

## AGREEMENT FOR CONSULTANT SERVICES

THIS AGREEMENT is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2024, by and between the CITY OF RENO and the CITY OF SPARKS, hereinafter referred to as “CITY” and CR ENGINEERING, hereinafter referred to as “CONSULTANT.”

### WITNESSETH

WHEREAS, the CITY wishes to secure engineering support services for the Bleach Building HVAC Replacement Project, hereinafter referred to as “PROJECT.”

NOW THEREFORE, the CITY and CONSULTANT agree as follows:

1. Objectives.

1.1 The CONSULTANT shall serve as the CITY’s consultant of record and shall give advice to the CITY during performance of services to which this Agreement applies. All services shall be performed by the Consultant.

2. Basic Services.

2.1 The CONSULTANT will perform the services described in Exhibit A which is incorporated herein by this reference as part of this agreement.

2.2 The CONSULTANT will not change its Project Manager without written approval from the CITY.

3. CITY Responsibility.

3.1 The CITY shall designate a Project Manager to act as the CITY’s representative with respect to the work performed under this Agreement.

3.2 The CITY shall give prompt written notice to the CONSULTANT whenever the CITY observes or otherwise becomes aware of a problem with the project.

4. Authorization, Progress and Completion.

4.1 By execution of this Agreement, the CITY grants to the CONSULTANT specific authorization to proceed, upon written notice, with the services described in Article 2.1 of this Agreement and shall continue until completed.

5. Compensation.

5.1 Compensation for services performed as described in Article 2.1 shall be payable on a time and material basis in the not-to-exceed amount of \$151,830.00 per Exhibit A. The City of Reno’s share is the sum of \$104,200.93 and the City of Spark’s share is the sum of \$47,629.07.

5.2 Invoices for services rendered shall be submitted monthly. Payment by the CITY will be made within thirty (30) calendar days of receipt.

6. Special Services.

6.1 No additional services shall be performed and no additional compensation shall be permitted without a CITY approved written "Supplemental Agreement". **The supplemental agreement must be executed prior to the commencement or performance of any additional work by the CITY.**

7. Records to be Maintained by Consultant.

7.1 The CONSULTANT shall maintain records supporting requests for payment. Such records shall be available for inspection and audit by the CITY, and the CONSULTANT shall provide duplicate copies of all such records upon request by the CITY.

7.2 The information, conclusions and data generated during this Agreement by the CONSULTANT is for the exclusive use of the CITY. The CONSULTANT may not use this information, conclusions or data for any purpose other than to further the requirements of this Agreement. The CONSULTANT may not produce papers for professional journals or presentations for conferences without written permission and active participation by the CITY Project Manager.

8. Ownership of Documents.

8.1 Originals of all records, reports and other documents of service prepared by the CONSULTANT shall be property of the CITY. All said documents of service shall be made available to the CITY during the course of and for use in the performance of this Agreement.

9. Skill Level of Consultant.

9.1 Service performed by CONSULTANT will be conducted in a manner consistent with that level of care and skill ordinarily expected by members of the profession currently practicing in this area under similar conditions. CONSULTANT shall be responsible for the professional quality and technical accuracy of all services furnished by CONSULTANT.

10. Insurance.

10.1 General Requirements. The CITY requires that CONSULTANT purchase Industrial Insurance, General Liability, and CONSULTANT's Errors and Omissions Liability Insurance as described below against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the CONSULTANT, its agents, representatives, employees or subconsultants. The cost of such insurance shall be borne by CONSULTANT unless otherwise agreed.

10.2 Industrial Insurance. (Worker's Compensation & Employer's Liability). It is understood and agreed that there shall be no Industrial Insurance coverage provided for CONSULTANT or any Subconsultant by the CITY and in view of NRS 616B.627 and 617.210 requiring that CONSULTANT comply with the provisions of Chapters 616A to 616D, inclusive and 617 of NRS, CONSULTANT shall, before commencing work under the provision of this Agreement, furnish to the CITY a certificate of insurance from the Worker's Compensation Insurer certifying that the CONSULTANT and each Subconsultant have complied with the provisions of the Nevada Industrial Insurance Act, by providing coverage for each and every employee, subconsultants, and independent contractors. Should the CONSULTANT be self-insured for Industrial Insurance, the CONSULTANT shall so notify the CITY and approve written approval of such self-insurance prior to the signing of a Contract. The CITY reserves the right to accept or reject a self-insured CONSULTANT and to approve the amount(s) of any self-insured retentions. The CONSULTANT agrees that the CITY is entitled to obtain additional documentation, financial or otherwise, for review prior to entering into a Contract with the CONSULTANT.

