



STAFF REPORT

Report To: Board of Supervisors **Meeting Date:** April 21, 2022

Staff Contact: Carol Akers, Purchasing & Contracts Administrator and Darren Schulz, Public Works Director

Agenda Title: For Possible Action: Discussion and possible action regarding an amendment to Contract No. 20300294 (“Amendment”) for Lumos & Associates, Inc. (“Lumos”) to perform the second phase of engineering and design services for the Quill Water Treatment Plant Rehabilitation Project (“Project”) for an additional \$1,355,315, resulting in a total not to exceed amount of \$1,602,315 for Contract No. 20300294. (Carol Akers, CAkers@carson.org and Randall Rice, RRice@carson.org)

Staff Summary: The Project will rehabilitate and update aging infrastructure at the Quill Water Treatment Plant (“Quill”) to maximize water production, modernize the existing filtration system and enhance the treatment process. Lumos was selected through a formal Request for Proposal (“RFP”) process to perform those services in two phases. Lumos completed the first design phase for \$247,000 under Contract No. 20300294. The Amendment would be for Lumos to complete the second phase of the engineering and design services for \$1,355,315, resulting in a total combined not to exceed amount of \$1,602,315 for Contract No. 20300294.

Agenda Action: Formal Action / Motion **Time Requested:** 5 Minutes

Proposed Motion

I move to approve the contract amendment as presented.

Board's Strategic Goal

Efficient Government

Previous Action

July 1, 2021 – The Board of Supervisors awarded Contract No. 20300294 to Lumos to provide engineering design services for the Project, and awarding Lumos \$247,000 to complete the first of two design phases.

February 15, 2022 – The parties executed Amendment No. 1 to Contract No. 20300294 which solely provided additional time to complete the first phase of design work.

Background/Issues & Analysis

RFP 20300294 was released on March 16, 2021 for engineering and design services for the Project, and proposals were accepted through 2:00 pm on March 29, 2021. Four proposals were received, and the City’s Review and Selection Committee selected Lumos to complete design and provide construction support services for the Project. Lumos is teaming up with Jacobs Engineering, a global leader in water treatment design, for technical support on the Project. Lumos was selected based on its qualifications, project experience, technical capacity and project approach. The Lumos/Jacobs engineering team achieved the highest combined average ranking among all committee members during the evaluation.

The engineering and design service solicited by the RFP divided the requested services into two phases to improve the quality and reliability of service received by the City. With larger and more complex projects, like this one, there are many unknown challenges to overcome during the design process, which make it very difficult for an engineering team to provide precise scope and budget estimates until additional investigations and data are collected. Separating the design contracts into two phases, an early design phase and a final design phase, allows for better development of the first phase project elements, resulting in a better tailored scope of work for the second phase. This reduces risk for both the City and the consultant.

The first phase of engineering and design for Contract No. 20300294 required Lumos to (1) provide 15% design, (2) provide a basis of design report, (3) attend various collaborative meetings, (4) perform geotechnical exploration and produce a related report and (5) complete a topographical survey. Lumos has completed these services for the agreed upon amount of \$247,000, and the parties are prepared to move on to the second phase of engineering and design services for the Project.

The Amendment requires Lumos to perform the second phase of the Project's design services for \$1,355,315. This Amendment incorporates the full scope of work and budget to complete the remainder of the Project's design, to a construction level of detail. Throughout the second phase, Lumos will provide services that include 30% design, equipment procurement assistance, 60% design, 90% design, construction documents, permitting and bid assistance.

Applicable Statute, Code, Policy, Rule or Regulation

NRS 332.115(1)(b) and 625.530(3)

Financial Information

Is there a fiscal impact? Yes

If yes, account name/number: Project Number: P350521004, Water Utility Fund-Capital Projects Account 5203505-507010, also including successfully secured federal funding.

Is it currently budgeted? Yes

Explanation of Fiscal Impact: Project Number: P350521004, Water Utility Fund-Capital Projects Account 5203505-507010, will be reduced by \$1,335,315. Current available budget is \$781,459; however, the bond for this project closed on 3/9/2022, and \$7,732,747 will be included in the City's final round of budget augmentations as added funding for this project.

Alternatives

Do not approve the contract amendment and provide alternative direction to staff.

Attachments:

[20300294 Amendment 2.pdf](#)

[20300294 Executed Amendment 1.pdf](#)

[20300294 Executed Contract.pdf](#)

Board Action Taken:

Motion: _____	1) _____	Aye/Nay
	2) _____	_____

(Vote Recorded By)

AMENDMENT FOR CONTRACT

Contract No.: 20300294

Title: Quill Water Treatment Plant Rehabilitation Project – Engineering Design and Construction Support Services

Amendment No.: 2

If Consideration will be amended, please indicate amount: Increase \$1,355,315.

Reason for amendment: To extend the contract to begin April 21, 2022 through December 31, 2023 and to increase the contract an additional \$1,355,315 for the final design phase services described in Exhibit A to this Amendment, for a new total contract amount of \$1,602,315.

It is also agreed, that all unaffected conditions, requirements, and restrictions of Contract No. 20300294, and Amendment No. 1 thereto, remain in full force and effect for the duration of the Contract term.

Amendment will become effective when approved by the Carson City Board of Supervisors and executed by the Carson City Mayor.

CONSULTANT

Approved by:

Lumos & Associates, Inc.:

Name/Title: Tim Russell, P.E., Director of Engineering

Signature: _____ Date: _____

CITY

Approved by:

City Department: Public Works

Name/Title: Darren Schulz, Director

Signature: _____ Date: _____

Carson City Purchasing and Contracts:

Name/Title: Carol Akers, Purchasing and Contracts Administrator

Signature: _____ Date: _____

Approved as to form by:

District Attorney's Office:

Name/Title: Adam Tully, Deputy District Attorney

Signature: _____ Date: _____

AMENDMENT FOR CONTRACT

Contract No.: 20300294

Title: Quill Water Treatment Plant Rehabilitation Project – Engineering Design and Construction Support Services
Amendment No.: 2

CONTRACT ACCEPTANCE AND EXECUTION:

The Board of Supervisors for Carson City, Nevada at their publicly noticed meeting of April 21, 2022, approved the acceptance of the attached Amendment for Contract hereinbefore identified as Amendment No. 2 to CONTRACT No. 20300294. Further, the Board of Supervisors authorizes the Mayor of Carson City, Nevada to set her hand to this document and record her signature for the execution of this Amendment for Contract in accordance with the action taken.

CARSON CITY, NEVADA

LORI BAGWELL, MAYOR

DATED this 21st day of April, 2022.

ATTEST:

AUBREY ROWLATT
Clerk-Recorder

DATED this 21st day of April, 2022.

**P350521004
5203505-507010**



Carson City • Fallon • Lake Tahoe • Reno

www.LumosInc.com

Carson City
 308 N. Curry Street, Suite 200
 Carson City, Nevada 89703
 775.883.7077

April 8, 2022

LA22-064

Randall Rice, MSc, P.E.
 City Engineer
 Carson City Public Works
 Via email: RRice@carson.org

**RE: Proposal for Engineering Services for Quill Water Treatment Plant Rehabilitation
 – Final Design**

Dear Mr. Rice:

Lumos & Associates, Inc. (Lumos) is pleased to provide this proposal for engineering and related services for the final design for the Carson City Quill Treatment Plant.

Project Understanding

Carson City relies on surface water, groundwater, and regional interconnection sources to meet potable water demands in the water system. The west side surface water system uses the Quill water treatment plant (WTP) to treat water from Kings Creek, Ash Creek, and the Marlette Lake Water System (MLWS). The Quill WTP was constructed in 1991 and has not undergone any major upgrades in the last 30-years. Due to changing raw water quality, changing regulatory requirements, and treatment plant limitations (capacity, etc.), the Quill WTP does not allow Carson City to maximize the use of available west side surface water sources.

In 2019, Carson City completed a Preliminary Engineering Report (PER) that identified deficiencies at the Quill WTP, evaluated conceptual improvement alternatives, and recommended constructing a new treatment process (preferred alternative) that would provide the City flexibility to treat more water of lower quality than the existing WTP can treat. Carson City is currently beginning the design process to implement the preferred alternative. In 2021 Carson City contracted with Lumos to complete a basis of design report (BODR) and preliminary 15% design drawings for the Quill WTP upgrades. Lumos, in partnership with Jacobs Engineering have largely completed the preliminary design scope of work including the BODR and the City now wishes to proceed to final design of the preferred project.

Scope of Services

Task 1A: 30% - Design & Equipment Procurement

In this subtask, decisions from the BODR and 15% Design will be further developed and incorporated into the 30% design. The 30% design will be based off of the BODR preferred project treatment

train (package filtration) and the attached concept layout for the proposed facilities. 30% design components may include mechanical equipment layouts, process flow diagrams, hydraulic profiles, civil site plans, civil utility plans, mechanical plans, structural plans, and electrical plans. The drawings will be prepared in PDF format at a standard engineering scale. Drawings will be submitted prior to the 30% Design Review Workshop. The following sheets are anticipated at this stage:

- a. Title sheet with locations, and vicinity maps;
- b. Preliminary process flow diagram;
- c. Preliminary demolition plan;
- d. Preliminary site plan indicating the proposed location of improvements within the project area including tanks, building improvements, and major piping (no grading, profiles, or section views);
- e. Preliminary structural/mechanical plan and section views of equipment treatment train within the buildings;
- f. Preliminary electrical single line diagrams; and
- g. Preliminary piping and instrumentation diagrams (P&ID)

Kickoff Meeting – The Lumos Team will conduct a project kickoff meeting with the design team, City staff, construction manager, and other City-invited participants. The kickoff meeting will provide project team introductions, establish project goals and objectives, and confirm communication processes.

