

**AMENDMENT NO. 2 TO CONTRACT NO. K-0809-165
AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN CITY OF NORMAN AND ENGINEER**

This is an agreement made as of the _____ day of _____, 201~~2~~³ between the City of Norman (OWNER) and CP&Y, Inc. (ENGINEER) amending the Original Contract No. K-0809-165 dated June 23, 2009 between said parties. OWNER intends to expand the design work beyond the scope of work included in the above said Original Contract. The following shall be considered as the additional work beyond the original scope.

1. SCOPE

- 1.1.** The Scope of the Amendment No.2 includes all work associated with the relocation of the existing 8" waterline and 6" wastewater force main owned and maintained by the OWNER along Franklin Road from approximate Roadway Station 31+00 to Station 51+00. The existing 8" waterline will be upsized to 12" waterline. The scope of services is generally described below.

1.2. Design Phase Services

- 1.2.1. Kick off Meeting: Meet with the OWNER's staff to discuss the relocation of existing waterline and force main.
- 1.2.2. Obtain the OWNER's water system maps and service connection information.
- 1.2.3. Coordinate with other utilities for the relocation of waterline and force main.
- 1.2.4. Prepare preliminary plans (50% Submittal), and cost projections of relocation of existing waterline and force main. Waterline and force main will be shown in plan and the profile on Drawings.
- 1.2.5. Perform internal QA/QC and incorporate review comments into Preliminary Plans prior to submitting to the OWNER and ODOT for review.
- 1.2.6. Submit one full-size and three half-size copies of Preliminary Plans, along with Cost Projections, to the OWNER and ODOT for review and comments.
- 1.2.7. Prepare written response to OWNER and ODOT review comments and issue response to the OWNER and ODOT.
- 1.2.8. Incorporate OWNER and ODOT comments and prepare 90% plans, specifications and cost projections.
- 1.2.9. Conduct an internal QA/QC review of the plans, specifications and cost projections prior to submitting to the OWNER and ODOT.
- 1.2.10. Submit one-full size and three-half size sets of 90% Plans, Specifications and Cost Projections to the OWNER and ODOT for review and comments.
- 1.2.11. Attend 90% submittal review meeting with the OWNER.
- 1.2.12. Prepare written response to OWNER and ODOT review comments and issue response to the OWNER and ODOT.
- 1.2.13. Incorporate OWNER and ODOT comments and prepare Final Plans, Specifications and Cost Projections for bidding purpose.

- 1.2.14. Submit Final Plans, Specifications and Cost Projections to the OWNER for the advertisement of the project. One set of full-size plans will be submitted to the OWNER and ODOT.
- 1.2.15. Submit bidding documents to ODEQ and obtain the approval of waterline and force main. Submit Flood Plain Permit to Flood Plain Management to obtain permit. Attend one meeting with the Flood Plain Association to answer their concerns.

1.3. Bidding Phase Services

- 1.3.1. Provide plan sets to Contractors at price to cover production costs.
- 1.3.2. Attend Pre-Bid Meeting.
- 1.3.3. Prepare addenda, as required, to address Contractor questions during bidding phase.
- 1.3.4. Tabulate Bids after receiving Contractor bid information.
- 1.3.5. Evaluate Bids, verify Contractor Qualifications, and make recommendation to the OWNER to award the Construction Contract.

1.4. Construction Phase Services

- 1.4.1. Attend Pre-Construction Meeting.
- 1.4.2. Respond to Contractor RFIs.
- 1.4.3. Prepare Change Orders for OWNER review and approval if required.
- 1.4.4. Prepare record drawings from Contractor as-built information.
- 1.4.5. Submit full size mylar and a pdf of Record Drawings to the OWNER for their file.

1.5. Items Not Included in Scope of Services

- 1.5.1. Application Fee for filing ODEQ and Flood Plain Permit.
- 1.5.2. Modeling of the waterline.
- 1.5.3. Construction Staking of Waterline and Force Main.
- 1.5.4. Environmental/Cultural Resource Studies.
- 1.5.5. Geotechnical Services.
- 1.5.6. Process of Contractor monthly pay requests.
- 1.5.7. Site visits and monthly meetings with Contractor during construction.
- 1.5.8. Performing Substantial and Final Walk Thru and close out of Construction Contract.
- 1.5.9. The cost of printing contract documents for the bidders is not included in the Fee Proposal. ENGINEER will recover the printing cost from the bidders.

2. SCHEDULE

- 2.1. The ENGINEER shall within 60 calendar days following the "Notice to Proceed" submit Preliminary Plans (50% Submittal) for waterline and force main relocation to the OWNER and ODOT for review and comments.
- 2.2. 90% Plans will be submitted to the OWNER and ODOT within 30 calendar days from receiving comments from the OWNER and ODOT for the Preliminary Plans submittal.
- 2.3. Final Plans and Contract Documents for the bidding purpose will be submitted within 30 calendar days after receiving comments from the OWNER and ODOT on 90% submittal.

