



CONNECT EXISTING WATER MAINS  
ALONG TIGER STREET WITH NEW WATER  
MAIN THROUGH EXISTING CASING PIPE  
THAT RUNS UNDER BNSF RAILWAY

## Tiger Street Water Main Crossing Project Overview



SCALE: 1"=200'  
07/13/2016 SEI No: 16102





July 13, 2016

City of Harrisburg  
PO Box 26  
Harrisburg, SD 57032

Re: Proposal for Professional Services  
Tiger Street – Water Main Crossing

Stockwell Engineers, Inc. (Stockwell) proposes to provide professional services for Tiger Street – Water Main Crossing (the “Project”). Stockwell’s services will be provided in the manner described in this Proposal subject to the terms and conditions set forth in the attached “Standard Terms and Conditions”. City of Harrisburg is referred to as the “Client.”

### **1.0 Project Description**

- 1.1 In general, the Project consists of the preparation of an informal bid package for a water main crossing at Tiger Street in the southeast quadrant in the city. (the “Project”).

### **2.0 Topographic Survey**

- 2.1 Notify affected property owners of pending survey.
- 2.2 Research and verify existing easements and plats of record at county courthouse for the property.
- 2.3 Locate existing boundary markers at the time of the survey.
- 2.4 Locate all existing above ground features within the established survey limits. Take a sufficient frequency of elevation shots to establish reasonable accuracy for contours to be shown on a one foot interval. Show spot elevations where contour intervals exceed 50 feet apart, on tops of curbs and pavements and at such other locations deemed necessary by the surveyors. Provide building floor elevations available at the time of survey through existing exterior doorways made available by Client and/or owner, as necessary.
- 2.5 Show utilities, above and below ground, located in the field at the time of the survey by the utility companies, Client or other authorized agents of utility companies. Stockwell will contact appropriate One Call System, if available, to arrange for the location of utilities at the time of survey.
- 2.6 Prepare topographic survey utilizing AutoCAD Civil 3D for use in development of plan documents.

### **3.0 Design Development**

- 3.1 Attend an initial meeting with Client to determine Project concept and scope.
- 3.2 Review all background information made available to Stockwell by Client.
- 3.3 Contact public and private utility companies to inform them of planned improvements as well as the schedule for construction.
- 3.4 Layout and design the site improvements based on parameters established by Client.
  - 3.4.1 Design water main system utilizing industry accepted standards complying with Client’s minimum design standards. Determine pipe size based on industry

- minimum design standards, unless Client requires other design standards, based on specific land use, if available, or assumed land use if not available.
- 3.5 Prepare Project plan submittal documents.
    - 3.5.1 General notes.
    - 3.5.2 Utility plan including location of existing utilities and proposed alignment of new utilities. The utility plan will not include the profile. Plan notes will include horizontal length and vertical location.
    - 3.5.3 Standard plates and special details, as needed.
  - 3.6 Submit to Client plan documents for review.
  - 3.7 Submit to governmental agencies plan documents for approval, as necessary.

#### **4.0 Construction Documents**

- 4.1 Attend with Client submittal review meeting, if necessary.
- 4.2 Review Client's and governing agencies' comments following their reviews of the plans.
- 4.3 Provide to Client detailed specifications supplementing Client's or architect's standard specifications, as necessary. Material types and material specific items will be included as detailed specifications.
- 4.4 Prepare and submit to Client final "Engineer's Estimate" of estimated construction costs for the Project. The Engineer's Estimate is not a guarantee construction costs will not exceed the Engineer's Estimate. Client is responsible for all costs of construction.
- 4.5 Provide to Client completed, stamped plans and specifications. An electronic copy of the plans and specifications will be provided, if requested.

#### **5.0 Bidding**

- 5.1 Informally solicit qualified bidders.
- 5.2 Answer any questions arising throughout the bidding process and prepare addendums as required.
- 5.3 Prepare bid tab of potential bidders and attend the bid opening.
- 5.4 Attend governing council, board or commission meeting, if requested.
- 5.5 Prepare an itemized bid tab. Forward to the Client and all bidders copies of the itemized bid tab.
- 5.6 Prepare and deliver to Client an award recommendation letter based on the bids received.
- 5.7 Prepare and submit to contractor Notice of Award letter.
- 5.8 If requested by Client, prepare contract and submit to contractor and Client for execution.
- 5.9 If contractor prepares the construction contract documents, review construction contract documents and other submittals prepared by the contractor and submit to Client for approval and signing.

#### **6.0 Construction Administration**

- 6.1 Provide written clarifications regarding questions concerning plan submittal documents.
- 6.2 Provide recommendations to address changed or previously unknown conditions arising during construction.
- 6.3 Conduct site visits when significant work is being completed to determine generally if Client's contractors are proceeding in accordance with the contract documents. Prepare progress reports confirming construction progress, deviations from the plans and specifications and work performed. Submit to Client copies of the progress reports.
- 6.4 Review and make recommendations on requested change orders and progress payments.
- 6.5 Attend final inspection when the Project is complete.

#### **7.0 Construction Staking**

- 7.1 Provide construction staking as listed below for the contractor to construct the improvements according to the plan submittal documents. The improvements will be staked a single time for the guaranteed maximum fee set forth below, if any. If improvements need to be staked more than once, Stockwell will be entitled to additional compensation at the hourly rates set forth below.

- 7.1.1 Control.
  - 7.1.1.1 Property and right-of-way boundaries, in accordance with governing agency requirements, based on the approved final plat (platting services not described above).
  - 7.1.1.2 Benchmark – 2 locations.
- 7.1.2 Water Main.
  - 7.1.2.1 Alignment at 50' intervals.
  - 7.1.2.2 Hydrants & valves.

### 8.0 Stockwell's Additional Services

- 8.1 If authorized in writing by Client, Stockwell will furnish additional services which are not considered as basic services described above in this Proposal. Additional services to be provided will be mutually agreed upon by the parties and will be performed for compensation over and above the maximum amount set forth below, if any, otherwise at Stockwell's current hourly rates.

### 9.0 Compensation

- 9.1 Compensation for services provided by Stockwell pursuant to this Proposal will be on an **lump sum basis, in an amount of \$7,070.00 excluding sales or excise tax.** Client must make payments in accordance with Item B of the Standard Terms and Conditions attached to this Proposal.
- 9.2 The level of effort required of Stockwell to accomplish the services described in this Proposal may be affected by factors beyond Stockwell's control. Therefore, if it appears at any time additional compensation for services rendered will exceed the maximum compensation amount, Stockwell and Client agree Stockwell will not perform additional services or be entitled to additional compensation in excess of the maximum compensation amount until Stockwell and Client have agreed upon compensation for services to be rendered and Client has available funds to pay for Stockwell's services.

Sincerely,

STOCKWELL ENGINEERS, INC.



Jon Brown, P.E.  
President