

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION AUTHORIZING THE ADMINISTRATOR FOR THE DEPARTMENT OF PUBLIC WORKS TO ENTER INTO AN AGREEMENT WITH CH2M HILL ENGINEERS, INC., FOR PROFESSIONAL SERVICES, RELATIVE TO CONTRACT NO. W-15-002-101, FRIARS BRANCH-SOUTH CHICK CREEK 5 INTERCEPTOR REHAB, FOR AN AMOUNT NOT TO EXCEED EIGHT HUNDRED TWENTY THOUSAND NINE HUNDRED FIFTY DOLLARS (\$820,950.00).

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BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CHATTANOOGA, it is hereby authorizing the Administrator for the Department of Public Works to enter into an agreement with CH2M Hill Engineers, Inc., for professional services, relative to Contract No. W-15-002-101, Friars Branch-South Chick Creek 5 Interceptor Rehab, for an amount not to exceed \$820,950.00.

ADOPTED: \_\_\_\_\_, 2015

/mem

# City of Chattanooga



## Resolution/Ordinance Request Form

Date Prepared: May 27, 2015

Preparer: Dennis Malone

Department: Public Works

Brief Description of Purpose for Resolution/Ordinance:

Res./Ord. # \_\_\_\_\_

Council District #

5 & 8

A Council Action is requested for the Administrator of the Department of Public Works to enter into an agreement with CH2M Hill Engineers, Inc., for professional services, relative to Contract No. W-15-002-101, Friars Branch-South Chick Creek 5 Interceptor Rehab in an amount not to exceed \$820,950.00.

Name of Vendor/Contractor/Grant, etc.	<u>CH2M Hill Engineers, Inc.</u>	New Contract/Project? (Yes or No)	<u>Yes</u>
Total project cost \$	<u>820,950.00</u>	Funds Budgeted? (YES or NO)	<u>Yes</u>
Total City of Chattanooga Portion \$	<u>820,950.00</u>	Provide Fund	<u>6012</u>
City Amount Funded \$	<u>820,950.00</u>	Provide Cost Center	<u>K37144</u>
New City Funding Required \$	<u>0</u>	Proposed Funding Source if not budgeted	_____
City's Match Percentage %	_____	Grant Period (if applicable)	<u>SRF-2105-???</u>

### List all other funding sources and amount for each contributor.

<u>Amount(s)</u>	<u>Grantor(s)</u>
<u>\$820,950.00</u>	<u>SRF-2015-???</u>
_____	_____
_____	_____

Agency Grant Number \_\_\_\_\_

CFDA Number if known \_\_\_\_\_

Other comments: (Include contingency amount, contractor, and other information useful in preparing resolution)

Funding in SRF Loan Package for 2015, number still to be assigned.

Approved by: \_\_\_\_\_

Reviewed by: FINANCE OFFICE

DESIGNATED OFFICIAL/ADMINISTRATOR

Please submit completed form to @budget, City Attorney and City Finance Officer

Revised: 1/26/09



**CITY OF CHATTANOOGA**  
**STANDARD AGREEMENT FOR ENGINEERING SERVICES**

SOP 2003-9  
 Date of Issue 10-16-03  
 Rev. 11-13-12

**THIS AGREEMENT**, is between the City of Chattanooga, Tennessee, a municipal corporation in the state of Tennessee, hereinafter called Owner, and

**CH2M HILL Engineers, Inc.,**

Hereinafter called Engineer.

The Owner wishes to employ the Engineer to perform professional engineering services for

**Friars Branch-South Chick Creek 5 Interceptor Rehabilitation,**

hereinafter called Project.

In consideration of the provisions contained in this Agreement, the Owner and Engineer agree to the following:

1. **EFFECTIVE DATE**  
 The effective date of this Agreement shall be \_\_\_\_\_, 20\_\_\_\_\_.
2. **GOVERNING LAW**  
 This Agreement shall be governed by the laws of the State of Tennessee and the codes of the City of Chattanooga.
3. **SERVICES TO BE PERFORMED BY ENGINEER**  
 Engineer shall perform the Services described in Attachment A, Scope of Services, in accordance with applicable sections of the City of Chattanooga Design and Construction Standards in effect on the date of this agreement.
4. **COMPENSATION**  
 Owner shall pay Engineer in accordance with the Attachment B, Compensation.
5. **OWNER'S RESPONSIBILITIES**  
 Owner shall be responsible for all matters described in Attachment C, Owner's Responsibilities.
6. **SUPPLEMENTAL AGREEMENTS**  
 The provisions set forth in Attachment D, Supplemental Agreements, shall be incorporated into this Agreement
7. **PROJECT SCHEDULE**  
 The provisions set forth in the Attachment E, Project Schedule, shall be incorporated into this Agreement.
8. **RATE SCHEDULE**  
 The Engineer shall provide a schedule of standard hourly rates for all employees to be used in the performance of all contracts with a cost-not-to-exceed basis. This schedule shall be incorporated into the agreement as Attachment F.
9. **INVOICING**  
 The Engineer will use the format established in Attachment G, Standard Invoice, for all invoices submitted for services on the Project.

*ORIGINALS  
 ARE IN  
 THE MAIL*



10. STANDARD OF CARE

Engineer shall exercise the same degree of care, skill, and diligence in the performance of Services as is ordinarily possessed and exercised by a professional engineer under similar circumstances in the same area of practice. Engineer makes no warranty or guarantee, either expressed or implied, as part of this agreement.

11. INDEMNIFICATION

Engineer hereby agrees to fully indemnify and hold harmless Owner and any of its departments, divisions, agencies, officers, employees and elected officials from all loss, damage, cost, or expenses specifically including attorneys' fees and other expenses of litigation incurred by or on behalf of the Owner and any of its officers, employees or elected officials arising out of Engineer's actual negligent performance of Services under this Agreement, including errors or omissions.

Owner hereby agrees to fully indemnify and hold harmless Engineer and any of its officers, employees, or designated agents from all loss, damage, cost, or expenses specifically including attorneys' fees and other expenses of litigation incurred by or on behalf of the Engineer and any of its officers, employees or designated agents arising out of Owner's negligence to the extent provided by the Tennessee Governmental Tort Liability Act, T.C.A. 29-20-201 et seq.

12. INSURANCE

Engineer shall purchase and maintain during the life of this Agreement, insurance coverage which will satisfactorily insure him against claims and liabilities which arise because of the execution of this Agreement, with the minimum insurance coverages as follows:

- a. Commercial General Liability Insurance, with a limit of \$1,000,000 for each occurrence and \$2,000,000 in the general aggregate.
- b. Automobile Liability Insurance, with a limit of \$1,000,000 for each accident, combined single limit for bodily injury and property damage.
- c.
- d. Worker's Compensation Insurance and Employer's Liability Insurance, in accordance with statutory requirements, with a limit of \$500,000 for each accident.
- e. Professional Liability Insurance, with a limit of \$1,000,000 for each claim and aggregate.

