

**PUBLIC WORKS MEMORANDUM  
#29-2021**

**DATE:** Aug. 9, 2021  
**TO:** Honorable Mayor Meredith Leighty and City Council Members  
**THROUGH:** Heather Geyer, City Manager *Hmg*  
**FROM:** Kent Kisselman, PE – Director of Public Works *HK*  
**SUBJECT:** CR-79 – Community Center Drive Bridge Rehabilitation Addendum #2

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**PURPOSE**

To consider CR-79, a resolution approving Addendum #2 to the contract with Atkins for the Community Center Drive Bridge Rehabilitation Project.

**BACKGROUND**

The Colorado Department of Transportation (CDOT), through their bridge inspections program, has identified certain deficiencies at the Community Center Drive Bridge that will reduce its lifespan. Delay of rehabilitation will mean increased repair costs as the deficiencies worsen.

In September 2019, the City entered into a Professional Services Agreement with Atkins to develop recommendations for the bridge repair. In January 2020, Atkins presented their report.

In March 2020, City Council approved the first addendum to the contract for \$65,200. It allowed Atkins to generate detailed drawings, construction plans, specifications, and an engineering estimate for the rehabilitation. This task was completed in February 2021 with a remaining balance of \$11,427.

Also, in 2020 the City was awarded a CDOT Off-System Bridge Program Grant in the amount of \$524,258. As a requirement for this grant, the City must obtain environmental and utility clearances from CDOT. Addendum #2 consists of the design and development of these clearances. In addition, Atkins would provide an outline of design and construction costs associated with the environmental and utility impacts that may occur with the rehabilitation of the bridge. The City would then issue an Invitation for Bid for construction in 2022.

**STAFF RECOMMENDATION**

Attached is CR-79, a resolution that, if approved, would authorize the Mayor to execute Addendum #2 to the contract between the City and Atkins for the Community Center Drive Bridge Rehabilitation Project in an amount not to exceed \$38,905. Staff recommends approval of CR-79.

**BUDGET/TIME IMPLICATIONS**

Funds in the amount of \$600,000 were budgeted in the Capital Improvement Projects Fund. Staff is requesting an addendum in the amount of \$38,905 to cover the additional scope of services to complete design clearances for the Community Center Drive Bridge Rehabilitation Project.

	Amount
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Budget with CDOT grant	\$600,000
Original contract	(\$17,000)
Addendum #1	(\$65,200)
Addendum #1 - credit	\$11,427
Addendum #2	(\$38,905)
Budget Remaining	\$490,322
<i>New contract total</i>	<i>\$109,678</i>

**STAFF REFERENCE**

If Council members have any questions, please contact Kent Kisselman, Director of Public Works, at [kkisselman@northglenn.org](mailto:kkisselman@northglenn.org) or 303.450.4005.

CR-79 – Community Center Drive Bridge Rehabilitation Addendum #2

Community Center Drive Bridge Rehabilitation Addendum #2

SPONSORED BY: MAYOR LEIGHTY

COUNCILMAN'S RESOLUTION

RESOLUTION NO.

No. CR-79  
Series of 2021

\_\_\_\_\_  
Series of 2021

A RESOLUTION APPROVING ADDENDUM NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF NORTHGLENN AND ATKINS NORTH AMERICA, INC. FOR THE COMMUNITY CENTER DRIVE BRIDGE REHABILITATION PROJECT

WHEREAS, the City of Northglenn entered into a Professional Services Agreement with Atkins on September 19, 2019 for the Community Center Drive Bridge Rehabilitation Project (the "Project");

WHEREAS, the City authorized Addendum No. 1 to the Agreement on March 9, 2020 to allow for an additional scope of services to provide complete construction plans, specifications, and engineering services for the Project; and

WHEREAS, the City desires to supplement the Agreement with Addendum No. 2 to allow for an additional scope of services to provide design and development of environmental and underground utility clearances for the Project.

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

Section 1. Addendum No. 2 to the Professional Services Agreement between the City of Northglenn and Atkins North America, Inc., attached hereto, in the amount of \$38,905.00 for environmental and utility design engineering services for the Community Center Drive Bridge Rehabilitation Project is hereby approved and the Mayor is authorized to execute same on behalf of the City of Northglenn. The total Project amount shall not exceed \$109,678.00.

