



Amendment #2

MSA #11137035

This AGREEMENT (Agreement) is made today September 13, 2023 by and between RICHLAND CENTER CITY UTILITIES (OWNER) and MSA PROFESSIONAL SERVICES, INC. (MSA), which agree as follows:

Project Name: 7th, 8th & Cedar Street Utility and Roadway Improvements, Phase 3

The scope of the work authorized is: See Attached Scope of Services

The schedule to perform the work is: Approximate Start Date: Sept. 2023
Approximate Completion Date: Nov. 2024

The estimated fee for the work is: \$50,700 Water
\$41,600 Sewer
\$36,400 Public Works
\$130,000 Total

The allocation above is a proration of service estimate based on preliminary cost estimate. All services shall be performed in accordance with the General Terms and Conditions of MSA, which is attached and made part of the original Agreement dated November 10, 2021. Payment for these services will be time and materials, not to exceed estimated fee.

Approval: Authorization to proceed is acknowledged by signatures of the parties to this Agreement.

RICHLAND CENTER CITY UTILITIES

MSA PROFESSIONAL SERVICES, INC.



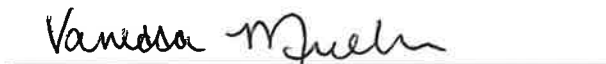


Scott Sawle
Commission President

Andrew Zimmer, P.E.
Team Leader/Project Manager

Date: 9/13/23

Date: 9.13.2023





Vanessa Mueller
Utility Office Manager

Aaron Joyce
City Clerk/Treasurer

Date: 9-13-23

Date: _____

P.O. Box 312
Richland Center, WI 53585
Phone: 608-647-3466
Fax: 608-647-8230

1230 South Boulevard
Baraboo, WI 53913
Phone: 608-355-8948
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SCOPE OF SERVICES

7th, 8th & Cedar Street Utility and Roadway Improvements, Phase 3
Richland Center City Utilities
Richland Center, WI

Project Description

The proposed base bid project consists of the reconstruction of approximately 1,400 lineal feet of urban roadway on Eighth Street from Nimocks Drive to the west side of Church Street and the reconstruction of Park Street from Eighth Street to Seventh Street. Project work includes storm sewer, sanitary sewer and water main including services and appurtenances. Work under this amendment is the third of three project phases. Phase 3 to include the design of an alternate bid for sewer and water utility installation and street resurfacing at a location selected from a list of five options to be determined by the Utility Commission and the City of Richland Center.

MSA proposes to provide design, bidding and construction services for this project as follows:

Final Design Services

- Property research
- Initiate Diggers Hotline locate request and perform topographic site survey.
- Prepare preliminary (50%) design plans for bid alternate.
- Provide preliminary plan to gas, telephone and CATV utilities for comment.
- Prepare preliminary (95%) design plans on Phase 3.
- Attend meeting with Utility and City staff to review 95% design plans and estimates.
- Prepare and submit application for WDNR permits (Sewer, water, storm water)
- Incorporate staff review comment into final plan design.
- Prepare Phase 3 Project Manual including specifications and bidding documents.
- Prepare cost estimate update based on final design.
- Forward final plans, project manual and cost estimate to Utility and City Offices.
- Prepare advertisements for bids and forward to the Richland Observer for Class 2 publication. Advertising costs to be paid by City Utilities.
- Reproduce project plans and specifications (10 assumed).
- Project administration and correspondence.
- Reimbursables: Equipment rental, reproduction, postage and mileage.

Final Design Fee: \$34,000

Bidding Phase Services

- Contractor Prequalification documents and meetings
- Distribute plans/specifications to statewide plan rooms.
- Solicit prospective bidders utilizing the Quest electronic bidding network.
- Correspondence with prospective bidders and material supplier and respond to questions during project advertising period.
- Prepare and distribute addenda to plan holders (one assumed)
- Conduct bid opening at MSA office in Baraboo.
- Review bids and prepare bid tabulation.
- Prepare letter of recommendation and Notice of Award.
- Reimbursables: Reproduction, Postage, Fax, UPS, Mileage.

Bidding Services Fee: \$5,600

Construction Related Services

Construction Administration

- Prepare and administer construction contracts.
- Attend pre-construction meeting on behalf of City Utilities.
- Review shop drawings and construction materials proposed by the contractor.
- Attend and provide project update at Utility Commission meetings (1 assumed).
- Review and recommend contractor's pay requests (4 assumed). Payment recommendation shall include a construction cost allocation.
- Review change order requests and make recommendation to Owner (1 assumed).
- Attend one "walk-through" inspection with Owner's representative(s).
- Prepare "punch list" of items required for final completion of project.
- Issue and administer project closeout documents.
- Project administration and correspondence.
- Review contractor's notes and 'as-built' records and prepare reproducible record drawings. Three copies of record drawings to be provided to the Owner.
- Reimbursables: Reproduction, Postage, Fax, UPS, and Mileage.

Construction Administration Fee \$25,400

Field Services

- Provide construction staking for sewer and water utilities (3 Trips assumed).
- Provide construction staking for storm sewer (1 Trip Assumed)
- Provide construction staking for curb and gutter (3 Trips assumed).
- Provide construction staking for final base grades (2 Trips assumed).
- Provide up to 400 hours of part-time construction observation documentation by Graduate Engineer or Engineering Intern over an assumed 10 week construction duration.
- Provide eight site visits during construction by Professional Engineer (8 Trips assumed).
 - Reimbursables: Mileage, Equipment

Field Services Fee Estimate \$65,000

Total Fee Estimate \$130,000