10.3 Minimum Scope of Insurance. The following requirements apply.  
Coverage shall be at least as broad as:

(a) **Commercial General Liability** at least as broad as Insurance Services Office Commercial General Liability Coverage "occurrence" form CG OO 01 04 13 or an equivalent form. The Comprehensive General Liability Coverage shall include, but is not limited to, liability coverage arising from premises, operations, independent contractors, products and completed operations, personal and advertising, injury, blanket contractual liability and broad form property damage.

(b) **Automobile Coverage** at least as broad as Insurance Services Office Business Auto Coverage form CA OO 01 10 13 or an equivalent form covering Automobile Liability Symbol 1 "Any Auto". In lieu of a separate Business Auto Liability Policy, the City may agree to accept Auto Liability covered in the General Liability Policy, if non owned and hired auto liability are included. The CONSULTANT shall maintain limits of no less than \$1,000,000 or the amount customarily carried by the contractor, whichever is greater, combined single limit per accident for bodily injury and property damage. No aggregate limit may apply.

(c) The Additional Insured Endorsements for General Liability shall be at least as broad as the unmodified ISO CG 20 10 04 13 and ISO CG 20 37 04 13 endorsements, or equivalent. The certificate shall confirm Excess Liability is following form.

(d) Professional Errors and Omissions Liability applying to all activities performed under this Agreement in a form acceptable to CITY. CONSULTANT will maintain professional liability insurance during the term of this Agreement and for a period of six (6) years from the date of substantial completion of the project unless waived by the CITY. In the event the CONSULTANT goes out of business during the term of this Agreement or the six (6) year period described above, CONSULTANT shall purchase Extended Reporting coverage for claims arising out of CONSULTANT's negligence acts, errors and omissions committed during the term of the Professional Liability Policy.

10.4 Minimum Limits of Insurance. CONSULTANT shall maintain limits no less than:

(a) General Liability: \$1million minimum combined single limit per occurrence for bodily injury, personal injury and property damage, and \$2 million annual aggregate.

(b) CONSULTANT's Errors and Omissions Liability: \$1 million per claim and \$2 million as an annual aggregate during the term of this Agreement and for six years after the completion of the project, with each subsequent renewal having a retroactive date that predates the date of this Agreement. The CONSULTANT may purchase project insurance or obtain a rider on its normal policy in an amount sufficient to bring CONSULTANT's coverage up to minimum requirements, said additional coverage to be obtained at no cost to the CITY.

10.5 Deductibles. Any deductibles or self-insured retentions must be declared to and approved by the CITY Risk Manager. The CITY reserves the right to request additional documentation, financial or otherwise prior to giving its approval of the deductibles or self-insured retention. Any changes to the deductible or self-insured retention made during the term of this Agreement or during the term of any policy, must be approved by the CITY Risk Manager.

10.6 Other Insurance Provisions. General Liability Coverages

(a) The CITY, its officers, officials, and employees are to be covered as additional insureds as respects: liability arising out of activities performed by or on behalf of the CONSULTANT including the insured's general supervision of the CONSULTANT; products and completed operations of the CONSULTANT; or premises owned, occupied or used by the CONSULTANT. The coverage shall contain no special limitations on the scope of protection afforded to the CITY, its officers, officials, employees or volunteers.

(b) The CONSULTANT's insurance coverage shall be primary insurance as respects the CITY, its officers, officials, and employees. Any insurance or self-insurance maintained by the CITY, its officers, officials, and employees shall be excess of the CONSULTANT's insurance and shall not contribute with it in any way.

(c) Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the CITY, its officers, officials, and employees.

(d) The CONSULTANT's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

(e) The CONSULTANT'S insurance coverage shall be endorsed to state that coverage shall not be suspended, voided, canceled or non-renewed by either party, reduced in coverage or in limits except after at least thirty (30) days prior written notice for reasons other

than non-payment of premium and at least ten (10) days for non-payment of premium, by certified mail, return receipt requested, has been given to the CITY.

