

Council Meeting of September 7, 2016

Agenda Item No. 16C

## REQUEST FOR COUNCIL ACTION

**SUBJECT:** Veteran's Irrigation Pond Reconstruction and Road – Engineering Amendment No. 3

**SUMMARY:** Approval of Amendment No. 3 to the Professional Service Agreement with Bowen Collins & Associates, Inc. for the Veteran's Irrigation Pond Reconstruction & Road project. This amendment is for well drilling construction oversight and management, and well equipping design and construction management services, in an amount not to exceed \$24,750.00.

**FISCAL AND/OR ASSET IMPACT:** Funding will be from Water Capital Projects.

**STAFF RECOMMENDATION:**

Staff recommends approving Amendment No. 3 to the Professional Service Agreement with Bowen Collins & Associates, Inc. for the Veteran's Irrigation Pond Reconstruction & Road project in an amount not to exceed \$24,750.00.

**MOTION RECOMMENDED:**

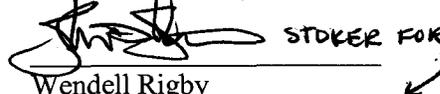
"I move to adopt Resolution No. 16-140 authorizing the Mayor to execute Amendment No. 3 to the Professional Service Agreement with Bowen Collins & Associates, Inc. for the Veteran's Irrigation Pond Reconstruction & Road project in an amount not to exceed \$24,750.00.

Roll Call vote required

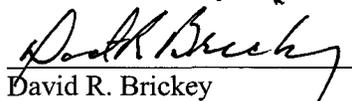
**Prepared by:**

  
Roger Payne  
Engineering Manager for Utilities

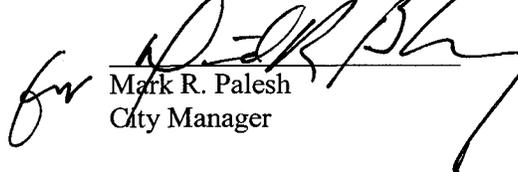
**Recommended by:**

 STOKER FOR  
Wendell Rigby  
Public Works Director

**Recommended by:**

  
David R. Brickey  
City Attorney

**Recommended by:**

 FOR  
Mark R. Palesh  
City Manager

## **BACKGROUND DISCUSSION:**

The engineering firm of Bowen Collins and Associates (BC&A) has requested a contract amendment related to work at the Veterans Memorial Park. This amendment addresses two issues, first, a budget increase for construction management services for the well construction phase of the project due to schedule adjustments which delayed the well construction and second, adding an additional task to the a scope of work to provide engineering services to oversee the equipping of the well with the necessary pump, motor, piping, and electrical controls to put the new well into production.

The City contracted with Bowen Collins & Associates in 2014 for the Veterans Park Irrigation Pond, Access Road, and Well Construction project. The irrigation pond and roadway are complete, and the new well, located at the site, is now under construction. When the project was originally proposed the well construction was planned to be constructed first followed by the pond and road construction. During early project planning meetings the sequence of the work was changed to ensure that the irrigation pond could be constructed and completed in time to be ready for the irrigation season. This work was the higher priority. The well construction was delayed and was rescheduled to begin after the other phases of the project were completed. This delayed the well construction by more than one year. The requested budget increase is needed to pay for the salary adjustments of personnel assigned to the project and other costs attributed to delays.

The original scope of engineering services did not include the equipping of the well with a pump, motor or the necessary electrical control equipment. We desire to include that work now so we can bid and install the pumping equipment and have the well ready for production by the next irrigation season. The Engineer was requested to include those services and costs in the proposed contract amendment.

The budget increase for the delays related to the well construction total \$9,850.00, the budget for additional engineering services for the equipping of the well is \$14,900 for a total contract amendment of \$24,750. Funds for this work will come from the capital project budget for this project.

