

SHORT FORM OF AGREEMENT BETWEEN OWNER AND ENGINEER FOR PROFESSIONAL SERVICES

THIS IS AN AGREEMENT effective as of May 3, 2022 ("Effective Date") between Pennington County, SD ("Owner") and KLJ Engineering LLC ("Engineer").

Owner's Project, of which Engineer's services under this Agreement are a part, is generally identified as follows: 2022 Structure Preservation ("Project").

Engineer's services under this Agreement are generally identified as follows: Construction Administration for preservation work associated with Four (4) Double Tee Bridges ("Services").

See attached Exhibit A – Scope of Services for more details.

Owner and Engineer further agree as follows:

1.01 Basic Agreement and Period of Service

- A. Engineer shall provide or furnish the Services set forth in this Agreement. If authorized by Owner, or if required because of changes in the Project, Engineer shall furnish services in addition to those set forth above ("Additional Services").
- B. Engineer shall complete its Services within the time period discussed in Exhibit A.
- C. If, through no fault of Engineer, such periods of time or dates are changed, or the orderly and continuous progress of Engineer's Services is impaired, or Engineer's Services are delayed or suspended, then the time for completion of Engineer's Services, and the rates and amounts of Engineer's compensation, shall be adjusted equitably.

2.01 Payment Procedures

- A. *Invoices:* Engineer shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Owner on a monthly basis. Invoices are due and payable within 45 days of receipt according to the Pennington County Auditor's regular voucher process. If Owner fails to make any payment due Engineer for Services, Additional Services, and expenses within 45 days after receipt of Engineer's invoice, then (1) the amounts due Engineer will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day, and (2) in addition Engineer may, after giving seven days written notice to Owner, suspend Services under this Agreement until Engineer has been paid in full all amounts due for Services, Additional Services, expenses, and other related charges. Owner waives any and all claims against Engineer for any such suspension.
- B. *Payment:* As compensation for Engineer providing or furnishing Services and Additional Services, Owner shall pay Engineer as set forth in Paragraphs 2.01, 2.02 (Services), and 2.03 (Additional Services). If Owner disputes an invoice, either as to amount or entitlement, then Owner shall promptly advise Engineer in

writing of the specific basis for doing so, may withhold only that portion so disputed, and must pay the undisputed portion.

2.02 *Basis of Payment—Direct Labor Costs Times Factor, Plus Reimbursable Expenses*

A. Owner shall pay Engineer for Services as follows:

1. An amount equal to Engineer's Direct Labor Costs times a factor for Services provided by Engineer's employees, plus reimbursement of expenses incurred in connection with providing the Services and Engineer's consultants' charges, if any.
2. Direct Labor Costs means salaries and wages paid to employees but does not include payroll-related costs or benefits.
3. The total compensation for Services and reimbursable expenses is estimated to be \$108,000.

2.03 *Additional Services:* For Additional Services, Owner shall pay Engineer an amount equal to the cumulative hours charged in providing the Additional Services by each class of Engineer's employees, times standard hourly rates for each applicable billing class; plus reimbursement of expenses incurred in connection with providing the Additional Services and Engineer's consultants' charges, if any.

3.01 *Termination*

A. The obligation to continue performance under this Agreement may be terminated:

1. For cause,
 - a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party. Failure to pay Engineer for its services is a substantial failure to perform and a basis for termination.
 - b. By Engineer:
 - 1) upon seven days written notice if Owner demands that Engineer furnish or perform services contrary to Engineer's responsibilities as a licensed professional; or
 - 2) upon seven days written notice if the Engineer's Services are delayed for more than 90 days for reasons beyond Engineer's control, or as the result of the presence at the Site of undisclosed Constituents of Concern, as set forth in Paragraph 5.01.I.
 - c. Engineer shall have no liability to Owner on account of a termination for cause by Engineer.
 - d. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under Paragraph 3.01.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the

same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.

2. For convenience, by Owner effective upon Engineer's receipt of written notice from Owner.

- B. In the event of any termination under Paragraph 3.01, Engineer will be entitled to invoice Owner and to receive full payment for all Services and Additional Services performed or furnished in accordance with this Agreement, plus reimbursement of expenses incurred through the effective date of termination in connection with providing the Services and Additional Services, and Engineer's consultants' charges, if any.

