

RESOLUTION NO. 2015-061

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROHNERT PARK AUTHORIZING AND APPROVING AMENDMENT 1 TO TASK ORDER 2014-03 WITH BRELJE & RACE CONSULTING ENGINEERS FOR DESIGN REVIEW ENGINEERING SERVICES FOR THE EAST SIDE TRUNK SEWER PHASE III AND SNYDER LANE WIDENING PROJECT NUMBER 2014-01

WHEREAS, the City of Rohnert Park (City) General Plan and Public Facilities Finance Plan include projects for East Side Trunk Sewer, widening Snyder Lane and widening the Snyder Lane Bridge at Copeland Creek; and

WHEREAS, City has approved Task Order 2014-03 with Brelje & Race Consulting Engineers (Consultant) by Resolution No. 2014-03, dated May 13, 2014 for design review engineering services for the East Side Trunk Sewer Phase III and Snyder Lane Widening Project; and

WHEREAS, City has requested that Consultant perform additional work beyond the scope of the original agreement, specifically the review of one additional submittal package; and

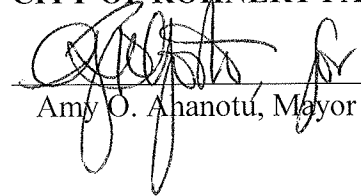
WHEREAS, Consultant has submitted a proposal to amend the existing Task Order.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Rohnert Park that it does hereby authorize and approve the Amendment 1 to Task Order 2014-03 with Brelje & Race Consulting Engineers.

BE IT FURTHER RESOLVED that the City Manager is hereby authorized and directed to take all actions to effectuate this amendment for and on behalf of the City of Rohnert Park, including execution, if necessary, in substantially similar form to the amendment attached hereto as Exhibit "A," subject to minor modifications by the City Manager or City Attorney.

DULY AND REGULARLY ADOPTED this 14th day of April, 2015.

CITY OF ROHNERT PARK



Amy O. Ahanotu, Mayor

ATTEST:



JoAnne M. Buerger, City Clerk

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

**AMENDMENT 1 TO
TASK ORDER NO. 2014-03
CITY OF ROHNERT PARK
AND
BRELJE & RACE**

AUTHORIZATION OF ADDITIONAL ENGINEERING SERVICES FOR EASTSIDE
TRUNK SEWER PHASE III AND SNYDER LANE WIDENING PROJECT NO. 2014-01

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 \$14,450.00.

Total compensation under this Task Order with this Amendment shall not exceed \$97,080.00.

SECTION 4 – TIME OF PERFORMANCE

The work described in SECTION 2 shall be completed with twelve months of the approval date of this Amendment, as set forth below.

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 _____ day of _____, 2015.

CITY OF ROHNERT PARK

BRELJE & RACE

Darrin Jenkins, City Manager
Per Resolution No. 2015-____ adopted by the
Rohnert Park City Council at its meeting of 4/14/15

John S. Locey, President



March 6, 2015

Mary Grace Pawson
City of Rohnert Park
130 Avram Avenue
Rohnert Park, CA 94928

**Subject: ESTS Ph. III & Snyder Lane Widening Project – Revised Request for
Amendment to Task Order No. 2014-03; City Project No. 2014-01
B&R File No. 3891.01**

Dear Mary Grace:

For your consideration, Brelje & Race respectfully requests amending Task Order No. 2014-03 to account for the extra hours required to date, and hours still anticipated necessary to adequately complete the peer review work. The extra hours have resulted from additional, out-of-scope services performed (or to be performed), services that were unanticipated due to the complexity of the project and/or changes within the design scope, and missing or omitted information at each review stage that required more extensive review at later stages of the design.

The original contract budget amount of \$82,630 has been exceeded as of our current billing cycle. Additionally, Brelje & Race has been requested to attend an on-site meeting and to review the signed plans and specifications after bid advertising commences and after the first addendum is completed in order to ensure comments from the 100% review have been adequately and fully incorporated. Any comments generated at that point would be addressed by a second addendum to be distributed ahead of the bid opening. This last review was not included in our original scope of services, however it is strongly recommended that Brelje & Race perform a final check since there were still *several hundred* comments generated in the 100% review, and some of the comments (and the pending site meeting) deal with substantial constructability issues including conflicting design information or completely missing information.

