GREELEY AND HANSEN

6640 Intech Boulevard, Suite 180
Indianapolis, Indiana 46278
p 317 924 3380
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June 14, 2013

Mr. David Henderson
Wastewater Treatment Utility Director
City of West Lafayette
500 S. River Road
West Lafayette, IN 47906

Subject: Sheraton and Fairway Knolls Lift Station Design and Preliminary Engineering Report Engineering Services Agreement

Dear David:

Enclosed are three copies of the proposed Agreement for professional engineering services in connection with the design of the Sheraton and Fairway Knolls Lift Stations and preliminary engineering report for both lift stations and the Cumberland Avenue sanitary sewer extension. Our not-to-exceed budget is $177,500 and shall not be exceeded without the prior, written approval of the Board of Public Works and Safety.

If the Agreement meets with your approval and the Board's approval, please have the Board members execute the Agreement and forward one copy of the documents to me. If you have any questions about anything in the Agreement, please give me a call.

We appreciate the opportunity to provide professional engineering services to the City of West Lafayette.

Yours very truly,

Greeley and Hansen

Joseph M. Teusch, P.E.
Associate

Enclosures

AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES

between

CITY OF WEST LAFAYETTE, INDIANA

and

GREELEY AND HANSEN LLC

Article I. PARTIES AND PROJECT

This AGREEMENT is made effective on the _____ day of _____ in the year 2013 between the City of West Lafayette, Indiana, hereinafter referred to as CITY, and Greeley and Hansen LLC, an Illinois limited liability company, with its principal office at 100 South Wacker Drive, Chicago, Illinois 60606-4004, and a regional office at 6640 Intech Boulevard, Suite 180, Indianapolis, Indiana 46278, hereinafter referred to as ENGINEER, for professional engineering services in connection with Preliminary Engineering Report and the Sheraton & Fairway Knolls Lift Station Improvements, the PROJECT.

Article II. ENGINEER'S SERVICES

ENGINEER shall provide appropriate professional engineering services as required to complete the scope of services as set forth hereinafter, and shall perform such services in conformance with the ordinary standards of care and skill of the engineering profession.

A. Basic Services

The scope of the basic services for the PROJECT are set forth in Exhibit A attached hereto and made a part of this AGREEMENT. ENGINEER shall not perform services beyond the scope as defined in Exhibit A without the prior written authorization of CITY.

B. Additional Services

ENGINEER may submit proposals for additional professional engineering services in connection with the PROJECT. Each proposal submitted shall detail the: (1) scope of additional services, (2) period of services, and (3) method and amount of compensation.

CITY shall provide written acceptance and authorization to ENGINEER prior to the commencement of work on any proposed additional services. Upon receipt by ENGINEER of written acceptance and authorization by CITY, each proposal for additional services in connection with the PROJECT shall become part of this AGREEMENT and shall be governed by the terms and conditions contained herein.

C. Period of Services

ENGINEER agrees that the basic services as described in Exhibit A will be substantially complete in accordance with the following schedule:

Basic Services Milestones	Completion Time Months from Notice to Proceed
Contract Documents	6

The period of services will begin upon the date of CITY'S written notice to proceed. ENGINEER shall not, however, be responsible for timely completion of basic services as agreed to herein if completion is delayed by the failure of CITY to furnish the services provided for under Article IV., hereof, in a timely manner, or for other reasons beyond the control of the ENGINEER.

ENGINEER further agrees that additional services will be substantially complete within the period specified in each accepted and authorized proposal for additional services, unless reasons for delay in completion are beyond the control of ENGINEER.

If ENGINEER'S basic services or any accepted and authorized additional services are delayed or suspended in whole or in part by the CITY for more than ninety days beyond the scheduled completion date for said basic or additional services for reasons beyond ENGINEER'S control, compensation for the delayed services, as provided in Article III. hereunder, shall be subject to renegotiation upon the written request of ENGINEER. However, such request must be submitted by ENGINEER to the CITY prior to the completion of the delayed services.

Article III. ENGINEER'S COMPENSATION

ENGINEER shall perform professional engineering services as provided in Article II. of this AGREEMENT for which CITY shall compensate ENGINEER as follows:

A. Basic Services

1. Personnel Services

   ENGINEER shall be compensated for personnel services on the basis of actual annual average hourly rates paid to personnel assigned to the PROJECT for each hour of services rendered times a 3.2 factor to cover overhead and profit. Such rates shall be computed as actual annual base salary, in effect at the time the services are rendered, divided by 1,950 hours. Personnel services rates shall include applicable required overtime premium for covered employees.

2. Subconsultants and Other Professional Associates

   CITY shall pay ENGINEER for the services of subconsultants and other professional associates at their invoiced fees to ENGINEER plus 10 percent.

3. Reimbursable Direct Costs

   CITY shall pay ENGINEER the actual cost of any direct reimbursable expenses incurred in connection with performing the services.

B. Additional Services

Unless otherwise provided for in any accepted and authorized proposal for additional services, such services shall be compensated for on the same basis as provided for in Paragraph III. A., above, for basic services.

C. Total Compensation

Total compensation to ENGINEER for basic services under this AGREEMENT shall include full reimbursement for personnel services, subconsultants and other professional associates and reimbursable direct costs incurred in performing basic services, as described in Paragraph III. A. It is agreed that the total compensation to ENGINEER for performing basic services will not exceed $177,500 as set forth in Exhibit B, without prior approval of CITY.