Deliverables:

- 30% Improvement Plans
- Engineer's Opinion of Probable Construction Cost (EOPCC)

Task 1B: Equipment Procurement

The Lumos team will also prepare separate equipment procurement packages for the project specialty treatment equipment, specifically including the package filtration system and the ultraviolet (UV) disinfection system. The procurement packages will include procurement documents based upon the EJCDC 2019 procurement documents (P Series). The procurement package will also include equipment specifications for the package filtration system and the UV equipment and the necessary 15% design drawings. The procurement package can be used by the City for a competitive Request for Proposal (RFP) for equipment vendors. Under this task Lumos will assist the City in reviewing equipment vendor RFP responses and make a recommendation of award for the City. Once the procurement award has been made, it is assumed that the equipment procurement contract will ultimately be assigned to the project general contractor following bidding in Task 6. It is assumed that the manufacturer's shop drawings to be provided by the selected equipment vendors will be utilized as the basis of design through subsequent design tasks.

The Lumos team will provide the following services during the package filtration and UV procurement process.

- Coordinate with package filtration and UV vendors to define preliminary equipment layouts, ancillary system requirements, and approximate lead times that can be used to help develop procurement packages that vendors can satisfy.
- Prepare technical specifications based on the Basis of Design Report, funding constraints (such as American Iron & Steel), materials of construction, ancillary system requirements, power, and control requirements. It should be noted that technical specification for the package filtration and UV systems will be prepared to 90% level for this task.
- Prepare procurement documents for use by City/Construction Manager in obtaining equipment proposals.
- Develop equipment proposal evaluation criteria
- Review and evaluate proposals received and make a recommendation of award.
- Coordinate delivery and review of submittals, drawings, cut sheets, design reports, etc. with the vendor that can be integrated into the project design.

Deliverables:

- 30% Improvement Plans
- Engineer's Opinion of Probable Construction Cost (EOPCC)
- Equipment Procurement Packages for Filtration and UV Disinfection Equipment

Task 2: 60% Design

Under this task, the Lumos team will prepare Design Development plans for the proposed improvements to the Quill WTP. The design drawings will reference the selected equipment vendor's supplied manufacturer's shop drawings for the package filtration and UV disinfection equipment. The following items will be included in the design development task:

60% Design Review, Instrumentation & Controls Workshop, & Constructability Workshop – The Lumos team will receive and review the 60% design comments, constructability comments, and I&C input. Prior to the 60% design review, instrumentation controls (I&C), and constructability workshop, the Lumos team will evaluate design review comments, I&C input from the City, and constructability suggestions to evaluate the feasibility and impacts of the comments and suggestions. During the design review, I&C, and constructability workshop the Lumos team will review each comment and suggestion with the review team to collaboratively evaluate each comment/suggestion. Major action items and decisions will be documented in the meeting minutes that will be distributed to the City and Lumos team.

Deliverables:

- 60% Improvement Plans
- Outline Specifications
- Updated EOPCC

Task 3: 90% Design

Under this task, Lumos and Jacobs will prepare 90% design plans for the proposed improvements to the Quill WTP. These plans will be used for permitting the improvements through the Nevada Division of Environmental Protection – Bureau of Safe Drinking Water (NDEP-BSDW). The following items will be included in this task:

90% Design Review– The Lumos team will receive the 90% comments. Prior to the 90% design review, the Lumos team will evaluate design review comments and suggestions to evaluate the feasibility and impacts of the comments and suggestions. During the design review workshop, the Lumos team will review each comment and suggestion with the review team to collaboratively evaluate each comment/suggestion. Major action items and decisions will be documented in the meeting minutes that will be distributed to the City and Lumos team.

Deliverables:

- 90% Improvement Plans
- 90% Specifications
- Draft Contract Documents
- Updated EOPCC

Task 4: Bid Set (Construction Documents)

Under this task, Lumos and Jacobs will prepare Construction Document plans for the proposed improvements to the Quill WTP. The following items will be included in the construction document task:

Deliverables:

- Bid Set Improvement Plans
- Project Manual including Bid Set Specifications and Construction Contract Documents

Task 5: Permitting

Under this task, Lumos and Jacobs will prepare and submit all the necessary applications and plan sets for the permitting and/or approval of the design project with Carson City (building, site improvement, fire) and NDEP-BSDW (Approval of a Water Project from Bureau of Safe Drinking Water). This task includes coordination with the agencies as it relates to the project and responses to agency comments during the permitting process. Any permit fees will be paid directly by the City.

Task 6: Bidding Assistance

Under this task, Lumos and Jacobs will be available to answer questions, attend and participate in a pre-bid meeting, respond to RFI's, prepare addendums, review bids and provide a recommendation of award as necessary.

Assumptions / Exceptions

Lumos has made the following assumptions in preparation of this proposal:

- Lumos has teamed with Jacobs Engineering to complete the proposed scope of work.
- At this time it is assumed that the project will utilize Federal funds to finance the project in whole or in part.
- It is assumed that the project will be completed via a Design-Bid-Build project delivery approach. Alternative project delivery mechanisms (e.g. CMAR) are not anticipated for this project and the additional design team coordination efforts required for an alternative project delivery are not included in this proposal.
- It is assumed that the City will procure the services of an independent cost estimator (ICE) for establishing construction cost estimates. Lumos will provide EOPCCs at the design milestones identified above and coordinate with the City's ICE during the design process.
- To facilitate an efficient and effective review process, review comments on design deliverables will be handled through Bluebeam Studio to function as collaborative and dynamic repository of review comments and document comment resolution on successive design deliverables. The Bluebeam Studio will be supplemented by a comment/response summary spreadsheet listing the comments by page.
- Facilities included in the design are as follows as included in the 15% Basis of Design Report:
 - Building Expansion per layout
 - Equalization tank site preparation and associated piping to the facility (tank design itself is not included)
 - Flash mixing system
 - Raw water quality monitoring and controls
 - Clarifier and filter system with associated chemical feed systems and mechanical piping
 - UV disinfection system
 - Chlorination system upgrades
 - Effluent pumping system
 - Backwash process system and facilities
 - Drying beds (concrete lined w/o underdrains or other piping), piping to drying bed and pumps as necessary
 - Sewer connection
 - All associated site grading, mechanical piping, architectural, electrical, controls, P&IDs, structural, HVAC, and associated work to support the components listed above.
- Not all facilities included in the design will be part of the construction/bidding process based upon budget considerations at the bidding/construction point of the project.
- Proposal includes 2 workshops and the kickoff meeting. Workshops are anticipated to be 6 hours each and the kickoff 2-4 hours.
- Proposal assumes a check-in progress update type meeting every two weeks (may shift due to schedules/holidays) between only Lumos and Carson City staff. The goal is to limit involvement to decision makers and have a clear agenda for each meeting. These regular update meetings will may be held in person, by conference call, or by video conference.
- Lumos will utilize City's front end contract documents for bidding as the initial template. It is anticipated that some revisions will be necessary to meet the intent and tie into the project.
- Lumos and Jacobs will utilize our CAD templates/standards but will endeavor to follow the City's CAD standards where feasible without adding cost to the project at our discretion (we will not modify linetypes/font/etc).

Fees

The tasks described in the Scope of Services will be completed for the following fees:

Task	Description		Fee
Task 1A	30% Design	Lump Sum	\$224,880
Task 1B	Equipment Procurement	Lump Sum	\$78,300
Task 2	60% Design	Lump Sum	\$336,190
Task 3	90% Design	Lump Sum	\$411,980
Task 4	Bid Set (Construction Documents)	Lump Sum	\$247,360
Task 5	Permitting	Lump Sum	\$29,310
Task 6	Bidding Assistance	Lump Sum	\$27,295
Total:			\$1,355,315

Tasks 1A through 6 will be lump sum. Lumos will be happy to amend this proposal as necessary to include services not included or to amend the proposed services to better match the scope of services required.

If this proposal is acceptable, please provide your Contract for execution. Lumos will send monthly progress billings on this project. The amount of these billings will be based upon the percentage of work completed. The terms are 'Due Upon Receipt' and accounts are past due after 30 days. Accounts over 30 days old will be subject to interest at the rate of 1 1/2% per month and such collection action as may be necessary to collect the account. In addition, a "Stop Work Order" may be issued on past due accounts. In this case, no further work will be performed until the account is brought current.

Thank you again for allowing Lumos to provide you with this proposal. Please do not hesitate to call me if you have questions or concerns as we would happy to discuss them with you.

