

**AMENDMENT NO. 2  
TO  
AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES  
BETWEEN  
THE CITY OF COLUMBIA, MISSOURI  
AND  
BURNS & MCDONNELL ENGINEERING COMPANY, INC.**

THIS AMENDMENT NO. 2 ("Amendment No. 2") by and between the City of Columbia, Missouri ("City") and Burns & McDonnell Engineering Company, Inc., ("Engineer") is entered into on the date of the last signatory noted below (the "Effective Date"). City and Engineer are each individually referred to herein as a "Party" and collectively as the "Parties".

WHEREAS, on November 22, 2022, the Parties entered an Agreement for Professional Engineering Services Between the City of Columbia, Missouri and Burns & McDonnell Engineering Company, Inc. (hereinafter "Agreement") for the design and development of construction documents for a vehicle wash bay facility at the Columbia Landfill; and

WHEREAS, on January 17, 2024, the Parties entered into Amendment No. 1 to the Agreement regarding certain additional services not contemplated at the time of the Agreement; and

WHEREAS, the Parties agree that certain additional services not contemplated at the time the Agreement or Amendment No. 1 were entered are necessary for completion of the project.

**AMENDMENTS**

NOW THEREFORE, in consideration of the mutual benefit to be derived by the Parties, the Parties, pursuant to paragraph 7.5 of the Agreement, agree to further amend the Agreement as follows:

1. Paragraph 2.1.1 of the Agreement is amended to add the following sentence:

In addition, Engineer shall perform professional engineering services set forth in Exhibit E, City of Columbia Truck Wash Design Proposal – Amendment 2, which is attached to this Amendment No. 2 and incorporated herein.

2. Paragraph 6.1.1 of the Agreement is amended to read as follows:

6.1.1 For services performed under the Agreement, as amended, City agrees to pay Engineer a sum not to exceed **\$304,250** for Engineer's services and other costs and expenses.

3. Paragraph 7.18 of the Agreement is amended to read as follows:

7.18 Agreement Documents

This Agreement includes the following exhibits, which are incorporated herein by reference:

<u>Exhibit</u>	<u>Description</u>
A	Scope of Basic Services
B	Hourly Fee Schedule
C	Work Authorization Affidavit
D	City of Columbia Truck Wash Design Proposal – Amendment 1
E	City of Columbia Truck Wash Design Proposal – Amendment 2

In the event of a conflict between the terms and conditions of the Agreement, as amended, and any exhibit hereto, the terms contained in the Agreement, as amended, shall prevail and the terms contained in any exhibit shall subsequently prevail in the following order: Exhibit A, Exhibit E, Exhibit D, Exhibit B, Exhibit C.

4. The terms and conditions of the Agreement are modified as specifically set forth herein. All other terms of the Agreement, as amended, shall remain unchanged and in full force and effect.

**[SIGNATURES ON FOLLOWING PAGE]**

IN WITNESS WHEREOF, the Parties hereto have executed this Amendment by their duly authorized representatives as of the date of the last signatory to this Amendment.

**CITY OF COLUMBIA, MISSOURI**

By: \_\_\_\_\_  
De'Carlton Seewood, City Manager *ESK*

Date: \_\_\_\_\_

ATTESTED BY:

\_\_\_\_\_  
Sheela Amin, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Nancy Thompson, City Counselor/ek

CERTIFICATION: I hereby certify that the above expenditure is within the purpose of the appropriation to which it is charged, Account No. **55716588-604990 RF065**, and that there is an unencumbered balance to the credit of such appropriation sufficient to pay therefor.

