

**F. Consent Agenda - Utility Services Department
ITEM 5.**



**AGENDA REPORT
February 12, 2019**

Authorization to approve Change Order #2 for Mead & Hunt, Inc.

SUBJECT:

Authorization to approve Change Order #2 for Mead & Hunt, Inc. (M & H), formerly QLH, for design of the South Central Wastewater Treatment Facility Expansion in the amount of \$256,230.00. (District 4)

FISCAL IMPACT:

\$256,230.00 - Funding is available in Connection Fee Fund 4151/365250/5650000.

DEPT/OFFICE:

Utility Services

REQUESTED ACTION:

It is requested that the Board of County Commissioners authorize Change Order #2 for Mead & Hunt, Inc., formerly Quentin L. Hampton Associates, for engineering design at the South Central Wastewater Treatment Facility in the amount of \$256,230.00.

SUMMARY EXPLANATION and BACKGROUND:

On October 3, 2014, Brevard County contracted with Quentin L. Hampton Associates, Inc., now Mead & Hunt Inc. (M&H), to design a six million gallon per day expansion to the South Central Wastewater Treatment Facility. The original scope of work was divided into eight tasks as follows:

Task	Description	Fee	Status
1	Preliminary Design Report	\$41,700	Complete
2	Survey and Underground Evaluations	\$64,380	Complete
3	SRF Loan Application and Administration	\$84,000	Ongoing
4	Design and Permitting	\$1,702,245	Complete
5	Bidding Assistance	\$12,750	Complete
6	Construction Contract Administration	\$614,025	Ongoing
7	Project Representative and Field Engineer	\$368,900	Ongoing
8	Startup Assistance and O&M Manuals	\$12,000	Future

Tasks 1, 2, 4, and 5 have been completed successfully within the contracted fee amounts. Tasks 3, 6, and 7 are ongoing concurrent with construction that is underway. Task 8 will be completed after the construction project is complete.

When this contract was negotiated, it was anticipated that the construction phase of the contract, for which engineering Tasks 3, 6, and 7 would be required, would be twenty months. After the design phase of the contract was completed (Tasks 1, 2, and 4), it was concluded by M&H, in consultation with Brevard County Utility Services' staff and various construction contractors that the construction phase of the project would take twenty-five months rather than twenty. A construction contract was bid and awarded to Adams Robinson to proceed with construction in August 2016 with a construction contract time of twenty-five months. The construction change orders 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.

As a result of the decision to add the additional time for construction, M&H needed to be on the project site for tasks 3, 6, and 7 an additional five (5) months. Additionally, during the prosecution of the construction so far, the County gave the construction contractor an additional 3.4 months construction time in change orders. Again, the construction change orders 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 is that the engineer needed to provide services for Tasks 3, 6, and 7 for 28.4 months rather than the estimated 20.0 months. As a result of the decision to add the additional time for construction, M&H needs to be on the project site for tasks 3, 6, and 7 an additional five (5) months. After the previous approval of Change Order No. 1 for M&H, the County has given the construction contractor an additional 4.7 months construction time in change orders. Again, the construction change orders 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 is that the engineer needs to provide services for Tasks 3, 6, and 7 for 33.4 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 20 months ($\$42,000^* + \$614,025 + \$368,900 = \$1,024,925$; $\$1,024,925 / 20 = \$51,246.25$ per month). *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 \$256,230.00 ($\$51,246.25/\text{month} \times 5 \text{ months}$), assuming that the construction contractor takes the entire 33.4 months construction time to complete the project. In the event 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:

Clerk keep one original and return two originals to Rose Lyons, Utility Services Department.

ATTACHMENTS:

Description

- ▣ **M&H Change Order**



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

February 13, 2019

MEMORANDUM

TO: Jim Helmer, Utility Services Director Attn: Rose Lyons

RE: Item F.5., Authorization to Approve Change Order No. 2 with Mead & Hunt, Inc. for Design of the South Central Wastewater Treatment Facility Expansion

The Board of County Commissioners, in regular session on February 12, 2019, authorized the Chair to execute Change Order No. 2 with Mead & Hunt, Inc., formerly Quentin L. Hampton Associates, for engineering design at the South Central Wastewater Treatment Facility in the amount of \$256,230. Enclosed are two fully-executed Change Orders.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Rowe

Tammy Rowe, Deputy Clerk

Encls. (2)

cc: Finance
Budget



4401 Eastport Parkway
Port Orange, FL 32127
386-761-6810
meadhunt.com

January 14, 2019

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

owen.callard@brevardfl.gov

Subject: Brevard County South Central Regional WWTF Expansion – CEI Change Order Proposal #2

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.

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
Current Revised Deadline May 24, 2019

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. QLH 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 the following services:

1. Schedule and preside over preconstruction conference.
2. Review shop drawings/materials submittals.
3. Address Contractor questions/RFI's.
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.

Because the project duration has been extended to May 24, 2019, we are requesting an additional 5 months be added to our contract. The additional time will extend Tasks 3, 6, and 7 through the end of May 2019; the same timeframe as the current construction contract deadline. 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 proposed additional fees and charges are calculated as follows:

Task 3 – SRF Loan Application & Administration =	\$2,100/Mo. X 5 Mos. =	\$10,500.00
Task 6 – Construction Contract Administration =	\$30,701/Mo. X 5 Mos. =	\$153,505.00
Task 7 – Project Representative & Field Engineer =	\$18,445/Mo. X 5 Mos. =	\$92,225.00
Total Additional Fees for Tasks #4, #6 and #7		\$256,230.00

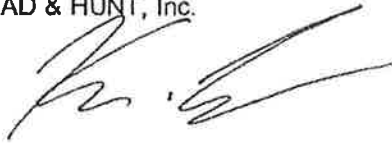
In accordance with Section XVI, Para. D, of the current professional services contract, we are requesting an increase in the amount of \$256,230.00 for additional work resultant from an increase in construction duration, as previously described herein. The County's SRF loan agreement includes \$994,925 for Technical Services After Bid Opening; no money has been encumbered for this portion of the loan. The County may wish to utilize this funding service for the proposed fees. If so, please indicate accordingly.

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

Owen Callard
January 14, 2019
Page 4

Sincerely,

MEAD & HUNT, Inc.



Kevin Lee, P.E.
Project Manager

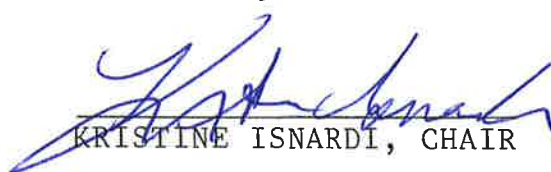
cc: Edward Fontanin, P.E. – Brevard County Utility Services edward.fontanin@brevardfl.gov

Mead & Hunt Company, Inc.


Brad T. Blais, P.E.
Vice President/Market Leader

1/14/19
Date

Brevard County, Florida


KRISTINE ISNARDI, CHAIR

2/12/19
Date

As approved by the Board on 2/12/19

ATTEST:


Scott Ellis, Clerk