The provisions of this Article III. C. shall also apply to each accepted and authorized proposal for additional services in connection with the PROJECT. However, the term "basic services", as used in this Article III. C., shall mean "additional services" and the terms "Exhibits A" and "Exhibit B" as used in this Article III. C. shall mean "the accepted and authorized proposal for additional services". The estimated compensation for any additional services, and the completion date beyond which these amounts are subject to renegotiation, shall be as specified in each such authorized proposal.

D. Terminated Services

If this AGREEMENT is terminated, ENGINEER shall be paid for services performed to the effective date of termination as follows:

1. For personnel services, the hours of services rendered at the established rates, to the effective date of termination times the factors established herein.

2. For services of subconsultants and other professional associates, their invoiced fees to ENGINEER, for services to the effective date of termination plus 10 percent.

3. For reimbursable direct costs, the actual cost of direct reimbursable expenses incurred to the effective date of termination.

E. Conditions of Payment

1. Progress payments shall be made in proportion to services rendered and expenses incurred as indicated within this AGREEMENT and shall be due and owing within thirty days of ENGINEER'S submittal of his progress payment invoices.

2. If CITY fails to make payments due ENGINEER within forty-five days of the submittal of any progress payment invoice, ENGINEER may, after giving fifteen days written notice to CITY, suspend services under this AGREEMENT.

3. No deduction shall be made from ENGINEER'S compensation on account of penalty, liquidated damages or other sums withheld from payments to construction contractors.

4. If the PROJECT is delayed, or if ENGINEER'S services for the PROJECT are delayed or suspended for more than ninety days for reasons beyond ENGINEER'S control, ENGINEER may, after giving fifteen days written notice to CITY, request renegotiation of compensation under Article II. C. or may terminate this AGREEMENT.

Article IV. CITY'S RESPONSIBILITIES

The CITY shall, as required:

A. Provide all criteria and full information as to CITY'S requirements for the PROJECT, and furnish copies of all design and construction standards which the CITY will require to be included in the drawings and specifications.

B. Assist ENGINEER by placing at ENGINEER'S disposal all available information pertinent to the PROJECT including CITY maps and plats, previous reports, drawings, specifications and any other data relative to the design or construction of the PROJECT.

C. Furnish to ENGINEER property and land use data pertaining to the PROJECT available to the CITY including, but not limited to, property, boundary, easement, right-of-way, topographic and utility surveys; property descriptions; zoning, deed and other land use restrictions; and other related data.

D. Provide legal, insurance and financial consulting services necessary for the PROJECT, and such accounting and auditing services as the CITY may require.

E. Furnish permits and approvals from all governmental authorities having jurisdiction over the PROJECT and from others as may be necessary for completion of the PROJECT.

F. Furnish above record information, property and land use data, and services at CITY'S expense in such manner that ENGINEER may rely upon them in the performance of services under this AGREEMENT.

G. Furnish any laboratory analyses that may be required in connection with the PROJECT.

H. Guarantee full and free access to ENGINEER to enter upon all public and private property required for the performance of ENGINEER'S services under this AGREEMENT.

I. Designate in writing a person to act as CITY'S representative with respect to the services to be performed under this AGREEMENT. Such person shall have complete authority to transmit instructions, receive information, interpret and define CITY'S policies and decisions with respect to materials, equipment, elements and systems pertinent to ENGINEER'S services.

J. Coordinate, consolidate, reconcile and bring congruence to differing views in the CITY'S organization to form single firm responses stating the CITY'S position on matters requiring resolution during performance of ENGINEER'S services. Examine all studies, reports, sketches, drawings, specifications, proposals and other documents presented by ENGINEER and render in writing decisions pertaining thereto within a reasonable time so as not to delay the services of ENGINEER. Render such decisions in a consolidated form reconciling differing views into an unambiguous single firm response to each matter requiring resolution.

K. Provide ENGINEER with prompt written notice of any defect or suspected defect in ENGINEER'S performance of any services rendered pursuant to this AGREEMENT or relating to the PROJECT.

L. In any agreement entered into between the CITY and other contractors for the PROJECT in which such contractors and their subcontractors agree to indemnify, provide insurance coverage to, and/or name as additional insured, the ENGINEER, its subconsultants, professional associates, and each of their officers, principals, partners and employees to the same extent as to the CITY. Furthermore, the CITY will provide ENGINEER with certificates of insurance from each such contractor or subcontractor.

M. Give prompt written notice to ENGINEER whenever the CITY observes or otherwise becomes aware of any development that affects the scope or timing of ENGINEER'S services, or any defect in the work of construction contractors.

N. Compensate ENGINEER in accordance with the provisions of Article III.

Article V. GENERAL PROVISIONS

A. Ownership of Documents

All reports, schedules, drawings, specifications and other products of services of ENGINEER for this PROJECT are instruments of service for this PROJECT only and shall remain the property of ENGINEER until the CITY has compensated ENGINEER in full for services rendered pursuant to the AGREEMENT. Upon final payment for each phase of Basic Services and for each separately accepted and authorized proposal for additional services, ownership of the products or instruments of service for said phase or additional services authorized shall be vested in the CITY. ENGINEER, however, may retain record copies of all such instruments of service and may use such for ENGINEER'S exclusive purposes. Reuse of any of the instruments of service of ENGINEER by the CITY on extensions of this PROJECT or any other project shall be at the CITY'S sole risk and the CITY agrees to defend, indemnify and hold harmless ENGINEER from

all claims, damages, and expenses including attorney's fees arising out of reuse of ENGINEER'S instruments of service by the CITY or by others acting through the CITY.

