

PUBLIC WORKS MEMORANDUM
#16-2022

DATE: April 25, 2022

TO: Honorable Mayor Meredith Leighty and City Council Members

THROUGH: Heather Geyer, City Manager *hmg*

FROM: Kent Kisselman PE, Director of Public Works *FKK*
Brook Svoboda, Director of Planning & Development *BS*

SUBJECT: CR-76 – 120th Avenue FHU Addendum #2

PURPOSE

To consider CR-76, a resolution approving an addendum with Felsburg Holt & Ullevig (FHU) for the 120th Avenue Improvements Project.

BACKGROUND

In 2019, the Denver Regional Council of Governments awarded the City a Transportation Improvement Program (TIP) grant for \$8,746,250 for improvements to 120th Avenue between Washington Street and Claude Court. The TIP grant includes \$6,997,000 in Federal funds with a \$1,749,250 local match (80/20 split).

The Project Design Team consists of the following:

- Stanley Consultants – project administration
- FHU – engineering services
- City of Northglenn – owner
- Colorado Department of Transportation (CDOT)

On March 9, 2020, the City awarded a Professional Services Agreement to FHU for 120th Avenue Improvements Project engineering design services for \$1,036,774. Drainage improvements on Race Street were later added to the project scope. In response, on July 22, 2021, the City received an IGA Option Letter from CDOT that increased the total design encumbrance due to the added scope of work by \$360,000. On Aug. 9, 2021, the City approved Addendum #1 to the FHU contract for \$321,117.

Addendum #2 would cover work necessary during the construction phase of the project. The scope of work includes:

- Project management and meetings during construction
- Utility coordination
- Design services during construction
 - Requests for Information (RFIs)
 - Shop drawings
 - Best Management Practice (BMP) certification
 - As-builts

BUDGET/TIME IMPLICATIONS

Staff is requesting an addendum for \$46,763 to cover the additional scope of services.

	Amount
CIP Fund – 120 th Avenue widening (City 20%)	\$1,749,250
CIP Fund – 120 th Avenue widening – (grant funding 80%)	\$6,997,000
FHU contract	(\$1,036,774)
Addendum #1	(\$321,117)
Addendum #2	(\$46,763)
Budget Remaining	\$7,341,596

STAFF RECOMMENDATION

Attached is CR-76, a resolution that, if approved, would authorize the Mayor to execute an addendum between the City and Felsburg Holt & Ullevig for the 120th Avenue Improvements Project contract in an amount not to exceed \$46,763. Staff recommends approval of CR-76.

STAFF REFERENCE

If Council members have any questions, please contact Kent Kisselman, Director of Public Works, at kkisselman@northglenn.org or 303.450.4005.

CR-76 – 120th Avenue FHU Addendum #2

120th Avenue FHU Addendum #2

SPONSORED BY: MAYOR LEIGHTY

COUNCIL MEMBER'S RESOLUTION

RESOLUTION NO.

No. CR-76
Series of 2022

Series of 2022

A RESOLUTION APPROVING ADDENDUM NO. 2 TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF NORTHGLENN AND FELSBURG HOLT & ULLEVIG FOR THE 120TH AVENUE IMPROVEMENTS PROJECT

WHEREAS, the City of Northglenn entered into a Professional Services Agreement with Felsburg Holt & Ullevig on March 9, 2020 for the 120th Avenue Improvements Project (the "Project");

WHEREAS, on August 9, 2021, the parties executed Addendum No. 1 to the Agreement to provide additional scope of services as identified in Change Orders No. 1, 2, 3, 4, 5, and 6; and

WHEREAS, the City desires to supplement the Agreement with Addendum No. 2 to allow for an additional scope of services for design work during the construction phase of the 120th Avenue Improvements 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 Felsburg Holt & Ullevig, attached hereto, in the amount of \$46,763.00 for additional professional services for the 120th Avenue Improvements 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 \$1,404,654.00

DATED, at Northglenn, Colorado, this _____ day of _____, 2022.

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 _____, 20____, by and between the CITY OF NORTHGLENN, State of Colorado (hereinafter referred to as the "City") and Felsburg Holt & Ullevig (hereinafter referred to as "Consultant").

RECITALS:

A. On March 9th, 2020 the City and Consultant entered into an Agreement for Professional Services for 120th Avenue Corridor Improvements services (the "Agreement") for a contract amount of \$1,036,774.

B. On August 9, 2021 the City and Consultant entered executed Addendum #1 to increase the scope of services by \$321,117.

C. The parties desire to amend the contract to include an additional scope of work for design work during the construction phase as outlined in Exhibit A for the line items listed, as modified, total increase of \$46,763.

