404 Dye Testing Defect Summary

Summarize I/I sources identified from smoke and dye testing. A running summary of identified I/I sources during the course of the project shall be kept for progress meeting review.

Task 405 Deliverables

Prepare and provide deliverables in accordance with the protocols.

TASK SERIES 500 - FIELD DATA EVALUATIONS AND REHABILITATION RECOMMENDATIONS

Task 501 Field Data Review

1. **Identify and List Defects.** Review CCTV inspection video and manhole inspection data provided by the CITY and smoke and dye testing results obtained by the DESIGN PROFESSIONAL. The reviews should identify defects in main sewers, manholes, and service lateral connections, as well as private defects. Reference the applicable WSD

protocols for field data evaluation guidance and the WSD Guidance Documents for design guidance. Reference documents include:

- a. Manhole Inspection Protocol, July 2014
 - b. Smoke Testing Protocol, April 2017
 - c. CCTV Investigation Protocol, July 2016
 - d. Dyed Water Testing Protocol, September 2013
 - e. Flow Metering and Data Analysis Protocol, March 2017
 - f. *I/I* Quantification and Rehabilitation Selection Guidance Document (*I/I* Document), July 2015
2. Assign NASSCO Quick Rating to Assets. Modify if necessary the NASSCO Quick Rating (QR) score assigned to each sewer main segment during CCTV inspections. Include both structural and *I/I* defects in the NASSCO QR. Do not consider maintenance related defects that do not contribute to *I/I* in the QR score.
 3. Assign *I/I* to Assets. Assign *I/I* flow rates to each defect identified through manhole inspections and main sewer CCTV investigations. Smoke and dyed water testing data shall be used to supplement the defects identified by manhole and CCTV inspections and to help determine the severity of defects. *I/I* flow rates shall be assigned per the *I/I* Document. Follow the guidelines in the document to calculate a Project Specific Adjustment Factor for each basin to be applied to the unit defect flow rates. Using the adjusted unit defect flow rates, calculate the *I/I* rate per asset.
 4. *I/I* Flow Balance. An *I/I* flow balance shall be conducted by comparing identified *I/I* from source defects to actual basin flow monitoring results as determined under Task Series 300. *I/I* percentages for manholes and main sewers as compared to total basin *I/I* shall be calculated.
 5. Submittals. The following information shall be submitted to the CITY a minimum of 10 days prior to the *I/I* Quantification Workshop to be performed under Task 502. The following information shall be provided per sub-basin. Example tables and graphs are included in the *I/I* Document and are referenced in parentheses below.
 - a. Master Defect Database (Figure 1) – Database to include line segments and manholes. Do not include costs for this submittal.
 - b. *I/I* Flow Rate versus Asset (Figure 2) – Provide separate graphs for line segments and manholes.
 - c. Main Sewer Segment QR Grade Classification Summary Table (Figure 3)
 - d. Manhole Condition Summary Table (Figure 5)
 - e. Monitored and Defect *I/I* Table (Figure 7)
 - f. Basin Characteristics

Task 502 I/I Quantification Workshop

Arrange and facilitate a workshop, up to two hours in length, with the CITY to present the results of the I/I assignments and flow balance. The CITY will review the information and provide any recommendations on the I/I quantification to the DESIGN PROFESSIONAL. Document comments received during the workshop and any action items. Prepare workshop meeting minutes and submit to CITY within 10 days of the workshop.

Task 503 Preliminary Assets Recommended for Repair

1. Identify Assets for Repair Recommendations. Identify for further review all sewer segments that have major defects (i.e. 4100 or greater). Also, identify sewer segments that fall within the effective area of the knee of the curve as identified at the I/I Quantification Workshop.

Identify manholes for further review if there is one or more component that receives a defect rating of "poor" or there is one or more component that receives an I/I rating of "medium" or "heavy". Also, identify manholes that fall within the effective area of the knee of the curve as identified at the I/I Quantification Workshop.

2. Determine Repairs to Assets. Develop recommended methods for rehabilitation of main sewer segments, manholes, and private lateral connections including:
 - a. Point repairs for localized defects
 - b. Complete replacement of main sewer segments using open cut methods or pipe bursting
 - c. Cured-in-place lining
 - d. Cementitious/epoxy manhole lining
 - e. Alternate CITY approved rehabilitation methods

Assign a method of repair to each main sewer segment and manhole being recommended for rehabilitation.

All private service laterals on main sewer segments identified for rehabilitation shall be identified for rehabilitation to the right-of-way or easement. Lateral rehabilitation shall address the need for repair of the lateral connection as identified during CCTV of the main sewer segment. Identify all service laterals for which reinstatement may not be needed based on CCTV inspection review. Service laterals shall be identified by service address.

3. Assign Costs. Develop asset repair costs for main sewer segments, manholes, and service laterals. The cost of rehabilitation per main sewer segment shall include the cost for service lateral rehabilitation.
4. Diminishing Returns Analysis. Calculate the cost-effectiveness ratio to remove I/I by dividing the estimated rehabilitation cost per asset by the calculated I/I flow contributed per asset.

Provide an Excel spreadsheet with the assets sorted by cost-effectiveness with the most cost-effective assets (lowest cost per I/I removed) at the top. Include in the spreadsheet the asset I/I and asset cost as well as the cumulative I/I and cumulative cost.

Prepare a graph of the cumulative dollars per gallon per day (\$/gpd) versus the percent I/I removed. Identify the point of diminishing returns on the graph. Provide a comparison of recommended segments to be rehabilitated to those determined under Task 502.

5. **Maps of Assets to Repair.** Prepare two maps. The first map shall include color coding of main sewer segments based on their NASSCO QR. Color coding shall be based upon the highest defect grade (3, 4, or 5), but pipes with QR ratings of 0,1, or 2 do not need to be color coded. Label segments with pipe diameter, QR, and number of defects which contribute I/I. Color code any manhole based on a condition rating of "fair" or "poor". Rating shall be based on the worst condition rating identified per manhole.

The second map will be of all main sewer segments and manholes recommended for repair. Color code the assets based on the type of recommended repair. Label segments with pipe diameter, QR, and cost-effectiveness to repair (\$/gpd).

Task 504 Private I/I Source Identification

Identify private inflow sources for possible disconnection from the sewer system. Log all defects found on each private property parcel identified by address. Private defect addresses shall also be associated with a public asset (i.e. list the public sewer main where the lateral is connected). Private property defects shall not be included in the accumulated defect flows calculated for the Public I/I evaluation. All private I/I logs shall be provided to the CITY. Include recommendations for disconnection of inlets, area drains, and other public direct inflow sources.

Task 505 Preliminary Design Workshop

Arrange and facilitate a preliminary design workshop, up to two hours in length, with the CITY to present assets to be repaired, rehabilitated, or replaced, estimated I/I removal amounts, and estimated costs. CITY construction budget will be discussed. The CITY will review the information and provide input on the assets to be included in the preliminary design documents. Document comments received during the workshop and any action items. Prepare workshop meeting minutes and submit to CITY within 10 days of the workshop.

Task 506 Finalize Assets Recommended for Repair

Finalize asset selection for repair based on comments received at the Preliminary Design Workshop. Include the following in the recommendations:

1. **Work Orders and Basement Backup Data.** Consider and incorporate CITY's list of historical and outstanding work orders and basement backup data into the rehabilitation recommendations.
2. **Total System Approach.** Manholes on both ends of a main sewer segment identified for rehabilitation or replacement are to be rehabilitated with a lining material or replaced. A main sewer segment not recommended for rehabilitation but that is located between

segments receiving rehabilitation or replacement should be evaluated to determine if it is cost effective to rehabilitate or replace.

Task 507 Preliminary Opinion of Probable Construction Cost

Prepare a preliminary opinion of probable construction cost for assets recommended for rehabilitation or replacement. This estimate shall be a Class 3 estimate consistent with AACE standards. The expected accuracy on the low end shall be -10 to -20 percent and the expected accuracy on the high end shall be from +10 to +30 percent.

Task 508 Draft Preliminary Design Report

Prepare a draft report of the findings from the field data review, I/I quantification, and preliminary recommendations for system rehabilitation for the project area as described in Tasks 501 to 507. The draft report shall include at a minimum the following sections:

1. Executive Summary
2. Introduction
3. Summary of Existing System Field Investigations
4. I/I Quantification
5. Preliminary Rehabilitation Analysis
6. Recommended Improvements
7. Estimated I/I Removal
8. Private Sector I/I
9. Preliminary Opinion of Probable Construction Cost
10. Conclusions

Prepare draft main sewer and manhole rehabilitation schedules in MS Excel format and submit as appendices to the Draft Preliminary Design Report.

Provide updated rehabilitation maps for submittal with the Draft Preliminary Design Report. The map shall include all main sewer segments and manholes recommended for repair. Color code the assets based on the type of recommended repair. Label segments with pipe diameter, QR, and cost-effectiveness to repair (\$/gpd).

Submit to the CITY two printed copies and one PDF file of the Draft Preliminary Design Report.

Task 509 Final Preliminary Design Report

Incorporate draft review comments into the Final Preliminary Design Report. Submit to the CITY two printed copies and one PDF file of the Final Preliminary Design Report within 30 days of receiving review comments from the CITY.

Task 510 GIS Update

The DESIGN PROFESSIONAL is to prepare and provide an updated ArcGIS 10.x geodatabase that follows the geodatabase schema provided by the CITY. DESIGN PROFESSIONAL is to update the GIS database based on construction design documents by the DESIGN PROFESSIONAL following the evaluation of CCTV, manhole inspection data, smoke testing, and dyed water testing. Any updates to the GIS database will be noted on the GIS feature by the DESIGN PROFESSIONAL.

The DESIGN PROFESSIONAL will be provided documentation that outlines the required GIS attributes per GIS layer to be edited and valid values for the attribute information. In addition to the required attribute fields being populated, DESIGN PROFESSIONAL is to ensure pipe to structure connectivity is maintained.

If the DESIGN PROFESSIONAL recommends removing or deleting a GIS feature, that feature must be added to a deleted feature class and provided to the CITY with a description of why the feature was deleted.

TASK SERIES 600 - DEVELOPMENT OF 50% COMPLETE DESIGN DOCUMENTS FOR SEWER SYSTEM REHABILITATION

Task 601 Develop 50% Design Documents

After submittal of the final report and approval of recommended rehabilitation measures, prepare 50% design schedules and drawings for review by CITY. The 50% design level schedules and drawings shall include a draft of the rehabilitation maps and schedules for manhole, mainline and private lateral connection rehabilitation within the CITY right of way or permanent sanitary sewer easement. Maps for rehabilitation will be generated from the CITY's GIS data. Maps will include CITY's orthophoto data or LIDAR/parcels as selected by CITY, all manhole numbers, and will highlight manholes and mainlines to be rehabilitated. Location of service laterals recommended for rehabilitation will be tabulated in the schedule and will include the CCTV distance from the upstream manhole. Service laterals will not be dyed tested to confirm active laterals or field located.

The DESIGN PROFESSIONAL's services shall be based on the following understandings:

1. All of the sewer lines are located within existing permanent easements.
2. Construction Contractors shall have right of ingress and egress during construction and assume no temporary construction easements will be required.
3. Lateral line rehabilitation performed in the right-of-way, if any, will be in the general vicinity of the sewer main except for open cut repairs that may extend from the sewer main to approximate right-of-way line or permanent easement boundary, as determined by the CITY. Approximate right-of-way line shall be located based upon the CITY's GIS data and shall not be surveyed in the field.
4. Lateral line rehabilitation performed in mainline sewer easements will typically consist of rehabilitation of the mainline lateral connection only. Lateral rehabilitation within backyard easements may be performed to the easement limits if directed by the CITY.

Easement limits shall be established utilizing the CITY's GIS data and Plat records. Research for identifying easement limits is included in the DESIGN PROFESSIONAL's basic scope of services and will be performed as an Optional Service once the lines recommended for rehabilitation have been determined.

5. Restoration requirements shall be determined by pre-construction photographs.
6. For any pipe segment where open-cut/pipe bursting replacement of any sewer may be required, associated plan and profile drawings shall not be developed and survey shall not be required unless the alignment deviates significantly from the current alignment. Survey services and preparation of plan and profile drawings, if required, will be performed as an Optional Service.

Task 602 50% Opinion of Probable Construction Cost

Prepare an updated Opinion of Probable Construction Cost based on the 50% Design documents developed and any comments received from the City from its review of the Preliminary Opinion of Probable Construction Cost. The 50% cost opinion will be Class 2 consistent with AACE standards; the expected accuracy on the low end will be -5 to -15 percent and the expected accuracy on the high end will be from +5 to +20 percent.

Task 603 50% Submittals

Submit the following to CITY:

1. Two (2) half-size printed and bound sets of 50% design plan sheets and schedules.
2. PDF files of plans and 50% Opinion of Probable Construction Cost.
3. Two (2) printed copies of the 50% Opinion of Probable Cost.
4. PDF files of plans and 50% Opinion of Probable Construction Cost.

The CITY will distribute plans to the appropriate CITY departments and staff for review. The DESIGN PROFESSIONAL shall conduct a review meeting with City staff, up to two hours in length, to review the 50% deliverables and the CITY's review comments. The DESIGN PROFESSIONAL shall make corrections to the 50% submittal documents and submit the following to the CITY within 14 calendar days:

1. Two (2) half-size printed and bound sets of 50% design plan sheets and schedules.
2. PDF files of plans and 50% Opinion of Probable Construction Cost.
3. Electronic 50% Drawings – Per Attachment B.

IV. OPTIONAL SERVICES

Any work requested by the CITY that is not specifically stated in one of the Basic Scope of Services listed above shall be classified as Optional Services. DESIGN PROFESSIONAL's contract maximum upper limit for compensation includes an allowance amount for Optional Services not yet authorized by CITY that may be required throughout the course of the work. This allowance amount shall not be utilized unless specifically authorized in writing by the CITY to

perform Optional Services. Optional Services shall not be performed, nor is the DESIGN PROFESSIONAL approved to utilize any of the allowance amount, unless the CITY provides written authorization to DESIGN PROFESSIONAL that includes the scope of work for each Optional Service to be performed and a maximum billing limit for compensation that has been mutually agreed upon. Optional Services shall include, but not limited to:

- A. Performance of additional smoke testing in excess of footage quantity defined in the Basic Scope of Services.
- B. Performance of additional dyed water testing in excess of the quantity defined in the Basic Scope of Services.
- C. Additional project sites, sewer lines, and/or manholes beyond the quantification in the Base Scope of Services.
- D. Development of Final Construction Contract Documents (drawings and specifications)
- E. Meetings with local, State, or Federal agencies beyond those contemplated under the Basic Scope of Services.
- F. Appearances at public hearings or before special boards beyond those contemplated under the Basic Scope of Services.
- G. Field subsurface investigations, geotechnical investigations, environmental site assessments, or easement or right-of-way selection, preparation, negotiation, or acquisition work.
- H. Legal description and exhibits for easements obtained by CITY for point repair excavations, including topographic survey and related calls for utility locates.
- I. Assisting CITY with appraisal and/or acquisition of easements.
- J. Changes in the general scope, extent, design, or character of the project, including, but not limited to:
 - 1. Changes in size or complexity;
 - 2. CITY's project schedule, design, or character of construction;
 - 3. Method of financing or availability of funding;
 - 4. A change to the method of construction procurement, which is assumed to be a conventional procurement approach (i.e. design-bid-build) herein; and
 - 5. A change to the number of bid packages, which is assumed herein to be one package.
- K. Providing Bid and Construction Phase Services.
- L. Providing Post Construction Flow Monitoring and data analysis.

V. CITY'S RESPONSIBILITIES

CITY will furnish, as required by Basic Services and not at the expense of the DESIGN PROFESSIONAL, the following items:

- A. Provide assistance by placing at DESIGN PROFESSIONAL's disposal available information pertinent to the assignment, including GIS data, CCTV and manhole inspection data, previous

reports, drawings, specifications, sewer as-built records, plats, water-in-basement complaints, and any other data relative thereto. CITY will provide sewer system characterization data as determined by completed manhole inspections within 10 days of Notice to Proceed. The total number of completed manhole inspections will not be substantially less than the number of manholes listed in Task 501. CITY will provide completed flow and rainfall analysis no later than December 1, 2017. CITY will provide completed CCTV data no later than March 1, 2018. The total footage of CCTV data to be obtained will not be substantially less than 100% of the footage listed in Task 501. All other available information will be provided within thirty (30) calendar days of receipt of a written request from the DESIGN PROFESSIONAL.

- B. CITY's Project Manager will coordinate meetings between City staff and the DESIGN PROFESSIONAL.

(End of Scope of Services)

ATTACHMENT B
ELECTRONIC DATA REQUIREMENTS

A. Kansas City Plan Room - Electronic Format Requirements and Naming Conventions

1. In addition to other deliverables included in this Contract, items listed below are requirements to accommodate posting bids documents, plans and specifications on the Kansas City Plan Room.
2. Prime Design Professional/Consultant and Sub-Consultants shall adhere to the following electronic format requirements and use the naming conventions as set out below:
 - a. **Drawings/plans**
 - (1) Drawings/plans should be rendered as 200-300 dpi **PDF Format** images. No files may be larger than 5 megabytes in size. Plans/Drawings numbering should follow Form 00015 List of Drawings.
 - (2) File names may not include any symbols such as < > : . " / \ | ? ' & # % ^ * () [] { } +
 - (3) **FILE NAMES:** Plans/Drawings numbering should follow Form 00015 List of Drawings. All plans should be named in the following manner: three digit sequential number-brief descriptor. For example: 001-Cover.pdf or 002-arcl.pdf
 - b. **CSI specification sections (project manuals)**
 - (1) CSI specification sections should be named by division, using DIV as a prefix.
For example:
 - (a) DIV01.PDF (Technical, Project Specific)
 - (b) DIV02.PDF
 - (c) DIV03.PDF
 - c. **Summary:**
 - (1) Division 00 and 01 in Microsoft Word or Excel
 - (2) Division 2-16 in PDF Format
 - (3) Completed document originals of Plans and Diagrams of project must be submitted as 200-300 dpi **PDF Format** images.

Line Creek/Rock Creek Project Area 3 I/I Reduction
 City of KCMO Water Services Dept.: PN 81000691
 Olsson Associates DPS No. 1349

Professional Services Fee Estimate - SUMMARY

TASK SERIES DESCRIPTIONS	Total Project Hours	Total Labor OLSSON	Reimb Expense	TOTAL MBE FEE T & B	TOTAL WBE FEE TREKK	TOTAL FEE
Series 100 - Project Management and Administration (9 mos.)	553	\$70,095	\$375	\$7,725	\$0	\$78,195
Series 200 - Public Involvement and Coordination	80	\$9,480	\$1,000	\$0	\$5,370	\$15,850
Series 300 - Flow and Rainfall Data Analysis	376	\$38,120	\$500	\$0	\$0	\$38,620
Series 400 - Smoke Testing and Dyed Water Testing			\$89,100	\$0	\$52,340	\$121,440
Series 500 - Field Data Evaluations and Rehabilitation Recommendation	2,006	\$135,190	\$1,000	\$81,840	\$0	\$198,030
Series 600 - Develop 50% CDs for Sewer Rehabilitation	760	\$65,300	\$1,000	\$9,040	\$0	\$75,340
PROJECT TOTALS	3775	\$318,185	\$72,975	\$78,605	\$57,710	\$527,475
Optional Services Allowance	10.0%	\$44,245		\$8,280		\$52,525
PROJECT TOTAL Fee w/ Allowances		\$362,430		\$86,885	\$57,710	\$580,000
DBE Percentages				15.0%	10.0%	

Line Creek/Rock Creek Project Area 3 M Reduction
 City of KCMO Water Services Dept., PN 81000691
 Olsson Associates DPS No. 1348

Professional Services Fee Estimate

OLSSON ASSOCIATES (OLSSON)

Personnel Classification	Hourly Rate*	KW										Total Hours	Total Labor	Expenses	TOTAL FEE	
		Project Manager	Sr. Eng. QA/QC	Eng. \$200	112	106	106	106	106	106	106					
		121	80	112	106	106	106	106	106	106	106	106	106	106	106	106
PHASE/TASK DESCRIPTIONS																
Series 100 - Project Management and Administration (8 mos.)																
101 Project Management Services		18	27	18	18	18	18	18	18	18	18	18	18	18	18	18
102 Monthly Invoicing and Project Status Reports		27	18	18	18	18	18	18	18	18	18	18	18	18	18	18
103 Subcontractor Agreements and Administration		18	12	12	12	12	12	12	12	12	12	12	12	12	12	12
104 Quality Control		20	80	80	80	80	80	80	80	80	80	80	80	80	80	80
105 Project Kickoff Meeting		4	4	4	4	4	4	4	4	4	4	4	4	4	4	4
106 Work Plan		6	6	6	6	6	6	6	6	6	6	6	6	6	6	6
107 Monthly Progress Meetings (up to 7 meetings)		28	35	35	35	35	35	35	35	35	35	35	35	35	35	35
Series 200 - Public Involvement and Coordination																
201 Public Meeting Assistance (2 meetings)		16	16	16	16	16	16	16	16	16	16	16	16	16	16	16
202 Smoke Testing Door Hangers (incl in Task 402 Smoke Testing)		12	12	12	12	12	12	12	12	12	12	12	12	12	12	12
203 Communication with Property Owners (50 properties)		4	4	4	4	4	4	4	4	4	4	4	4	4	4	4
Series 300 - Flow and Rainfall Data Analysis																
301 Review and Analyze Flow and Rainfall Monitoring Data		24	24	24	24	24	24	24	24	24	24	24	24	24	24	24
302 Submit Flow and Rainfall Monitoring Data Analysis Report		16	16	16	16	16	16	16	16	16	16	16	16	16	16	16
303 Flow and Rainfall Data Analysis		8	8	8	8	8	8	8	8	8	8	8	8	8	8	8
Series 400 - Smoke Testing and Dye Water Testing																
401 Smoke Testing Notification (Included in Task 402 Smoke Testing)		24	24	24	24	24	24	24	24	24	24	24	24	24	24	24
402 Smoke Testing (215,000 LF; 90,524 LF Private; 93,000 LF Water; 120,000 LF Prime Exp)		16	16	16	16	16	16	16	16	16	16	16	16	16	16	16
403 Dye Water Testing (10 private @ \$155; 6 Public @ \$300; 20hrs TV @ \$775 as Prime exp)		8	8	8	8	8	8	8	8	8	8	8	8	8	8	8
404 Dye Testing Defect Summary (Included in Smoke and Dye Testing)		8	8	8	8	8	8	8	8	8	8	8	8	8	8	8
405 Deliverables (Included in Smoke and Dye Testing)		8	8	8	8	8	8	8	8	8	8	8	8	8	8	8
Series 500 - Field Data Evaluations and Rehabilitation Recommendation																
501 Field Data Review (213,000 LF Smoke, CCTV; 1,000 MHs; dye tests)		64	64	64	64	64	64	64	64	64	64	64	64	64	64	64
502 M Qualification Workshop		8	8	8	8	8	8	8	8	8	8	8	8	8	8	8
503 Preliminary Assets Recommended for Repair		6	6	6	6	6	6	6	6	6	6	6	6	6	6	6
504 Private M		3	3	3	3	3	3	3	3	3	3	3	3	3	3	3
505 Preliminary Design Workshop		8	8	8	8	8	8	8	8	8	8	8	8	8	8	8
506 Finalize Assets Recommended for Repair		4	4	4	4	4	4	4	4	4	4	4	4	4	4	4
507 Preliminary Opinion of Probable Construction Cost		6	6	6	6	6	6	6	6	6	6	6	6	6	6	6
508 Draft Preliminary Design Report		4	4	4	4	4	4	4	4	4	4	4	4	4	4	4
509 Final Preliminary Design Report		3	3	3	3	3	3	3	3	3	3	3	3	3	3	3
510 GIS Update		28	28	28	28	28	28	28	28	28	28	28	28	28	28	28
Series 600 - Develop 60% CDs for Sewer Rehabilitation																
601 Develop 50% Design Documents		16	16	16	16	16	16	16	16	16	16	16	16	16	16	16
602 50% Opinion of Probable Construction Cost		4	4	4	4	4	4	4	4	4	4	4	4	4	4	4
603 50% Submittals (incl. 2-hr review mtg)		8	8	8	8	8	8	8	8	8	8	8	8	8	8	8
PROJECT TOTALS		243	128	598	376	808	318	0	0	3019	\$318,185	\$72,975	\$391,160			

* Rates are approx. based on OA-KC 2017 Rate Schedule. Actual rates will be 3.04 x Direct Salary and may vary slightly based on staff assigned.

