



AMENDMENT #1 TO CONTRACT FOR SERVICES

For

W.O. 25-36 Rimrock Road 54th to 62nd

Between:

THE CITY OF BILLINGS
P.O. BOX 1178
Billings, MT 59103

and

SANBELL
1300 North Transtech Way
Billings, MT 59102

This will constitute an Amendment to the Contract for Services entered into by the above parties on July 1, 2025, to provide:

Survey, planning, engineering, and bid administration services for the above-referenced project.

This signed Amendment, dated _____, will serve to amend the existing Contract as follows:

This amendment adds a phase to the original W.O. 25-36 Rimrock Road - 54th to 62nd project scope of work to account for the floodplain analysis and permitting required by the City of Billings and Yellowstone County and the DNRC (coordination or submittals through FEMA are not anticipated). The intent is to design the roadway improvements to minimize impacts on the floodplain (particularly the delineated floodway) and adjacent properties, ensuring that permitting requirements are minimal.

The amendment also adds project scope to complete survey, design, and construction-phase work for the W.O. 26-07 Rimrock Road – Clearview to 54th (project, including the extension of sidewalk along the south side of Rimrock Road to 41st Street West and installation of street lighting all the way to Shiloh Road. Lastly, the amendment adds a phase to contract for survey, design, and bid administration for a signalized pedestrian crossing located at the 46th Street West intersection.

- 1. SCOPE OF CONSULTANT'S SERVICES:** The scope of the work has been amended to add the services and fees outlined below:

Detailed phase and task breakdowns for the scope of work additions are included as Attachment A. The fee estimate by phase is shown in Attachment B. The proposed schedule for the Engineer's work is shown in Attachment C.

All other Sections of the original Contract remain the same.



IN WITNESS WHEREOF, the parties hereto have executed this instrument the day and year first above written.

CITY OF BILLINGS, MONTANA

(PRINT BUSINESS NAME ABOVE)

**WILLIAM A. COLE,
MAYOR**

SIGNATURE

PRINT NAME

PRINT TITLE

Contract Amendment #1 – Attachment A

Scope of Work

Phase 700. Work Order 25-36 (Phase I) Floodplain Analysis and Permitting

This work was excluded from the original Phase I contract. The intent was to try to design the project improvements such that floodplain analysis and permitting would not be required. It has since been determined that some level of analysis, modeling, and permitting will be required to accomplish the project goals.

- Task 1. Meetings and correspondence with City, County, and Montana DNRC staff to facilitate floodplain permitting.
- Task 2. Research and review of current and historical floodplain mapping, modeling, and other information.
- Task 3. Creation of a corrected, effective HEC-RAS model to include current ground and LiDAR survey data. This scope of work anticipates that Sanbell will be provided with an existing effective HEC-RAS model to update and modify, rather than creating a new model from scratch or from older, ineffective models.
- Task 4. Creation of a proposed project HEC-RAS model to evaluate the impacts of proposed Rimrock Road improvements. This scope of work anticipates that Sanbell will be provided with an existing, effective HEC-RAS model to update and modify, rather than creating a new model from scratch or from older, ineffective models.
- Task 5. Developing No-Rise Certification, including supplemental narrative, exhibits, and attachments.
- Task 6. Plan view layout and corridor modeling design modifications as required to try to achieve a “no rise” status in the floodplain (floodway and flood fringe) prior to submitting for permit.
- Task 7. Filling out and submitting the Montana DNRC Joint Application Form with associated supporting documents (including a City of Billings Floodplain Permit Application). The package will be submitted to the City of Billings and Yellowstone County. If the City of Billings or Yellowstone County determine that a Conditional Letter of Map Revision (CLOMR) or a Letter of Map Revision (LOMR) are required to permit the project, or if a no-rise condition cannot be met with the proposed improvements, an additional amendment will be processed for preparing the necessary FEMA applications, and potentially collecting additional information required for analysis.

Phase 700 Deliverables:

Updated HEC-RAS model and associated reports; Montana DNRC Joint Application. All deliverables will be submitted electronically unless hard copies are requested.

Phase 800. Work Order 26-07 (Phase II) Project Administration

This phase provides for the additional administrative work associated with Phase II of the project, as described in more detail below.

