

Item # 12

**City of Carson City  
Agenda Report**

**Date Submitted:** February 5, 2010

**Agenda Date Requested:** February 18, 2010

**Time Requested:** 5 Minutes

**To:** Mayor and Supervisors  
**From:** Purchasing and Contracts

**Subject Title:** Action to determine that Contract No. 0910-156 is a contract for the services of a professional engineer, professional land surveyor or registered architect; that the selection was made on the basis of the competence and qualifications of the engineer, land surveyor or architect for the type of services to be performed and not on the basis of competitive fees; and therefore not suitable for public bidding pursuant to NRS 625.530; and to approve Contract No. 0910-156 with HDR Engineering, Inc. to provide Construction Management Services for North/South Water Transmission Pipeline Project through September 1, 2010, for a not to exceed cost of \$210,811.64 to be funded from the Water Capital Fund Account ARRA/ E. 5th Trans. Wtr. Mn as provided in FY 2009/2010. (Sandy Scott)

**Staff Summary:** This Contract is to provide professional services for Construction Management Services for North/South Water Transmission Pipeline Project. Consultant is to provide Construction Management Services for the construction of the aforementioned project.

**Type of Action Requested:** (check one)

Resolution  Ordinance  
 Formal Action/Motion  Other (Specify)

**Does This Action Require A Business Impact Statement:**  Yes  No

**Recommended Board Action:** I move to determine that Contract No. 0910-156 is a contract for the services of a professional engineer, professional land surveyor or registered architect; that the selection was made on the basis of the competence and qualifications of the engineer, land surveyor or architect for the type of services to be performed and not on the basis of competitive fees; and therefore not suitable for public bidding pursuant to NRS 625.530; and to approve Contract No. 0910-156 with HSR Engineering, Inc. to provide Construction Management Services for North/South Water Transmission Pipeline Project through September 1, 2010, for a not to exceed cost of \$210,811.64 to be funded from the Water Capital Fund Account ARRA/ E. 5th Trans. Wtr. Mn. as provided in FY 2009/2010. (Sandy Scott)

**Explanation for Recommended Board Action:** Pursuant to **NRS 625.530**, staff is requesting the Board of Supervisors declare that this contract is not adapted to award by competitive bidding.

**NRS 625.530 Restrictions upon public works.** Except as otherwise provided in NRS 338.1711 to 338.1727, inclusive, and 408.3875 to 408.3887, inclusive:

1. The State of Nevada or any of its political subdivisions, including a county, city or town, shall not engage in any public work requiring the practice of professional engineering or land surveying, unless the maps, plans, specifications, reports and estimates have been prepared by,

and the work executed under the supervision of, a professional engineer, professional land surveyor or registered architect.

2. The provisions of this section do not:

(a) Apply to any public work wherein the expenditure for the complete project of which the work is a part does not exceed \$35,000.

(b) Include any maintenance work undertaken by the State of Nevada or its political subdivisions.

(c) Authorize a professional engineer, registered architect or professional land surveyor to practice in violation of any of the provisions of chapter 623 of NRS or this chapter.

(d) Require the services of an architect registered pursuant to the provisions of chapter 623 of NRS for the erection of buildings or structures manufactured in an industrial plant, if those buildings or structures meet the requirements of local building codes of the jurisdiction in which they are being erected.

3. The selection of a professional engineer, professional land surveyor or registered architect to perform services pursuant to subsection 1 must be made on the basis of the competence and qualifications of the engineer, land surveyor or architect for the type of services to be performed and not on the basis of competitive fees. If, after selection of the engineer, land surveyor or architect, an agreement upon a fair and reasonable fee cannot be reached with him, the public agency may terminate negotiations and select another engineer, land surveyor or architect.

[12a:198:1919; added 1947, 797; A 1949, 639; 1943 NCL § 2875.06a]—(NRS A 1967, 953; 1971, 774; 1973, 1700; 1975, 208; 1977, 320; 1983, 807; 1989, 788; 1997, 1055; 1999, 3489; 2001, 2022; 2003, 119)

**Applicable Statute, Code, Policy, Rule or Regulation:** NRS 625.530

**Fiscal Impact:** \$210,811.64

**Explanation of Impact:** Amount of Contract.

**Funding Source:** Water Capital Fund – ARRA/ E. 5th Trans. Wtr. Mn. 520-3505-435-78-82

**Alternatives:** Provide other direction pursuant to Board Action.

**Supporting Material:** Contract No. 0910-156

**Prepared By:** Sandy Scott, Purchasing and Contracts Coordinator

**Reviewed By:**

(Public Works)

Date: 2-10-10

(City Manager)

Date: 2/9/2010

(District Attorney)

Date: 2-9-10

(Finance Director)

Date: 2/9/2010

**Board Action Taken:**

Motion: \_\_\_\_\_

1) \_\_\_\_\_  
2) \_\_\_\_\_

Aye/Nay

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Vote Recorded By)

**PROFESSIONAL SERVICES AGREEMENT RELATED TO CONSTRUCTION  
PROJECTS (Architects, Engineers, and Land Surveyor's)**  
**Contract No. 0910-156**

**Title: Construction Management Services for North/South Water  
Transmission Pipeline Project**

**THIS CONTRACT**, made and entered into this 18<sup>th</sup> day of February, 2010, by and between the City and County of Carson City, a political subdivision of the State of Nevada, hereinafter referred to as the "CITY", and HDR Engineering, Inc. hereinafter referred to as the "CONSULTANT".

**WITNESSETH:**

**WHEREAS**, the Purchasing and Contracts Coordinator for the City and County of Carson City is authorized, pursuant to Nevada Revised Statutes Chapter 332 and Carson City Purchasing Resolution #1990-R71, to approve and accept this Contract as set forth in and by the following provisions; and

**WHEREAS**, It is deemed that the services of **CONSULTANT** for **CONTRACT No. 0910-156 Construction Management Services for North/South Water Transmission Pipeline Project** are both necessary and in the best interests of **CITY**; and

**NOW, THEREFORE**, in consideration of the aforesaid premises, the parties mutually agree as follows:

**1      REQUIRED APPROVAL:**

**2      This Contract shall not become effective until and unless approved by the Carson City Board of Supervisors.**

**3      CONTRACT TERM:**

3.1    This Contract shall be effective from March 1, 2010, subject to Carson City Board of Supervisors' approval (anticipated to be February 18, 2010) to September 1, 2010, unless sooner terminated by either party as specified in **Section 7 Contract Termination**.

**4      NOTICE:**

4.1    Unless otherwise specified, termination shall not be effective until thirty (30) calendar days after a party has served written notice of default, or without cause upon the other party. All notices or other communications required or permitted to be given under this Contract shall be in writing and shall be deemed to have been duly given if delivered personally in hand, by e-mail with simultaneous regular mail, by telephonic facsimile with simultaneous regular mail, or by certified mail, return receipt requested, postage prepaid on the date posted, and addressed to the other party at the address specified below.

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For P&C Use Only
CCBL expires _____
GL expires _____
AL expires _____
PL expires _____
WC expires _____

**4.1.1 Notice to **CONSULTANT** shall be addressed to:**

James D. Morris, Construction Services Manager  
HDR Engineering, Inc.  
9805 Double R Boulevard, Suite 101  
Reno, Nevada 89521  
(775) 337-4700/(775) 337-4774  
[James.Morris@hdrinc.com](mailto:James.Morris@hdrinc.com)

**4.1.2 Notice to **CITY** shall be addressed to:**

Carson City Purchasing and Contracts  
Sandy Scott, Purchasing and Contracts Coordinator  
201 North Carson Street Suite 3  
Carson City, NV 89701  
775-887-2133 extension 30137 / FAX 775-887-2107  
[SScott@ci.carson-city.nv.us](mailto:SScott@ci.carson-city.nv.us)

**5 SCOPE OF WORK:**

**5.1** **CONSULTANT** shall provide and perform the following services set forth in **Exhibit A** attached hereto and incorporated herein by reference for and on behalf of **CITY** hereinafter referred to as the "**SERVICES**".