Sincerely,



Tim Russell, P.E., WRS
Director, Engineering Division

Cc: Eddy Quaglieri, PE



Carson City Quill WTP Final Design

Task #	Title Name	Principal		Group Manager		Sr. Engineer		Project Engineer		Staff Engineer		Structural Engineering		Technician		Admin		Subs Jacobs	Markup 5%	On-Call Services/Expenses	Total Project	Total Hours
		Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost					
	Hourly Rate	\$ 250.00		\$ 235.00		\$ 175.00		\$ 165.00		\$ 155.00		\$ 165.00		\$ 145.00		\$ 90.00						
1A	30% Preliminary Design	31	\$ 7,750	56	\$ 13,160	160	\$ 28,000	160	\$ 24,800	0	\$ -	100	\$ 16,500	96	\$ 13,920	0	\$ -	\$ 115,000	\$ 5,750	\$ -	\$ 224,880	603
	Improvement Plans	30		52		144		144		0				80							\$ -	306
	EOCC	1		4		16		16						16							\$ -	37
1B	Equipment Procurement	8	\$ 2,000	24	\$ 5,640	48	\$ 8,400	48	\$ 7,440	0	\$ -	0	\$ -	16	\$ 2,320	0	\$ -	\$ 50,000	\$ 2,500	\$ -	\$ 78,300	144
	Procurement Package Filtration Equipment	4		12		24		24						8							\$ -	48
	Procurement Package UV	4		12		24		24						8							\$ -	48
2	60% Preliminary Design	45	\$ 11,250	114	\$ 26,790	238	\$ 41,650	238	\$ 36,890	0	\$ -	140	\$ 23,100	88	\$ 12,760	0	\$ -	\$ 175,000	\$ 8,750	\$ -	\$ 336,190	863
	Improvement Plans	36		98		210		210						60							\$ -	404
	Outline Specifications	8		12		12		12						16							\$ -	48
	Updated EOCC	1		4		16		16						12							\$ -	33
3	90% Preliminary Design	53	\$ 13,250	182	\$ 42,770	342	\$ 59,850	362	\$ 56,110	0	\$ -	140	\$ 23,100	120	\$ 17,400	0	\$ -	\$ 190,000	\$ 9,500	\$ -	\$ 411,980	1,199
	Improvement Plans	36		98		210		230						60							\$ -	404
	Specifications	8		60		60		60						24							\$ -	152
	Draft Contract Documents	8		20		60		60						24							\$ -	112
	Updated EOCC	1		4		12		12						12							\$ -	29
4	Bid Set	52	\$ 13,000	138	\$ 32,430	195	\$ 34,125	195	\$ 30,225	0	\$ -	60	\$ 9,900	84	\$ 12,180	0	\$ -	\$ 110,000	\$ 5,500	\$ -	\$ 247,360	724
	Bid Set Improvement Plans	36		98		135		135						60							\$ -	329
	Bid Set Specifications	8		20		40		40						16							\$ -	84
	Contract Documents	8		20		20		20						8							\$ -	56
						\$ -															\$ -	-
5	Permitting	4	\$ 1,000	8	\$ 1,880	16	\$ 2,800	16	\$ 2,480	0	\$ -	16	\$ 2,640	48	\$ 6,960	0	\$ -	\$ 11,000	\$ 550	\$ -	\$ 29,310	108
	NDEP-BSDW	2		4		8		8						8							\$ -	22
	Carson City	2		4		8		8						8							\$ -	22
6	Bidding Assistance	8	\$ 2,000	21	\$ 4,935	34	\$ 5,950	0	\$ -	0	\$ -	16	\$ 2,640	16	\$ 2,320	0	\$ -	\$ 9,000	\$ 450	\$ -	\$ 27,295	95
	Prebid	3		3		6		0						0							\$ -	12
	RFI Response	3		16		16		0						16							\$ -	51
	Recommendations/Review of Bid	2		2		12		0						0							\$ -	16
7	Riemburseables/Expenses		\$ -	0	\$ -		\$ -		\$ -	0	\$ -	0	\$ -	0	\$ -	0	\$ -				\$ -	-
																					\$ -	-
	Total	201	\$ 50,250	543	\$ 127,605	1033	\$ 180,775	1019	\$ 157,945	0	\$ -	472	\$ 77,880	468	\$ 67,860	0	\$ -	\$ 660,000	\$ 33,000	\$ -	\$ 1,355,315	3,736

	Principal, Jerry Dehn	Asst. Project Manager, Jake Kabler	Senior Technical Consultant, Enoch Nicholson	Design Manager, Sean Troyan	Lead Process Engineer, Amy Gao	GDC Process Design Engineer, Pratusha Reddy Reddy	Lead Electrical Engineer, Julianne Abshier	Lead HVAC/Plumbing Engineer, James Wang	Lead I&C Engineer, Derek Johnson	Architecture, Erin Gray	SME - Electrical and I&C, Craign Cusworth	SME - Process Mechanical, Joseph Zalla	SME - Bldg Mechanical, Patrick Rausch	SME - Architecture, Geoff Kirsten	Project Automation Lead, Jess Minor	Discipline CAD - Redding/Corvallis	Discipline CAD GDC Support	Specification Processing, Cheryl Perrine	Administrative Support, Candace Vermulen	Total Labor		Escalation (3% for 2023 Tasks)	Tool Charges	Travel / Misc Expense	Subconsultant	Markup (10% of Travel & Subconsultants)	TOTAL
2022 Billing Rate (\$/hr)	\$265	\$175	\$225	\$225	\$200	\$125	\$149	\$175	\$225	\$175	\$245	\$265	\$265	\$265	\$160	\$144	\$90	\$144	\$99	Hours	\$						
A. CARSON CITY QUILL FINAL DESIGN																											
Design Coordination		140		150														18		308	\$60,032	\$1,848	\$400		\$40	\$62,320	
Equipment Pre-purchase (All Disciplines)			60		120		8		20			8						20	8	244	\$48,984	\$1,464	\$1,000		\$100	\$51,548	
CAD Lead and Coordination														80		8				88	\$13,520	\$528				\$14,048	
Process Mechanical Design			20		900	300								80	200	250				1,750	\$286,100	\$10,500	\$2,500		\$250	\$299,350	
Electrical							180								120	95				395	\$52,650	\$2,370	\$500		\$50	\$55,570	
HVAC/Plumbing								160								85	110			355	\$50,140	\$2,130	\$500		\$50	\$52,820	
I&C									160							80	80			320	\$54,720	\$1,920	\$1,000		\$100	\$57,740	
Architecture										8						12				20	\$3,128	\$120				\$3,248	
Quality Control and technical oversight - all disciplines											60	70	50	4					4	188	\$47,956	\$1,128				\$49,084	
Specification Processing																		80		80	\$11,520	\$480				\$12,000	
Bid Support Services		4	8	8	8	8	4	4	4											48	\$9,096	\$288	\$100		\$10	\$9,494	
TOTAL		144	88	158	1,028	308	192	164	184	8	60	78	50	4	160	497	543	100	30	3,796	\$637,846		\$22,776	\$6,000		\$600	\$667,222

AMENDMENT FOR CONTRACT

Contract No.: 20300294
Title: Quill Water Treatment Plant Rehabilitation Project – Engineering Design and Construction Support Services
Amendment No.: 1

If Consideration will be amended, please indicate amount: \$0.

Reason for amendment: To extend the contract retroactively from January 31, 2022 through March 31, 2022.

It is also agreed, that all unaffected conditions, requirements, and restrictions of the Original Contract document remain in full force and effect for the duration of the Contract term.

Amendment will become effective when signed by Purchasing and Contracts.

Approved by:

(1) City Department: Public Works

Name/Title: Darren Schulz, Director

Signature:  Date: 2/15/22

(2) District Attorney's Office:

Name/Title: Adam Tully, Deputy District Attorney

Signature:  Date: 2/11/22

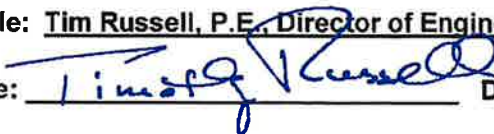
(3) Carson City Purchasing and Contracts:

Name/Title: Carol Akers, Purchasing and Contracts Administrator

Signature:  Date: 2/15/2022

(4) Lumos & Associates, Inc.:

Name/Title: Tim Russell, P.E., Director of Engineering

Signature:  Date: 2-11-22

this 15% design contract includes the (1) Basis of Design Report, (2) Collaborative Meetings, (3) Geotechnical Exploration & Report, and (4) Topographical Survey.

The second phase of this scope of work will be brought to the Board at future meeting and will incorporate the full scope and budget to complete the remainder of the design to a construction level of detail. The second scope will use the design elements developed at 15% and prepare the project for bidding and execution. The benefit of breaking the design contracts up, is to allow further development of the initial project elements and tailor the second scope of work to those findings.

Additional contracts related to this project may include an Independent Cost Estimator and Construction Manager at Risk, to be brought in front of the Board at a future meeting as well. These contracts will be dependent on the best recommended approach to project delivery.

Applicable Statute, Code, Policy, Rule or Regulation

NRS 332.115(1)(b) and 625.530(3)

Financial Information

Is there a fiscal impact? Yes

If yes, account name/number: Project Number: P350521004
Water Utility Fund-Capital Projects Account 5203505-507010

Is it currently budgeted? Yes

Explanation of Fiscal Impact: P350521004, Water Utility Fund-Capital Projects Account 5203505-507010, will be reduced by \$247,000; budget available is \$1,000,000 as of July 1, 2021.

Alternatives

Do not approve the contract and provide alternative direction to staff.

Attachments:

20300294 Draft Contract.pdf

Board Action Taken:

Motion: approve

- 1) MW
- 2) SG

Aye/Nay

5/8/20

AR

(Vote Recorded By)

PROFESSIONAL SERVICES CONSULTANT AGREEMENT

Contract No. 20300294

Title: Quill Water Treatment Plant Rehabilitation Project- Engineering Design and Construction Support Services

THIS CONTRACT is made and entered into this 1st day of July 2021, by and between Carson City, a consolidated municipality, a political subdivision of the State of Nevada, hereinafter referred to as “CITY”, and Lumos & Associates, Inc., hereinafter referred to as “CONSULTANT”.