B. Data on Electronic Media

Data delivered on electronic media are considered part of the ENGINEER'S instruments of service and, therefore, Article V.A. above applies to documents delivered on electronic media.

The form of ENGINEER'S drawings, specifications, reports, data or other information that may be relied upon are those which 1) are set forth on paper (also known as hard copies) and 2) are designated as final. Files in electronic media format of text, data, graphics, or other types are furnished only for convenience, not reliance by the CITY. Any conclusion or information obtained or derived from such electronic files will be at the CITY's sole risk. If there is a discrepancy between the electronic files and the hard copies, the hard copies govern.

Because files stored in electronic media format can contain irregularities, deteriorate or be modified inadvertently or otherwise without authorization of the ENGINEER, the transmitted electronic files should be examined by the CITY within 60 calendar days of receipt, after which time the CITY shall be deemed to have accepted the files thus transmitted. Any transmittal deficiencies detected within the 60-day acceptance period will be corrected by ENGINEER. Deficiency corrections requested after the acceptance period will be considered "additional services." ENGINEER is not responsible for irregularities, deterioration or modifications occurring or detected after the 60 calendar-day acceptance period.

ENGINEER 1) makes no representations as to the long-term usability or readability of the electronic files and 2) cannot be depended upon to maintain copies of the electronic files after the 60 calendar-day acceptance period.

The documents will be in the software listed below designed for operation on a PC compatible computer under the associated operating system as listed below:

Type of Document	Software	Operating System
Wordprocessed Text	MS Word 2007	Windows
Spreadsheets	MS Excel 2007	Windows
CADD Drawings	AutoCAD 2011	Windows

The ENGINEER makes no warranty as to the compatibility of electronic files beyond those versions. However, the ENGINEER reserves the right to submit documents in versions newer than those shown above.

ENGINEER makes no representations as to the compatibility, usability, or readability of the electronic files resulting from the use of software application packages, operating systems, or computer hardware (e.g. monitors, graphic cards and plotters) differing from those used by ENGINEER and its subconsultants. Also, the use of software application packages, operating systems and computer hardware different from those used by ENGINEER and its subconsultants may introduce errors and irregularities. Such occurrences are not the responsibility of ENGINEER and its subconsultants.

C. Successors and Assigns

1. The CITY and ENGINEER each binds himself and his partners, successors, executors, administrators, assigns and legal representatives to the other party to this AGREEMENT and to the partners, successors, executors, administrators, assigns and legal representatives of such other party, in respect to all covenants, agreements and obligations of this AGREEMENT.

2. Neither the CITY nor ENGINEER shall assign or transfer any rights under or interest in this AGREEMENT without the written consent of the other, except to the extent that the effect of this limitation may be restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this AGREEMENT. Nothing contained in this paragraph shall prevent ENGINEER from employing such independent subconsultants and associates as may be deemed appropriate to assist in the performance of services hereunder.

D. Changes in Scope and Revisions

The general category "additional services", referred to in Article II. B. may include services due to changes in the scope of the PROJECT, including, but not limited to, changes in size, complexity, schedule or character of the services and also may include revisions to instruments of service previously approved by the CITY or other revisions due to causes beyond the control of ENGINEER. All changes in scope and revisions shall require the written acceptance and authorization of the CITY prior to commencement of work, as provided in Article II. B.

This AGREEMENT takes into account the professional engineering and architectural signing and sealing requirements that are applicable as of the date of this AGREEMENT. Any changes to those requirements during the performance of the services associated with this AGREEMENT which cause revisions to the scope of the ENGINEER'S services or to the ENGINEER'S instruments of services shall be considered "additional services".

Proposals for services pursuant to changes in scope or revisions shall, upon CITY'S acceptance and authorization, become part of this AGREEMENT and shall be governed by the terms and conditions contained herein.

E. Extent of AGREEMENT

This AGREEMENT represents the entire understanding and agreement between the CITY and ENGINEER for professional engineering services pertaining to the PROJECT as described in Article II. and supersedes all prior negotiations, representations or agreements, either written or oral. This AGREEMENT may be amended only by written instrument signed by both the CITY and ENGINEER.

F. No Waiver

Failure of the ENGINEER or the CITY to insist upon strict and punctual performance of any terms or conditions of this AGREEMENT shall not be construed to constitute a waiver of, or estoppel against, asserting the rights to require such performance. Neither shall a waiver nor an estoppel in one instance constitute a waiver or an estoppel with respect to a later default, whether similar or dissimilar in nature.

G. Severability

If any part of this AGREEMENT is determined by a court to be in conflict with statute or constitution or to be unlawful for any reason, the parties intend that the remaining provisions of this AGREEMENT shall remain in full force and effect unless the stricken provision leaves the remaining AGREEMENT unenforceable.

H. Governing Law

This AGREEMENT shall be governed by the laws of the State of Indiana.

I. Subconsultants

During the performance of the AGREEMENT, ENGINEER may engage such additional subconsultants or professional associates as may be appropriate for the timely completion of the services or to meet applicable requirements. The engagement of any subconsultants or professional associates shall be subject to the prior approval of the CITY.

J. Insurance

ENGINEER shall acquire and maintain:

1. Statutory worker's compensation insurance coverage.

2. Commercial general liability insurance coverage with a limit of $1,000,000 or more per occurrence and annual aggregate applicable to bodily injury and property damage claims.