### **Attachments:**

Resolution

Amendment No. 3

Letter from BC&A requesting contract amendment

**THE CITY OF WEST JORDAN, UTAH**

A Municipal Corporation

RESOLUTION NO. 16-140

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AMENDMENT NO. 3 TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY AND BOWEN COLLINS & ASSOCIATES, INC. FOR THE VETERAN'S IRRIGATION POND RECONSTRUCTION & ROAD PROJECT**

**WHEREAS**, the City Council of the City of West Jordan has reviewed Amendment No. 3 to the Professional Services Agreement between the City of West Jordan and Bowen Collins & Associates, Inc. (a copy of which is attached) for additional services to include well drilling construction oversight and management, and well equipping design and construction management, in an amount not to exceed \$24,750.00; and

**WHEREAS**, the City Council of the City of West Jordan desires to approve Amendment No. 3 to the Professional Services Agreement with Bowen Collins & Associates, Inc. for additional services to include well drilling construction oversight and management, and well equipping design and construction management, in an amount not to exceed \$24,750.00.

**NOW, THEREFORE, IT IS RESOLVED BY THE CITY COUNCIL OF WEST JORDAN, UTAH, THAT:**

Section 1. After approval as to legal form, the Mayor is hereby authorized and directed to approve Amendment No. 3 to the Professional Services Agreement with Bowen Collins & Associates, Inc. for additional services to include well drilling construction oversight and management, and well equipping design and construction management, in an amount not to exceed \$24,750.00.

Section 2. This Resolution shall take effect immediately upon passage.

Adopted by the City Council of West Jordan, Utah this 7<sup>th</sup> day of September 2016.

\_\_\_\_\_  
Kim V. Rolfe  
Mayor

ATTEST:

\_\_\_\_\_  
MELANIE S. BRIGGS  
City Recorder

Voting by the City Council	"AYE"	"NAY"
Council Member Dirk Burton	_____	_____
Council Member Jeff Haaga	_____	_____
Council Member Zach Jacob	_____	_____
Council Member Chris McConnehey	_____	_____
Council Member Chad Nichols	_____	_____
Council Member Sophie Rice	_____	_____
Mayor Kim V. Rolfe	_____	_____

**AMENDMENT NO. 3**  
**TO AN AGREEMENT**  
**FOR PROFESSIONAL SERVICES**  
**BETWEEN THE CITY OF WEST JORDAN**  
**AND**  
*Bowen Collins & Associates, Inc.*

THIS AMENDMENT, made and entered into this 7<sup>th</sup> day of September 2016 by and between the CITY OF WEST JORDAN, a municipal corporation (hereinafter referred to as "City"), and Bowen Collins & Associates (hereinafter referred to as "Consultant").

The City and Consultant agree as to amend the following sections of the original Professional Services Agreement to provide for additional engineering services for the Veteran's Irrigation Pond Reconstruction and Road project. Except as expressly amended hereby, the Professional Services Agreement shall continue in full force and affect in accordance with the provisions thereof.

2. **DESCRIPTION OF SERVICES**

The services to be performed by Consultant are as follows:

Provide additional engineering services for the Project as described in the attached Consultant's proposal date July 27, 2016.

3. **COMPENSATION AND PAYMENT**

The total compensation payable to Consultant by City for the services described in Paragraph 2 shall not exceed the sum of **\$24,750.00** for Amendment No. 3 bringing the total not-to exceed fee to \$213,937.00 for services under this contract, and fee shall be earned on a fixed fee basis as indicated in the Professional Services Agreement.

In concurrence and witness whereof, this Agreement has been executed by the parties effective on the date and year first above written.

CITY OF WEST JORDAN

\_\_\_\_\_  
Kim V. Rolfe, Mayor

ATTEST:

\_\_\_\_\_  
Melanie Briggs, MMC  
City Recorder

CONSULTANT

By: Craig R. Bagley

Its: President

STATE OF Utah )  
:SS

COUNTY OF Salt Lake

On this 25<sup>th</sup> day of August, 2016 personally appeared before me,  
Craig R. Bagley, who being by me duly sworn did say that he is the  
President of Bowen Collins & Associates, a  
corporation, and that the foregoing instrument was signed in behalf of said corporation by  
authority of its Board of Directors, and he acknowledged to me that said corporation executed the  
same.

