

PROFESSIONAL CONSULTING SERVICES AMENDMENT NO. 2

West First Street Widening and Improvements – Phase 1 SW Scott Street to SW Logan Street

This **AMENDMENT**, made and entered into this 15th day of June, 2020, by and between the **CITY OF ANKENY IOWA**, hereinafter referred to as the “City”, and **FOTH INFRASTRUCTURE AND ENVIRONMENT, LLC.**, hereinafter referred to as the “Consultant”, for professional services in connection with the design of the widening of West First Street from SW Scott Street to SW Logan Street hereby amends the original AGREEMENT dated December 17, 2018 and Amendment #1 dated May 6, 2019, as follows:

1. SCOPE OF SERVICES

Services provided under this AMENDMENT shall be as further described in Attachment 1, Scope of Services.

2. SCHEDULE

The schedule of the professional services to be performed shall conform to the Schedule set forth in Attachment 2. Any deviations from the Schedule shall be approved by the authorized City representative. The City agrees that the Consultant is not responsible for delays arising from a change in the scope of services, a change in the scale of the Project or delays resulting from causes not directly or indirectly related to the actions of the Consultant.

3. COMPENSATION

A. In consideration of the professional services provided herein, the City agrees to pay the Consultant the following fee, a maximum NOT-TO-EXCEED, including any authorized reimbursable expenses, pursuant to the Schedule of Fees set forth in Attachment 3.

I. Basic Services of the Consultant

A. Project Coordination	\$ 43,690.00
B. Design Surveys	\$ 16,900.00
C. Preliminary Design	\$ 55,280.00
D. Real Estate Services	\$ 5,000.00
SUBTOTAL	\$ 120,870.00

II. West First Street Joint Utility Trench \$ 51,430.00

III. NW Northlawn Area Sanitary Sewer Improvements \$ 28,900.00

IV. West First Street Temporary Traffic Signals \$ 14,500.00

V. Construction Period Services

West First Street Joint Utility Trench

A. Construction Administration	\$ 35,580.00
B. Resident Engineering/Observation	\$ 96,830.00
C. Construction Survey	\$ 16,830.00
SUBTOTAL	\$ 149,240.00

NW Northlawn Area Sanitary Sewer Improvements

A. Construction Administration	\$ 3,440.00
B. Construction Survey	\$ 3,430.00
SUBTOTAL	\$ 6,870.00

West First Street Temporary Traffic Signals

A. Construction Administration	\$ 6,340.00
B. Construction Survey	\$ 1,240.00
<u>SUBTOTAL</u>	<u>\$ 7,580.00</u>

TOTAL \$ 379,390.00

THIS AMENDMENT is subject to all provisions of the original AGREEMENT.

THIS AMENDMENT, together with the original AGREEMENT and Amendment #1, represents the entire and integrated AGREEMENT between the City and Consultant.

THIS AMENDMENT executed the day and year written above.

FOTH INFRASTRUCTURE AND ENVIRONMENT, LLC

CITY OF ANKENY, IOWA

BY:

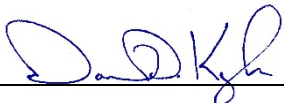


Patrick P. Kueter, P.E.
Client Director

BY:

Gary Lorenz
Mayor

WITNESS



Name: David D. Kapler, P.E.

Title: Sr. Vice President

ATTEST



Name: Denise L. Hoy

Title: City Clerk

Attachment No. 1

Scope of Services

The project consists of reconstruction of West First Street from just east of SW Scott Street to just east of SW Logan Street in Ankeny, Iowa. As part of the original base agreement, the Consultant completed the data collection, functional design, and existing storm sewer assessment. As part of Amendment No. 1, the Consultant completed the preliminary and final roadway design. The following tasks expand the previously approved scope of services and are included as part of Amendment No. 2:

- Extension of the project limits on NW School Street, SW School Street, NW Ash Drive, and SW Cherry Street to accommodate additional turning movements.
- Extension of the project limits on SW Maple Street to accommodate sanitary sewer service replacements for adjacent properties.
- Evaluation of existing right-of-way NW Ash Drive dedication and development of an acquisition plat north of the project limits.
- Based on comments received at the right-of-way Public Hearing, revised the West First Street horizontal alignment from SW Walnut Street to SW School Street to minimize pavement widening towards the existing residential properties south of West First Street. Included are revisions to SW Pleasant Street roadway geometry, sidewalks, pedestrian ramps, storm sewer, cross sections, parcel displays, and acquisition plats.
- Complete water main replacement at side streets and sanitary sewer service replacement and new subdrain services for all properties within the construction limits.
- Development of a standalone NW Northlawn Area Sanitary Sewer Improvements project (local letting).
- Development of a standalone West First Street Joint Utility Trench project to complete relocation efforts in advance of the roadway construction project. Expanded the joint utility trench to incorporate private utilities and allow for future expansion (local letting).
- Development of standalone West First Street Temporary Traffic Signals project in advance of the roadway construction project (local letting).
- Construction period services for the NW Northlawn Area Sanitary Sewer Improvements, West First Street Joint Utility Trench, and West First Street Temporary Traffic Signals projects.
- Separate right-of-way negotiations for Parcels 19, 20, and 21 for the West First Street Joint Utility Trench project, and the West First Street Widening and Improvements – Phase 1 project.