3. Professional liability insurance coverage with an annual aggregate limit of at least $1,000,000.

K. ENGINEER'S Estimates of Cost and Standard of Care

Since ENGINEER has no control over the cost of labor, materials, equipment or services furnished by others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, ENGINEER'S estimates of project and construction costs are to be made on the basis of its experience and qualifications and represent its best judgment as an experienced and qualified professional engineering firm, familiar with the construction industry; but ENGINEER cannot and does not guarantee that proposals, bids or actual project or construction costs will not vary from ENGINEER'S estimates of cost.

Notwithstanding any other provisions in this AGREEMENT to the contrary, nothing herein contained shall be construed as:

1. Constituting a guarantee, warranty or assurance, either express or implied, that the engineering services will yield or accomplish a perfect outcome for the PROJECT; or

2. Obligating the ENGINEER to exercise professional skill and judgment different from that which can be reasonably expected from other engineers under like circumstances; or

3. An assumption by the ENGINEER of liability greater than or differing from those explicit in this AGREEMENT, or

4. An assumption by the ENGINEER of the liabilities of any other party.

5. An assumption by the ENGINEER for the construction means, methods, techniques, procedures, or safety precautions and programs in connection with the Project.

L. Indemnification

CITY and ENGINEER each agree to indemnify and hold the other harmless, and their respective officers, employees, agents and subcontractors, from and against liability for all claims, losses, damages and expenses, including reasonable attorneys' fees, to the extent such claims, losses, damages, or expenses are caused by the indemnifying party's negligent acts, errors or omissions. In the event claims, losses, damages or expenses are caused by the joint or concurrent negligence of CITY and ENGINEER, they shall be born by each party in proportion to its negligence. Notwithstanding the above, neither the CITY nor ENGINEER shall have the right of recourse to the other party for any consequential damages incurred due to the fault of the CITY or the ENGINEER, their employees, agents, or subcontractors, irrespective of any forewarning of potential for such damages arising.

In the event litigation is commenced to enforce any term or condition of this agreement, the prevailing party in such litigation shall be entitled to costs of litigation including a reasonable attorney fee.

M. Termination

This AGREEMENT may be terminated by the CITY without cause on thirty days written notice. If the PROJECT is delayed, or if ENGINEER'S services for the PROJECT are delayed or suspended for more than ninety days for reasons beyond ENGINEER'S control, ENGINEER may request renegotiation of compensation in accordance with the provisions of Articles II. and III. or, after giving fifteen days written notice, terminate this AGREEMENT with cause. In the event of substantial failure to perform in accordance with the terms of this AGREEMENT, the party not at fault may terminate the AGREEMENT with cause on ten days written notice. If this AGREEMENT is terminated, ENGINEER shall be compensated for services performed to the effective date of termination in accordance with the provisions of Article III. of this AGREEMENT. Within sixty days following the date of receipt of the

termination notice, and following receipt of compensation for services to date of termination, ENGINEER shall submit to the CITY copies of all reports, drawings, specifications and other products or instruments of service prepared prior to termination.

N. Remedies

Except as may be otherwise provided in this AGREEMENT, all claims, counter-claims, disputes and other matters in question between the CITY and ENGINEER arising out of or relating to this AGREEMENT or the breach thereof will be decided by arbitration if the PARTIES mutually agree or in an Indiana court of competent jurisdiction.

O. Non-Discrimination and Equal Employment

ENGINEER agrees:

1. That in the hiring of employees for the performance of work under this contract or any Subconsultant hereunder, no ENGINEER, or Subconsultant, nor any person acting on behalf of such ENGINEER or Subconsultant, shall, by reason of race, religion, color, sex, national origin or ancestry, discriminate against any citizen of the State of Indiana who is qualified and available to perform the work to which the employment relates.

2. That no ENGINEER, Subconsultant, nor any person on his behalf shall, in any manner, discriminate against or intimidate any employee hired for the performance of work under this contract on account of race, religion, color, sex, national origin or ancestry.

3. That the CITY may deduct from the amount payable to the ENGINEER a penalty of five dollars ($5.00) for each person for each calendar day during which such person was found to have been discriminated against or intimidated in violation of the provisions of the contract.

4. If there is found to be a second or any subsequent violation of the terms or conditions of this section, then this contract may be cancelled or terminated by CITY and all money due or to become due hereunder will be forfeited.

P. Engaging in activities with Iran

By signing this Contract, ENGINEER certifies that it is not engaged in investment activities in the county of Iran as set forth in IC 5-22-16.5.

Q. E-Verify

ENGINEER shall comply with E-Verify Program as follows:

1. Pursuant to IC 22-5-1.7, ENGINEER shall enroll in and verify the work eligibility status of all newly hired employees of ENGINEER through the E-Verify Program ("Program"). ENGINEER is not required to verify the work eligibility status of all newly hired employees through the Program if the Program no longer exists.

2. ENGINEER and its Subconsultants shall not knowingly employ or contract with an unauthorized alien or retain an employee or contract with a person that ENGINEER or its Subconsultants subsequently learns is an unauthorized alien. If ENGINEER violates this Section, the CITY shall require ENGINEER to remedy the violation no later than thirty (30) days after the CITY notifies ENGINEER. If ENGINEER fails to remedy the violation within the thirty (30) day period, the CITY shall terminate the contract for breach of contract. If the CITY terminates the contract, ENGINEER shall, in addition to any other contractual remedies, be liable to the CITY for actual damages. There is a rebuttable presumption that ENGINEER did not knowingly employ an unauthorized alien if ENGINEER verified the work eligibility status of the employee through the Program.

3. If ENGINEER employs or contracts with an unauthorized alien but the CITY determines that terminating the contract would be detrimental to the public interest or public property, the CITY may allow the contract to remain in effect until the CITY procures a new Engineer.