WITNESSETH:

WHEREAS, the Purchasing and Contracts Manager for CITY is authorized pursuant to Nevada Revised Statutes (hereinafter referred to as “NRS”) 332 and/or 338 and Carson City Purchasing Resolution #1990-R71, to approve and accept this Contract as set forth in and by the following provisions; and

WHEREAS, this Contract is for consulting services from one or more licensed architects, engineers and/or land surveyors; and

WHEREAS, this Contract (does involve X) (does not involve) a “public work” construction project, which pursuant to NRS 338.010(18) means any project for the new construction, repair or reconstruction of an applicable project financed in whole or in part from public money; and

WHEREAS, CONSULTANT’S compensation under this agreement (does) (does not X) utilize in whole or in part money derived from one or more federal grant funding source(s); and

WHEREAS, it is deemed necessary that the services of **CONSULTANT** for **CONTRACT No. 20300294** (hereinafter referred to as “Contract”) are both necessary and in the best interest of **CITY**; and

NOW, THEREFORE, in consideration of the aforesaid premises, and the following terms, conditions and other valuable consideration, the parties mutually agree as follows:

1. REQUIRED APPROVAL:

This Contract shall not become effective until and unless approved by the Carson City Board of Supervisors, all required documents are received and signed by all parties.

2. SCOPE OF WORK (Incorporated Contract Documents):

2.1 **CONSULTANT** shall provide and perform the following services set forth in **Exhibit A**, which shall all be attached hereto and incorporated herein by reference for and on behalf of **CITY** and hereinafter referred to as the “SERVICES”.

2.2 **CONSULTANT** represents that it is duly licensed by **CITY** for the purposes of performing the SERVICES.

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

For P&C Use Only	
CCBL expires	12/31/21
GL expires	12/30/21
AL expires	12/30/21
PL expires	3/31/22
WC expires	12/30/21

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2.4 **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 by a person who is in the business of providing such services in similar circumstances. **CONSULTANT** shall be responsible for the professional quality and technical accuracy of all SERVICES furnished by **CONSULTANT** to **CITY**.

2.5 **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.

2.6 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, it shall bear all the costs arising therefrom.

2.7 Special Terms and Conditions for Engineers, Architects, and Land Surveying/Testing:

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

2.7.1.1 The drawings, 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.

2.7.2 *Cost Accounting and Audits:*

2.7.2.1 If required by **CITY**, **CONSULTANT** agrees to make available to **CITY** for three (3) 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 performed under this Contract.

2.7.3 *If Land Surveying or Testing SERVICES are provided to a Public Work Project involving actual Construction (not solely design work):*

2.7.3.1 DAVIS-BACON & RELATED ACTS 29 CFR PARTS 1,3,5,6,&7 AND NRS 338.070(5): **CONSULTANT** shall comply with Davis-Bacon Act and NRS 338.070(5). **CONSULTANT** and each covered contractor or subcontractor must provide a weekly statement of wages paid to each of its employees engaged in covered SERVICES. The

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statement shall be executed by **CONSULTANT** or subcontractor or by an authorized officer or employee of **CONSULTANT** or subcontractor who supervised the payment of wages and shall be on the "Statement of Compliance" form. **CONSULTANT** shall submit a Statement of Compliance that is prescribed by the Nevada Labor Commissioner or contains identical wording. Per NRS 338.070(6) the records maintained pursuant to subsection 5 of this statute must be open at all reasonable hours to the inspection of the public body (the **CITY'S** representative) awarding the contract. The **CONSULTANT** engaged on the public work or subcontractor engaged on the public work shall ensure that a copy of each record for each calendar month is received by the public body awarding the contract (the **City**) **no later than 15 days after the end of the month.**

2.7.3.2 FEDERAL FUNDING: In the event federal funds are used for payment of all or part of this Contract, **CONSULTANT** shall submit a Statement of Compliance form WH347 or a form with identical wording and a Statement of Compliance prescribed by the Nevada Labor Commissioner **within 7 days after the regular pay date for the pay period.** The original Statements shall be delivered to Carson City Public Works, 3505 Butti Way, Carson City, Nevada 89703, attention Davis-Bacon/Federal Funding Compliance.

2.7.3.3 CERTIFIED PAYROLLS FOR DAVIS-BACON AND PREVAILING WAGE PROJECTS: The higher of the Federal or local prevailing wage rates for **CITY**, as established by the Nevada Labor Commission and the Davis-Bacon Act, shall be paid for all classifications of labor on this project SERVICES. Should a classification be missing from the Davis-Bacon rates the **CONSULTANT** shall complete a request of authorization for additional classification or rate form SF1444 in its entirety and submit it to the **CITY** for approval and submission to the U.S. Department of Labor. Also, in accordance with NRS 338, the hourly and daily wage rates for the State and Davis-Bacon must be posted at the work site by **CONSULTANT.** **CONSULTANT** shall ensure that a copy of **CONSULTANT'S** and subcontractor's certified payrolls for each calendar week are received by **CITY.**

2.7.3.3.1 Per NRS 338.070(5) a **CONSULTANT** engaged on a public work and each subcontractor engaged on the public work shall keep or cause to be kept:

(a) An accurate record showing, for each worker employed by the consultant or subcontractor in connection with the public work:

- (1) The name of the worker;
- (2) The occupation of the worker;
- (3) The gender of the worker, if the worker voluntarily agreed to specify that information pursuant to subsection 4, or an entry indicating that the worker declined to specify such information;
- (4) The ethnicity of the worker, if the worker voluntarily agreed to specify that information pursuant to subsection 4, or an entry indicating that the worker declined to specify such information;
- (5) If the worker has a driver's license or identification card, an indication of the state or other jurisdiction that issued the license or card; and

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(6) The actual per diem, wages and benefits paid to the worker;
and

(b) An additional accurate record showing, for each worker employed by the consultant or subcontractor in connection with the public work who has a driver's license or identification card:

(1) The name of the worker;

(2) The driver's license number or identification card number of the worker; and

(3) The state or other jurisdiction that issued the license or card.

2.7.3.3.2 The original payroll records shall be certified and shall be submitted weekly to Carson City Public Works, 3505 Butti Way, Carson City, Nevada 89703, attention Davis-Bacon/Federal Funding Compliance. Submission of such certified payrolls shall be a condition precedent for processing the monthly progress payment. **CONSULTANT**, as General Contractor, shall collect the wage reports from the subcontractors and ensure the receipt of a certified copy of each weekly payroll for submission to **CITY** as one complete package.

2.7.3.3.3 Pursuant to NRS 338.060 and 338.070, **CONSULTANT** hereby agrees to forfeit, as a penalty to **CITY**, not less than Twenty Dollars (\$20) nor more than Fifty Dollars (\$50) for each calendar day or portion thereof that each worker employed on the Contract is paid less than the designated rate for any WORK done under the Contract, by **CONSULTANT** or any subcontractor under him/her, or is not reported to **CITY** as required by NRS 338.070.

2.7.3.4 FAIR EMPLOYMENT PRACTICES: Pursuant to NRS 338.125, Fair Employment Practices, the following provisions must be included in any contract between **CONSULTANT** and a public body such as **CITY**:

2.7.3.4.1 *In connection with the performance of work or SERVICES under this Contract, CONSULTANT agrees not to discriminate against any employee or applicant for employment because of race, creed, color, national origin, sex, sexual orientation, gender identity, or age, including, without limitation, with regard to employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including without limitation, apprenticeship.*

2.7.3.4.2 **CONSULTANT** further agrees to insert this provision in all subcontracts hereunder, except subcontracts for standard commercial supplies or raw materials.

2.7.3.5 PREFERENTIAL EMPLOYMENT: Unless, and except if, this Contract is funded in whole or in part by federal grant funding (see 40 C.F.R. § 31.36(c) *Competition*), pursuant to NRS 338.130, in all cases where persons are employed in the construction of public works, preference must be given, the qualifications of the applicants being equal:
(1) First: To persons who have been honorably discharged from the Army, Navy, Air

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Force, Marine Corps or Coast Guard of the United States, a reserve component thereof or the National Guard; and are citizens of the State of Nevada. (2) Second: To other citizens of the State of Nevada.

2.7.3.5.1 In connection with the performance of SERVICES under this Contract, **CONSULTANT** agrees to comply with the provisions of NRS 338.130 requiring certain preferences to be given to which persons are employed in the construction of a public work. If **CONSULTANT** fails to comply with the provisions of NRS 338.130, pursuant to the terms of NRS 338.130(3), this Contract is void, and any failure or refusal to comply with any of the provisions of this section renders this Contract void.

2.7.4 If the CITY was required by NRS 332.039(1) to advertise or request a proposal for this Agreement, by signing this Agreement, the **CONSULTANT** provides a written certification that the **CONSULTANT** is not currently engaged in, and during the Term shall not engage in, a Boycott of Israel. The term "Boycott of Israel" has the meaning ascribed to that term in Section 3 of Nevada Senate Bill 26 (2017). The **CONSULTANT** shall be responsible for fines, penalties, and payment of any State of Nevada or federal funds that may arise (including those that the CITY pays, becomes liable to pay, or becomes liable to repay) as a direct result of the **CONSULTANT's** non-compliance with this Section.

2.8 CITY Responsibilities:

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

2.8.2 **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.

2.8.3 **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**.

2.8.4 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**.