DATED, at Northglenn, Colorado, this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
MEREDITH LEIGHTY  
Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
JOHANNA SMALL, CMC  
City Clerk

\_\_\_\_\_  
COREY Y. HOFFMANN  
City Attorney

**ADDENDUM #2 TO AGREEMENT FOR PROFESSIONAL SERVICES**

THIS SECOND ADDENDUM TO AGREEMENT FOR PROFESSIONAL SERVICES is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2021, by and between the CITY OF NORTHGLENN, State of Colorado (hereinafter referred to as the "City") and ATKINS NORTH AMERICA INC (hereinafter referred to as "Contractor").

**RECITALS**

A. On September 19, 2019 the City and Contractor entered into an Agreement for Professional Services for Community Center Drive Rehabilitation services (the "Agreement") for a contract amount of \$17,000.

B. On March 9, 2020 the City and Contractor entered into an Addendum #1 to the Agreement to increase the Scope of Services and Compensation as outlined in Exhibit A of Addendum #1, adding Task C to the Agreement in the amount of \$65,200. As of February 28, 2021 all work had been completed at a reduced scope and amount of \$53,773.

C. The parties desire to supplement the Agreement with this Addendum #2 to allow for an additional scope of services, to add Task E, as described in Exhibit A.

**AGREEMENT**

NOW, THEREFORE, it is hereby agreed that for the consideration hereinafter and set forth, the Contract 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 Task E – Design and Drawing Development of Environmental and Utility Clearance attached hereto as Exhibit A, and incorporated herein by this reference (the "Additional Scope of Services"). Contractor shall commence work on the Additional Scope of Services within ten (10) days of the issuance of a Notice to Proceed. Compensation for this change in scope of services will be in the amount of \$38,905 as detailed in Exhibit B attached hereto.

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

A. Compensation shall not exceed \$109,678 for the work previously performed per the Agreement and Addendum #1, and to be performed as authorized by this Addendum #2.

3. The original Agreement is in full force and effect and is hereby ratified by the City and the Contractor. The original Agreement, Addendum #1 and this Addendum #2 constitute all of the agreements between the City and the Contractor.

IN WITNESS WHEREOF, the parties hereto each herewith subscribe to the same in duplicate.

**CITY OF NORTHGLENN, COLORADO**

By: \_\_\_\_\_

\_\_\_\_\_  
Print Name Date

\_\_\_\_\_  
Title

ATTEST:

\_\_\_\_\_  
Johanna Small, CMC Date  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Corey Y. Hoffman Date  
City Attorney

**CONSULTANT**

By: Kenneth Hawkins

Kenneth Hawkins 7-12-2021  
Print Name Date

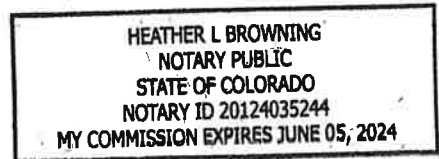
VP, Sector Manager  
Title

ATTEST:

By: Heather L Browning

Heather L Browning 7/12/21  
Print Name Date

Ops Coordinator  
Title



## EXHIBIT A

May 18, 2020

Ms. Kiran Bhusal

City of Northglenn

12301 Claude Court

Northglenn, CO 80241

Re: Contract #2019-099 Addendum #2 request for scope of work and design cost for Task E for Community Center Drive bridge rehabilitation in the City of Northglenn

Dear Ms. Bhusal,

The City of Northglenn (City) has requested Atkins to submit an addendum to the current contract based on design services for Task A, B and C from the original scope and fee submitted in January 2020. The addendum is to add Task E for the design and development of environmental and underground utility clearances for the structural repairs to take place on the Community Center Drive Bridge over I-25. It is our understanding that the City would like Atkins to provide an outline of design and construction costs associated with the environmental and utility impacts that may occur with the rehabilitation of the bridge.