4. ENGINEER shall, prior to performing any work, require each Subconsultant to certify to ENGINEER that the Subconsultant does not knowingly employ or contract with an unauthorized alien and has enrolled in the Program. ENGINEER shall maintain on file a certification from each Subconsultant throughout the duration of the Project. If ENGINEER determines that a Subconsultant is in violation of this Section, ENGINEER may terminate its contract with the Subconsultant for such violation. Such termination may not be considered a breach of contract by ENGINEER or the Subconsultant.

5. By its signature below, ENGINEER swears or affirms that it i) has enrolled and is participating in the E-Verify program, ii) has provided documentation to the CITY that it has enrolled and is participating in the E-Verify program, and iii) does not knowingly employ an unauthorized alien.

R. Notices

Any notices required hereunder or by law may be directed to the parties at the following addresses:

To ENGINEER:

Mr. Paul J. Vogel
Executive Vice President
Greeley and Hansen LLC
100 South Wacker Drive, Suite 1400
Chicago, IL 60606-4004

To CITY:

Mr. David S. Henderson
Wastewater Treatment Utility Director
City of West Lafayette
500 South River Road
West Lafayette, IN 47906

All notices shall also be given to:

Mr. Eric H. Burns
Withered Burns LLP
8 North Third Street, Suite 401
P.O. Box 499
Lafayette, Indiana 47902

All notices shall be deemed to be given when deposited with the United States Postal Service for first class mail delivery.

Article VI. APPROVAL

In WITNESS WHEREOF, the parties hereto have caused this AGREEMENT to be executed by their duly authorized officers and partners and is made effective the day and year first above written.

GREELEY AND HANSEN LLC

Paul J. Vogel

Executive Vice President

ATTEST:

Stephen F. McGowan
Managing Director,
Midwest Operating Group

CITY OF WEST LAFAYETTE, INDIANA
BOARD OF PUBLIC WORKS AND SAFETY

John R. Dennis

President

Sana G. Booker

Member

Bradley W. Marley

Member

Shawn R. Little

Member

Jonathan C. Speaker

Member

ATTEST:

Judith C. Rhodes

Clerk-Treasurer

EXHIBIT A

AGREEMENT FOR PROFESSIONAL SERVICES
between
CITY OF WEST LAFAYETTE
and
GREELEY AND HANSEN LLC

SCOPE OF ENGINEERING SERVICES FOR PRELIMINARY ENGINEERING REPORT AND DESIGN SERVICES FOR SHERATON & FAIRWAY KNOLLS LIFT STATION IMPROVEMENTS

The scope of engineering services includes preparing a Preliminary Engineering Report (PER) in conformance with the general requirements to apply for project financing through Indiana's State Revolving Loan Fund (SRF) program. The PER will include the following projects:

1. Cumberland Avenue Sanitary Sewer Extension Project
2. Sheraton & Fairway Knolls Lift Station Replacement Projects

The scope of engineering services also includes preliminary design, final design, and bid assistance for the replacement of the Sheraton Lift Station and Fairway Knolls Lift Station and Force Main.

TASK 1.0 GENERAL

1.1 SRF Application: Prepare SRF program application with assistance from CITY and attend SRF Kick-off Meeting.

1.2 Progress Meetings. Conduct up to four (4) progress meetings with the City to review technical aspects of the project, project cost and schedule for the preliminary engineering report and 30%, 60%, 90% submittals for the lift station replacement projects. Prepare and distribute meeting notes within one (1) week of each meeting.

Deliverables associated with this task include meeting notes from progress meetings.

TASK 2.0 Preliminary Engineering Report

2.1 Preliminary Engineering Report: Develop PER in accordance with SRF requirements including the following sections:

a. Project Location,
b. Current Situation,
c. Future Situation,
d. Evaluation of Alternatives, as appropriate,
e. Evaluation of Environmental Impacts, as needed,
f. Selected Plan,
g. Legal and Financial, as needed, and
h. Public Participation. Greeley and Hansen in conjunction with the CITY will coordinate and conduct the public participation and public hearing. The CITY will provide for advertisement and a transcript of the public hearing.

Deliverables associated with this task include the Preliminary Engineering Report to be submitted to SRF for approval.

2.2 Green Project Reserve: Prepare a business case for green project components included in the selected plan for consideration of an interest rate break on the loan.

Deliverables associated with this task include submitting the Business Case relative to the Preliminary Engineering Report.

2.3 Archeological Report. Arrange for and provide, through a subcontract, an archaeological records check and field reconnaissance for the environmental evaluation.

Deliverables associated with this task include an Archeological Report prepared by Pioneer Consulting, Inc.

TASK 3.0 PRELIMINARY DESIGN (Replacement of Sheraton LS & Fairway Knolls LS)

3.1 Gather Basic Data. Confirm project goals with the City. Collect relevant information on the service area, including land uses and zoning to project future wastewater flows, and available reports and drawings, including electronic base files, on the existing facilities and tributary sewers.

There are no deliverables associated with this task.

3.2 Geotechnical Investigation. Arrange for and provide, through a subcontract, a Geotechnical Investigation for the preparation of the Contract Documents. The Geotechnical Investigation is based upon a total of four (4) soil borings taken at the lift station sites approximately fifty (50) foot in depth. Work shall commence upon completion of Task 3.1.

Deliverables associated with this task include a Geotechnical Report prepared by Patriot Engineering and Environmental, Inc.

3.3 Fairway Knolls Force Main Route. Review up to two force main routes and present recommended force main route to the City for approval. Work shall commence upon completion of Task 3.1.