Prior to issuance of the Notice to Proceed by Owner, Engineer shall have on file with Owner certificates of insurance acceptable to Owner. Said certificates of insurance shall be filed with Owner in January of each year or may be submitted with each agreement. Upon completion of all Services, obligations, and duties provided for in this Agreement, or if this Agreement is terminated for any reason, the terms and conditions of this section shall survive.

Notwithstanding any other provision of the Agreement, Owner waives any claim against Engineer and, to the maximum extent permitted by law, agrees to defend, indemnify, and hold Engineer harmless from any claim, liability, and/or defense costs for injury or loss arising from Engineer's discovery of unanticipated hazardous materials or suspected hazardous materials, including, but not limited to, any costs created by delay of the project and any cost associated with possible reduction of the property value.

13. LIMITATIONS OF RESPONSIBILITY

Engineer shall not be responsible for: (1) construction means, methods, techniques, sequences, procedures, or safety precautions and programs in connection with the Project, (2) the failure of



any contractor, subcontractor, vendor, or other Project participant, not under contract to Engineer, to fulfill contractual responsibilities to the Owner or to comply with federal, state or local laws, regulations, and codes; or (3) procuring permits, certificates, and licenses required for any construction unless such responsibilities are specifically assigned to Engineer in Attachment A, Scope of Services.

14. OPINIONS OF COST AND SCHEDULE

Since Engineer has no control over the cost of labor, materials, or equipment furnished by others, or over the resources provided by others to meet Project construction schedules, Engineer's opinion of probable construction costs and of construction schedules shall be made on the basis of experience and qualifications as a professional engineer. Engineer does not guarantee that costs will not vary from Engineer's cost estimates or that actual construction schedules will not vary from Engineer's projected schedules.

15. REUSE OF DOCUMENTS

All documents, including, but not limited to calculations, drawings, specifications, and computer software prepared by Engineer pursuant to the Agreement are instruments of service in respect to the Project. They are not intended or represented to be suitable for reuse by Owner or others on extensions of the Project or on any other project. Any reuse without prior written verification or adaptation by Engineer for the specific purpose intended will be at Owner's sole risk and without liability or legal exposure to Engineer. Any verification or adaptation requested by Owner shall entitle Engineer to compensation at rates to be agreed upon by Owner and Engineer.

16. OWNERSHIP OF DOCUMENTS AND INTELLECTUAL PROPERTY

Except as otherwise provided herein, engineering documents, calculations, drawings, specifications, and other documents prepared by Engineer as part of the Services shall become and be the sole property of Owner. However, both Owner and Engineer shall have the unrestricted right to their use. Engineer shall retain its rights in its standard drawing details, specifications, databases, computer software, and other proprietary property protected under the copyright laws of the United States. Rights to intellectual property developed, utilized, or modified in the performance of services shall remain the property of Engineer.

17. RECORDS RETENTION AND AUDIT PROVISION

The term "Engineer" is used interchangeably to describe signatories to contracts, grants, and agreements with the City and applies to reflect the relationship with the City (Engineer, Contractor, Licensee, Supplier, Vendor, Consultant, Grant Recipient, etc.).

- a. All records relating in any manner whatsoever to the Project, or any designated portion thereof, which are in the possession of the Engineer or the Engineer's consultants, shall be made available for inspection and copying upon written request to the Owner. Additionally, said records shall be made available, upon request by the Owner, to any state, federal or other regulatory authorities and any such authority may review, inspect and copy such records. Said records include, but are not limited to, all plans, specifications, submittals, correspondence, minutes, memoranda, tape recordings, videos, or other writings or things which document the Project, its design and its construction. Said records expressly include those documents reflecting the time expended by the Engineer and its personnel to perform the obligations of this Agreement and the records of expenses incurred by the Engineer in its performance under said Agreement. The Engineer shall maintain and protect these records for no less than seven (7) years after the completion of the Project, or for any longer period of time as may be required by applicable law, good engineering practice, and upon notice during the pendency of any claims or litigation arising from the Project.



- b. The Owner or its assign may audit all financial and related records (including digital) associated with the terms of the contract or agreement including timesheets, reimbursable out of pocket expenses, materials, goods, and equipment claimed by the Engineer. The Owner may further audit any of Engineer's records to conduct performance audits (to identify waste and abuse or to determine efficiency and effectiveness of the contract or agreement) or to identify conflicts of interest.
- c. The Engineer shall at all times during the term of the contract or agreement and for a period of seven years after the end of the contract, keep and maintain records of the work performed pursuant to this Contract or Agreement. This shall include proper records of quotations, contracts, correspondence, invoices, vouchers, timesheets, and other documents that support actions taken by the Engineer. Documents shall be maintained by the Engineer, which are necessary to clearly reflect all work and actions taken. All such records shall be maintained in accordance with generally accepted accounting principles. The Engineer shall at its own expense make such records available for inspection and audit (including copies and extracts of records as required) by the Owner at all reasonable times and without prior notice.
- d. The obligations of this Section shall be explicitly included in any subcontracts or agreements formed between the Engineer and any subcontractors or suppliers of goods or services to the extent that those subcontracts or agreements relate to fulfillment of the Engineer's obligations to the Owner.
- e. Costs of any audits conducted under the authority of this section and not addressed elsewhere will be borne by the Owner unless the audit identifies significant findings that would benefit the Owner. The Engineer shall reimburse the Owner for the total costs of an audit that identifies significant findings that would benefit the Owner.
- f. This Section shall not be construed to limit, revoke, or abridge any other rights, powers, or obligations relating to audit which the Owner may have by Federal, State, or Municipal law, whether those rights, powers, or obligations are express or implied.

#### 18. TERMINATION

This Agreement may be terminated by either party upon written notice in the event of substantial failure by the other party to perform in accordance with the terms of this Agreement. The nonperforming party shall have fifteen calendar days from the date of the termination notice to cure or to submit a plan for cure acceptable to the other party. Owner may terminate or suspend performance of this Agreement for Owner's convenience upon written notice to Engineer. If termination or suspension is for Owner's convenience, Owner shall pay Engineer for all Services performed prior to the date of the termination notice. Upon restart, an adjustment acceptable to Owner and Engineer shall be made to Engineer's compensation.