3. CONTRACT TERM:

3.1 The term of this Contract begins on July 1, 2021, subject to Carson City Board of Supervisors' approval (anticipated to be July 1, 2021) and ends on January 31, 2022, unless sooner terminated by either party as specified in **Section 7** (CONTRACT TERMINATION).

4. NOTICE:

4.1 Except any applicable bid and award process where notices may be limited to postings by **CITY** on its Bid Opportunities website (www.carson.org), all notices or other communications required or

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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, by 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.

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

Tim Russell, P.E., WRS, Director of Engineering
Lumos & Associates, Inc.
308 N. Curry Street, Suite 200
Carson City, NV 89703
775-883-7077
TRussell@LumosInc.com

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

Carson City Purchasing and Contracts Department
Carol Akers, Purchasing and Contracts Administrator
201 North Carson Street, Suite 2
Carson City, NV 89701
775-283-7362 / FAX 775-887-2286
CAkers@carson.org

5. **COMPENSATION:**

5.1 The parties agree that **CONSULTANT** will provide the SERVICES specified in **Section 2** (SCOPE OF WORK) and **CITY** agrees to pay **CONSULTANT** the Contract's compensation based upon Time and Materials and the Scope of Work Fee Schedule for a not to exceed maximum amount of Two Hundred Forty Seven Thousand Dollars and 00/100 (\$247,000.00), and hereinafter referred to as "Contract Sum".

5.2 Contract Sum represents full and adequate compensation for the completed SERVICES, 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 SERVICES.

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

5.4 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 later date.

5.5 **CITY** does not agree to reimburse **CONSULTANT** for expenses unless otherwise specified.

6. **TIMELINESS OF BILLING SUBMISSION:**

6.1 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

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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**.

7. CONTRACT TERMINATION:

7.1 Termination Without Cause:

7.1.1 Any discretionary or vested right of renewal notwithstanding, this Contract may be terminated upon written notice by mutual consent of both parties or unilaterally by either party without cause.

7.1.2 **CITY** reserves the right to terminate this Contract for convenience whenever it considers termination, in its sole and unfettered discretion, to be in the public interest. In the event that the Contract is terminated in this manner, payment will be made for SERVICES actually completed. If termination occurs under this provision, in no event shall **CONSULTANT** be entitled to anticipated profits on items of SERVICES not performed as of the effective date of the termination or compensation for any other item, including but not limited to, unabsorbed overhead. **CONSULTANT** shall require that all subcontracts which it enters related to this Contract likewise contain a termination for convenience clause which precludes the ability of any subconsultant to make claims against **CONSULTANT** for damages due to breach of contract, of lost profit on items of SERVICES not performed or of unabsorbed overhead, in the event of a convenience termination.

7.2 Termination for Nonappropriation:

7.2.1 All payments and SERVICES provided under this Contract are contingent upon the availability of the necessary public funding, which may include various internal and external sources. In the event that Carson City does not acquire and appropriate the funding necessary to perform in accordance with the terms of the Contract, the Contract shall automatically terminate upon **CITY'S** notice to **CONSULTANT** of such nonappropriation, and no claim or cause of action may be based upon any such nonappropriation.

7.3 Cause Termination for Default or Breach:

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

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

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

7.3.2.2 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 or any services required by this Contract is for any reason denied, revoked, debarred, excluded, terminated, suspended,

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lapsed, or not renewed; or

7.3.2.3 If **CONSULTANT** becomes insolvent, subject to receivership, or becomes voluntarily or involuntarily subject to the jurisdiction of the bankruptcy court; or

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

7.3.2.5 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

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

7.4 Time to Correct (Declared Default or Breach):

7.4.1 Termination upon a declared default or breach may be exercised only after providing 7 (seven) calendar days written notice of default or breach, and the subsequent failure of the defaulting or breaching party, within five (5) calendar days of providing that default or breach notice, to provide evidence satisfactory to the aggrieved party demonstrating that the declared default or breach has been corrected. Time to correct shall run concurrently with any notice of default or breach and such time to correct is not subject to any stay with respect to the nonexistence of any Notice of Termination. Untimely correction shall not void the right to termination otherwise properly noticed unless waiver of the noticed default or breach is expressly provided in writing by the aggrieved party. There shall be no time to correct with respect to any notice of termination without cause or termination for nonappropriation.

7.5 Winding Up Affairs Upon Termination:

7.5.1 In the event of termination of this Contract for any reason, the parties agree that the provisions of this **Subsection 7.5** (Winding Up Affairs Upon Termination) survive termination:

7.5.1.1 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; and

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

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

7.5.1.4 **CONSULTANT** shall preserve, protect, and promptly deliver into **CITY** possession all proprietary information in accordance **Section 19** (CITY OWNERSHIP OF PROPRIETARY INFORMATION).

7.6 Notice of Termination:

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7.6.1 Unless otherwise specified in this Contract, termination shall not be effective until seven (7) calendar days after a party has provided written notice of default or breach, or notice of without cause termination. Notice of Termination may be given at the time of notice of default or breach, or notice of without cause termination. Notice of Termination may be provided separately at any time after the running of the 7-day notice period, and such termination shall be effective on the date the Notice of Termination is provided to the party unless a specific effective date is otherwise set forth therein. Any delay in providing a Notice of Termination after the 7-day notice period has run without a timely correction by the defaulting or breaching party shall not constitute any waiver of the right to terminate under the existing notice(s).

8. REMEDIES:

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 attorney's 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**.

9. LIMITED LIABILITY:

CITY will not waive and intends to assert available NRS 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 expressly provided for elsewhere in this Contract. 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.

10. FORCE MAJEURE:

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.

11. INDEMNIFICATION:

11.1 To the extent permitted by law, including, but not limited to, the provisions of NRS Chapter 41, each party shall indemnify, hold harmless and defend, not excluding the other's right to participate, the other party from and against all liability, claims, actions, damages, losses, and expenses, including but not limited to reasonable attorney's fees and costs, arising out of any alleged negligent or willful acts or omissions of the indemnifying party, its officers, employees and agents. 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 to any party or person described in this Section.

11.2 As required by NRS 338.155, if this Contract involves a "public work" construction project as defined above, **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 attorney's 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 section. However, with respect to any anticipated benefits to **CITY** resulting from the Scope of Work, **CONSULTANT** shall not be responsible or liable to **CITY** for any warranties, guarantees, fitness for a particular purpose or loss of anticipated profits resulting from any termination of this Contract. Additionally, **CONSULTANT** shall not be responsible for acts and decisions of third parties, including governmental agencies, other than **CONSULTANT'S** subcontractors, that impact project completion and/or success.

11.3 Except as otherwise provided in **Subsection 11.5** 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:

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

11.3.2 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.

11.4 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.

11.5 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.

12. **INDEPENDENT CONTRACTOR:**

12.1 **CONSULTANT**, as 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 **CITY**, except as to the results of the SERVICES, and not as to the means by which the SERVICES are accomplished.

12.2 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.

12.3 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.

12.4 **CONSULTANT**, in addition to **Section 11** (INDEMNIFICATION), 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.

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

13. **INSURANCE REQUIREMENTS (GENERAL):**

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13.1 NOTICE: The following general insurance requirements shall apply unless these general requirements are altered by any specific requirements set forth in CITY'S solicitation for bid document, the adopted bid or other document incorporated into this Contract by the parties.

13.2 **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.

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

13.4 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.

13.5 *Insurance Coverage (13.6 through 13.23):*

13.6 **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 later of:

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

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

13.6.3 Any insurance or self-insurance available to **CITY** under its coverage(s) shall be in excess of and non-contributing with any insurance required from **CONSULTANT**. **CONSULTANT'S** insurance 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 no less than thirty (30) calendar days 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.

13.7 *General Insurance Requirements (13.8 through 13.23):*

13.8 **Certificate Holder:** Each certificate shall list Carson City c/o Carson City Purchasing and Contracts, 201 N. Carson Street, Suite 2, Carson City, NV 89701 as a certificate holder.

13.9 **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.

13.10 **Waiver of Subrogation:** Each liability insurance policy, except for professional liability, shall provide for a waiver of subrogation in favor of City.

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

13.12 **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

PROFESSIONAL SERVICES CONSULTANT AGREEMENT

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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 \$5,000.00 per occurrence, unless otherwise approved by **CITY**.

13.13 **Policy Cancellation:** Except for ten (10) calendar days' notice for non-payment of premium, **CONSULTANT** or its insurers must provide thirty (30) calendar days prior written notice to Carson City Purchasing and Contracts if any policy will be canceled, non-renewed or if required coverage and /or limits reduced or materially altered, and shall provide that notices required by this paragraph shall be sent by mail to Carson City Purchasing and Contracts, 201 N. Carson Street, Suite 2, Carson City, NV 89701. When available, each insurance policy shall be endorsed to provide thirty (30) days' notice of cancellation, except for ten (10) days' notice for non-payment of premium, to City.

13.14 **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 under federal and Nevada law 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.

13.15 **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 2, Carson City, NV 89701:

13.16 **Certificate of Insurance:** **CONSULTANT** shall furnish City with a certificate(s) of insurance, executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth herein. 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**.

13.17 **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 13.9** (Additional Insured).

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

13.19 **Review and Approval:** Documents specified above must be submitted for review and approval by **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 subcontractors, 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.

13.20 **COMMERCIAL GENERAL LIABILITY INSURANCE:**

CONSULTANT shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than \$1,000,000 each occurrence.