Line Creek/Rock Creek Project Area 3 M Reduction
 City of KCMO Water Services Dept.: PN 81000691
 Olsson Associates DPS No. 1349

Professional Services Fee Estimate										
Tallferro & Browne (T&B)										
Personnel Classification	Hourly Rate*	Principal \$200	Senior Eng. \$140	Asst. Engr \$90	Admin. Asst. Sr. (PLS) \$110	Survey Crew \$125	Total Hours T&B	Total MBE Labor T&B	Total Hours T&B	Total \$7,725
PHASE/TASK DESCRIPTIONS										
Series 100 - Project Management and Administration (9 mos.)										
101 Project Management Services		24	15	16			54			\$7,725
102 Monthly Invoicing and Project Status Reports		12					12			\$2,400
103 Subconsultant Agreements and Administration		0	12	12			30			\$3,540
104 Quality Control		6	3	3			12			\$1,785
105 Project Kickoff Meeting										
106 Work Plan										
107 Monthly Progress Meetings (up to 7 meetings)										
Series 200 - Public Involvement and Coordination										
201 Public Meeting Assistance (2 meetings)										
202 Smoke Testing Door Hangers (incl in Task 402 Smoke Testing)										
203 Communication with Property Owners (50 properties)										
Series 300 - Flow and Rainfall Data Analysis										
301 Rainfall and Flow Monitoring Planning										
302 Review and Analyze Flow and Rainfall Monitoring Data										
303 Submit Flow and Rainfall Monitoring Data Analysis Report										
Series 400 - Smoke Testing and Dye Water Testing										
401 Smoke Testing Notification (included in Task 402 Smoke testing)										
402 Smoke Testing (175,000 LF; 80,500 LF ind; 95,000 LF waste; 120,000 LF Prime Exp)										
403 Dye Water Testing (10 private @ \$155; 5 Public @ \$300; 20 hrs TV @ \$275 as Prime exp)										
404 Dye Testing Defect Summary (included in Smoke and Dye Testing)										
405 Deliverables (included in Smoke and Dye Testing)										
Series 500 - Field Data Evaluations and Rehabilitation Recommendation										
501 Field Data Review (213,000 LF Smoke, CCTV; 1,000 MFTs; dye tests)			128	488			616			\$61,840
502 I/I Quantification Workshop			48	280			328			\$31,920
503 Preliminary Assets Recommended for Repair			6	6			12			\$1,380
504 Private I/I			48	160			208			\$21,120
505 Preliminary Design Workshop			4	4			8			\$920
506 Finalize Assets Recommended for Repair			6	6			12			\$1,380
507 Preliminary Opinion of Probable Construction Cost										
508 Draft Preliminary Design Report			8	16			24			\$2,560
509 Final Preliminary Design Report			8	16			24			\$2,560
510 GIS Update										
Series 600 - Develop 50% CDs for Sewer Rehabilitation										
601 Develop 50% Design Documents			26	60			86			\$9,040
602 50% Opinion of Probable Construction Cost			16	40			56			\$5,840
603 50% Submittals (incl. 2-hr review mtg)			4	8			12			\$1,280
			6	12			18			\$1,920
PROJECT TOTALS										
		24	169	548	15	0	756			\$78,605

* Rates are approx. based on est. Rate Schedule. Actual rates will be 3.04 x Direct Salary and may vary slightly based on staff assigned.

L/Ine Creek/Rock Creek Project Area 3 II Reduction
City of KCMO Water Services Dept. : PN 81000891
Olsson Associates DPS No. 1348

Professional Services Fee Estimate										
TREKK Design Group (TREKK)										
Personnel Classification	Hourly Rate*	Principal	Asst. PM	Office Tech	Field Tech	Total Hours	Total Labor	Unit Price	TOTAL WBE FEE	TOTAL TREKK
PHASE/TASK DESCRIPTIONS										
Series 100 - Project Management and Administration (8 mos.)										
101 Project Management Services										
102 Monthly Invoicing and Project Status Reports										
103 Subcontractor Agreements and Administration										
104 Quality Control										
105 Project Kickoff Meeting										
106 Work Plan										
Series 200 - Public Involvement and Coordination										
201 Public Meeting Assistance (2 meetings)										
202 Smoke Testing Door Hangers (Incl In Task 402 Smoke Testing)										
203 Communication with Property Owners (50 properties)										
Series 300 - Flow and Rainfall Data Analysis										
301 Rainfall and Flow Monitoring Planning										
301 Review and Analyze Flow and Rainfall Monitoring Data										
302 Submit Flow and Rainfall Monitoring Data Analysis Report										
Series 400 - Smoke Testing and Dye Water Testing										
401 Smoke Testing Notification (Included In Task 402 Smoke Testing)										
402 Smoke Testing (213,000 LF; 40,500 LF and Private; 80,000 LF WBE; 120,000 LF Prime Exp)										
403 Dye Water Testing (10 private @ \$150; 5 Public @ \$300; 20hrs TV @ \$275 as Prime exp)										
404 Dye Testing Defect Summary (included in Smoke and Dye Testing)										
405 Deliverables (Included In Smoke and Dye Testing)										
Series 500 - Field Data Evaluations and Rehabilitation Recommendation										
501 Field Data Review (213,000 LF Smoke, CCTV; 1,000 MFTs; dye tests)										
502 II Quantification Workshop										
503 Preliminary Assesst Recommended for Repair										
504 Private II										
505 Preliminary Design Workshop										
506 Finalize Assesst Recommended for Repair										
507 Preliminary Opinion of Probable Construction Cost										
508 Draft Preliminary Design Report										
509 Final Preliminary Design Report										
510 GIS Update										
Series 600 - Develop 50% CDE for Sewer Rehabilitation										
601 Develop 50% Design Documents										
602 50% Opinion of Probable Construction Cost										
603 50% Submittals (incl. 2-hr review mtg)										
PROJECT TOTALS										
* Rates are approx. based on est. Rate Schedule. Actual rates will be 3.04 x Direct Salary and may vary slightly based on staff assigned										

ATTACHMENT C

ENGINEER FEE SUMMARY AND SCHEDULE OF POSITION CLASSIFICATIONS

Classification	Salary/Hr.
Principal	\$65.00 to \$120.00
Project Manager	\$45.00 to \$80.00
Project Professional	\$25.00 to \$65.00
Assistant Professional	\$20.00 to \$45.00
Designer	\$20.00 to \$60.00
CAD Operator	\$12.00 to \$45.00
Survey	\$17.00 to \$50.00
Construction Services	\$15.00 to \$60.00
Administrative/Clerical	\$10.00 to \$35.00

END OF ATTACHMENT C

ATTACHMENT D - UNIT COSTS

Project No. 81000691

**Project Title: Line Creek/Rock Creek Basin Project Area 3
Inflow and Infiltration (I/I) Reduction**

Item Description:	Rate
Smoke Testing (per lineal foot)	\$ 0.53
Dye Testing (Each - Private Source)	\$ 155.00
Dye Testing (Each - Public Source)	\$ 300.00
Company Truck (per mile)	\$ 0.535
Personal or Company Cars (per mile)	\$ 0.535

ATTACHMENT E

CITY – LICENSED GEOGRAPHICAL INFORMATION SYSTEM DATA

CITY will provide licensed materials for Geographical Information Systems to be used for the project as follows:

Grant of License. CITY grants to DESIGN PROFESSIONAL and DESIGN PROFESSIONAL hereby accepts, upon the express terms and conditions contained in this Agreement, a non-exclusive License to use the information described herein in the form produced and maintained by the Geographical Information System produced and maintained by City.

License Materials. The materials licensed for use by DESIGN PROFESSIONAL under this Agreement are the forms which can be read or manipulated by computer of the geographical and physical characteristic information collected and assimilated in the records of City ("Licensed Materials").

Use of Licensed Materials. Subject to the terms, conditions and prohibitions of this Agreement, DESIGN PROFESSIONAL shall be entitled to use the information contained in the Licensed Materials to accomplish the scope of services provided by DESIGN PROFESSIONAL. At the completion of the Agreement, DESIGN PROFESSIONAL shall return all materials to the CITY, and shall permanently remove the Licensed Materials from any media used by DESIGN PROFESSIONAL. At the end of the Agreement, DESIGN PROFESSIONAL shall provide a written certification that all materials are returned and that all Licensed Materials, including copies, have been removed from the equipment or media of DESIGN PROFESSIONAL.

Transfer of Licensed Materials. This license is expressly nontransferable and DESIGN PROFESSIONAL shall not transfer any interest, entitlement or obligation under this Agreement to any other person or entity.

Data. The data and information contained in the Licensed Materials shall be those files and systems as recorded and existing as of the time DESIGN PROFESSIONAL requests the information.

Title. The custody and title and all other rights and interests in the Licensed Materials are and shall at all times remain with the CITY and with the Offices or officials of the CITY having official custody of the Licensed Materials.

Not Public Records. The database in the form of the Licensed Materials is proprietary, intellectual property of the CITY and shall not be considered or deemed as open, public records, except as provided in §256.670, RSMo. DESIGN PROFESSIONAL shall and hereby expressly agrees that it will, recognize the property interests of CITY and CITY agrees that it is not,

pursuant to this License, a custodian of any open, public records, except as may exist pursuant to §256.670 RSMo.

Access to Materials. Pursuant to the terms and conditions of this agreement, DESIGN PROFESSIONAL shall be provided access to obtain the Licensed Materials in a periodic basis for the term of this Agreement. As provided in this Agreement, DESIGN PROFESSIONAL, shall be entitled to any Modifications, updates, renewals or additional data or information under the License granted by this Agreement.

Updated Material and Modifications. CITY shall in accordance with this Agreement and upon request of the DESIGN PROFESSIONAL provide to DESIGN PROFESSIONAL updates to or modifications of all or any specific parts of the data or information in the Licensed Materials. Any such updates or modifications provided by CITY shall be covered by and subject to each and all of the terms and conditions of this Agreement. Furthermore, upon completion or termination of this Agreement, DESIGN PROFESSIONAL, will provide to CITY in a compatible form, updated information developed during the execution of the Scope of Services provided by DESIGN PROFESSIONAL.

Data Contents. The data contained in the materials licensed by CITY to DESIGN PROFESSIONAL under this Agreement shall include that information necessary to allow DESIGN PROFESSIONAL to perform scope of services outlined in the Agreement.

Waiver. The waiver of any breach of any provision of this license shall not constitute a waiver of any subsequent breach of the same or other provisions of the Agreement.

Modifications. Any modification to the rights provided herein for licensed materials shall be in writing executed by each party.

ATTACHMENT F

HRD DOCUMENTS

1. 00450 HRD Form 08: Contractor Utilization Plan & Request for Waiver
2. 00450.01: HRD Letter of Intent to Subcontract
3. 00460 HRD Form 10: Timetable for MBE/WBE Utilization
4. 00470 HRD Form 11: Request for Modification or Substitution
5. 01290.14: Contractor Affidavit for Final Payment
6. 01290.15: Subcontractor Affidavit for Final Payment

ATTACHMENT F

CONTRACTOR UTILIZATION PLAN/REQUEST FOR WAIVER

Project Number: 81000691

Project Title: I/I Reduction: Line Creek/Rock Creek Project Area 3
(Department Project)

Water Services Department
(Department)

OLSSON ASSOCIATES
(Bidder/Proposer)

STATE OF MISSOURI)
) ss
COUNTY OF CLAY)

I, KEVIN WALDRON, of lawful age and upon my oath state as follows:

1. This Affidavit is made for the purpose of complying with the provisions of the MBE/WBE submittal requirements on the above project and the MBE/WBE Program and is given on behalf of the Bidder/Proposer listed below. It sets out the Bidder/Proposer's plan to utilize MBE and/or WBE contractors on the project.
2. The project goals are 15 % MBE and 10 % WBE. Bidder/Proposer assures that it will utilize a minimum of the following percentages of MBE/WBE participation in the above project:

BIDDER/PROPOSER PARTICIPATION: 15.0% MBE 10.0 % WBE

3. The following are the M/WBE subcontractors whose utilization Bidder/Proposer warrants will meet or exceed the above-listed Bidder/Proposer Participation. Bidder/Proposer warrants that it will utilize the M/WBE subcontractors to provide the goods/services described in the applicable Letter(s) of Intent to Subcontract, copies of which shall collectively be deemed incorporated herein). (*All firms must currently be certified by Kansas City, Missouri*)

- a. Name of M/WBE Firm Taliaferro & Browne
Address 818 Grand Blvd., Ste. 1000, Kansas City, MO 64106
Telephone No. 816.283-3456
I.R.S. No. 48-0758891

- b. Name of M/WBE Firm TREKK Design
 Address 1441 E. 144th St., Ste. 105, Kansas City, MO 64133
 Telephone No. 816.874.4657
 I.R.S. No. 43-1953275
- c. Name of M/WBE Firm _____
 Address _____
 Telephone No. _____
 I.R.S. No. _____
- d. Name of M/WBE Firm _____
 Address _____
 Telephone No. _____
 I.R.S. No. _____
- e. Name of M/WBE Firm _____
 Address _____
 Telephone No. _____
 I.R.S. No. _____
- f. Name of M/WBE Firm _____
 Address _____
 Telephone No. _____
 I.R.S. No. _____

(List additional M/WBEs, if any, on additional page and attach to this form)

4. The following is a breakdown of the percentage of the total contract amount that Bidder/Proposer agrees to pay to each listed M/WBE:

MBE/WBE BREAKDOWN SHEET

MBE FIRMS:

Name of MBE Firm	Supplier/Broker/Contractor	Subcontract Amount*	Weighted Value**	% of Total Contract
Taliaferro & Browne	Contractor	\$86,885.00	\$86,885.00	15.0%
TOTAL MBE \$ / TOTAL MBE %:		\$ 86,885.00		15.0 %

WBE FIRMS:

Name of WBE Firm	Supplier/Broker/Contractor	Subcontract Amount*	Weighted Value**	% of Total Contract
TREKK Design	Contractor	\$57,710.00	\$57,710.00	10.0%
TOTAL WBE \$ / TOTAL WBE %:		\$ <u>57,710.00</u>	<u>10.0 %</u>	

*“Subcontract Amount” refers to the dollar amount that Bidder/Proposer has agreed to pay each M/WBE subcontractor as of the date of contracting and is indicated here solely for the purpose of calculating the percentage that this sum represents in proportion to the total contract amount. Any contract amendments and/or change orders changing the total contract amount may alter the amount due an M/WBE under their subcontract for purposes of meeting or exceeding the Bidder/Proposer participation.

**“Weighted Value” means the portion of the subcontract amount that will be credited towards meeting the Bidder/Proposer participation. See HRD Forms and Instructions for allowable credit and special instructions for suppliers.

- Bidder/Proposer acknowledges that the monetary amount to be paid each listed M/WBE for their work, and which is approved herein, is an amount corresponding to the percentage of the total contract amount allocable to each listed M/WBE as calculated in the MBE/WBE Breakdown Sheet. Bidder/Proposer further acknowledges that this amount may be higher than the subcontract amount listed therein as change orders and/or amendments changing the total contract amount may correspondingly increase the amount of compensation due an M/WBE for purposes of meeting or exceeding the Bidder/Proposer participation.
- Bidder/Proposer acknowledges that it is responsible for considering the effect that any change orders and/or amendments changing the total contract amount may have on its ability to meet or exceed the Bidder/Proposer participation. Bidder/Proposer further acknowledges that it is responsible for submitting a Request for Modification or Substitution if it will be unable to meet or exceed the Bidder/Proposer participation set forth herein.

7. If Bidder/Proposer has not achieved both the M/WBE goal(s) set for this Project, Bidder/Proposer hereby requests a waiver of the MBE and/or WBE goal(s) that Bidder/Proposer has failed to achieve
8. Bidder/Proposer will present documentation of its good faith efforts, a narrative summary detailing its efforts and the reasons its efforts were unsuccessful when requested by the City.
9. I hereby certify that I am authorized to make this Affidavit on behalf of the Bidder/Proposer named below and who shall abide by the terms set forth herein:

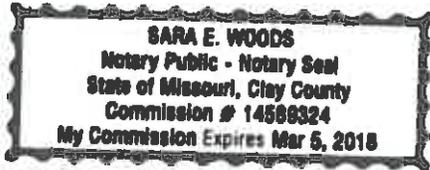
Bidder/Proposer primary contact: Kevin Waldron, PE
Address: 1251 NW Briarcliff Pkwy., Ste. 50, Kansas City, MO 64116
Phone Number: 816.361.1177
Facsimile number: 816.361.1888
E-mail Address: kwaldron@olssonassociates.com

By: [Signature]
Title: Team Leader
Date: 5-4-17
(Attach corporate seal if applicable)

Subscribed and sworn to before me this 4th day of May, 2017.

My Commission Expires: March 5, 2018

[Signature]
Notary Public





ATTACHMENT F

LETTER OF INTENT TO SUBCONTRACT

Project Number 81000691

Project Title W Reduction: Line Creek/Rock Creek Project Area 3

OLSSON ASSOCIATES ("Prime Contractor") agrees to enter into a contractual agreement with TREKK DESIGN GROUP ("MW/DBE Subcontractor"), who will provide the following goods/services in connection with the above-referenced contract:

(Insert a brief narrative describing the goods/services to be provided. Broad categorizations (e.g., "electrical," "plumbing," etc.) or the listing of the NAICS Codes in which MW/DBE Subcontractor is certified are insufficient and may result in this Letter of Intent to Subcontract not being accepted.)

Task Series 400: Smoke Testing and Dyed Water Testing, consisting of field testing/data collection services and civil engineering and management services for data management, quality control and required deliverables.

for an estimated amount of \$ 57,710.00 or 10.0 % of the total estimated contract value.

MW/DBE Subcontractor is, to the best of Prime Contractor's knowledge, currently certified with the City of Kansas City's Human Relations Department to perform in the capacities indicated herein. Prime Contractor agrees to utilize MW/DBE Subcontractor in the capacities indicated herein, and MW/DBE Subcontractor agrees to work on the above-referenced contract in the capacities indicated herein, contingent upon award of the contract to Prime Contractor.

[Signature]
Signature: Prime Contractor

Kevin Waldron, P.E.
Print Name

Team Leader 6-22-17
Title Date

[Signature]
Signature: MW/DBE Subcontractor

Kimberly Robnett
Print Name

Managing Engineer 5/4/17
Title Date



ATTACHMENT F

LETTER OF INTENT TO SUBCONTRACT

Project Number 81000691

Project Title I/I Reduction: Line Creek/Rock Creek Project Area 3

OLSSON ASSOCIATES ("Prime Contractor") agrees to enter into a contractual agreement with TALIAFERRO AND BROWNE ("M/W/DBE Subcontractor"), who will provide the following goods/services in connection with the above-referenced contract:

(Insert a brief narrative describing the goods/services to be provided. Broad categorizations (e.g., "electrical," "plumbing," etc.) or the listing of the NAICS Codes in which M/W/DBE Subcontractor is certified are insufficient and may result in this Letter of Intent to Subcontract not being accepted.)

Civil engineering design support including field data review, report of findings and recommendations, repair recommendations/alternatives, quantity take-offs and assistance with cost estimating and quality control checks at each review submittal.

for an estimated amount of \$ 86,885.00 or 15.0% of the total estimated contract value.

M/W/DBE Subcontractor is, to the best of Prime Contractor's knowledge, currently certified with the City of Kansas City's Human Relations Department to perform in the capacities indicated herein. Prime Contractor agrees to utilize M/W/DBE Subcontractor in the capacities indicated herein, and M/W/DBE Subcontractor agrees to work on the above-referenced contract in the capacities indicated herein, contingent upon award of the contract to Prime Contractor.