The scope of services to be performed by the Consultant shall be completed in accordance with generally accepted standards of practice and shall include the services to complete the following tasks:

I. BASIC SERVICES OF THE CONSULTANT

The Consultant will consult on a regular basis with the City to clarify and define the City's requirements for the Project and review available data. The City agrees to furnish to the Consultant full information with respect to the City's requirements, including any special or extraordinary considerations for the Project or special services needed, and to make available pertinent existing data. The Consultant shall provide the following basic services in regard to the Project:

A. Project Coordination

The Consultant will complete the following project coordination activities:

Task 1 – Utility Coordination Meetings

In addition to Task 4 of Section I.A. of Amendment 1, the Consultant will attend two (2) additional meetings with each utility company that will utilize the joint utility trench. The additional eight (8) meetings will be used to coordinate additional requirements of the City's joint utility trench project, which includes handhole locations, construction scheduling, and other accommodations not typical of private utility coordination.

Task 2 – Property Acquisition Exhibit Preparation

In addition to Task 7 of Section I.A. of Amendment 1, the Consultant will provide two (2) exhibits for Parcels 19, 20, and 21 to delineate the proposed property acquisition needs for the City's joint utility trench project and MidAmerican Energy's electric relocation project.

Task 3 – Individual Parcel Exhibits

In addition to Task 8 of Section I.A. of Amendment 1, the Consultant will prepare three (3) individual property acquisition exhibits for Parcels 19, 20, and 21 needed for the City's joint utility trench project and MidAmerican Energy's electric relocation project.

Task 4 – Project Management (9 mos. for February 2020 – November 2020)

In addition to Task 9 of Section I.A. of Amendment 1, the project manager for the Consultant will be responsible for an additional nine (9) months of coordination with the City. The City rescheduled the West First Street Widening and Improvements – Phase 1 project letting date from February 2020 to November 2020.

B. Design Surveys

In addition to the tasks of Section I.B. of Amendment 1, the Consultant will perform field and office tasks required to collect additional topographic information deemed necessary to complete the project. The specific supplemental survey tasks to be performed include the following:

Task 1 – Right-of-Way Survey, NW Ash Drive

Through the initial title and survey research of NW Ash Drive within the project limits, it was determined that the existing roadway corridor did not have any right-of-way dedicated as part of the original corridor development. The Consultant will perform additional right-of-way research to locate adjacent section and subdivision lines and will re-establish the centerline of the existing NW Ash Drive. The Consultant will utilize the existing record plans to set an official right-of-way width on the corridor that will be used to prepare an acquisition plat to dedicate the fee-title right-of-way.

Task 2 - Preparation of Acquisition Plats and Legal Descriptions

In addition to the number of documents described in Task 2 of Section I.B. on Amendment No. 1, the Consultant will prepare the following additional acquisition plats and legal descriptions for NW Ash Drive, the City's joint utility trench project, and MidAmerican Energy's electric relocation project:

Permanent (Fee Title) Right-of-Way Acquisition Plats (FE) = 2 each

Permanent (Sidewalk, Utility, Electric) Easements (PE) = 3 each

Temporary Construction Easements (TE) = Not needed. City will utilize Parcel Exhibits.

Task 3 – Expand Topographic Survey Limits

The Consultant expanded the topographic surveys completed as part of the Task 2 of Section I.B. of the Original Agreement required for the development of the additional design for SW Cherry Street, NW Ash Drive, and NW School Street. The project design modified the intersection lane configuration to incorporate additional turn lanes in both directions. The updated lane configuration extended beyond the project limits assumed in the original Agreement.

Included as part of this task is the updating of the project base maps and topographical surfaces.

C. Modifications to Preliminary Design

The Consultant will perform preliminary design services with the primary focus on geometric plans and profiles, existing and proposed utility locations, and right-of-way requirements. Incorporate potential elements that may affect the corridor improvements, including property impacts, construction staging, and traffic control operations. The preparation of preliminary design plans depicting the proposed grading, drainage, paving, signing, utility relocation, and other features of the project.

The work to be performed by the Consultant under the Preliminary Design phase will consist of the following tasks:

Task 1 - Roadway Geometrics Modifications, SW Cherry Street & NW Ash Drive

In addition to Task 1 of Section I.C. of Amendment 1, the Consultant will modify the overall intersection lane configuration to incorporate right turn lanes in both the northbound and southbound directions. The updated lane configuration extended beyond the project limits assumed in the original Agreement. Return geometry, pedestrian facilities, and traffic signal equipment locations will also be updated to accommodate revised lane geometry.

Task 2 – Vertical Profile Modifications, NW School Street and SW Maple Street

The Consultant extended the limits of reconstruction of NW School Street beyond what was assumed in the Original Agreement and revised the vertical profile to accommodate additional pavement reconstruction. The revision will include design of one (1) additional commercial driveway on Parcel 20 and adjacent pedestrian facilities to comply with ADA requirements.

Task 3 – Sanitary Sewer Service Relocation Design

In addition to Task 5 of Section I.C. of Amendment 1, the Consultant will complete the design and plan preparation for relocation of three (3) sanitary sewer services. One for the Parkview Middle School at the intersection of W First Street and SW Pleasant Street, and one for Parcel 20 at the intersection of W First Street and SW School Street.

As part of this task, sanitary sewer services replacement for all residential properties within the project limits will be incorporated into the project plan set.

Task 4 – Retaining Wall and Concrete Steps Design

This task includes the design and detailing of combined sidewalk and retaining walls with wall heights less than 5-feet. It is anticipated that there will three (3) locations along the south side of West First Street and one (1) location along the west side of NW Ash Drive. This task also includes the design and detailing of concrete steps with handrail for one location in the southwest corner of West First Street and SW Pleasant Street.