By: \_\_\_\_\_  
Matthew Lue, Director of Finance

**BURNS & MCDONNELL, ENGINEERING  
COMPANY, INC.**

By: *Bic Wi* \_\_\_\_\_

Date: 04/02/2025

ATTEST:

By: \_\_\_\_\_

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



EXHIBIT A - "SCOPE OF BASIC SERVICES"

October 26, 2022

Mr. Steve Hunt  
Solid Waste Utility Manager  
City of Columbia, Missouri  
5700 Peabody Road  
Columbia, Missouri 65202

Re: City of Columbia Truck Wash Design Proposal

Dear Mr. Hunt:

Burns & McDonnell Engineering Company, Inc (Burns & McDonnell) is pleased to provide this scope of work for professional services to continue to support the City of Columbia, Missouri (City) in their ongoing solid waste operations. Outlined herein is our project understanding, project approach, proposed scope of work, compensation and terms for the proposed services, proposed schedule, and associated project assumptions.

**Project Understanding**

We understand that the City desires to add to their existing Solid Waste Administration and Collection Operations Facilities located at 5700 Peabody Road in Columbia, Missouri by constructing a new vehicle maintenance bay and truck wash bay.

A vehicle wash bay was designed as an alternate bid option during the initial bid phase for the 2016 construction of the Solid Waste Administration and Collection Operations Facilities, but ultimately was not selected for construction. The City now desires to construct the truck wash bay and add an additional vehicle maintenance bay in the previously designated area, south of the existing Administration building.

**Project Approach**

The proposed project includes the design of a building addition to match the outer width of the existing Administration building with a 90-ft x 20-ft maintenance bay. Adjacent to the maintenance bay is a proposed 60-ft x 20-ft truck wash bay and associated support spaces for wash equipment, wash chemicals and chemicals storage. The truck wash bay will be of sufficient length to allow washing of fire trucks and other vehicles in the City's fleet, but shorter than the added maintenance bay to reduce construction costs and better suit the space and access configuration around



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the south end of the building. For further economy, the building addition will be designed to abut to the existing building, although it will be structurally isolated. The addition will appear, aesthetically, as part of the original structure. The addition will include a reinforced concrete floor slab with radiant heating, a pre-engineered metal building structural system, metal roofing, and siding with exposed vinyl covered insulation. The structural foundation is proposed to be shallow spread footings with perimeter foundations approximately 3-ft below grade (frost depth).

The maintenance bay will have overhead doors at each end. The truck wash will have glazed overhead coiling doors at each end and include provision of hot and cold-water sources for wash equipment. A supplied package wash system is to be selected by the City in collaboration with the design team. Burns & McDonnell will specify and design around the selected wash system. Trench drains will be provided in each bay and the building will be heated with unit heaters and cooled with powered roof ventilators. Electrical design will provide for lighting and power for heaters, ventilators, receptacles (maintenance bay only), and wash equipment. The electrical design is assumed to not require an arc flash study. The civil design will include concrete pavement aprons to the vehicle bays. Roof drains will be tied into the existing stormwater header pipes. Wash bay water will flow through solids filters in the drains and will be routed through an exterior oil water separator prior to connection to the sanitary sewer system.

### Scope of Work

The proposed scope of work is comprised of the following tasks:

#### **Task 1: Data Review, Kickoff, and Bi-Weekly Progress Meetings**

Key members of the Burns & McDonnell project team will review available data and attend an on-site Kickoff Meeting at the City Administration building. After the kickoff meeting, Burns & McDonnell will host bi-weekly progress meetings with the City to provide updates on the progress of the design and implement feedback from the City on proposed design features. The bi-weekly meetings will be held virtually via Microsoft Teams.



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## **Task 2: 30% Design**

A progress set of plans will be provided to the City for review at the 30% design stage of the project. This is an important stage of design to verify design basis assumptions and incorporate any additional feedback on the proposed design approach. Deliverables of the 30% design progress set are anticipated to include a list of anticipated technical specifications, an overall site plan, and a preliminary plan from the following engineering disciplines: civil, structural, architectural, mechanical, and plumbing. The 30% design plans will be provided to the City in electronic format and discussed during one of the bi-weekly progress meetings (included in Task 1).