10.7 Acceptability of Insurers. Insurance is to be placed with an A.M. Best and Company rating level of A - Class VII or better, or otherwise approved by the CITY in its sole discretion. CITY reserves the right to require that CONSULTANT'S insurer be a licensed and admitted insurer in the State of Nevada, or on the Insurance Commissioner's approved but not admitted lists.

10.8 Verification of Coverage. CONSULTANT shall furnish the CITY with certificates of insurance, including but not limited to the Certificate of Compliance in NRS 616B.627 and with original endorsements affecting coverage required by this article. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf and must be countersigned by a duly appointed and licensed agent in this state. All approved deductibles and self-insured retentions shall be shown on the certificate. The certificates are to be on forms approved by the CITY. All certificate and endorsements are to be received and approved by the CITY before work commences. The CITY reserves the right to obtain copies of all required insurance policies.

10.9 Subconsultants. CONSULTANTS shall require all subconsultants to be insured on their own or under its policies and shall furnish separate certificates and endorsement for each subconsultant. Coverages for subconsultants shall be subject to all of the requirements stated herein unless otherwise modified by the City Attorney or Risk Manager.

10.10 Miscellaneous Conditions.

(a) If the CONSULTANT or any Subconsultant fails to maintain any of the insurance coverages required, the CITY may terminate this Agreement for cause.

(b) CONSULTANT shall be responsible for and remedy all damage or loss to any property, including property of CITY, caused in whole or in part by the CONSULTANT, any subconsultant, or any employee, directed or supervised by CONSULTANT, except damage of loss attributable to faulty drawings or specifications.

(c) Nothing herein contained shall be construed as limiting in any way to the extent to which the CONSULTANT may be held responsible for payment for damages to persons or property resulting from her operations or the operations of any subconsultant.

(d) If CONSULTANT's failure to maintain the required insurance coverage results in a breach of this Agreement, CITY may purchase the required coverage, and without further notice to CONSULTANT, deduct from sums due to CONSULTANT any premium cost advanced by CITY for such insurance.

11. Indemnification.

11.1 To the fullest extent permitted by law, the CONSULTANT shall defend, indemnify and hold harmless the CITY and its officers, employees and agents (collectively "Indemnatee") from any liabilities, damages, losses, claims, actions or proceedings, including, without limitation, reasonable attorneys' fees, that are caused by the negligence, errors, omissions, recklessness or intentional misconduct of the CONSULTANT or the employees or agents of the CONSULTANT in the performance of this Agreement.

11.2 The CONSULTANT assumes no liability for the negligence or willful misconduct of any indemnitee or other consultants of indemnitee.

11.3 The CONSULTANT's indemnification obligations for claims involving "Professional Liability" (claims involving acts, error, or omissions in the rendering of professional services) and "Economic Loss Only" (claims involving economic loss which are not connected with bodily injury or physical damage to property) shall be limited to the proportionate extent of CONSULTANT's negligence or other breach of duty.

12. Intellectual Property Indemnity.

12.1 To the fullest extent permitted by law, CONSULTANT shall defend, protect, hold harmless, and indemnify CITY and the CITY related parties from and against any and all liability, loss, claims, demands, suits, costs, fees and expenses (including actual fees and expenses of attorneys, expert witnesses, and other consultants), by whomsoever brought or alleged, for infringement of patent rights, copyrights, or other intellectual property rights, except with respect to designs, processes or products of a particular manufacturer expressly required by CITY in writing. If CONSULTANT has reason to believe the use of a required design, process or product is an infringement of a patent, CONSULTANT shall be responsible for such loss unless such information is promptly given to CITY. This Indemnity Covenant shall survive the termination of this Agreement.

13. Taxes.

13.1 CONSULTANT shall pay any and all Federal, State and local taxes, charges, fees, or contributions required by law to be paid with respect to CONSULTANT's performance of this Agreement (including, without limitation, unemployment insurance, social security, and income taxes).

