

**ADDENDUM NO. 4  
TO ON-CALL AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES NO. 2022-030**

**Water Utilities Facility & Parking Lot Expansion**

**THIS ADDENDUM NO. 4 TO ON-CALL AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES NO. 2022-030** is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by and between the City of Lee's Summit, Missouri (hereinafter "City"), and HDR Engineering, Inc. (hereinafter "Engineer").

**WITNESSETH:**

**WHEREAS**, City and Engineer entered into an Agreement dated January 30, 2023 (RFQ No. 2022-030) for professional engineering services for On-Call Professional Engineering Services (hereinafter "Base Agreement"); and,

**WHEREAS**, City desires to engage Engineer for a specific scope of engineering services which are covered by the Base Agreement; and,

**WHEREAS**, Engineer has submitted a proposal for the engineering services and an estimate of engineering costs to perform said services in compliance with the Base Agreement; and,

**WHEREAS**, the City Manager is authorized and empowered by City to execute contracts providing for professional engineering services.

**NOW, THEREFORE**, in consideration of the mutual covenants and considerations herein contained, **IT IS HEREBY AGREED** by the parties hereto as follows:

**ARTICLE I  
SCOPE OF ON-CALL SERVICES TO BE PROVIDED BY THE ENGINEER**

Pursuant to Article I of the Base Agreement, Engineer is hereby engaged to provide the following scope of services:

Additional services related to project include complete a pre-design engineering study and schematic layout of the improvements to support development of an Opinion of Probable Construction Cost (OPCC). Upon completion, the City will budget improvements within the Capital Improvements Plan (CIP) during 2025. Detailed design and construction documents will only be included for the parking expansion. Future phases will be necessary for detailed design of the Room 10-172 expansion.

The full scope of services includes the tasks listed in Exhibit A, attached hereto and incorporated herein by reference.

**ARTICLE II**  
**COMPENSATION FOR SCOPE OF SERVICES**

Payment to the Engineer for the services identified herein shall not exceed \$145,850.00, pursuant to the rates set forth in Exhibit A to the Base Agreement and as listed on Exhibit B-3A, attached hereto and incorporated herein by reference.

**ARTICLE III**  
**TERMS OF BASE AGREEMENT TO APPLY**

All terms of the Base Agreement shall remain in full force and effect and shall apply to this Addendum No. 4.

This Addendum No. 4 shall be binding on the parties thereto only after it has been duly executed and approved by City and Engineer.

**IN WITNESS WHEREOF**, the parties have caused this Modification to On-Call Agreement to be executed on the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

**CITY OF LEE'S SUMMIT**

\_\_\_\_\_  
MARK DUNNING, CITY MANAGER

APPROVED AS TO FORM:

\_\_\_\_\_  
SCOTT ISON  
CHIEF COUNSEL OF INFRASTRUCTURE AND RECREATION

**ENGINEER:** HDR ENGINEERING, INC.



\_\_\_\_\_  
BY: Cory Imhoff  
\_\_\_\_\_  
TITLE: Senior Vice President

Attest:

  
Patrick Young (Oct 2, 2024 14:22 CDT)

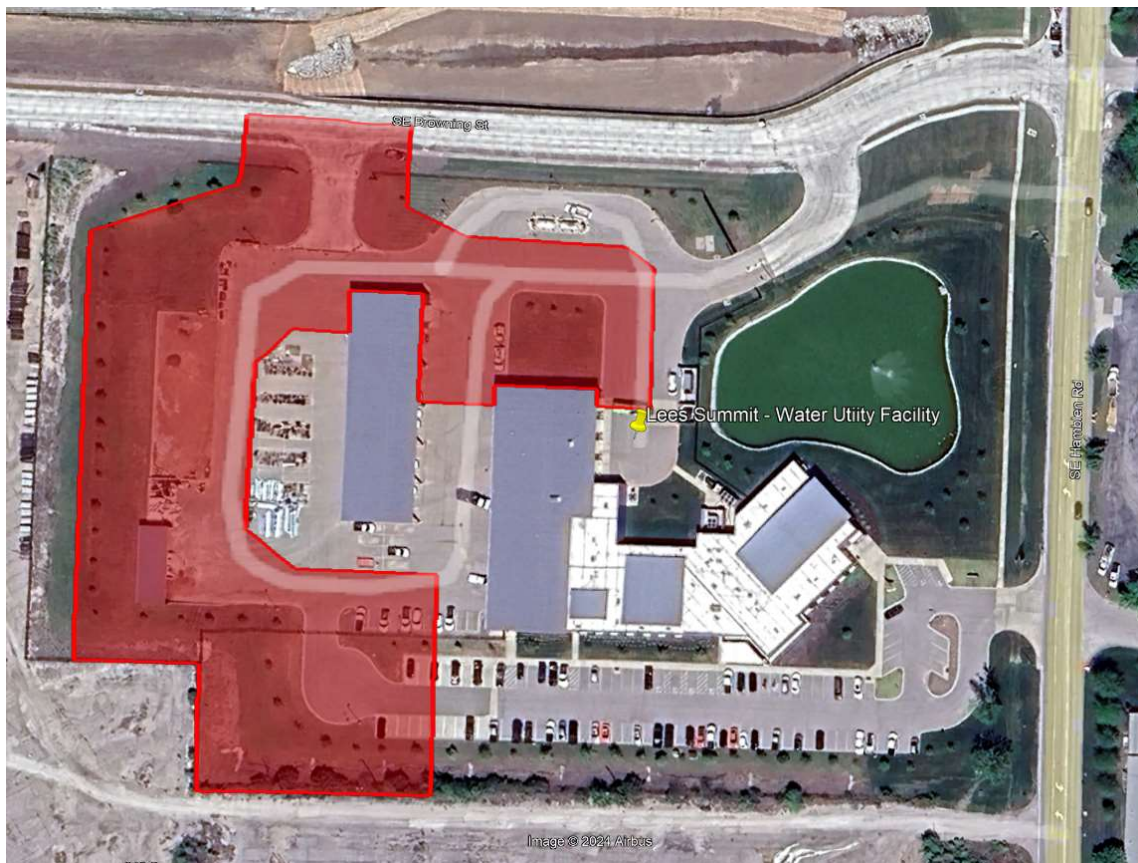
\_\_\_\_\_  
Patrick Young, Sr. Vice President