**5.2** **CONSULTANT** represents that it is duly licensed by Carson City for the purposes of performing the **SERVICES**.

**5.3** **CONSULTANT** represents that it is duly qualified and licensed in the State of Nevada for the purposes of performing the **SERVICES**.

**5.4** **CONSULTANT** represents that it and/or the persons it may employ possess all skills and training necessary to perform the **SERVICES** described herein and required hereunder. **CONSULTANT** shall perform the **SERVICES** faithfully, diligently, in a timely and professional manner, to the best of its ability, and in such a manner as is customarily performed in the State of Nevada by a person who is in the business of providing such services in similar circumstances and shall meet all the requirements as set forth in the incorporated attachments. **CONSULTANT** shall be responsible for the professional quality and technical

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accuracy of all **SERVICES** furnished by **CONSULTANT** to **CITY**.

5.5 **CONSULTANT** represents that neither the execution of this Contract nor the rendering of services by **CONSULTANT** hereunder will violate the provisions of or constitute a default under any other contract or agreement to which **CONSULTANT** is a party or by which **CONSULTANT** is bound, or which would preclude **CONSULTANT** from performing the **SERVICES** required of **CONSULTANT** hereunder, or which would impose any liability or obligation upon **CITY** for accepting such **SERVICES**.

5.6 Before commencing with the performance of any work under this Contract, **CONSULTANT** shall obtain all necessary permits and licenses as may be necessary. Before and during the progress of work under this Contract, **CONSULTANT** shall give all notice and comply with all the laws, ordinances, rules and regulations of every kind and nature now or hereafter in effect promulgated by any Federal, State, County, or other Governmental Authority, relating to the performance of work under this Contract. If **CONSULTANT** performs any work that is contrary to any such law, ordinance, rule or regulation, he shall bear all the costs arising therefrom.

**5.7 Special Terms and Conditions for Engineers, Architects, and Land Surveyors:**

**5.7.1 Use of **CONSULTANT'S** Drawings, Specifications and Other Documents:**

5.7.1.1 The drawing, specifications and other documents prepared by **CONSULTANT** for this Contract are instruments of **CONSULTANT'S** service for use solely with respect to this Contract and, unless otherwise provided, **CONSULTANT** shall be deemed the author of these documents and shall retain all common law statutory and other reserved rights, including the copyright.

5.7.1.2 **CITY** shall be permitted to retain copies, including reproducible copies, of **CONSULTANT'S** drawings, specifications, and other documents for information and reference in connection with this Contract.

5.7.1.3 **CONSULTANT'S** drawings, specifications and other documents shall not be used by **CITY** or others without expressed permission of **CONSULTANT**.

**5.7.2 Cost Accounting and Audits:**

5.7.2.1 If required by **CITY**, **CONSULTANT** agrees to make available to **CITY** within two (2) years after the completion of the **SERVICES** under this Contract, such books, records, receipts, vouchers, or other data as may be deemed necessary by **CITY** to enable it to arrive at appropriate cost figures for the purpose of establishing depreciation rates for the various materials and other elements which may have been incorporated into the **SERVICES**

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performed under this Contract.

**5.8 CITY Responsibilities:**

5.8.1 **CITY** shall make available to **CONSULTANT** all technical data that is in **CITY'S** possession, reasonably required by **CONSULTANT** relating to the **SERVICES**.

5.8.2 **CITY** shall provide access to and make all provisions for **CONSULTANT** to enter upon public and private lands, to the fullest extent permitted by law, as reasonably required for **CONSULTANT** to perform the **SERVICES**.

5.8.3 **CITY** shall examine all reports, correspondence, and other documents presented by **CONSULTANT** upon request of **CITY**, and render, in writing, decisions pertaining thereto within a reasonable time so as not to delay the work of **CONSULTANT**.

5.8.4 It is expressly understood and agreed that all work done by **CONSULTANT** shall be subject to inspection and acceptance by **CITY** and approval of **SERVICES** shall not forfeit the right of **CITY** to require correction, and nothing contained herein shall relieve **CONSULTANT** of the responsibility of the **SERVICES** required under the terms of this Contract until all **SERVICES** have been completed and accepted by **CITY**.

**6 CONSIDERATION:**

6.1 The parties agree that **CONSULTANT** will provide the **SERVICES** specified in **Section 4 Scope of Work** and **CITY** agrees to pay **CONSULTANT** the **CONTRACT SUM** based upon time and materials and the attached fee schedule for a not to exceed maximum amount of Two Hundred Ten Thousand, Eight Hundred Eleven Dollars and Sixty Four Cents (\$210,811.64).

6.2 **CONTRACT SUM** represents full and adequate compensation for the completed **WORK**, and includes the furnishing of all materials; all labor, equipment, tools, and appliances; and all expenses, direct or indirect, connected with the proper execution of the **WORK**.

6.3 **CITY** has provided a sample invoice and **CONSULTANT** shall submit its request for payment using said sample invoice.

6.4 Payment by **CITY** for the **SERVICES** rendered by **CONSULTANT** shall be due within thirty (30) calendar days from the date **CITY** acknowledges that the performance meets the requirements of this Contract or from the date the correct, complete, and descriptive invoice is received by **CITY** employee designated on the sample invoice, whichever is the latter date.

6.5 **CITY** does not agree to reimburse **CONSULTANT** for expenses unless otherwise

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specified.

6.6 The continuation of this Contract beyond June 30, 2010 is subject to and contingent upon sufficient funds being appropriated, budgeted, and otherwise made available by the Carson City Board of Supervisors.

**7 TIMELINESS OF BILLING SUBMISSION:**

7.1 The parties agree that timeliness of billing is of the essence to this Contract and recognize that **CITY** is on a fiscal year which is defined as the period beginning July 1 and ending June 30 of the following year. All billings for dates of service prior to July 1 must be submitted to **CITY** no later than the first Friday in August of the same year. A billing submitted after the first Friday in August will subject **CONSULTANT** to an administrative fee not to exceed \$100.00. The parties hereby agree this is a reasonable estimate of the additional costs to **CITY** of processing the billing as a stale claim and that this amount will be deducted from the stale claim payment due to **CONSULTANT**.

**8 CONTRACT TERMINATION:**

**8.1 Termination Without Cause:**

8.1.1 This Contract may be terminated by either party without cause by giving the other party ten (10) calendar days written notice of the intent to terminate and specifying the date upon which the termination will be effective.

**8.2 Cause Termination for Default or Breach:**

8.2.1 A default or breach may be declared with or without termination.

8.2.2 This Contract may be terminated by either party upon written notice of default or breach to the other party as follows:

8.2.2.1 If **CONSULTANT** fails to provide or satisfactorily perform any of the conditions, work, deliverables, goods, or services called for by this Contract within the time requirements specified in this Contract or within any granted extension of those time requirements; or

8.2.2.2 If 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 goods or services required by this Contract is for any reason denied, revoked, debarred, excluded, terminated, suspended, lapsed, or not renewed; or

8.2.2.3 If **CONSULTANT** becomes insolvent, subject to receivership, or becomes voluntarily

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or involuntarily subject to the jurisdiction of the bankruptcy court; or

8.2.2.4 If **CITY** materially breaches any material duty under this Contract and any such breach impairs **CONSULTANT'S** ability to perform; or

8.2.2.5 If it is found by **CITY** that any quid pro quo or gratuities in the form of money, services, entertainment, gifts, or otherwise were offered or given by **CONSULTANT**, or any agent or representative of **CONSULTANT**, to any officer or employee of **CITY** with a view toward securing a contract or securing favorable treatment with respect to awarding, extending, amending, or making any determination with respect to the performing of such contract; or

8.2.2.6 If it is found by **CITY** that **CONSULTANT** has failed to disclose any material conflict of interest relative to the performance of this Contract.