#### 19. DELAY IN PERFORMANCE

Neither Owner nor Engineer shall be considered in default of the Agreement for delays in performance caused by circumstances beyond the reasonable control of the nonconforming party. For purposes of this Agreement, such circumstances include abnormal weather conditions; floods; earthquakes; fire; epidemics; war, riots, or other civil disturbances; sabotage; judicial restraint; discovery of unanticipated hazardous wastes; and inability to procure permits, licenses, or authorizations from any local, state, or federal agency for any of the supplies, materials, accesses, or services required to be provided by either Owner or Engineer under this Agreement. Should such circumstances occur, the nonconforming party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of the



Agreement. If the Engineer is delayed in the performance of the services for more than 365 calendar days, either by the Owner or circumstances beyond his control, an equitable adjustment to the contract amount can be made to compensate for additional costs incurred.

For delays in performance by Engineer, as set forth in Attachment E, Project Schedule, caused by circumstances which are within its control, such delays shall be documented on the Engineer's Project Performance Evaluation form. Said form shall be completed at the conclusion of Project and acknowledged by both Owner and Engineer. Completed form shall be retained by Owner for a period of seven years and reviewed prior to consultant selection for City projects. In the event Engineer is delayed in the performance of Services because of delays caused by Owner, Engineer shall have no claim against Owner for damages or contract adjustment other than an extension of time.

## 20. HAZARDOUS MATERIALS

Hazardous materials may exist at a site where there is no reason to believe they could or should be present. The Owner and Engineer agree that the discovery of unanticipated hazardous materials constitutes a changed condition mandating a renegotiation of the scope of work or termination of services. Owner and Engineer also agree that the discovery of unanticipated hazardous materials may make it necessary for the Engineer to take immediate measures to protect health and safety. Owner agrees to compensate Engineer for any equipment decontamination or other costs incident to the discovery of unanticipated hazardous materials.

Engineer agrees to notify Owner when unanticipated hazardous materials or suspected hazardous materials are encountered. Owner agrees to make any disclosures required by law to the appropriate governing agencies, and agrees to hold Engineer harmless for any and all consequences of disclosures made by Engineer which are required by governing law. In the event the project site is not owned by Owner, the Owner agrees to inform the property owner of the discovery of unanticipated hazardous materials or suspected hazardous materials.

## 21. COMMUNICATIONS

Any communication required by this Agreement shall be made in writing to the address specified below:

Engineer: **Jonathan F. Childs, P.E.**  
**210 25<sup>th</sup> Avenue North**  
**Suite 500**  
**Nashville, Tennessee 37203**  
**Phone: 615-806-6561**  
**Email: [jonathan.childs@ch2m.com](mailto:jonathan.childs@ch2m.com)**

Owner: City of Chattanooga  
Department of Public Works  
Engineering Division  
Suite 2100, Development Resource Center  
1250 Market Street  
Chattanooga, TN 37402  
(423) 643- 6033

Nothing contained in the Article shall be construed to restrict the transmission of routine communications between representatives of Engineer and Owner.



**CITY OF CHATTANOOGA**  
**STANDARD AGREEMENT FOR ENGINEERING SERVICES**

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SOP 2003-9  
Date of Issue 10-16-03  
Rev. 11-13-12

**22. WAIVER**

A waiver by either Owner or Engineer of any breach of this Agreement shall be in writing. Such a waiver shall not affect the waiving party's rights with respect to any other or further breach.





23. DISPUTE RESOLUTION

Claims, disputes or other matters in question between the parties to this Agreement arising out of or relating to this Agreement or breach thereof shall be subject to mediation in Chattanooga, Tennessee, in accordance with the following provisions:

- a. The mediation shall be conducted by a mediator mutually acceptable to both parties.
- b. The parties agree to share equally in the expenses of mediations.
- c. Such mediation may include the Engineer or any other person or entity who may be affected by the subject matter of the dispute.
- d. Unless the parties agree otherwise, mediation shall be a condition precedent to the exercise of any legal remedy other than a proceeding seeking an immediate injunction or restraining order to protect the rights of a party pending litigation. Notwithstanding the issuance of an injunction or restraining order or the refusal of a court to issue such an order, the dispute shall continue to be subject to mediation.

24. SEVERABILITY

The invalidity, illegality, or unenforceability of any provision of this Agreement or the occurrence of any event rendering any portion or provision of this Agreement void shall in no way affect the validity or enforceability of any other portion or provision of this Agreement. Any void provision shall be deemed severed from this Agreement, and the balance of this Agreement shall be construed and enforced as if this Agreement did not contain the particular portion or provision held to be void. The parties further agree to amend this Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision. The provisions of this Article shall not prevent this entire Agreement from being void should a provision which is of the essence of this Agreement be determined void.

25. INTEGRATION

This Agreement represents the entire and integrated agreement between Owner and Engineer. All prior and contemporaneous communications, representations, and agreements by Engineer, whether oral or written, relating to the subject matter of this Agreement, as set forth in Attachment D, Supplemental Agreements, are hereby incorporated into and shall become a part of this Agreement.

26. SUCCESSORS AND ASSIGNS

Owner and Engineer each binds itself and its directors, officers, partners, successors, executors, administrators, assigns, and legal representatives to the other party of this Agreement and to the directors, officers, partners, successors, executors, administrators, assigns, and legal representatives of such other party in respect to all provisions of this Agreement.

27. ASSIGNMENT

Neither Owner nor Engineer shall assign any rights or duties under this Agreement without the prior written consent of the other party. Unless otherwise stated in the written consent to an assignment, no assignment will release or discharge the assignor from any obligation under this Agreement. Nothing contained in this Article shall prevent Engineer from employing independent consultants, associates, and subcontractors to assist in the performance of the Services; however, other agreements to the contrary notwithstanding, in the event Engineer employs independent consultants, associates, and subcontractors to assist in performance of the Services, Engineer shall be solely responsible for the negligent performance of the independent consultants, associates, and subcontractors so employed.



- 28. **THIRD PARTY RIGHTS**  
Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than Owner and Engineer.
- 29. **RELATIONSHIP OF PARTIES**  
Nothing contained herein shall be construed to hold or to make the Owner a partner, joint venturer, or associate of Engineer, nor shall either party be deemed the agent of the other, it being expressly understood and agreed that the relationship between the parties is and shall at all times remain contractual as provided by the terms and conditions of this Agreement.
- 30. **NON-DISCLOSURE**  
Engineer agrees not to disclose or to permit disclosure of any information designated by the Owner as confidential, except to the engineer's employees and subcontractors who require such information to perform the services specified in this agreement.
- 31. **NON-DISCRIMINATION**  
Engineer agrees to comply with all federal, state, and local non-discrimination laws and regulations. Engineer agrees not to discriminate against any participant in this Agreement on the basis of race, color, religion, sex, age or national origin. Engineer further agrees to comply with all federal, state and local laws regarding treatment and accommodations for individuals with disabilities.
- 32. **DRUG FREE WORKFORCE**  
Engineer certifies that it will provide a drug-free workplace and agrees to comply with the applicable requirements of the Drug-Free Workplace Act of 1988.
- 33. **FEDERAL OR STATE FUNDING**  
In the event that the Project is funded in whole or in part by Federal or State grants, Engineer agrees to abide by all applicable Federal and State laws, regulations, grant conditions and procedures.