D. Real Estate Services (JCG Land Services, Inc.)

In addition to the tasks of Section I.F. of Amendment 1, the Sub-Consultant will prepare three (3) additional compensation estimates; provide additional negotiation/acquisitions for Parcels 19, 20, and 21; and perform closings for Parcels 19, 20, and 21. The additional tasks are associated with the right-of-way acquisition needed for the City's joint utility trench project and MidAmerican Energy's electric relocation project.

II. WEST FIRST STREET JOINT UTILITY TRENCH

In addition to the tasks of Section II of Amendment 1, the Consultant will develop a typical cross section and plan and profile sheets required for the relocation of private telecommunication utilities into a joint utility trench. Included as part of this task is coordination with the existing traffic signals, the proposed temporary traffic signals, and the future permanent traffic signals, and the development and placement of handhole banks for future access to conduits. The proposed joint utility trench consists of the installation of multiple conduits to accommodate telecommunications within a common trench along the following street corridor:

Joint Trench Installation – West First Street from SW Scott Street to Ankeny Blvd (2,700-ft). Includes the following conduits:

- One 2-inch conduit for the City
- One 2-inch conduit for the School
- One 2-inch conduit for Windstream
- One 2-inch conduit for UPN
- Two 2-inch conduits for Mediacom
- One 2-inch conduit for Aureon
- Three 2-inch conduits for future use

Other Installations

- New handholes for private telecommunication companies along West First Street between SW Scott Street and Ankeny Blvd
- New handholes for future use along West First Street between SW Scott Street and Ankeny Blvd

A. Project Coordination

Task 1 – Utility Coordination Meetings – Included in Task 3 of Section I.A.

Task 2 – Project Management – Included in Task 5 of Section I.A.

B. Conceptual Design

The Consultant completed an assessment of the existing City and School fiber optic systems and developed a master plan for the improvements as part of Amendment 1. Additional work performed by the Consultant under Conceptual Design shall consist of the following tasks:

Task 1 – Develop Typical Sections for the Joint Utility Trench

This task consists of development of multiple duct trench cross sections using information from the City, School, and private utility companies.

C. Preliminary Design

In addition to the tasks of Section II.C. of Amendment 1, the Consultant will perform preliminary design services in the preparation of design plans and specifications depicting the proposed joint utility trench and other features of the project. The preliminary plans will include but not be limited to the following tasks:

Task 1 – Preliminary Profile Design Development

This task consists of preparation of preliminary location plans for the utility trench. The primary focus will be on trench location and elevations necessary to minimize conflicts of existing and proposed utilities and roadway elements. The plans will show existing base mapping features including right-of-way lines and public utilities.

Task 2 – Preliminary Plan Preparation

Additional plan preparation not covered by Amendment 1 includes:

Preliminary Utility Trench Plan and Profiles (D Sheets)

This task consists of the development of preliminary joint utility trench plan and profiles.

D. Final Design

In addition to the tasks of Section II.D. of Amendment 1, the Consultant will perform final design services in the preparation of contract drawings, specifications, and opinion of probable construction cost for the award of a single Contract for the construction of the proposed improvements. The work tasks to be performed include the following:

Task 1 - Final Construction Plans

Additional plan preparation not covered by Amendment 1 includes:

Final Utility Trench Plan and Profiles (D Sheets) - This item consists of the final design and drafting of the joint utility trench plan and profile sheets, including detailed information required for plan approvals, permitting, and construction of the proposed improvements. This task also consists of the final design and drafting for the removals and adjustments of features impacted by the utility trench construction.

Final Survey Sheets (G Sheets) – This task consists of assembling reference ties to the plan control points and the benchmark data used to develop the plans and to be preserved throughout construction of the project.

Final Right-of-Way Sheets (H Sheets) - This item consists of the final plan for right-of-way and easements needed for the construction of the City's joint utility trench project and MidAmerican's electric relocation project.

Final Detour Routes (J Sheets) – This item consists of the final plan for detour routes needed for the temporary closures of NW Ash Drive and NW School Street.

III. NW NORTHLAWN AREA SANITARY SEWER IMPROVEMENTS

The project consists of the extension of 315 linear feet of 8-inch trenchless sanitary sewer with casing pipe from approximately 100 feet west of SW Maple Street to approximately 100 feet east of SW Scott Street on the north side of West First Street. The project includes the following tasks:

A. Project Coordination

Task 1 – Project Development Meetings

The Consultant will maintain communications with the City and others to review progress and discuss specific elements of the project design and receive direction from the City. The meetings will serve to establish project schedules, develop project goals, establish initial design parameters, promote a dialog between the various entities, improve the decision-making process, and expedite design development. Prepare minutes of meetings and keep documentation of other communications. For budget purposes, it is assumed that the meetings will be attended by one (1) staff member(s) of the Consultant. The following meetings are included with the scope of work:

Preliminary Design Phase – one (1) meeting

Final Plan Phase – one (1) meeting

Task 2 – Utility Coordination Meetings – Included in the Basic Services of the Consultant in Amendment 1.

Task 3 – Project Management – Included in Task 5 of Section 1.A.

B. Conceptual Design

The Consultant will complete an assessment of the existing sanitary sewer system in order to develop a concept plan for the improvements. The work to be performed by the Consultant under Conceptual Design shall consist of the following tasks:

Task 1 – Data Collection – Included in the Basic Services of the Consultant in Amendment 1.

Task 2 – Review of Existing Sewer System – Included in the Basic Services of the Consultant in Amendment 1.