## City of Lee's Summit Scope of Services Water Utilities Facility & Parking Lot Expansion

### Project Overview

Construction of the City of Lee's Summit Water Utilities Facility was completed in 2018. The City desires to study feasibility of additional parking stalls, as well as expand Room 10-172 (Drive Through Vehicle Garage) by two maintenance bays, utilizing HDR's On-Call Engineering agreement to complete a pre-design engineering study and schematic layout of the improvements to support development of an Opinion of Probable Construction Cost (OPCC). Upon completion, the City will budget improvements within the Capital Improvements Plan (CIP) during 2025. Detailed design and construction documents will only be included for the parking expansion. Future phases will be necessary for detailed design of the Room 10-172 expansion.

Figure 1 - Topographic Survey Limits



### Task 1 – Pre Design

1. Information gathering to review existing design and setup Revit and CAD files.
2. Hold a site visit and in-person kickoff meeting with City Staff (anticipated to include PM and discipline leads.)

3. Perform a building code and fire-life safety code analysis to review impacts the proposed new design will have on the existing facility and site.
4. Coordinate with Lee's Summit Development Services regarding potential impacts of proposed building expansion.
5. Perform a Parking Expansion Analysis, to include preliminary curb and gutter and parking stall layout. Impact to the existing drainage swales, irrigation, structures, drives, and landscaping will be evaluated.
6. Assemble a Pre Design Report, to include outlines of work planned to accommodate function of the facility expansion, site layout revisions, and a summary of City development approvals process (item 4 above.)
7. Perform topographic survey and utility survey of the area shown in red in Figure 1. This will be converted into an AutoCAD Civil 3D format.
8. Project management activities including contract execution and set-up, monthly budget tracking and reporting, invoicing, coordination of staff and coordination of quality control activities, and project close-out activities. It is anticipated coordination between HDR and the City will be handled via email and phone conference calls.

#### **Task 2 – Building Expansion Schematic Design**

1. Revit modeling of building expansion.
2. CAD modeling of site layout modifications to accommodate parking expansion.
3. Progress meetings with City (up to three meetings to be conducted via MS Teams conference).
4. Development of OPCC (approximately -20% to +40% in accordance American Association of Cost Engineers' standards.)

#### **Task 3 – Parking Expansion Plans**

1. Attend a Pre-Application Conference with Lee's Summit Development Services to discuss a Final Development Plan (FDP) submittal requirements.
2. Impacts to stormwater management design will be compared to existing stormwater study data and will consider increases in impervious area. Findings will be presented in a stormwater technical memorandum.
3. Develop FDP Plans.
4. Submit the FDP application including plans, legal description, stormwater memo, and required check lists to the Lee's Summit Planning & Development and Public Works Departments.
5. Revise FDP set based on received comments and resubmit to Lee's Summit Planning & Development and Public Works. One (1) resubmittal is included.

#### **Deliverables**

- Pre-Design Report.



- Building Schematic Design Drawings will include: Title Page, Site Layout, Building Layouts, and Standard Details. Design Drawings to be completed to an overall 15% completion level.
- Parking Expansion FDP Plans will include: Title page, sheet index, general legend, survey plan, demolition plan, site plan, grading plan, erosion control plan, site lighting modification plan, and standard details.
- Monthly invoices and progress reports.

#### Assumptions

- Up to 3 monthly invoices, progress reports and progress meetings will be provided.
- Project Manual and project specific technical specifications will not be required for this phase of work. City technical specification will be referenced on the plans for the parking expansion work. No additional technical specifications are anticipated for the parking expansion.
- The City will handle any bidding and construction phase services necessary for the parking expansion.
- All deliverables to be electronic (PDF).
- A preliminary development plan (PDP) will not be required by Lee's Summit Development Services.
- The City will apply for and obtain all necessary permits including but not limited to a building permit, demolition permit, and land disturbance permit.
- Fees will be waived for all permits and FDP applications or otherwise paid for by Water Utilities.
- Additional parking will be able to drain to existing storm infrastructure. It is assumed that this infrastructure will have capacity for the additional runoff. A technical memorandum will be supplied with the previously approved storm water report. It is assumed the basin will not require additional capacity. No other stormwater improvements or analysis will be necessary.
- No improvements or alterations to existing landscaping will be required.
- Utility relocations are not anticipated for the parking expansion.
- Retaining walls taller than 30-IN are not anticipated as part of the Parking Expansion Plans. If determined to be necessary, design can be provided as additional services.

#### Schedule

Building Schematic Design and the initial FDP submittal to the City will be completed within 90 calendar days from Notice to Proceed. Final FDP submittal will be made within 14 calendar days from receipt of City review comments. Total project duration is anticipated to be 120 calendar days.

## EXHIBIT A

**Water Utilities Facility Expansion Study**  
**Scope and Fee Estimate - September 27, 2024**

[illegible]