OWNER and ENGINEER in consideration of the mutual covenants herein agree to the following in respect to the performance of Professional Engineering Services and the payment for those services by OWNER as set forth below for the above described additional scope of work.

1. For additional services described herein, the CONSULTANT shall be paid a lump sum fee of TWENTY-SIX THOUSAND SEVEN HUNDRED EIGHTY-ONE DOLLARS (\$26,781.00).
2. The attached Exhibit A I contains a breakdown of the utility relocation design labor hour estimates and direct costs.
3. All other requirements of the ENGINEER included in the Original Contract shall remain in effect for the purposes of this agreement.

This Amendment No. 2 is subject to all terms, covenants, and conditions not inconsistent herewith contained in the Original Contract No. K-0809-165 dated June 23, 2009 which terms, covenants, and conditions are hereby reaffirmed and ratified.

IN WITNESS WHEREOF. OWNER and ENGINEER have executed this agreement.

DATED this _____ day of _____, 2012³

CITY OF NORMAN

Owner

By: _____

Name: **Cindy Rosenthal**

Title: **Mayor**

Date: _____

ATTEST:

City Clerk

CP&Y, INC.

Engineer

By: _____

Name: James J. Rphms

Title: Senior Vice President

Date: 11/9/2012

ATTEST:

David Hay
Secretary

APPROVED as to form and legality this 31st day of January, 2012.³

Y. B. Messner
City Attorney

EXHIBIT A1

City of Norman Relocation of Waterline and Force Main

Fee Estimate

A. LABOR

TASKS		LABOR CATEGORY, HOURS, & COST										Total Labor	
		Senior Engineer \$200 /hr		Project Manager \$160 /hr		Staff Engineer \$100 /hr		Technician \$105 /hr		Clerical \$70 /hr			
		Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost
0	Project Management												
	a. Project Management			4	\$640							4	\$640
	b. Project Implementation Plan			1	\$160							1	\$160
	c. Project Closeout			1	\$160							1	\$160
	Subtotal			6	\$960							6	\$960
1	Preliminary Design (50% Plans)												
	a. Kick-off Meeting			4	\$640							4	\$640
	b. Prepare Plans			8	\$1,280			40	\$4,200			48	\$5,480
	b. Cost Projections			2	\$320							2	\$320
	c. QA/QC Review	2	\$400									2	\$400
	Subtotal	2	\$400	14	\$2,240			40	\$4,200			56	\$6,840
2	90% Design												
	a. Respond Comments			2	\$320							2	\$320
	a. Prepare 90 % Plans & Specifications			12	\$1,920			24	\$2,520	8	\$560	44	\$5,000
	b. Cost Projections			4	\$640							4	\$640
	c. QA/QC Review	2	\$400									2	\$400
	d. Attend 90% Review Meeting			8	\$1,280							8	\$1,280
	Subtotal	2	\$400	26	\$4,160			24	\$2,520	8	\$560	60	\$7,640
3	Final Design												
	a. Respond Comments			2	\$320							2	\$320
	b. Final Design			8	\$1,280			20	\$2,100	2	\$140	30	\$3,520
	c. Cost Projections			4	\$640							4	\$640
	d. QA/QC Review	4	\$800									4	\$800
	e. Prepare Flood Plain Permit & Attend Meeting			4	\$640							4	\$640
	Subtotal	4	\$800	18	\$2,880			20	\$2,100	2	\$140	44	\$5,920
4	Bid Phase Services												
	a. Attend Pre-Bid Meeting					4	\$400					4	\$400
	b. Prepare Addendum			4	\$640					2	\$140	6	\$780
	b. Tabulate Bids			1	\$160							1	\$160
	c. Evaluate Bids & Recommend			4	\$640							4	\$640
	Subtotal			9	\$1,440	4	\$400			2	\$140	15	\$1,980
5	Construction Phase												
	a. Pre-Construction Meeting					4	\$400					4	\$400
	b. Respond to Contractor's RFI			4	\$640							4	\$640
	c. Prepare Change Orders			4	\$640							4	\$640
	d. Record Drawings					2	\$200	8	\$840			10	\$1,040
	Subtotal			8	\$1,280	6	\$600	8	\$840			22	\$2,720
	Total	8	\$1,600	81	\$12,960	10	\$1,000	92	\$9,660	12	\$840	203	\$26,060

B. OTHER DIRECT COSTS

ITEM	Amount	Total
1 Automobile Expenses	500 miles at \$0.56	\$280
2 Photocopy	300 pages at \$0.10	\$30
3 Printing (Plans)	50 sheets at \$1.50	\$75
4 Record Drawings Mylar	12 sheets at \$10.00	\$120
5 Express Mail, Postage	2 months at \$75	\$150
Total		\$655

C. TOTAL COST - Relocation of Waterline and Force Main = LABOR + ODCs*1.1= \$26,060 + \$655*1.1 =

\$26,781