

RESOLUTION NO. 2014-039

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROHNERT PARK AUTHORIZING AND APPROVING AMENDMENT OF A TASK ORDER FOR THE ADRIAN SEWER AND WATER REHABILITATION PROJECT NO. 2012-04 WITH BRELJE AND RACE CONSULTING ENGINEERS DESIGN REVIEW AND CONSTRUCTION MANAGEMENT SERVICES

WHEREAS, on April 12, 2012, staff issued a Request for Proposals (“RFP”) for the Adrian Sewer and Water Rehabilitation Project No. 2012-04 (“Project”) to identify a qualified consultant that can assist the City with the design review and value engineering and construction management of the Project; and

WHEREAS, the City received ten proposals on May 29, 2012; and

WHEREAS, the City project team chose Brelje and Race for an award of contract due to their (1) quality of team and ability to staff the Project, (2) experience and expertise in this particular type of work, and (3) understanding of the Project as demonstrated in the selection process.

WHEREAS, the City Council, via Resolution No. 2011-13, approved a Master Agreement with Brelje and Race on February 22, 2011; and

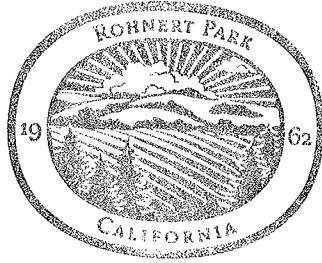
WHEREAS, the City Council, via Resolution No. 2012-83, approved a Task Order with Brelje and Race on July 24, 2012 for Design Review and Construction Management of the Adrian Sewer & Water Rehabilitation Project; and

WHEREAS, Adrian Sewer & Water Rehabilitation Project was subsequently split over two construction seasons.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Rohnert Park authorizes and approves an amendment to Task Order 2011-06 by and between Brelje and Race, a California corporation, and the City of Rohnert Park, a municipal corporation, for construction management and related services for the Adrian Sewer and Water Rehabilitation Project No. 2012-04 Phase 2, to provide construction management services for Phase 2 of the Project for a not-to-exceed cost of \$195,000.00.

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to execute this amendment to the Task Order 2011-06 in substantially similar form as to the attached in Exhibit A, which is incorporated by this reference, and to take all actions necessary to effectuate the amendment for and on behalf of the City of Rohnert Park, subject to minor modification by the City Manager or City Attorney.

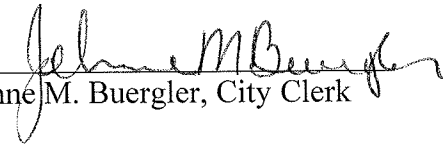
DULY AND REGULARLY ADOPTED this 13th day of May, 2014.



CITY OF ROHNERT PARK


Joseph T. Callinan, Mayor

ATTEST:


JoAnne M. Buerger, City Clerk

Attachment

BELFORTE: ABSENT MACKENZIE: AYE STAFFORD: AYE AHANOTU: AYE CALLINAN: AYE
AYES: (4) NOES: (0) ABSENT: (1) ABSTAIN: (0)

**AMENDMENT 1 TO
TASK ORDER NO. 2011-06
CITY OF ROHNERT PARK
AND
BRELJE & RACE**

**AUTHORIZATION FOR DESIGN REVIEW/VALUE ENGINEERING
AND CONSTRUCTION MANAGEMENT SERVICES FOR
ADRIAN SEWER AND WATER REHABILITATION, PROJECT NO. 2012-04**

SECTION 1 – PURPOSE

The purpose of this Task Order is to authorize and direct BRELJE & RACE to proceed with the work specified in Section 2 below in accordance with the provisions of the MASTER AGREEMENT between the City of Rohnert Park ("City") and BRELJE & RACE ("Consultant") dated February 25, 2011.

SECTION 2 – SCOPE OF WORK

The additional items authorized by this Task Order are presented in Exhibit "A".

SECTION 3 – COMPENSATION AND PAYMENT

Compensation shall be as provided in the MASTER AGREEMENT between the parties hereto referenced in SECTION 1 above. The additional cost for the additional services as set forth in SECTION 2 shall be actual costs (time and materials) based on Consultants' standard labor charges in accordance with the provisions of the MASTER AGREEMENT and as shown in Exhibit "B" for an amount not-to-exceed \$195,020.