IN WITNESS WHEREOF, Owner and Engineer have executed this Agreement.

Jonathan F. Childs, Vice President \_\_\_\_\_ Date Administrator of Public Works \_\_\_\_\_ Date

Robert Cook, Vice President \_\_\_\_\_ Date Director of Purchasing \_\_\_\_\_ Date

Reviewed by City Attorney Office \_\_\_\_\_  
Initial Date



ATTACHMENT A

Owner: City of Chattanooga, Tennessee

Engineer: CH2M HILL Engineers, Inc.  
Project Number & Name: W-15-002-101  
Friars Branch-South Chick Creek 5 Interceptor Rehab

SCOPE OF SERVICES

1. BASIC SERVICES

The project is specifically defined as: The project scope was developed based on the Scope and Fee Negotiations for Professional Services for the Friars Branch –South Chick Creek Interceptor Rehabilitation for the Waste Resources Division, City of Chattanooga, Tennessee, dated April 2015.

The Project includes the review of approximately 23,640 linear feet of pipeline inspections and design of rehabilitation in the Friars Branch and South Chickamauga Creek 5 Sub Basins. The pipeline review and design will consist of pipe diameters ranging from 42” to 72” along with the rehabilitation of selected manholes in order to reduce I/I and repair aging sewer infrastructure. Pipeline rehabilitation will include methods such as CIPP, point repairs, and Open-Cut Replacement. The scope of work is broken into two segments and includes the following:

• Segment 1

o Segment 1 includes portions of the South Chickamauga Creek Interceptor and Friars Branch Interceptor including the following:

- Approximately 2,152 LF of 42” diameter RCP
- Approximately 17,516 LF of 60” diameter RCP
- Approximately 820 LF of 66” diameter RCP
- Approximately 53 Manholes

o Review and verify PER titled Preliminary Engineering Report: Focused SSES Study and Rehabilitation of South Chickamauga Creek 5 Subasin Project Dated March 20, 2015 to be supplied by the City for rehabilitation recommendations for the interceptor segments greater than 36” in diameter and manholes associated with this piping.

o Review and verify 60%, 90%, and 100% design package prepared by others.

• Segment 2

o Segment 2 includes portions of the Friars Branch Interceptor including the following:

- Approximately 1,385 LF of 72” diameter RCP
- Approximately 1,767 LF of 66” diameter RCP
- Approximately 10 Manholes

o Review of CCTV/Sonar inspections previously completed by and provided by the City.

o Provide a Preliminary Engineering Report.

o Complete final design package.

- Division 0, Division 1, and technical specifications for Segments 1 & 2 will be one bid package.
- Bidding, Construction Administration, and Resident Project Inspections shall be included as the Segment 1 & 2 design packages will be bid and constructed together



The Engineer agrees to provide the following services:

**Task 1 - Data Gathering and Project Management**

The Engineer will conduct project management activities throughout the project duration as described in Attachment E. Project management activities include preparation of a Project Team Work Plan, Health and Safety Plan, and a Project Quality Management Plan, and detailed project schedule that complies with program guidelines. A Safety Management Plan will also be prepared. In addition, the Project Manager will prepare monthly invoices and progress reports; conduct internal planning meetings, and ensure senior technical review of project deliverables.

The Engineer will coordinate with the Program Manager (PM) to provide readily available information that is requested. All communications, including data requests with WRD will be conducted through the Engineer.

Assumptions: CH2M HILL's standard formats for Project Quality Management Plans and Health and Safety Plans are acceptable.

Deliverables: Detailed Project Schedule, Progress Reports, Meeting Summaries, and Invoices

The Engineer will hold a project kickoff meeting within two weeks of the NTP. At the kickoff meeting, the Engineer will discuss the details of the project including the existing design standards, specifications, reports, and additional information relevant to the project. Discussions will be held regarding recent similar projects and what, if any, issues were experienced that would require modifications to the standard specifications and details. A windshield type survey of the overall project site will be conducted by the Engineer and existing access routes to the sewer lines will be identified. General site access requirements will be covered at the kickoff meeting. Within two weeks of the kickoff meeting, Engineer will submit to the PM a detailed data and information request, including data and information compiled and prepared by others related to the design of Segment 1 sewer rehabilitation. Data and information will be specific and targeted to items necessary for successful completion of the Project. The PM will provide requested data and information to the Engineer within two weeks of receipt of the request. Where data or information is unavailable, Engineer and PM will coordinate to develop an appropriate plan to address the data/information gaps.

Deliverables: Kick-off Meeting Agenda, Meeting Summary, Data needs list.

**Task 2 – Preliminary Engineering Report (PER)**

The Engineer will conduct a preliminary design site visit to inspect the existing sewer routes and to identify potential access routes to the sewer lines for construction. Engineer will review all data and information provided by the PM, including:

**Segment 1:**

The Engineer will review and verify the PER titled Preliminary Engineering Report: Focused SSES Study and Rehabilitation of South Chickamauga Creek 5 Subbasin Project Dated March 20, 2015 related to Segment 1 piping larger than 36" in diameter and existing manholes. The Engineer will also review the condition assessment data used to generate the PER. The Engineer will review current design plans, including cost estimates, prepared by others.



#### Segment 2:

The Engineer will review CCTV/Sonar inspections previously completed by and provided by the City for Segment 2 piping and will prepare conceptual exhibits that present the recommendation for rehabilitation of piping and manholes. The Engineer will prepare Conceptual level cost estimates based on existing Program guidelines. The Engineer will conduct a Rehabilitation Workshop to review the rehabilitation plan with City and PM. The Team will address PM comments and present the final PER for segment 2.

#### Assumptions:

- The Engineer will ultimately be responsible for signing and sealing the design documents for Segment 1 so the recommendations of the Engineer and not the previous consultant will govern.
- Engineer agrees with the existing recommendations and cost estimate for Segment 1 and significant changes to the Segment 1 PER are not included in this Scope of Work.
- CCTV and/or combination CCTV/Sonar data is complete for all sewer lines included in the Project and is in a digital format and will be provided by PM.
- The 30% conceptual plans will be prepared in accordance with the requirements of the program and will be based on piping and manholes identified as Segment 2.
- The existing manholes are accessible and the PM will provide any special key as needed to allow opening of the manholes and inspection.
- Existing manhole inspection information will be provided and will be used to assess condition of the manholes for rehabilitation considerations. Where manhole inspection information is missing, Engineer will perform manhole inspections to enable assessment and rehabilitation design.
- The City and PM review comments will be compiled by the PM into a single document and will be delivered to the Team within two weeks of a submittal.