Deliverables associated with this task includes preparing a memorandum and exhibit of the two routes for City approval.

3.4 Wastewater Flows and Lift Station Sizing. Estimate current and future wastewater flows to determine lift station design capacities. Determine pump and force main sizes. Work shall commence upon completion of Task 3.1.

Deliverables associated with this task include summarizing lift station flows, pump motor horsepower sizes and force main sizes for inclusion in the basis of design memorandum.

3.5 Packaged Lift Station. Review up to two (2) packaged lift station manufacturers. Evaluate all the components of the two systems and summarize the differences between the two systems. Provide recommendation of packaged lift station for final design. Work shall commence upon completion of Task 3.1.

Deliverables associated with this task include preparing a memorandum to summarize the two systems. Select one packaged lift station for the final design.

3.6 Structural. Summarize structural and foundation design criteria for the lift station wet wells and concrete equipment pads. Work shall commence upon completion of Task 3.1.

Deliverables associated with this task include preparation of the structural design criteria for inclusion in the basis of design memorandum.

3.7 Heating, Ventilating and Air Conditioning. Summarize HVAC design criteria for the lift station wet wells and natural gas requirements for the standby generators. Work shall commence upon completion of Task 3.1.

Deliverables associated with this task include preparation of the HVAC design criteria for inclusion in the basis of design memorandum.

3.8 Electrical. Summarize electrical requirements including the following:

- Review existing electrical service for new loads
- Define power systems at lift station sites
- Define design criteria for new standby generators
- Define electrical and lighting design criteria
- Support replacement of existing lift pumps and motors
- Support instrumentation installation with raceways
- Prepare preliminary one-line diagrams for proposed facilities

Work shall commence upon completion of Task 3.1.

Deliverables associated with this task include preparation of the electrical design criteria for inclusion in the basis of design memorandum.

3.9 Instrumentation and Controls. Summarize instrumentation and control requirements including remote monitoring needs and flow measurement. These include the following:

- Monitor pump status
- Monitor pump and motor temperature, leakage, etc.
- Monitor and control lift station alarm levels
- Monitor generator status
- Real-time flow measurement
- Telecommunications improvements for remote monitoring via the City's Supervisory Control and Data Acquisition (SCADA) System at the WWTP.

Work shall commence upon completion of Task 3.1.

Deliverables associated with this task include preparation of the instrumentation and control design criteria for inclusion in the basis of design memorandum.

3.10 Basis of Design Memorandum. Prepare a basis of design memorandum to summarize the general design criteria for lift station improvements. The report will evaluate and define general lift station needs as follows: site location and accessibility; number, size and type of easements required; number and capacity of pumps; force main size; electrical, HVAC and instrumentation and control requirements; and a preliminary construction cost opinion and schedule for recommended improvements. Work shall commence upon completion of Tasks 3.4-3.9.

Deliverables associated with this task include preparation of basis of design memorandum.

TASK 4.0 FINAL DESIGN (Replacement of Sheraton LS & Fairway Knolls LS)

4.1 Topographic Survey. Arrange for and provide, through a subcontract, a Topographical Survey at selected locations along the recommended sewer and force main route. Topographic Survey shall commence upon receipt of the electronic base files. Work shall commence upon completion of Task 3.3.

There are no deliverables associated with this task.

4.2 Drawings. Prepare Construction Drawings for use, together with the Construction Specifications, for soliciting competitive bids for a single construction contract. A preliminary list of drawings is provided. Work shall commence upon completion of Task 3.10.

Deliverables associated with this task include 60 percent and 90 percent Construction Drawings for review and comment and Final Construction Drawings.

4.3 Specifications. Prepare Construction Specifications for use, together with the Construction Drawings, for soliciting competitive bids for a single construction contract. Engineers Joint Contract Documents Committee (EJCDC) General Conditions will be used. Standard Construction Specifications Institute (CSI) 16-section format will be used. A preliminary list of specifications is provided. Work shall commence upon completion of Task 3.10.

Deliverables associated with this task include 60 percent and 90 percent Construction Specifications for review and comment and Final Construction Specifications as described above.

4.4 Engineer's Opinion of Probable Cost. Prepare Construction Cost Opinion at 60 percent and provide updated Construction Cost Opinion at 90 percent and final completion. Work shall commence upon completion of Task 3.10.

Deliverables associated with this task include 60 percent and 90 percent Construction Cost Opinions and a Final Construction Cost Opinion.

4.5 Easement Assistance. Determine size of temporary easements that will be required for the lift station improvements. Arrange for and provide, through a subcontract, legal descriptions for temporary easements. Easement Assistance is based upon written legal descriptions and exhibits for two (2) parcels. Engineer will arrange for and provide,

through a subcontract, easement acquisition services in accordance with the State Revolving Fund Loan Programs, Guidance for Project Land Acquisition for SRF Financed Projects. Easement acquisition services include appraisal, appraisal review, negotiation, and management services for two (2) temporary easements. The City will be responsible for transfer documents and recording for each acquisition. Work shall commence upon completion of 60 percent submittal.

Deliverables associated with this task include the easement legal descriptions and exhibits.

4.6 Permit Assistance. Prepare project information submissions, including permit applications and review comments, to the following agencies:

- Indiana Department of Environmental Management (IDEM)
- Indiana Department of Natural Resources (IDNR)

Work shall commence upon receipt of City comments on the 90% Construction Drawings and Specifications.

Deliverables associated with this task include preparing and submitting a construction permit application to IDEM and responding to comments until approval is received.

