



Agenda # 7
Commission Meeting Date:
March 19, 2013

**CITY OF GREAT FALLS
COMMISSION AGENDA REPORT**

Item: Professional Services Contract Amendment No. 1: Lower West Hill Storm Drain, O. F. 1649

From: Engineering Division

Initiated By: Public Works Department

Presented By: Jim Rearden, Public Works Director

Action Requested: Approve Professional Services Contract Amendment

Suggested Motion:

1. Commissioner moves:

“I move the City Commission approve the Professional Services Contract Amendment No. 1 between the City of Great Falls and NCI Engineering Co. (NCI) for engineering services for the Lower West Hill Storm Drain, O.F. 1649 for a fee not to exceed \$16,800.00, and authorize the City Manager to execute the agreements.”

2. Mayor calls for a second, discussion, public comment, and calls for the vote.

Staff Recommendation: Approve Professional Services Contract Amendment No. 1.

Background:

Significant Impacts

City Staff has negotiated an amendment (attached) to a previously approved professional engineering services contract with NCI. The amendment extends design phase services to include the time and effort needed to acquire easements from the Montana Department of Natural Resources & Conservation (DNRC) and a private landowner. The acquisition of easements was not included in the original Professional Services Agreement.

Workload Impacts

NCI completed the preliminary design for the project and is prepared to acquire the permits and easements needed for construction. City engineering staff is providing project oversight and administration.

Purpose

The professional design services included in the original agreement and Amendment No.1 will provide the City with plans, specifications, bid documents, easements, and permits for the construction of drainage improvements to correct flooding and saturated soil problems in the West Hill area.

Project Work Scope

Services under the original agreement and this amendment include gathering background information and data including mapping, as-built plans, survey information, field investigation, verifying existing channels, piping, culverts and other conveyances; setting control points; conducting scoping and design meetings; hydraulic and hydrologic modeling; preparation of a pre-design report with improvement alternatives and cost estimates; preparing easements and other right of way documents; preparing stream bank and other environmental permit applications; preparing final plans, specifications and other bid documents; and assisting with the bidding process. It is anticipated that the improvements will include approximately 2,000 lineal feet of storm pipe at three locations, plus manholes, inlet/outlet structures, stilling basins, drainage channels, and restoration of disturbed areas.

Evaluation and Selection Process

NCI was selected in a rotational basis to provide the professional services in accordance with the City's Architect, Engineer and Surveyor Selection Policy and also for their ability to perform the work in an acceptable time frame.

Conclusion

City staff recommends approval of the Professional Services Contract Amendment No. 1 to NCI in the amount of \$16,800.00.

Fiscal Impact

City storm drainage funding is programmed to fund the cost of the project.

Alternatives:

The City Commission could vote to deny the approval of the Professional Services Contract Amendment No. 1.

Attachments/Exhibits:

1. Professional Services Contract Amendment No. 1. (Not available online; on file in Clerk's Office.)