



PUBLIC WORKS DEPARTMENT
MEMORANDUM # 2010 - 62

DATE: December 9, 2010
TO: Honorable Mayor Joyce Downing and City Council Members
FROM: William A. Simmons, City Manager 
David H. Willett, Director of Public Works
Joliette Woodson, Transportation Engineer 
SUBJECT: CR – 158, 2010 Huron St. Reconstruction Project, J&T Consulting, Inc.
Addendum No. 1, Additional Construction Administration Services

BACKGROUND

On Oct. 21, 2009 at the Denver Regional Council of Government (DRCOG) Board of Directors meeting, the City of Northglenn received notification that it was selected to receive American Recovery Reinvestment Act Surface Transportation Program AARA STP-Metro funding (ARRA) for the 2010 Huron St. Reconstruction Project.

On January 28, 2010, Council approved a contract with J&T Consulting, Inc. for Construction Administration Services for the 2010 Huron Street Reconstruction project. The scope of the Construction Administration Services over the 10 month project duration has included responses to request for information, review and approval of change orders and payment applications, shop drawing review, and the preparation of final as-built drawings (record drawings). The cost of this work as approved was \$65,390. The administration and management costs were estimated based on the anticipated project duration and complexity versus the engineer's corresponding labor charge, and industry standard as a percent of construction cost. A contingency was not included in the contract approved on January 28, 2010.

Unanticipated construction complexities have included increased muck excavation, subgrade stabilization, materials testing and the associated documentation required by the Colorado Department of Transportation. Addendum #1 will fund Construction Administration Services for the remainder of the project and will include project closeout and final documentation submission to CDOT.

DESIGN/CONSTRUCTION MANAGEMENT COST SUMMARY

Previously Approved Contract:	\$65,390
Addendum No. 1:	<u>\$ 5,000</u>
Total:	\$70,390

BUDGET/TIME IMPLICATIONS

The proposed project would be funded out of the 2010 Capital Improvement Fund for Huron Street Repairs.

RECOMMENDATION

Attached to this memorandum is a Resolution that, if approved, would:

- 1) Authorize the Mayor to execute an Addendum to the Professional Services Agreement between the City of Northglenn and J&T Consulting, Inc. for the 2010 Huron Street Construction Project in the amount of \$5,000.00.

Staff recommends approval of the proposed Resolution.

STAFF REFERENCE

David H. Willett, P.E., Director of Public Works
Joliette Woodson, P.E., Transportation Engineer

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SPONSORED BY: MAYOR DOWNING

COUNCILMAN'S RESOLUTION

RESOLUTION NO.

No. CR-158
Series of 2010

Series of 2010

A RESOLUTION APPROVING A FIRST ADDENDUM TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF NORTHGLENN AND J&T CONSULTING, INC. FOR CONSTRUCTION ADMINISTRATION SERVICES FOR THE HURON STREET RECONSTRUCTION PROJECT

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT:

Section 1. The First Addendum to Professional Services Agreement between the City of Northglenn and J&T Consulting, Inc., attached hereto, in the amount of \$5,000.00 for construction administration services for the Huron Street Reconstruction Project is hereby approved and the Mayor is authorized to execute same on behalf of the City of Northglenn.

DATED at Northglenn, Colorado, this ____ day of _____, 2010.

JOYCE DOWNING
Mayor

ATTEST:

JOHANNA SMALL, CMC
City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney

ADDENDUM [#1] TO AGREEMENT FOR PROFESSIONAL SERVICES

THIS FIRST ADDENDUM TO AGREEMENT FOR PROFESSIONAL SERVICES is made and entered into this _____ day of _____, 2010, by and between the CITY OF NORTHGLENN, State of Colorado (hereinafter referred to as the "City") and J&T Consulting, Inc. (hereinafter referred to as "Consultant").

RECITALS:

A. On January 28, 2010, the City and Consultant entered into an Agreement for Professional Services for civil engineering services (the "Agreement").

B. The parties desire to supplement the Agreement with this Addendum [#1] to allow for an additional scope of services for the design services for:

Exhibit A, [Huron Reconstruction/Additional Administration Services]

AGREEMENT

NOW, THEREFORE, it is hereby agreed that for the consideration hereinafter set forth, that Consultant shall provide to the City, professional engineering services as needed in the manner provided in the Agreement.

1. The Scope of Services in the Agreement is hereby supplemented to include the scope of services for the design services attached hereto as **Exhibit A**, and incorporated herein by this reference (the "Additional Scope of Services"). Consultant shall commence work on the Additional Scope of Services within ten (10) days of the issuance of a Notice to Proceed.

2. Subparagraph A. of Article IV entitled "Compensation" is hereby amended to provide as follows:

A. Compensation shall not exceed [\$5,000.00] for the work described in **Exhibit A** to this Addendum [#1].

3. The original Agreement is in full force and effect and is hereby ratified by the City and the Consultant. The original Agreement and this Addendum constitute all of the agreements between the City and the Consultant.



J&T Consulting, Inc.

Appendix A "Scope of Services"

November 5, 2010

Scope of Work:

Construction Administration Services (Time and Materials)

1. Submittals and Shop Drawing Review – Review submittals and shop drawings and provide responses to contractor for approval, denial, approval with conditions, or request additional information and re-submittal.
2. Requests for Information – Responses to requests from the Contractor for information on items included in the work to complete the construction of the improvements.
3. Develop/Issue Field Directives – Provide directives to give the contractor direction on issues that arise during construction.
4. Review and Approval of Payment Applications
5. Review and Approval of Change Orders
6. Final Inspection/Walkthrough and Punchlist Development
7. Construction Drawings Record Set

Total (Time and Materials) \$5,000.00

Grand Total (Not to Exceed) \$5,000.00

EXHIBIT B - RATE SCHEDULE



J&T Consulting, Inc.

Professional Services

Clerical Support	\$45
Designer	\$60-\$75
Senior Designer	\$70-\$85
Project Manager / Owner's Representative	\$80 - \$105
Senior Technical Advisor	\$100-\$130
PE I (Design & Field)	\$75 - \$105
PE II (Project Management & Public Hearings)	\$80 - \$110
PE III (Expert Witness)	\$150

Expenses

Mileage	Current IRS Rate
Office Materials, Postage & Reproduction	Cost + 5%
Normal Density Bond Plots (line work)	\$1.50 / sf
High Density Bond Plots (images, photos, charts, etc.)	\$4.00 / sf
Mylar Media Surcharge	\$5.00 / sf
Grey Scale prints (text)	\$0.05 / page
Color Prints (text)	\$0.10 / page
High Density Prints (images, photos, charts, etc.)	\$1.00 / page