Task 3 – Develop Alignments for the Sanitary Sewer Extension

This task consists of development of sanitary sewer alignment using the project base map. The alignment will be developed based on the needs stated by the City. The conceptual design will incorporate potential elements that may affect the sewer path including property impacts. The conceptual design will be used as a reference in preparing preliminary and final plans. The City will review the conceptual design. Suggested revisions or design modifications would be addressed in the preliminary design phase.

Task 4 – Project Utility Review - Included in the Basic Services of the Consultant in Amendment 1.

C. Preliminary Design

The Consultant will perform preliminary design services in the preparation of design plans and specifications depicting the proposed sanitary sewer extension and other features of the project. The preliminary plans will include but not be limited to the following tasks:

Task 1 – Preliminary Design Development

This task consists of preparation of preliminary plans for the sanitary sewer extension. The primary focus will be on sewer location and elevations necessary to service the NW Northlawn area. The plans will show existing base mapping features including right-of-way lines and public utilities.

Task 2 – Preliminary Plan Preparation

Upon completion of the preliminary plans, the design plans will be approximately 60 percent complete. The work to be performed by the Consultant under Preliminary Design shall consist of the following tasks:

Title and General Information Sheets (A Sheets)

This task consists of assembling the preliminary title and general information sheets. The preliminary title sheets will include the following: Index of Sheets, Legend, Location Map, and Project Number.

Preliminary Typical Details (B Sheets)

This task consists of assembling the typical details to be used for the proposed improvements.

Preliminary Sanitary Sewer Plan and Profiles (MSA Sheets)

This task consists of the development of preliminary sanitary sewer plan and profiles. The Consultant anticipates using SUDAS Standard Specifications and the City's Supplemental Specifications.

Task 3 – Budget Review

The Consultant shall prepare a preliminary opinion of probable construction cost for the project and compare the cost to the City's current Project budget. The Consultant shall, if necessary, make recommendations pertaining to modifications in the Project in order to address budgetary concerns. Preliminary cost estimates shall be based on representative major project elements and recent bid information. Detailed quantity takeoffs will not be developed for the preliminary cost estimate.

Task 4 – Quality Control

Involve ongoing quality control input from the City and the Consultant's senior technical staff throughout the development of preliminary plans. The Consultant is responsible for making specific recommendations and ensuring that critical issues are discussed and resolved prior to submittal of the preliminary plan set to the City.

Review the preliminary engineering plan set for technical accuracy, as well as for general constructability and conformance with the project design criteria.

D. Final Design

Based upon approved preliminary design and field review, the Consultant shall subsequently proceed with final design, contract drawings, specifications, and opinion of probable construction cost for the award of a single Contract for the construction of the proposed improvements. The work tasks to be performed include the following:

Task 1 – Incorporate Comments from Preliminary Plan Review

The Consultant will respond to comments resulting from the preliminary plan review and field review. Recommended modifications will be incorporated into the plan set. The Consultant will revise preliminary construction plans and special provisions to incorporate City and utility company comments.

Task 2 - Final Construction Plans

The Consultant shall provide the City with the following deliverables:

Final Title Sheets (A Sheets) - This item consists of finalizing the title sheet. The title sheets will include the following: Index of Sheets, Index of Standard Road Plans, Legend, Location Map, Project Number, Letting Date, and Design Designation.

Final Special Details (B Sheets) - This item consists of final design and drafting of special details to be utilized for the improvements.

Final Quantities (C Sheets) - This item consists of final bid items to be included in the Project, as well as final quantity tabulations, and the development of the general notes and estimate reference information.

Final Survey Sheets (G Sheets) – This task consists of assembling reference ties to the plan control points and the benchmark data used to develop the plans and to be preserved throughout construction of the project.

Final Traffic Control and Staging (J Sheets) - This item consists of the final plan for construction scheduling and staging of the Project and for final traffic control measures to be implemented during construction.

Final Plan and Profiles (MSA Sheets) - This item consists of the final design and drafting of the sanitary sewer plan and profile sheets, including the detail information required for plan approvals, permitting, and construction of the proposed improvements. This task also consists of the final design and drafting for the removals and adjustments of features impacted by the sewer construction.

Final Erosion Control and Surface Restoration (RR Sheets) - This item includes the final design and drafting of erosion control measures and surface restoration to be provided on the Project.

Task 3 - Project Manual

This task consists of preparation of a Project Manual utilizing the standard City front-end documents. The SUDAS Standard Specifications shall also be utilized for this project.

Task 4 - Opinion of Probable Construction Cost

An updated Opinion of Probable Construction Cost shall be prepared at the time of completion of the plans and specifications. The Opinion of Probable Construction Cost is intended for the use of the City in financing the Project.

Task 5 - Quality Control

Involve ongoing quality control input from the City and the Consultant's senior technical staff throughout the development of final plans. The Consultant is responsible for making specific recommendations and ensuring that critical issues are discussed and resolved prior to submittal of the final plan set to the City.

E. Project Bidding

The Consultant will coordinate and manage the letting process for the project. For estimating purposes, one (1) letting has been included as part of this Agreement. The work tasks to be performed or coordinated by the Consultant shall include the following:

Task 1 - Printing of Plans and Specifications

This task consists of printing and handling of the Plans and Specifications. For budget purposes it is estimated that ten (10) half-size (11"x17") plan sets and specifications will be duplicated and assembled by the Consultant. Five (5) sets will be provided to the City and five (5) sets will be provided to the Contractor. This task also includes dissemination of the contract documents utilizing the QuestCDN system and maintaining a plan holders list during the bidding phase.