Total compensation under this Task Order with this Amendment shall not exceed \$421,550.

SECTION 4 – TIME OF PERFORMANCE

The work described in SECTION 2 shall be completed by December 31, 2014, or as extended by the City Manager.

SECTION 5 – ITEMS AND CONDITIONS

All items and conditions contained in the MASTER AGREEMENT for professional services between City and Consultant are incorporated by reference.

Approved this 13th day of May, 2014.

CITY OF ROHNERT PARK

BRELJE & RACE

Darrin Jenkins, City Manager (Date)
Per Resolution No. 2014-_____ adopted by the Rohnert
Park City Council at its meeting of May 13, 2014.
Attest:

By: Name and Title (Date)

BRELJE & RACE

JoAnne M. Buergler
City Clerk

By: Name and Title (Date)

PROPOSAL
Amendment to Task Order No. 2011-06
City of Rohnert Park
DESIGN REVIEW & CONSTRUCTION MANAGEMENT SERVICES
FOR
ADRIAN DRIVE SEWER & WATER REHABILITATION – PHASE II
Project Number 2012-04

March 20, 2014

For your consideration, Brelje & Race requests amending Task Order No. 2011-06 for additional design review and construction management services that have been performed or will be performed for the second phase of the Adrian Drive Sewer and Water Rehabilitation Project. These additional services were not anticipated in our original scope of services, and are necessary to complete the second phase of this project.

The original scope of services indicated an assumed 150 working days for the construction schedule, with 120 of those days based on full time field inspection and 20 days at roughly half-time inspection, plus other office related services. The number of working days were estimated well in advance of the contract, which was later split into two phases, and allowed 175 calendar days for phase I. The Phase I project actually used 140 working days (based the number of daily inspection reports in our files) which exactly matched the estimated working days in our original proposal, however, there is no remaining budget to cover the next phase. The Phase II contract documents allow 190 calendar days for completion of the project, which is equivalent to 136 working days. The field work is anticipated to begin in April and should conclude in October.

Our current (through Feb. 2014) billings indicate that we have roughly \$4,150.00 remaining in our original budget with some additional hours remaining to be billed on our next monthly invoice, essentially expending the full amount. Therefore, additional budget will be necessary for fulfilling the review and CM tasks of Phase II.

Brelje & Race has already expended \$7,200.00 on the first task of the Phase II project, which included Design Review of the contract documents and engineer's estimate. We have not yet billed for the design review services already performed. The second task includes all construction management related tasks. Both tasks are outlined following in the detailed scope of services.

SCOPE OF SERVICES

The scope of services to be performed for this phase of the project are essentially the same as the Phase I scope of services, however, there was only a single design review of the 98% percent complete contract documents and some minor additional commentary provided through the final contract documents preparation. Therefore, our scope of services fall into two main tasks as follows:

1. Design Review: Review 98% design submittal from design engineer, prepare design review memorandum, attend review meeting, and provide additional commentary and support through final design stage.
2. Construction Management: Provide Construction Management services consistent with the 23 tasks outlined in our original scope of services for the project.

AMENDED FEE REQUEST

A new Task, Work Hour and Cost Tabulation worksheet (attached) has been prepared in order to estimate expenses beyond the original budget. The new tabulation is based largely on the work hours expended during the first phase, and includes hours outlined under Task 1 to account for the work already performed. For the anticipated remaining work, \$195,000 is requested to be added to the original budget under this amendment. Our fees for this work will continue to be billed on a time and materials basis, and will not exceed the requested amount without prior written approval. Tabulated fees are based on our current schedule of rates and services, copy attached.

A handwritten signature in black ink, appearing to read 'M. Sean Jeang', is written over a horizontal line.

