



AGENDA REPORT
July 23, 2019

Authorization of Change Order #3 for Mead & Hunt Inc.

SUBJECT:

Authorization to approve Change Order #3 for Mead & Hunt Inc. (M & H), formerly QLH, for design of the South Central Wastewater Treatment Facility Expansion in the amount of \$190,702.00. (District 4)

FISCAL IMPACT:

\$190,702.00 - Funding is available in Connection Fee Fund Reserves
4151/941510/5990030

DEPT/OFFICE:

Utility Services

REQUESTED ACTION:

It is requested that the Board of County Commissioners authorize Change Order #3 for Mead & Hunt, Inc., formerly Quentin L. Hampton Associates, Inc., for engineering design and construction services at the South Central Wastewater Treatment Facility in the amount of \$190,702.00.

SUMMARY EXPLANATION and BACKGROUND:

On October 3, 2014, Brevard County contracted with Quentin L. Hampton Associates, Inc. (QLH), now Mead & Hunt, Inc. (M & H), to design and provide construction and State Revolving Funds oversight for the six million gallon per day expansion to the South Central Wastewater Treatment Facility.

The previous construction change orders (No.'s 1 & 2) were the result of County directed changes for other work that was ongoing at the treatment plant site, not the result of any fault by M & H. The result was that the engineer needed to provide services for Tasks 3, 6, and 7 for 33.4 months rather than the previously estimated 20.0 months. An additional fifty nine days was granted to Adams Robinson to resolve work associated with requests for proposals (RFP's) due to unforeseen circumstances encountered during construction and other items negotiated in the Terms of Agreement for Change Order No. 9. Consequently, M & H needed to be on the project site for an additional two months until the end of July 2019. Adams Robinson will request additional time for the project and the amount of time is assumed to be an additional three months. Consequently, M & H will need to be on the project site an additional three months. The result is that the engineer needs to provide services for Tasks 3, 6 and 7 for 38.4 months rather than the previously

estimated 20.0 months.

The monthly fee for engineering services during the construction phase is calculated from the original contract by adding the fees for services in Tasks 3, 6, and 7 and dividing by the original scope of 20 months ($\$42,000^* + \$614,025, +\$368,900 = \$1,024,925$; $\$1,024,925 / 20 = \$51,246.25$ per month). This monthly rate will apply for the M & H charges incurred during June 2019. Thus the charges would be $\$2,100 + \$30,701 + \$18,445$ for Tasks 3, 6, and 7, respectively and add to a total of $\$51,246$ per month. The monthly fee for engineering services during the construction phase for July 2019 through October 2019 is calculated using the amount from the original contract for Task 3 and the revised amounts shown in Tasks 6.1 and 7.1 that represent reduced charges from the original Task 6 and 7 charges. The total for these monthly charges is $\$2,100 + \$20,467 + \$12,297$ that add to a total of $\$34,864.00$ per month. The monthly difference in cost for Tasks 6 and 7 is $\$16,382.00$. Thus, one month of charges calculated from the original contract will be added to four months of monthly charges calculated using the reduced monthly charge ($\$51,246 + \$139,456$) which produces a total of $\$190,702.00$. The total difference in cost between the original contract rates and the prorated contract rates is $\$256,230.00 - \$190,702.00 = \$65,528.00$, which represents the savings compared to if no discount was negotiated.

Note: *Only 50% of the SRF fee is payable during the construction phase of the project. The other 50% was payable during the engineering design and was not impacted by the additional construction time.

Utility staff has reviewed and negotiated this change order and agree M & H is justified in receiving an additional engineering fee of $\$190,702.00$ ($\$51,246.00/\text{month} \times 1 \text{ month} + (\$38,864 \times 4 \text{ months})$), assuming that the construction contractor takes the entire 38.4 months construction time to complete the project. In the event that the contractor takes less time to complete the project, then the amount M & H would be paid would be proportionately lowered as well.

CLERK TO THE BOARD INSTRUCTIONS:

Contact Rose Lyons, Utility Services, 633-2091 after all originals are executed.

ATTACHMENTS:

Description

- **Change Order #3 - Mead & Hunt**



Tammy Rowe, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001
Fax: (321) 264-6972
Tammy.Rowe@brevardclerk.us

July 24, 2019

M E M O R A N D U M

TO: Edward Fontanin, Utility Services Director Attn: Rose Lyons

RE: Item F.7., Change Order #3 with Mead & Hunt, Inc. for South Central Wastewater Treatment Facility Expansion

The Board of County Commissioners, in regular session on July 23, 2019, approved Change Order #3 with Mead & Hunt, Inc., f/k/a Quentin L. Hampton Associates, Inc. for the engineering design and construction services at the South Central Wastewater Treatment Facility expansion in the amount of \$190,702. Enclosed is the fully-executed Change Order #3.

Your continued cooperation is greatly appreciated.

Sincerely yours,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Rowe

Tammy Rowe, Deputy Clerk

/ds

Encl. (1)

cc: Contracts Administration
Finance
Budget



June 21, 2019

Owen Callard
Construction Manager
Brevard County Utility Services
2725 Judge Fran Jamieson Way, A-213
Melbourne, FL 32940-6602

Email: owen.callard@brevardfl.gov

**Subject: Brevard County South Central Regional WWTF Expansion –
CEI Change Order Proposal #3 - Revised**

Dear Owen,

The above referenced project is being constructed by Adams Robinson Enterprises, Inc. Brevard County Utility Services contracted with Mead & Hunt to provide Construction Engineering and Inspection (CEI) services during the construction phase of the project. The existing professional services contract identifies Tasks 3, 6 and 7, SRF Administration, Contract Administration and RPR Services, as services to be provided by Mead & Hunt. The original anticipated duration of the construction contract, and the basis of proposal, was 20 months. CEI Change Order #1 extended our contract for an additional 4.5 months, through the end of 2018. CEI Change Order #2 extended our contract for an additional five (5) months, through May 2019.