4.01 *Successors, Assigns, and Beneficiaries*

- A. Owner and Engineer are hereby bound and the successors, executors, administrators, and legal representatives of Owner and Engineer (and to the extent permitted by Paragraph 4.01.B the assigns of Owner and Engineer) are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.
- B. Neither Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, money that is due or may become due) in this Agreement without the written consent of the other party, except to the extent that any assignment, subletting, or transfer is mandated by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.
- C. Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Owner or Engineer to any Constructor, other third-party individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party.

5.01 *General Considerations*

- A. The standard of care for all professional engineering and related services performed or furnished by Engineer under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Engineer. Subject to the foregoing standard of care, Engineer and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
- B. Engineer shall not at any time supervise, direct, control, or have authority over any Constructor's work, nor shall Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any Constructor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a Constructor to comply with laws and regulations applicable to such Constructor's furnishing and performing of its work. Engineer shall not be responsible for the acts or omissions of any Constructor.

- C. Engineer neither guarantees the performance of any Constructor nor assumes responsibility for any Constructor's failure to furnish and perform its work.
- D. Engineer's opinions (if any) of probable construction cost are to be made on the basis of Engineer's experience, qualifications, and general familiarity with the construction industry. However, because Engineer has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, Engineer cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of probable construction cost prepared by Engineer. If Owner requires greater assurance as to probable construction cost, then Owner agrees to obtain an independent cost estimate.
- E. Engineer shall not be responsible for any decision made regarding the construction contract requirements, or any application, interpretation, clarification, or modification of the construction contract documents other than those made by Engineer or its consultants.
- F. All documents prepared or furnished by Engineer are instruments of service, and Engineer retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Owner shall have a limited license to use the documents on the Project, extensions of the Project, and for related uses of the Owner, subject to receipt by Engineer of full payment due and owing for all Services and Additional Services relating to preparation of the documents and subject to the following limitations:
 - 1. Owner acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Engineer, or for use or reuse by Owner or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Engineer;
 - 2. any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Engineer, as appropriate for the specific purpose intended, will be at Owner's sole risk and without liability or legal exposure to Engineer or to its officers, directors, members, partners, agents, employees, and consultants;
 - 3. Owner shall indemnify and hold harmless Engineer and its officers, directors, members, partners, agents, employees, and consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by Engineer; and
 - 4. such limited license to Owner shall not create any rights in third parties.
- G. Owner and Engineer may transmit, and shall accept, Project-related correspondence, documents, text, data, drawings, information, and graphics, in electronic media or digital format, either directly, or through access to a secure Project website, in accordance with a mutually agreeable protocol.
- H. To the fullest extent permitted by law, Owner and Engineer (1) waive against each other, and the other's employees, officers, directors, members, agents, insurers, partners, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement or the Project, and (2) agree that Engineer's total liability to Owner

under this Agreement shall be limited to \$100,000 or the total amount of compensation received by Engineer, whichever is greater.

- I. Neither Party shall be considered to be in default of this Agreement if delays in or failure of performance are due to forces beyond the reasonable control of the nonperforming Party, the effect of which the nonperforming Party could not avoid by the exercise of reasonable diligence. Such forces include, but are not limited to: fire, acts of God, flood, earthquake, storm, lightning, tornados, epidemic, war, riot, civil disturbance, sabotage, strike, work slowdown, or other labor disturbances, judicial restraint, action or inaction of any Government entity in either its sovereign or contractual capacity, quarantine restrictions, freight embargoes, delays in long lead time items and severe weather. Any changes to the terms of this agreement impacted by a Force Majeure event shall be documented in an Amendment to the Agreement.
- J. The parties acknowledge that Engineer's Services do not include any services related to unknown or undisclosed Constituents of Concern. If Engineer or any other party encounters, uncovers, or reveals an unknown or undisclosed Constituent of Concern, then Engineer may, at its option and without liability for consequential or any other damages, suspend performance of Services on the portion of the Project affected thereby until such portion of the Project is no longer affected, or terminate this Agreement for cause if it is not practical to continue providing Services.
- K. Owner and Engineer agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute shall be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law.
- L. This Agreement is to be governed by the law of the state in which the Project is located.
- M. Engineer's Services and Additional Services do not include: (1) serving as a "municipal advisor" for purposes of the registration requirements of Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act (2010) or the municipal advisor registration rules issued by the Securities and Exchange Commission; (2) advising Owner, or any municipal entity or other person or entity, regarding municipal financial products or the issuance of municipal securities, including advice with respect to the structure, timing, terms, or other similar matters concerning such products or issuances; (3) providing surety bonding or insurance-related advice, recommendations, counseling, or research, or enforcement of construction insurance or surety bonding requirements; or (4) providing legal advice or representation.
- N. Engineer shall abide by the requirements of 41 CFR 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability or veteran status.