14. Independent Contractor.

14.1 The parties agree that CONSULTANT is an independent contractor and this Agreement is entered into in conformance with the provisions of NRS 333.700. The parties agree that CONSULTANT is not a CITY employee and there shall be no:

- (a) Withholding of income taxes by the CITY;
- (b) Industrial insurance provided by the CITY;

- (c) Participation in group insurance plans which may be available to employees of the CITY;
- (d) Participation or contributions by either the independent contractor or CITY to any public employees' retirement system;
- (e) Accumulation of vacation leave or sick leave;
- (f) Unemployment compensation coverage provided by CITY if the requirements of NRS 612.085 for independent contractors are met.

15. Business License.

15.1 CONSULTANT shall maintain in full force and effect throughout the term of this Agreement a current business license from the CITY.

16. Compliance with Legal Obligations.

16.1 CONSULTANT is subject to NRS 338.010 – 338.090 (prevailing wage) for all covered work. CONSULTANT shall procure and maintain for the duration of this Agreement any state, county, city or federal license, authorization, waiver, permit, qualification or certification required by statute, ordinance law, or regulation to be held by CONSULTANT to provide the services required by this Agreement. CONSULTANT is solely responsible to pay assessments, premiums, permits and licenses required by law. Further, CONSULTANT agrees to comply with all applicable federal and state laws including, but not limited to, the Americans with Disabilities Act of 1990 and related standards, guidelines, and regulations (collectively “ADA”) in providing the services identified in this Agreement. It is the responsibility of CONSULTANT to address in the performance of the services any and all access or other issues to assure compliance with the ADA.

17. Employment Opportunity.

17.1 CONSULTANT shall not discriminate against any employee or applicant for employment because of race, creed, color, national origin, religion, sex, gender identity, gender expression, veteran status, sexual orientation or age, or any other protected class status applicable under federal, state or local law, rule, or regulation. Sexual orientation means having or being perceived as having an orientation for heterosexuality, homosexuality or bi-sexuality. Race includes traits associated with race, including, without limitation, hair texture and protective hairstyles. Any violation of this provision by consultant shall constitute a material breach of contract.

18. Notices.

Any notices provided for herein shall be given in writing by certified mail, return receipt requested, or by personal service to:

CITY: City of Reno  
Trina Magoon, P.E.  
Director of Utility Services

1 East First Street, 7<sup>th</sup> Floor  
Reno, NV 89501  
P.O. Box 1900  
Reno, NV 89505

City of Sparks  
John Martini, P.E.  
Assistant City Manager  
431 Prater Way  
Sparks, NV 89431  
PO Box 857  
Sparks, NV 89432

CONSULTANT: CR Engineering  
Christopher L. Rounds, PE  
5434 Longley Lane  
Reno, NV 89511

19. Assignment.

19.1 This Agreement is binding on the heirs, successors, and assigns of the parties hereto. This Agreement is not to be assigned by either party without prior written consent of the other.

20. Integration.

20.1 This agreement represents the entire understanding of CITY and CONSULTANT as to those matters contained herein. No prior oral or written understanding shall be of any force or effect with respect to those matters covered hereunder. This Agreement may not be modified or altered except by written amendment thereto signed by both parties.

21. Governing Law and Jurisdiction.

21.1 This Agreement shall be administered and interpreted under the laws of the State of Nevada. If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said laws, but the remainder of this Agreement shall be in full force and effect. Any action at law, suit in equity or judicial proceeding for the enforcement of this Agreement or any provision thereof shall be instituted only in the district courts of the State of Nevada, County of Washoe.

22. Suspension of Work.

22.1 Either party may suspend, by written notice, all or a portion of the work under this Agreement, in the event unforeseeable circumstances, beyond the control of either party, make normal progress in the performance of the work impossible. The party desiring to suspend the work must request that the work be suspended by notifying the other party, in writing, of the



circumstances which are interfering with normal progress of the work. The time for completion of the work shall be extended by the number of days the work is suspended. In the event that the period of suspension exceeds ninety (90) working days, the terms of this Agreement are subject to renegotiation and both parties are granted the option to terminate work on the suspended portion of the project in accordance to Article 23 of this Agreement.