Signature: Prime Contractor

Kevin Waldron, P.E.
Print Name

Team Leader 6-22-17
Title Date


Signature: M/W/DBE Subcontractor

JAMES E. ANDERSON
Print Name

CEO 05/04/2017
Title Date



REQUEST FOR MODIFICATION OR SUBSTITUTION

(This Form must be submitted to HRD to request substitutions for an MBE/WBE listed in the Contractor Utilization Plan or for modification of the amount of MBE/WBE participation listed in the Contractor Utilization Plan. This Form shall be an amendment to the Contractor Utilization Plan.)

BIDDER/PROPOSER/CONTRACTOR: Olsson Associates
ADDRESS: 1251 NW Briarcliff Parkway, Suite 50
Kansas City, MO 64116
PROJECT NUMBER OR TITLE: I/I Reduction: Line Creek/Rock Creek Project Area 3
AMENDMENT/CHANGE ORDER NO: (if applicable)

Project Goals: _____ % MBE _____ % WBE
Contractor Utilization Plan: _____ % MBE _____ % WBE

1. I am the duly authorized representative of the above Bidder/Contractor/Proposer and am authorized to request this substitution or modification on behalf of the Bidder/Contractor/Proposer.

2. I hereby request that the Director of HRD recommend or approve: (check appropriate space(s))

a. _____ A substitution of the certified MBE/WBE firm _____
(Name of new firm)
to perform _____
(Scope of work to be performed by new firm)
for the MBE/WBE firm _____ which is currently
(Name of old firm)
listed on the Bidder's/Contractor's/Proposer's Contractor Utilization Plan to
perform the following scope of work: _____
(Scope of work of old firm)

b. _____ A modification of the amount of MBE/WBE participation currently listed on the Bidder's/Contractor's/Proposer's Contractor Utilization Plan from
_____ % MBE _____ % WBE (Fill in % of MBE/WBE Participation currently listed on Contractor Utilization Plan)

TO

_____ % MBE _____ % WBE (Fill in New % of MBE/WBE Participation requested for Contractor Utilization Plan)

- c. Attach 00450.01 Letter of Intent to Subcontract letter for each new MBE/WBE to be added.
- d. Attach a copy of the most recent 00485.01 or on-line M/WBE Monthly Utilization Report

3. Bidder/Contractor/Proposer states that a substitution or modification is necessary because: (check applicable reason(s))

- The MBE/WBE listed on the Contractor Utilization Plan is non-responsive or cannot perform.
- The MBE/WBE listed on the Contractor Utilization Plan has increased its previously quoted price without a corresponding change in the scope of work.
- The MBE/WBE listed on the Contractor Utilization Plan has committed a material default or breach of its contract.
- Requirements of the scope of work of the contract have changed and make subcontracting not feasible or not feasible at the levels required by the goals established for the contract.
- The MBE/WBE listed on the Contractor Utilization Plan is unacceptable to the City contracting department.
- Bidder/Contractor/Proposer has not attempted intentionally to evade the requirements of the Act and it is in the best interests of the City to allow a modification or substitution.

4. The following is a narrative summary of the Bidder's/Contractor's/Proposer's good faith efforts exhausted in attempts to substitute the MBE/WBE firm named above which is currently listed on the Contractor Utilization Plan with other qualified, certified MBE/WBE firms for the listed scope of work or any other scope of work in the project:

5. Bidder/Proposer/Contractor will present documentation when requested by the City to evidence its good faith efforts.

Dated: _____

(Bidder/Proposer/Contractor)

By: _____
(Authorized Representative)



CONTRACTOR AFFIDAVIT FOR FINAL PAYMENT

Contract Number 1349

Project Title I/I Reduction: Line Creek/Rock Creek Project Area 3

STATE OF _____)
)SS
COUNTY OF _____)

The Undersigned, _____ of lawful
(Name)
age, being first duly sworn, states under oath as follows:

1. I am the _____ of _____ who is the general
(Title) (CONTRACTOR)
CONTRACTOR for the CITY on Project No. _____ and Project Title _____

2. All payrolls, material bills, use of equipment and other indebtedness connected with the Work for this Project have been paid and all Claims of whatever nature have been satisfied, as required by the Contract.

3. _____ Prevailing wage does not apply; or

_____ All provisions and requirements set forth in Chapter 290, Section 290.210 through and including 290.340, Missouri Revised Statutes, pertaining to the payment of wages to workmen employed on public works projects have been fully satisfied and there has been no exception to the full and complete compliance with these provisions and requirements and the Annual Wage Order contained in the Contract in carrying out the Contract and Work. CONTRACTOR has fully complied with the requirements of the prevailing wage law as required in the Contract and has attached affidavits from all Subcontractors on this Project, regardless of tier, affirming compliance with the prevailing wage law as stipulated in the Contract.

4. I hereby certify that (a) at project completion and pursuant to contractor's final request for payment, contractor achieved (____%) Minority Business Enterprise (MBE) participation and (____%) Women Business Enterprise (WBE) participation on this contract, and (b) listed herein are the names of all certified M/WBE subcontractors, regardless of tier, with whom I, or my subcontractors contracted.

1. Name of MBE/WBE Firm _____
Address _____
Telephone Number (____) _____
IRS Number _____
Area/Scope*of Work _____
Subcontract Final Amount _____

2. Name of MBE/WBE Firm _____
Address _____
Telephone Number (____) _____
IRS Number _____
Area/Scope*of Work _____
Subcontract Final Amount _____

List additional subcontractors, if any, on a similar form and attach to the bid.

Supplier** Final Amount: _____

*Reference to specification sections or bid item number.

- ___ Met or exceeded the Contract utilization goals; or
- ___ Failed to meet the Contract utilization goals (attach waiver, substitution or modification); or
- ___ No goals applied to this Project.

5. CONTRACTOR certifies that each Subcontractor has received full payment for its respective work in connection with the Contract.
6. If applicable, I hereby certify that (a) at project completion and pursuant to contractor's final request for payment, contractor achieved, company-wide, at least ten percent (10%) minority workforce participation and two percent (2%) women workforce participation and (2) a true and accurate copy of my final project workforce monthly report (HRD Form 00485.02 and final company-wide workforce monthly report (HRD Form 00485.03) are attached. **NOTE: This paragraph is only applicable if you completed a construction contract that was estimated by the City, prior to solicitation, as requiring more than 800 construction labor hours and costing in excess of \$324,000.01. If applicable you MUST attach copies of your final monthly workforce reports.**
7. This affidavit is made in behalf of the CONTRACTOR for the purpose of securing from Kansas City, Missouri, the certification of completion of the Project and receiving payment therefore.
8. If the Contract amount exceeded \$150,000, CONTRACTOR has submitted proof of compliance with the City tax ordinances administered by the City's Commissioner of Revenue and has on file proof of tax compliance from all Subcontractors. If the Contract term exceeded one (1) year, CONTRACTOR has provided proof of compliance with the City tax ordinances administered by the City's Commissioner of Revenue prior to receiving final payment and has on file proof of tax compliance from all Subcontractors prior to the Subcontractor receiving final payment from CONTRACTOR.

CONTRACTOR _____

By _____
(Authorized Signature)

Title _____

On this _____ day of _____, before me
appeared _____, to me personally known to be the
_____ of the _____

and who executed the foregoing instrument and acknowledged that (s)he executed the same on behalf of
_____ as its free act and deed.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal on the day and year first above written.

My commission expires:

Notary Public



SUBCONTRACTOR AFFIDAVIT FOR FINAL PAYMENT

Contract Number 1349

Project Title I/I Reduction: Line Creek/Rock Creek Project Area 3

STATE OF MISSOURI)

) ss:

COUNTY OF _____)

After being duly sworn the person whose name and signature appears below hereby states under penalty of perjury that:

1. I am the duly authorized officer of the business indicated below (hereinafter Subcontractor) and I make this affidavit on behalf of Subcontractor in accordance with the requirements set forth in Section 290.290, RSMo. Subcontractor has completed all of the Work required under the terms and conditions of a subcontract as follows:

Subcontract with: _____ Contractor

Work Performed: _____

Total Dollar Amount of Subcontract and all Change Orders: \$ _____

City Certified MBE WBE DBE NA

List certifications: _____

2. Subcontractor fully complied with the provisions and requirements of the Missouri Prevailing Wage Law set forth in Sections 290.210, RSMo through 290.340, RSMo.

Business Entity Type:

- Missouri Corporation
- Foreign Corporation
- Fictitious Name Corporation
- Sole Proprietor
- Limited Liability Company
- Partnership
- Joint Venture
- Other (Specify)

Subcontractor's Legal Name and Address

 Phone No. _____
 Fax: _____
 E:mail: _____
 Federal ID No. _____

I hereby certify that I have the authority to execute this affidavit on behalf of Subcontractor.

By: _____ (Signature) _____ (Print Name)
 _____ (Title) _____ (Date)

NOTARY

Subscribed and sworn to before me this _____ day of _____, 20_____.

My Commission Expires: _____ By _____

Print Name Title

I acknowledge that I am signing this affidavit as the free act and deed of the business entity and that I am not doing so under duress.


Affiant's signature

Subscribed and sworn to before me this 22nd day of June, 20 17.


Notary Public

My Commission expires:

03/05/2018



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5. SSA agrees to establish a means of secondary verification (including updating SSA records as may be necessary) for employees who contest SSA tentative nonconfirmations that is designed to provide final confirmation or nonconfirmation of U.S. citizens' employment eligibility and accuracy of SSA records for both citizens and aliens within 10 Federal Government work days of the date of referral to SSA, unless SSA determines that more than 10 days may be necessary. In such cases, SSA will provide additional verification instructions.

B. RESPONSIBILITIES OF THE DEPARTMENT OF HOMELAND SECURITY

1. Upon completion of the Form I-9 by the employee and the Employer and after SSA verifies the accuracy of SSA records for aliens through E-Verify, DHS agrees to provide the Employer access to selected data from DHS's database to enable the Employer to conduct:

- Automated verification checks on newly hired alien employees by electronic means, and
- Photo verification checks (when available) on newly hired alien employees.

2. DHS agrees to provide to the Employer appropriate assistance with operational problems that may arise during the Employer's participation in the E-Verify program. DHS agrees to provide the Employer names, titles, addresses, and telephone numbers of DHS representatives to be contacted during the E-Verify process.

3. DHS agrees to provide to the Employer a manual (the E-Verify Manual) containing instructions on E-Verify policies, procedures and requirements for both SSA and DHS, including restrictions on the use of E-Verify. DHS agrees to provide training materials on E-Verify.

4. DHS agrees to provide to the Employer a notice, which indicates the Employer's participation in the E-Verify program. DHS also agrees to provide to the Employer anti-discrimination notices issued by the Office of Special Counsel for Immigration-Related Unfair Employment Practices (OSC), Civil Rights Division, and U.S. Department of Justice.

5. DHS agrees to issue the Employer a user identification number and password that permits the Employer to verify information provided by alien employees with DHS's database.

6. DHS agrees to safeguard the information provided to DHS by the Employer, and to limit access to such information to individuals responsible for the verification of alien employment eligibility and for evaluation of the E-Verify program, or to such other persons or entities as may be authorized by applicable law. Information will be used only to verify the accuracy of Social Security Numbers and employment eligibility, to enforce the Immigration and Nationality Act and federal criminal laws, and to ensure accurate wage reports to the SSA.

7. DHS agrees to establish a means of automated verification that is designed (in conjunction with SSA verification procedures) to provide confirmation or tentative nonconfirmation of employees' employment eligibility within 3 Federal Government work days of the initial inquiry.

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8. DHS agrees to establish a means of secondary verification (including updating DHS records as may be necessary) for employees who contest DHS tentative nonconfirmations and photo non-match tentative nonconfirmations that is designed to provide final confirmation or nonconfirmation of the employees' employment eligibility within 10 Federal Government work days of the date of referral to DHS, unless DHS determines that more than 10 days may be necessary. In such cases, DHS will provide additional verification instructions.

C. RESPONSIBILITIES OF THE EMPLOYER

1. The Employer agrees to display the notices supplied by DHS in a prominent place that is clearly visible to prospective employees.
2. The Employer agrees to provide to the SSA and DHS the names, titles, addresses, and telephone numbers of the Employer representatives to be contacted regarding E-Verify.
3. The Employer agrees to become familiar with and comply with the E-Verify Manual.
4. The Employer agrees that any Employer Representative who will perform employment verification queries will complete the E-Verify Tutorial before that individual initiates any queries.
 - A. The employer agrees that all employer representatives will take the refresher tutorials initiated by the E-Verify program as a condition of continued use of E-Verify.
 - B. Failure to complete a refresher tutorial will prevent the employer from continued use of the program.
5. The Employer agrees to comply with established Form I-9 procedures, with two exceptions:
 - If an employee presents a "List B" identity document, the Employer agrees to only accept "List B" documents that contain a photo. (List B documents identified in 8 C.F.R. § 274a.2 (b) (1) (B)) can be presented during the Form I-9 process to establish identity).
 - If an employee presents a DHS Form I-551 (Permanent Resident Card) or Form I-766 (Employment Authorization Document) to complete the Form I-9, the Employer agrees to make a photocopy of the document and to retain the photocopy with the employee's Form I-9. The employer will use the photocopy to verify the photo and to assist the Department with its review of photo non-matches that are contested by employees. Note that employees retain the right to present any List A, or List B and List C, documentation to complete the Form I-9. DHS may in the future designate other documents that activate the photo screening tool.
6. The Employer understands that participation in E-Verify does not exempt the Employer from the responsibility to complete, retain, and make available for inspection Forms I-9 that relate to its employees, or from other requirements of applicable regulations or laws, except for the following modified requirements applicable by reason of the Employer's participation in E-Verify: (1) identity documents must have photos, as described in paragraph 5 above; (2) a

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rebuttable presumption is established that the Employer has not violated section 274A(a)(1)(A) of the Immigration and Nationality Act (INA) with respect to the hiring of any individual if it obtains confirmation of the identity and employment eligibility of the individual in compliance with the terms and conditions of E-Verify ; (3) the Employer must notify DHS if it continues to employ any employee after receiving a final nonconfirmation, and is subject to a civil money penalty between \$500 and \$1,000 for each failure to notify DHS of continued employment following a final nonconfirmation; (4) the Employer is subject to a rebuttable presumption that it has knowingly employed an unauthorized alien in violation of section 274A(a)(1)(A) if the Employer continues to employ any employee after receiving a final nonconfirmation; and (5) no person or entity participating in E-Verify is civilly or criminally liable under any law for any action taken in good faith on information provided through the confirmation system. DHS reserves the right to conduct Form I-9 compliance inspections during the course of E-Verify, as well as to conduct any other enforcement activity authorized by law.

7. The Employer agrees to initiate E-Verify verification procedures within 3 Employer business days after each employee has been hired (but after both sections 1 and 2 of the Form I-9 have been completed), and to complete as many (but only as many) steps of the E-Verify process as are necessary according to the E-Verify Manual. The Employer is prohibited from initiating verification procedures before the employee has been hired and the Form I-9 completed. If the automated system to be queried is temporarily unavailable, the 3-day time period is extended until it is again operational in order to accommodate the Employer's attempting, in good faith, to make inquiries during the period of unavailability. In all cases, the Employer must use the SSA verification procedures first, and use DHS verification procedures and photo screening tool only after the the SSA verification response has been given.

8. The Employer agrees not to use E-Verify procedures for pre-employment screening of job applicants, support for any unlawful employment practice, or any other use not authorized by this MOU. The Employer must use E-Verify for all new employees and will not verify only certain employees selectively. The Employer agrees not to use E-Verify procedures for re-verification, or for employees hired before the date this MOU is in effect. The Employer understands that if the Employer uses E-Verify procedures for any purpose other than as authorized by this MOU, the Employer may be subject to appropriate legal action and the immediate termination of its access to SSA and DHS information pursuant to this MOU.

9. The Employer agrees to follow appropriate procedures (see Article III.B. below) regarding tentative nonconfirmations, including notifying employees of the finding, providing written referral instructions to employees, allowing employees to contest the finding, and not taking adverse action against employees if they choose to contest the finding. Further, when employees contest a tentative nonconfirmation based upon a photo non-match, the Employer is required to take affirmative steps (see Article III.B. below) to contact DHS with information necessary to resolve the challenge.

10. The Employer agrees not to take any adverse action against an employee based upon the employee's employment eligibility status while SSA or DHS is processing the verification request unless the Employer obtains knowledge (as defined in 8 C.F.R. § 274a.1 (I)) that the employee is not work authorized. The Employer understands that an initial inability of the SSA or DHS automated verification to verify work authorization, a tentative nonconfirmation, or the finding of

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a photo non-match, does not mean, and should not be interpreted as, an indication that the employee is not work authorized. In any of the cases listed above, the employee must be provided the opportunity to contest the finding, and if he or she does so, may not be terminated or suffer any adverse employment consequences until and unless secondary verification by SSA or DHS has been completed and a final nonconfirmation has been issued. If the employee does not choose to contest a tentative nonconfirmation or a photo non-match, then the Employer can find the employee is not work authorized and take the appropriate action.

11. The Employer agrees to comply with section 274B of the INA by not discriminating unlawfully against any individual in hiring, firing, or recruitment or referral practices because of his or her national origin or, in the case of a protected individual as defined in section 274B(a)(3) of the INA, because of his or her citizenship status. The Employer understands that such illegal practices can include selective verification or use of E-Verify, discharging or refusing to hire eligible employees because they appear or sound "foreign", and premature termination of employees based upon tentative nonconfirmations, and that any violation of the unfair immigration-related employment practices provisions of the INA could subject the Employer to civil penalties pursuant to section 274B of the INA and the termination of its participation in E-Verify. If the Employer has any questions relating to the anti-discrimination provision, it should contact OSC at 1-800-255-7688 or 1-800-237-2515 (TDD).

12. The Employer agrees to record the case verification number on the employee's Form I-9 or to print the screen containing the case verification number and attach it to the employee's Form I-9.

13. The Employer agrees that it will use the information it receives from the SSA or DHS pursuant to E-Verify and this MOU only to confirm the employment eligibility of newly-hired employees after completion of the Form I-9. The Employer agrees that it will safeguard this information, and means of access to it (such as PINS and passwords) to ensure that it is not used for any other purpose and as necessary to protect its confidentiality, including ensuring that it is not disseminated to any person other than employees of the Employer who are authorized to perform the Employer's responsibilities under this MOU.

14. The Employer acknowledges that the information which it receives from SSA is governed by the Privacy Act (5 U.S.C. § 552a (i) (1) and (3)) and the Social Security Act (42 U.S.C. 1306(a)), and that any person who obtains this information under false pretenses or uses it for any purpose other than as provided for in this MOU may be subject to criminal penalties.

15. The Employer agrees to allow DHS and SSA, or their authorized agents or designees, to make periodic visits to the Employer for the purpose of reviewing E-Verify -related records, i.e., Forms I-9, SSA Transaction Records, and DHS verification records, which were created during the Employer's participation in the E-Verify Program. In addition, for the purpose of evaluating E-Verify, the Employer agrees to allow DHS and SSA or their authorized agents or designees, to interview it regarding its experience with E-Verify, to interview employees hired during E-Verify use concerning their experience with the pilot, and to make employment and E-Verify related records available to DHS and the SSA, or their designated agents or designees. Failure to comply with the terms of this paragraph may lead DHS to terminate the Employer's access to E-Verify.

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ARTICLE III

REFERRAL OF INDIVIDUALS TO THE SSA AND THE DEPARTMENT OF HOMELAND SECURITY

A. REFERRAL TO THE SSA

1. If the Employer receives a tentative nonconfirmation issued by SSA, the Employer must print the tentative nonconfirmation notice as directed by the automated system and provide it to the employee so that the employee may determine whether he or she will contest the tentative nonconfirmation.
2. The Employer will refer employees to SSA field offices only as directed by the automated system based on a tentative nonconfirmation, and only after the Employer records the case verification number, reviews the input to detect any transaction errors, and determines that the employee contests the tentative nonconfirmation. The Employer will transmit the Social Security Number to SSA for verification again if this review indicates a need to do so. The Employer will determine whether the employee contests the tentative nonconfirmation as soon as possible after the Employer receives it.
3. If the employee contests an SSA tentative nonconfirmation, the Employer will provide the employee with a referral letter and instruct the employee to visit an SSA office to resolve the discrepancy within 8 Federal Government work days. The Employer will make a second inquiry to the SSA database using E-Verify procedures on the date that is 10 Federal Government work days after the date of the referral in order to obtain confirmation, or final nonconfirmation, unless otherwise instructed by SSA or unless SSA determines that more than 10 days is necessary to resolve the tentative nonconfirmation..
4. The Employer agrees not to ask the employee to obtain a printout from the Social Security Number database (the Numident) or other written verification of the Social Security Number from the SSA.

B. REFERRAL TO THE DEPARTMENT OF HOMELAND SECURITY

1. If the Employer receives a tentative nonconfirmation issued by DHS, the Employer must print the tentative nonconfirmation notice as directed by the automated system and provide it to the employee so that the employee may determine whether he or she will contest the tentative nonconfirmation.
2. If the Employer finds a photo non-match for an alien who provides a document for which the automated system has transmitted a photo, the employer must print the photo non-match tentative nonconfirmation notice as directed by the automated system and provide it to the employee so that the employee may determine whether he or she will contest the finding.
3. The Employer agrees to refer individuals to DHS only when the employee chooses to contest a tentative nonconfirmation received from DHS automated verification process or when

Company ID Number: 37287

the Employer issues a tentative nonconfirmation based upon a photo non-match. The Employer will determine whether the employee contests the tentative nonconfirmation as soon as possible after the Employer receives it.

4. If the employee contests a tentative nonconfirmation issued by DHS, the Employer will provide the employee with a referral letter and instruct the employee to contact the Department through its toll-free hotline within 8 Federal Government work days.

5. If the employee contests a tentative nonconfirmation based upon a photo non-match, the Employer will provide the employee with a referral letter to DHS. DHS will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.

