



*Department of Engineering*

**December 12, 2023**

Board of Public Works & Safety  
10 South State Street  
Greenfield, IN 46140

Dear Members,

On October 22, 2019 we entered into a professional services agreement with Lochmueller Group for the design of the Riley Literary Trail. At the time, we assumed that the project would go to bid in October 2022 with the bulk of the design work completed by summer of 2022. The project has been out for bid twice so far through INDOT's system since there is federal money involved. The first round we had no bidders and the second time we only had one bid and it was 16% over the engineer's estimate; INDOT automatically rejects bids more than 15% of engineer's estimate per state statute. The project is set for a 3<sup>rd</sup> round bid in February 2024.

Due to these scheduling issues, minor design revisions, additional INDOT submittals, and ongoing/fluid utility coordination with Duke and the Riley Substation lines, we have incurred additional design costs that Lochmueller should be compensated for. Lochmueller has submitted amendment #1 with the additional work explained.

I would like to ask for approval of the professional services amendment #1 with Lochmueller Group in the amount of \$68,000.00 for a total not to exceed \$468,900.00.

<b>Contract Summary</b>	
Original Contract Amount	\$ 400,900.00
<b>Amendment #1</b>	<b>\$ 68,000.00</b>
Total Revised Contract	\$ 468,900.00

Sincerely,

A handwritten signature in black ink that reads "Jason Koch".

Jason A. Koch, P.E.  
City Engineer



November 22, 2023

Mr. Jason Koch, P.E.  
City Engineer  
City of Greenfield  
10 S State St.  
Greenfield, IN 46140

RE: Request for Amendment No. 1  
Riley Literary Trail, INDOT DES No. 1801423

Dear Mr. Koch

Lochmueller Group respectfully requests an amendment to the above referenced agreement. As previously discussed, the following items are being requested:

- Additional multi-use path design required to add parking lot bump-outs
- Additional drainage design
- Three additional Final Tracings submittals to INDOT
- Staking of utility locations in the field
- Additional project management services due to the extended project timeline

We hope that this amendment meets your approval. If so, we request that you submit the amendment to the Board of Public Safety for signatures.

Thank you for your confidence in Lochmueller Group.

Sincerely,

A handwritten signature in black ink that reads "Susan D. Al-Abbas". The signature is written in a cursive style and is positioned above a horizontal line.

Susan D. Al-Abbas, PE  
Indiana Regional Director

Enclosures:

- Amendment No. 1
- Summary of Changes
- Man-hour Justifications

CITY OF GREENFIELD  
BOARD OF PUBLIC WORKS AND SAFETY  
AGREEMENT BETWEEN CITY AND ENGINEER

**AMENDMENT # 1**

THIS AMENDMENT IS TO THE AGREEMENT made and entered into the \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by and between the Board of Public Works and Safety of the City of Greenfield (OWNER) and **Lochmueller Group, Inc.** (ENGINEER).

WITNESSETH

WHEREAS, circumstances have arisen which necessitate changes in the original AGREEMENT; and,

WHEREAS, such changes are directly related to the designated project as described in the original AGREEMENT as Engineering Services related to **Riley Literary Trail** (Project); and,

WHEREAS, ENGINEER is willing to perform said services.

NOW THEREFORE, for and in consideration of the above representation, OWNER and ENGINEER agree that the AGREEMENT should be amended as follows:

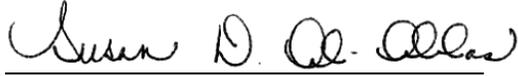
1. "Attachment A" is incorporated to this Amendment for additional scope of work definition and fee justification.
2. ENGINEER's Compensation as called for in ARTICLE 8 of the original AGREEMENT shall be increased as follows:

Original	+	Amend. #	=	Total
\$400,900.00	+	\$68,000.00	=	\$468,900.00

3. All other terms and conditions of the AGREEMENT shall remain in full force and effect.
4. This AMENDMENT shall become effective on the latest date of execution by a required party.
6. The AGREEMENT, as amended, shall expire December 31, 2025.

IN WITNESS WHEREOF, the Parties hereto have executed this AMENDMENT as set out below.

ENGINEER:  
**Lochmueller Group, Inc.**



Signature

Susan D. Al-Abbas, PE

Printed

Indiana Regional Director

Title

November 22, 2023

Date

OWNER:  
GREENFIELD BOARD OF PUBLIC  
WORKS AND SAFETY

\_\_\_\_\_  
Mayor Chuck Fewell, Chair

\_\_\_\_\_  
Katherine Locke

\_\_\_\_\_  
Larry Breese

\_\_\_\_\_  
Kelly McClarnon

\_\_\_\_\_  
Glenna Shelby

ATTEST:

\_\_\_\_\_  
Lori Elmore  
Clerk-Treasurer

\_\_\_\_\_  
Date

## ATTACHMENT "A"

### I. The following items are added to Attachment "A" of the Original Scope of Work:

#### 18.0 ADDITIONAL PROJECT MANAGEMENT

18.1 56 weeks (January 2023 to February 2024) of additional project management to attend project meetings with Utilities and the OWNER, preparing monthly project status reports, general project coordination with OWNER and INDOT personnel and other project stakeholders and overall management of the consultant design team.

#### 19.0 ADDITIONAL MULTI-USE PATH DESIGN

Perform the additional design of the Multi-Use Path and plan submittals.