**8.3 Time to Correct:**

8.3.1 Termination upon a declared default or breach may be exercised only after service of formal written notice as specified in **Section 2 Notice**, and the subsequent failure of the defaulting party within five (5) calendar days of that notice to provide evidence, satisfactory to the aggrieved party, showing that the declared default or breach has been corrected.

**8.4 Winding Up Affairs Upon Termination:**

8.4.1 In the event of termination of this Contract for any reason, the parties agree that the provisions of this paragraph survive termination:

8.4.1.1 The parties shall account for and properly present to each other all claims for fees and expenses and pay those which are undisputed and otherwise not subject to set off under this Contract. Neither party may withhold performance of winding up provisions solely based on nonpayment of fees or expenses accrued up to the time of termination;

8.4.1.2 **CONSULTANT** shall satisfactorily complete work in progress at the agreed rate (or a pro rata basis if necessary) if so requested by **CITY**;

8.4.1.3 **CONSULTANT** shall execute any documents and take any actions necessary to effectuate an assignment of this Contract if so requested by **CITY**;

8.4.1.4 **CONSULTANT** shall preserve, protect, and promptly deliver into **CITY** possession all proprietary information in accordance with **Section 22 City Ownership of Proprietary Information**.

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**9      REMEDIES:**

9.1 Except as otherwise provided for by law or this Contract, the rights and remedies of the parties shall not be exclusive and are in addition to any other rights and remedies provided by law or equity, including, without limitation, actual damages, and to a prevailing party reasonable attorneys' fees and costs. The parties agree that, in the event a lawsuit is filed and a party is awarded attorney's fees by the court, for any reason, the amount of recoverable attorney's fees shall not exceed the rate of \$125 per hour. **CITY** may set off consideration against any unpaid obligation of **CONSULTANT** to **CITY**.

**10     LIMITED LIABILITY:**

10.1 **CITY** will not waive and intends to assert available Nevada Revised Statutes Chapter 41 liability limitations in all cases. Contract liability of both parties shall not be subject to punitive damages. Liquidated damages shall not apply unless otherwise specified in the incorporated attachments. Damages for any **CITY** breach shall never exceed the amount of funds appropriated for payment under this Contract, but not yet paid to **CONSULTANT**, for the fiscal year budget in existence at the time of the breach. **CONSULTANT'S** tort liability shall not be limited.

**11     FORCE MAJEURE:**

11.1 Neither party shall be deemed to be in violation of this Contract if it is prevented from performing any of its obligations hereunder due to strikes, failure of public transportation, civil or military authority, act of public enemy, accidents, fires, explosions, or acts of God, including, without limitation, earthquakes, floods, winds, or storms. In such an event the intervening cause must not be through the fault of the party asserting such an excuse, and the excused party is obligated to promptly perform in accordance with the terms of this Contract after the intervening cause ceases.

**12     INDEMNIFICATION:**

12.1 As required by AB 483, and NRS 338.155, **CONSULTANT** shall defend, indemnify and hold harmless the **CITY**, and the employees, officers and agents of the public body from any liabilities, damages, losses, claims, actions or proceedings, including without limitation, reasonable attorneys' fees, to the extent that such liabilities, damages, losses, claims, actions or proceedings 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 the contract. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of the indemnity which would otherwise exist as

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to any party or person described in this paragraph.

12.2 Except as otherwise provided in Subsection 10.4 below, the indemnifying party shall not be obligated to provide a legal defense to the indemnified party, nor reimburse the indemnified party for the same, for any period occurring before the indemnified party provides written notice of the pending claim(s) or cause(s) of action to the indemnifying party, along with:

12.2.1 a written request for a legal defense for such pending claim(s) or cause(s) of action; and

12.2.2 a detailed explanation of the basis upon which the indemnified party believes that the claim or cause of action asserted against the indemnified party implicates the culpable conduct of the indemnifying party, its officers, employees, and/or agents.

12.3 After the indemnifying party has begun to provide a legal defense for the indemnified party, the indemnifying party shall not be obligated to fund or reimburse any fees or costs provided by any additional counsel for the indemnified party, including counsel through which the indemnified party might voluntarily choose to participate in its defense of the same matter.

12.4 After the indemnifying party has begun to provide a legal defense for the indemnified party, the indemnifying party shall be obligated to reimburse the reasonable attorney's fees and costs incurred by the indemnified party during the initial thirty (30) day period of the claim or cause of action, if any, incurred by separate counsel.

**13 INDEPENDENT CONTRACTOR:**

13.1 An independent contractor is a natural person, firm or corporation who agrees to perform services for a fixed price according to his or its own methods and without subjection to the supervision or control of the other contracting party, except as to the results of the work, and not as to the means by which the services are accomplished.

13.2 It is mutually agreed that **CONSULTANT** is associated with **CITY** only for the purposes and to the extent specified in this Contract, and in respect to performance of the contracted services pursuant to this Contract. **CONSULTANT** is and shall be an independent contractor and, subject only to the terms of this Contract, shall have the sole right to supervise, manage, operate, control, and direct performance of the details incident to its duties under this Contract.

13.3 Nothing contained in this Contract shall be deemed or construed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create any liability for **CITY** whatsoever with respect to the indebtedness, liabilities, and obligations of **CONSULTANT** or any other party.

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13.4 **CONSULTANT** shall indemnify and hold **CITY** harmless from, and defend **CITY** against, any and all losses, damages, claims, costs, penalties, liabilities, expenses arising out of or incurred in any way because of, but not limited to, **CONSULTANT'S** obligations or legal duties regarding any taxes, fees, assessments, benefits, entitlements, notice of benefits, employee's eligibility to work, to any third party, subcontractor, employee, state, local or federal governmental entity.

13.5 Neither **CONSULTANT** nor its employees, agents, or representatives shall be considered employees, agents, or representatives of **CITY**.

**14 INSURANCE REQUIREMENTS:**

14.1 **CONSULTANT**, as an independent contractor and not an employee of **CITY**, must carry policies of insurance in amounts specified and pay all taxes and fees incident hereunto. **CITY** shall have no liability except as specifically provided in this Contract.

14.2 **CONSULTANT** shall not commence work before: (1) **CONSULTANT** has provided the required evidence of insurance to Carson City Purchasing and Contracts, and (2) **CITY** has approved the insurance policies provided by **CONSULTANT**.

14.3 Prior approval of the insurance policies by **CITY** shall be a condition precedent to any payment of consideration under this Contract and **CITY'S** approval of any changes to insurance coverage during the course of performance shall constitute an ongoing condition subsequent this Contract. Any failure of **CITY** to timely approve shall not constitute a waiver of the condition.