6. The Employer agrees that if an employee contests a tentative nonconfirmation based upon a photo non-match, the Employer will send a copy of the employee's Form I-551 or Form I-766 to DHS for review by:

- Scanning and uploading the document, or
- Sending a photocopy of the document by an express mail account (furnished and paid for by DHS).

7. The Employer understands that if it cannot determine whether there is a photo match/non-match, the Employer is required to forward the employee's documentation to DHS by scanning and uploading, or by sending the document as described in the preceding paragraph, and resolving the case as specified by the Immigration Services Verifier at DHS who will determine the photo match or non-match.

ARTICLE IV

SERVICE PROVISIONS

The SSA and DHS will not charge the Employer for verification services performed under this MOU. The Employer is responsible for providing equipment needed to make inquiries. To access the E-Verify System, an Employer will need a personal computer with Internet access.

ARTICLE V

PARTIES

This MOU is effective upon the signature of all parties, and shall continue in effect for as long as the SSA and DHS conduct the E-Verify program unless modified in writing by the mutual consent of all parties, or terminated by any party upon 30 days prior written notice to the others. Any and all system enhancements to the E-Verify program by DHS or SSA, including but not limited to the E-Verify checking against additional data sources and instituting new verification procedures, will be covered under this MOU and will not cause the need for a supplemental MOU that outlines these changes. DHS agrees to train employers on all changes made to E-Verify through the use of mandatory refresher tutorials and updates to the E-Verify manual. Even

Company ID Number: 37287

without changes to E-Verify, the Department reserves the right to require employers to take mandatory refresher tutorials.

Termination by any party shall terminate the MOU as to all parties. The SSA or DHS may terminate this MOU without prior notice if deemed necessary because of the requirements of law or policy, or upon a determination by SSA or DHS that there has been a breach of system integrity or security by the Employer, or a failure on the part of the Employer to comply with established procedures or legal requirements. Some or all SSA and DHS responsibilities under this MOU may be performed by contractor(s), and SSA and DHS may adjust verification responsibilities between each other as they may determine.

Nothing in this MOU is intended, or should be construed, to create any right or benefit, substantive or procedural, enforceable at law by any third party against the United States, its agencies, officers, or employees, or against the Employer, its agents, officers, or employees.

Each party shall be solely responsible for defending any claim or action against it arising out of or related to E-Verify or this MOU, whether civil or criminal, and for any liability wherefrom, including (but not limited to) any dispute between the Employer and any other person or entity regarding the applicability of Section 403(d) of IRIRA to any action taken or allegedly taken by the Employer.

The employer understands that the fact of its participation in E-Verify is not confidential information and may be disclosed as authorized or required by law and DHS or SSA policy, including but not limited to, Congressional oversight, E-Verify publicity and media inquiries, and responses to inquiries under the Freedom of Information Act (FOIA).

The foregoing constitutes the full agreement on this subject between the SSA, DHS, and the Employer.

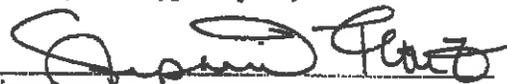
The individuals whose signatures appear below represent that they are authorized to enter into this MOU on behalf of the Employer and DHS respectively.

To be accepted as a participant in E-Verify, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify Operations at 888-464-4218.

Employer Olsson Associates

Stephanie Flores
Name (Please type or print)

Human Resources
Title


Signature

12.13.2006
Date

Department of Homeland Security - Verification Division

Company ID Number: 37287

USCIS Verification Division

Name (Please type or print)

Title

Electronically Signed

12/13/2006

Signature

Date

Company ID Number: 37287

.

ATTACHMENT H

Truth-In-Negotiation Certificate

City of Kansas City, Missouri Overflow Control Plan ("OCP")

Civil Action No. 4:10-cv-0487-GAF

STATE OF MISSOURI)
 CLAY) ss.
COUNTY OF ~~JACKSON~~)

I, Kevin Waldron, PE, having full authority to act on behalf of Olsson Associates, do solemnly swear under oath to the following:

1. This Certificate is executed and given by the undersigned as a condition precedent to entering into a Design Professional Agreement with the City of Kansas City, Missouri for the project known as I/I Reduction: Line Creek/Rock Creek Project Area 3
2. This Certificate shall be attached to and constitute an integral part of the above said Design Professional Agreement as provided in Part II, Sec. 24.
3. I certify under penalty of law that the wage rates, other factual unit costs, and expenses supporting the compensation for this Design Professional Agreement was prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted, and that the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.
4. The truth of the statements made herein may be relied upon by the City and the undersigned is fully advised of the legal effect and obligations imposed upon him by the execution of this instrument.



Signature of affiant

On this 22nd day of June, 2017 before me, Sara E. Woods, a Notary Public in and for said state, personally appeared (Kevin Waldron), known to me to be the person who executed the within affidavit, and acknowledge to me that he/she executed the same for the purposes therein stated.

Sara E. Woods
Notary Public

My commission expires: 03/05/2018



Attachment I

**Affidavit of Compliance With the Federal Consent Decree Regarding the
City of Kansas City, Missouri Overflow Control Plan ("OCP")**

Civil Action No. 4:10-cv-0487-GAF

STATE OF MISSOURI)
) ss.
 CLAY
COUNTY OF ~~JACKSON~~)

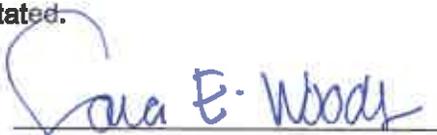
I, Kevin Waldron, PE, having full authority to act on behalf of Olsson Associates, do solemnly swear under oath to the following:

I certify, under penalty of law, that the City has made an electronic copy of this Consent Decree available to this organization at the following web location:
<https://www.kcwaterservices.org/wp-content/uploads/2013/04/Consent-Decree.pdf>. I further certify that the Consent Decree, along with appendices, have been reviewed in their entirety and that said review has been performed under my direction or supervision in accordance with a system designed to assure that qualified personnel properly evaluated and fully understand the information contained in this Consent Decree upon execution of any contract relating to such work, including, but not limited to, subcontractors, equipment providers, material suppliers, or sub-consultants.



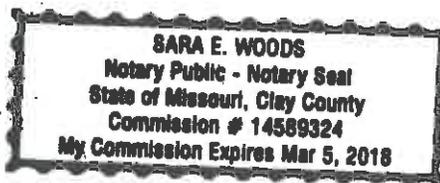
Signature of affiant

On this 22nd day of June, 2017 before me, Sara E. Woods, a Notary Public in and for said state, personally appeared (Kevin Waldron), known to me to be the person who executed the within affidavit, and acknowledge to me that he/she executed the same for the purposes therein stated.



Notary Public

My commission expires: 03/05/2018



ATTACHMENT J

Non-Construction Subcontractors Listing

Contractor shall submit Subcontractor information on this form prior to Subcontractor beginning Work. Contractor shall update this listing and keep it current for the life of the Contract.

	Company Name Contact Name and Email	Address Phone No. and Fax No.
1.	Name: Taliaferro & Browne, Inc. Email: Hagos E. Andebrahn hagos@tb-engr.com	Address: 1020 East 8 th Street Kansas City, MO 64106 Phone: 816-283-3456 Fax: 816-283-0810
2.	Name: TREKK Design Group, LLC Email: Trent Robinett trobinnett@trekkllc.com	Address: 1441 E. 104 th St., Suite 105 Kansas City, MO 64131 Phone: 816-874-4655 Fax: 816-874-4675
3.	Name: _____ Email: _____	Address: _____ Phone: _____ Fax: _____
4.	Name: _____ Email: _____	Address: _____ Phone: _____ Fax: _____
5.	Name: _____ Email: _____	Address: _____ Phone: _____ Fax: _____
6.	Name: _____ Email: _____	Address: _____ Phone: _____ Fax: _____
7.	Name: _____ Email: _____	Address: _____ Phone: _____ Fax: _____
8.	Name: _____ Email: _____	Address: _____ Phone: _____ Fax: _____
9.	Name: _____ Email: _____	Address: _____ Phone: _____ Fax: _____
10.	Name: _____ Email: _____	Address: _____ Phone: _____ Fax: _____

Contractor – Company Name: Olsson Associates
Submitted By: Kevin Waldron
Title: Team Leader
Telephone No.: 816-361-1177
Fax No.: 816-361-1888
E-mail: kwaldron@olssonassociates.com
Date: 6-22-17

CITY OF FOUNTAINS
HEART OF THE NATION



KANSAS CITY
MISSOURI



smartsewer

INNOVATION & INFRASTRUCTURE TO LAST A LIFETIME

**City of Kansas City, Missouri
11th Floor, City Hall
414 East 12th Street
Kansas City, Missouri 64106**

**816-513-0304
Fax: 816-513-0543**

August 1, 2019

**Mr. Kevin Waldron
Client Manager and Vice President
Olsson, Inc.
1814 Main
Kansas City, Missouri 64108**

**RE: Project No. 81000691/Contract No. 1349 - Line Creek/Rock Creek Basin Project
Area 3 I/I Reduction Project**

Dear Mr. Waldron:

**Please find attached the signed copy of the executed Amendment No. 1 for the subject
of work associated with Project No. 81000691/Contract No. 1349.**

**If you have any questions regarding the attached Amendment No. 1, please contact
Dave Hauser, Project Manager at (816) 823-7815 or email at dhauser@burnsmcd.com.**

Best Regards,

A handwritten signature in black ink, appearing to read 'Karen B. Lopez', is written over a white background.

**Karen B. Lopez
Contract Administration**

Enclosure

**cc: Dave Hauser, Project Manager
Contract File 1349**

DESIGN PROFESSIONAL SERVICES

AMENDMENT NO. 1

CONTRACT NO. 1349 PROJECT NO. 81000691

**LINE CREEK/ROCK CREEK BASIN PROJECT AREA 3 INFLOW AND
INFILTRATION (I/I) REDUCTION PROJECT**

OFFICE OF THE CITY MANAGER

This amendment is between KANSAS CITY, MISSOURI, a constitutionally chartered municipal corporation (City), and Olsson, Inc. (Design Professional). The parties amend the Agreement entered into on May 25, 2017, as follows:

WHEREAS, City has previously entered into a contract dated May 25, 2017 in the amount of \$580,000.00; and

WHEREAS, City desires to execute Amendment No. 1, in the amount of \$120,000.00, to amend the total contract amount to \$700,000.00;

NOW, THEREFORE, in consideration of the payments and mutual agreements contained in this Amendment No. 1, City and Design Professional agree as follows:

Sec. 1. Sections Amended. The Agreement is amended as follows:

- A. Add the following section(s):
 - a. Under Attachment A - Scope of Services, add Attachment A1 – Scope of Services for Follow-on Phase 1 - Final Design; and
 - b. Under Attachment C - Engineering Fee Summary and Schedule of Position Classification, add Attachment C1 - Engineering Fee Summary for Follow-on Phase I - Final Design.
- B. Delete and replace the following section(s):
 - a. Delete Sec. 4 Compensation and Reimbursables, Subparagraph A, and replace with the following Sec. 4 Compensation and Reimbursables, Subparagraph A:

Section 4. Compensation and Reimbursables

- A. The maximum amount that City shall pay Design Professional under this Agreement is \$700,000.00 as follows:
 - 1. \$409,197.00 for the services performed by Design Professional under this Agreement.
 - 2. For Design Professional services described in the Scope of Services, City shall pay Design Professional compensation amounting to actual salary of personnel for time charged directly to the project, times an approved multiplier. The multiplier to be used shall not exceed 3.04. Engineering Fee Summary and Schedule of Position Classifications and the salary range for each position is included as a part of Attachment C.

3. Actual reasonable expenses incurred by Design Professional directly related to Design Professional's performance under this Agreement, to include only the following, in an amount not to exceed \$227,278.00. The following are the reimbursable expenses that City has approved: Subcontractor direct costs paid by Design Professional, outside reproduction of final deliverables, local transportation in the project area and public outreach materials. Subcontractors office personnel labor costs shall be included in the unit prices for field investigation work.
4. Design Professionals' maximum amount shown in Sec. 4. Compensation and Reimbursables, includes a total allowance amount of \$63,525.00 for Optional Services not yet authorized by the City that may be required throughout the course of work. This allowance amount will not be utilized by Design Professional unless specifically authorized in writing by the City to perform Optional Services. Optional Services will not be performed, nor is the Design Professional approved to utilize any allowance monies unless the City provides written authorization to Design Professional that includes the scope of work for each optional task to be performed and a maximum billing limit for compensation that has been mutually agreed upon.
5. Compensation for all Optional Services will be based on the actual salary of office personnel for time charged directly to the project, times an approved multiplier. The multiplier to be used shall not exceed 3.04. Engineering Fee Summary and Schedule of Position Classifications and the salary range for each position is included as a part of **Attachment C**. The amount billed for each Optional Service shall not exceed the amount established for it without further written authorization. Additional amounts for Optional Services may be authorized, if deemed by City to be necessary, as the work progresses.
6. City is not liable for any obligation incurred by Design Professional except as approved under the provisions of this Agreement.
7. Design Professional's Engineering Fee Summary is contained in **Attachment C** and represents the basis for the maximum amount that City shall pay Design Professional under this agreement.

Sec. 2. Sections not Amended. All other sections of the Agreement shall remain in full force and effect.

Sec. 3. Authorization. If the amount of the original Agreement plus the amount of any amendments to the original Agreement total over \$400,000.00, then this amendment requires City Council authorization. Notwithstanding the foregoing, City Council authorization is not required if (1) the total amount of the original Agreement plus the amount of any amendments to the original Agreement are within ten percent (10%) of the maximum amount authorized by the City Council or (2) a previous ordinance or Resolution authorized amendments without further City Council approval.

Sec. 4. Effectiveness; Date. This amendment will become effective when the City's Director of Finance has signed it. The date this amendment is signed by the City's Director of Finance will be deemed the date of this amendment.

Each party is signing this amendment on the date stated opposite that party's signature.

DESIGN PROFESSIONAL

I hereby certify that I have authority to execute this document on behalf of Design Professional

Date: 6-10-19

By: [Signature]

Title: Vice President

KANSAS CITY, MISSOURI

Date: 7/18/19

By: [Signature]

Title: Special Assistant City Manager

Approved as to form:

[Signature]
Assistant City Attorney

I hereby certify that there is a balance, otherwise unencumbered, to the credit of the appropriation to which the foregoing expenditure is to be charged, and a cash balance, otherwise unencumbered, in the Treasury, to the credit of the fund from which payment is to be made, each sufficient to meet the obligation hereby incurred.

[Signature] 7-31-19
Director of Finance (Date)

ATTACHMENT A1

**SCOPE OF SERVICES
FOR FOLLOW-ON PHASE 1 – FINAL DESIGN**

ATTACHMENT A1
SCOPE OF SERVICES
FOR FOLLOW-ON PHASE 1 – FINAL DESIGN

Design Professional: Olsson, Inc.
Owner: City of Kansas City, Missouri
Project: Line Creek/Rock Creek Basin Project Area 3 Inflow and Infiltration (I/I) Reduction Project
Contract No: 1349
Project No: 81000691

I. GENERAL

The following paragraphs provide a general description of the Work and Scope of Services required of this Follow-on Phase 1 under provisions of the Design Professional Services Agreement, Section 1.D of Attachment A Scope of Services. Subsequent paragraphs describe in detail the additional scope of professional services to be provided by DESIGN PROFESSIONAL to facilitate the implementation of rehabilitation recommendations for reducing inflow and infiltration (I/I) flows into the sanitary sewer system in the Line Creek/Rock Creek Basin Project Area 3 Inflow and Infiltration (I/I) Reduction Project, Kansas City, Missouri.

- A. **The Project.** The City of Kansas City (CITY), Missouri, intends to reduce I/I flows in the sanitary sewer system by implementing rehabilitation recommendations in the Line Creek/Rock Creek Basin Project Area 3 Inflow and Infiltration (I/I) Reduction Project. As such, the CITY is contracting with DESIGN PROFESSIONAL to provide the necessary professional services.
- B. **Federal Consent Decree.** This Project is included in the Federal Consent Decree pertaining to the City of Kansas City, Missouri's Overflow Control Program. As such, requirements of the Federal Consent Decree must be adhered to by the DESIGN PROFESSIONAL and its subconsultants and subcontractors.
- C. **Background Information.** The CITY is undertaking this Project as mandated by the Federal Consent Decree to prepare construction contract documents for the Line Creek/Rock Creek Basin Project Area 3 Inflow and Infiltration (I/I) Reduction Project as part of the Smart Sewer Program. This project will be combined with Line Creek/Rock Creek Basin Project Area 4 I/I Reduction Project and advertised for bid as a single construction contract. The combined project will focus on I/I reduction through rehabilitation of public sanitary sewers and manholes within the project areas. The estimated footage of sewer pipe and number of manholes in the combined project area is approximately:
 - a. Line Creek/Rock Creek Basin Project Area 3: 213,000 linear feet of 8-inch to 48-inch diameter sewer mains and 1,000 manholes.
 - b. Line Creek/Rock Creek Basin Project Area 4: 246,00 linear feet of 6-inch to 54-inch diameter sewer mains and 1,359 manholes.

- D. Follow-On Phases. At the discretion of the CITY, the DESIGN PROFESSIONAL may be requested to provide construction phase services for the project.
- E. General Description of Activities. The Basic Scope of Services to be performed by DESIGN PROFESSIONAL shall include additional professional services for the development of final construction documents and bidding assistance for the implementation of rehabilitation recommendations for reducing I/I flow and volume in the project area. The Work consists of the following additional professional services:
1. Development of Final Construction Contract Documents
 2. Use of Work Tracking Application
 3. GIS Updates
 4. Bid Phase Services
- F. Task Series Listing. The Basic Scope of Services is organized under the following Task Series:
1. Task Series 110 - Project Management and Administration
 2. Task Series 210 - Public Involvement and Coordination
 3. Task Series 610 - Develop Final Construction Contract Drawings and Limited Specifications for Sewer System Rehabilitation
 4. Task Series 620 - Work Tracking Application and GIS Updates
 5. Task Series 700 - Bid Phase Services
- G. Explicit Responsibilities. The Basic Scope of Services explicitly sets forth what DESIGN PROFESSIONAL shall perform and does not implicitly put any additional responsibilities or duties upon DESIGN PROFESSIONAL. The DESIGN PROFESSIONAL agrees to provide the specific Basic Services as identified herein. Work not specifically discussed herein shall not be performed without an amendment or shall be provided as Optional Services upon written authorization from the CITY.
- H. Capital or Annual Cost Opinions. All opinions of probable construction cost developed shall generally follow the recommendations of the Association for the Advancement of Cost Engineering (AACE) International Recommended Practice No. 18R-97 with regard to methodology and accuracy. Since DESIGN PROFESSIONAL has no control over the cost of labor, material or equipment furnished by others not under contract to DESIGN PROFESSIONAL, DESIGN PROFESSIONAL's opinion of probable cost for construction of the Work shall be made on the basis of experience and qualifications as a DESIGN PROFESSIONAL. DESIGN PROFESSIONAL does not guarantee that proposals, bids or actual project cost will not vary from DESIGN PROFESSIONAL's opinions of probable construction cost. The cost opinions' level of accuracy presented by DESIGN PROFESSIONAL shall be as noted for in subsequent paragraphs of this Scope of Services.

II. PROJECT MILESTONES AND CITY REVIEW REQUIREMENTS

- A. DESIGN PROFESSIONAL shall complete Task Series 610 on or before July 15, 2020, and Task Series 110, 210, 620, and 700 within 90 calendar days thereafter. DESIGN PROFESSIONAL's completion schedule will be extended by the CITY for delays beyond the reasonable control of the DESIGN PROFESSIONAL as approved by the CITY.**
- B. The CITY hereby commits to review deliverables and provide comments within twenty-one (21) calendar days after receipt of deliverables from DESIGN PROFESSIONAL. CITY will endeavor to provide consolidated written review comments to DESIGN PROFESSIONAL within a twenty-one (21) calendar day period. A review meeting will be scheduled and conducted by DESIGN PROFESSIONAL no more than fourteen (14) calendar days after receipt of written consolidated CITY review comments, unless a mutually agreed upon date outside this schedule window is selected.**

III. BASIC SCOPE OF SERVICES

The following Task Series describe the Basic Scope of Services to be provided by the DESIGN PROFESSIONAL under the Project.

TASK SERIES 110 - PROJECT MANAGEMENT AND ADMINISTRATION

The purpose of Project Management and Administration will be to extend management, direction and oversight of each element of Basic Services identified herein and subcontractors employed by the DESIGN PROFESSIONAL in completion of the additional Work. The following management activities will be provided by DESIGN PROFESSIONAL.

Task 111 Project Management Services

Provide project management services necessary throughout the project to successfully manage and complete the work, including project correspondence and consultation with CITY Staff; supervision and coordination of services; implementation of a project specific Work Plan; scheduling and assignment of personnel resources; continuous monitoring of work progress; and maintenance of project controls. Existing Project Schedule shall be revised and maintained in Primavera (P6) or later version or Microsoft Project.

Task 112 Monthly Invoicing, Project Status Reports, and Project Schedule

Prepare and submit monthly invoices on a form acceptable to the CITY and provide a monthly project status report and updated project schedule, which shall accompany the monthly invoice submittal. A PDF copy of the invoice, project status report, and project schedule shall be uploaded to the CITY's Aconex document management system. The CITY will provide a template for the project status report. Each invoice by the DESIGN PROFESSIONAL and subcontractors shall have labor hours and fee and unit price items broken down by task series and shall be in general conformance with the invoice template provided by CITY. The monthly project status report shall identify work performed by the DESIGN PROFESSIONAL, the work activities anticipated to be performed the next month, action items required by CITY, potential project scope variances with corrective action, a general assessment of the DESIGN PROFESSIONAL's ability to meet M/WBE participation goals and project schedule milestones, including identification of any delays

beyond its control, an estimate of work percent completion for each Task Series in the Basic Scope of Services based on the work completed, and the earned value of the completed work for each task series. The schedule shall be updated to reflect the progress reported in the status report. A short narrative shall be provided to describe the work activity performed for each task within each Task Series.