#### Deliverables:

- A Technical Memo (TM) format will be used to present the Engineers findings from the review and verification of the existing PER for Segment 1.
- Draft PER for Segment 2, including a conceptual level cost estimate for Segment 2, prepared by the Engineer, and for Segment 1, prepared by others.
- Final PER for Segment 2

#### Task 3 – Finalize Design Drawings and Specifications

##### Segment 1

The Engineer will review and provide review comments and recommendations on the 60%, 90% and 100% design package prepared by the Segment 1 consultant, which will include updated quantity takeoffs and cost estimates at each stage. The Segment 1 consultant will address all comments and recommendations to the satisfaction of the Engineer. The 100% deliverable will be in a format that will allow the Engineer to incorporate the drawings and specifications into the overall bid package without having to make additional modifications to compile them into a single bid package.

##### Segment 2

The Engineer will prepare 60% and 90% designs packages and submit to the PM for review. The Engineer will conduct a design review workshop with the PM at the 60% stage and 90% stage. Applicable comments from the 60% design review will be incorporated in to the 90% design. Applicable comments from the 90% design review will be incorporated into the 100% documents. The Engineer will submit 90% documents to TDEC and SRF for review and approval concurrent



with the PM's review. Review comments from TDEC, SRF, and the PM will be incorporated into the 100% drawings and specifications. A final takeoff and opinion of probable cost will be prepared for both Segments 1 and 2 upon completion of the 100% design.

**Deliverables:**

- Review comments for Segment 1 design package at the 60%, 90%, and 100% stages
- 60% design submittal for Segment 2
- 90% design submittal for Segment 2
- 100% contract documents for Segment 1 and Segment 2
- Final takeoff and opinion of probable cost for Segments 1 and 2

**Assumptions:**

- Any revisions to Segment 1 design drawings required based on the 60%, 90% reviews will be made by the Segment 1 consultant. The Segment 1 consultant will provide the Engineer with takeoff quantities and cost estimates at each stage, which will be provided in an electronic format acceptable to the Engineer for easy incorporation into the combined Project final takeoff and estimate. Design drawings are provided in an electronic format acceptable to the Engineer for easy incorporation into the combined Project design package.
- Submittal review comments from PM will be delivered to Engineer within 3 weeks of receipt of package for review.
- Existing Program Specifications exist for all aspects of the work and will require only minor editing.
- Existing Program Standard Details exist for all aspects of the work and will require only minor editing.

**Task 4 – Bid Phase Services**

Upon receipt of the clear site certificate from SRFLP, the Engineer will prepare the Advertisement for Bids, attend a pre-bid conference conducted by the PM, answer questions during Bid Phase, and issue Addenda. The Engineer will participate in the actual bid opening and prepare a certified Bid Tabulation. After the opening of the Bids, the Engineer will evaluate the bids and make Recommendation of Award; assist in submitting MBE/WBE documentation to SRFLP; and obtaining Approval to Award. The Engineer will prepare Conformed Documents for execution.

**Deliverables**

- Advertisement for Bids
- Responses to questions during Bid Phase
- Addenda as necessary
- Certified Bid Tabulation
- Recommendation of Award Letter
- Conformed Contract Documents for Execution

**Assumptions**

- No more than 4 Addenda are necessary
- The City will be provided hard copies of the plans and specifications. Contractors will be provided electronic files for bidding on USB flash drive.
- The PM will pay for the advertisement and coordinate with newspapers for placing the advertisement





#### Task 5 – Construction Phase Services

Engineer will provide Construction Phase Services to include the following: attendance of pre-construction and monthly progress meetings, review of submittals and shop drawings, site visits to affirm pay request quantities and to provide engineering interpretations and clarifications, responding to Contractor Requests for Information (RFI), processing Change Orders, review of Contractor's monthly pay requests and final pay request, performing a Substantial Completion Inspection, preparing Project Close-Out documentation, and preparing Record Drawings. Services are subject to the additional definition below:

1) Pre-Construction and Monthly Progress Meetings: Engineer will prepare meeting agendas in accordance with PM requirements. Meeting summaries will be prepared and provided to all stakeholders. There will be one Pre-Construction meeting and monthly Progress Meetings.

2) Submittal and Shop Drawing Review: The Engineer will obtain from the Contractor a proposed shop drawing and submittal schedule, which shall identify all shop drawings, samples and submittals required by the contract for construction, along with the anticipated dates for submission. It is estimated that not more than three submittal packages (including shop drawings and samples) will be required for the Project, which will include all necessary submittal items. The Engineer will review the Contractor's shop drawings, samples, and other submittals and will log and track all shop drawings, samples and submittals. The Engineer's review of all shop drawings, samples and submittals shall be for general conformance with the design concept and general compliance with the requirements of the contract for construction. Such review shall not relieve the Contractor from its responsibility for performance in accordance with the contract for construction, nor is such review a guarantee that the work covered by the shop drawings, samples and submittals is free of errors, inconsistencies or omissions. A maximum of two submissions by the Contractor for each submittal package is included. Should there be additional reviews required of the Engineer, the Engineer shall be entitled to additional compensation.

3) Site visits for engineering interpretations and clarifications: Engineer will make site visits during construction for the purpose of providing interpretation and clarifications of design details, estimated at not more than 6 site visits. Engineer will provide written documentation of discussions and decisions to the Contractor and PM.

4) Contractor Requests for Information: The Engineer will review the Contractor's requests for information or clarification of the contract for construction. The Engineer will coordinate and issue written responses to the requests. The Engineer will log and track the Contractor's requests. Contractor RFI's will not exceed six total for the Project.

5) Changes to the Contract: The Engineer may authorize minor variations in the work which do not involve an adjustment in the Contractor's contract price nor time for construction and are not inconsistent with the intent of the contract documents. For changes that require a Change Order, initiated by either the PM or the Contractor, the Engineer will receive and review the requested change and will obtain such further information as is necessary to evaluate the request. The Engineer will assist the City with the issuance of changes to the contract for construction. Design and engineering services to prepare drawings, specifications and other information for the change shall be considered as Additional Services, and shall entitle the Engineer to additional compensation for the design services. It is estimated that no more than two Change Orders will be required for the Project.

6) Payments to Contractor: Engineer will receive and review the Contractor's requests for



payment, not more than once every month, and determine whether the amount requested reflects the progress of the Contractor's work and is in accordance with the contract for construction. The Engineer shall provide recommendations to the PM as to the acceptability of the requests. Recommendations by the Engineer to the PM for payment will be based upon the Engineer's knowledge, information, and belief from its observations of the work on site and selected sampling that the work has progressed to the point indicated.