M. Sean Jeang, P.E.
Associate Principal

Exhibit "B"

**DESIGN REVIEW & CONSTRUCTION MANAGEMENT
TASK, WORK HOUR AND COST TABULATION
ADRIAN DRIVE SEWER AND WATER REHABILITATION - PHASE II
CITY OF ROHNERT PARK**

March 20, 2014

TASKS		Construction Manager	Construction Technician	Clerical	CAD Technician	Geotechnical Subconsultant (RGH)
DESIGN REVIEW						
1.01	98 % Design Review & Review Letter	16	16	2		
1.02	98% Design Review Meeting	4		2		
1.03	Final Review, Additional Comments & Communications	8	2	2		
CONSTRUCTION MANAGEMENT						
2.01	Pre-Construction Meeting	4	4	2		
2.02	Project Meetings ⁽²⁾	16				
2.03	Schedule Management ⁽²⁾	4				
2.04	Maintain Project Records ⁽²⁾	30		4		
2.05	Prepare Bi-Weekly Reports	40				
2.06	Review Monthly Progress Payments ⁽²⁾	16				
2.07	Requests for Information (RFI) ⁽²⁾	12		2		
2.08	Potential Change Orders (PCOs) and Change Orders	40	40	4		
2.09	Coordinate Submittal and Shop Drawing Review Process	2	20			
2.10	Permits Compliance ⁽²⁾	4				
2.11	Monitor Construction Record Drawings ⁽²⁾	4			8	
2.12	Claims Management	4				
2.13	Field Inspection ⁽³⁾		1,024			
2.14	Photograph or Video Documentation ⁽³⁾		8			
2.15	Field Changes ⁽²⁾	8				
2.16	Inspection Reports ⁽²⁾	8				
2.17	Geotechnical Observation					\$ 25,000
2.18	Substantial Completion and Punch List	2	16			
2.19	Project Documents	8	16	8	16	
2.20	Notice of Completion		2			
2.21	Worksite Safety and Liability Awareness ⁽²⁾					
2.22	Water Sampling for Bacteriological Clearance ⁽²⁾⁽⁴⁾					
2.23	Public Relations ⁽²⁾	16		2		
		246	1,148	28	24	\$ 25,000
HOURLY RATE		\$ 150	\$ 110	\$ 65	\$ 105	n/a
SUBTOTAL COSTS		\$ 36,900	\$ 126,280	\$ 1,820	\$ 2,520	\$ 25,000
Subconsultant Mark-up (10%)						\$ 2,500
Total Construction Management Budget						\$ 195,020
Notes:						
1. For Cost Assumptions and Limitations, refer to original Proposal.						
2. Inspector time for this task considered as being accomplished during the course of a field work day and is included in Task 2.13						
3. Time shown for Inspector is for preconstruction condition documentation only.						
4. Costs of outside testing services assumed paid by City directly.						
5. Field inspection based on 136 working days (= 190 calendar days) with 120 full time days and 16 part-time days.						

SERVICES RATE SCHEDULE
EFFECTIVE MARCH 1, 2014

PROFESSIONAL SERVICES

Senior Principal.....	\$190.00/hour
Associate Principal	150.00/hour
Associate	140.00/hour
Senior Engineer	140.00/hour
Engineer.....	130.00/hour
Engineering Technician.....	110.00/hour
Senior Planner.....	130.00/hour
Planner	100.00/hour
Senior Surveyor.....	130.00/hour
Surveyor	115.00/hour
Survey Technician	105.00/hour
CAD Technician.....	105.00/hour
Construction Engineer	130.00/hour
Construction Technician 2.....	110.00/hour
Construction Technician 1.....	95.00/hour

EXPERT WITNESS & MEDIATION SERVICES \$300.00/hour

FIELD SURVEYING

One-man Party (Including Survey Equipment & Vehicle)	\$160.00/hour
Two-man Party (Including Survey Equipment & Vehicle)	\$220.00/hour
Three-man Party (Including Survey Equipment & Vehicle)	\$270.00/hour

CLERICAL SERVICES \$65.00/hour

OUTSIDE CONSULTANTS Cost + 10% Handling Charge

OUTSIDE PLOTTING AND REPRODUCTION Cost + 10% Handling Charge

IN-HOUSE PLOTTING

Vellum or Bond	\$8.00/sheet
Mylar	20.00/sheet

Note

Brelje & Race does not charge separately for many of the expenses that are traditionally recouped from the Client as "reimbursable". The hourly rates listed above are inclusive of all expenses for mileage, surveying materials, copies of recorded documents, and computer equipment costs.