**14.4 Insurance Coverage:**

14.4.1 **CONSULTANT** shall, at **CONSULTANT'S** sole expense, procure, maintain and keep in force for the duration of this Contract the following insurance conforming to the minimum requirements specified below. Unless specifically specified herein or otherwise agreed to by **CITY**, the required insurance shall be in effect prior to the commencement of work by **CONSULTANT** and shall continue in force as appropriate until the latter of:

14.4.1.1 Final acceptance by **CITY** of the completion of this Contract; or

14.4.1.2 Such time as the insurance is no longer required by **CITY** under the terms of this Contract.

14.4.2 Any insurance or self-insurance available to **CITY** shall be in excess of and non-contributing with any insurance required from **CONSULTANT**. **CONSULTANT'S** insurance

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policies shall apply on a primary basis. Until such time as the insurance is no longer required by **CITY**, **CONSULTANT** shall provide **CITY** with renewal or replacement evidence of insurance before the expiration or replacement of the required insurance. If at any time during the period when insurance is required by this Contract, an insurer or surety shall fail to comply with the requirements of this Contract, as soon as **CONSULTANT** has knowledge of any such failure, **CONSULTANT** shall immediately notify **CITY** and immediately replace such insurance or bond with an insurer meeting the requirements.

**14.5 General Requirements:**

**14.5.1 Certificate Holder:** Each liability insurance policy shall list Carson City c/o Carson City Purchasing and Contracts, 201 N. Carson Street Suite 3, Carson City, NV 89701 as a certificate holder.

**14.5.2 Additional Insured:** By endorsement to the general liability insurance policy evidenced by **CONSULTANT**, The City and County of Carson City, Nevada, its officers, employees and immune contractors shall be named as additional insureds for all liability arising from this Contract.

**14.5.3 Waiver of Subrogation:** Each liability insurance policy shall provide for a waiver of subrogation as to additional insureds.

**14.5.4 Cross-Liability:** All required liability policies shall provide cross-liability coverage as would be achieved under the standard ISO separation of insureds clause.

**14.5.5 Deductibles and Self-Insured Retentions:** Insurance maintained by **CONSULTANT** shall apply on a first dollar basis without application of a deductible or self-insured retention unless otherwise specifically agreed to by **CITY**. Such approval shall not relieve **CONSULTANT** from the obligation to pay any deductible or self-insured retention. Any deductible or self-insured retention shall not exceed \$5,000 per occurrence, unless otherwise approved by **CITY**.

**14.5.6 Policy Cancellation:** Except for ten (10) calendar days notice for non-payment of premium, each insurance policy shall be endorsed to state that; without thirty (30) calendar days prior written notice to Carson City Purchasing and Contracts, the policy shall not be canceled, non-renewed or coverage and /or limits reduced or materially altered, and shall provide that notices required by this paragraph shall be sent by certified mail to Carson City Purchasing and Contracts, 201 N. Carson Street Suite 3, Carson City, NV 89701.

**14.5.7 Approved Insurer:** Each insurance policy shall be issued by insurance companies authorized to do business in the State of Nevada or eligible surplus lines insurers acceptable

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to the State and having agents in Nevada upon whom service of process may be made, and currently rated by A.M. Best as "A-VII" or better.

**14.5.8 Evidence of Insurance:** Prior to commencement of work, **CONSULTANT** must provide the following documents to Carson City Purchasing and Contracts, 201 North Carson Street Suite 3, Carson City, NV 89701:

**14.5.8.1 Certificate of Insurance:** The Acord 25 Certificate of Insurance form or a form substantially similar must be submitted to Carson City Purchasing and Contracts to evidence the insurance policies and coverages required of **CONSULTANT**.

**14.5.8.2 Additional Insured Endorsement:** An Additional Insured Endorsement (CG20 10 or C20 26), signed by an authorized insurance company representative, must be submitted to Carson City Purchasing and Contracts to evidence the endorsement of **CITY** as an additional insured per Subsection 12.5.2.

**14.5.8.3 Schedule of Underlying Insurance Policies:** If Umbrella or Excess policy is evidenced to comply with minimum limits, a copy of the Underlyer Schedule from the Umbrella or Excess insurance policy may be required.

**14.5.9 Review and Approval:** Documents specified above must be submitted for review and approval by Carson City Purchasing and Contracts prior to the commencement of work by **CONSULTANT**. Neither approval by **CITY** nor failure to disapprove the insurance furnished by **CONSULTANT** shall relieve **CONSULTANT** of **CONSULTANT'S** full responsibility to provide the insurance required by this Contract. Compliance with the insurance requirements of this Contract shall not limit the liability of **CONSULTANT** or its sub-contractors, employees or agents to **CITY** or others, and shall be in addition to and not in lieu of any other remedy available to **CITY** under this Contract or otherwise. **CITY** reserves the right to request and review a copy of any required insurance policy or endorsement to assure compliance with these requirements.

**15 COMMERCIAL GENERAL LIABILITY INSURANCE:**

**15.1 Minimum Limits required:**

**15.1.1 Two Million Dollars (\$2,000,000.00) - General Aggregate**

**15.1.2 Two Million Dollars (\$2,000,000.00) - Products & Completed Operations Aggregate**

**15.1.3 One Million Dollars (\$1,000,000.00) - Each Occurrence**

**PROFESSIONAL SERVICES AGREEMENT RELATED TO CONSTRUCTION  
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15.2 Coverage shall be on an occurrence basis and shall be at least as broad as ISO 1996 form CG 00 01 (or a substitute form providing equivalent coverage); and shall cover liability arising from premises, operations, independent contractors, completed operations, personal injury, products, civil lawsuits, Title VII actions and liability assumed under an insured contract (including the tort liability of another assumed in a business contract).

**16 BUSINESS AUTOMOBILE LIABILITY INSURANCE:**

16.1 Minimum Limit required:

16.1.1 One Million Dollars (\$1,000,000) per occurrence for bodily injury and property damage

16.2 Coverage shall be for "any auto", including owned, non-owned and hired vehicles. The policy shall be written on ISO form CA 00 01 or a substitute providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.

**17 PROFESSIONAL LIABILITY INSURANCE:**

17.1 Minimum Limit required: One Million Dollars (\$1,000,000.00)

17.2 Retroactive date: Prior to commencement of the performance of this Contract

17.3 Discovery period: Three (3) years after termination date of this Contract.

17.4 A certified copy of this policy may be required.

**18 WORKERS' COMPENSATION AND EMPLOYER'S LIABILITY INSURANCE:**

18.1 **CONSULTANT** shall provide workers' compensation insurance as required by Nevada Revised Statutes Chapters 616A through 616D inclusive and Employer's Liability insurance with a minimum limit of \$500,000 each employee per accident for bodily injury by accident or disease.

18.2 **CONSULTANT** may, in lieu of furnishing a certificate of an insurer, provide an affidavit indicating that **CONSULTANT** is a sole proprietor; that **CONSULTANT** will not use the services of any employees in the performance of this Contract; that **CONSULTANT** has elected to not be included in the terms, conditions, and provisions of Nevada Revised Statutes Chapters 616A-616D, inclusive; and that **CONSULTANT** is otherwise in compliance with the terms, conditions, and provisions of Nevada Revised Statutes Chapters 616A-616D, inclusive.

**PROFESSIONAL SERVICES AGREEMENT RELATED TO CONSTRUCTION  
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**19 BUSINESS LICENSE:**

19.1 **CONSULTANT** shall not commence work before **CONSULTANT** has provided a copy of his Carson City business license to Carson City Purchasing and Contracts.

19.2 The Carson City business license shall continue in force until the latter of: (1) final acceptance by **CITY** of the completion of this Contract; or (2) such time as the Carson City business license is no longer required by **CITY** under the terms of this Contract.

**20 COMPLIANCE WITH LEGAL OBLIGATIONS:**

20.1 **CONSULTANT** shall procure and maintain for the duration of this Contract 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 goods or services of this Contract. **CONSULTANT** will be responsible to pay all taxes, assessments, fees, premiums, permits, and licenses required by law. Real property and personal property taxes are the responsibility of **CONSULTANT** in accordance with Nevada Revised Statutes 361.157 and 361.159. **CONSULTANT** agrees to be responsible for payment of any such government obligations not paid by its subcontractors during performance of this Contract. **CITY** may set-off against consideration due any delinquent government obligation.