## **Task 3: 90% Design**

A second progress set of plans will be provided to the City for review at the 90% design stage of the project. This will provide the City an opportunity to review a substantially complete design and provide comments to be incorporated prior to finalizing the design and soliciting the project for bids. Deliverables of the 90% design progress set are anticipated to include a complete set of drawings and technical specifications from each of the engineering disciplines. The anticipated number of drawings and specifications for each discipline is outlined below:

- General – 2 sheets (cover-index, notes).
- Civil – 2 plan sheets, 2 detail sheets, 3 technical specifications.
- Structural – 2 plan sheets, 2 detail sheets, 3 technical specifications.
- Architectural – 2 plan sheets, 3 detail sheets, 5 technical specifications.
- Mechanical – 1 plan sheet, 2 detail sheets, 3 technical specifications.
- Plumbing – 1 plan sheet, 2 detail sheets, 3 technical specifications.
- Electrical – 1 plan sheet, 2 detail sheets, 3 technical specifications.

The 90% design plans will be provided to the City in electronic format and discussed during one of the bi-weekly progress meetings (included in Task 1).





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#### **Task 4: Issue for Bid (IFB) Documents**

After addressing City questions and comments, drawings and specifications provided in the 90% design review will be finalized, signed and sealed by a professional engineer registered in the state of Missouri. This final design set will be considered an "Issue for Bid (IFB)" set for the City to use for bid solicitation to potential contractors. Deliverables of this task will include a single compiled electronic copy of the finalized drawings and specifications. Burns & McDonnell will also support the City during the bid phase by responding to technical Requests for Information (RFIs) that may come from interested bidders and attending a pre-bid meeting.

#### **Compensation and Terms for Proposed Services**

Burns & McDonnell's proposed lump sum cost to perform the Scope of Services described above is outlined in the table below.

<b>Task</b>	<b>Proposed Cost</b>
Task 1: Kickoff and Bi-Weekly Progress Meetings	\$14,900
Task 2: 30% Design	\$38,400
Task 3: 90% Design	\$112,300
Task 4: Issue for Bid (IFB) Documents	\$29,100
<b>Lump Sum Total</b>	<b>\$195,750</b>

The total lump sum cost will not be exceeded without prior authorization from the City. These services will be performed in accordance with the terms and conditions provided in the City of Columbia Professional Services Agreement. Monthly statements will be based on Burns & McDonnell's estimated percent of services complete at the end of the preceding month. For additional, reduced, or changed scope of services, the amount of payment shall be adjusted by an amount mutually agreeable to the City and Burns & McDonnell.



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## Schedule

Burns & McDonnell will provide final Issued for Bid deliverables within approximately 5 months of receiving approval from the City based on the assumptions provided below. A detailed schedule can be provided at the project kickoff meeting upon City request.

## Assumptions

The assumptions and exclusions made as part of this proposed scope of work are outlined below:

- The City will provide assistance by placing at Burns & McDonnell's disposal all available information pertinent to the scope of services for this project. Burns & McDonnell will rely on the information made available by the City as accurate without independent verification.
- Items assumed to be provided by the City:
  - Existing drawings.
  - Existing and/or new geotechnical report.
  - Previous studies/data pertinent to project.
  - Truck size/weight along with any other equipment that may be of structural concern.
  - City comments from review of 30% and 90% deliverables will be received within 2 weeks of Burns & McDonnell submittal.
- Existing structure assumptions include the following:
  - Existing structure was designed and built per codes, standards and loading requirements applicable at time of construction.
  - Analysis of overall existing structure (gravity and lateral systems) and upgrades of those systems to meet current codes is not included.
  - Radiant heating system is stubbed for expansion of the building and will not require design modifications.
  - Foundations, support framing, access platforms for wash equipment is not included and can be provided as an additional services if required once the City selects a wash equipment package.
- The following is not included, but may be added as an additional scope of work as requested:





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- Maintenance bay pits, lifts, storage racks, tool and equipment storage design, and compressed air.
  - Permitting support.
  - Construction support (RFI's, shop drawings, construction site visits, etc.).
  - Structural Observations.
  - Material take-offs.
- Meetings:
  - The kickoff meeting is assumed to be attended by three engineering disciplines and the project manager.
  - Bi-weekly meetings (8 total) are assumed to be scheduled for 30 minutes and held virtually via Microsoft Teams. Three Burns & McDonnell engineers are assumed to attend each meeting with others invited only on an as-needed basis.
  - Pre-Bid meeting will be attended by two Burns & McDonnell design team members.



