



**CITY OF WASHINGTON, ILLINOIS**  
**City Council Agenda Communication**

**Meeting Date:** September 18, 2023

**Prepared By:** Dennis Carr, P.E. – City Engineer  
Brian Rittenhouse – Public Works Director

**Agenda Item:** WTP2 Loop Water Main Engineering Services Agreement Amendment

**Explanation:** CMT performed the design for the WTP #2 Looped Watermain Project. The original contract did not have fee in it for the consideration of alternative methods and materials, coordination of contract documents, or shop drawing review.

**Fiscal Impact:** There is adequate funds in the water budget to cover this overage with the construction coming in under the budgeted amount.

**Recommendation Summary:** Staff recommends the approval to amend the agreement with CMT to increase it by \$3,500.

**Action Requested:** Approval of the Engineering Services Agreement Amendment.



September 13, 2023

Mr. Dennis Carr  
City Engineer  
City of Washington  
301 Walnut Street  
Washington, IL 61571

RE: WTP #2 Loop Watermain Extension Project  
Engineering Services Amendment (Bidding and Construction Phase Services)

Dear Dennis:

During the design phase of the project, we performed some out-of-scope items that were necessary to complete the project and support the City through the bidding phase. A summary of these items is noted below:

- Bidding phase services (including the consideration of alternative materials and installation methods)
- Coordination of contract documents (notice of award, agreement, notice to proceed, and change order #1)
- Contractor Shop Drawing Review
- Pre-Construction Meeting

The additional effort to perform the above noted services was \$2,500.00.

We would also propose to support the city during the remainder of the construction phase. This would include being available to assist with contractor questions on a time and expense basis. We anticipate this effort would be less than \$1,000.00.

To account for the above noted services, we request that the not-to-exceed amount of the engineering agreement (dated July 5, 2022) be increased from \$10,000.00 to \$13,500.00.

We appreciate the opportunity to provide engineering services for the City of Washington and look forward to working with you and your staff on this project. Upon your review and concurrence, please sign below to indicate your authorization for Crawford, Murphy & Tilly to proceed with this project.

Sincerely,  
**Crawford, Murphy & Tilly**

A handwritten signature in black ink that reads "Scott L. DeSplinter".

Scott L. DeSplinter, PE  
Peoria/Moline Water Resources  
Group Manager

**Authorized by City of Washington**

Name: \_\_\_\_\_

Title: \_\_\_\_\_