**21 WAIVER OF BREACH:**

21.1 Failure to declare a breach or the actual waiver of any particular breach of this Contract or its material or nonmaterial terms by either party shall not operate as a waiver by such party of any of its rights or remedies as to any other breach.

**22 SEVERABILITY:**

22.1 If any provision contained in this Contract is held to be unenforceable by a court of law or equity, this Contract 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 Contract unenforceable.

**23 ASSIGNMENT/DELEGATION:**

23.1 To the extent that any assignment of any right under this Contract changes the duty of either party, increases the burden or risk involved, impairs the chances of obtaining the performance of this Contract, attempts to operate as a novation, or includes a waiver or abrogation of any defense to payment by **CITY**, such offending portion of the assignment shall

**PROFESSIONAL SERVICES AGREEMENT RELATED TO CONSTRUCTION  
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be void, and shall be a breach of this Contract. **CONSULTANT** shall neither assign, transfer nor delegate any rights, obligations or duties under this Contract without the prior written approval of **CITY**.

**24 CITY OWNERSHIP OF PROPRIETARY INFORMATION:**

24.1 Any files, reports, histories, studies, tests, manuals, instructions, photographs, negatives, blue prints, plans, maps, data, system designs, computer programs, computer codes, and computer records (which are intended to be consideration under this Contract), or any other documents or drawings, prepared or in the course of preparation by **CONSULTANT** (or its subcontractors) in performance of its obligations under this Contract shall be the exclusive property of **CITY** and all such materials shall be delivered into **CITY** possession by **CONSULTANT** upon completion, termination, or cancellation of this Contract. **CONSULTANT** shall not use, willingly allow, or cause to have such materials used for any purpose other than performance of **CONSULTANT'S** obligations under this Contract without the prior written consent of **CITY**. Notwithstanding the foregoing, **CITY** shall have no proprietary interest in any materials licensed for use by **CITY** that are subject to patent, trademark or copyright protection.

24.2 **CITY** shall be permitted to retain copies, including reproducible copies, of **CONSULTANT'S** drawings, specifications, and other documents for information and reference in connection with this Contract.

24.3 **CONSULTANT'S** drawings, specifications and other documents shall not be used by **CITY** or others without expressed permission of **CONSULTANT**.

**25 PUBLIC RECORDS:**

25.1 Pursuant to Nevada Revised Statute 239.010, information or documents received from **CONSULTANT** may be open to public inspection and copying. **CITY** will have the duty to disclose unless a particular record is made confidential by law or a common law balancing of interests. **CONSULTANT** may clearly label specific parts of an individual document as a "trade secret" or "confidential" in accordance with Nevada Revised Statute 332.061, provided that **CONSULTANT** thereby agrees to indemnify and defend **CITY** for honoring such a designation. The failure to so label any document that is released by **CITY** shall constitute a complete waiver of any and all claims for damages caused by any release of the records.

**26 CONFIDENTIALITY:**

26.1 **CONSULTANT** shall keep confidential all information, in whatever form, produced,

**PROFESSIONAL SERVICES AGREEMENT RELATED TO CONSTRUCTION  
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prepared, observed or received by **CONSULTANT** to the extent that such information is confidential by law or otherwise required by this Contract.

**27 FEDERAL FUNDING:**

27.1 In the event federal funds are used for payment of all or part of this Contract:

27.1.1 **CONSULTANT** certifies, by signing this Contract, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency. This certification is made pursuant to the regulations implementing Executive Order 12549, Debarment and Suspension, 28 C.F.R. pt. 67, § 67.510, as published as pt. VII of the May 26, 1988, Federal Register (pp. 19160-19211), and any relevant program-specific regulations. This provision shall be required of every subcontractor receiving any payment in whole or in part from federal funds.

27.1.2 **CONSULTANT** and its subcontractors shall comply with all terms, conditions, and requirements of the Americans with Disabilities Act of 1990 (P.L. 101-136), 42 U.S.C. 12101, as amended, and regulations adopted thereunder contained in 28 C.F.R. 26.101-36.999, inclusive, and any relevant program-specific regulations.

27.2 **CONSULTANT** and its subcontractors shall comply with the requirements of the Civil Rights Act of 1964, as amended, the Rehabilitation Act of 1973, P.L. 93-112, as amended, and any relevant program-specific regulations, and shall not discriminate against any employee or offeror for employment because of race, national origin, creed, color, sex, religion, age, disability or handicap condition (including AIDS and AIDS-related conditions).

**28 LOBBYING:**

28.1 The parties agree, whether expressly prohibited by federal law, or otherwise, that no funding associated with this Contract will be used for any purpose associated with or related to lobbying or influencing or attempting to lobby or influence for any purpose the following:

28.1.1 Any federal, state, county or local agency, legislature, commission, counsel or board;

28.1.2 Any federal, state, county or local legislator, commission member, counsel member, board member, or other elected official; or

28.1.3 Any officer or employee of any federal, state, county or local agency; legislature, commission, counsel or board.

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**29 DUN AND BRADSTREET DATA UNIVERSAL NUMBERING SYSTEM AND CENTRAL  
CONTRACT REGISTRATION**

29.1 CONTRACTOR is required to have a Dun and Bradstreet Data Universal Number System (D-U-N-S) number and is to be registered through the Central Contractor Registration (CCR). A D-U-N-S number can be requested at <http://fedgov.dnb.com/webform> and created in one business day. A D-U-N-S number and Tax Identification Number are required before a contractor can register through CCR. Registration with CCR can be done at <http://ccr.gov>.

**30 ALL IRON, STEEL AND MANUFACTURED GOODS USED IN CONSTRUCTION:**

30.1 All iron, steel and manufactured goods used in construction, alteration, repair or maintenance of the public work project under this contract must be produced in the United States in accordance with the American Reinvestment and Recovery Act of 2009. The Contractor shall provide evidence to Carson City that all construction materials comply with this requirement. Exceptions may only be granted with prior written permission from the Carson City Planning Division and only after the Planning Division has received permission from the Secretary of the U.S. Department of Environmental Protection under the condition that: (1) the requirement is inconsistent with public interest; (2) those goods are not readily available or produced in sufficient quantity in the U.S;

**31 DAVIS-BACON ACT WAGE:**

31.1 Pursuant to section 1606 of the American Reinvestment and Recovery Act of 2009, the Davis-Bacon Act wage rules apply to this project.

**32 PROPER AUTHORITY:**

32.1 The parties hereto represent and warrant that the person executing this Contract on behalf of each party has full power and authority to enter into this Contract. **CONSULTANT** acknowledges that this Contract is effective only after approval by Carson City Purchasing and Contracts and only for the period of time specified in this Contract. Any services performed by **CONSULTANT** before this Contract is effective or after it ceases to be effective are performed at the sole risk of **CONSULTANT**.

**33 ALTERNATIVE DISPUTE RESOLUTION:**

Pursuant to NRS 338.150, public body charged with the drafting of specifications for a public work shall include in the specifications a clause requiring the use of a method of alternative dispute resolution before initiation of a judicial action if a dispute arising between the public body and the contractor engaged on the public work cannot otherwise be settled. Therefore, in the event that a dispute arising between **OWNER** and **CONSULTANT** cannot otherwise be

**PROFESSIONAL SERVICES AGREEMENT RELATED TO CONSTRUCTION  
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**Contract No. 0910-156**

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settled, **OWNER** and **CONSULTANT** agree that, before judicial action may be initiated, **OWNER** and **CONSULTANT** will submit the dispute to non-binding mediation. **OWNER** shall present **CONSULTANT** with a list of three potential mediators. **CONSULTANT** shall select one person to serve as the mediator from the list of potential mediators presented by **OWNER**. The person selected as mediator shall determine the rules governing the mediation.