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We appreciate the opportunity to provide professional design services to the City. Should there be any questions about the scope of work or associated compensation proposed herein, you may contact me at [bweis@burnsmcd.com](mailto:bweis@burnsmcd.com) or (816) 759-2083.

Sincerely,

Burns & McDonnell Engineering Company, Inc.

*Brian C. Weis*

Brian C. Weis  
Project Manager

*Bill Halliburton*

Bill Halliburton  
Vice President

## Schedule of Hourly Professional Service Billing Rates

Position Classification	Classification Level	Hourly Billing Rate
General Office *	5	\$72.00
Technician *	6	\$92.00
Assistant *	7	\$111.00
	8	\$152.00
	9	\$181.00
Staff *	10	\$204.00
	11	\$223.00
Senior	12	\$252.00
	13	\$273.00
Associate	14	\$281.00
	15	\$283.00
	16	\$285.00
	17	\$289.00

### NOTES:

- Position classifications listed above refer to the firm's internal classification system for employee compensation. For example, "Associate", "Senior", etc., refer to such positions as "Associate Engineer", "Senior Architect", etc.
- For any nonexempt personnel in positions marked with an asterisk (\*), overtime will be billed at 1.5 times the hourly labor billing rates shown.
- For outside expenses incurred by Burns & McDonnell, such as authorized travel and subsistence, and for services rendered by others such as subcontractors, the client shall pay the cost to Burns & McDonnell plus 10%.
- A charge will be applied at a rate of \$9.95 per labor hour for technology usage, software, hardware, printing & reprographics, shipping and telecommunications. Specialty items are not included in the technology charge.
- Monthly invoices will be submitted for payment covering services and expenses during the preceding month. Invoices are due upon receipt. A late payment charge of 1.5% per month will be added to all amounts not paid within 30 days of the invoice date.
- The services of contract/agency and/or any personnel of a Burns & McDonnell parent, subsidiary or affiliate shall be billed to Owner according to the rate sheet as if such personnel is a direct employee of Burns & McDonnell.
- The rates shown above are effective for services through December 31, 2024, and are subject to revision thereafter.

Exhibit C

CITY OF COLUMBIA, MISSOURI  
WORK AUTHORIZATION AFFIDAVIT  
PURSUANT TO 285.530 RSMo  
(FOR ALL CONTRACTS IN EXCESS OF \$5,000.00)

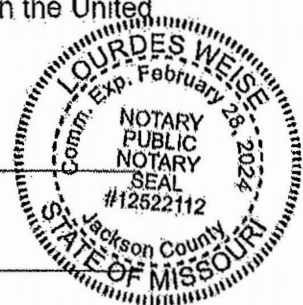
County of Missouri )  
State of Jackson ) ss.

My name is Megan Perdue. I am an authorized agent of Burns ?  
McDonnell (Bidder). This business is enrolled and participates in a federal work authorization program for all employees working in connection with services provided to the City of Columbia. This business does not knowingly employ any person who is an unauthorized alien in connection with the services being provided. Documentation of participation in a federal work authorization program is attached to this affidavit.

Furthermore, all subcontractors working on this contract shall affirmatively state in writing in their contracts that they are not in violation of Section 285.530.1 RSMo and shall not thereafter be in violation. Alternatively, a subcontractor may submit a sworn affidavit under penalty of perjury that all employees are lawfully present in the United States.

