



MEMORANDUM

DATE: April 10, 2023
TO: Honorable Mayor and City Councilmembers
 Dave Perrault, City Administrator
FROM: David Swearingen, P.E. Public Works Director / City Engineer
SUBJECT: Professional Services Agreement for Lift Station No. 10 – PSA Amendment

Budgeted Amount:	Actual Amount:	Funding Source:
\$180,000	\$262,394.55	Sanitary Sewer Fund

Council Should Consider

Motions to approve, table, or deny the following:

- Professional Services Agreement Amendment to increase the contract amount by \$5,000.

Background/Discussion

On June 22, 2020, the City Council approved the professional services agreement with Bolton & Menk for planning, design and construction administration services related to Lift Station No. 10 in the amount of \$49,400. On February 13, 2023, the Lift Station Rehab project was closed out.

Bolton & Menk has submitted a request to amend the professional services contract to increase the amount by \$5,000 to cover additional costs incurred during construction (Attachment A). Due to material supply and shipping delays in 2022, the project was extended far longer than originally anticipated. City staff has reviewed the request and feels they are justified. City staff recommends Council approve the amendment in Attachment A.

Budget Impact

A summary of the estimated project costs and funding sources is provided below:

Total Project Costs

Construction Cost	\$ 130,700.00
Change Order No. 1	(-)\$ 1,600.00
Pumps and Control Panel	\$ 78,560.70
Engineering Services	\$ 49,400.00 (Includes Construction Admin.)
Engineering Amendment	\$ 5,000.00
Misc. (Legal, Ads)	\$ 333.85
TOTAL	\$ 262,394.55

This project is covered by the sanitary sewer fund.

Attachment

Attachment A – PSA Amendment request from Bolton & Menk