Task 2 - Notice of Project

The Consultant shall prepare the formal Notice to Bidders and Notice of Public Hearing. The City shall handle publication and posting. The Consultant shall send a contractor invitation to potential bidders via email.

Task 3 - Plan Clarification and Addenda

The Consultant shall be available to answer questions from contractors prior to the letting and shall issue addenda as appropriate to interpret, clarify, or expend the bidding documents.

Task 4 - Letting, Bid Tabs, and Award Recommendation

The Consultant shall have a representative present when the bids are opened, shall make tabulations of bid for the City, shall advise the City on the responsiveness of the bidders, and assist the City in making the award of contract, including preparation of necessary contract documents.

IV. WEST FIRST STREET TEMPORARY TRAFFIC SIGNALS

In addition to tasks included in Amendment 1, the Consultant will perform design services for a project consisting of the installation of temporary traffic signals at the intersection of West First Street and NW Ash Drive/SW Cherry Street and at the intersection of West First Street and School Street in advance of the roadway project. The City will provide the controllers, the controller cabinets, and all signal heads for the project.

A. Preliminary Design

The Consultant will perform preliminary design services in the preparation of design plans and specifications depicting the proposed temporary traffic signals and other features of the project. The preliminary plans will include but not be limited to the following tasks:

Task 1 – Preliminary Plan Preparation

In addition to Task 11 of Section I.C. of Amendment 1, the Consultant will perform the following preliminary design services in the preparation of design plans. Upon completion of the preliminary plans, the design plans will be approximately 60 percent complete.

Title and General Information Sheets (A Sheets)

This task consists of assembling the preliminary title and general information sheets. The preliminary title sheets will include the following: Index of Sheets, Legend, Location Map, and Project Number.

Preliminary Traffic Signals (N Sheets)

This task consists of the development of preliminary temporary traffic signal improvements. The preliminary plans will include signal pole placement and other general layout information. This task also includes gathering information on the type of equipment to be used for the project using available design standards of the City and the Manual on Uniform Traffic Control Devices (MUTCD).

Task 2 – Budget Review – Included in the Basic Services of the Consultant in Amendment 1.

Task 3 – Quality Control

Involve ongoing quality control input from the City and the Consultant's senior technical staff throughout the development of preliminary plans. The Consultant is responsible for making specific recommendations and ensuring that critical issues are discussed and resolved prior to submittal of the preliminary plan set to the City.

Review the preliminary engineering plan set for technical accuracy, as well as for general constructability and conformance with the project design criteria.

B. Final Design

In addition to Task 11 of Section I.C. of Amendment 1, the Consultant will perform the following final design services in the preparation of contract drawings, specifications, and opinion of probable construction cost for the award of a single Contract for the construction of the proposed improvements. The work tasks to be performed include the following:

Task 1 – Incorporate Comments from Preliminary Plan Review

The Consultant will respond to comments resulting from the preliminary plan review and field review. Recommended modifications will be incorporated into the plan set. The Consultant will revise preliminary construction plans and special provisions to incorporate City and utility company comments.

Task 2 - Final Construction Plans

The Consultant shall provide the City with the following deliverables:

Final Title Sheets (A Sheets) - This item consists of finalizing the title sheet. The title sheets will include the following: Index of Sheets, Index of Standard Road Plans, Legend, Location Map, Project Number, Letting Date, and Design Designation

Final Quantities (C Sheets) - This item consists of final bid items to be included in the Project, as well as final quantity tabulations, and the development of the general notes and estimate reference information.

Final Survey Sheets (G Sheets) – This task consists of assembling reference ties to the plan control points and the benchmark data used to develop the plans and to be preserved throughout construction of the project.

Final Traffic Staging (J Sheets) - This item consists of the final plan for construction scheduling and staging of the roadway project.

Final Traffic Signal Sheets (N Sheets) - This item consists of the final design and drafting of temporary traffic signals. Included in this task will be the signal layout plans, wiring diagrams, major equipment, poles, signal heads, quantities, special provisions, fiber optic interconnect to support both temporary and permanent traffic signal locations, and other elements of the traffic signal installations, as necessary, to accommodate the roadway design, and proposed phasing and operation of traffic signals.

Task 3 - Project Manual

The task consists of preparation of a Project Manual utilizing the standard City front-end documents. The SUDAS Standard Specifications shall also be utilized for this project.

Task 4 - Opinion of Probable Construction Cost

An updated Opinion of Probable Construction Cost shall be prepared at the time of completion of the plans and specifications. The Opinion of Probable Construction Cost is intended for the use of the City in financing the Project.

Task 5 - Quality Control

Involve ongoing quality control input from the City and the Consultant's senior technical staff throughout the development of final plans. The Consultant is responsible for making specific recommendations and ensuring that critical issues are discussed and resolved prior to submittal of the final plan set to the City.

C. Project Bidding

The Consultant will coordinate and manage the letting process for the project. For estimating purposes, one (1) letting has been included as part of this Agreement. The work tasks to be performed or coordinated by the Consultant shall include the following:

Task 1 - Printing of Plans and Specifications

This task consists of printing and handling of the Plans and Specifications. For budget purposes it is estimated that ten (10) half-size (11"x17") plan sets and specifications will be duplicated and assembled by the Consultant. Five (5) sets will be provided to the City and five (5) sets will be provided to the Contractor. This task also includes dissemination of the contract documents utilizing the QuestCDN system and maintaining a plan holders list during the bidding phase.