23. Termination of Work.

23.1 The CITY may terminate, by written notice, the work under this Agreement. The CONSULTANT may terminate work in the event the CITY fails to perform in accordance with the provisions of this Agreement. Termination of this Agreement is accomplished by fifteen (15) working days prior written notice from the party initiating termination to the other. Notice of the termination shall be delivered by certified mail with receipt of delivery returned to the Sender. In the event of termination, the CONSULTANT shall perform such additional work, as is necessary for the ordinary filing of documents, and closing shall not exceed ten percent (10%) of the total time expended on the termination portion of the project prior to the effective date of termination. The CONSULTANT shall be compensated for the terminated portion of the work on the basis of work actually performed prior to the effective date of termination, plus the work required for filing and closing. Charges for the latter work are subject to the ten percent (10%) limitation described in this Article.

23.2 CONSULTANT expressly agrees that this Agreement shall be terminated immediately if for any reason local, federal and/or State Legislature funding ability to satisfy this Agreement is withdrawn, limited, or impaired.

24. Dispute Resolution.

24.1. All claims, counterclaims, disputes and other matters in question between the CITY and the CONSULTANT arising out of, or relating to, this contract or breach of it, unless otherwise settled, may be mediated before initiation of a judicial action.

24.2 Unless the parties mutually agree otherwise, mediation will be in accordance with the Commercial Mediation Procedures of the American Arbitration Association currently in effect. The American Arbitration Association will not be used to administer or facilitate the process or the selection of the mediators. Instead, the parties will attempt to mutually agree to the appointment of one mediator. If the parties cannot agree to one mediator, each party shall select one mediator and the two mediators will appoint a third mediator. The parties agree to split the mediator(s) fees and expenses. Each party shall bear their own attorney's fees and other costs incurred for the mediation.

25. Attorneys' fees.

25.1 Except as otherwise provided herein, each party shall bear its own attorney's fees and court costs.

26. Severability.

26.1 If any provision contained in this Agreement is held to be unenforceable by a court of law or equity, this Agreement shall be construed as if such provision did not exist and the nonenforceability of such provision shall not be held to render any other provision or provisions of this Agreement unenforceable.

27. Due Authorization.

27.1 Each party represents that all required authorizations have been obtained to execute this Agreement and for the compliance with each and every term hereof. Each person signing this Agreement warrants and represents to the other party that he or she has actual authority to execute this Agreement on behalf of the party for whom he or she is signing. An electronic or facsimile signature on this Agreement shall be treated for all purposes as an original signature. This Agreement is executed in one duplicate original for each party hereto, and is binding on a party only when all parties have signed and received a duplicate original.

IN WITNESS WHEREOF, the parties to these presents have hereunto set their hands and seals the year and date first above written.

CR ENGINEERING



\_\_\_\_\_  
Christopher L. Rounds, PE

CITY OF SPARKS

By: \_\_\_\_\_  
Dion Louthan  
City Manager

CITY OF RENO

By: \_\_\_\_\_  
Hillary L. Schieve, Mayor

ATTEST:

By: \_\_\_\_\_  
Mikki Huntsman, City Clerk

APPROVED AS TO FORM:

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Wes Duncan  
City Attorney

By: \_\_\_\_\_  
Susan Ball Rothe  
Deputy City Attorney

Mechanical Engineering Consultant  
5434 Longley Lane  
Reno, Nevada 89511  
Phone: 775.826.1919  
www.cr-eng.com



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## **Proposal**

May 31, 2024

Matt Smith, P.E.  
Associate Civil Engineer  
City of Reno, Public Works Department  
1 East First Street, 8<sup>th</sup> Floor  
Reno, Nevada 89505

Re: Truckee Meadows Water Reclamation Facility (TMWRF)  
Bleach Building HVAC Replacement

Dear Matt:

Thank you for the opportunity to provide the following professional services proposal. This letter is intended to define the project scope and fees.

### **Introduction**

The bleach building consists of a 2,800 square feet sodium hypochlorite room, 1,500 square feet caustic soda room (no longer used to store caustic soda), and 200 square feet electrical room. Spaces are primarily served with roof mounted makeup air units utilizing evaporative cooling and heating hot water coils and corresponding exhaust fans. The sodium hypochlorite room has unit heaters because the heating coils in the makeup air units are not functional.

