Item # I-4

CITY OF COFFEYVILLE BOARD OF COMMISSIONERS AGENDA ITEM		
MEETING DATE	May 27th, 2014	
RESOLUTION OR ORDINANCE NUMBER	R-14-40	
AGENDA TITLE	**Modification to Agreement for Civil Engineering Services Authorize continuation of the current General Civil Engineering Services Agreement with Allgeier, Martin & Associates, Inc. dated November 14, 2006, modifying the rate schedule for 2014.**	
REQUESTING DEPARTMENT	Engineering	
PRESENTER	Scott Massman, Superintendent of Engineering	
FISCAL INFORMATION	Cost as recommended:	As shown in Labor Rates Table.
	Budget Line Item:	
	Balance Available	
	New Appropriation Required:	[X] Yes [] No

PURPOSE	On November 14, 2006 the City Commission approved a contract with Allgeier, Martin & Associates, Inc. (AMA) for general civil engineering services. The contract is not for one particular project, it is a general contract for civil engineering services, which includes water, wastewater, stormwater, drainage, streets, structural, etc. The contract does not authorize any specific work to be performed by AMA or any related expense to the City. All services to be performed or billed under the contract must be specifically requested by City staff. The purpose of the contract is to allow City staff to have the services performed in a timely manner for small projects or issues that arise which require such services. The advantage of having the retainer contract is that it sets the hourly rates and other terms, such as method of payment, insurance requirements, and standard of care to be exercised by the engineer. The contract does not prevent the City from entering into agreements with other engineering firms for specific projects, or from entering into a similar general engineering services contract with other engineering firms. Since this agreement was entered into, the City has entered into a similar general civil engineering services agreement with two other firms, and is currently considering a fourth such agreement. The original agreement specified the rate schedule for calendar years 2006 and 2007. The 2007 rate schedule was utilized until the City Commission authorized using AMA's 2008 standard rate schedule on June 10, 2008. Then throughout the remainder of 2008, all of 2009, and through April of 2010 the City paid according to the 2008 rate schedule. On April 27, 2010 the City Commission approved using AMA's 2010 rate schedule. Throughout the remainder of 2010, all of 2011, and through 2012 to date AMA has billed the City according to their 2010 rate schedule. AMA has now requested that the rates for the remainder of 2012 be changed to their 2012 standard rate schedule. I have attached a table listing the current (2010) rates being paid and the proposed rates for the remainder of 2012. This agreement has allowed City Staff to utilize the engineer's services for many small projects, and to react quickly to urgent situations, without waiting for City Commission approval of a separate contract for each project. City staff believes the current agreement is valuable in allowing for efficient operation, and therefore recommends that the City Commission authorize continuation of the current agreement for civil engineering services with Allgeier, Martin & Associates, Inc., with modification of the rate schedule for 2014, as proposed.

BACKGROUND	
SPECIAL NOTES	
ANALYSIS	
PUBLIC INFORMATION PROCESS	
BOARD OR COMMISSION RECOMMENDATION	
STAFF RECOMMENDATION	Based on the excellent credentials of Allgeier, Martin & Associates, Inc. it is staff's recommendation to renew their labors to the 2014 level.
REFERENCE DOCUMENTS ATTACHED	

ALLGEIER, MARTIN and ASSOCIATES, INC.

LABOR RATES		
Position	Current 2013 Hourly Rate	Proposed 2014 Hourly Rate
Principal/Engineer IV	$170	$175
Project Manager/Engineer III	$155	$160
Project Manager/Engineer II	$135	$140
Project Manager/Engineer I	$ 120	$ 125
Designer/Technician III	$ 93	$ 96
Designer/Technician II	$ 81	$ 84
Designer/Technician I	$ 75	$ 78
GPS Survey Party	$160	$165
Two-Man GPS Survey Crew	120	$125
One-Man GPS Survey Crew	120	$125
Three-Man Survey Party	$175	$180
Two-Man Survey Party	$135	$140
Registered Land Surveyor II	$145	$150
Registered Land Surveyor I	$125	$130
Survey Party Chief	$ 75	$ 78
Survey Crew Member	$ 61	$ 63
Right of Way Specialist	$ 97	$ 100
Construction Inspector III	$ 93	$ 96
Construction Inspector II	$ 81	$ 84
Construction Inspector I	$ 75	$ 78
Secretary/Word Processor	$ 61	$ 63
Print Specialist	$ 61	$ 63
NON-LABOR RATES		
Travel (as listed or current IRS rate)	$0.55/mile	$0.56/mile
Subsistence	Actual Cost	Actual Cost
Lodging	Actual Cost	Actual Cost
Special Postage or Shipping	Actual Cost	Actual Cost
Printing	Actual Cost	Actual Cost
Surveying Materials	Actual Cost	Actual Cost
Subcontract Specialty Services	Cost + 10%	Cost + 10%