**34 GOVERNING LAW; JURISDICTION:**

34.1 This Contract and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada, without giving effect to any principle of conflict-of-law that would require the application of the law of any other jurisdiction. **CONSULTANT** consents and agrees to the jurisdiction of the courts of the State of Nevada located in Carson City, Nevada for enforcement of this Contract.

**35 ENTIRE CONTRACT AND MODIFICATION:**

35.1 This Contract and its integrated attachment(s) constitute the entire Contract of the parties and such are intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other Contracts that may have been made in connection with the subject matter hereof. Unless an integrated attachment to this Contract specifically displays a mutual intent to amend a particular part of this Contract, general conflicts in language between any such attachment and this Contract shall be construed consistent with the terms of this Contract. Unless otherwise expressly authorized by the terms of this Contract, no modification or amendment to this Contract shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto and approved by Carson City Purchasing and Contracts.

**PROFESSIONAL SERVICES AGREEMENT RELATED TO CONSTRUCTION  
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Transmission Pipeline Project**

**36 ACKNOWLEDGMENT AND EXECUTION:**

36.1 In witness whereof, the parties hereto have caused this Contract to be signed and intend to be legally bound thereby.

**CARSON CITY**  
Finance Director  
Attn: Sandy Scott, Purchasing & Contracts  
Coordinator  
201 North Carson Street, Suite 3  
Carson City, Nevada 89701  
Telephone: 775-887-2133 ext. 30137  
Fax: 775-887-2107  
SScott@ci.carson-city.nv.us

By:   
SANDY SCOTT  
DATED 2-9-10

**CITY'S ORIGINATING DEPARTMENT**

**BY:** Andy Burnham, Director  
Carson City Public Works Department  
3505 Butti Way  
Carson City, NV 89701  
Telephone: 775-887-2355  
Fax: 775-887-2112  
ABurnham@ci.carson-city.nv.us

By:   
ANDY BURNHAM  
DATED 2-10-10

**CITY'S LEGAL COUNSEL**  
Neil A. Rombardo, District Attorney

I have reviewed this Contract and approve as to its legal form.

By:   
Deputy District Attorney

DATED 2-9-10

**PROFESSIONAL SERVICES AGREEMENT RELATED TO CONSTRUCTION  
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**Contract No. 0910-156**  
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James D. Morris deposes and says: That he is the **CONSULTANT** or authorized agent of the **CONSULTANT**; that he has read the foregoing Contract; and that he understands the terms, conditions, and requirements thereof.

**CONSULTANT**

**BY:** James D. Morris

**TITLE:** Construction Services Manager

**FIRM:** HDR Engineering, Inc.

**CARSON CITY BUSINESS LICENSE #:** 10-15594

**Address:** 9805 Double R Boulevard, Suite 101

**City:** Reno **State:** Nevada **Zip Code:** 89521

**Telephone:** (775) 337-4700/ **Fax #:** (775) 337-4774

**E-mail Address:** James.Morris@hdrinc.com

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(Signature of **CONSULTANT**)

DATED \_\_\_\_\_.

**PROFESSIONAL SERVICES AGREEMENT RELATED TO CONSTRUCTION  
PROJECTS (Architects, Engineers, and Land Surveyor's)**  
**Contract No. 0910-156**  
**Title: Construction Management Services for North/South Water  
Transmission Pipeline Project**

**SAMPLE INVOICE**

Invoice Number: \_\_\_\_\_

Invoice Date: \_\_\_\_\_

Invoice Period: \_\_\_\_\_

Carson City Contract Number: 0910-156

Carson City Contract Name: Construction Management Services for North/South Water  
Transmission Pipeline Project

Vendor Number: \_\_\_\_\_

HDR Engineering, Inc.

9805 Double R Boulevard, Suite 101

Reno, Nevada 89521

Invoice shall be submitted to:

Carson City Public Works

Attn: Karen White

3505 Butti Way

Carson City NV 89701

Line Item #	Description	Unit Cost	Units Completed	Total \$\$
<b>Total for this invoice</b>				

Original Contract Sum \$ \_\_\_\_\_  
Less amount previously billed \$ \_\_\_\_\_  
= contract sum prior to this invoice \$ \_\_\_\_\_  
Less this invoice \$ \_\_\_\_\_  
=Dollars remaining on Contract \$ \_\_\_\_\_

**ENCLOSE COPIES OF RECEIPTS & INVOICES FOR EXPENSES & OUTSIDE SERVICES**

**PROFESSIONAL SERVICES AGREEMENT RELATED TO CONSTRUCTION  
PROJECTS (Architects, Engineers, and Land Surveyor's)**  
**Contract No. 0910-156**  
**Title: Construction Management Services for North/South Water  
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**CONTRACT ACCEPTANCE AND EXECUTION:**

The Board of Supervisors for Carson City, Nevada at their publicly noticed meeting of February 18, 2010, approved the acceptance of the attached contract hereinbefore identified as **CONTRACT No. 0910-156** and titled "**Construction Management Services for North/South Water Transmission Pipeline Project**". Further, the Board of Supervisors authorizes the Mayor of Carson City, Nevada to set his hand to this document and record his signature for the execution of this contract in accordance with the action taken.

**CARSON CITY, NEVADA**

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**ROBERT L CROWELL, MAYOR**

DATED this 18th day of February, 2010.

**ATTEST:**

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**ALAN GLOVER, CLERK-RECORDER**

DATED this 18th day of February, 2010.

January 11, 2010

Mr. Darren Schulz  
Deputy Public Works Director  
Development Services  
Engineering Department  
3505 Butti Way  
Carson City, Nevada 89701

Subject: North / South Water Transmission Pipeline Project

Dear Darren:

Per our previous conversations the City of Carson City is requesting HDR to provide a full time Construction Manager/ inspector for the referenced project. The duration of the assignment is estimated at 6 months. The actual duration is dependant on the means and methods of the Contractor.

At this time the City has identified that this project will start on or about March 1<sup>st</sup> 2010. The City has contracted with Wood Rodgers to provide material testing for the project. Wood Rodgers will be working at the direction of HDR's onsite Construction Manager/inspector.

The City will provide our construction inspectors, office space and furniture at the development services offices, during the contract for project administration duties. HDR will provide computers and all necessary project equipment for our inspectors use for the duration of the projects.

A project manager will be provided for oversight and a contract administration person for e-file maintenance and other support functions will also support our construction inspector.

We have included a spreadsheet with the associated costs for your review and approval and a scope of services. We have also included with our spreadsheet, Wood Rodgers previously approved cost estimate for material testing. Our estimate does not include overtime. Overtime will only be charged when approved by the City.

If you should have any questions or comments, please do not hesitate to contact us at your earliest possible convenience. We are looking forward to continuing our relationship with the City and providing the City with qualified construction personnel.

Sincerely,  
**HDR, Inc.**

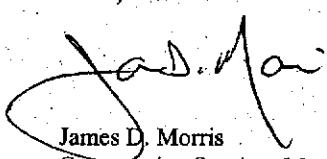
  
James D. Morris  
Construction Services Manager

EXHIBIT A

## CONSTRUCTION MANAGEMENT

### Pre-Construction Phase Services

1. Pre-Construction Conference - Organize, schedule and attend and record the pre-construction conference prior to the start of any field activities.