Task 2 - Notice of Project

The Consultant shall prepare the formal Notice to Bidders. The City shall handle posting. The Consultant shall send a contractor invitation to potential bidders via email.

Task 3 - Plan Clarification and Addenda

The Consultant shall be available to answer questions from contractors prior to the letting and shall issue addenda as appropriate to interpret, clarify, or expand the bidding documents.

Task 4 - Letting, Bid Tabs, and Award Recommendation

The Consultant shall receive the semi-formal bids via email, shall make tabulations of bid for the City, shall advise the City on the responsiveness of the bidders, and assist the City in making the award of contract, including preparation of necessary contract documents.

V. CONSTRUCTION PERIOD SERVICES

The work tasks to be performed or coordinated by the Consultant during the Construction Period Services shall include the following tasks for the NW Northlawn Area Sanitary Sewer Improvements project, the West First Street Joint Utility Trench project, and the West First Street Temporary Traffic Signals project.

A. Construction Administration

Construction administration services shall consist of office based services to assist the City in implementing the construction contract for this project. The work tasks to be performed by the Consultant shall include:

Task 1 - Pre-construction Meeting

The Consultant shall conduct a pre-construction meeting after award of construction contract for the City's Contractor, subcontractors, utility companies, and other interested parties.

Task 1 is included for all three (3) projects.

Task 2 - Shop Drawings Submittal Reviews

The Consultant shall review shop drawings, samples, and other data the Contractor is required to submit, but only for conformance with design concept of the Project and conformance with the information given in the contract documents. The Consultant shall evaluate and determine the acceptability of substitute materials and equipment proposed by the Contractor. The Consultant shall have authority to require special inspection or testing of the work, and shall receive and review all certificates of inspections, testing, and approvals required.

Task 2 is included for all three (3) projects.

Task 3 – Site Visits

In connection with observations of the Contractor's work while it is in progress:

- a. The Consultant shall make visits to the site at intervals appropriate to the various stages of construction as the Consultant deems necessary (estimated to be one (1) site visit per month minimum, with up to weekly visits during peak construction activity periods) in order to observe as an experienced and qualified design professional the progress and quality of the various aspects of the Contractor's work. Based on information obtained during such visits and on such observations, the Consultant shall determine, in general, if such work is proceeding in accordance with the Plans, and the Consultant shall keep the City informed of the progress of the work.
- b. The purpose of the Consultant's visits to the site will be to enable the Consultant to better carry out his duties and responsibilities during the construction phase and, in addition, by exercise of the Consultant's efforts as an experienced and qualified design professional, to provide for the City a greater degree of confidence that the completed work of the Contractor will conform to the Plans, and that the integrity of the design concept as reflected in the Plans has been implemented and preserved by the Contractor.
- c. The Consultant shall not during such visits supervise, direct, or have control over the Contractor's work, nor shall the Consultant have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected by the Contractor for safety precautions and programs incident to the work or for any failure of the Contractor to

comply with laws, rules, regulations, ordinances, codes, or orders applicable to the Contractor furnishing and performing his work.

- d. During such visits, the Consultant may disapprove of or reject the Contractor's work while it is in progress if the Consultant believes that such work will not produce a completed Project that conforms to the Plans, or that it will prejudice the integrity of the design concept of the Project as reflected in the Plans.

For estimating purposes, the number of site visits for each project is as follows:

NW Northlawn Area Sanitary Sewer Improvements – six (6) visits
West First Street Joint Utility Trench – sixteen (16) visits
West First Street Temporary Traffic Signals – three (3) visits

Task 4 – Weekly Progress Meetings

The Consultant shall conduct weekly progress meetings with the City, Contractor, and Utility Companies to review progress, update the project schedule, resolve conflicts, and determine any corrective actions if necessary. The Consultant shall assist the Contractor in communicating upcoming construction activities with the adjacent businesses and property owners. For estimating purposes, the number of meetings for each project is as follows:

NW Northlawn Area Sanitary Sewer Improvements – City Task
West First Street Joint Utility Trench – Twenty-four (24) meetings
West First Street Temporary Traffic Signals – City Task

Task 5 – Pay Requests and Change Order Preparation

The Consultant shall prepare contractor pay requests and issue necessary interpretations and clarifications of the Plans, and in connection therewith, prepare change orders as required.

Task 5 is included for the West First Street Joint Utility Trench project only. The City will perform this task for the NW Northlawn Area Sanitary Sewer Improvements project and the West First Street Temporary Traffic Signals project.

Task 6 - Final Inspections and Project Close-Out

The Consultant shall conduct an inspection in the company of the City to determine if the work is substantially complete and a final inspection to determine if the completed work is acceptable. The Consultant may recommend, in writing, final payment to the Contractor and may give written notice to the City and the Contractor that the work is acceptable. This task will also include assembling final project documentation and certifications.

Task 6 is included for all three (3) projects.

Task 7 - Record Drawings

This task consists of preparation of construction record drawings defining the actual location of improvements and fixtures. The Consultant shall prepare record drawings showing those changes made during construction, based on the marked-up drawings and other data furnished by the Contractor and the Resident Construction Observer. The Consultant shall provide the City with one (1) reproducible copy of the record drawings in both paper and PDF format. The Consultant shall also provide the City with a tabular text file containing XYZ data as identified in the City's Pre-Construction and Post-Construction Submittal Requirements.

Task 7 is included for all three projects.