1. If schedule is produced in Primavera the layout shall include the following, in order.
 - a. Activity ID, Activity Name, Original Duration (OD), Remaining Duration (RD), Percent Complete, Start, Finish, Late Start, Late Finish, Total Float (TF), Baseline Variance (BL VAR), Predecessors, Successors, Resource ID (if requested).
2. If schedule is produced in Microsoft Project the layout shall include the following, in order.
 - a. Task ID, Activity Name, Original Duration (OD), Remaining Duration (RD), Percent Complete, Actual Start, Actual Finish, Start, Finish, Late Start, Late Finish, Free Slack, Baseline Variance, Predecessors, Successors, Resource ID (if requested).
3. Schedule shall be submitted in an Aconex workflow, on a monthly basis, one week prior to invoicing for approval. DP shall include the approved schedule with the monthly invoice submittal.
4. If the schedule falls behind contractual dates, DP shall propose a recovery schedule and plan for approval.

Task 113 Subconsultant Agreements and Administration

Prepare a scope, budget, schedule, and agreement for its subconsultants involved in the Project. Conduct coordination meetings as required to prepare subconsultant agreements, to review deliverables, and to execute the defined scope of work. Provide administration of subconsultant agreements and subconsultant work including deliverables, subcontractor invoicing, and schedule maintenance. Prepare monthly M/WBE subcontractor utilization reports and submit in the required format to the CITY's Human Relations Department.

Task 114 Quality Control

DESIGN PROFESSIONAL's Quality Control Program will be implemented on all phases of the project to provide an independent review of the work. Quality control reviews will include checks for conformance with regulatory agency requirements, completeness and correctness of evaluations, design accuracy, feasibility of implementing recommendations, and adherence to contract requirements.

Task 115 Monthly Progress Meetings

Participate in up to nine (9) progress meetings with CITY to provide updates on work progress, budget and schedule status, current issues, variances in the potential scope of work. Anticipated future activities and CITY action items shall be discussed. DESIGN PROFESSIONAL shall prepare and submit an agenda to CITY prior to each meeting and prepare/distribute meeting minutes.

TASK SERIES 210 - PUBLIC INVOLVEMENT AND COORDINATION

Task 210 Public Meeting

CITY and DESIGN PROFESSIONAL shall facilitate one public meeting after the selection of a CONTRACTOR and prior to the start of construction. The purpose of the public meeting is to introduce the CONTRACTOR and DESIGN PROFESSIONAL/RPR, present CONTRACTOR's preliminary schedule, phasing, and milestones, construction specifics, and to inform the public of what to expect during construction. DESIGN PROFESSIONAL's project manager, and RPR will attend the meeting. CITY shall prepare for the public meeting with the assistance of the DESIGN PROFESSIONAL. DESIGN PROFESSIONAL shall assist the CITY by providing two project area exhibits on presentation boards, revised project boundary for development of the meeting invite, list of critical stakeholders, Construction Contract Drawings, review of CITY developed meeting minutes, and responding to questions.

TASK SERIES 610 - DEVELOP FINAL CONSTRUCTION CONTRACT DRAWINGS AND LIMITED SPECIFICATIONS FOR SEWER SYSTEM REHABILITATION

Task 611 Plan in Hand Walk Through

DESIGN PROFESSIONAL and CITY shall perform a one (1) day plan in hand walk through at or before the 75% Final Design completion. The purpose of the walk through is to verify and analyze the accessibility of the proposed work and to identify any special conditions to be included in the contract documents. DESIGN PROFESSIONAL shall document all special conditions, take photographs, and propose solutions and specifications for the CITY to review. Submit two hard copies and a PDF of the special conditions, photographs, and proposed solutions and specifications for CITY review.

Task 612 Develop 90% Construction Contract Documents

The 90% design submittal is intended to be a complete, bid-ready set of construction documents. The purpose of the 90% design submittal is to provide the CITY and Smart Sewer Team the opportunity to review the plans, specifications, and appurtenant material prior to bidding the project for construction. DESIGN PROFESSIONAL shall prepare and submit 90% contract documents for review by CITY. The 90% documents shall include the final plans, rehabilitation maps and schedules for manhole, mainline and private lateral connection rehabilitation within the CITY right of way or permanent sanitary sewer easements. Incorporate review comments from CITY's review of the 50% design documents and the 75% Plan in Hand Walk Through.

Development of plans shall be made with the Design Professional of Line Creek Rock Creek 4

Basin to develop a uniform set of contract documents based on two (2) coordination meetings to discuss plans, contract documents and opinion of probable cost. Coordination efforts will update project specifications as follows:

- a. Bid Form 00412 shall be developed by the DESIGN PROFESSIONAL for Line Creek Rock Creek Area 3 and will be modified by Design Professional for Line Creek Rock Creek Area 4 to include that project's quantities.
- b. The DESIGN PROFESSIONAL will initially develop Sections 01015 and 01270 and the DESIGN PROFESSIONAL for Line Creek Rock Creek Area 4 project will review and edit to assure consistency with construction methods and subsidiary items.

CITY staff shall be responsible for development of the Project Manual (specifications), including the standard "front end" documents and Divisions 1 through 16 (CSI format). CITY shall submit the Project Manual to DESIGN PROFESSIONAL for review and comment.

Task 613 Submit Opinion of Probable Construction Cost

Prepare an updated opinion of probable construction cost based on the 90% Design Plans developed and any comments received from the CITY of its review of the 50% Opinion of Probable Cost submitted. The 90% cost opinion shall be Class 1 consistent with AACE standards; the expected accuracy on the low end shall be -3 to -10 percent and the expected accuracy on the high end shall be from +3 to +15 percent. The opinion of probable construction cost shall include a break-down of work that could be subcontracted by a general contractor to women and minority business enterprise (WBE and MBE) firms.

Task 614 Submit 90% Construction Contract Documents

Submit the following for CITY review:

1. Four (4) printed and bound sets of 90% plans, maps, and schedules.
2. Four (4) printed and bound sets of 90% technical specifications.
3. Four (4) printed and bound sets of the 90% Opinion of Probable Cost.
4. PDF files of plans, specifications, and 90% Opinion of Probable Cost

The CITY will distribute plans to the appropriate CITY departments and staff for review. Conduct a two-hour review meeting with the CITY to discuss any comments or final changes to the 90% design documents. Incorporate review comments into the final Construction Contract Documents as necessary.

Task 615 Final Construction Contract Documents

Address review comments received from the CITY related to the 90% design completion submittal and prepare final design documents including rehabilitation drawings, maps, schedules, and specifications.

Prior to submittal of the signed and sealed Construction Contract Documents, the DESIGN PROFESSIONAL shall submit one (1) hard copy of the corrected final documents for review and acceptance by the CITY.

Task 616 Opinion of Probable Construction Cost

Update the 90% Class 1 cost opinion based on the Final Bidding and Construction Contract Documents and any comments received from the CITY on the 90% design submittal.

Task 617 Deliverables

Submit the following final deliverables:

1. Drawings, Maps, and Schedules: Two (2) copies; "D" size and sealed by a registered professional engineer licensed in the State of Missouri.
2. Electronic Contract Drawings: One (1) copy; Per Attachment B and AutoCAD (.dwg) files.
3. Electronic Contract Specifications: One (1) copy; all copies – PDF and WORD.
4. Final Opinion of Probable Cost.

TASK SERIES 620 - WORK TRACKING APPLICATION and GIS UPDATES

Task 621 Work Tracking Application

DESIGN PROFESSIONAL shall enter final scheduled rehabilitation assets for the Project into the CITY's web-based work order management application for work order creation. DESIGN PROFESSIONAL shall follow the work tracking application user protocol provided by the CITY.

Task 622 GIS Update

The DESIGN PROFESSIONAL is to prepare and provide an updated ArcGIS 10.4 geodatabase that follows the geodatabase schema and protocol provided by the CITY. DESIGN PROFESSIONAL is to update the GIS database based on construction design documents by the DESIGN PROFESSIONAL following the evaluation of CCTV, manhole inspection data, smoke testing, and dyed water testing. Any updates to the GIS database will be noted on the GIS feature by the DESIGN PROFESSIONAL in accordance with the CITY protocol.

Manhole inspections and CCTV inspections provided by the CITY in the first deliverable will not contain all manholes and sewers in the project area. Throughout the course of design and CCTV, the CITY will continue to locate, open and access manholes and sewers and complete manhole inspections. Manholes that could not be located, opened, or accessed and sewers that could not be accessed for the first deliverable will be provided by the CITY in a second deliverable. Upon DESIGN PROFESSIONAL's receipt of the second deliverable of manhole inspections and CCTV; DESIGN PROFESSIONAL shall incorporate the system characterization attributes associated with these inspections into the GIS update prior to submitting to the CITY.

DESIGN PROFESSIONAL shall assume an additional 10-15% of the total manholes and 5-10% of the total sewers will be delivered in a second inspection package.

TASK SERIES 700 - BID PHASE SERVICES

Task 701 Pre-Bid Conference

Assist CITY in presenting a pre-bid meeting, respond to questions regarding interpretation of contract drawings, specifications and technical issues, and issue addenda associated with DESIGN PROFESSIONAL's Project area. Project advertisement will have a duration of approximately thirty (30) days.

Task 702 Submit Engineer's Opinion of Probable Construction Cost

If required, update the Final Class 1 cost opinion submitted under Task 616 to reflect items impacted by addenda changes or changes in market conditions, as required. The cost opinion shall be submitted on the bidding form included in the bidding documents and provided to the CITY in a sealed envelope. The level of accuracy shall be the same as that for the final estimate.

Task 703 Bid Assistance

Assist the CITY with interpretation of the Contract Documents and develop addenda (up to three) as required during the bid advertisement period to clarify Contract Documents. CITY will post the addenda.

IV. OPTIONAL SERVICES

Any work requested by the CITY that is not specifically stated in one of the Basic Scope of Services listed above shall be classified as Optional Services. DESIGN PROFESSIONAL's contract maximum upper limit for compensation includes an allowance amount for Optional Services not yet authorized by CITY that may be required throughout the course of the work. This allowance amount shall not be utilized unless specifically authorized in writing by the CITY to perform Optional Services. Optional Services shall not be performed, nor is the DESIGN PROFESSIONAL approved to utilize any of the allowance amount, unless the CITY provides written authorization to DESIGN PROFESSIONAL that includes the scope of work for each Optional Service to be performed and a maximum billing limit for compensation that has been mutually agreed upon. Optional Services shall include, but not limited to:

- A. Survey for identifying easement limits and assisting CITY with appraisal and/or acquisition of easements.
- B. Conducting topographic survey or horizontal control survey to establish the base for layout of property and lot lines for properties anticipated to require new easements or open-cut replacement of sewers, if required.
- C. Preparation of plan and profile construction drawings for open-cut replacement of sewers.
- D. Assistance with easement acquisition, including but not limited to obtaining Ownership Certifications (Ownership and Encumbrance reports) and preparing legal descriptions of easements and easement exhibits, if required.
- E. Meetings with local, State, or Federal agencies beyond those contemplated under the Basic Scope of Services.
- F. Appearances at public hearings or before special boards beyond those contemplated under

the Basic Scope of Services.

- G. Field subsurface investigations, geotechnical investigations, environmental site assessments, or easement or right-of-way selection, preparation, negotiation, or acquisition work, requested or authorized by the CITY beyond those included in the Basic Scope of Services and any established allowances.
- H. Assistance with bid protests.
- I. Changes in the general scope, extent, design, or character of the project, including, but not limited to:
 - 1. Changes in size or complexity;
 - 2. CITY's project schedule, design, or character of construction;
 - 3. Method of financing or availability of funding;
 - 4. A change to the method of construction procurement, which is assumed to be a conventional procurement approach (i.e. design-bid-build) herein; and
 - 5. A change to the number of bid packages, which is assumed herein to be one package.

V. CITY'S RESPONSIBILITIES

CITY will furnish, as required by Basic Services and not at the expense of the DESIGN PROFESSIONAL, the following items:

- A. Provide available information pertinent to the assignment, including GIS data, previous reports, drawings, specifications, and any other data relative thereto. Provide said information within thirty (30) calendar days of receipt of a written request by DESIGN PROFESSIONAL.
- B. CITY's Project Manager will coordinate meetings between CITY staff and the DESIGN PROFESSIONAL.
- C. Bidding Services. CITY will provide the following bidding phase services:
 - 1. Prepare Bid Tabulation. Provide copies of bids to DESIGN PROFESSIONAL for evaluation.

(End of Scope of Services)

ATTACHMENT C1

**FEE SUMMARY
FOR FOLLOW-ON PHASE 1 – FINAL DESIGN**

Line Creek/Rock Creek Project Area 3 VI Reduction						
City of KCMO Water Services Dept.: PN 8100691						
Olsson, Inc. Associate DPS No. 1349						
AMENDMENT #1		Professional Services Fee Estimate - SUMMARY				
TASK SERIES DESCRIPTIONS	Total Project Hours	Total Labor OLSSON	Reimb Expense	TOTAL MBE FEE T & B	TOTAL WBE FEE TREKK	TOTAL FEE
Series 110 - Project Management and Administration (16 mos.)	97	\$14,410	\$425	\$2,194	\$0	\$17,029
Series 210 - Public Involvement and Coordination	12	\$1,980	\$200	\$360	\$0	\$2,540
Series 610 - Develop Final CD's for Sewer Rehabilitation	564	\$52,540	\$1,000	\$13,104	\$0	\$66,544
Series 620 - Work Tracking Application and GIS Updates	108	\$12,020		\$720	\$0	\$12,740
Series 700 - Bid Phase Services	79	\$10,005	\$42	\$0	\$0	\$10,047
PROJECT TOTALS	860	\$90,955	\$1,667	\$16,378	\$0	\$109,000
Optional Services Allowance	10%	\$9,350		\$1,650		\$11,000
PROJECT TOTAL Fee w/ Allowances		\$100,305		\$18,028	\$0	\$120,000
DBE Percentages				15.0%	0.0%	

Line Creek/Rock Creek Project Area 3 MI Reduction
 City of KCMO Water Services Dept.: PN 81000091
 Olsson, Inc. Associates DP8 No. 1348

AMENDMENT #1

Professional Services Fee Estimate

OLSSON

Personnel Classification Hourly Rate*	PHASE/TASK DESCRIPTIONS										Project Manager \$355	Sr. Eng. QA/QC \$220	Project Eng. \$180	Asst. Eng. \$95	Asst. Eng. \$90	Design Tech. \$80	Admin. Asst. \$78	Surveyor Sr. (PLS) \$140	Survey Crew \$168	Total Hours	Total Labor	Expenses	TOTAL FEE
Series 110 - Project Management and Administration (16 moe.)																							
111 Project Management Services	34		28								18									50	\$14,470	\$425	\$14,895
112 Monthly Invoicing and Project Status Reports	16		4								8									28	\$5,280		\$5,280
113 Subconsultant Agreements and Administration	8		4								8									20	\$3,240		\$3,240
114 Quality Control (Included in Series 610)	4		2								2									8	\$1,480		\$1,480
115 Monthly Progress Meetings (up to 8 meetings)	6		18																	24	\$4,410		\$4,410
Series 210 - Public Involvement and Coordination																							
211 Public Meeting Assistance (1 meeting)	4		4								4									12	\$1,980	\$200	\$2,180
4			4								4									12	\$1,980	\$200	\$2,180
Series 610 - Develop Final CD's for Sewer Rehabilitation																							
611 Plan in Hand Walk Through	6		12								52									412	\$62,540	\$1,000	\$63,540
612 Develop 90% Construction Contract Documents (incl. 3 coord. mtgs w/ LCRC4)	12		6								4									34	\$4,870		\$4,870
613 90% Opinion of Probable Construction Cost	2		8								8									156	\$20,300		\$20,300
614 90% Submittals (incl. 2-hr review mtg)	4		10								8									30	\$3,400		\$3,400
615 Final Construction Contract Documents (incl LCRC4 90% review mtg).	12		6								8									48	\$5,480		\$5,480
616 Opinion of Probable Construction Cost	2		8								8									78	\$10,940		\$10,940
617 Deliverables	2		4								8									38	\$4,250		\$4,250
2			4								8									30	\$3,230		\$3,230
Series 820 - Work Tracking Application and GIS Updates																							
821 Work Tracking Application	4		32								8									100	\$12,020		\$12,020
822 GIS Updates	2		18								4									54	\$6,300		\$6,300
2			18								4									48	\$5,630		\$5,630
Series 700 - Bid Phase Services																							
701 Pre-Bid Conference	5		30								10									79	\$10,008	\$42	\$10,047
702 Submitt Engineer's Opinion of Probable Construction Cost	1		6								10									18	\$1,910	\$42	\$1,952
703 Bid Assistance	4		18								8									28	\$3,385		\$3,385
4			18								8									34	\$4,780		\$4,780
PROJECT TOTALS																							
* Rates are approx. based on OA-KC 2019 Rate Schedule. Actual rates will be 3.04 x Direct Salary and may vary slightly based on staff assigned.																							
87 12 202 270 8 16 88 0 0 683 \$90,955 \$1,667 \$92,622																							

Line Creek/Rock Creek Project Area 3 M Reduction
 City of KCMO Water Services Dept.: FN 61000631
 Olsson, Inc., Associates DPS No. 1348

AMENDMENT #1

Professional Services Fee Estimate

Talferro & Browne (T&B)

Personnel Classification Hourly Rate*	PHASE/TASK DESCRIPTIONS										Total Hours T&B	Total MBE Labor T&B
	Principal \$200	Senior Eng. \$148	Asst. Engr \$80	Tech Asst. \$62	Surveyor Sr. (R.L.S) \$110	Survey Crew \$125						
Series 110 - Project Management and Administration (16 mos.)	1	11	2	3							17	\$2,194
111 Project Management Services		4									4	\$592
112 Monthly Invoicing and Project Status Reports		4		2							6	\$716
113 Subconsultant Agreements and Administration	1	1		1							3	\$410
114 Quality Control (Included in Series 610)												
115 Monthly Progress Meetings (up to 6 meetings)		2	2								4	\$478
Series 210 - Public Involvement and Coordination			4								4	\$360
211 Public Meeting Assistance (1 meeting)			4								4	\$360
Series 610 - Develop Final CD's for Sewer Rehabilitation		20	70	62							152	\$13,104
611 Plan in Hand Walk Through		2	10	10							22	\$1,816
612 Develop 90% Construction Contract Documents (incl. 3 coord. mtgs w/ LCRC4)		8	22	12							42	\$3,908
613 90% Opinion of Probable Construction Cost			8	16							24	\$1,712
614 90% Submittals (incl. 2-hr review mtg)			8	8							16	\$1,216
615 Final Construction Contract Documents (incl LCRC4 90% review mtg)		10	22	8							40	\$3,956
616 Opinion of Probable Construction Cost				4							4	\$248
617 Deliverables				4							4	\$248
Series 620 - Work Tracking Application and GIS Updates			8								8	\$720
621 Work Tracking Application			8								8	\$720
622 GIS Updates												
Series 700 - Bid Phase Services			2								2	\$190
701 Pre-Bid Conference			2								2	\$190
702 Submat Engineer's Opinion of Probable Construction Cost												
703 Bid Assistance												
PROJECT TOTALS	1	31	84	65	0	0	0	0	0	0	181	\$16,378

* Rates are approx. based on est. Rate Schedule. Actual rates will be 3.04 x Direct Salary and may vary slightly based on staff assigned

Line Creek/Creek Creek Project Area 3 III Reduction
 City of KCMO Water Services Dept.: PN 81000691
 Olsson, Inc. Associates DPS No. 1348

AMENDMENT #1

Professional Services Fee Estimate

Personnel Classification Hourly Rate*	PHASE/TASK DESCRIPTIONS	TREKK Design Group (TREKK)						TOTAL WBE FEE TREKK
		Principal	Asst. PM	Office Tech	Field Tech	Total Hours	Unit Price	
\$200	Series 110 - Project Management and Administration (16 mos.)							
	111 Project Management Services							
	112 Monthly Invoicing and Project Status Reports							
	113 Subcontractor Agreements and Administration							
	114 Quality Control (Included in Series 610)							
	Series 210 - Public Involvement and Coordination							
	211 Public Meeting Assistance (1 meeting)							
	Series 610 - Develop Final CD's for Sewer Rehabilitation							
	611 Plan in Hand Walk Through							
	612 Develop 90% Construction Contract Documents (incl. 3 coord. migs w/ LCRC4)							
	613 90% Opinion of Probable Construction Cost							
	614 90% Submittals (incl. 2-4r review mtg)							
	615 Final Construction Contract Documents (incl LCRC4 90% review mtg).							
	616 Opinion of Probable Construction Cost							
	617 Deliverables							
	Series 620 - Work Tracking Application and GIS Updates							
	621 Work Tracking Application							
	622 GIS Updates							
	Series 700 - Bid Phase Services							
	701 Pre-Bid Conference							
	702 Submit Engineer's Opinion of Probable Construction Cost							
	703 Bid Assistance							
PROJECT TOTALS		0	0	0	0	0	\$0	\$0

* Rates are approx. based on est. Rate Schedule. Actual rates will be 3.04 x Direct Salary and may vary slightly based on staff assigned

DESIGN PROFESSIONAL SERVICES

AMENDMENT NO. 2

CONTRACT NO. 1349 PROJECT NO. 81000691

**PROJECT TITLE – LINE CREEK/ROCK CREEK BASIN PROJECT AREA 3 INFLOW
AND INFILTRATION (I/I) REDUCTION PROJECT**

WATER SERVICES DEPARTMENT

This amendment is between KANSAS CITY, MISSOURI, a constitutionally chartered municipal corporation (City), and Olsson, Inc. (Design Professional). The parties amend the Agreement entered into on May 25, 2017, as follows:

WHEREAS, City has previously entered into a contract dated May 25, 2017 in the amount of \$580,000.00; and

WHEREAS, City has executed Amendment No. 1, in the amount of \$120,000.00 to amend the total contract to \$700,000.00; and

WHEREAS, the City desires to execute Amendment No. 2, in the amount of \$390,000.00, to amend the total contract amount to \$1,090,000.00; and

NOW, THEREFORE, in consideration of the payments and mutual agreements contained in this Amendment No. 2, City and Design Professional agree as follows:

Sec. 1. Sections Amended. The Contract is amended as follows:

A. Add the following section(s):

- a. Under Attachment A – Scope of Services, add Attachment A2 – Scope of Services for Construction Phase Services, attached herein;
- b. Under Attachment C – Engineering Fee Summary, add Attachment C2 – Engineering Fee Summary for Construction Phase Services, attached herein;
- c. Sec. 8. Responsibilities of City., Subparagraph F:
Evaluate Contractor’s performance at key contractual milestones per the City’s Water Services Department’s (WSD) Design Professional Evaluation Process. WSD may elect to have additional evaluations during construction phase services or at the end of construction phase if applicable. Evaluations shall be submitted by the WSD Project Manager to the Contractor’s Project Manager and Project Principal responsible for delivering the contractual obligations of this Agreement. Contractor shall have the opportunity to comment on the evaluation and request a meeting to discuss the evaluation.