The County is currently reviewing a contract change order #9 which will extend the project completion through July 22, 2019. To continue CEI Services through construction and any minor extensions in the future we are proposing an additional five (5) months of CEI services through October 2019.

As you are aware the Construction contract has been extended as shown below:

Contract Notice to Proceed	August 22, 2016
Original Contract Duration	760 days
Original Contract Deadline	September 21, 2018
Change Order #1	0 days
Change Order #2	84 days December 14, 2018
Change Order #3	0 days
Change Order #4	20 days January 3, 2019
Change Order #5	0 days
Change Order #6	0 days

Change Order #7	28 Days	January 31, 2019
Change Order #8	113 days	May 24, 2019
Change Order #9	59 days	July 22, 2019
Additional Time	101 days	October 31, 2019*
Revised Project Deadline		October 31, 2019*

*Additional time extension currently being discussed. The Contract final completion date has not been formally extended yet.

Tasks 3, 6, and 7 from the CEI contract are provided below for reference.

Task 3 – SRF Loan Application and Administration: The CONSULTANT will perform the following sub-task:

Items 1-4 and 6-8 were completed during design phase. Construction phase services calculated based on 50% of Task 4 proposed fee; this is consistent with project billing to date.

5. Loan Administration. CONSULTANT will process reimbursement requests on the COUNTY'S behalf. Record keeping and files must be kept in accordance with FDEP requirements. CONSULTANT will prepare a 'Master' file for each loan and provide a template to the COUNTY. The COUNTY will be responsible for keeping a copy of all files in accordance with the 'Master' template.

Task 6 – Construction Contract Administration: The CONSULTANT will perform the following services:

1. Schedule and preside over preconstruction conference.
2. Review shop drawings/materials submittals.
3. Address Contractor questions/RFIs.
4. Provide field directives.
5. Site visits in conjunction with progress meetings.
6. Twice per month progress meetings.
7. Review and approval of Contractor monthly pay requests.
8. Review and recommendation of approval of Contractor change order proposals.
9. Review of Contractor progress as-builts.
10. Determine substantial completion.
11. Provide final inspection.
12. Review of Contractor final as-builts.
13. Prepare final record drawings, utilizing Contractor as-builts and inspector sketches, etc.
14. Coordinate execution of final paperwork.
15. Provide Certificate of Completion to permitting agencies.

Task 7 – Resident Project Representative and Field Engineer: CONSULTANT will provide one (1) full-time Resident Project Representative (RPR) and one (1) part-time Field Engineer who will provide the following services during construction:

1. Attend pre-construction conference.
2. Assist CONSULTANT with shop drawing review.
3. Provide observation of the construction effort assuming 40 hours per weeks for 20 months.
4. Provide a Field Engineer for construction observation and coordination of engineering disciplines. The Field Engineer will be on-site approximately 20 hours per week for 20 months.
5. Review and approval of completed work included in Contractor monthly pay requests.
6. Assist CONSULTANT in reviewing contractor's progress as-built surveys.
7. Assist CONSULTANT in coordinating responses to contractor's Requests for Information (RFIs).
8. Coordinate material and field tests, however, this does not include field direction of testing personnel.

Due to the project duration extension to October 31, 2019, we are requesting an additional five (5) months be added to our contract. The additional time will extend Tasks 3, 6, and 7 through the end of October 2019. This will allow CEI to continue through future project time extensions currently being discussed. We have prepared an estimate of the additional fees based upon a pro-rata extrapolation of the existing contract fees for the proposed work.

The additional fees are to provide the current staffing level through the end of June 2019 (one additional month). After June the Task 6 – Construction Contract Administration, and Task 7 – Project Representative and Field Engineer effort are reduced by 33%.

The proposed additional fees and charges are calculated as follows:

Task 3 – SRF Loan Application & Administration	=	\$2,100/Mo. X 5 Mos.	=	\$10,500
Task 6 – Construction Contract Administration	=	\$30,701/Mo. X 1 Mo.	=	\$30,701
Task 6.1 – Construction Contract Administration	=	\$20,467/Mo. X 4 Mos.	=	\$81,868
Task 7 – Project Representative & Field Engineer	=	\$18,445/Mo. X 1 Mo.	=	\$18,445
Task 7.1 – Project Representative & Field Engineer	=	\$12,297/Mo. X 4 Mos.	=	<u>\$49,188</u>
Total Additional Fees for Tasks #3, #6 and #7				\$190,702

Owen Callard
June 21, 2019
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In accordance with Section XVI, Para. D, of the current professional services contract, we are requesting an increase in the amount of **\$190,702.00** for additional work resultant from an increase in construction duration, as previously described herein.

If you have any questions or require additional information, please contact me.

Sincerely,
MEAD & HUNT, INC.



Kevin Lee, P.E.
Project Manager

cc: Edward Fontanin, P.E. – Brevard County Utility Services edward.fontanin@brevardfl.gov

MEAD & HUNT COMPANY, INC.



David King, P.E.
Vice President/Business Unit Leader

June 21, 2019

Date

BREVARD COUNTY, FLORIDA



Kristine Iswardi, Chair

As Approved by the Board on:

July 23, 2019

Date

ATTEST:



Scott Ellis, Clerk