Beyond the potential for a minor amount of above-ground temporary traffic signal work in early 2021, the above Construction Administration Services is for 2020 Calendar Year only and includes a maximum number of hours of effort as listed below. In the event the construction period exceeds the contract working day or unanticipated conditions require Construction Administration in excess of the

hours of effort, the Consultant shall notify the City as it approaches this limit and determine the additional effort to complete the project. The Consultant and City shall work to develop a mutual resolution for the remaining effort. The maximum number of hours of effort are:

NW Northlawn Area Sanitary Sewer Improvements – 32 hours

West First Street Joint Utility Trench – 120 hours

West First Street Temporary Traffic Signals – 24 hours

B. Resident Engineering/Observation – West First Street Joint Utility Trench

The work to be performed under this phase of the Project shall include frequent resident observation of the construction work in addition to that included under Construction Administration. The Consultant shall determine the amounts owing to the Contractor and recommend, in writing, payments to the Contractor in such amounts. Such recommendations of payment will constitute a representation to the City, based on such observations and review that the work progressed to the point indicated, and that to the best of the Consultant's knowledge, information, and belief, quality of such work is generally in accordance with the Plans. In the case of unit-price work, the Consultant's recommendation of payment will include final determinations of the quantities and classifications of such work.

This phase consists of coordinating field-testing of construction materials incorporated into the project with the Contractor's independent testing consultant. Prepare written reports that document compliance or non-compliance of construction materials. Also included is observing the performance of construction work and advising the Contractor and the City of non-complying work or materials incorporated into the project. The Consultant will also record survey data on installed underground utilities as allowed by the Contractor's schedule.

For budget purposes, it is assumed that one full-time staff member from the Consultant will be available for 14 weeks from April through June 2020, and one part-time staff member from the Consultant available ¼ time for 13 weeks from July through September 2020 for the Resident Engineering/Observation services on this project.

The above Resident Engineering/Observation estimate includes a maximum of 870 hours of effort. In the event the Construction Period exceeds the contract calendar days or unanticipated conditions require Resident Engineering/Observation in excess of 870 hours of effort for 2020 and potentially a minor amount of effort associated with above-ground temporary traffic signal work in early 2021, the Consultant shall notify the City as it approaches this limit and determine the additional effort to complete the project. The Consultant and City shall work to develop a mutual resolution for the remaining effort.

C. Construction Survey

Construction Survey shall only be completed upon written authorization to proceed by the City and consist of the following tasks to be performed by the Consultant:

Task 1 - Project Control

- a. Verify existing horizontal and vertical control as shown in the project plans and supplement with additional control points as-needed to complete the project.
- b. Reset land corners and permanent reference markers as indicated on the plans.
- c. Tie-ins with existing roadways shall be checked for correctness of alignment prior to construction staking.
- d. This task does not include resetting all property corners disturbed by construction.

Project control will be verified once for all three (3) projects.

Task 2 - Property Lines and Temporary Easement

Stake temporary easements, permanent right-of-way corners at 50-foot intervals, or less if needed. These points shall be marked by placement of a metal pin or wood hub, flat, and lath.

Task 2 is included for all three (3) projects

Task 3 - Grading – Task not used.

Task 4 - Sanitary Sewer

Mark locations and elevations of centerline pipes with metal pin or tack in a wood hub, flat, and lath. The flat shall be clearly marked with the station location, pipe number, cut/fill elevation to flow line and form grade, and offset distance to centerline of pipe. It is estimated that the project contains the following approximate quantities:

NW Northlawn Area Sanitary Sewer Improvements
Sanitary Sewer Pipe 315 LF

Task 5 - Water Mains – Task not used.

Task 6 - Intakes and Utility Accesses

Mark locations and elevations of intakes, utility accesses, bends, and clean outs with metal pin or tack in a wood hub, flat, and lath. The flat shall be clearly marked with the station location; intake or utility access number; cut/fill elevation, including bottom of well and form grade; and offset distance to the station location. It is estimated that the following approximate quantities are included:

NW Northlawn Area Sanitary Sewer Improvements
Utility Accesses – two (2) EA

West First Street Joint Utility Trench
Subdrain Cleanouts – two (2) EA

Task 7 – Joint Utility Trench and Handholes

Mark locations and elevations of centerline trench with metal pin or tack in a wood hub, flat, and lath at grade breaks, points of horizontal deflection, and 50-foot intervals in between. The flat shall be clearly marked with the station location, cut elevation to bottom of trench, and offset distance to centerline of trench. Mark locations and elevations of handholes with metal pin or tack in a wood hub, flat, and lath. The flat shall be clearly marked with the station location; handhole number; cut/fill elevation, including finished grade; and offset distance to the station location. It is estimated that the project contains the following approximate quantities:

West First Street Joint Utility Trench
Trench Stakes – 85 EA
Handholes – 47 EA

Task 8 - Pavement (PCC) - West First Street Joint Utility Trench

- a. Stake limits of existing pavement removal.
- b. At intersections and entrances, graded offset hubs will be set at each end of radius, and radius points will be set where radius distance is less than 100 feet. Also, graded midpoint offsets will be set on radii where curve length is greater than 40 feet. Intersections include NW Ash Drive and NW School Street. Entrances include approximately five (5) locations.
- c. Sidewalks and trails will be staked with graded offset hubs at 25-ft increments, major breaks, and pedestrian ramp locations. Pedestrian ramp locations include approximately one (1) location at NW School Street.