B. Delete and replace the following section(s):

- a. Delete Sec. 4. Compensation and Reimbursables, Subparagraphs 1-4 and replace with the following Sec. 4. Compensation and Reimbursables, Subparagraphs 1-4:
 - A. The maximum amount that City shall pay Design Professional under this

Agreement is \$1,090,000.00 as follows:

1. \$732,904.00 for the services performed by Design Professional under this Agreement.
2. For Design Professional services described in the Scope of Services, City shall pay Design Professional compensation amounting to actual salary of personnel for time charges directly to the project, times an Approved Multiplier. The multiplier to be used shall not exceed 3.04. Engineering Fee Summary and Schedule of Position Classifications and the salary range for each position is included as a part of **Attachment C**.

Design Professional and approved subcontractors may negotiate to revise their Schedules of Hourly Rates and Expenses annually and will submit the revised Schedule of Hourly Rates and Expenses to the City each year that this Agreement is in effect. Revisions will only be made after 12 months have passed from the contract execution date or the most recent rate revision. Subject to City approval, the revised Schedule of Hourly Rates and Expenses shall become effective with regard to this Agreement and the Services performed under any particular Contract Amendments on the date the City approves the revised Schedule.

3. Actual reasonable expenses incurred by Design Professional directly related to Design Professional's performance under this Agreement, to include only the following, in an amount not to exceed \$293,571.00. The following are the reimbursable expenses that City has approved: subcontractor direct costs paid by Design Professional, outside reproduction of final deliverables, local transportation in the project area, and public outreach materials. Subcontractor's office personnel labor costs be included in the unit prices for field investigation work.
4. Design Professionals' maximum amount shown in Sec. 4, Compensation and Reimbursables, includes a total allowance amount of sixty-three thousand five hundred twenty-five dollars (\$63,525.00) for Optional Services not yet authorized by the City that may be required throughout the course of work. This allowance amount will not be utilized by Design Professional unless specifically authorized in writing by the City to perform Optional Services. Optional Services will not be performed, nor is the Design Professional approved to utilize any allowance monies unless the City provides written authorization to Design Professional that includes the scope of work for each optional task to be performed and a maximum billing limit for compensation that has been mutually agreed upon.

Sec. 2. Sections not Amended. All other sections of the Agreement shall remain in full force and effect.

Sec. 3. Authorization. If the amount of the original Agreement plus the amount of any amendments to the original Agreement total over \$400,000.00, then this amendment requires City Council authorization. Notwithstanding the foregoing, City Council authorization is not required if (1) the total amount of the original Agreement plus the amount of any amendments to the original Agreement are within ten percent (10%) of the maximum amount authorized by the City Council or (2) a previous ordinance or Resolution authorized amendments without further City Council approval.

Sec. 4. Effectiveness; Date. This amendment will become effective when the City’s Director of Finance has signed it. The date this amendment is signed by the City’s Director of Finance will be deemed the date of this amendment.

Each party is signing this amendment on the date stated opposite that party’s signature.

DESIGN PROFESSIONAL

I hereby certify that I have authority to execute this document on behalf of Design Professional

Date: _____

By: _____

Title: _____

KANSAS CITY, MISSOURI

Date: _____

By: _____

Name: Srini Vallabhaneni

Title: Smart Sewer Officer

Smart Sewer & Stormwater Divisions

Approved as to form:

Assistant City Attorney

I hereby certify that there is a balance, otherwise unencumbered, to the credit of the appropriation to which the foregoing expenditure is to be charged, and a cash balance, otherwise unencumbered, in the Treasury, to the credit of the fund from which payment is to be made, each sufficient to meet the obligation hereby incurred.

Director of Finance (Date)

ATTACHMENT A2

SCOPE OF SERVICES CONSTRUCTION PHASE SERVICES

DESIGN PROFESSIONAL: **OLSSON ASSOCIATES**

OWNER: **CITY OF KANSAS CITY, MISSOURI
WATER SERVICES DEPARTMENT**

PROJECT: **LINE CREEK/ROCK CREEK AREA 3 INFLOW
AND INFILTRATION (I/I) REDUCTION PROJECT**

WSD CONTRACT NO: **AMENDMENT NO. 2 TO CONTRACT NO. 1349**

WSD PROJECT NO: **81000691**

I. GENERAL

The following paragraphs provide a general description of the work required of this Scope of Services. Subsequent paragraphs describe in detail the Construction Phase Services to be provided by DESIGN PROFESSIONAL to facilitate rehabilitation of the sanitary sewer system located in the Line Creek/Rock Creek Basin in Kansas City, Clay and Platte County, Missouri.

- A. The Project. The Water Services Department (WSD) of the City of Kansas City (CITY), Missouri, intends to rehabilitate sanitary sewers 8-inch to 24-inch in diameter, related manholes and service laterals within the Line Creek/Rock Creek Basin watershed. The project, Inflow and Infiltration (I/I) Reduction: Line Creek/Rock Creek Areas 3 & 4 comprises two separate projects - Line Creek/Rock Creek Area 3 Inflow and Infiltration (I/I) Reduction Project and Line Creek/Rock Creek Area 4 Inflow and Infiltration (I/I) Reduction Project – located in two separate areas, Area 3 and Area 4, and contracted to two separate Design Professionals. The Design Professional for this Scope of Services herein referred to as DESIGN PROFESSIONAL. Line Creek/Rock Creek Area 3 Inflow and Infiltration (I/I) Reduction Project herein referred to LC/RC3 and Line Creek/Rock Creek Area 4 Inflow and Infiltration (I/I) Reduction Project herein referred to LC/RC4.

The DESIGN PROFESSIONAL has developed Construction Contract Documents for LC/RC3 and under this Amendment No. 2, the CITY is contracting with DESIGN PROFESSIONAL to perform Construction Phase Services for LC/RC3 and support select tasks on LC/RC4. Select tasks for this Scope of Services is herein referred to as SELECT TASKS. DESIGN PROFESSIONAL is required to provide support to the Design Professional for LC/RC4 on SELECT TASKS for LC/RC3. SELECT TASKS shall require

coordination with the Design Professional and/or Resident Project Representative for the LC/RC4 Project Area.

- B. Federal Consent Decree. This project is included in the Federal Consent Decree pertaining to the City of Kansas City, Missouri's Smart Sewer Program. As such, requirements of the Federal Consent Decree must be adhered to by the DESIGN PROFESSIONAL and its subconsultants and subcontractors.
- C. Background Information. The CITY, acting through its WSD, is undertaking this Project as mandated by the Federal Consent Decree to prepare construction contract documents for this project as part of the Smart Sewer Program. The project will focus on infiltration reduction improvements through rehabilitation of public sanitary sewers and manholes within the project area.

The DESIGN PROFESSIONAL shall conduct the work in accordance with the most recent version of WSD's protocols. This scope of work shall take precedence over the protocols, in case of discrepancies.

- D. Task Series Listing. This Scope of Services to be performed by DESIGN PROFESSIONAL is organized under the following Task Series:

Construction Phase Services

1. Task Series 1100 – Project Management and Administration
2. Task Series 1200 – Public Involvement and Coordination
3. Task Series 1300 – Construction Phase Engineering Services
4. Task Series 1400 – Resident Project Representative Services
5. Task Series 1500 – Project Close Out

- E. Follow-On Phases. At the discretion of the CITY, the DESIGN PROFESSIONAL may be requested to provide additional services concerning the Project.
- F. Explicit Responsibilities. This Scope of Services explicitly sets forth what DESIGN PROFESSIONAL shall perform and does not implicitly put any additional responsibilities or duties upon DESIGN PROFESSIONAL.
- G. Out of Scope Services. DESIGN PROFESSIONAL agrees to provide the specific Scope of Services as identified herein. Work, not specifically discussed herein, shall not be performed without an amendment or shall be provided as Optional Services upon written authorization from the CITY.
- H. Responsibilities of CITY and SMART SEWER PROGRAM MANAGEMENT TEAM (SSP Team).
 1. The CITY's assigned project manager will coordinate communication and all activities with all CITY staff including other City Departments.

2. The CITY's assigned project manager will serve as the primary point of contact with the DESIGN PROFESSIONAL.
 3. CONTRACTOR will provide a construction office for use by DESIGN PROFESSIONAL's Resident Project Representative (RPR) and DESIGN PROFESSIONAL's Assistant Resident Project Representatives (ARPRs).
 4. The DESIGN PROFESSIONAL shall be responsible for site safety of DESIGN PROFESSIONAL's staff and subcontract employees. The DESIGN PROFESSIONAL shall supply the required safety equipment and shall ensure that all DESIGN PROFESSIONAL employees and subcontractor employees are properly equipped and trained in all safety procedures and precautions.
 5. The CITY will provide one CONSTRUCTION MANAGER (CM) that will support the CITY's Project Manager (PM). CM will support the PM in facilitating the timely resolution of construction related issues that arise working collaboratively with DESIGN PROFESSIONAL and its RPR, Field Operations Managers (FOM) and Contractors.
 6. The CITY will provide FOMs to monitor the performance of RPRs and serve as a field resource to the CM and the CITY's PM to assist with the review of contractor pay applications, work change directives, and change orders, resolving field construction issues, and evaluating contractor claims. FOMs will also monitor the performance of the DESIGN PROFESSIONAL's RPRs and verify they understand their roles and responsibilities and are performing them to the CITY's satisfaction.
 7. The SSP Team is defined as the specific employees of the CITY and the CITY's Smart Sewer program management consultant and their sub-consultants responsible for oversight of the Smart Sewer Program on behalf of the CITY. SSP Team does not include all employees of the various CITY departments that will be involved in the project development. The DESIGN PROFESSIONAL will work directly with the SSP Team throughout the development of the project.
 8. Evaluate Contractor's performance at key contractual milestones per the City's Water Services Department's (WSD) Design Professional Evaluation Process. WSD may elect to have additional evaluations during construction phase services or at the end of construction phase if applicable. Evaluations shall be submitted by the WSD Project Manager to the Contractor's Project Manager and Project Principal responsible for delivering the contractual obligations of this Agreement. Contractor shall have the opportunity to comment on the evaluation and request a meeting to discuss the evaluation.
- I. Limits of Authority. DESIGN PROFESSIONAL shall make reasonable efforts to ensure that the completed work shall conform to the Construction Contract Documents. On the basis of site visits and on-site observations, DESIGN PROFESSIONAL shall keep CITY informed of the progress of the work and shall endeavor to guard CITY against defective work.

DESIGN PROFESSIONAL's site visits and on-site observations are subject to all the limitations on DESIGN PROFESSIONAL's authority and responsibility set forth below.

1. DESIGN PROFESSIONAL shall furnish RPR staff for LC/RC3 to assist DESIGN PROFESSIONAL in providing more extensive observation of the work. The responsibilities, authority and limitations thereon of any such RPR and assistants shall be as provided herein.
2. DESIGN PROFESSIONAL's authority or responsibility under this agreement shall not create, impose or give rise to any duty owed by DESIGN PROFESSIONAL to Design Professional of LC/RC4 Project Area, CONTRACTOR, any subcontractor, any supplier, any other person or organization, or to any surety for or employee or agent of any of them.
3. DESIGN PROFESSIONAL shall not supervise, direct, control or have authority over or be responsible for CONTRACTOR's means, methods, techniques, sequences or procedures of construction, or the safety precautions and programs incident thereto, or for any failure of CONTRACTOR to comply with Laws or Regulations applicable to the furnishing or performance of the work. DESIGN PROFESSIONAL shall not be responsible for CONTRACTOR's failure to perform or furnish the work in accordance with the construction contract documents.
4. DESIGN PROFESSIONAL shall have authority to disapprove or reject work which DESIGN PROFESSIONAL believes to be defective, that DESIGN PROFESSIONAL believes will not produce a completed project that conforms to the construction contract documents, or that will prejudice the integrity of the design concept of the completed project as a functioning whole as indicated by the construction contract documents.
5. DESIGN PROFESSIONAL shall not be responsible for the acts or omissions of CONTRACTOR or of any subcontractor, any supplier, or of any other person or organization performing or furnishing any of the work.
6. DESIGN PROFESSIONAL's review of the final Application for Payment and accompanying documentation, and all maintenance and operating instructions, schedules, guarantees, bonds and certificates of inspection, tests and approvals and other documentation required to be delivered shall only be to determine generally that their content complies with the requirements of the contract documents. In the case of certificates of inspections, tests and approvals, DESIGN PROFESSIONAL will generally determine that the results certified indicate compliance with the contract documents.

The limitations upon authority and responsibility set forth in this agreement shall also apply to DESIGN PROFESSIONAL's consultants, subconsultants, RPR's and assistants.

II. PROJECT MILESTONES AND CITY REVIEW REQUIREMENTS

- A. DESIGN PROFESSIONAL shall complete the Task Series within the following calendar days. It is understood that the project milestones for this project shall be determined by the CITY and the CONTRACTOR:
1. Task Series 1100. DESIGN PROFESSIONAL shall complete this Task Series 1100 within four hundred and fifty (450) calendar days after authorization by CITY.
 2. Task Series 1200. DESIGN PROFESSIONAL shall complete Task Series 1200 within three hundred and sixty (360) calendar days after authorization by CITY.
 3. Task Series 1300 to 1400. DESIGN PROFESSIONAL shall complete Task Series 1300 to 1400 within three hundred and sixty (360) calendar days after CITY's issuance of a Notice to Proceed to CONTRACTOR.
 4. Task Series 1500. DESIGN PROFESSIONAL shall complete Task Series 1500 within ninety (90) calendar days of either the CONTRACTOR's Submittal of Construction Record Markups, or DESIGN PROFESSIONAL's review of CONTRACTOR's Final Application for Payment, whichever occurs later.
 5. DESIGN PROFESSIONAL's completion schedule may be extended by the CITY for delays beyond the reasonable control of the DESIGN PROFESSIONAL or as approved by the CITY.

III. BASIC SCOPE OF SERVICES FOR CONSTRUCTION PHASE SERVICES

The following Task Series describe the Basic Scope of Services for Construction Phase Services to be provided by the DESIGN PROFESSIONAL under the Project. Tasks required for coordination with the Design Professional for LC/RC4 will be noted as SELECT TASKS.

TASK SERIES 1100 - PROJECT MANAGEMENT AND ADMINISTRATION

The purpose of Project Management and Administration shall be to manage, direct and oversee each element of the Basic Scope of Services identified herein and subcontractors employed by the DESIGN PROFESSIONAL in completion of the work. The management tasks listed below shall be provided by DESIGN PROFESSIONAL. Project management and administration for Task Series 1100 through 1500 is included in Task Series 1100. It is assumed that construction phase services and design services will be concurrent. SELECT TASKS are specified herein under this Task Series.

Task 1101 Project Management Services

DESIGN PROFESSIONAL shall provide project management services necessary throughout the project to successfully manage and complete the work. This includes project correspondence and consultation with CITY staff related to DESIGN PROFESSIONAL's Scope of Services; supervision and coordination of services; scheduling and assignment of personnel resources; and continuous monitoring of DESIGN PROFESSIONAL's work progress. DESIGN

PROFESSIONAL's Quality Control Program shall be implemented on all phases of the project to provide an independent review of the work. Quality control reviews shall include checks for completeness and correctness of evaluations, change order design accuracy, feasibility of implementing recommendations, and adherence to contract requirements. Level of effort is based on fifteen (15) months.

Task 1102 Monthly Invoicing

Task 1102 is a SELECT TASK. DESIGN PROFESSIONAL shall prepare and submit monthly invoices on a form acceptable to the CITY. PDF copies of monthly invoices shall be uploaded to the CITY's web-based document management system. Task shall require coordination with the Design Professional for LC/RC4 Project Area. Fifteen (15) invoices are assumed.

Task 1103 Monthly Project Status Report

Task 1103 is a SELECT TASK. DESIGN PROFESSIONAL shall prepare and submit a monthly project status report on forms acceptable to the CITY. PDF copies of each project status report shall be uploaded to the CITY's web-based document management system (eBuilder). A project status report shall accompany each monthly invoice submittal. The monthly progress status reports shall document, at the Task Series level, work progress, the percentage of completed work, schedule status, and budget status. The monthly project status report shall identify work performed by DESIGN PROFESSIONAL, the work activities anticipated to be performed the next month, action items required by CITY, potential project scope variances with corrective action, a general assessment of DESIGN PROFESSIONAL's ability to meet HRD approved M/WBE participation goals and project schedule milestones, including identification of any delays beyond its control, and an estimate of work percent completion for each Task Series in the Scope of Services based on the work completed. A short narrative shall be provided to describe the work activity performed for each task within each Task Series. Task shall require coordination with the Design Professional for LC/RC4 Project Area. Fifteen (15) monthly project status reports are assumed.

Provide a detailed invoice forecast schedule for performance of all work through the end of the contract period. The invoice forecast schedule, including a breakdown of monthly DESIGN PROFESSIONAL, MBE, and WBE invoice amounts versus forecasted monthly amounts, shall indicate the planned value of work to be invoiced on a monthly basis through project completion. The DESIGN PROFESSIONAL shall provide a tracking graph of the forecast and results to date of invoice period that clearly shows progress to date.

Task 1104 Subconsultant Agreements and Administration

Prepare a scope, budget, schedule, and agreement for its subconsultants involved in the Project. Conduct coordination meetings as required to prepare subconsultant agreements, to review deliverables, and to execute the defined scope of work. Provide administration of subconsultant agreements and subconsultant work including deliverables, subcontractor invoicing, and schedule maintenance. Prepare monthly M/WBE subcontractor utilization reports and submit in the required format to the CITY's Human Relations Department.

TASK SERIES 1200 - PUBLIC INVOLVEMENT AND COORDINATION

SELECT TASKS are specified herein under this Task Series.

Task 1201 Public Meeting

Task 1201 is a SELECT TASK. DESIGN PROFESSIONAL shall work with CITY facilitate one public meeting prior to the start of construction. The purpose of the public meeting is to introduce the CONTRACTOR and DESIGN PROFESSIONAL/RPR, present CONTRACTOR's preliminary schedule and milestones, construction specifics, and to inform the public of what to expect during construction. DESIGN PROFESSIONAL's project manager, and RPR will attend the meeting. CITY shall prepare for the public meeting with the assistance of the DESIGN PROFESSIONAL. DESIGN PROFESSIONAL shall assist the CITY by providing two (2) exhibits on presentation board, two (2) D-size LC/RC3 Construction Contract Drawings and responding to questions. Travel expense is budgeted from the DESIGN PROFESSIONAL's office to the Public Meeting location. Actual mileage up to 30 miles each way shall be charged.

Task 1202 Correspondence and Tracking 311 Cases

Task 1202 is a SELECT TASK. DESIGN PROFESSIONAL shall respond to 311 cases, if necessary, and will track all 311 cases regarding the entire project. DESIGN PROFESSIONAL shall track the date the 311 case was given to the DESIGN PROFESSIONAL, RPR and CONTRACTOR, address(es) involved, the specific issue, how it was resolved, and when it was resolved. Task shall require coordination with the Design Professional for LC/RC4 Project Area. All open 311 cases will be discussed at each monthly progress meeting. Eight (8) 311 cases are assumed with a level of effort of one (1) hour of Project Manager time and two (2) hours of administrative time each. Additional time spent by RPR or ARPR shall be captured under Task Series 1400.

TASK SERIES 1300 - CONSTRUCTION PHASE ENGINEERING SERVICES

The DESIGN PROFESSIONAL's Project Manager and RPR will act as the primary point of contact with the CONTRACTOR. All contractual written communication regarding scope, schedule and costs with the CONTRACTOR will be authorized by the CITY's Project Manager. Other project and field related written communications, such as RFI's, Shop Drawings, etc. can be submitted between the CONTRACTOR and DESIGN PROFESSIONAL and all written communication of any kind shall be copied to the CITY's Project Manager. All major project decisions related to potential design modification, construction schedule extensions, and contract price adjustments must be approved in writing by the CITY. All the correspondence identified in this paragraph and during construction shall be maintained on eBuilder, the CITY's document management system. SELECT TASKS are specified herein under this Task Series.

Task 1301 Review CONTRACTOR's Schedules

Task 1301 is a SELECT TASK.

1. DESIGN PROFESSIONAL shall review and provide comments to CITY on CONTRACTOR's schedule of values and advise CITY as to acceptability.

2. DESIGN PROFESSIONAL shall receive and review the CONTRACTOR's initial schedule of estimated monthly payments and advise CITY as to its acceptability.
3. DESIGN PROFESSIONAL shall receive and review the CONTRACTOR's initial schedule of shop drawing submissions and advise CITY as to its acceptability.
4. DESIGN PROFESSIONAL shall receive, review and comment on the CONTRACTOR'S base line and monthly construction schedules. DESIGN PROFESSIONAL's review shall be for general conformity to the requirements for scheduling requirements defined in the Construction Contract Documents, to determine if the CONTRACTOR'S construction schedule, activity sequence and construction procedures include construction sequencing and any special conditions such as those required for CITY to keep existing facilities in operation as specified in the Construction Contract documents. DESIGN PROFESSIONAL shall summarize the review comments related to each schedule submittal and submit them to the CITY for consideration, input and acceptance. Review comments acceptable to the CITY shall be transmitted to CONTRACTOR.