Gwen O. Rasmussen  
NOTARY PUBLIC

My Commission Expires: 04/01/2018

Residing in Salt Lake County, Utah



**EXHIBIT A**  
(Consultant Proposal)



**Bowen Collins  
& Associates, Inc.**  
CONSULTING ENGINEERS

BUDGET AMENDMENT FOR VETERANS IRRIGATION POND RECONSTRUCTION AND ROAD PROJECT

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July 27, 2016

Mr. Roger Payne, P.E.  
Mr. Tim Heyrend, P.E.  
City of West Jordan  
Via email: rogerp@wjordan.com, timh@wjordan.com

**REQUEST FOR A BUDGET AMMENDMENT TO CONSTRUCT, DESIGN AND EQUIP A CULINARY WATER WELL FOR THE VETERAN'S IRRIGATION POND RECONSTRUCTION AND ROAD PROJECT.**

Dear Roger and Tim:

Bowen, Collins & Associates, Inc. (BC&A) requests a budget amendment for the Veteran's Irrigation Pond Reconstruction and Road Project. This budget amendment request covers additional services and an extension to the project schedule for well drilling construction oversight and management, and the subsequent well equipping design and construction management services.

**BACKGROUND**

Originally the Veteran's Irrigation Pond Reconstruction and Road Project was a combined project for the new road, irrigation pond and a new culinary water well. The well was originally planned to be completed before the pond was constructed. Through conversations with the City it was decided that the best course of action was to place the well design on hold and complete the new pond first. Many factors including water rights approval, timing of the well, necessity for the new pond, overlap of the construction contractors, etc. were considered by the City in making this decision.

BC&A's original scope intended for the design package for the pond, road and well equipping to be a single project with one set of design drawings and specifications. A second design package for the well construction was also planned. However, the decision to postpone the well drilling to after the pond construction, results in the preparation and bidding of 3 separate design packages, one for the pond and road, one for the well construction and one additional design package for equipping the well after it is constructed and tested. Between the separate design phases for the road and pond project and the well construction, West Jordan updated its standard contract documents and BC&A incorporated and reformatted those documents for the well drilling package.

The City's original scope assumed the project would be completed in 2014-15. The decision to bid/construct the well in 2016 has resulted in approximately a 1 year extension to the original project schedule. Budget adjustment is needed to cover annual salary adjustments for the 1 year project extension. The pond construction schedule was also extended and BC&A performed oversight services for approximately an additional month of construction than was originally budgeted. As such the original budget has been impacted leaving BC&A with a budget deficit to complete the well drilling oversight and final well equipping design.

For this budget amendment, we ask the City to consider the changes to our original scope of services and as outlined above for completing the construction and equipping the new well.

## **PROPOSED SCOPE OF SERVICES**

### **Task 1 – Well Construction Services**

BC&A requests additional budget for completion of the well drilling oversight and construction management services due to the deficit as mentioned above.

**Task 1-1 – CM Services During Well Construction. (Tasks 1-9, 1-10 & 1-11 from Original Scope)** The deficit has left BC&A without enough budget to properly manage the drilling contractor during construction. This task item will allow for the budget to be made whole as it relates to these CM services.

### **Task 2 – Well Equipping Services**

BC&A requests a new task budget for designing the permanent well pumping equipment, well discharge conveyance piping and wellhead configuration, and electrical controls. This task would include the design package (plans and specifications), bidding and construction management services.