13.20.1 *Minimum Limits required:*

13.20.2 Two Million Dollars (\$2,000,000.00) - General Aggregate.

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

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- 13.20.4 One Million Dollars (\$1,000,000.00) - Each Occurrence.
- 13.20.5 CGL insurance shall be written on ISO occurrence form CG 00 01 04 13 (or a substitute form providing equivalent coverage) and shall cover liability arising from premises, operations, products-completed operations, personal and advertising injury, and liability assumed under an insured contract [(including the tort liability of another assumed in a business contract)].
- 13.20.6 City and County of Carson City, Nevada, its officers, employees and immune contractors shall be included as an additional insured under the CGL, using ISO additional insured endorsement CG 20 10 or CG 20 26, or a substitute providing equivalent coverage, and under the commercial umbrella, if any.
- 13.20.7 This insurance shall apply as primary insurance with respect to any other insurance or self-insurance programs afforded to City There shall be no endorsement or modification of the CGL to make it excess over other available insurance; alternatively, if the CGL states that it is excess or pro rata, the policy shall be endorsed to be primary with respect to the additional insured.
- 13.20.8 There shall be no endorsement or modification of the CGL limiting the scope of coverage for liability assumed under a contract.
- 13.20.9 Consultant waives all rights against City and its agents, officers, directors and employees for recovery of damages to the extent these damages are covered by the commercial general liability or commercial umbrella liability insurance maintained pursuant to this Contract. Insurer shall endorse CGL policy as required to waive subrogation against City with respect to any loss paid under the policy.
- 13.21 **BUSINESS AUTOMOBILE LIABILITY INSURANCE:**
- 13.21.1 *Minimum Limit required:*
- 13.21.2 Consultant shall maintain automobile liability and, if necessary, commercial umbrella liability insurance with a limit of not less than \$1,000,000 each accident for bodily injury and property damage.
- 13.21.3 Such insurance shall cover liability arising out of owned, hired, and non-owned autos (as applicable). Coverage as required above shall be written on ISO form CA 00 01, CA 00 05, CA 00 25, or a substitute form providing equivalent liability coverage.
- 13.21.4 Consultant waives all rights against City and its agents, officers, directors and employees for recovery of damages to the extent these damages are covered by the automobile liability or other liability insurance obtained by **CONSULTANT** pursuant this Contract.
- 13.22 **PROFESSIONAL LIABILITY INSURANCE**
- 13.22.1 *Minimum Limit required:*
- 13.22.2 **CONSULTANT** shall maintain professional liability insurance applying to all activities performed under this Contract with limits not less than One Million Dollars (\$1,000,000.00) and Two Million Dollars (\$2,000,000) in the aggregate.
- 13.22.3 Retroactive date: Prior to commencement of the performance of this Contract.
- 13.22.4 **CONSULTANT** will maintain professional liability insurance during the term of this Contract and for a period of three (3) years after termination of this Contract

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unless waived by the City. In the event of non-renewal or other lapse in coverage during the term of this Contract or the three (3) year period described above, **CONSULTANT** shall purchase Extended Reporting Period coverage for claims arising out of **CONSULTANT's** negligence acts, errors and omissions committed during the term of the Professional Liability Policy. The Extended Reporting Period shall continue through a minimum of three (3) years after termination date of this Contract.

13.22.5 A certified copy of this policy may be required.

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

13.23.1 **CONSULTANT** shall provide workers' compensation insurance as required by NRS Chapters 616A through 616D inclusive and Employer's Liability insurance with a minimum limit not less than \$1,000,000 each accident for bodily injury by accident or \$1,000,000 each employee for bodily injury by disease.

13.23.2 **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 NRS Chapters 616A-616D, inclusive; and that **CONSULTANT** is otherwise in compliance with the terms, conditions, and provisions of NRS Chapters 616A-616D, inclusive.

13.23.3 **CONSULTANT** waives all rights against City and its agents, officers, directors, and employees for recovery of damages to the extent these damages are covered by the workers' compensation and employer's liability or commercial umbrella liability insurance obtained by Consultant pursuant to this Contract. Consultant shall obtain an endorsement equivalent to WC 00 03 13 to affect this waiver.

14. **BUSINESS LICENSE:**

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

14.2 The Carson City business license shall continue in force until the later 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.

15. **COMPLIANCE WITH LEGAL OBLIGATIONS:**

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 or any services of this Contract. **CONSULTANT** will be responsible to pay all government obligations, including, but not limited to, all taxes, assessments, fees, fines, judgments, premiums, permits, and licenses required or imposed by law or a court. Real property and personal property taxes are the responsibility of **CONSULTANT** in accordance with NRS Chapter 361 generally and NRS 361.157 and 361.159, specifically regarding for profit activity. **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.

16. **WAIVER OF BREACH:**

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

PROFESSIONAL SERVICES CONSULTANT AGREEMENT

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any other breach.

17. SEVERABILITY:

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.

18. ASSIGNMENT / DELEGATION:

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 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**. The parties do not intend to benefit any third party beneficiary regarding their respective performance under this Contract.

19. CITY OWNERSHIP OF PROPRIETARY INFORMATION:

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.

20. PUBLIC RECORDS:

Pursuant to NRS 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 NRS 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.

21. CONFIDENTIALITY:

CONSULTANT shall keep confidential all information, in whatever form, produced, prepared, observed or received by **CONSULTANT** to the extent that such information is confidential by law or otherwise required by this Contract.

22. FEDERAL FUNDING:

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

22.1.1 **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.

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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.

22.1.2 **CONSULTANT** and its subcontractors must be registered in the US Government System for Award Management (SAM) for verification on projects with federal funding.

22.1.3 **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.

22.1.4 **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 Executive Order 11478 (July 21, 2014) and shall not discriminate against any employee or offeror for employment because of race, national origin, creed, color, sex, sexual orientation, gender identity, religion, age, disability or handicap condition (including AIDS and AIDS-related conditions).

22.1.5 If and when applicable to the particular federal funding and the Scope of Work under this Contract, **CONSULTANT** and its subcontractors shall comply with: American Iron and Steel (AIS) provisions of P.L. 113- 76, Consolidated Appropriations Act, 2014, Section 1605 – Buy American (100% Domestic Content of iron, steel and manufactured goods); Federal Highway Administration (FHWA) 23 U.S.C. § 313 – Buy America, 23 C.F.R. §635.410 (100% Domestic Content of steel, iron and manufactured products); Federal Transit Administration (FTA) 49 U.S.C. § 5323(j), 49 C.F.R. Part 661 – Buy America Requirements (See 60% Domestic Content for buses and other Rolling Stock).

23. **LOBBYING:**

23.1 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:

23.1.1 Any federal, state, county or local agency, legislature, commission, council or board;

23.1.2 Any federal, state, county or local legislator, commission member, council member, board member, or other elected official; or

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

24. **GENERAL WARRANTY:**

CONSULTANT warrants that it will perform all SERVICES required hereunder in accordance with the prevailing standard of care by exercising the skill and care normally required of individuals performing the same or similar SERVICES, under the same or similar circumstances, in the State of Nevada.

25. **PROPER AUTHORITY:**

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 the Carson City Board of Supervisors 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 is performed at the sole risk of **CONSULTANT**.

PROFESSIONAL SERVICES CONSULTANT AGREEMENT

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26. ALTERNATIVE DISPUTE RESOLUTION (Public Work):

If the SERVICES under this Contract involve a “public work” as defined under NRS 338.010(18), then pursuant to NRS 338.150, a 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 (“ADR”) before initiation of a judicial action if a dispute arising between the public body and the **CONSULTANT** engaged on the public work cannot otherwise be settled. Therefore, unless ADR is otherwise provided for by the parties in any other incorporated attachment to this Contract, in the event that a dispute arising between **CITY** and **CONSULTANT** regarding that public work cannot otherwise be settled, **CITY** and **CONSULTANT** agree that, before judicial action may be initiated, **CITY** and **CONSULTANT** will submit the dispute to non-binding mediation. **CITY** 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 **CITY**. The person selected as mediator shall determine the rules governing the mediation.

27. GOVERNING LAW / JURISDICTION:

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.

28. ENTIRE CONTRACT AND MODIFICATION:

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 the Carson City Board of Supervisors. Conflicts in language between this Contract and any other agreement between **CITY** and **CONSULTANT** on this same matter shall be construed consistent with the terms of this Contract. The parties agree that each has had their respective counsel review this Contract which shall be construed as if it was jointly drafted.

PROFESSIONAL SERVICES CONSULTANT AGREEMENT

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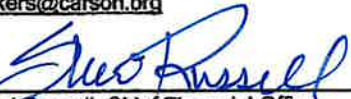
**Title: Quill Water Treatment Plant Rehabilitation Project- Engineering Design
and Construction Support Services**

29. ACKNOWLEDGMENT AND EXECUTION:

This Contract may be executed in counterparts. The parties hereto have caused this Contract to be signed and intend to be legally bound thereby as follows:

CITY

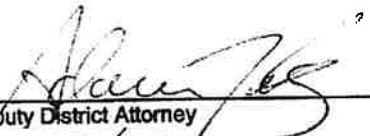
Attn: Carol Akers, Purchasing & Contracts Administrator
Purchasing and Contracts Department
201 North Carson Street, Suite 2
Carson City, Nevada 89701
Telephone: 775-283-7362
Fax: 775-887-2286
CAkers@carson.org

By: 
Sheri Russell, Chief Financial Officer

Dated 7/8/2021

CITY'S LEGAL COUNSEL

Carson City District Attorney
I have reviewed this Contract and approve
as to its legal form.