There are known HVAC issues which include the following:

- Evaporative cooler leaks on the electrical equipment
- Evaporative coolers leak on the roof
- Heating coils are broken due to being subjected to below freezing condition and lack of antifreeze
- Space temperature should be kept low to maintain product

A 2021 engineering project included design of replacement makeup air units with equipment that is capable of providing the recommended ventilation air changes per hour and maintain temperature below 80°F. The makeup air unit serving the electrical room will be replaced with a split system air conditioner. Heat exchangers were selected to create antifreeze loops to prevent the heating coils from freezing. The new HVAC system will be controlled by an Alerton digital control system integrated into DCS. Plumbing improvements included improved floor drainage and evaporative cooler piping.

It is our understanding that grant money is available for air conditioning the 2,800 square feet sodium hypochlorite room. The design for this room will be changed from evaporative cooling to air conditioning.

The International Energy Conservation Code requires any buildings that have air conditioning added need to comply with current building envelope insulation requirements. Conversion to air conditioning will also significantly increase the electrical demand. The existing electrical service will be reviewed for sufficient capacity. Exterior building insulation will interfere with existing door keypads, exterior lighting, etc. requiring those components to be mounted on the new exterior wall surface.

## **Project Planning and Construction Cost Estimating Scope of Work**

### Task 1 – Mechanical Engineering Services

The following engineering services will be provided:

1. Field investigation as needed
2. Preliminary selection of HVAC equipment to determine electrical and weight requirements
3. Preliminary placement of HVAC equipment on roof plan
4. Prepare preliminary construction cost estimate
5. Attend 1 review meeting

### Task 2 – Electrical Engineering Services

The following engineering services will be provided:

1. Field investigation as needed
2. Review HVAC equipment power requirements
3. Determine proposed electrical loads and compare to available power
4. Investigate electrical service improvements if needed
5. Prepare preliminary construction cost estimate

### Task 3 – Structural Engineering Services

The following engineering services will be provided:

1. Field investigation as needed
2. Review HVAC equipment weight and location
3. Determine appropriate structural modifications
4. Prepare preliminary construction cost estimate

### Task 4 – Architectural Services

The following architectural services will be provided:

1. Field investigation as needed
2. Develop conceptual building wall and roof insulation improvements
3. Prepare International Energy Conservation Code envelope compliance
4. Prepare preliminary construction cost estimate

## **Design Services Scope of Work**

### Task 1 – Mechanical Design Services

The following engineering services will be provided:

1. Field investigation to verify as-built conditions
2. Prepare mechanical design calculations
3. Prepare mechanical design drawings and specifications
4. Prepare International Energy Conservation Code mechanical compliance certificate
5. Prepare construction cost estimate for the project
6. Attend up to 2 review meetings with TMWRF staff representatives during design
7. Submit drawings, specifications, calculations, and permit application to the building department.
8. Address building department comments

### Task 2 – Electrical Design Services

The following engineering services will be provided:

1. Field investigation to verify as-built conditions

2. Prepare electrical demolition drawings
3. Prepare electrical design calculations
4. Prepare electrical design drawings and specifications
5. Assist with electrical portion of the construction cost estimate
6. Attend up to 2 review meetings with TMWRF staff representatives during design
7. Address building department comments

#### Task 3 – Structural Design Services

The following engineering services will be provided:

1. Field investigation to verify as-built conditions
2. Prepare structural calculations for roof loading
3. Prepare structural demolition drawings
4. Prepare structural design drawings and specifications
5. Assist with structural portion of the construction cost estimate
6. Attend 1 review meeting with TMWRF staff representatives during design
7. Address building department comments

#### Task 4 – Architectural Services

The following architectural services will be provided:

1. Field investigation to verify as-built conditions
2. Prepare architectural demolition drawings
3. Prepare architectural design drawings and specifications
4. Prepare International Energy Conservation Code envelope compliance certificate
5. Assist with architectural portion of preliminary construction cost estimate
6. Attend up to 2 review meetings with TMWRF staff representatives during design
7. Address building department comments

#### Task 5 – Deliverables

1. Submit up to 3 sets of Design Development drawings, specifications, and cost estimate for review
2. Submit up to 3 sets of 100% review drawings, specifications, and cost estimate for review
3. Provide sufficient wet-stamped drawings for submission to the building department
4. Submit up to 3 sets of Bid drawings and specifications. PDF documents will also be provided.

#### Task 6 – Investigation of Hazardous Materials

Materials disturbed for the HVAC upgrades will be evaluated and tested for the presence of asbestos or lead paint.