4.7 Erosion & Sediment Control Plan. Prepare Erosion and Sediment Control Plan in accordance with IDEM Rule 5 and the Tippecanoe County Soil and Water Conservation District (SWCD). Incorporate any Tippecanoe County SWCD review comments into the Construction Drawings. Work shall commence upon receipt of 90% Construction Drawing and Specification comments from the City.

Deliverables associated with this task include preparing an approvable Erosion & Sediment Control Plan to the Tippecanoe County SWCD.

TASK 5.0 BID ASSISTANCE

5.1 Bidder Inquiries. Respond to Bidder inquiries during the bidding period.

Deliverables associated with this task include responding to Bidder inquiries.

5.2 Addenda. Prepare addenda as needed to clarify the Contract Documents.

Deliverables associated with this task include preparing and distributing addenda to Contract Documents as needed.

5.3 Pre-Bid Meeting. Attend and conduct the pre-bid meeting and prepare meeting notes.

Deliverables associated with this task include preparing meeting notes.

5.4 Bid Report. Tabulate bids and prepare a bid report.

Deliverables associated with this task include preparing a bid report.

City of West Lafayette, Indiana

Sheraton & Fairway Knolls Lift Station Improvements

Preliminary List of Drawings

General

1	G01	Index, Location Map, Abbreviations and General Notes
2	G02	Existing Site Plan
3	G03	New Site Plan
4	G04	Grading Plan
5	G05	General Details
6	G06	Sedimentation and Erosion Control Plan
7	G07	Sedimentation and Erosion Control Details

Piping and Equipment

8	M01	Piping Symbols
9	M02	Sheraton Lift Station Demolition Plan and Section
10	M03	Sheraton Lift Station New Work Plan and Section
11	M04	Fairway Knolls Lift Station Demolition Plan and Section
12	M05	Fairway Knolls Lift Station New Work Plan and Section
13	M06	Fairway Knolls Force Main Plan and Profile
14	M07	Piping and Equipment Details

Structural

15	S01	General Notes
16	S02	Typical Details
17	S03	Sheraton Lift Station Foundation and Top Plan
18	S04	Sheraton Lift Station Sections
19	S05	Fairway Knolls Lift Station Foundation and Top Plan
20	S06	Fairway Knolls Lift Station Sections

HVAC

21	H01	Legends, Symbols and Abbreviations
22	H02	Sheraton Lift Station Plan, Schedules and Details
23	H03	Fairway Knolls Lift Station Plan, Schedules and Details

Electrical

24	E01	Symbol Legend
25	E02	Site Plan
26	E03	Demolition & New Work One Line Diagrams
27	E04	Grounding Plan
28	E05	Sheraton & Fairway Knolls Lift Station Power and Lighting Plan
29	E06	Block Diagram, Schematic Diagram, Schedules and Details

Instrumentation and Controls

30	N01	Symbols and Legend
31	N02	Telemetry Diagram
32	N03	Sheraton & Fairway Knolls Lift Station P&ID

City of West Lafayette, Indiana

Sheraton & Fairway Knolls Lift Station Improvements

Preliminary List of Specifications

BIDDING REQUIREMENTS	**SECTION NUMBER**
Notice to Bidders	00100
Instructions to Bidders	00200
Bid Proposal Form	00300
Bid Bond Form	00410
CONTRACT FORMS	
Agreement Form	00500
Performance Bond Form	00610
Payment Bond Form	00620
Maintenance Bond Form	00650
Notice to Proceed Form	00680
CONDITIONS OF CONTRACT	
General Conditions	00700
Supplementary Conditions	00800
Wage Rates	Exhibit A
TECHNICAL SPECIFICATIONS	
DIVISION 1 – GENERAL REQUIREMENTS	
Summary of Work	01110
Change Order and Work Order Procedures	01250
Payments	01290
Contract Items	01291
Coordination and Meetings	01310
Progress Schedule	01325
Submittals	01330
Quality Control	01450
Construction Facilities and Temporary Controls	01500
Material and Equipment	01600
Lines and Grades	01722
Cutting and Patching	01732
Cleaning	01740
Operation and Maintenance	01783
Contract Close Out	01789
Training	01820

DIVISION 2 – SITEWORK

Bypass Pumping	02150
Demolition	02220
Site Clearing	02230
Shoring, Sheeting and Bracing	02251
Earth Excavation	02316
Backfilling	02317
Slope Protection and Erosion Control	02370
Laying and Jointing Buried Pipelines	02500
Buried Ductile Iron Pipe and Fittings	02505
Buried Polyvinyl Chloride (PVC) Pipe and Fittings	02507
Leakage Tests	02516
Chain Link Fencing and Gate	02762
Landscaping Work	02900

DIVISION 3 – CONCRETE

Concrete Formwork	03100
Concrete Accessories	03150
Concrete Reinforcement	03200
Cast-In-Place Concrete	03310
Grout	03600

DIVISION 4 – MASONRY

NOT USED

DIVISION 5 – METALS

Structural Steel	05120

DIVISION 6 – WOOD AND PLASTICS

NOT USED

DIVISION 7 – THERMAL AND MOISTURE PROTECTION

NOT USED

DIVISION 8 – DOORS AND WINDOWS

Access Doors	08310

DIVISION 9 – FINISHES

Painting	09900

DIVISION 10 – SPECIALTIES

NOT USED

DIVISION 11 – EQUIPMENT

Packaged Lift Station	11210

DIVISION 12 – FURNISHINGS

NOT USED

DIVISION 13 – SPECIAL CONSTRUCTION

Lightning Protection	13100
General Instrumentation and Control	13400
Field Instruments	13420
Panels Devices and Enclosure Construction	13431
Telemetry System	13454