### **Task E – Design and Drawing Development of Environmental and Utility Clearance**

#### **Scope of Work**

The work anticipated in this task are:

- Subsurface Utility Investigation (SUE)
  - Topographical Survey to provide initial setup for Quality Level B investigation, Utility design and SWMP layout.
  - Quality Level B investigation – This work will require stamped plan sheets showing the utility information as well documentation showing the utility companies in the project area with contact information.
- Utility Design
  - Designing and adjusting any utilities that may be impacted from the SUE investigation.
    - Scope assumes potential impacted utilities are electric and fiber optic.
  - Meetings with impacted utility companies to determine how to mitigate.
  - Utility Specification to be added to the project specifications to document each utility within the project area including contact information for each utility. The specification will include detailed information for each impacted utility and detailed requirements from the utility agency to the contractor for each impacted utility.
- Storm Water Management Plans (SWMP)
  - Storm Water Management Plans will be created showing Best Management Practices (BMP) items to control storm water run-off during the construction process.

- Environmental NEPA Clearance
  - Assumptions:
    - No analysis will be required for air quality, noise, visual, recreational, Section 4(f), and Section 6(f) Resources.
    - All work will occur within CDOT ROW
    - No adverse effects to historic resources
    - CDOT will require a full analysis for hazardous materials, biological resources, and historic resources.
    - Detailed technical reports for biological and historic Resources will not be required by CDOT.
    - Categorical Exclusion (NEPA) documentation will consist of a memo to file summarizing analysis, potential impacts, and mitigation requirements for each resource.
    - A site visit will not be required.
  - Atkins will obtain a Geosearch database report from ESRI
  - A Hazardous Materials Initial Site Assessment (ISA) Report will be prepared for CDOT review and approval.
  - A Compass database search will be conducted for historic properties, potential impacts and mitigation measures will be identified.
  - A Memo to File will be prepared for all resources that do not require analysis
  - A desk top analysis will be conducted for biological resources, potential impacts and mitigation measures will be identified.

### **Schedule and Submittals**

The anticipated timeline for the design and detail of construction plans is proposed as follows. This schedule is provided as a guide to the City for planning purposes and may be revised or shifted as needed.

- Atkins receives Notice to Proceed.
- Meeting to discuss schedule and deliverables
- Subsurface Utility investigation, Utility Design and SWMP:
  - Topographical survey (excluding utilities) completion in 2-4 weeks after NTP
  - SUE plan set completion in 3-5 weeks after NTP
    - FIR/FOR Submittal will take up to 2weeks for review
    - Comment and Prep for Final Submittal 3 days
    - Final Submittal.
  - Utility design
    - Starts upon completion of SUE plan set to mitigate utility issues 2-3 weeks to discuss with utility owners.
    - FIR/FOR Submittal will take up to 2weeks for review
    - Comment and Prep for Final Submittal 1-2 weeks
    - Final Submittal
  - SWMP completion will start upon completion of SUE plan set 1 week
    - FIR/FOR Submittal to CDOT, will take up to 2 weeks for review
    - Comment and Prep for Final Submittal 1-2 weeks

## EXHIBIT A

- Final Submittal
- Environmental work
  - Conducting the Hazardous Materials (ISA) assessment and writing the report 4-5 weeks after NTP
  - CDOT Review of ISA will take 1 month to review
  - Comment resolution and preparation for Final Submittal 2 weeks.
  - Final Submittal of assessment and report to CDOT

### Summary

Atkins will move forward with the appropriation of an underground utility consulting firm to provide the topographical survey and the Quality Level B SUE. Atkins will coordinate with the utility owners on how to mitigate the utility conflict and put together design documents to resolve the conflicts. Atkins will put together a SMWP for stormwater and erosion control during the construction process on the rehabilitation to the bridge that will occur based on Task C. Both utility and SWMP will be submitted to CDOT for an FIR/FOR review submittal and will address any comments before the final submittal. Atkins will conduct a Hazardous Materials (ISA) assessment and report to submit to CDOT for an FIR/FOR review submittal and will address any comments before the final submittal.

Task A, B and C have been completed from the original scope and fee and the Task C addendum. Atkins would like to ask the City of Northglenn to please consider approving \$38,905 for the design task order to complete the services listed in this Task E scope and fee. After considering our proposed request, if you have any questions or need any additional information, please feel free to contact me via email at [brian.gattshall@atkinsglobal.com](mailto:brian.gattshall@atkinsglobal.com) or by phone at 720.475.7044.

Sincerely,

Atkins



Brian Gattshall, P.E.