19.1 Perform additional Multi-Use Path design and plan revisions required to add parking lot bump-outs.

19.2 Update the drainage design for the project, based upon the revised design features.

19.3 Submit three (3) additional Final Tracing design submittals for a total of four (4) submittals to INDOT, with a copy to the OWNER, including updating the required documentation for each Final Tracing Submission.

#### 20.0 ADDITIONAL UTILITY COORDINATION SERVICES

20.1 Conduct additional utility coordination efforts required for staking of utility locations in the field.

**Project: Riley Literary Trail**

**Client: City of Greenfield**

**Des. No: 1801423**

**Project Fee Summary**

**November 22, 2023**



<b>ITEM</b>	<b>FEE TYPE</b>	<b>ORIGINAL CONTRACT FEE AMOUNT</b>	<b>CHANGES IN SUPPLEMENTAL NO. 1</b>	<b>NEW CONTRACT FEE TOTAL</b>
Topographic Survey Data Collection and LCRS	Lump Sum	\$28,400.00	\$0.00	\$28,400.00
Environmental Document	Lump Sum	\$43,000.00	\$0.00	\$43,000.00
Archeological Investigation	Lump Sum	\$4,200.00	(\$1,250.00)	<b>\$2,950.00</b>
Style Guide/Website	Lump Sum	\$10,000.00	\$0.00	\$10,000.00
Trail Character Development	Lump Sum	\$27,100.00	\$0.00	\$27,100.00
Road and Trail Design and Plans	Lump Sum	\$126,500.00	\$60,000.00	<b>\$186,500.00</b>
Interpretive Signage	Lump Sum	\$20,000.00	\$0.00	\$20,000.00
Informational Signage	Lump Sum	\$10,000.00	\$0.00	\$10,000.00
Planting Design	Lump Sum	\$10,000.00	\$0.00	\$10,000.00
Traffic Design	Lump Sum	\$34,600.00	\$0.00	\$34,600.00
Public Outreach	Lump Sum	\$30,000.00	\$0.00	\$30,000.00
Rule 5 Permit Application and SWPPP	Lump Sum	\$13,200.00	\$0.00	\$13,200.00
Utility Coordination	Lump Sum	\$9,300.00	\$0.00	\$9,300.00
Project Management	Lump Sum	\$11,400.00	\$8,000.00	<b>\$19,400.00</b>
Geotechnical Investigation Services	Unit	\$15,000.00	\$0.00	\$15,000.00
Bid Phase and Construction Phase Office Services	Hourly Rate	\$8,200.00	\$0.00	\$8,200.00
<b>Utility Staking</b>	<b>Lump Sum</b>	<b>\$0.00</b>	<b>\$1,250.00</b>	<b>\$1,250.00</b>
<b>Total</b>		<b>\$400,900.00</b>	<b>\$68,000.00</b>	<b>\$468,900.00</b>



# Multi-Use Path Design and Plans

**PROJECT:** Riley Literary Trail  
**Client Name:** City of Greenfield

DESCRIPTION	Year	STAFF HOURS BY CLASSIFICATION						TOTAL HOURS / TASK	TOTAL DOLLARS / TASK
		Senior Project Manager	Project Engineer IV	Project Engineer III	Project Engineer II	Engineering Designer I	Landscape Architect		
Redesign: bumpout in front of church (June 2023)	2023	6	6	12	36	36		96	\$17,638.50
Three Additional Final Tracings Submissions	2023	25	34	42	46	68		215	\$42,164.47
<b>TOTAL</b>		<b>31</b>	<b>40</b>	<b>54</b>	<b>82</b>	<b>104</b>	<b>0</b>	<b>311</b>	<b>\$ 59,802.97</b>
2023 Hourly Rate	4.00%	\$236.55	\$227.04	\$193.03	\$148.35	\$200.00	\$137.53		
<b>Total Labor Cost</b>									<b>\$59,802.97</b>
<b>TOTAL :</b>									<b>\$60,000.00</b>



# Utility Staking

**PROJECT:** Riley Literary Trail  
**Client Name:** City of Greenfield

DESCRIPTION	Year	STAFF HOURS BY CLASSIFICATION							TOTAL HOURS / TASK	TOTAL DOLLARS / TASK
		Senior Project Manager	Project Engineer IV	Project Engineer III	Project Engineer II	Engineering Designer I	Admn Assistant			
Utility Staking	2023				8				8	\$1,186.80
<b>TOTAL</b>		0	0	0	8	0	0		8	\$ 1,186.80
2023 Hourly Rate	2.00%	\$236.55	\$227.04	\$193.03	\$148.35	\$200.00	\$137.53			
<b>Total Labor Cost</b>										\$1,186.80
<b>DIRECT EXPENSES - Lochgroup</b>										\$60.00
<b>Total Direct Cost</b>										\$60.00
<b>TOTAL :</b>										\$1,250.00



# Project Management

**PROJECT:** Riley Literary Trail  
**Client Name:** City of Greenfield

DESCRIPTION	Year	STAFF HOURS BY CLASSIFICATION							TOTAL HOURS / TASK	TOTAL DOLLARS / TASK
		Senior Project Manager	Project Engineer IV	Project Engineer III	Project Engineer II	Engineering Designer I	Admn Assistant			
56 Weeks of Additional Project Time	2023	32							32	\$7,569.60
<b>TOTAL</b>		32	0	0	0	0	0		32	\$ 7,569.60
2023 Hourly Rate	4.00%	\$236.55	\$227.04	\$193.03	\$148.35	\$200.00	\$137.53			
<b>Total Labor Cost</b>										\$7,569.60
<b>TOTAL :</b>										\$8,000.00