Megan Perdue  
Affiant

Megan Perdue  
Printed Name



Subscribed and sworn to before me this 28<sup>th</sup> day of October, 2022

Lourdes Weismann  
Notary Public



June 12, 2023

Mr. Steve Hunt  
Solid Waste Utility Manager  
City of Columbia, Missouri  
5700 Peabody Road  
Columbia, Missouri 65202

Re: City of Columbia Truck Wash Design Proposal – Amendment 1

Dear Mr. Hunt:

Burns & McDonnell Engineering Company, Inc (Burns & McDonnell) is pleased to provide this scope of work for professional services to continue to support the City of Columbia, Missouri (City) in their ongoing solid waste operations. Outlined herein is a proposed Amendment 1 to the subject Project.

### Scope of Work

The Amendment 1 scope of work is comprised of the following additional tasks to the contract dated November 22, 2022:

#### Task 5: Truck Wash Design Update and Revised Bid Documents

Burns & McDonnell completed Scope of Work Tasks 1- 4 and produced a design with three additional bays on the south end of the existing building. After a budget review and project cost analysis, it is desired that Burns & McDonnell update the design to include only one full bay for the truck wash and a smaller bay approximately half the building width to contain truck wash equipment, as conceptualized in schematic figure of Attachment A. The goal of this exercise is to reduce the estimated construction costs to be more in line with the City's adjusted budget.

This update also requires the removal of several other building design components from the original scope including restrooms, storage space, and the maintenance bay along with their associated lighting, plumbing, finishings and structural features. The building Revit model will be updated with reconfigured plumbing and structural features. Electrical load calculations and design will be updated. The site pavement and drainage design will be updated to provide access to only the remaining building openings, with a grass island area south of the proposed building addition to remain, similar to the existing condition. All discipline drawings will be updated in



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accordance with the new design and revised bid documents will be provided to the City review in draft form. Burns & McDonnell will address one set of City comments and provide final documents in .pdf format.

#### **Task 6: Construction Submittals / RFI Review**

Burns & McDonnell will review the successful bidder's RFI's and Submittal documents and will provide a submittal action response per the procedures and timelines outlined in the draft 'Submittals' specification.

#### **Task 7: Construction Progress Meetings & Inspections**

Burns & McDonnell will participate in up to 4 construction progress meetings, with the assumption of 3 participants in each meeting, depending on the phase of work at a given time. Burns & McDonnell will provide 2 inspections during the course of construction to observe that construction is being performed in general accordance with the design intent. It is assumed that one inspection will be at approximately the 50% to 60% completion level and the other at substantial completion. Burns & McDonnell will provide an email inspection report following the first inspection and a memorandum inspection report with a punch list following the second inspection.

#### **Compensation and Terms for Proposed Services**

Burns & McDonnell's proposed lump sum costs to perform the Amendment 1 Scope of Work Tasks described above is outlined in the table below.

<b>Task</b>	<b>Proposed Cost</b>
Task 5: Design Update & Revised Bid Documents	\$36,900
Task 6: Construction Submittals / RFIs Review	\$14,950
Task 7: Construction Progress Meetings & Inspections	\$13,700
<b>Total</b>	<b>\$65,550</b>





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The total lump sum cost will not be exceeded without prior authorization from the City. These services will be performed in accordance with the terms and conditions provided in the City of Columbia Professional Services Agreement dated November 22, 2022. Monthly statements will be based on Burns & McDonnell's estimated percentage of services complete at the end of the preceding month. For additional, reduced, or changed scope of services, the amount of payment shall be adjusted by an amount mutually agreeable to the City and Burns & McDonnell.

### Schedule

Burns & McDonnell will complete Task 5 by September 30, 2023, provided a notice to proceed is received by July 10, 2023. Tasks 6 and 7 will be dependent upon the contractor's construction schedule.

### Assumptions

The assumptions and exclusions made as part of the original proposal remain in effect for this Amendment 1.

We appreciate the opportunity to provide professional design services to the City. Should there be any questions about the scope of work or associated compensation proposed herein, you may contact me at [bweis@burnsmcd.com](mailto:bweis@burnsmcd.com) or (816) 759-2083.

Sincerely,

Burns & McDonnell Engineering Company, Inc.

A handwritten signature in black ink, appearing to read "Bill Halliburton".