Some services originally anticipated were not performed, such as meetings and coordination with the High School, however the hours for those tasks were small and absorbed by other tasks. The unanticipated work items that were either outside of the original scope of services or were due to changes in the design scope are outlined below:

1. Additional length was added to the project roadway work and paving of the adjacent parking lots at the Spreckles Center were added requiring extra time for review and comment.
2. Due to missing information at the 75% review, a substantial increase in time was necessary to complete the 90% review. (40+ sheets were added between submittals – this is where the largest increase in review time was noticed).

Mary Grace Pawson

March 6, 2015

Page 2 of 2

3. At the 100% review, no 90% review comment responses were provided, requiring additional time to hunt for the changed (and unchanged) items within the plans and the specifications. Plus, there was a substantial amount of new information added between the 90% and 100% reviews that required a first review, rather than simply checking that the recommendations of the previous review were followed. Time to review new information at the 100% review level was not originally anticipated.
4. Several meetings were added during the design and attended by various members of the B&R team.

Attached is the original Task, Work Hour and Cost Tabulation worksheet which estimated the time to complete each task and an Actual Work Hour and Cost Tabulation worksheet which shows the actual hours spent by our team on each of the planned tasks, plus an estimate of the time necessary to perform the review of the final bid documents and addendum. It can be seen by comparing the spreadsheets that we were under budget through the 75% review, but due to a fair amount of missing information at the 75% review, the budget was exceeded at the 90% and 100% review periods. At each of the final review stages, there was a substantial amount of new information that had not been reviewed previously, requiring extra time to complete.

AMENDED FEE

Our current billing through the end of last month and which will be sent to the City shortly indicates that the budget has been exceeded by \$6,850.00 to date, which is requested to be added to the budget. Additionally, a fee of \$7,600 has been estimated for performing the requested review of the final contract documents and to attend the planned site meeting. The total amended fee request is \$14,450. Our fees will continue to be billed on a time and materials basis, and will not exceed the requested amount without prior written approval.

Please contact me should you have any questions or should you care to discuss any of the items within this amendment request.

Very truly yours,

BRELJE & RACE

M. Sean Jeane

enclosures

TASK, WORK HOUR AND COST TABULATION
CITY OF ROHNERT PARK EAST SIDE TRUNK SEWER PHASE III AND SNYDER WIDENING
DESIGN REVIEW / VALUE ENGINEERING
Brelje & Race Consulting Engineers
March 13, 2014

TASKS		WORK HOURS						Clerical
		Associate Principal	Senior Engineer	Environmental Planner	Traffic Engineering Subconsultant	Landscape Engineering Subconsultant	Structural Engineering Subconsultant	
DESIGN REVIEW - VALUE ENGINEERING								
1.01	Project Validation Memo Review	12	48				2	4
1.02	Coordination of RCHS Review	6	8					2
1.03	75% Design Review	54	155	12	14	30	4	4
1.04	90% Design Review	38	81	12	14	20	14	4
1.05	Final Review	6	21		6		6	2
HOURLY RATE		\$ 150	\$ 130	\$ 130	\$ 235	\$ 150	\$ 185	\$ 70
SUBTOTAL COSTS		\$ 17,400	\$ 40,690	\$ 3,120	\$ 7,990	\$ 7,500	\$ 4,810	\$ 1,120
Total Hours								579
Total Est. Fee								\$ 82,630

Notes:

1. Assumes 3 design review meetings, with attendance of Associate Principal and Senior Engineer at all meetings.
2. Assumes Engineer to conduct detailed field reviews for validation memo and 75% review.
3. Assumes Associate Principle will attend up to two public outreach meetings.

March 4, 2015

Task	Total	Diff
Task 1	7980	-710
Task 2		-2080
Task 3	36250	-2370
Task 4	32310	5360
Task 5	12940	6650
Task 6	7600	7600
	97080	14450