7) Substantial completion inspection: The Engineer will participate with the PM and Contractor in a substantial completion inspection of the Project, estimated at not more than one day. Engineer will prepare a written punch list items and will submit to PM and Contractor. Engineer will perform a follow-up inspection and provide one additional punch list. A final inspection, to affirm completion of punch list items, is included. The Engineer will assist the City in issuing documents for substantial completion and acceptance of the work. The Engineer will advise the City on payment, and partial release of retention.

8) Project Closeout Documentation: Engineer will prepare closeout documentation in accordance with Program requirements and will include certifications to TDEC and SRF, as required. The Engineer will assist the City in issuing documents for final completion and acceptance of the work. The Engineer will advise the City on final payment, release of retention, and release of insurance and bonds.

9) Record Drawings: The Engineer will revise the original design drawings to reflect available record information provided by the Contractor. One reproducible set and three hard copies will be submitted to the City.

10) Claims and Disputes: The Engineer will receive, log, and notify the PM about all letters and notices from the Contractor concerning claims or disputes pertaining to the acceptability of the work or the interpretation of the requirements of the contract for construction. The Engineer will advise the PM regarding the Contractor's compliance with the contract requirements for such claims and disputes. The Engineer will assist the PM in discussions with the Contractor to resolve claims and disputes. It is estimated that there will not be more than 5 claims/disputes. Comprehensive and detailed investigation or analysis of Contractor's claims and disputes, and participation in judicial or alternative dispute resolution procedures for the claims or disputes are not included in this Scope of Work.

11) Safety: The Engineer will manage the health, safety and environmental activities of its staff and the staff of its subcontractors to achieve compliance with applicable health and safety laws and regulations. The Engineer will coordinate its health, safety and environmental program with the responsibilities for health, safety and environmental compliance specified in the contract for construction. The Engineer will coordinate with responsible parties to correct conditions that do not meet applicable federal, state and local occupational safety and health laws and regulations, when such conditions expose the Engineer or its subcontractors, to unsafe conditions. The Engineer is not responsible for health or safety precautions of construction workers. The Engineer is not responsible for the Contractor's compliance with the health and safety requirements in the contract for construction, or with federal, state, and local occupational safety and health laws and regulations.

#### Deliverables

- Pre-construction meeting summary
- Monthly progress meeting summaries
- Review of submittals and shop drawings





- RFI's
- Change Orders
- Reviewed/Approved Monthly Pay Applications
- Record Drawings
- Substantial and final completion documentation.

#### Assumptions

- Quantities of each element of Construction Phase Services do not exceed those defined
- The design consultant for Segment 1 will be available to provide information, interpretations, clarifications, RFI responses, and change request input. The consultant will be available to attend meetings, if needed, at the request of the Engineer or PM.
- Change orders do not require additional details or drawing sheets.

## 2. SUPPLEMENTAL SERVICES

Any work requested by the Owner that is not included in the Basic Services will be classified as Supplemental Services. Supplemental Services shall include, but are not limited to the following:

#### Task 6 Easement and Permitting

Brown and Caldwell will provide all easements and permits necessary for work on Segment 1 elements of the Project. It is estimated that up to 12 temporary construction easements, either for work adjacent existing permanent easements or for construction site access from public roads, will be required for Segment 2 and that up to 2 permanent easements are required. Temporary construction easements do not require field or boundary/property surveying. For Segment 2, it is estimated that the Engineer will prepare up to ten permits for the City of Chattanooga, one U.S. Army Corps of Engineers Nationwide Permit and one U.S. Fish and Wildlife permit, and one Stormwater Pollution Prevention Plan. It is assumed an Aquatic Resource Alteration Permit (ARAP) is not required. Upon development of the 30% design submittal, the Engineer will provide a detailed list of necessary permits for the project, including Segment 1 permits provided by the Segment 1 consultant. This list will be revised and updated at subsequent design submittals, as required.

#### Deliverables:

- (10) City of Chattanooga permits
- (1) U.S. Army Corps of Engineers Nationwide Permit
- (1) U.S. Fish and Wildlife Permit
- (12) temporary construction easements
- (2) permanent easements

#### Assumptions

- Brown and Caldwell provides all necessary Segment 1 easements and permits
- Temporary construction easements will be developed using Hamilton County GIS mapping attributes
- The construction Contractor is responsible to obtain all necessary construction related contractor permits
- Engineer will be entitled to additional compensation if additional sewer easements or additional permits are required.
- Engineer will prepare the permit and easement documents and the City of Chattanooga will pay any associated fee or cost.



#### Task 7 Surveying and Mapping

Brown and Caldwell will provide surveying and mapping required for Segment 1 improvements. Engineer will provide topographic surveying and field surveying for easements for Segment 2. Additionally, the Engineer will provide post construction surveying on Segment 2 in support of record drawing development; Brown and Caldwell will provide post construction surveying on Segment 1, as needed, to support their development of record drawings.

#### Task 8 Resident Project Representative (RPR)

Prior to the construction Notice to Proceed, the Engineer's RPR will attend the pre-construction conference. During the construction period, for both Segments 1 and 2, the Engineer's RPR will conduct full time on-site observations of the Contractor's work for the purposes of determining if the work generally conforms to the contract for construction and that the integrity of the design concept as reflected in the contract for construction has been implemented and preserved by the Contractor.

#### Deliverables

- Daily Reports, in accordance with Program standards and requirements

#### Assumptions

- Engineer's RPR services will be 5 days per week, 8 hours per day, for the 12 month estimated construction duration.
- The Engineer's observation of the work is not an exhaustive observation or inspection of all work performed by the Contractor.
- The Engineer does not guarantee the performance of the Contractor.
- The Engineer's observations shall not relieve the Contractor from responsibility for performing the work in accordance with the contract for construction, and the Engineer shall not assume liability in any respect for the construction of the project.

#### Task 9 Additional Services

An allowance for additional services is included for unforeseen project requirements, including but not limited to 1) work or items in excess of the estimated quantities provided herein and 2) specific work that is requested and that is not addressed in this Scope of Services (examples: data collection, laboratory testing, technical support for CD Public Relations Plan, or other similar items). In the event the Engineer believes additional services funding is necessary for unforeseen work, the Engineer will communicate with the PM in writing to obtain approval for the use of these funds.

### 3. REIMBURSABLE EXPENSES:

Project specific reimbursable expenses and charges shall include the following:

Engineer will procure and manage a surveying subcontractor to collect topographic surveying information and to prepare temporary construction easements for Segment 2.

Topographic Surveying - \$14,952 (including 5% mark-up)

Easement Preparation - \$5,250 (including 5% mark-up)

Reimbursable out-of-town travel expenses are included in the task level compensation line items shown in Attachment B. The total estimated out of town travel expenses for all tasks is \$10,000. There is no mark-up on out of town travel expenses.