- Task 1. Project scoping, fee estimate development, and negotiations.
- Task 2. Meetings and correspondence with City of Billings staff.
- Task 3. Weekly project status update emails and/or bi-weekly design update Teams calls with City Project Manager, Ken Ard.
- Task 4. Monthly project invoicing.

Phase 800 Deliverables:

Draft and final scope of work and fee estimate documents for use in the consultant contract; weekly project status update emails; monthly invoices. All deliverables will be submitted electronically unless hard copies are requested.

Phase 900. Work Order 26-07 (Phase II) Research and Field Investigations

The majority of this work for both Phase I and Phase II was completed via the original contract. This contract phase accounts for the additional research and survey work needed to design the proposed extension of sidewalk to 41st Street West and street lighting to Shiloh Road.

- Task 1. General project management, including internal team meetings, coordination of work, and other administrative tasks.
- Task 2. Supplemental control survey work, including additional control placement, horizontal GPS ties, levels and adjustments. Reciprocal Differential levels will be performed to ensure vertical accuracies to within 0.03 feet.
- Task 3. Topographic and boundary survey field work, processing of survey data, and drafting of line work in existing and boundary base Autocad files

Phase 900 Deliverables:

There are no specific deliverables associated with this work.

Phase 1000. Work Order 26-07 (Phase II) Concept (30%) Design Development

The original Phase I contract included scope of work for concept design for the Phase II segment of Rimrock Road. This contract phase accounts for the additional concept-level

work associated with design of the proposed extension of sidewalk to 41st Street West and street lighting to Shiloh Road.

- Task 1. General project management, including internal team meetings, coordination of work, and other administrative tasks.
- Task 2. Coordination with private utility companies and review of available maps/data.
- Task 3. Limited traffic data collection and analysis to justify recommended typical sections and intersection lane configurations. Analysis and recommendations to be summarized in a technical memo.
- Task 4. Concept phase (plan view) geometric design layout of proposed surface improvements in AutoCAD.
- Task 5. Concept phase corridor modeling as required to review sidewalk alignment and grade considerations and street light placement.
- Task 6. Concept phase roadway plans/design exhibits preparation.
- Task 7. Concept phase drainage and irrigation impacts analysis associated with proposed improvements.
- Task 8. Concept phase design of roadway lighting (power utility coordination, pole and fixture research/layouts).
- Task 9. Quantity takeoffs and concept phase construction cost estimates (includes storm drain system alternatives cost estimates).
- Task 10. Revisions to concept phase plans and construction cost estimate to address internal QC and City of Billings review comments.

Phase 1000 Deliverables:

Concept phase (30%) plan and profile plans/exhibits; concept phase construction cost estimate; graphics/information for PowerPoint presentation to City Council; website/social media project update content; traffic analysis tech memo. All deliverables will be submitted electronically unless hard copies are requested.

Phase 1100. Work Order 26-07 (Phase II) Preliminary (60%) Design Development

The hydrology and hydraulics analysis and reporting, and the concept and preliminary phase design of the storm drain system facilities for both Phase I and Phase II were accounted for in the original Phase I contract. This contract phase accounts for the additional preliminary phase design development work associated with the proposed extensions of sidewalk to 41st Street West and street lighting to Shiloh Road.

- Task 1. General project management, including internal team meetings, coordination of work, and other administrative tasks.
- Task 2. Preliminary phase revisions to plan view geometric layouts in AutoCAD.
- Task 3. Preliminary phase revisions to horizontal roadway alignment(s) and vertical roadway profiles in AutoCAD. Development of an independent profile for sidewalk extension.