By: 
Deputy District Attorney

Dated 7/6/21

CITY'S ORIGINATING DEPARTMENT

**CONSULTANT will not be given authorization
to begin work until this Contract has been
signed by Purchasing and Contracts**

BY: Carol Akers
Purchasing & Contracts Administrator

By: 

Dated 7/9/2021

Account: 5203505-507010
Project # P350521004

PROJECT CONTACT PERSON:

Randall Rice, Project Manager
Telephone: 775-283-7378

PROFESSIONAL SERVICES CONSULTANT AGREEMENT

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and Construction Support Services**

Undersigned deposes and says under penalty of perjury: That he/she is **CONSULTANT** or authorized agent of **CONSULTANT**; that he/she has read the foregoing Contract; and that he/she understands the terms, conditions and requirements thereof.

CONSULTANT

BY: Tim Russell, P.E., WRS

TITLE: Director of Engineering

FIRM: Lumos & Associates, Inc.

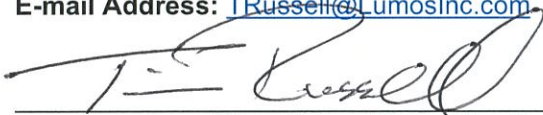
CARSON CITY BUSINESS LICENSE #: BL-003101-2020

Address: 308 N. Curry Street, Suite 200

City: Carson City **State:** NV **Zip Code:** 89703

Telephone: 775-883-7077

E-mail Address: TRussell@LumosInc.com



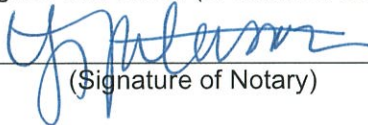
(Signature of Consultant)

DATED 7/1/21

STATE OF Nevada)

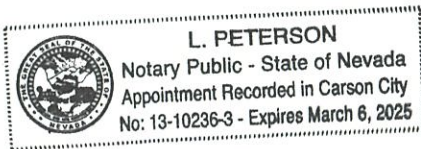
County of Carson City) ss

Signed and sworn (or affirmed before me on this 1st day of July, 2021.)



(Signature of Notary)

(Notary Stamp)



PROFESSIONAL SERVICES CONSULTANT AGREEMENT

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**Title: Quill Water Treatment Plant Rehabilitation Project- Engineering Design
and Construction Support Services**

CONTRACT ACCEPTANCE AND EXECUTION:

The Board of Supervisors for Carson City, Nevada at their publicly noticed meeting of July 1, 2021 approved the acceptance of the attached Contract hereinbefore identified as **CONTRACT No. 20300294**. Further, the Board of Supervisors authorizes the Mayor of Carson City, Nevada to sign this document and record the signature for the execution of this Contract in accordance with the action taken.

CARSON CITY, NEVADA


LORI BAGWELL, MAYOR

DATED this 1st day of July 2021.

ATTEST:


AUBREY ROWLATT, CLERK-RECORDER

DATED this 1st day of July 2021.



Carson City
308 N. Curry Street, Suite 200
Carson City, Nevada 89703
775.883.7077

June 16th, 2021

LA20.487

Randall Rice, MSc, P.E.
City Engineer
Carson City Public Works
Via email: RRice@carson.org

RE: Proposal for Engineering Services for Quill Treatment 15% Design

Dear Mr. Rice:

Lumos & Associates, Inc. (Lumos) is pleased to provide this proposal for engineering and related services for the initial stages of design for the Carson City Quill Treatment Plant.

Project Understanding

Carson City relies on surface water, groundwater, and regional interconnection sources to meet potable water demands in the water system. The west side surface water system uses the Quill water treatment plant (WTP) to treat water from Kings Creek, Ash Creek, and the Marlette Lake Water System (MLWS). The Quill WTP was constructed in 1991 and has not undergone any major upgrades in the last 30-years. Due to changing raw water quality, changing regulatory requirements, and treatment plant limitations (capacity, etc.), the Quill WTP does not allow Carson City to maximize the use of available west side surface water sources.

In 2019, Carson City completed a Preliminary Engineering Report (PER) that identified deficiencies at the Quill WTP, evaluated conceptual improvement alternatives, and recommended constructing a new treatment process (preferred alternative) that would provide the City flexibility to treat more water of lower quality than the existing WTP can treat. Carson City is currently beginning the design process to implement the preferred alternative.

It is anticipated that the design will be completed under two separate design contracts. The first contract will advance the design to approximately 15% and the second will complete the design so that the proposed design can be permitted and constructed. The 15% design will focus on completing the necessary evaluations, analysis, and review to ensure that foundational design decisions have been made through a collaborative effort so that the final design can proceed cost effectively, efficiently, and rework can be minimized. The following tasks have been developed to help establish the foundational design decisions and approach.

Scope of Services

Task 1: 15% Design and Basis of Design Report

The purpose of the 15% design is to establish the direction and details of the project. The 15% design will further develop the concepts presented in the PER so that these concepts can be effectively developed into detailed design drawings, specifications, and supporting documentation. The following sub tasks are proposed to establish the foundational design decisions and project approach. It is anticipated that some of the following subtasks can be completed concurrently with other subtasks, while some subtasks must be completed after completion of previous subtasks. The anticipated schedule is to complete all sub-tasks by December 24, 2021.

A. Design Criteria and Objectives

The purpose of this subtask is to establish design criteria and design objectives that will be used to guide the entire design process. Through this sub task, the Lumos team will request existing water quality data, analyze existing data, identify potential gaps in the data (i.e. identify missing water quality parameters needed during design), and make recommendations for additional water quality analysis to fill identified gaps. Based on existing and collected data, a summary of water quality from each raw water source will be developed to document the variable water quality from each water source.

In conjunction with the raw water quality evaluation, the Lumos team will work with Carson City to establish design objectives and goals for the project. Design objectives and goals that will be considered include: water treatment capacity (i.e. 6 MGD); potential for future changes in raw water quality; potential for future changes in regulatory requirements; potential for future changes in water quantity; scalability of the process, water treatment plant operational objectives, wants, and needs;(i.e. disinfectant residual in isolated/remote areas in the system); long-term applicability of treatment processes; ability to fit within existing structures, future expandability; opportunities for phasing; backwash recovery; etc. It is anticipated that design objectives and goals will be evaluated through a workshop including Lumos, Jacobs, Carson City, and NDEP-Bureau of Safe Drinking Water.

Final design criteria will be documented and established based on the raw water quality data analysis and final design objectives/goals. These design criteria will be used as the basis for design decisions through the remainder of the design.

Subtask A will run approximately until mid-October as the criteria will be fluid until the treatment train is selected and other decisions are made. A series of workshops (2-3) are proposed for August through the end of September to allow for decisions to be made on items as information is developed and ready to present to the City for their review/input.

B. Site Visits

The Lumos team will identify and schedule site visits for the design team (Lumos, Jacobs, and Carson City) to visit other water treatment plants that are using similar treatment processes or treatment alternatives that are being proposed for Carson City. These site visits will focus on observing treatment processes; discussing operations with water operators; and evaluating the applicability of specific technologies, equipment, treatment approaches, and operational strategies to Carson City. It is anticipated that site visits will focus on package high rate filtration processes, membrane filtration, UV disinfection processes, and potentially backwash management processes. We are anticipating 4-6 site visits over span of 2-3 days. Site visits are proposed to be completed by mid-August pending the availability of Carson City staff and the coordination with the respective agencies we will need to coordinate the site visits with.

C. Building Information Model (BIM) Development and CAD Design

Using existing building scan information, a BIM model will be constructed of the interior of the existing water treatment plant. The BIM model will be used to support other subtasks, including: the existing system evaluation, the treatment train alternative evaluation, development of 15% design drawings, and to provide insight into the delivery approach, and project phasing subtasks. We are anticipating that the BIM model will be developed by mid-August.

D. Existing System Evaluation

This subtask will include a detailed review of the existing WTP. The review will consist of reviewing existing documentation (as-builts, asset management information, existing facility evaluations, etc.), current operational strategies, and an in-depth, in person analysis of the existing civil, mechanical, electrical, instrumentation & controls, HVAC, and structural components of the existing system. This evaluation will be used to identify existing facilities that may be reused, modified, upgraded, demolished, or abandoned. We are anticipating that the existing system evaluation will be completed within 4-6 weeks of contract.

E. Treatment Train Alternative Evaluation

Using the design criteria and design objectives previously established, the Lumos team will develop two conceptual treatment train alternatives. Conceptual design layouts will be developed for each alternative. One treatment train will be developed around a packaged, high rate filtration process and the second treatment train alternative will be developed around a membrane microfiltration process. Each alternative treatment train will be developed to address existing WTP deficiencies, potential future treatment deficiencies, water quality issues, and treatment capacity goals. Each alternative treatment train will address raw water equalization, pretreatment, filtration, disinfection, backwash management, and other appurtenant processes. The alternative configurations will be developed based on the findings and conclusions of previous subtasks to ensure that the conceptual alternatives cost effectively meet design criteria and design objectives.

Both treatment train alternatives will be evaluated based on both financial and non-financial factors. The financial evaluation will include capital costs (Class 5 design and construction opinions of probable cost) and life cycle costs that will consider operational, repair, replacement, and maintenance costs. The non-financial evaluation will include evaluating each alternative based on weighted non-cost factors (i.e. constructability, operational complexity, etc.). The financial and non-financial evaluations will be reviewed with the design team through a collaborative workshop with the goal of identifying the preferred alternative treatment train. Subtask E is anticipated to take 10-12 weeks from approval of contract. This subtask will draw from the other subtasks to finalize the evaluation of the treatment train. Selection of the treatment train will be coordinated with the City in late September/early October.

