

RESOLUTION NO. 2018-19

A RESOLUTION OF THE CITY OF ELECTRIC CITY AUTHORIZING  
A CONTRACT AMENDMENT NO. 3 WITH GRAY & OSBORNE,  
INC. FOR SERVICES

**RECITALS:**

1. Gray & Osborne, Inc. is desirous of entering into a contract amendment for engineering services with the City of Electric City, a municipal corporation, for general engineering services; and
2. The City Council of Electric City finds it desirable and in the City's best interest to enter into a contract amendment for services as described in the amendment;

**NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Electric City:**

The City Council hereby approves the amendment to the original contract dated February 13, 2018 for general engineering services, and further authorizes the Mayor to sign such contract amendment as attached hereto.

ADOPTED by the City Council of the City of Electric City, Washington, this 13<sup>th</sup> day of November, 2018.



John T. Nordine II, Mayor

**ATTEST:**



Russell D. Powers, City Clerk/Treasurer

**AMENDMENT NO. 3  
TO  
CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES  
G&O JOB NO. 20181.40**

THIS AMENDMENT, entered into this B day of November 2018, by and between the City of Electric City, Washington, hereinafter referred to as the Agency, and Gray & Osborne, Inc., hereinafter referred to as the Engineer, hereby modifies the contract for engineering services dated (by Agency) February 13, 2018, for the 2018-2019 On-Call Engineering Services.

City of Electric City – Grand Avenue Water Improvements Design

IN WITNESS WHEREOF, the parties hereto have executed, or cause to be executed by their duly authorized officials, this AMENDMENT to the Contract for Engineering Services in duplicate on the respective dates indicated below.

**GRAY & OSBORNE, INC.**

By:   
(Signature)

Name: Michael B. Johnson, P.E., President  
GRAY & OSBORNE, INC.

**CITY OF ELECTRIC CITY**

By:   
(Signature)

Name: John T. Nordme II Mayor  
(Print)

Date: 10/23/18

Date: 11/13/18

"Equal Opportunity/Affirmative Action Employer"

## **EXHIBIT “A”**

### **SCOPE OF WORK**

#### **ELECTRIC CITY GRAND AVENUE WATER IMPROVEMENTS DESIGN**

It is our understanding that the project consists of the installation of new 8-inch diameter water main in Grand Avenue between the limits of Western Avenue and Kent Street. The work in this portion includes new water services to the right of way lines with meter boxes and meter setters to parcels on the westerly side of Grand Avenue. Since the residential water connections for this portion of the work are currently at the back of lot lines and connected to an existing steel line within the alley, the City will connect residences to the new line in the future. Parcels on the easterly side of Grand Avenue will be connected to the new main and the existing service, currently located at the back of the property will be disconnected. Lots fronting Palmer Street in this block will be connected to the existing 12-inch main in Palmer Street as part of this project. The City will coordinate with each property owner to determine the best routing for the new service line from the street and this effort will identify a meter location in front of each residence.

It is also our understanding that the project consists of the replacement of the existing 4-inch diameter waterline in Grand Avenue from Kent Street to the southwesterly end of the current water service with a new 8-inch water main. This portion of the project will reconnect existing residences to the new water main.

It is our understanding that the design and construction project will be funded entirely by the City. Costs for the water main will be tracked separately and construction costs will be included as a separate schedule of work in the City's Western Avenue, Grand Avenue Improvements project.

More specifically, the work will include:

#### **DESIGN ENGINEERING SERVICES**

##### **Project Management**

This task will include the following:

- Incorporate overall project management as well as in-house quality assurance and quality control (QA/QC) reviews of all documents in order to address relevant issues that may affect the project.

## **Design Survey**

The objective is to supplement the topographic survey completed as part of the City's TIB funded Western Avenue, Grand Avenue project. This task includes establishing additional vertical and horizontal control as necessary for the construction of the project that includes identifying existing utilities, alignment, and other related work. This task will include the following:

- Obtain additional topographic survey in the project vicinity to supplement previously recorded topographic survey for the City's TIB funded Western Avenue, Grand Avenue project. This additional survey will be incorporated into the plans for that project.
- Acquire additional public records of survey, plat maps, assessor maps, and record drawings as may be available.
- Identify existing utilities of record and delineate existing rights-of-way, recorded easements, and other related and pertinent site topography.