**Task 2-1 – Design Services. (Task 3 from Original Scope)** BC&A will attend a kick-off meeting with the City to discuss the well, pump and piping layout and to coordinate other design elements for the project. It is anticipated that following the kick-off meeting, a 90% review meeting will be held to finalize the design aspects of the project. The well design will include a pump and motor, piping configuration to the pond, wellhead configuration, well completion details, and electrical panel and wiring. It is anticipated that up to 10 drawings will be developed for the well equipping project. BC&A will utilize previously used construction documents as it relates to the well equipping project and supplement with additional necessary specifications.

**Task 2-2 – Bidding Services. (Task 4 from Original Scope)** BC&A will attend and assist with a pre-bid conference and walkthrough. Throughout the bid period, BC&A will answer bidder's questions and issue any addendums as necessary. BC&A will attend the bid opening and assist as required, review bids, prepare recommendation for award and distribute electronic contract documents to the Contractor.

**Task 2-3 – Construction Services. (Task 5 from Original Scope)** BC&A will attend a pre-construction conference and provide limited construction observation throughout the well equipping project. It has been assumed that construction period services will last 4 weeks. Observations will take place on a weekly basis for a maximum of 4 hours per week. BC&A will also attend and conduct weekly construction progress meetings. BC&A will review shop drawings and submittals, review and respond to contractor RFI's and clarification, review and make recommendations for change orders, review and process contractor pay requests, and prepare record drawings electronically in AutoCAD format.

**PROPOSED FEE**

BC&A proposes to complete the work under this budget amendment request on a time and materials basis. Table 1 provides our estimated man-hours and cost by task to complete the scope of work outlined above.

Please contact us if you have any questions or need additional information pertaining to this proposal or the project.

Sincerely,

**BOWEN, COLLINS & ASSOCIATES**



Kirk Bagley, P.E.  
Project Manager



Chris D. Mikell, P.G.  
Project Engineer

**TABLE 1 - BUDGET AMMENDMENT  
WEST JORDAN - VETERAN'S IRRIGATION POND RECONSTRUCTION AND ROAD PROJECT**

**ENGINEERING FEE ADJUSTMENT  
UPDATED 07/27/2016**

TASK	LABOR	OFFICE STAFF		TECHNICIANS				ENGINEERS					SUBTOTAL HOURS	SUBTOTAL COST
		OFFICE	EDITOR	TECH 3	CONST. MGR.	ELEC. EN 4	EN 3	EN 3	HYDRO/EN 6	EN 6	P.C. EN 7			
	Hourly Rate	\$80.00	\$65.00	\$95.00	\$100.00	\$130.00	\$107.00	\$107.00	\$150.00	\$150.00	\$165.00			
<b>Task No. 1</b>	Well Construction Services													
1	CM Services During Well Construction						50		30			80	\$9,850	
	Subtotal												\$9,850	
<b>Task No. 2</b>	Well Equipping Services													
2-1	Design Services	1	1	30		16		30		4		82	\$8,885	
2-2	Bidding Services							10		2		12	\$1,370	
2-3	Construction Services				18			8		2		28	\$2,956	
	Subtotal												\$13,211	
<b>TOTAL LABOR</b>		1	1	30	18	16	50	48	30	8	0	202	\$23,061	

EXPENSES	UNIT	RATE	COST
ITEM			
COMMUNICATION/COMPUTER/MISC EXPENSES	Per hr	\$7.00	\$1,414
PRINTING /GRAPHICS			
SURVEY			\$0
AUTO MILEAGE	367	\$0.75	\$275
GEOTECHNICAL ENGINEERING			\$0
ADVERTISEMENT			\$0
<b>TOTAL EXPENSES</b>			\$1,689

Notes:  
 \$7/hr communication/computer charge for all hours worked  
 10% mark up on outside services  
 Auto mileage based on \$0.75/mile  
 Table based on 2016 labor rates. All labor will be billed at actual rates for the year in which the work is performed.

**TOTAL LABOR COST** \$23,061  
**EXPENSES** \$1,689  
**TOTAL COST** \$24,750