**ATTACHMENT B**

Owner: City of Chattanooga, Tennessee

Engineer:

CH2M HILL Engineers, Inc

Project Number & Name: W-15-002-101  
 Friars Branch-South Chick Creek 5 Interceptor Rehab

**COMPENSATION**

For the services covered by this Agreement, the Owner agrees to pay the Engineer as follows:

- For the Basic Services described in Attachment A, for a cost not to exceed \$367,500 billed in accordance with hourly rates shown in Attachment F. Payments shall be made monthly in amounts which are consistent with the amount of engineering services provided, as determined by the Engineer.

Task 1 - Data Gathering and Project Management	\$60,000.00
Task 2 - Preliminary Engineering Report (PER)	\$66,500.00
Task 3 - Final Design Drawings and Specifications	\$135,000.00
Task 4 - Bid Phase Services	\$26,000.00
Task 5 - Construction Phase Services	\$80,000.00
<b>Subtotal</b>	<b><u>\$367,500</u></b>

- Compensation for Supplemental Services shall be made as defined below, when authorized in writing by the Owner. The maximum limit for each item of additional service shall be established individually and specifically agreed to by the Owner as stated below, unless the service is included in a subsequent agreement.

Task 6 - Easements and Permitting	\$20,250.00
Task 7 - Surveying and Mapping	\$17,200.00
Task 8 - Resident Project Representative	\$366,000.00
Task 9 - Additional Services	\$50,000.00
<b>Subtotal</b>	<b><u>\$453,450</u></b>

**Grand Total \$820,950**

- Hourly rates for each classification as defined by the Engineer's rate schedule, see Attachment F. Overtime, when authorized by the Owner, will be billed at 1.00 times the rates listed (non-engineer time only).
- Reimbursable charges will be considered the amount of actual costs of project related expenses or charges times a markup of 5%. Charges for use of computer equipment or software, local travel, local telephone, project photographs, miscellaneous supplies, and reproduction are not considered reimbursable charges. Allowable project-specific reimbursable expenses shall be outlined in Attachment A.
- The entire amount of each statement shall be due and payable 30 days after receipt by the Owner.



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6. The Engineer shall keep records on the basis of generally accepted accounting practice of costs and expenses which records shall be available for inspection at all reasonable times.
7. Invoices shall be submitted using the Standard Invoice form, Attachment G.



## ATTACHMENT C

Owner: City of Chattanooga, Tennessee

Engineer: **CH2M HILL Engineers, Inc**  
Project Number & Name: **W-15-002-101**  
**Friars Branch-South Chick Creek 5 Interceptor Rehab**

### OWNER'S RESPONSIBILITIES

The Owner will furnish, as required by the work and not at the expense of the Engineer, the following:

1. The Owner will provide the Engineer copies of all current and necessary permits and approvals from all federal, state and local regulatory agencies. These include air quality, water quality, storm water quality, solid waste, special wastes, and other regulatory permits that may be required.
2. The Owner will provide Engineer access to all of available NPDES reports as required.
3. The Owner will coordinate and facilitate meetings or the exchange of information between any other interested parties that may also prospectively participate in the project as required.
4. The Owner will coordinate for the Engineer the acquisition of future population and employment figures from regional planning institutions as required for the project as required.
5. The Owner will provide the Engineer copies of all available sewer reports related to sewer facility planning as required.
6. The Owner will provide access to the system wide hydraulic model outputs as required.
7. The Owner will provide the Engineer the most up-to-date GIS data available for all sewer system components as required.
8. The Owner will provide the Engineer access to all its pump station and CSOTF sites as required.
9. The Owner will provide Engineer access to all available plans and specifications for the facilities as required.
10. The Owner will provide the Engineer with documentation of existing O&M procedures related to the operation of the treatment works that may be relative to the project as required.
11. The Owner will provide the Engineer with documentation of existing standards and procedures related to the sewer system development and expansion as required.
12. The Owner will provide the Engineer with documentation of existing standards and procedures related to the treatment works as required.
13. The Owner will arrange for facilities for the Engineer and attend public information meetings as required. The Owner will prepare and mail invitations for public information meetings as



- required. The Owner and the Engineer will conduct monthly project progress meetings as required.
14. The Owner will designate a project representative to be the liaison between the Engineer and the Owner on the project.
  15. Owner will make a reasonable effort to evaluate if hazardous materials are on or near the project site, and will inform Engineer of findings relative to the possible presence of such materials.



## ATTACHMENT D

Owner: Owner of Chattanooga, Tennessee

Engineer: **CH2M HILL Engineers, Inc**  
Project Number & Name: **W-15-002-101**  
**Friars Branch-South Chick Creek 5 Interceptor Rehab**

## SUPPLEMENTAL AGREEMENTS

### A. Engineers Responsibilities:

1. During Contract negotiation, the Engineer shall describe in detail its overall approach that will be used by its Engineer's Project Team to perform the scope of work described herein for the development of the project for the Owner.
2. The Engineer shall provide all labor, benefits, equipment, materials, fuel, utilities, insurance, out-of-pocket expenses, and other related services required in connection with development of the project.
3. The Engineer shall obtain all necessary permits and approvals from all federal, state, and local regulatory agencies related to development of the project as required. Furnish copies of all required permits and approvals to the Owner.
4. The Engineer shall provide and submit reports and certifications as required by all applicable EPA and/or State regulations of development of the project as required. Furnish a copy of all required reports to the Owner in a timely manner.
5. The Engineer shall coordinate its work with the operating schedule of the Owner as required.
6. The Engineer shall conduct the work for the development of the project in compliance with all applicable federal, state, and local laws, regulations, permits, and approvals.
7. The Engineer shall provide adequate supervision and technical and managerial oversight of the Engineer's employees, subcontractors, and agents
8. The Engineer shall support and utilize the Owner's Standard Operating Procedures developed for the Consent Decree (CD) Program. Specifically, the design of each project shall comply with CADD standards, standardized specifications, or approved design guidelines, cost estimating guidelines, and materials and functional layout and operation of equipment and systems as required.
9. The Engineer shall administer the project to comply with the scheduling goals established by the Program Manager (PM) to ensure that the CD milestones are being met. The Engineer shall timely report project information as prescribed by the PM.
10. The Engineer shall prepare an initial and minimum monthly update to its project schedule; updates can be more frequent or as significant activities change.