Task 9 – Temporary Traffic Signals

Mark locations of the temporary traffic signal poles, handholes, and cabinets with metal pin or tack in a wood hub, flat, and lath. The flat shall be clearly marked with the station location and cut/fill elevation to finished elevation. It is estimated that the project contains the following approximate quantities:

Traffic Signal Poles – Eight (8) EA
Handholes – Two (2) EA
Cabinets – Two (2) EA
Pushbutton Poles – Eight (8) EA

PROJECT DELIVERABLES

The scope of services shall be considered complete upon completion and delivery of the following items to the satisfaction of the City:

1. Preliminary Plans and Preliminary Opinion of Probable Construction Costs for:
 - NW Northlawn Area Sanitary Sewer Improvements
 - West First Street Joint Utility Trench
 - West First Street Temporary Traffic Signals
2. Project Information Displays in PDF format for the West First Street Joint Utility Trench and MidAmerican Energy electric relocation project
3. Acquisition Plats, Permanent Utility Easements, and Legal Descriptions
4. Five (5) paper sets of the original Final Construction drawings (half-size 11"x17") for:
 - NW Northlawn Area Sanitary Sewer Improvements
 - West First Street Joint Utility Trench
 - West First Street Temporary Traffic Signals
5. Electronic copy in PDF format of the original electronic signed final drawings (half-size 11"x17") that includes special provisions and engineer's final opinion of probable cost for:
 - NW Northlawn Area Sanitary Sewer Improvements
 - West First Street Joint Utility Trench
 - West First Street Temporary Traffic Signals
6. Paper and electronic record drawing documents as outlined in the City's Pre-Construction and Post-Construction Submittal Requirements.

ADDITIONAL SERVICES:

Additional Services are **not** included in this Agreement. If authorized under a Supplemental Agreement the Consultant shall furnish or obtain from others the following services:

1. Eminent Domain proceedings
2. Coordinated Traffic Signal Timing Plans
3. Custom Structural/Retaining Wall Design
4. Special Geotechnical Considerations
5. Subsurface Utility Investigations outside the proposed traffic signal pole locations
6. Temporary Construction Easements and Descriptions
7. Construction Period Services – West First Street Widening and Improvement – Phase 1

CITY'S RESPONSIBILITIES:

The City shall provide the following:

1. Provide existing utility plans and studies.
2. Provide existing street and utility plans/record drawings and utility maps for the project area.
3. Provide televising of existing storm sewer and existing sanitary sewer as needed.
4. Complete Temporary Construction Easements and Descriptions.
5. Construction Administration and Resident Observation for the NW Northlawn Area Sanitary Sewer Improvements project and the West First Street Temporary Traffic Signals project.

Attachment No. 2

Schedule

The schedule outlined in Amendment No. 1 is revised based on the City's desires to delay the West First Street Widening and Improvements – Phase 1 letting from February 18, 2020 to November 17, 2020. The Consultant will complete the following phases of the Project in accordance with the revised schedule shown below. If unknown delays present themselves as the project proceeds through final design to letting, the Consultant will work with the City to mutually adjust the schedule accordingly.

West First Street Widening and Improvements – Phase 1 Submittal Dates

Preliminary Plan Design	May 2019 – March 2020
Project Information Meeting	March 2020
Acquisition Plat Preparation	February 2020 – April 2020
Property Acquisitions	May 2020 – July 2020
Final Design & Plan Preparation	April 2020 – July 2020
Check Plan Submittal for City Review	July 7, 2020
Final Plan Submittal for City Review	August 4, 2020
Private Utility Relocations	August 2020 – March 2021

Iowa Department of Transportation – Project Development Submittal Dates

Preliminary Plan Submittal, Major (Optional)	May 12, 2020
Check Plan Submittal	July 7, 2020
Final Plans and Project Development Certificate	August 18, 2020
Contracts Turn-in	September 1, 2020
Project Letting (Iowa DOT)	November 17, 2020

West First Street Joint Utility Trench Submittal Dates

Preliminary Plan Design	May 2019 – October 2019
Final Design & Plan Preparation	November 2019 – December 2019
Project Letting (Local)	February 2020
Construction Services	April 2020 – October 2020

NW Northlawn Area Sanitary Sewer Improvements Submittal Dates

Preliminary Plan Design	September 2019 – October 2019
Final Design & Plan Preparation	October 2019 – November 2019
Project Letting (Local)	December 2019
Construction Services	March 2020 – April 2020

West First Street Temporary Traffic Signals Submittal Dates

Preliminary Plan Design	January 2020 – March 2020
Final Design & Plan Preparation	April 2020 – May 2020
Project Letting (Local)	June 25, 2020
Construction Services	August 2020 – November 2020

Attachment No. 3 Standard Rate Table

FOTH INFRASTRUCTURE AND ENVIRONMENT, LLC 2020 STANDARD HOURLY RATE SCHEDULE

<u>CLASSIFICATION</u>	<u>HOURLY RATE</u>
Director	\$202.00
Project Manager	\$169.00-\$197.00
Project Scientist	\$117.00-\$143.00
Project Engineer	\$142.00-\$188.00
Staff Engineer	\$115.00-\$140.00
Planner	\$115.00-\$188.00
Technology Manager	\$164.00
Technician	\$80.00-\$142.00
Construction Manager	\$164.00
Land Surveyor	\$132.00-\$168.00
Project Administrator	\$78.00-\$98.00
Administrative Assistant	\$60.00

REIMBURSABLE EXPENSES

1. Auto mileage will be reimbursed per the standard mileage reimbursement established by the Internal Revenue Service. Service vehicle mileage will be reimbursed on the basis of \$0.88 per mile.

ADJUSTMENTS TO FEE SCHEDULE

1. Fee schedule effective January 1, 2020. Rates subject to change annually on January 1.