- Task 4. Preliminary phase drainage and irrigation evaluations and design work.
- Task 5. Preliminary phase corridor/surface grading design.
- Task 6. Preliminary phase grading details.
- Task 7. Preliminary phase cross sections.
- Task 8. Preliminary phase typical sections and other design details.
- Task 9. Preliminary phase roadway lighting analysis and electrical design in AutoCAD. Additional work reviewing SILMD assessments and developing assessment calculations and exhibits in support of City administration of district.
- Task 10. Preliminary phase general plans production/layout and review for compliance with CADD standards.
- Task 11. Development of preliminary project specifications book, including special provisions.
- Task 12. Design of preliminary construction traffic control concepts and supportive special provisions.
- Task 13. Constructability reviews. Through this task, Sanbell will leverage our own construction staff and consult with contractors to optimize constructability and cost-efficiency.
- Task 14. Quantity take-offs and preliminary phase updates to the construction cost estimate.
- Task 15. Internal quality control review of preliminary phase deliverables.
- Task 16. Revisions to preliminary phase deliverables to address internal review comments and submittal of package to City.

Phase 1100 Deliverables:

Preliminary plans, project specifications book, construction cost estimate, preliminary storm report; preliminary geotech report (completed via Phase 1 contract); SILMD assessment calculations and exhibits.

Phase 1200. W.O. 26-07 (Phase II) Final (90%) Design Development

- Task 1. General project management, including internal team meetings, coordination of work, and other administrative tasks.
- Task 2. Final phase updates to geometric layout and striping design in AutoCAD.
- Task 3. Final phase updates to horizontal roadway alignment(s) and vertical roadway profiles in AutoCAD.
- Task 4. Final phase updates to storm drain design in AutoCAD.

- Task 5. Final phase updates to corridor/surface grading design in AutoCAD.
- Task 6. Final phase updates to grading details in AutoCAD.
- Task 7. Final updates to phase cross sections in AutoCAD.
- Task 8. Final phase updates to typical sections and other design details.
- Task 9. Final phase updates to roadway lighting analysis and electrical design in AutoCAD.
- Task 10. Final phase updates to labeling and dimensioning.
- Task 11. Final phase general plans production/layout and review for compliance with CADD standards.
- Task 12. Final phase updates to project specifications book, including special provisions.
- Task 13. Final phase updates to construction traffic control exhibits and special provisions.
- Task 14. Final phase updates to SILMD calculations and exhibits.
- Task 15. Quantity take-offs and final phase updates to construction cost estimate.
- Task 16. Internal quality control review of final phase plans, specifications book, construction cost estimate, storm report, and geotech report.
- Task 17. Updates to final phase plans, specifications book, cost estimate, and storm report to address internal QC review comments.

Phase 1200 Deliverables:

Final plans, storm report, project specifications book, SILMD calculations and exhibits, and construction cost estimate.

Phase 1300. Bid Phase (100%) Design Development/Administration

- Task 1. Comprehensive review of private property irrigation (sprinkler) system infrastructure and anticipated impacts. Development of plan notes and special provision language to reinforce Contractor responsibility for restoration of all impacted systems.
- Task 2. Final internal quality control review of bid phase construction documents. Revisions as needed.
- Task 3. Responses to contractor requests for information (RFIs) during the bidding process. Preparation and distribution of bid addenda (as required).

Phase 1300 Deliverables:

Bid plans and project specifications.

Phase 1400. 46th Street West Signalized Crosswalk

- Task 1. General project management, including internal team meetings, coordination of work, and other administrative tasks.
- Task 2. Survey-related research, setting of supplementary control (as required), topographic survey field work, processing of survey data, and drafting of line work in Autocad.
- Task 3. Concept-level plan view geometric design of improvements in AutoCAD.
- Task 4. Concept-level plans/exhibits preparation.
- Task 5. Concept-level quantity take-offs and construction cost estimates.
- Task 6. Preliminary design layout and plan revisions implementing feedback/comments from City Council and Public Works.
- Task 7. Preliminary detailed grading of proposed improvements.
- Task 8. Preliminary design details.
- Task 9. Preliminary plans production, labeling, and cadd standards review.
- Task 10. Preliminary design specifications and construction traffic control design.
- Task 11. Preliminary updates to quantity take-offs and construction cost estimate.
- Task 12. Final design, specifications, and cost estimate updates.
- Task 13. Final plans production, labeling, and formatting to prepare for bidding.

Exclusions from Scope of Work

The following work items are excluded from the scope of work for this project and shall be considered as Additional Work. If the City of Billings determines that Additional Work is required, Sanderson Stewart will provide those services for an additional agreed-upon fee.