DIVISION 14 – CONVEYING SYSTEMS

NOT USED

DIVISION 15 – MECHANICAL

Supports and Anchors	15060
Mechanical Identification	15075
Ductile Iron Pipe and Fittings	15106
Erecting and Jointing Interior Piping	15109
Valves	15110
Gauges – Pressure and Vacuum	15124
Natural Gas Systems	15190
Fans	15830

DIVISION 16 – ELECTRICAL

Basic Electrical Material and Methods	16050
Electrical Requirements for Shop Assembled Equipment	16055
Grounding	16060
Electrical Identification	16075
Electrical Testing Requirements	16080
Wire and Cables – 600 Volts and Below	16121
Electrical Raceway Systems	16130
Underground Electrical Distribution System	16132
Wiring Devices	16140
Electric Utility Coordination and Requirements	16210
Electric Motors	16220
Packaged Engine Generator Systems	16230
Disconnect Switches	16411
Automatic Transfer Switches	16415
Contactors	16421
General Purpose Dry-Type Transformers	16460
Control Components and Devices	16491
Lighting	16500

EXHIBIT B

AGREEMENT FOR PROFESSIONAL SERVICES
between
CITY OF WEST LAFAYETTE
and
GREELEY AND HANSEN LLC

Level of Effort

Task Description	Estimated Workhours					
	Project Manager	MEPIC	Project Engineer	Designer / CAD Oper	Word Processor	Totals
1.0 GENERAL						
1.1 SRF Application	0	0	4	2	0	6
1.2 Progress Meetings	16	0	28	0	0	44
Subtotal - General	16	0	32	2	0	50
2.0 PRELIMINARY ENGINEERING REPORT						
2.1 Preliminary Engineering Report						
a. Project Location	1	0	2	4	2	9
b. Current Situation	2	0	4	4	2	12
c. Future Situation	2	0	4	8	2	16
d. Evaluation of Alternatives	8	0	16	8	4	36
e. Evaluation of Environmental Impacts	4	0	4	8	2	18
f. Selected Plan	8	0	16	8	2	34
g. Legal and Financial	4	0	8	0	0	12
h. Public Participation	4	0	8	0	0	12
2.2 Green Project Reserve	8	8	16	0	0	32
2.3 Archeological Report	2	0	4	0	0	6
Subtotal - PER	43	8	82	40	14	187
3.0 PRELIMINARY DESIGN						
3.1 Gather Basic Data	2	0	8	0	0	10
3.2 Geotechnical Investigation	0	0	2	0	0	2
3.3 Fairway Knoll Force Main Route	2	0	16	8	0	26
3.4 Wastewater Flows and Lift Station Sizing	2	0	12	2	0	16
3.5 Packaged Lift Station	8	8	20	0	0	36
3.6 Structural	2	0	4	0	0	6
3.7 HVAC	2	8	4	0	0	14
3.8 Electrical	2	8	4	0	0	14
3.9 Instrumentation & Control	2	8	4	0	0	14
3.10 Basis of Design Memorandum	8	0	16	16	0	40
Subtotal - Preliminary Design	30	32	90	26	0	178
4.0 FINAL DESIGN						
4.1 Topographic Survey	4	0	8	16	0	28
4.2 Drawings	32	80	80	160	0	352
4.3 Specifications	12	40	24	0	8	84
4.4 Engineer's Opinion of Probable Cost	4	8	8	0	0	20
4.5 Easement Assistance	4	0	8	4	0	16
4.6 Permit Assistance	8	0	24	8	0	40
4.7 Erosion & Sediment Control Plan	4	0	16	16	0	36
Subtotal - Final Design	68	128	168	204	8	576
5.0 BID ASSISTANCE						
5.1 Bidder Inquiries	4	2	12	0	0	18
5.2 Addenda	4	12	8	8	0	32
5.3 Pre-Bid Meeting	8	0	12	0	0	20
5.4 Bid Report	4	0	8	0	0	12
Subtotal - Bid Assistance	20	14	40	8	0	82
Totals	177	182	412	280	22	1073

EXHIBIT B

AGREEMENT FOR PROFESSIONAL SERVICES
between
CITY OF WEST LAFAYETTE
and
GREELEY AND HANSEN LLC

Estimated Compensation

	Workhours		Rate	Costs
1. Direct Labor:				
a. Project Manager	177	x	$165	$29,205
b. MEPIC	182	x	$180	$32,760
c. Project Engineer	412	x	$115	$47,380
d. Designer / CAD Operator	280	x	$95	$26,600
e. Word Processor	22	x	$50	$1,100
Subtotal	1,073			**$137,045**

2. Subconsultant Costs	
a. Archeological Report - Pioneer Consulting, Inc.	$4,000
b. Geotechnical Investigation - Patriot Engineering and Environmental, Inc.	$5,000
c. Structural - Fink Roberts & Petrie, Inc.	$6,000
d. Topographic Survey - Butler Fairman Seufert	$14,500
e. Temporary Easement - Butler Fairman Seufert	$3,300
f. Easement Acquisition & Appraisal - RWS South, Inc.	$3,150
Subtotal	$35,950
3. Subconsultant Costs with 1.1 Multiplier	**$39,545**

4. Other Direct Costs					
a. Travel [1]	780	Miles	@	$0.565 / day	$441
b. Reproduction/Printing					$469
Subtotal					**$910**
5. Total Compensation					**$177,500**

[1] Based on 6 trips at 130 miles per trip.