CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION

DATE: September 7, 2021

ITEM:

Motion – Approving Amendment No. 2 to Professional Services Agreement
Miscellaneous Land Surveying Services
Veenstra & Kimm, Inc.
0030-028-2019

FINANCIAL IMPACT:

The original Professional Services Agreement included a maximum fee of $20,000.00 for Basic Services of the Consultant and Amendment No. 1 increased the Basic Services of the Consultant by $20,000.00. Amendment No. 2 increases the Basic Services of the Consultant by $20,000.00. The new maximum not-to-exceed fee thus becomes $60,000.00. Costs for these services will be charged to the appropriate capital or economic development project account.

BACKGROUND:

Veenstra & Kimm, Inc. is working under an existing Agreement dated December 2, 2019 to perform the professional services necessary for the Miscellaneous Land Surveying Services. The original agreement includes up to two (2) mutually agreed upon renewals. Amendment No. 2 will execute the second and final of those renewals.

The Engineering Services Department retains professional consultants based on their past work experience, qualifications of their staff, familiarity with the project, staffing availability, and past performance. Once a firm has been selected based on the above criteria, City staff then negotiates a fee with the consultant for performing the desired scope of services. City staff attempts, whenever feasible, to distribute professional services work on an equitable basis to qualified firms maintaining local metropolitan area offices who have expressed interest in working for the City of West Des Moines.

OUTSTANDING ISSUES: None.

RECOMMENDATION:

City Council Adopt:

- Motion Approving Amendment No. 2 to Professional Services Agreement for Miscellaneous Land Surveying Services.

Lead Staff Member: Brian J. Hemesath, P.E., City Engineer

STAFF REVIEWS

Department Director	Brian J. Hemesath, P.E., City Engineer
Appropriations/Finance	Tim Stiles, Finance Director
Legal	Richard Scieszinski, City Attorney
Agenda Acceptance	

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	Public Services		
Date Reviewed	August 23, 2021		
Recommendation	Yes	No	Split

AMENDMENT No. 2
TO THE AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES
WDM Project Number: 0030-028-2019
Miscellaneous Land Surveying Services

This AMENDMENT made and entered into this 7th day of Sep., 2021, by and between the CITY OF WEST DES MOINES, a municipal corporation, hereinafter referred to as "City", and Veenstra & Kimm, Inc., (Fed. I.D. #42-1137727), a professional corporation incorporated and licensed under the laws of the State of Iowa, party of the second part, hereinafter referred to as "Consultant" as follows, hereby amends the original Agreement dated December 2, 2019:

1. SCOPE OF SERVICES

Services as described in the Agreement, Attachment 1, Scope of Services are amended as follows:

No Change.

2. SCHEDULE

The schedule as described in the Agreement, Attachment 2, Project Schedule are amended as follows:

No Change.

3. COMPENSATION

Compensation as described in Section 3.A of the Agreement, is amended as follows:

I.	Basic Services of the Consultant (Original Agreement)	$20,000.00
II.	Basic Services of the Consultant (Amendment No. 1)	$20,000.00
III.	Basic Services of the Consultant (Amendment No. 2)	$20,000.00
		$60,000.00

Attachment 3, Schedule of Fees is amended as follows:

Replace Attachment 3A with Attachment 3B.

This AMENDMENT is subject to all provisions of the original agreement. This AMENDMENT together with the Agreement represents the entire and integrated AGREEMENT between the City and Consultant, as executed on the date written above.

CONSULTANT

BY: _____

CITY OF WEST DES MOINES

BY: _____
Ryan T. Jacobson, City Clerk

Exhibit 3B

VEENSTRA & KIMM, INC.
HOURLY RATES BY EMPLOYEE CLASSIFICATION
(Effective July 2021)

Management I	$186.00
Management II	180.00
Process Engineer I	203.00
Client Services I	180.00
Client Services V	70.00
Funding Specialist	110.00
Engineer I-A	186.00
Engineer I-B	176.00
Engineer I-C	167.00
Engineer I-D	160.00
Engineer II-A	152.00
Engineer II-B	143.00
Engineer III-A	134.00
Engineer III-B	128.00
Engineer III-C	125.00
Engineer IV	121.00
Engineer V	113.00
Engineer VI	106.00
Engineer VII	101.00
Engineer VIII	98.00
Engineer IX	91.00
Engineer X	83.00
Engineer XI	75.00
Engineer XII	67.00
Design Technician I	107.00
Design Technician II	96.00
Architect	114.00
Planner I	117.00
Planner II	78.00
Planner III	72.00
Drafter IA	107.00
Drafter IB	100.00
Drafter II	94.00
Drafter III	88.00
Drafter IV	79.00
Drafter V	70.00
Drafter VI	63.00
Drafter VII	56.00
Clerical I	79.00
Clerical II	70.00
Clerical III	60.00
Clerical IV	53.00
Clerical V	44.00
Construction Manager	180.00
Surveyor I	127.00
Surveyor II	112.00
Technician I	93.00
Technician II	86.00
Technician III	79.00

Technician IV	77.00
Technician V	71.00
Technician VI	65.00
Technician VII	54.00
Technician VIII	47.00
Technician IX	39.00
Building Inspector I	178.00
Building Inspector I-A	119.00
Building Inspector II	94.00
Building Inspector III	75.00

REIMBURSABLES AND EQUIPMENT RATES

Robotics	35.00
GPS	35.00
Leica Total Station	25.00
Total Station Robotics	20.00
Tablet	45.00
Fluoroscope	50.00
4-Wheeler	50.00
Drone	75.00
Mileage	IRS Rate