6.01 *Total Agreement*

- A. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

7.01 *Definitions*

- A. *Constructor*—Any person or entity (not including the Engineer, its employees, agents, representatives, and consultants), performing or supporting construction activities relating to the Project, including but not limited to contractors, subcontractors, suppliers, Owner's work forces, utility companies, construction managers, testing firms, shippers, and truckers, and the employees, agents, and representatives of any or all of them.
- B. *Constituent of Concern*—Asbestos, petroleum, radioactive material, polychlorinated biphenyls (PCBs), hazardous waste, and any substance, product, waste, or other material of any nature whatsoever that is or becomes listed, regulated, or addressed pursuant to (a) the Comprehensive Environmental Response, Compensation and Liability Act, 42 U.S.C. §§9601 et seq. ("CERCLA"); (b) the Hazardous Materials Transportation Act, 49 U.S.C. §§5101 et seq.; (c) the Resource Conservation and Recovery Act, 42 U.S.C. §§6901 et seq. ("RCRA"); (d) the Toxic Substances Control Act, 15 U.S.C. §§2601 et seq.; (e) the Clean Water Act, 33 U.S.C. §§1251 et seq.; (f) the Clean Air Act, 42 U.S.C. §§7401 et seq.; or (g) any other federal, State, or local statute, law, rule, regulation, ordinance, resolution, code, order, or decree regulating, relating to, or imposing liability or standards of conduct concerning, any hazardous, toxic, or dangerous waste, substance, or material.

8.01 *Attachments*

- A. Exhibit A – Scope of Services

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

Owner: Pennington County

Engineer: KLJ Engineering LLC

By: Gary Drewes

By: Mark Anderson

Print Name: Gary Drewes

Print Name: Mark Anderson

Title: Commission Chair

Title: Senior Vice President, EPW

Date: 4.19.22

Date: 4/13/2022

Firm's License Number: C-170

State of: SD

Address for Owner's receipt of notices:

Address for Engineer's receipt of notices:

Pennington County Highway

KLJ Engineering LLC

3601 Cambell Street

4585 Coleman Street

Rapid City, SD 57701

Bismarck, ND 58503

Legal Notices to: legal.klj@kljeng.com

Designated Representative:

Designated Representative:

Name: Joe Miller

Name: Shawn Mayfield

Title: Highway Superintendent

Title: Project Manager

Phone Number: 605-394-2166

Phone Number: 605-721-5553

E-Mail Address: joe.miller@pennco.org

E-Mail Address: shawn.mayfield@kljeng.com

Appendix 1, Standard Hourly Rates Schedule.

EJCDC® E-520, Short Form of Agreement Between Owner and Engineer for Professional Services.
Copyright ©2015 National Society of Professional Engineers, American Council of Engineering Companies,
and American Society of Civil Engineers. All rights reserved.



EXHIBIT A - SCOPE OF SERVICES
Construction Administration for
Bridge Preservation, Delamination Repair
& Repainting of 4 Structures
within Pennington County
KLJ #2103-01451

PURPOSE

The purpose of this exhibit is to describe the scope of work and responsibilities required to complete Construction Engineering for preservation work of Four (4) Double Tee Bridges within the County. KLJ will provide Project Management, Construction Observation, Material Testing & Record Keeping for the proposed project.

OBJECTIVE

The objective of the construction phase is to provide construction engineering and material testing services to verify the Contractor is performing work in conformity with the governing specifications, plans and special provisions.

All project data will become property of Pennington County upon completion and approval of the tasks and deliverables identified in the contract.