## **Preliminary Design**

The objective is to develop preliminary design concepts and construction drawings at preliminary design phase (35%). Design plans and specifications will be prepared in City approved format and incorporated into the City's TIB funded Western Avenue, Grand Avenue project. This task will include the following:

- Prepare preliminary plans at a scale of 1"=20'. These Plans will incorporate City design standards, as applicable and will be incorporated into the plan set for the City's TIB funded Western Avenue, Grand Avenue project.
- Incorporate available utility record drawing information, plat map (property line) and rights-of-way information.
- Prepare preliminary specifications, to include proposal, contract, and bonding requirements.
- Review and refine the planning level construction cost estimate.
- Determine and describe local, state, and federal permits, and licenses required for construction of the proposed improvements. Prepare and submit said permits and approval applications prior to completion of design. The City will pay any permit and approval review fees.
- Perform a quality assurance and quality control (QA/QC) review of all documents in order to address those relevant issues that may affect the project.
- Review preliminary plans, specifications, and cost estimates with the City.

## **Final Design Contract Documents**

The objective is to provide final Contract Documents and cost estimate in City approved format. Design plans and specifications will be prepared in City approved format and incorporated into the City's TIB funded Western Avenue, Grand Avenue project. This task will include the following:

- Prepare final plan designs and project specifications to and including final quantities, order of work, schedule, and cost estimates. This task assumes that the water main work will be incorporated into the City's TIB funded Western Avenue, Grand Avenue project as a separate schedule of work.
- Submit Contract Documents and cost estimate to the City, to include incorporation of all previous City comments.
- Perform a quality assurance and quality control (QA/QC) review of all documents in order to address those relevant issues that may affect the project.
- Review final plans, specifications, and cost estimates with the City.

## **Bid and Award Services**

The objective is to assist the City in bid and award of the project. This task will include the following:

- The water system improvements will be included in the bid documents for the City's TIB funded Western Avenue, Grand Avenue project.
- Answer questions related to the water system improvements from potential bidders and issue any addenda, as required.

Construction administration services are not included in this Scope of Work. A separate Amendment for construction administration services will be prepared for City approval once funding for the construction phase has been secured.

## **BUDGET**

The maximum amount payable to the Engineer for completion of all work associated with this Scope of Work, including contingencies, salaries, overhead, direct non-salary costs and net fee shall be as shown in Exhibit "B." This amount shall not be exceeded without prior written authorization of the City.

## EXHIBIT "B"

### ENGINEERING SERVICES SCOPE AND ESTIMATED COST

*Electric City  
Grand Avenue Water Improvements*

Tasks	Principal Hours	Project Manager Hours	Project Engineer Hours	AutoCAD/ GIS Tech./ Eng. Intern Hours	Professional Land Surveyor Hours	Field Survey (2 person) Hours
<b>Design/Bid and Award</b>						
1 Design Survey					4	10
2 Preliminary Design		4	4	10		
3 Final Design		8	20	60		
4 QA/QC	2	2	8	2		
5 Plan Reviews w/City (35%/95%)		4	4			
6 Bid and Award Services		2	8			
Hour Estimate:	2	20	44	72	4	10
Fully Burdened Billing Rate Range:*	\$116 to \$190	\$110 to \$190	\$110 to \$150	\$44 to \$124	\$116 to \$140	\$166 to \$220
Estimated Fully Burdened Billing Rate:*	\$160	\$135	\$130	\$120	\$125	\$180
Fully Burdened Labor Cost:	\$320	\$2,700	\$5,720	\$8,640	\$500	\$1,800

Total Fully Burdened Labor Cost: \$ 19,680

Direct Non-Salary Cost:  
Mileage & Expenses (Mileage @ current IRS rate) \$ 320

**TOTAL ESTIMATED COST: \$ 20,000**

\* Actual labor cost will be based on each employee's actual rate. Estimated rates are for determining total estimated cost only. Fully burdened billing rates include direct salary cost, overhead, and profit.