RESOLUTION NO. R-14-40

A RESOLUTION TO AUTHORIZE CONTINUATION OF THE EXISTING ENGINEERING SERVICES AGREEMENT WITH ALLGEIER, MARTIN & ASSOCIATES, INC., DATED 01/01/2014, FOR CIVIL ENGINEERING SERVICES FOR THE CITY OF COFFEYVILLE, AND TO MODIFY THE RATE SCHEDULE FOR 2014 AS PROPOSED.

BE IT RESOLVED by the Board of Commissioners of the City of Coffeyville, Kansas to continue the existing civil engineering services agreement with Allgeier, Martin & Associates, Inc., dated January 1, 2014, for civil engineering services for the City of Coffeyville, and that the rate schedule for 2014 be modified as proposed.

ADOPTED THIS 27th DAY OF MAY 2014.

_____
James Falkner, Mayor

ATTEST:

_____
Cindy Price, City Clerk

APPROVED AS TO FORM AND LEGALITY:

_____
Paul Kritz, City Attorney

ALLGEIER, MARTIN and ASSOCIATES, INC.

CONSULTING ENGINEERS and SURVEYORS
www.amce.com

April 21, 2014

Mr. Scott Massman
City Of Coffeyville
PO Box 1629
Coffeyville, KS 67337

RE: Coffeyville, KS
Retainer Contract

Dear Mr. Massman:

Pursuant to your discussions with this office, I have enclosed our current Rate Schedule (Year 2014) for your review. Our current Retainer Contract with the City of Coffeyville reflects billing rates through December, 2013. During 2013 and so far this year, we have invoiced the City at the 2013 rates; however, we respectfully request that future compensation be based on the attached 2014 Rate Schedule.

If acceptable, please return an acknowledged copy of this letter for our files. If you have any questions, please let me know.

Very truly yours,

ALLGEIER, MARTIN and ASSOCIATES, INC.

Michael Atkinson

Michael Atkinson, P.E.

Attachment: 2014 Rate Schedule

Acceptance of Attached 2014 Rate Schedule
Acknowledged By:

_____
Jim Falkner, Mayor

P. O. Box 2627
Joplin, MO 64803-2627

Main: (417) 680-7200
Fax: (417) 680-7300

7231 East 24th Street
Joplin, MO 64804

ALLGEIER, MARTIN and ASSOCIATES, INC.

Consulting Engineers and Surveyors

RATE SCHEDULE
2014

LABOR RATES

Position	Hourly Billing Rate 01/01/2014 thru 12/31/2014
Principal/Engineer IV	175
Principal/Engineer III	160
Project Manager/Engineer II	140
Project Manager/Engineer I	125
Designer/Technician III	96
Designer/Technician II	84
Designer/Technician I	78
Two-Man GPS Survey Crew	165
One-Man GPS Survey Crew	125
Three-Man Survey Crew	180
Two-Man Survey Crew	140
Registered Land Surveyor II	150
Registered Land Surveyor I	130
Survey Party Chief	78
Survey Crew Member	63
Right of Way Specialist	100
Construction Inspector III	96
Construction Inspector II	84
Construction Inspector I	78
Secretary/Assistant	63
Print Specialist	63

Note: All pre-approved overtime hours shall be invoiced at 1½ times the hourly billing rate shown above.

NON-LABOR RATES

Item	Rate
Travel	$0.56 per mile (or IRS rate)
Subsistence	Actual cost
Lodging	Actual cost
Special Postage or Shipping	Actual cost
Printing	Actual cost
Surveying Materials	Actual cost
Subcontract Specialty Services	Cost + 10%