Senior Bridge Engineer I

Attachments:

Atkins Estimated Fee.pdf

HCL Scope and Fee.pdf

HCL SRP PCW.pdf



**EXHIBIT B**

ATKINS	Project
	Part of Structure
	Calculation

Northglenn CCD Bridge Rehabilitation	
Task E Estimate	
Calculation by	Date
BDG	5/14/2021

Element	DESCRIPTION	PM	Sr. Eng II	Sr Designer I	QC Checker	Sr Planner II	Sr Scientist III	Sr Scientist I	Sr GIS Analyst III	Technical Editor	QAC Manager	Hours	Costs
4	<b>Task E Environmental and Utility Clearance</b>												
4.1L	General Management and Oversight	20											\$2,650.20
	<b>Sub-Total</b>	<b>20</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20</b>	<b>\$2,650</b>
4	<b>Task E Environmental and Utility Clearance</b>												
4.1	<b>Utility Design and Specifications</b>												
4.1.1	FIR/FOR Design and Specifications		8	3								11	\$1,646.55
4.1.2	QC FIR/FOR Design and Specifications				2						0.5	2.5	595.365
4.1.3	Final Design and Specifications		2	1								3	444.99
4.1.4	QC Final Design and Specifications				1						0.5	1.5	\$360
	<b>Sub-Total</b>		<b>10</b>	<b>4</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>18</b>	<b>\$3,047</b>
4	<b>Task E Environmental and Utility Clearance</b>												
4.2	<b>Environmental NEPA Clearance</b>												
4.2.1	Environmental NEPA Clearance					14	16	40	6	4		80	\$10,722
4.2.2	QC Environmental NEPA Clearance				2	1					0.5	3.5	\$769
4.2.3	Final Environmental NEPA Clearance					4		7		2		13	\$1,592
4.2.4	QC Final Environmental NEPA Clearance				2	1					0.5	3.5	\$769
	<b>Sub-Total</b>		<b>0</b>	<b>0</b>	<b>4</b>	<b>20</b>	<b>16</b>	<b>47</b>	<b>6</b>	<b>6</b>	<b>1</b>	<b>100</b>	<b>\$13,853</b>
4	<b>Task E Environmental and Utility Clearance</b>												
4.3	<b>Storm Water Management Plan</b>												
4.3.1	FIR/FOR Design and Specifications		6	5								11	\$1,602
4.3.2	QC FIR/FOR Design and Specifications				2						0.5	2.5	\$595
4.3.3	Final Design and Specifications		2	1								3	\$445
4.3.4	QC Final Design and Specifications				1						0.5	1.5	\$360
	<b>Sub-Total</b>		<b>8</b>	<b>6</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>18</b>	<b>\$3,002</b>
5	<b>Task E Utility Sub-consultant</b>												
5.1	<b>HCL Sub-consultant</b>												
	See HCL Scope and Fee												\$15,752
<b>ATKINS GRAND TOTAL HOURS/COSTS+SUBCONSULTANT</b>		<b>20</b>	<b>18</b>	<b>10</b>	<b>10</b>	<b>20</b>	<b>16</b>	<b>47</b>	<b>6</b>	<b>6</b>	<b>3</b>	<b>136</b>	<b>\$38,305</b>

Atkins Classification	Estimated Hours	Direct Total	Billing Rate	
PM	20	\$ 2,650	\$132.51/hr	
Senior Engineer II	18	\$ 2,804	\$155.79/hr	
Senior Designer I	10	\$ 1,334	\$133.41/hr	
QC Checker	10	\$ 2,352	\$235.17/hr	
Sr Planner II	20	\$ 3,481	\$174.03/hr	
Sr Scientist III	16	\$ 3,120	\$195.00/hr	
Sr Scientist I	47	\$ 4,700	\$99.99/hr	
Sr GIS Analyst III	6	\$ 773	\$128.82/hr	
Technical Editor	6	\$ 589	\$98.16/hr	
Quality Assurance Control Manager	3	\$ 750	\$250.05/hr	
<b>Atkins Total Direct Labor Costs</b>		<b>156</b>	<b>\$ 22,552.38</b>	
<b>Atkins Total Costs (DL, Sub, Expenses)</b>		<b>\$ 38,904.72</b>		

Expenses: \$ 550.00 Geospatial database Report

\$ 50.00 Site Visit Mileage

**Total Expenses \$ 600.00**