### Construction Phase Services

1. Meetings - Organize, attend and record construction phase meetings.
2. Consultant Management - Assist in the scheduling and quality review of required consultants.
3. Partnering - Participate in the partnering process established for the project.
4. Reports - Prepare reports that may be required during the construction phase. Prepare monthly reports to Client
6. Submittal Processing - Establish, implement and coordinate system of submittal processing.
7. RFI processing - Review and respond to contractors Requests for Information. Track all requests with engineer.
8. Change Order Preparation, Negotiation and Processing - Establish, implement and coordinate systems for processing contract change orders. Prepare independent statement of probable construction cost for contract change orders. Negotiate contract change orders with the Contractor. Prepare contract change order document for execution by Contractor and Client.
9. Schedule Review and Updating - Review Contractor's initial schedule submittal. Review schedule monthly and provide written comments to the Contractor.
10. Progress Payment Preparation and Processing - Prepare monthly progress payment reports for submission to Client based on Contractor's construction progress.
11. Certified Payroll Review – Collect Contractor's certified payroll submittals monthly and forward to City for processing.
12. Construction Administration Services - Provide administrative and management services during construction phase. Implement and monitor management procedures. Manage project documentation, personnel, equipment and facilities.
13. Photographs and videos - Provide videotape and photographic documentation of project site before and during construction.

**EXHIBIT A**

14. Maintain "Record" Drawings - Maintain one set of contract documents with up-to-date information regarding all addendum, substitutions, clarifications and change orders.
15. Off-site Inspection Services - Schedule and coordinate off-site inspection services.
16. Field Testing Services - Schedule and coordinate field-testing services as may be necessary.
17. Laboratory Testing Services - Schedule and manage laboratory testing services.
18. Surveying Services - Schedule and manage surveying services.
19. Computer Support - Provide all required computer support including hardware and software development and maintenance.
20. Utility and Permit Coordination - Review, coordinate and implement permit conditions and requirements.

**Field Inspection Services**

1. Meetings - Organize, schedule, attend, and record all inspection meetings.
2. Reports - Prepare daily summary reports listing labor, equipment and materials of construction progress. Prepare any other reports related to field services.
3. Resident Engineering - Manage all field operations relating to project observation, materials testing, measurement and payment, administration and conflict resolution. Provide detailed field inspection services to manage all field operations.
4. Field Office Assistance - Provide weekly engineering and technical support to the resident engineer in managing all field operations.

**Final Acceptance/Closeout Services**

1. Meetings - Organize, schedule, attend, and record final acceptance/close-out phase meetings.
3. Reports - Prepare reports that may be required during the final acceptance and project closeout.
4. Final Inspection and Punchlist - Provide final inspection and prepare list of project construction deficiencies for resolution by Contractor.
5. Construction Approval/Acceptance - Make recommendations to owner regarding final project approval and acceptance.
6. Final Payment - Make recommendations to Client regarding Contractor's final progress

EXHIBIT A  
payment request. Prepare final progress payment report for submission to Client.

7. Project Closeout - Prepare all documentation needed for project closeout. Deliver all project documentation to Client.

Carson City  
North South Transmission Project

**HDR**

**Project Schedule**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Preconstruction Services												
Construction Management Services												

**Project Staffing Plan**

Months	Base Salary	Billing Rate	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Hours Per Month	Mark-up		176	152	168	176	168	168	176	168	168	184	144	176
<b>Carson City Project</b>														
Principal in Charge	0.00	2.99	0.00	0	0	0	0	0	0	0	0	0	0	0.00
Project Director	0.00	2.99	0.00	0	0	0	0	0	0	0	0	0	0	0.00
Project Manager	63.00	2.99	188.37	0	0	8	8	8	8	8	8	0	48	0.00
Construction Manager/Inspector	42.00	2.99	125.58	0	0	168	176	168	168	168	168	0	0	9,041.76
Administrative Assistant	25.00	2.99	74.75	0	0	32	32	32	32	32	32	0	0	1,024
Accounting	29.85	2.99	89.25	0	0	4	4	4	4	4	4	0	0	192
QA/QC	74.00	2.99	221.26	0	0	2	2	2	2	2	2	0	0	24
<b>Subtotal</b>			0	0	214	222	214	222	214	214	214	0	0	12
<b>Carson City Over time</b>														
Principal in Charge	0.00	0.00	0.00	0	0	0	0	0	0	0	0	0	0	0.00
Project Director	0.00	0.00	0.00	0	0	0	0	0	0	0	0	0	0	0.00
Project Manager	0.00	0.00	0.00	0	0	0	0	0	0	0	0	0	0	0.00
Construction Manager	0.00	0.00	0.00	0	0	0	0	0	0	0	0	0	0	0.00
Senior Inspector	0.00	0.00	0.00	0	0	0	0	0	0	0	0	0	0	0.00
Senior Inspector/Coatings	0.00	0.00	0.00	0	0	0	0	0	0	0	0	0	0	0.00
Doc. Control Specialist	0.00	0.00	0.00	0	0	0	0	0	0	0	0	0	0	0.00
<b>Subtotal</b>			0	0	0	0	0	0	0	0	0	0	0	0.00
<b>Special Services</b>														
Monthly truck rate	0.00	0.00	0.00	0	0	0	0	0	0	0	0	0	0	0.00
Cell Phones	0.00	0.00	0.00	0	0	0	0	0	0	0	0	0	0	0.00
Tech Charge	3.70	0.00	3.70	0	0	208	216	208	216	208	208	0	0	1,264
WR Material Testing	0.00	0.00	0.00	0	0	0	0	0	0	0	0	0	0	4,676.80
<b>Subtotal</b>			0	0	0	0	0	0	0	0	0	0	0	49,350.00
<b>Totals</b>			0	0	214	222	214	214	222	214	0	0	0	1,300

BIT A



EXHIBIT A

December 21, 2009

Mr. Mark Brethauer, PE  
CARSON CITY NEVADA - PUBLIC WORKS DEPARTMENT  
3505 Butti Way  
Carson City, Nevada 89701-3498

Re: **PROPOSAL FOR PROFESSIONAL SERVICES**  
**NORTH/SOUTH WATER TRANSMISSION MAIN - PHASE I**  
**CARSON CITY, NEVADA**

Dear Mr. Brethauer:

Wood Rodgers, Inc. is pleased to present our proposal to provide construction observation, field and materials testing services for the referenced project. Our services will include a part time on call technician - inspector to perform on site testing and observation services as directed by Carson City Engineering. Density testing services will be provided for bedding, backfill, subgrade and base course. Concrete and asphalt will be tested per the requirements of the Standard Specifications for Public Works Construction (Orange Book). Samples of the soils, concrete and asphalt materials will be collected and returned to the laboratory for appropriate tests. The following budget estimate is based on the following information:

- North/South Water Transmission Main Project - Phase I plans, prepared by Carson City Public Works, dated 11-20-09.

Our proposed scope of work is as follows:

**A. SCHEDULE A: 24 INCH WATER LINE WORK**

**BUDGET ESTIMATE: \$38,075.00**

1. *Underground: Provide an on call part time technician-inspector for bedding and backfill density testing services during the 24 inch waterline installation. Based on the installation of 9480 lineal feet of water main installed at an average daily rate of 150 feet per day, we estimate 63 days at 6 hours per day. Includes 2 proctors, 2 specific gravities and 2 classification tests.*
2. *Subgrade and Base Course Density Tests: Provide an on call part time technician-inspector for subgrade density testing services prior to DG and base course placement. Base course will also be tested prior to concrete and asphalt placement. Based on 10 site visits at 4 hours each. Includes one proctor and one classification test.*

EXHIBIT A

3. Asphalt: Asphalt placement will be monitored for compaction utilizing a Troxler thin lift asphalt nuclear gauge. Rolling pattern will be established for the contractor. One hot sample will be collected and tested for Marshall Properties, Rice specific gravity, asphalt content and gradation. Asphalt cores will be extracted from the completed mat for thickness, compaction verification and air voids. Based on 1 visit at 8 hours for asphalt placement and coring. We will collect and test one asphalt hot sample and one set of 3 cores.