Bill Halliburton  
Vice President

A handwritten signature in blue ink, appearing to read "Brian C. Weis".

Brian C. Weis  
Project Manager



February 17, 2025

Mr. Adam White  
Landfill Superintendent  
City of Columbia, Missouri  
5700 Peabody Road  
Columbia, Missouri 65202

Re: City of Columbia Truck Wash Design Proposal – Amendment 2

Dear Mr. White:

Burns & McDonnell Engineering Company, Inc (Burns & McDonnell) is pleased to provide this scope of work for professional services to continue to support the City of Columbia, Missouri (City) in their ongoing solid waste operations. Outlined herein is a proposed Amendment 2 to the contract dated November 22, 2022 and amended on January 17, 2024.

#### Project Understanding and Background

Per our contract and Amendment 1 thereto, Burns & McDonnell's Scope of Work includes Tasks 1- 7 consisting of design, bidding and construction phase services. As additional services, the City has requested Burns & McDonnell submit the design to the Community Development Department and work through the City's Building Permit process prior to the City bidding the project. The City also requested additional construction support be included as described herein.

#### Scope of Work

The Amendment 2 scope of work is comprised of the following additional tasks.

##### **Task 8: Community Development Department Building Permit**

Burns & McDonnell will prepare and submit permit documents to the Community Development Department including Energy Code Compliance documents for the various disciplines. The previously prepared Drawings and Geotechnical report will also be submitted via the City's community access portal. Burns & McDonnell will receive City comments, update documents to address comments, draft a comment response letter, and resubmit documents. Burns & McDonnell will coordinate with the City's assigned reviewer to confirm all comments have been addressed and make clarifications to facilitate the review process. The City permit fee is assumed to be paid by the City and not included in our proposed professional services fees.



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#### **Task 9: Additional Construction Progress Meetings & Special Inspection and Test Report Reviews**

A Burns & McDonnell engineer or architect will attend a construction progress meeting and site walk on a bi-weekly basis. This task includes six (6) construction progress meetings followed by a walk through to observe construction progress and critical scope items. A memorandum will be provided to the City following each occurrence summarizing discussion topics and observations. Up to 6 special inspections or material test reports will be reviewed as part of this task. Burns & McDonnell's report submittal review will evaluate the extent to which the work progress or materials appear to meet the construction Contract Documents. Options and recommendations will be provided for the City's consideration if apparent non-conformance issues are identified.

#### **Compensation and Terms for Proposed Services**

Burns & McDonnell's proposed lump sum cost to perform the Amendment 2 Scope of Work described above is outlined in the table below.

Task	Proposed Cost
Task 8: City Planning Building Permit	\$12,550
Task 9: Addl. Construction Progress Meetings & Special Insp. Report Reviews	\$30,400
<b>Total</b>	<b>\$42,950</b>

The total lump sum cost will not be exceeded without prior authorization from the City. These services will be performed in accordance with the terms and conditions provided in the City of Columbia Professional Services Agreement dated November 22, 2022. Monthly statements will be based on Burns & McDonnell's estimated percent of services complete at the end of the preceding month. For additional, reduced, or changed scope of services, the amount of payment shall be adjusted by an amount mutually agreeable to the City and Burns & McDonnell.

#### **Schedule**

Burns & McDonnell's completion of Task 8 will be dependent upon the City's processing and review time. An updated permit submittal package is estimated to be resubmitted within three weeks of receiving City comments, assuming minor revisions and clarifications are required. Task 9 will be completed as construction progresses.



Mr. Adam White  
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#### Assumptions

The assumptions and exclusions made as part of the original proposal (Exhibit A) remain in effect for this Amendment 2.

We appreciate the opportunity to provide continued professional services to the City. Should there be any questions about this proposal, you may contact me at [bweis@burnsmcd.com](mailto:bweis@burnsmcd.com) or (816) 759-2083.

Sincerely,

Burns & McDonnell Engineering Company, Inc.

A handwritten signature in blue ink that reads "Bic Wi".

Brian C. Weis  
Project Manager