- 1. All construction phase work, including but not limited to construction staking survey, shop drawing submittals review, responses to contractor requests for information (other than during bidding), inspection, materials testing, preparation of record drawings, and project closeout.
- 2. Soils (geotech) borings, analysis, and reporting (completed with W.O. 25-36 (Phase 1) project).
- 3. Landscape or irrigation design and specifications other than as required to hold Contractor accountable for all landscape restoration and

disturbed sprinkler systems. The Contractor will be required to stabilize and re-seed disturbed areas as per the requirements of MPWSS/City of Billings “standard mods” regulations.

4. Design, specifications or permitting related to erosion control and stormwater management during construction. This work shall be considered to be the responsibility of the contractor. Sanbell will not be responsible for reviewing, approving, or monitoring Contractor-required stormwater pollution prevention plan (SWPPP) documentation or installation measures. The Contractor shall be required to prepare and submit for approval the Notice of Intent (NOI), Notice of Termination (NOT), and all related supportive materials.
5. Design of retaining walls, bridges, or other structural features other than basic block retaining walls that don't require structural engineering design or analysis. If structural design or analysis of such features is required for the project design, the additional services can be provided by amendment to the contract.
6. Design of private utilities (natural gas, oil, power, fiber optic, telephone, cable television, or other) facilities. Sanbell will, however, provide coordination with private utility companies to address any anticipated conflicts and/or replacement/relocation work.
7. Right-of-way or easement acquisition services, including design, negotiation, meetings/correspondence, or creation of exhibits. Sanbell does not anticipate that right-of-way or easement acquisition will be necessary for this project.
8. Permit fees for any floodplain permits; wetlands delineation or permitting (assumed not to be required); creation of an existing floodplain model and permitting/ coordination/exhibit creation through FEMA
9. Floodplain (HEC-RAS) modeling outside of the project area from the effective model (approximately from Cross Section C to the current downstream limits of detailed study on the Effective FEMA FIRM).

Contract Amendment #1 – Attachment B

Not to Exceed Time and Materials Fee Estimate

A. For services rendered based on the Scope of Work in Attachment A, the Engineer shall be paid based upon actual time accrued, but not to exceed the total contract amount.

1. Flood Plain Analysis and Permitting	\$26,510.00
2. Project Administration	\$16,620.00
3. Research and Field Investigations	\$8,990.00
4. Concept (30%) Design Development	\$29,040.00
5. Preliminary (60%) Design Development	\$76,290.00
6. Final Phase (90%) Design Development	\$44,880.00
7. Bid Phase (100%) Design/Administration	\$21,010.00
8. <u>46th Street West Signalized Crosswalk</u>	<u>\$17,070.00</u>
CONTRACT TOTAL	\$240,410.00

Contract Amendment #1 – Attachment C

Project Schedule

Based on an anticipated Notice to Proceed from the City of Billings in early November of 2025, the following is an approximate key milestone schedule for completion of the work associated with this amendment proposal.

- A. W.O. 25-36 (Phase I) Floodplain Analysis and Permitting
 - 1. Joint Application Submittal – late December 2025
 - 2. Anticipated Permit Approval – early February of 2026
- B. W.O. 26-07 (Phase II) Concept (30%) Design Development
 - 1. Deliverables Submittal – mid-November 2025
 - 2. City Council Work Session Presentation – December 1, 2025
- C. W.O. 26-07 (Phase II) Preliminary (60%) Design Development
 - 1. Deliverables Submittal – February 2026
- D. W.O. 26-07 (Phase II) Final (90%) Design Development
 - 1. Deliverables Submittal – April 2026
- E. W.O. 26-07 (Phase II) Bid (100%) Design Development/Administration
 - 1. Advertise for Bid – early June 2026
 - 2. Bid Opening – late June/early July 2026

Delays affecting the completion of the work within the time specified of more than ninety (90) days, not attributable to or caused by the Parties hereto, may be considered as cause for the renegotiation or termination of this Contract.

If the Engineer is behind on this Contract due to no fault of Billings, then the Engineer hereby acknowledges the right of Billings to withhold future Contracts to the Engineer in addition to any other remedy until this Contract is brought back on schedule or otherwise resolved.