**B. SCHEDULE B: ADDITIVE ALTERNATIVE**

**BUDGET ESTIMATE: \$11,275.00**

4. Underground: Provide on call part time technician-inspector for bedding and backfill density testing services during the 24 inch waterline installation. Based on the installation of 1719 lineal feet of water main installed at an average daily rate of 150 feet per day, we estimate 12 days at 6 hours per day. Includes 2 laboratory proctors and 2 classification tests.
5. Subgrade and Base Course Density Tests: Provide on call part time technician-inspector for subgrade density testing services prior to DG and base course placement. Base course will also be tested prior to asphalt placement. Based on 6 site visits at 4 hours each.
6. Curb & Gutter on Fairview: Collect and test one set of four concrete cylinders for each 50 yards placed per day. Field testing includes slump and air content. Provide full time observation services during concrete placement. Based on one day at 5 hours and collecting and testing 1 set of 4 concrete cylinders for compressive strength.
7. Asphalt: Asphalt replacement will be monitored for compaction utilizing a Troxler thin lift asphalt nuclear gauge during construction of the Pedestrian path and Butti Way reconstruction. Rolling patterns will be established for the contractor. Two hot samples will be collected and tested for Marshall Properties, Rice specific gravity, asphalt content and gradation. Asphalt cores will be extracted from the completed mats for compaction verification. Based on 10 hours for asphalt placement and coring. We will collect and test two asphalt hot samples and two sets of 3 cores for asphalt thickness, per cent compaction and air voids.

Our fees include an inspector, vehicle, nuclear densometer and administrative support. We will provide our services on a time and expense basis in accordance with our current standard fee schedule. We believe this proposal accurately defines the scope of work as outlined and requested by you. To authorize this work, please issue a purchase order.

We have included Exhibit "A" Wood • Rodgers Invoicing, Payment & Liability Policies and an Exhibit "B" our current fee schedule as a part of this proposal.

EXHIBIT A

Our proposal is based on knowledge of the project at its current status and estimated contractor production rates. As you know, we are dependent of the contractors' schedule. Any change to the mentioned scope may result in a change in estimated fees.

Should you have any questions or require additional information, please contact our office.

Sincerely,

**WOOD RODGERS INC.**

*James Smith*  
James Smith, PE  
Principal

*Dave Stedronsky for*  
Dave Stedronsky  
Associate

EXHIBIT A

Exhibit "A"

WOOD RODGERS, INC. INVOICING PAYMENT & LIABILITY POLICIES

1. "Reimbursable expenses" are not included in proposal costs, and shall include actual expenditures made by Wood Rodgers Inc. in the performance of its services (blueprints, reproductions, etc.) and shall be billed at the actual cost to Wood Rodgers, Inc.
2. Invoices are submitted monthly by Wood Rodgers, Inc. Client shall notify Wood Rodgers, Inc. in writing of any and all objections, if any, to an invoice within ten (10) days of the date of the invoice. Otherwise, the invoice shall be deemed proper and accepted by the Client. Amounts invoiced are due and payable upon receipt. Client's account shall be considered delinquent if Wood Rodgers, Inc. does not receive full payment within thirty (30) days after the invoice date.
3. A service charge shall be applied to delinquent accounts at the rate of 1.5% per month. Payment thereafter shall be applied first to accrued interest and then to unpaid principal. Client shall pay all costs and expenses, including without limitation, reasonable attorney's fees, incurred by Wood Rodgers, Inc. in connection with collection of delinquent accounts of Client.
4. If a delinquency occurs, Wood Rodgers, Inc. may choose to suspend work upon ten- (10) days written notice to Client. Wood Rodgers, Inc. shall recommence work once such delinquency is completely cured and any and all attendant collection costs, fees, or other amounts required to be paid by Client under this contract are paid in full. If a delinquency by Client occurs and Wood Rodgers, Inc. chooses not to suspend work, no waiver or estoppel shall be implied. Client agrees and understands that if Wood Rodgers, Inc. suspends its work pursuant to this paragraph, Wood Rodgers, Inc. shall not be liable for any costs or damages, including but not limited to delay and consequential damages, to the Client, other owner of the property where such work is being performed, or any other third party, that may arise from or be related to such work suspension. Client agrees to indemnify and hold Wood Rodgers, Inc. harmless from and against any and all damages, costs, attorney's fees, and/or other expenses which Wood Rodgers, Inc. may incur as a result of any claim by any person or entity arising out of such suspension of work.
5. When non-standard billing is requested by Client, time spent by office administrative personnel in preparation of such billing shall be considered an extra cost to the project and shall be billed as such.
6. In providing services under this Agreement, Wood Rodgers, Inc. will endeavor to perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances.
7. Client and Wood Rodgers, Inc. recognize the risks, rewards and benefits of the project and Wood Rodgers, Inc. total fee for services. The risks have been allocated such that Client and Wood Rodgers, Inc. agrees that, to the fullest extent permitted by law, Wood Rodgers, Inc. total liability to Client and to all construction contractors and subcontractors on the project for any and all injuries, claims, losses, expenses, damages or claim expenses arising out of this agreement from any cause or causes shall not exceed the total aggregate liability of the previous contract that performed the original work. Such causes include but are not limited to Wood Rodgers, Inc. negligence, errors, omissions, strict liability, and breach of contract and breach of warranty.
8. This agreement and the applicable Services Authorization & Agreement or Proposal/Contract constitutes the entire agreement between the parties and there are no conditions, agreements or representations between the parties except as expressed in said documents. It is not the intent of the parties to this agreement to form a partnership or joint venture.

## EXHIBIT A

Exhibit "B"



WOOD RODGERS  
WOOD RODGERS, INC.

FEE SCHEDULE  
*Effective January 1, 2009*

CLASSIFICATION	STANDARD RATE
Principal Engineer/Hydrogeologist/Surveyor/Planner/LA*II	\$185 - \$210
Principal Engineer/Hydrogeologist/Surveyor/Planner/LA*	\$150 - \$185
Associate Engineer/Hydrogeologist/Surveyor/Planner/LA*	\$140 - \$175
Engineer/Hydrogeologist/Surveyor/Planner/LA*-III	\$125 - \$165
Engineer/Hydrogeologist/Surveyor/Planner/LA*-II	\$115 - \$150
Engineer/Hydrogeologist/Surveyor/Planner/LA*-I	\$95 - \$135
Assistant Engineer	\$85 - \$125
Resident Engineer	\$135 - \$170
Inspector/Construction Project Manager	\$95 - \$115
Cad Technician-III	\$95 - \$115
Cad Technician-II	\$85 - \$100
Cad Technician-I	\$75 - \$90
Field Technician III	\$85
Field Technician II	\$80
Field Technician I	\$70
Lab Technician II	\$75
Lab Technician I	\$65
Project Coordinator	\$70 - \$95
Administrative Assistant	\$60 - \$75
2-Person Survey Crew**	\$160 - \$225
3-Person Survey Crew**	\$220 - \$305
Consultants, Outside Services, Materials & Direct Charges	Cost Plus 10%
Overtime Work	Rate Plus 50%

\*LA = Landscape Architect.

\*\*Survey Crew rates subject to change March 1, 2009, pending collective bargaining negotiations.

Blueprints, reproductions, and outside graphic services will be charged at vendor invoice. Auto mileage will be charged at the IRS standard rate, currently 55 cents per mile.

Fee Schedule subject to change January 1, 2010.