Task shall require coordination with the Design Professional for the LC/RC4 Project Area. In addition to time for one (1) initial review of schedules of values, monthly payments, shop drawings, and baseline schedule, 12 months of reviews of the monthly schedules are assumed for DESIGN PROFESSIONAL Project Manager. Coordination with LC/RC 4 is assumed on 11 (eleven) reviews to include both initial and monthly. Time has been budgeted for the RPR for the initial reviews, which will occur prior to field construction.

Task 1302 Meetings, Conferences, and Site Visits

Task 1302 is a SELECT TASK

1. DESIGN PROFESSIONAL shall facilitate a two (2) hour pre-construction conference with the CITY and CONTRACTOR to review the project communication, coordination and other procedures and discuss the CONTRACTOR's general work plan and requirements for the project. DESIGN PROFESSIONAL shall preside over the meeting, prepare meeting minutes, and submit meeting minutes to the CITY for review and approval. DESIGN PROFESSIONAL shall distribute meeting minutes to all parties in attendance and upload the final meeting minutes to the CITY's web-based document management system. Task shall require coordination with the Design Professional for the LC/RC4 Project Area. Preparation and copying of handouts for the meeting are included.
2. DESIGN PROFESSIONAL shall attend up to twelve (12) monthly progress meetings at the CONTRACTOR's field office, with CITY and CONTRACTOR, when necessary, to review and discuss construction procedures and progress scheduling, construction administration procedures and other matters concerning the project. CONTRACTOR shall be required to distribute updated schedules and agendas in advance of the monthly progress meeting, keep notes during the meeting, and distribute notes for comment prior to issuing final meeting notes to all parties in attendance. DESIGN PROFESSIONAL shall review CONTRACTOR meeting notes

and provide comments to CITY, or if directed by CITY, provide comments directly to CONTRACTOR.

3. DESIGN PROFESSIONAL shall visit the site to observe the construction activities for general conformance with the intent of the technical specifications and drawings prior to certification of applications of payment and to assist with resolution of field issues during the project. The DESIGN PROFESSIONAL shall perform up to 8 periodic one-hour site visits. Periodic site visits are in addition to site visits that coincide with monthly progress meetings, the Achievement of Full Operation inspection, and the final completion inspection.

Level of effort includes travel time for the monthly meetings. Travel expense is budgeted from DESIGN PROFESSIONAL's office to CONTRACTOR's field office. Actual mileage up to 30 miles each way shall be charged.

Task 1303 Document Management and Work Tracking Application

DESIGN PROFESSIONAL shall utilize the CITY's web-based document management system (eBuilder) for managing, tracking and storing documents associated with the project. DESIGN PROFESSIONAL, RPR, and staff shall attend training on CITY's web-based document management system prior to start of construction. One (1) hour of training for up to five (5) staff members is included for eBuilder training. Documents will include, but are not limited to, shop drawings, submittals, correspondence, change orders, work change directives, project status reports, pay requests, inspection reports, daily logs, meeting minutes, progress photos, and correspondence between the CONTRACTOR, DESIGN PROFESSIONAL and CITY produced during construction. DESIGN PROFESSIONAL shall comply with file protocols and procedures for the web-based document management system provided by the CITY.

DESIGN PROFESSIONAL shall enter final scheduled rehabilitation assets for LC/RC3 Project Area into the CITY's web-based work order management application for work order creation. DESIGN PROFESSIONAL shall follow the work tracking application user protocol provided by the CITY. DESIGN PROFESSIONAL shall update the work orders on a monthly basis for twelve (12) months as construction is completed and notify the CITY when work orders may be closed.

Task 1304 Shop Drawings and Data Submittals

Task 1304 is a SELECT TASK. DESIGN PROFESSIONAL shall receive, review, and approve submittals and data submitted by the CONTRACTOR as required by the Construction Contract Documents. Submittals include shop drawings, testing reports and affidavits, third party verification reports, affidavits and certifications required by Construction Contract Documents, excluding other submittals specific to other tasks, such as Post-Rehabilitation Submittals and CONTRACTOR's schedules. CITY shall approve all product materials which are different than the materials shown in the Construction Contract Documents prior to sending approved submittals to the CONTRACTOR. DESIGN PROFESSIONAL's review and approval shall only be to determine if the items covered by the submittals will, after installation or incorporation into the work, conform to the information given in the Construction Contract Documents and be

compatible with the design concept of the completed project as a functioning whole as indicated by the Construction Contract documents.

1. DESIGN PROFESSIONAL will respond to submittals posted to CITY's document management system within fourteen (14) consecutive calendar days for final approval.
2. To establish the basis for DESIGN PROFESSIONAL's compensation, up to 40 submittals are budgeted to be reviewed as part of the Scope of Services. Reviews of submittals shall be limited to the review of the first initial submittal and one re-submittal, if required. The level of effort assumes forty (40) original submittals and twenty (20) resubmittals and includes review by lead RPR, which may occur before field construction. Additional submittals may be reviewed by DESIGN PROFESSIONAL as an Optional Service. Coordination with LC/RC4 was assumed for ten (10) submittals.

Task shall require coordination with the Design Professional and RPR for the LC/RC4 Project Area.

Task 1305 Payment Requisitions

Task 1305 is a SELECT TASK. DESIGN PROFESSIONAL, after initial review and recommendation by RPR, shall review the Application for Payment (up to 12) and accompanying supporting documentation for compliance with Construction Contract Documents and CITY's established procedures. Review shall include cross-checking receipt of required test or post-installation documentation that is required prior to payment. DESIGN PROFESSIONAL shall review the Application for Payment within the CITY's document management system, noting particularly their relation to the Schedule of Values, work completed, and materials and equipment delivered at the site but not incorporated in the work. Task shall require coordination with the Design Professional and RPR for the LC/RC4 Project Area. Coordination with LC/RC4 is assumed on all payment requisitions. Review of one (1) draft and one (1) final application is assumed.

Task 1306 Interpretations of Contract Documents

DESIGN PROFESSIONAL shall issue with reasonable promptness up to four (4) written clarifications or interpretations (which may be in the form of Drawings) of the requirements of the Construction Contract Drawings and Specifications prepared by the DESIGN PROFESSIONAL. Interpretation of documents prepared by the CITY shall be performed by the CITY. DESIGN PROFESSIONAL's interpretations, proposed responses to RFIs, and clarifications shall be provided to the CITY for review and approval. The final version will be distributed by the DESIGN PROFESSIONAL to the CONTRACTOR, CITY, and RPR.

Task 1307 Assist in Evaluating Claims and Preparation of Allowance Authorizations and Change Order Requests

Task 1307 is a SELECT TASK. DESIGN PROFESSIONAL shall assist CITY in evaluating claims, and preparation of allowance authorizations and change order requests (includes all work change directives and time extensions) submitted by the CONTRACTOR or initiated by DESIGN

PROFESSIONAL's issuance of request for proposal. DESIGN PROFESSIONAL shall evaluate the construction cost and schedule impact of each allowance or change order request. DESIGN PROFESSIONAL shall assist with determining a fair price for the work and evaluating the potential impact of each work change directive or change order request on the CONTRACTOR's construction schedule.

DESIGN PROFESSIONAL shall review claims by the CONTRACTOR on behalf of the CITY. DESIGN PROFESSIONAL shall review claims for accuracy, validity, and conformance with the general conditions. DESIGN PROFESSIONAL shall provide a written response on behalf of the CITY to the CONTRACTOR, based on their review within the time required by the general conditions. DESIGN PROFESSIONAL's response shall be reviewed by Smart Sewer leadership and or CITY staff prior to issuing to CONTRACTOR.

DESIGN PROFESSIONAL will review allowance authorizations and change order requests and cost proposals prepared by the CONTRACTOR for the contemplated work. The DESIGN PROFESSIONAL will prepare a written recommendation stating the reason for each allowance authorization, work change directive, and change order request and recommended action by CITY.

The DESIGN PROFESSIONAL will negotiate allowance authorization and change order requests with the CONTRACTOR on CITY's behalf for approval by the CITY prior to CONTRACTOR's start of work defined in each allowance authorization or change order request. If the CITY determines that the CONTRACTOR must competitively bid certain Subcontractor work covered under an allowance authorization or change order request, DESIGN PROFESSIONAL will review bids of the CONTRACTOR and provide a written recommendation of those bids to the CITY if authorized under Optional Services.

The DESIGN PROFESSIONAL will draft all allowance authorizations and change orders for the CITY. CITY will review, approve and execute all allowance authorizations and change orders covering changes in the Work, changes in the contract price or contract times for work defined in change order requests and agreed upon by CITY and CONTRACTOR.

To establish basis for DESIGN PROFESSIONAL's compensation, up to four (4) claims, allowance authorizations, change orders, and work change directives are budgeted to be evaluated and prepared. CITY shall execute all work change directives and change orders covering changes in the work, changes in the contract price or contract times for work defined in change order and work change directive requests and agreed upon by CITY and CONTRACTOR. Task shall require coordination with the Design Professional for the LC/RC4 Project Area. Level of effort includes consultation with lead RPR on all claims. RPR time shall be budgeted under Task 1403.

Task 1308 Post-Rehabilitation Submittal Reviews

1. DESIGN PROFESSIONAL shall review up to 16,000 linear feet of post-rehabilitation CIPP CCTV inspection records and associated full wrap CIPP Short or Long Liner service connections as submitted by the CONTRACTOR throughout the project in LC/RC3 prior to approving CONTRACTOR's monthly pay application. DESIGN PROFESSIONAL's staff reviewing the CCTV inspection records shall be PACP certified.

2. DESIGN PROFESSIONAL shall review up to 16,000 linear feet in the LC/RC3, of the Contractor's final completion post rehabilitation CCTV submittal package prior to achievement of full operation, including all full wrap CIPP Short or Long Liner and open cut lateral connection replacements post-rehabilitation CCTV records, as submitted by the CONTRACTOR at the end of the project for final acceptance. DESIGN PROFESSIONAL shall provide a summary of the condition of the CCTV inspected assets and any defects recorded for the Punch List. DESIGN PROFESSIONAL's staff shall be PACP certified.

Task 1309 Achievement of Full Operation Review and Final Completion Inspection

Task 1309, Subtask 3 is a SELECT TASK.

1. Achievement of Full Operation Review: DESIGN PROFESSIONAL shall perform an inspection to determine the status of completion and develop a punch list of deficiencies requiring completion or correction at achievement of full operation. DESIGN PROFESSIONAL shall submit to the CITY a statement of achievement of full operation for LC/RC3 Project Area.
2. Final Completion Inspection: DESIGN PROFESSIONAL shall perform a final inspection of the work and shall complete a punch list of deficiencies requiring completion or correction. DESIGN PROFESSIONAL shall submit to the CITY a statement of final completion for LC/RC3 Project Area.
3. DESIGN PROFESSIONAL shall review the Final Application for Payment submitted by CONTRACTOR and accompanying documentation as required by the Construction Contract Documents and provide comments to the CITY. Subtask shall require coordination with the Design Professional for the LC/RC4 Project Area.

This task includes preparation of statements and reviews required under items 1-3 above. It is assumed that this task involves compilation of existing documents. Associated site visits are budgeted under Task 1302.

TASK SERIES 1400 - RESIDENT PROJECT REPRESENTATIVE SERVICES

DESIGN PROFESSIONAL shall provide a full time Resident Project Representative (RPR) to provide field observation services. The duration of RPR services is based on a three hundred and sixty (360) calendar day period to Achievement of Full Operation and a ninety (90) calendar day closeout period for the project. This contract period is based on the entire project including LC/RC3 and LC/RC4 project areas. The assumptions for the RPR hours are based on the LC/RC3 Project Area constituting 50% of the overall project work. DESIGN PROFESSIONAL shall submit the resumes of proposed RPR candidates to CITY for its consideration and selection of RPRs to perform RPR services. CITY reserves the right to conduct informal interviews of the proposed RPR candidates and select the candidate(s) that CITY concludes to be qualified to perform RPR services.

The role of the RPR will be that of the lead observer and primary liaison with the CITY and CONTRACTOR's Superintendent. DESIGN PROFESSIONAL's RPR services include site visits for observation, attendance at monthly progress meetings, and an Achievement of Full

Operation review. After Achievement of Full Operation, the RPR will participate in the Final Inspection, review the final Application for Payment, and review the CONTRACTOR'S final record drawing submittal. On a monthly basis, RPR shall review for accuracy and completeness the Contractor's record drawings.

RPR is DESIGN PROFESSIONAL's Agent at the site, shall act as directed by and under the supervision of DESIGN PROFESSIONAL, and shall confer with DESIGN PROFESSIONAL regarding their actions. RPR's dealing in matters pertaining to the on-site work shall in general be only with DESIGN PROFESSIONAL and CONTRACTOR, and dealings with subcontractors shall only be through or with the full knowledge of the CONTRACTOR.

1. Anticipated RPR Level of Effort on LC/RC3: To establish the basis for DESIGN PROFESSIONAL's compensation for resident inspection, the RPR's effort for Task Series 1400 is limited to 1150 hours. This is based on the assumption that a total of 2,300 RPR hours will be required for the entire project and the LC/RC3 project area constitutes 50% of the overall hours. The RPR's effort for the entire project is based on six (6) weeks at 20 hours per week, forty (40) weeks at 40 hours per week, ten (10) week at 50 hours per week, and an eight (8) week final completion at 10 hours per week for total of 2300 RPR hours will be required for the entire project. Travel time up to an hour to and from the site and undefined travel within the site is included in the RPR level of effort.
2. DESIGN PROFESSIONAL shall manage the effort associated with Tasks so that the work is completed within the allotted budgets based on the anticipated durations for RPR services. DESIGN PROFESSIONAL shall coordinate with the CITY on the desired level of effort on each task to provide the CITY with the services desired and achievable with the budgeted hours.
2. General Responsibilities: RPR shall be present for pre-construction photography/video and as necessary from the CONTRACTOR's mobilization until final completion of the work or up to the budgeted number of hours indicated herein. The RPR shall be responsible to perform site observation and liaison tasks with the CONTRACTOR, CITY, DESIGN PROFESSIONAL, public and other agencies; tasks involving monthly progress meetings, daily and weekly reporting, document review and maintenance and conducting Achievement of Full Operation review and final completion inspections of the work.

Task 1401 Contractor Schedules

RPR shall review the CONTRACTOR's monthly construction schedules for conformance of work completed to date and activity sequences. RPR shall provide comments to DESIGN PROFESSIONAL, who shall review comments and include with DESIGN PROFESSIONAL's review comments to the CITY concerning acceptability of schedules. CITY shall have final approval authority. Review of 12 monthly schedules, with a second review of 6 schedules is assumed.

Task 1402 Preconstruction Conference, Meetings, and Field Conferences

Task 1402 is a SELECT TASK. DESIGN PROFESSIONAL and RPR shall attend the two-hour preconstruction conference and up to six (6) one-hour monthly progress meetings and up to two (2) other one-hour meetings with CITY and CONTRACTOR, when necessary, to review and discuss construction procedures and progress scheduling, construction administration procedures and other matters concerning the project. RPR shall also meet for one (1) hour monthly for 12 months with RPR from LC/RC4 to review CONTRACTOR'S Schedule and Pay Application. CONTRACTOR shall be required to distribute updated schedules and agendas in advance of the meeting, keep notes of the meeting, and distribute notes for comment prior to issuing final meeting notes to all parties in attendance. The RPR is assumed to already be on-site for the monthly project and RPR meetings.

Task 1403 Liaison

RPR shall serve as the CITY's and DESIGN PROFESSIONAL's liaison with CONTRACTOR, working principally through CONTRACTOR's superintendent to assist CONTRACTOR in understanding the intent of the Contract Documents. RPR shall provide the following liaison services, as limited by the budgeted hours.

1. Discuss work activities on site with the CONTRACTOR on a daily basis. When the CONTRACTOR does not perform work in the field, provide a report to the CITY indicating that there was no work performed. Track weather conditions on days when the CONTRACTOR does not perform work on the site, include weather conditions in the report.
2. Be aware of construction site activities while on-site and document for the CITY in a daily report. Awareness of job site activities, at times when the RPR is not on-site, is limited to that which is reported to the RPR by the CONTRACTOR by telephone.
3. Track the CONTRACTOR's progress on a daily basis and document in a daily report to be submitted to CITY. Keep a running record of work performed. Record shall be in sufficient detail that it will be useful in evaluating the CONTRACTOR's status reports and applications for payment. Track which assets have been replaced or constructed, street address of service laterals replaced or rehabilitated, and manholes that have been rehabilitated, constructed or replaced. Record shall include quantities for payment (by asset, daily totals and to-date totals), and dates of rehabilitation, construction or replacement of each asset. Since RPR will not be observing all of the construction work, record will rely upon daily conversations with the CONTRACTOR to obtain work performed and quantities constructed. Maintain the record in Microsoft Excel and on a hard copy map; provide copies of the Excel file and hard copy map with the monthly report.
4. Provide a monthly summary of work completed by the CONTRACTOR on CITY approved record documents in the Monthly Construction Phase Services Project Status Report.
5. Witness and document testing performed by the CONTRACTOR.

6. Inspection and approval of open cut point repairs, service line repair/replacement, and manhole lining shall be the CITY's standard inspection method, by the RPR. Construction quantities, addresses, dates, etc., shall be tracked by the RPR.
7. Assist the City's Project Manager in addressing 311 action center cases. RPR shall document all public communications and coordinate all issues directly with the City's Project Manager.
8. Review claims and support DP and City PM in preparing Allowance Authorizations and Change Requests.

Task 1404 Review of Work, Rejection of Defective Work, Inspections and Test

1. RPR shall conduct on-site observations of the work in progress to assist CITY and DESIGN PROFESSIONAL in determining if the work, in general, is proceeding in accordance with the contract documents.
2. RPR shall report to DESIGN PROFESSIONAL whenever they believe that any work is unsatisfactory, faulty or defective or does not conform to the contract documents, or does not meet the requirements of any inspections, tests or approval required to be made or has been damaged prior to final payment; and advise DESIGN PROFESSIONAL when they believe that work should be corrected or rejected or should be uncovered for observation, or requires special testing, inspection or approval. DESIGN PROFESSIONAL shall report unsatisfactory work to the CITY.
3. RPR shall verify that tests are conducted as required by the contract document and in the presence of the required personnel, and that CONTRACTOR maintains adequate records thereof; observe, record and report to DESIGN PROFESSIONAL appropriate details relative to the test procedures and startups. This task is limited to that which the RPR can perform when the RPR is on site.
4. RPR shall accompany visiting inspectors representing public or other agencies having jurisdiction over the project, record the outcome of these inspections, and report to DESIGN PROFESSIONAL and CITY. This task is limited to that which the RPR can perform when the RPR is on site.

All RPR travel expense is budgeted under this task and based on travel from the DESIGN PROFESSIONAL's office for two hundred and twenty-five (225) calendar days at the site. Actual mileage up to 30 miles each way will be charged.

Task 1405 Records

1. RPR shall maintain in the trailer, orderly files for correspondence, reports of job conferences, shop drawings and samples submissions, reproductions of original Contract Documents, including all addenda, change orders and work change directives, field orders, additional drawings issued subsequent to the execution of the Contract, DESIGN PROFESSIONAL's clarifications, and interpretations of the contract documents, progress reports, and other project-related documents.

2. RPR shall keep a diary or logbook, recording CONTRACTOR hours on the job site, weather conditions, data relative to questions of extras or deductions, list of visiting officials and representatives of manufacturers, fabricators, suppliers and distributors, daily activities, decisions, observations in general and specific observations in more detail as in the case of observing test procedures. This task is limited to that which the RPR can perform when the RPR is on site, or as indicated by the CONTRACTOR when the RPR is not on site.
3. RPR shall record names, addresses, and telephone numbers of all contractors, subcontractors, and major suppliers of materials and equipment. This task is limited to that which the RPR can perform when the RPR is on site, or as indicated by the CONTRACTOR when the RPR is not on site.
4. Maintain a marked set of Drawings and Specifications at the site. This information will be combined with information from the record documents maintained by the CONTRACTOR, and a marked record set of conforming to construction documents will be provided to the CITY. The CONTRACTOR will be responsible for maintaining record drawings to be used for Construction Record Drawings as part of Task 1501.

Task 1406 Reports and Document Review

1. Submit to DESIGN PROFESSIONAL via the web-based document management system a daily report of RPR observed events at the job site, including the following information.
 - a. Hours the CONTRACTOR worked on the job site.
 - b. CONTRACTOR and subcontractor personnel on job site (Daily Labor Force Report received from CONTRACTOR).
 - c. Construction equipment on the job site.
 - d. Observed delays and potential causes.
 - e. Weather conditions.
 - f. Data relative to claims for extras or deductions.
 - g. Daily construction activities and condition of the work.
 - h. Daily sign-off of quantities of work completed for unit price items (separate CITY-provided form shall be used).
 - i. Observations pertaining to the progress of the work. Materials received on job site.
 - j. Construction issues and resolutions or proposed resolutions to issues
2. Furnish DESIGN PROFESSIONAL and CITY periodic reports as required by the DESIGN PROFESSIONAL and/or CITY to detail progress of the work and

CONTRACTOR's compliance with the approved progress schedule and schedule of shop drawing submissions.

3. Consult with DESIGN PROFESSIONAL and CITY in advance of scheduled major tests, inspections, or start of important phases of the work.
4. Report immediately to DESIGN PROFESSIONAL and CITY upon the occurrence of any accident.
5. All reports shall be prepared using CITY-provided forms and uploaded to the web-based document management system.
6. This task is limited to that which the RPR can perform when the RPR is on site, or as indicated by the CONTRACTOR when the RPR is not on site.

Task 1407 Payment Requisitions

RPR shall review up to 12 applications for payment (draft and final) with CONTRACTOR for compliance with the CITY's established procedure for their submission noting particularly their relation to the schedule of values, work completed and materials and equipment delivered at the site but not incorporated in the work.