ADMINISTRATION & RECORDS

Project Management

KLJ will manage the project and provide overall coordination of the work completed by the construction engineering team. The work shall consist of managing work assignments, internal safety meetings, client coordination, plan and specification interpretation, administering requests for information from the Contractor, material testing coordination, project records, and monitoring KLJ's project budget and schedule.

Pre-Construction Conference

The Project Engineer will prepare for and conduct the pre-construction conference. Minutes of the pre-construction conference will be compiled and distributed by KLJ.



Project Records

Contract administration, project documentation and material testing/certifications will be according to the project's Construction Management Plan (CMP). Major tasks will include diary entries, progress reports, progress payments for work complete, material haul tickets, certification tracking, and contract change orders.

Certifications

Materials accepted by certification, will be verified for compliance with specifications The Engineer of Record will review all engineered shop plans.

Reimbursements

The Project Manager will provide monthly Contractor pay estimates and KLJ invoices for Pennington County's payment and reimbursement process through SDDOT.

Final Inspection

The Project Engineer and Project Manager will conduct a final inspection with Pennington County, the Contractor, SDDOT and other invited parties.

Final Records

Final records will include verifying all quantities for accuracy, completing necessary final document forms, completing record drawings, packaging and delivering final documents for submittal to Pennington County for SDDOT.

REMOVALS, EARTHWORK & PAVEMENT

Removals & Miscellaneous Items

Provide field inspection and quantity documentation for removal of structural items, asphalt overlays and guardrail materials.

Structural Excavation

Provide field inspection for embankment reshaping of scour repairs at Structure Excavation at Str. No. 52-608-295.

Asphalt & Testing

Provide field inspection and quantity documentation of surfacing materials. Sampling and testing of materials will be completed by American Engineering Testing (AET).

STRUCTURES

Delamination Repairs

After asphalt removals, KLJ will mark repair areas and provide field inspection and quantity documentation for the Class A concrete removal areas.

Concrete & Testing

Provide field inspection and quantity documentation for concrete patching, low slump concrete and M6 concrete. Sampling and testing of concrete will be completed by a AET.

Precast Deck Units

Provide field inspection and quantity documentation for the replacement concrete double tee deck units. Inspect weld tie system, grout placement, rubber sealant, and penetrating sealer.

Painting

Provide field inspection for existing paint removal/containment and bridge painting of substructure units and traffic barriers.

Traffic Barriers

Provide field inspection and quantity documentation for removal and resetting of traffic barriers, including guardrail connections.

MISCELLANEOUS CONSTRUCTION

Erosion Control

Provide field inspection and quantity documentation. Erosion control items include seeding, mulching floating silt curtain and riprap. KLJ will confirm Contractor's SWPPP is current for work activities occurring.

Traffic Control

The contractor is responsible for safety within the work zone and to the traveling public. KLJ will review the traffic control twice daily during construction to verify conformance with the plans and specifications and SDDOT requirements. KLJ will work with Pennington County on proper information to be added to portable message boards. Signal timings at Str. 52-395-367 will be discussed prior to lane closures.



Riprap & Geotextile Fabrics

Provide field inspection of placement and quantity documentation for scour repairs at Str. No. 52-608-295.

Permanent Signage

Provide field inspection and quantity documentation of sign installations and pavement markings.

SURVEY

KLJ will provide construction staking for scour repairs at Str. No. 52-608-295. Additional survey is not anticipated.

ADDITIONAL INFORMATION

Deliverables Provided By KLJ

1. Construction Pay Estimates
2. Bi-Weekly Progress Reports
3. Shop Plan Reviews
4. Final Records

Items Not Included in This Scope of Work

1. SDDOT Coordination and/or Consultation

SCHEDULE

It is anticipated the project will be constructed during the summer/fall of 2022. Final records will be provided approximately 6 weeks after final inspection.

PROPOSED FEE

KLJ's anticipated fee associated with the construction administration as discussed above will be according to the SDDOT audited rate and fixed fee. The overall contract is estimated to be **\$108,000**.