F. 15% Design Drawings

Based upon the work in subtask A-E, and after a final decision has been made identifying the selected treatment train alternative, Lumos will prepare 15% civil, mechanical, and electrical drawings for the selected equipment treatment train (based on microfiltration or packaged filtration). The drawings will be prepared in PDF format at a standard engineering scale. The following sheets are anticipated at this stage:

- a. Title sheet with locations, and vicinity maps;
- b. Preliminary process flow diagram;
- c. Preliminary demolition plan;
- d. Preliminary site plan indicating the proposed location of improvements within the project area including tanks, building improvements, and major piping (no grading, profiles, or section views);
- e. Preliminary structural/mechanical plan and section views of equipment treatment train within the buildings;
- f. Preliminary electrical single line diagrams; and
- g. Preliminary piping and instrumentation diagrams (P&ID)

Note: A comprehensive hydraulic profile is not anticipated to be included in the 15% design package. Lumos will evaluate the hydraulic profile to ensure there are no red flags that will need to be accommodated in the design.

With the creation of the 15% design plans we will initiate the risk register and conduct a workshop with the City staff to set a starting point for the process. The risk workshop is anticipated to take place in early October.

The 15% design will initiate 4-6 weeks from approval of contract and run through the early/mid-November.

G. Delivery Approach Evaluation

Under this subtask, Lumos will prepare an evaluation of the project delivery options available to the City. The two primary options include Construction Manager at Risk (CMAR) and Design Bid Build. Our evaluation will develop a matrix consisting of the benefits and drawbacks to each option to allow the City to make an informed and defensible decision. Once we have completed this evaluation, we will meet with the City to discuss the options and assist the City in making a final decision on which contract delivery method to proceed with. This decision will assist in developing the construction and design costs and scope for the remainder of the project. This subtask will take less than a week to prepare and is not time sensitive.

H. Equipment Procurement Approach Evaluation

Under this subtask, the Lumos team will prepare an evaluation of the equipment procurement options available to the City. The three primary options include Owner Procurement, Owner Assignment, and Contractor Procurement. In addition to equipment procurement, the evaluation will consider equipment selection procedures, including pre-selection and pre-purchase (with or without contract assignment). Our evaluation will develop a matrix consisting of the benefits and drawbacks to each option to allow the City to make an informed decision. Once we have completed this evaluation, we will meet with the City to discuss the options to assist the City in making a final decision on which equipment procurement method to proceed with. This decision will assist in developing the construction and design costs and scope for the project. This subtask will take less than a week to prepare and will be completed once the treatment train is selected to allow for the evaluation to address the various equipment and what procurement methods would be preferred for the specific equipment.

I. Opinion of Probable Cost Review (15% Design)

Under this subtask, based on the 15% design, the Lumos team will evaluate the cost estimate provided by the ICE to ensure there are no misunderstandings and that the cost estimate is consistent with the proposed project scope. This item is anticipated to be completed in mid/late-November once the ICE cost estimate is provided.

J. Phasing Evaluation

Under this subtask, the Lumos team will first meet with the City to develop priority list of the City's needs (this will be a continuous process as part of other subtasks) and to understand the budget constraints that may require phasing or modification of the proposed project. With this information the team will develop an initial phasing plan for the project based upon the work in subtask I, the City's priorities, and based on the available budget for the project. This phasing evaluation will determine what improvements can potentially be delayed and what improvements are necessary to meet the City's design objectives. Based on this evaluation the team will meet with Carson City staff to determine the final phasing plan for the project to incorporate into the final report prior to proceeding further with the design. The phasing

decisions will assist in developing the construction and design scope for the project. Once the ICE cost is set and the City's budget is provided, Lumos will prepare the phasing evaluation described above, anticipated in mid-late November.

K. Basis of Design Report

The evaluations, decisions, conclusions, and recommendations developed in sub tasks A through J will be memorialized in a draft and final Basis of Design Report (BODR). This report will document both decision making process and the decisions established during that process. The BODR will also act as the basis for the remainder of the project design and serve to justify project decisions to policy makers and elected officials, and provide detailed information required to obtain project funding. This report will be provided to NDEP for their review and input. The final report will be completed in November and submitted to the City and NDEP.

Deliverables:

- Draft Basis of Design Report
- Final Basis of Design Report
- Project Risk Register

Task 2: Meetings

Numerous formal, in person project meetings and workshops will be required to complete Task 1. These meetings and workshops will be completed and tracked under this task. The following formal, in person meetings and workshops are anticipated:

- Kick Off Meeting
- Design Criteria and Objectives Workshop Series (2-3 meetings)
- Treatment Train Alternative Evaluation Workshop
- 15% Design Review Meeting
- Cost Estimate Review
- Equipment Selection & Procurement Review
- Construction Delivery Review
- Stakeholder Basis of Design Report Meeting & Presentation

Deliverables:

- Meeting Agendas
- Meeting Minutes

Task 3: Geotechnical Report

For the current Geotechnical scope of work, we propose a field investigation that will consist of test pit explorations at approximately seven (7) locations; two (2) near the proposed equalization tank

location, two (2) near the existing building, and three (3) along the proposed sanitary sewer alignment for the backwash disposal. Exploration depth will range from five (5) to fifteen (15) feet below ground surface, or practical refusal, whichever comes first. We understand Lumos and Associates, Inc. will complete the USA Dig clearance, and the City will provide the excavation services with notification from Lumos.

Lumos & Associates, Inc. herein proposes to provide sampling of each exploration, classify the encountered soils in accordance with the Unified Soil Classification System (USCS), and conduct laboratory testing on the samples collected. Additionally, we propose to perform engineering analysis and calculations and develop a Geotechnical Investigation Report that will discuss the geologic setting, exploration and site condition, field and laboratory test data, and our conclusions and recommendations from a Geotechnical perspective. Our Geotechnical Evaluation will specifically include the following services:

Field Investigation will include:

- USA Dig Clearance
- Location of Exploration Test Pits
- Logging of all Soil Profiles Based on USCS
- Water Table Measurement, if encountered

Laboratory analysis may include:

- Atterberg Limits
- Moisture Density Curve
- Grain Size Analysis (including fines content)
- pH, Soluble Sulfate and Resistivity
- Direct Shear

Report, Recommendations, and Conclusions

- Exploration Logs
- Soil Types and Classification
- Site Geology and Seismicity
- Laboratory Test Results
- Geotechnical Discussion
- Bearing Capacity and Settlement
- Grading Recommendations
- Foundation Recommendations
- Utility Excavation and Backfill Recommendations
- Construction Procedures
- Groundwater Level, if encountered

Task 4: Site Survey and Topography

A Topographic Survey will be conducted to obtain a horizontal scale of 1"=20' with a 1' contour interval accuracy in accordance to National Map Accuracy Standards for the project area. All existing surface improvements and visible evidence of utilities will be located within the project area. Conventional survey methods will be utilized on areas such as concrete, asphalt and utility locations to achieve a high degree of horizontal and vertical accuracy. A 3D scan of the building will be conducted and a point cloud of the interior of the building will be created in the project coordinate datum. Horizontal Control for the project will be referenced to the Carson City Control Network, Nevada Coordinate System, West Zone, NAD83 using a local combined scale factor of 1.0002 to establish ground values for the topographic map. The vertical datum for the project will be the Carson City Control Network referenced to NAVD88.

Assumptions / Exceptions

Lumos has made the following assumptions in preparation of this proposal:

- Lumos has teamed with Jacobs Engineering to complete the proposed scope of work.
- Lumos anticipates holding regular project update meetings with Carson City Staff outside of the formal meeting proposed in this scope of work. These regular update meetings will may be held in person, by conference call, or by video conference.
- At this time it is assumed that the project will not utilize any Federal loan, grant, principal forgiveness, etc. monies.

Fees

The tasks described in the Scope of Services will be completed for the following fees:

Task	Description	Fee
Task 1	15% Design and Basis of Design Report	\$195,000
Task 2	Meetings	\$22,000
Task 3	Geotechnical Report	\$15,000
Task 4	Site Survey and Topography	\$15,000
Total:		\$247,000

With the variability and potential for the effort in Task 1 and 2 to change based on input from the City we are proposing Task 1 and 2 as T&M not to exceed. Tasks 3 and 4 are definitive and are suitable to be proposed as lump sum. Lumos will be happy to amend this proposal as necessary to include services not included or to amend the proposed services to better match the scope of services required.

If this proposal is acceptable, please provide your Contract for execution. Lumos will send monthly progress billings on this project. The amount of these billings will be based upon the percentage of work completed. The terms are 'Due Upon Receipt' and accounts are past due after 30 days. Accounts over 30 days old will be subject to interest at the rate of 1 ½% per month and such collection action as may be necessary to collect the account. In addition, a "Stop Work Order" may be issued on past due accounts. In this case, no further work will be performed until the account is brought current.

Thank you again for allowing Lumos to provide you with this proposal. Please do not hesitate to call me if you have questions or concerns as we would happy to discuss them with you.

Sincerely,



Tim Russell, P.E., WRS
Director, Engineering Division



Nicholas Charles, PE
Project Manager

Cc: Eddy Quaglieri, PE