Task 1408 Achievement of Full Operation and Final Completion

1. Achievement of Full Operation:

- a. Before DESIGN PROFESSIONAL reviews CONTRACTOR's progress towards Achievement of Full Operation, and after CONTRACTOR certifies project is ready for Achievement of Full Operation, RPR shall provide the DESIGN PROFESSIONAL with an opinion as to the project's readiness.
- b. RPR and DESIGN PROFESSIONAL shall conduct review of Achievement of Full Operation in the company of the CITY and CONTRACTOR. RPR and DESIGN PROFESSIONAL shall prepare a punch list of items to be completed or corrected by the CONTRACTOR. The punch list shall be submitted to the CITY for review and approval prior to distribution by the CITY or by the DESIGN PROFESSIONAL if requested by the CITY.

2. Final Completion

- a. RPR and DESIGN PROFESSIONAL shall conduct Final Completion inspection in the company of the CITY and CONTRACTOR. RPR and DESIGN PROFESSIONAL shall prepare a punch list of items to be completed or corrected by the CONTRACTOR. The punch list shall be submitted to the CITY for review and approval prior to distribution by the CITY or by the DESIGN PROFESSIONAL if requested by the CITY.

- b. RPR and DESIGN PROFESSIONAL shall verify that all items on punch list have been completed or corrected and make recommendations to the CITY concerning final acceptance.

TASK SERIES 1500 - PROJECT CLOSEOUT

SELECT TASKS are specified herein under this Task Series.

Task 1501 Construction Records Drawings

Upon Achievement of Full Operation and the CONTRACTOR's submittal of record drawing markups, DESIGN PROFESSIONAL shall prepare a set of construction record drawings for LC/RC3 Project Area showing record information based on the drawings and other record documents furnished by the CONTRACTOR and the DESIGN PROFESSIONAL's RPR that show changes to original drawings made during construction. DESIGN PROFESSIONAL is not responsible for any errors or omissions in the information from others that is incorporated into the record drawings. DESIGN PROFESSIONAL shall provide one (1) D-size paper copy, an electronic version of LC/RC3 Project Area GIS and CAD files, and a PDF of LC/RC3 Project Area full-size drawings. One revision of the documents is assumed in response to comments.

Task 1502 Furnish CONTRACTOR'S Completion Documents

Task 1502 is a SELECT TASK.

1. The RPR will close out the construction contract including punch list items, warranties, liens, functional and performance testing results, outstanding claims, and final payment using the eBuilder document management system. DESIGN PROFESSIONAL will review these items with RPR before issuing a statement of final completion to the CITY. The DESIGN PROFESSIONAL will review, and file applicable documents required by the CITY pertaining to the project and turn over required documents from the RPR to the CITY using the eBuilder document management system.
2. For each project area (LC/RC3 & LC/RC4), DESIGN PROFESSIONAL will receive, review, and transmit to CITY certificates of inspection, tests and approvals, shop drawings, samples and other data accepted as provided under the "Shop Drawings and Data Submittals" task above, and transmit the annotated Conforming to Construction documents which are to be assembled by DESIGN PROFESSIONAL in accordance with the Construction Contract Documents to obtain final payment. The extent of such review by DESIGN PROFESSIONAL will be limited as provided under the "Shop Drawings and Data Submittals" in the Construction Phase Services task. DESIGN PROFESSIONAL will gather and consolidate its project files for long-term record storage. CITY's HRD project completion forms will be submitted with DESIGN PROFESSIONAL's final invoice.
3. All RPR documents and records shall be provided to the CITY.

Task shall require coordination with the Design Professional for the LC/RC4 Project Area. All documents will be provided electronically through the CITY's web-based document management

system (eBuilder) for managing, tracking and storing documents associated with the project. Expenses based on scanning up to five hundred (500) 8x11 pages.

Task 1503 Project Closeout Documentation

Task 1503 is a SELECT TASK. The DESIGN PROFESSIONAL will review, and file applicable documents required by the CITY pertaining to the project and turn over required documents from the RPR to the CITY. DESIGN PROFESSIONAL will gather and consolidate its project files for long-term record storage. CITY's HRD project completion forms will be submitted with DESIGN PROFESSIONAL's final invoice. Task shall require coordination with the Design Professional for the LC/RC4 Project Area. All documents will be provided electronically through the CITY's web-based document management system (eBuilder) for managing, tracking and storing documents associated with the project.

Task 1504 Update GIS

The DESIGN PROFESSIONAL shall prepare and provide an updated ArcGIS geodatabase that follows the geodatabase update protocol provided by the CITY. DESIGN PROFESSIONAL shall update the GIS database based on construction record or "as-built" drawings provided by the CONTRACTOR. Updates to the GIS items such as: CIPP lining, full pipe replacement material/diameter changes, manhole rehabilitation, and new manholes. Any updated to the GIS database will be noted on the GIS feature by the DESIGN PROFESSIONAL in accordance with the GIS update protocol.

DESIGN PROFESSIONAL will be provided documentation that outlines the required GIS attributes per GIS layer to be edited and valid values for the attribute information. In addition to required attribute fields being populated, DESIGN PROFESSIONAL shall ensure pipe to structure connectivity is maintained within the database.

DESIGN PROFESSIONAL shall verify that data source/data flagging attribute fields in the GIS database template have been updated based on manhole inspections (completed by others), CCTV, smoke testing, and other field verifications. DESIGN PROFESSIONAL shall update any data source/data flagging attribute field that have not previously been entered for both City performed, and DESIGN PROFESSIONAL performed investigations.

IV. OPTIONAL SERVICES

Any work requested by the CITY that is not specifically stated in the Basic Services listed above will be classified as Optional Services. DESIGN PROFESSIONAL's contract upper limit includes an Optional Services Allowance. This allowance is for additional professional services that may be required during the Project. Optional Services will not be performed nor is the DESIGN PROFESSIONAL approved to utilize any allowance monies unless specifically authorized in writing by the CITY. Compensation for Optional Services will be as mutually agreed upon and included in CITY's written authorization that will include the specific scope of work for each Optional Services task to be performed. Optional Services may include the following:

- A. Review of Requests for Substitutions submitted by the CONTRACTOR beyond those identified under the Basic Scope of Services.
- B. Additional meetings beyond those identified under the Basic Scope of Services.

- C. Review of submittals/shop drawings beyond those identified under the Basic Scope of Services.
- D. Assistance with development and evaluation of work change directives or change order requests beyond those identified under the Basic Scope of Services.
- E. Review of additional post-rehabilitation CCTV inspection records beyond those identified under the Basic Scope of Services.
- F. Resident Project Representative services in excess of the hours specified under the Basic Scope of Services.
- G. Meetings with public and local, State, or Federal agencies beyond those Specified under the Basic Scope of Services.
- H. Attendance at public meetings beyond those specified under the Basic Scope of Services.

(End of Scope of Services)

<i>Line Creek/Rock Creek Area 3 I/I Reduction</i>								
<i>City of KCMO Water Services Dept.: PN 8100691</i>								
Olsson DPS No. 1349 - AMENDMENT #2 - CPS								
ATTACHMENT C2: Professional Services Fee Estimate - SUMMARY BREAKDOWN								
	OLSSON/TREKK/Taliaferro & Browne Team							
TASK SERIES DESCRIPTIONS	OLSSON Hours	OLSSON Total Labor	OLSSON Reimb Expense	OLSSON Total Fee	TREKK WBE Hours	TREKK WBE Labor	TREKK WBE Expense	TREKK WBE Total Fee
Series 1100 - Project Management and Administration	194	\$40,300	\$0	\$40,300	0	\$0	\$0	\$0
Series 1200 - Public Relations	44	\$7,190	\$70	\$7,260	0	\$0	\$0	\$0
Series 1300 - Construction Phase Engineering Services	900	\$124,200	\$1,671	\$125,871	0	\$0	\$0	\$0
Series 1400 - Resident Project Representative Services	825	\$116,625	\$3,510	\$120,135	0	\$0	\$0	\$0
Series 1500 - Project Close-out	289	\$35,392	\$250	\$35,642	0	\$0	\$0	\$0
PROJECT TOTALS - BASE FEE	2,252	\$323,707	\$5,501	\$329,208	-	\$0	\$0	\$0
Optional Services Allowance								
PROJECT MAX FEE w/ OPTIONAL SERVICES				\$329,208				\$0
Participation Percentages				84.4%				0.0%

<i>Line Creek/Rock Creek Area 3 I/I Reduction</i>								
<i>City of KCMO Water Services Dept.: PN 81000691</i>								
Olsson DPS No. 1349 - AMENDMENT #2 - CPS								
ATTACHMENT C2: Professional Services Fee Estimate - SUMMARY BREAKDOWN								
OLSSON/TREKK/Taliaferro & Browne Team								
	T&B	T&B	T&B	T&B	TOTAL	TOTAL	TOTAL	TOTAL
TASK SERIES DESCRIPTIONS	MBE	MBE	MBE	MBE	Hours	Labor	Expense	FEE
	Hours	Labor	Expense	Total Fee		Cost		
Series 1100 - Project Management and Administration	116	\$12,392	\$0	\$12,392	310	\$52,692	\$0	\$52,692
Series 1200 - Public Relations	0	\$0	\$0	\$0	44	\$7,190	\$70	\$7,260
Series 1300 - Construction Phase Engineering Services	0	\$0	\$0	\$0	900	\$124,200	\$1,671	\$125,871
Series 1400 - Resident Project Representative Services	571	\$44,048	\$4,352	\$48,400	1,396	\$160,673	\$7,862	\$168,535
Series 1500 - Project Close-out	0	\$0	\$0	\$0	289	\$35,392	\$250	\$35,642
PROJECT TOTALS - BASE FEE	687	\$56,440	\$4,352	\$60,792	2,939	\$380,147	\$9,853	\$390,000
Optional Services Allowance								
PROJECT MAX FEE w/ OPTIONAL SERVICES				\$60,792				\$390,000
Participation Percentages				15.6%				

Line Creek/Rock Creek Area 3 I/I Reduction												
City of KCMO Water Services Dept.: PN 81000691												
Olsson DPS No. 1349 - Attachment C2												
AMENDMENT #2 - CPS												
Professional Services Fee Estimate - COMBINED												
OLSSON/TREKK/Taliaferro & Browne Team												
PHASE/TASK DESCRIPTIONS	Project	Asst.	Project	Staff	Field	Office	Office	Total	Total		TOTAL	
Personnel Classification	Mgt	PM	Engr	Engr	RPR	Tech.	Tech.	Admin.	Hours	Labor	Expenses	FEE
Average Hourly Rate*	\$253	\$170	\$115	\$93	\$96	\$60	\$96	\$67				
Series 1100 - Project Management and Administration	114	27	100					69	310	\$52,692	\$0	\$52,692
1101 Project Management Services	34	15	80					15	144	\$21,586		\$21,586
1102 Monthly Invoicing	15		20						58	\$7,996		\$7,996
1103 Monthly Status Report	30							15	45	\$9,750		\$9,750
1104 Subconsultants Agreements and Administration	35	12						16	63	\$13,360		\$13,360
Series 1200 - Public Relations	12	6	6		4			16	44	\$7,190	\$70	\$7,260
1201 Public Meeting	4	6	6		4				20	\$3,510	\$70	\$3,580
1202 Correspondence and Tracking 311 Cases	8							16	24	\$3,680		\$3,680
Series 1300 - Construction Phase Engineering Services	55	177	300	224	2			142	900	\$124,200	\$1,671	\$125,871
1301 Review Contractor's Schedule	16	32	44	16					108	\$17,820		\$17,820
1302 Meetings, Conferences, and Site Visits	20	60	60	60					200	\$31,100	\$1,531	\$32,631
1303 Document Management and Work Tracking Application	2	12	24	80	2			60	180	\$20,290		\$20,290
1304 Shop Drawings and Data Submittals	6	24	60	24				60	174	\$21,780		\$21,780
1305 Payment Requisitions	2	14	28					14	58	\$7,980		\$7,980
1306 Interpretations of Contract Documents	2	8	32						42	\$6,080		\$6,080
1307 Assist in Evaluating Change Order Requests	2	8	16	8					34	\$4,960		\$4,960
1308 Post-Rehabilitation Submittal Reviews	2	10	24	24					60	\$8,100		\$8,100
1309 AFO and Final Completion Inspections	3	9	12	12				8	44	\$6,090	\$140	\$6,230
Series 1400 - Resident Project Representative Services	22	194	15		1,150			15	1,396	\$160,673	\$7,862	\$168,535
1401 Contractor Schedules												
1402 Meetings and Conferences												
1403 Liaison												
1404 Review and Rejection of Work, Inspections and Test												
1405 Records												
1406 Reports and Document Review												
1407 Payment Requisitions												
1408 AFO and Final Completion												
Series 1500 - Project Close-out	9	50		76				144	10	\$35,392	\$250	\$35,642
1501 Construction Record Drawings	2	4		8				40	4	\$6,480		\$6,480
1502 Furnish Contractor's Completion Documents	1	6		16				24		\$5,532	\$250	\$5,782
1503 Project Close-out	4	20		12					6	\$6,780		\$6,780
1504 Update GIS	2	20		40				80		\$16,600		\$16,600
PROJECT TOTALS - BASE FEE	212	454	421	300	1,156	-	144	252	2,939	\$380,147	\$9,853	\$390,000
Optional Services Allowance											0.0%	\$0
PROJECT MAX FEE w/ OPTIONAL SERVICES												\$390,000

* Rates are averages of the three firms based on range of specific personnel assigned and 2022-2023 salaries. Actual rates will be 3.04 x Direct Salary and may vary slightly based on staff assigned

<i>Line Creek/Rock Creek Area 3 I/I Reduction</i>	
<i>City of KCMO Water Services Dept.: PN 81000691</i>	
<i>Olsson DPS No. 1349 - Attachment C2</i>	
AMENDMENT #2 - CPS	
Professional Services Fee Estimate - COMBINED	
PHASE/TASK DESCRIPTIONS	
Personnel Classification	ASSUMPTIONS
Average Hourly Rate*	
Series 1100 - Project Management and Administration	15 mos duration.
1101 Project Management Services	
1102 Monthly Invoicing	
1103 Monthly Status Report	
1104 Subconsultants Agreements and Administration	
Series 1200 - Public Relations	
1201 Public Meeting	
1202 Correspondence and Tracking 311 Cases	
Series 1300 - Construction Phase Engineering Services	12 mos duration.
1301 Review Contractor's Schedule	
1302 Meetings, Conferences, and Site Visits	Pre-con; 12 progress mtg; 8 site visits; 2 vehicles
1303 Document Management and Work Tracking Application	
1304 Shop Drawings and Data Submittals	
1305 Payment Requisitions	
1306 Interpretations of Contract Documents	
1307 Assist in Evaluating Change Order Requests	4CO's
1308 Post-Rehabilitation Submittal Reviews	16,000 LF total, 60 MHs
1309 AFO and Final Completion Inspections	Punch, final insp; final pay app
Series 1400 - Resident Project Representative Services	RPR over 15 mos period - 1150 Hrs max; 225 days @ 60mi/d @ \$0.585/mi
1401 Contractor Schedules	
1402 Meetings and Conferences	
1403 Liaison	
1404 Review and Rejection of Work, Inspections and Test	
1405 Records	
1406 Reports and Document Review	
1407 Payment Requisitions	
1408 AFO and Final Completion	
Series 1500 - Project Close-out	90 days Duration
1501 Construction Record Drawings	
1502 Furnish Contractor's Completion Documents	
1503 Project Close-out	
1504 Update GIS	
PROJECT TOTALS - BASE FEE	
Optional Services Allowance	
PROJECT MAX FEE w/ OPTIONAL SERVICES	
* Rates are averages of the three firms based on range of specific persc	

Line Creek/Rock Creek Area 3 I/I Reduction													
City of KCMO Water Services Dept.: PN 81000691													
Olsson DPS No. 1349 - Attachment C2													
AMENDMENT #2 - CPS													
Professional Services Fee Estimate													
OLSSON - Prime													
PHASE/TASK DESCRIPTIONS	Project	Asst.	Project	Staff						Total	Total	TOTAL	
Personnel Classification	Mgt	PM	Engr	Engr	RPR	Field	Asst Eng/	Office		Hours	Labor	Expenses	FEE
Hourly Rate*	\$280	\$190	\$125	\$110	\$125	\$60	\$98	\$90					
Series 1100 - Project Management and Administration	106	27	-	-	-	-	-	61		194	\$40,300	\$0	\$40,300
1101 Project Management Services	30	15						15		60	\$12,600		\$12,600
1102 Monthly Invoicing	15							15		30	\$5,550		\$5,550
1103 Monthly Status Report	30							15		45	\$9,750		\$9,750
1104 Subconsultants Agreements and Administration	31	12						16		59	\$12,400		\$12,400
Series 1200 - Public Relations	12	6	6	-	4	-	-	16		44	\$7,190	\$70	\$7,260
1201 Public Meeting	4	6	6		4					20	\$3,510	\$70	\$3,580
1202 Correspondence and Tracking 311 Cases	8							16		24	\$3,680		\$3,680
Series 1300 - Construction Phase Engineering Services	55	177	300	224	2	-	-	142		900	\$124,200	\$1,671	\$125,871
1301 Review Contractor's Schedule	16	32	44	16						108	\$17,820		\$17,820
1302 Meetings, Conferences, and Site Visits	20	60	60	60						200	\$31,100	\$1,531	\$32,631
1303 Document Management and Work Tracking Application	2	12	24	80	2			60		180	\$20,290	\$0	\$20,290
1304 Shop Drawings and Data Submittals	6	24	60	24				60		174	\$21,780	\$0	\$21,780
1305 Payment Requisitions	2	14	28					14		58	\$7,980	\$0	\$7,980
1306 Interpretations of Contract Documents	2	8	32							42	\$6,080	\$0	\$6,080
1307 Assist in Evaluating Change Order Requests	2	8	16	8						34	\$4,960	\$0	\$4,960
1308 Post-Rehabilitation Submittal Reviews	2	10	24	24						60	\$8,100	\$0	\$8,100
1309 AFO and Final Completion Inspections	3	9	12	12				8		44	\$6,090	\$140	\$6,230
Series 1400 - Resident Project Representative Services	15	180	15	-	600	-	-	15		825	\$116,625	\$3,510	\$120,135
1401 Contractor Schedules											\$0		\$0
1402 Meetings and Conferences											\$0		\$0
1403 Liaison											\$0		\$0
1404 Review and Rejection of Work, Inspections and Test											\$0		\$0
1405 Records											\$0		\$0
1406 Reports and Document Review											\$0		\$0
1407 Payment Requisitions											\$0		\$0
1408 AFO and Final Completion											\$0		\$0
Series 1500 - Project Close-out	9	50	-	76	-	-	-	144	10	289	\$35,392	\$250	\$35,642
1501 Construction Record Drawings	2	4		8				40	4	58	\$6,480		\$6,480
1502 Furnish Contractor's Completion Documents	1	6		16				24		47	\$5,532	\$250	\$5,782
1503 Project Close-out	4	20		12					6	42	\$6,780		\$6,780
1504 Update GIS	2	20		40				80		142	\$16,600		\$16,600
PROJECT TOTALS - BASE FEE	197	440	321	300	606	-	144	244		2,252	\$323,707	\$5,501	\$329,208
Optional Services Allowance												0.0%	\$0
PROJECT MAX FEE w/ OPTIONAL SERVICES													\$329,208

Line Creek/Rock Creek Area 3 I/I Reduction												
City of KCMO Water Services Dept.: PN 81000691												
Olsson DPS No. 1349 - Attachment C2												
AMENDMENT #2 - CPS												
Professional Services Fee Estimate												
Taliaferro & Browne (MBE)												
PHASE/TASK DESCRIPTIONS												
Personnel Classification	Project Mgt	Asst. PM	Project Engr	Staff Engr	RPR	Field Tech.	Office Tech.	Office Admin.	Total Hours	Total Labor	Expenses	TOTAL FEE
Hourly Rate*	\$240	\$160	\$100	\$85	\$73	\$60	\$95	\$55				
Series 1100 - Project Management and Administration	8	-	100	-	-	-	-	8	116	\$12,392	\$0	\$12,392
1101 Project Management Services	4		80						84	\$8,986		\$8,986
1102 Monthly Invoicing			20					8	28	\$2,446		\$2,446
1103 Monthly Status Report										\$0		\$0
1104 Subconsultants Agreements and Administration	4								4	\$960		\$960
Series 1200 - Public Relations	-	-	-	-	-	-	-	-	-	\$0	\$0	\$0
1201 Public Meeting										\$0		\$0
1202 Correspondence and Tracking 311 Cases										\$0		\$0
Series 1300 - Construction Phase Engineering Services	-	-	-	-	-	-	-	-	-	\$0	\$0	\$0
1301 Review Contractor's Schedule										\$0		\$0
1302 Meetings, Conferences, and Site Visits										\$0		\$0
303 Coordinate with Workforce Development										\$0		\$0
1304 Shop Drawings and Data Submittals										\$0	\$0	\$0
1305 Payment Requisitions										\$0	\$0	\$0
1306 Interpretations of Contract Documents										\$0	\$0	\$0
1307 Assist in Evaluating Change Order Requests										\$0	\$0	\$0
1308 Post-Rehabilitation Submittal Reviews										\$0	\$0	\$0
1309 AFO and Final Completion Inspections										\$0	\$0	\$0
Series 1400 - Resident Project Representative Services	7	14	-	-	550	-	-	-	571	\$44,048	\$4,352	\$48,400
1401 Contractor Schedules										\$0		\$0
1402 Meetings and Conferences										\$0		\$0
1403 Liaison										\$0		\$0
1404 Review and Rejection of Work, Inspections and Test										\$0		\$0
1405 Records										\$0		\$0
1406 Reports and Document Review										\$0		\$0
1407 Payment Requisitions										\$0		\$0
1408 AFO and Final Completion										\$0		\$0
Series 1500 - Project Close-out	-	-	-	-	-	-	-	-	-	\$0	\$0	\$0
1501 Construction Record Drawings										\$0		\$0
1502 Furnish Contractor's Completion Documents										\$0		\$0
1503 Project Close-out										\$0		\$0
1504 Update GIS										\$0		\$0
PROJECT TOTALS - BASE FEE	15	14	100	-	550	-	-	8	687	\$56,440	\$4,352	\$60,792
Optional Services Allowance											0.0%	\$0
PROJECT MAX FEE w/ OPTIONAL SERVICES												\$60,792