11. The Engineer shall prepare, implement and execute a project quality management plan which complies with quality program guidelines and requirements and goals to be established by the PM, and the Engineer's own internal quality procedures/program requirements. The Engineer shall be fully responsible for the quality of their work products and associated quality assurance and quality control activities.
12. The Engineer shall prepare, implement and execute a written project safety management plan which following the Engineer's own internal safety procedures/program requirements and which will also reflect the goals of the safety program to be established by the PM for the CD program project.
13. The Engineer shall provide all documents in a timely manner and format prescribed by the PM to support a document management/imaging repository. All documents shall be maintained in this manner for general and financial record keeping, contract compliance, claims and litigation, warranty issues, and related purposes.
14. The Engineer may assist the PM in reviewing the preliminary project budget and provide recommendations relative to project updates for design, construction contract administration and inspection, contracting costs, and industry appropriate level of contingency as required. The Engineer shall assist the PM in coordinating the program budget with the plan schedule in order to ensure compliance with the CD needs and constraints regarding the overall budget as required. Engineer shall maintain and input pertinent information to account for all costs of the project in a form and manner prescribed by the PM as required.
15. The Engineer shall assist the PM with the preparation of project progress reports as required. Reports shall include, but not be limited to, all reports required to satisfy requirements of the CD.
16. The Engineer may be asked to provide technical support to the CD Public Relations Plan.
17. The Engineer shall utilize the Owner's standardized Division 00 and 01 specifications as in developing project specific specifications- In addition the PM will provide to the Engineer certain technical specifications, details and minimum design guidelines intended to provide consistency across the design deliverables from various Engineers on similar types of work as required.
18. The Engineer shall submit all Requests for Information (RFIs) and change order for their professional services agreement to the PM first for approval.
19. The Engineer shall submit all pay requests/invoices to PM first for approval.
20. Engineer shall identify any and all permits during the first month of project activity from Notice to Proceed (NTP). Likely easements and permanent real estate acquisitions shall be identified with special purpose survey exhibits depicting areas needed based on a schedule to be developed by the Engineer within the first month of project activity from NTP.
21. The PM may conduct monthly progress meetings, value engineering (VE) reviews and constructability review as required and include Owner and PM staff as needed.





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B. Owner and Engineer agree that the following communications, representations, and agreements by Engineer relating to the subject matter of the Agreement are hereby incorporated into and shall become a part of the Agreement.

[All necessary items as Supplemental]



**ATTACHMENT E**

Owner: Owner of Chattanooga, Tennessee

Engineer: **CH2M HILL Engineers, Inc**  
Project Number & Name: **W-15-002-101**  
**Friars Branch-South Chick Creek 5 Interceptor Rehab**

**PROJECT SCHEDULE**

Owner and Engineer recognize that time is of the essence of the Agreement and that Owner may suffer financial loss if the work is not completed within the times stipulated herein, plus any extensions thereof. Accordingly, Engineer will develop for this Agreement a preliminary schedule based on the schedule requirements specified in the Specific Scope of Work for this project and either provide it below or as Attachment E1.

A detailed schedule (project schedule) will be required as one of the Project Management deliverables as specified in the Specific Scope of Work for this project once the Agreement is executed. The Engineer will produce the project schedule using industry accepted scheduling software approved by the Owner.

It is understood and agreed that the Engineer shall start the performance of Services within 10 days of receipt of a written Notice to Proceed and shall complete the work in accordance with the contract times set forth herein.

<b>Project Tasks</b>	<b>Duration</b>
<b>Project Management</b>	<b>NTP thru Close-Out</b>
<b>Planning and Design (Tasks 1 thru 3)</b>	<b>270 days</b>
<b>Bid Phase(from receipt of Site Certificate from SRFLP)</b>	<b>90 days</b>
<b>Construction Administration and Resident Project Representative</b>	<b>360 days</b>
<b>Project Close-Out</b>	<b>60 days</b>



**ATTACHMENT F**

Owner: Owner of Chattanooga, Tennessee

Engineer: CH2M HILL Engineers, Inc  
 Project Number & Name: W-15-002-101  
 Friars Branch-South Chick Creek 5 Interceptor Rehab

**RATE SCHEDULE**

Functional Labor Category	Rate (per hour)
Principal Technologist	\$210
Sr. Project Manager/Sr. Technologist	\$185
Project Manager/Technologist/Construction Manager	\$175
Sr. Project Engineer/Sr. Scientist	\$165
Project Engineer/RPR I	\$145
Associate Engineer	\$125
Staff Engineer/Scientist	\$105
Technician/RPR II	\$130
Technician/RPR III	\$115
Technician/RPR IV	\$95
Administrative	\$85



**ATTACHMENT G**

**Consultant Header or Logo**

## STANDARD INVOICE

[ ] Indicates MANDATORY Item

**Company Name**  
Company Street Address 1  
Company Street Address 2  
City, State Zip  
Ph: 000.000.0000 Fax 000.000.0000

**ATTN:** City Project Manager  
**RE:** Project Name  
**CODE:** Consultant Project Number  
**CN:** City Project Number (ie. W-00-000-000)

**Invoice Date:** 00-AAA-00  
**Invoice No:** [ ]  
Must be Sequential Number

**City Project Manager**  
**City Project Manager Title**  
 City of Chattanooga  
 C/O Jacobs Engineering  
 4510 Turntable Road  
 Suite 201  
 Chattanooga, TN 37421

Provided by City

Invoice must show Billing Period.

**Remit to:**  
 Company Name  
 Company Street Address 1  
 Company Street Address 2  
 City, State Zip

**For Professional Services from** \_\_\_\_\_ **through** \_\_\_\_\_

This breakdown must list each item of the Contract.

Task no.	Description	Fee	Fee Basis	% Complete To Date	Amount Billed To Date	Previously Billed	This Invoice Amount
Task 1	Data Gathering and Project Management	\$ 1,000.00	CPM	60.00%	\$ 600.00	\$ 500.00	\$ 100.00
Task 2	Design		CPM	#DIV/0!	\$ -		
Task 3	Bid		CPM	#DIV/0!	\$ -		
Task 4	Construction Administration		CPM	#DIV/0!	\$ -		
Task 5	Survey		CPM	#DIV/0!	\$ -		
Task 6	Permitting/Easement		CPM	#DIV/0!	\$ -		
Task 7	RPR		CPM	#DIV/0!	\$ -		
Task 8	Additional Services		CPM	#DIV/0!	\$ -		
<b>Total Contract Amount</b>		<b>\$ 1,000.00</b>		<b>60.00%</b>	<b>\$ 600.00</b>	<b>\$ 500.00</b>	
<b>TOTAL THIS INVOICE</b>							<b>\$ 100.00</b>

Must Match Contract Amount

Prior Invoices	\$ 500.00
This Invoice	\$ 100.00
Payments	\$ -
Balance on Account	\$ 600.00

**NOTE:**

- There shall be only one invoice per contract per billing period.
- Any necessary details should be attached as backup.

\_\_\_\_\_  
Project Manager, Your Company Date

\_\_\_\_\_  
Mike Marino P.E., Program Manager, Jacobs Date

\_\_\_\_\_  
City Project Manager, City Project Manager Title Date

5/28/15

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Public Works Department • Engineering Division • Suite 2100 • Development Resource Center • 1250 Market Street 37402 • (423) 643-6033