Estimated fee breakdown by site:

BRF 6654(00)22-1 (Str. 52-395-367)	\$32,300
BRF 6220(00)22-2 (Str. 52-472-420)	\$19,700
BRF 6121(00)22-3 (Str. 52-608-295)	\$33,500
BRF 6121(00)22-4 (Str. 52-608-298)	\$22,500



Pennington County, SD
2022 Preservation - Str. 52-395-367
Construction Engineering Estimate

Direct Labor Salary Cost:		Estimated Hours	Hourly Rate 2022		Estimated Cost
Mayfield, Shawn	Project Manager	35	\$	52.71	\$ 1,844.85
Goldsmith, Todd	Senior Engineer	40	\$	50.16	\$ 2,006.40
Wheeler, Kaci	Engineer in Training I	160	\$	31.27	\$ 5,003.20
Rustan, Julie	Project Assistant I	15	\$	18.75	\$ 281.25
Total Direct Labor Cost		250			\$ 9,135.70
Labor Overhead Cost				185.16%	\$ 16,915.66
Fixed Fee				14.00%	\$ 3,647.19
Capital Cost of Money				0.91%	\$ 83.13
Direct Expenses					
Meals and Lodging					\$ -
Total					\$ 29,781.69
Estimate for Materials Testing					\$ 2,500.00
Total Cost for Task 1					\$ 32,281.69
				Use:	\$ 32,300.00



Pennington County, SD
2022 Preservation - Str. 52-472-420
Construction Engineering Estimate

Direct Labor Salary Cost:		Estimated Hours	Hourly Rate 2022		Estimated Cost
Mayfield, Shawn	Project Manager	25	\$	52.71	\$ 1,317.75
Goldsmith, Todd	Senior Engineer	25	\$	50.16	\$ 1,254.00
Wheeler, Kaci	Engineer in Training I	105	\$	31.27	\$ 3,283.35
Rustan, Julie	Project Assistant I	10	\$	18.75	\$ 187.50
Total Direct Labor Cost		165			\$ 6,042.60
Labor Overhead Cost				185.16%	\$ 11,188.48
Fixed Fee				14.00%	\$ 2,412.35
Capital Cost of Money				0.91%	\$ 54.99
Direct Expenses					
Meals and Lodging					\$ -
Total					\$ 19,698.42
Estimate for Materials Testing					\$ -
Total Cost for Task 2					\$ 19,698.42
				Use:	\$ 19,700.00



Pennington County, SD
2022 Preservation - Str. 52-608-295
Construction Engineering Estimate

Direct Labor Salary Cost:		Estimated Hours	Hourly Rate 2022		Estimated Cost
Mayfield, Shawn	Project Manager	35	\$	52.71	\$ 1,844.85
Goldsmith, Todd	Senior Engineer	40	\$	50.16	\$ 2,006.40
Wheeler, Kaci	Engineer in Training I	175	\$	31.27	\$ 5,472.25
Rustan, Julie	Project Assistant I	10	\$	18.75	\$ 187.50
Total Direct Labor Cost		260			\$ 9,511.00
Labor Overhead Cost				185.16%	\$ 17,610.57
Fixed Fee				14.00%	\$ 3,797.02
Capital Cost of Money				0.91%	\$ 86.55
Direct Expenses					
Meals and Lodging					\$ -
Total					\$ 31,005.14
Estimate for Materials Testing					\$ 2,500.00
Total Cost for Task 3					\$ 33,505.14
				Use:	\$ 33,500.00



Pennington County, SD
2022 Preservation - Str. 52-608-298
Construction Engineering Estimate

Direct Labor Salary Cost:		Estimated Hours	Hourly Rate 2022		Estimated Cost
Mayfield, Shawn	Project Manager	25	\$	52.71	\$ 1,317.75
Goldsmith, Todd	Senior Engineer	25	\$	50.16	\$ 1,254.00
Wheeler, Kaci	Engineer in Training I	115	\$	31.27	\$ 3,596.05
Rustan, Julie	Project Assistant I	15	\$	18.75	\$ 281.25
Total Direct Labor Cost		180			\$ 6,449.05
Labor Overhead Cost				185.16%	\$ 11,941.06
Fixed Fee				14.00%	\$ 2,574.62
Capital Cost of Money				0.91%	\$ 58.69
Direct Expenses					
Meals and Lodging					\$ -
Total					\$ 21,023.41
Estimate for Materials Testing					\$ 1,500.00
Total Cost for Task 4					\$ 22,523.41
				Use:	\$ 22,500.00