#### Task 6 – Design Contingency

A budget allowance of \$10,000 is proposed to address additional scope items. These additional scope items are limited to activities that support completion of the project. Any additional service requests will require written authorization by the City to proceed on a time-and-material basis.

#### Services not Included

- Permit fees
- Construction management
- Civil engineering

**Fee**

Work will be performed on a time and materials basis not to exceed one hundred fifty one thousand eight hundred thirty dollars (**\$151,830**). The estimated cost budget, Attachment A, is generally acknowledged to reflect the Scope of Work. Budgets for individual tasks are shown for estimating purposes only and are not limiting for each task. Labor hours may be reallocated within the tasks in such a manner so as not to exceed the approved budget.

If this is acceptable, please execute an agreement.

Sincerely,

**CR ENGINEERING**

A handwritten signature in blue ink, appearing to read "C. L. Rounds", is written over the company name.

Christopher L. Rounds, PE

## Exhibit A

### TMWRF Bleach Building HVAC

#### Estimated Cost for Planning and Construction Budget Estimating

TASK	Principal Mech. Engineer	Senior Mech. Engineer	Mech. Engineer	Mech. Designer	Mech. Drafter	Admin
Site investigation	4					
Preliminary Equipment Selection	8				6	
Cost Estimate	12					
Present Findings to CoR	4					
subtotals of labor hours	28	0	0	0	6	0
Hourly Rates	\$215	\$190	\$150	\$115	\$110	\$80
Subtotals	\$6,020	\$0	\$0	\$0	\$660	\$0
<b>Total Mechanical Engineering Labor Rate</b>						<b>\$6,680</b>
<b>Subconsultant Labor</b>						<b>Fee</b>
Electrical Engineering		Jensen Engineering				\$9,500
Structural Engineering		CFBR Group				\$9,000
Architectural		Hooft Architecture				\$6,200
Civil		none				\$0
Investigation of Hazardous Materials		none				\$0
Special Inspections		none				\$0
<b>Total Subconsultant Labor</b>						<b>\$24,700</b>
<b>Printing</b>						<b>Fee</b>
Printing Cost, Construction Documents						\$0
Printing Expense, Record Documents		none				\$0
Printing Expense, Inspection Reports		none				\$0
<b>Total Printing cost</b>						<b>\$0</b>
<b>Project Cost</b>						<b>Fee</b>
Planning & Estimating Cost						\$31,380
Contingency						\$0
<b>Total Pre-Design Cost</b>						<b>\$31,380</b>

continued on next page

## Estimated Cost for Design

TASK	Principal Mech. Engineer	Senior Mech. Engineer	Mech. Engineer	Mech. Designer	Mech. Drafter	Admin
Site investigation	4		4			
Mechanical Design	16		84		72	
Plumbing Design	2		4		6	
Specifications	16					
Client Meetings	4		4			
Plan Check Comments	1		4		8	
subtotals of labor hours	43	0	100	0	86	0
Hourly Rates	\$215	\$190	\$150	\$115	\$110	\$80
Subtotals	\$9,245	\$0	\$15,000	\$0	\$9,460	\$0
<b>Total Mecahnical Engineering Labor Rate</b>						<b>\$33,705</b>
<b>Subconsultant Labor</b>						<b>Fee</b>
Electrical Engineering		Jensen Engineering				\$17,825
Structural Engineering		CFBR Group				\$20,700
Architectural		Hooft Architecture				\$35,220
Civil		none				\$0
Investigation of Hazardous Materials		if needed				\$2,000
Special Inspections		none				\$0
<b>Total Subconsultant Labor</b>						<b>\$75,745</b>
<b>Printing</b>						<b>Fee</b>
Printing Cost, Construction Documents						\$1,000
Printing Expense, Record Documents		none				\$0
Printing Expense, Inspection Reports		none				\$0
<b>Total Printing cost</b>						<b>\$1,000</b>
<b>Project Cost</b>						<b>Fee</b>
Design Cost						\$110,450
Design Contingency						\$10,000
<b>Total Design Cost</b>						<b>\$120,450</b>

## Cost Summary

<b>Project Cost</b>	<b>Fee</b>
Planning & Estimating	\$31,380
Design	\$120,450
<b>Total Project Cost</b>	<b>\$151,830</b>