Exhibit A, 120th Avenue Corridor Improvements

AGREEMENT

NOW, THEREFORE, it is hereby agreed that for the consideration hereinafter set forth, that Consultant shall provide to the City, professional consulting 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 design fees 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 \$1,404,654 for the work performed under the original contract, Addendum #1 and work authorized by this Addendum #2.

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

7/20/21

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

CITY OF NORTHGLENN, COLORADO

By: _____

Meredith Leighty

Print Name

Mayor

Title

Date

ATTEST:

Johanna Small, CMC, City Clerk

APPROVED AS TO FORM:

Corey Y. Hoffmann, City Attorney

CONSULTANT

By: *Jenny Young*

Principal

Title

4/6/22

Date

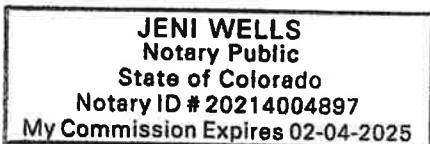
ATTEST:

Jeni Wells

Administrative Asst 4-6-22

Title

Date





March 4, 2022, Updated March 23, 2022

Nathan Haasis, PE
City of Northglenn
12301 Claude Court
Northglenn, CO 80241

Re: 120th Avenue Corridor Improvements
City of Northglenn Contract # 2020-022
Additional Services Request for Design Services during Construction
FHU Project No. **119600-01**

Dear Mr. Haasis:

Included in this memo is a scope of services and fee estimate for additional requested services related to design services during Construction:

Scope of Work

Task 1 – Meetings and Project Management

It is anticipated that FHU will attend a pre-bid meeting, bid opening, pre-construction meeting and up to twelve construction progress meetings as needed. Kat will manage budget and schedule and prepare monthly progress reports that will be submitted with invoices.

Additional utility coordination meetings are accounted for in Task 3.

Task 2 – Advertisement

Assistance during bidding is included in the original contract.

Task 3 – Utility Coordination

FHU and Goodbee and Associates will continue coordination with the utility owners impacted by the project.

Task 4 – Design Services During Construction

FHU will review shop drawings and submittals from the contractor. FHU will also review RFI's, change order requests and support field changes from the Contractor. Support will be provided via memos and additional CAD details for unexpected conflicts or details required during construction. At the completion of construction, FHU will compile field changes documented by the Contractor and produce As-Built plans for record. All information required to prepare the as-built drawings will be provided and no additional field survey, field measurements, or on-site observations are anticipated. The format of the as-built drawings deliverable shall be Bluebeam edits, submitted electronically in .pdf format and updated AutoCAD .dwg files.

Fee Estimate

For Tasks 1 through 4, see attached for personnel, hours, and fee (based on our 2022 billing rates). We have estimated that the above scope of work could be completed for a maximum not to exceed cost of **\$46,763**. Our costs will be invoiced monthly on a time and material basis.

If necessary, FHU will evaluate any unforeseen work efforts that have not been identified above and discuss them with City staff before conducting the work.

Schedule

The schedule for this task order is anticipated from March 2022 to May 2023 when construction is complete.

Please feel free to contact me if you have any questions. Thank you for the opportunity to continue our work with the City of Northglenn.

Please let me know if you have any questions.

Sincerely,

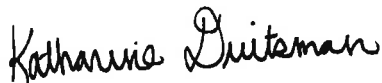
FELSBURG HOLT & ULLEVIG



Jenny Young, PE, AICP
Principal-in-Charge

Accepted By

Title



Katharine Duitsman, PE
Project Manager

Date

Attachment

120th Ave-Design Services During Construction-3/23/22



TASK DESCRIPTION	FHU PROFESSIONAL FEE (LABOR)											ODC and SUB CONSULTANTS/VENDORS					TOTAL	TOTAL BY TASK							
	Henry Young, Principal III Project Principal/QC Lead \$ 260	Kat Dautman, Senior Engineer Project Manager \$ 200	Alamy Orellana, Engineer IV Roadway Lead \$ 155	Alison Rice, Engineer IV Drainage Lead \$ 135	Kelly Turner, Designer IV Drainage Support \$ 65	Patrick Smith, Principal I Structural Lead \$ 335	Chase Miyamoto, Designer II Structural Support \$ 105	Alex Trilibeckow, Engineer II, Roadway Support \$ 135	Larry Lang, Senior Engineer, Design Lead \$ 200	Linds Stoulik, Senior Administrative Assistant, Document Support \$ 120	SUBTOTAL FHU LABOR (HOURS)	SUBTOTAL FHU LABOR (\$)	Other Direct Costs/ Expenses/Vendors (FHU)	PK Electric (Lighting)	Goodbee and Associates (Utility Coordination)	SUBTOTAL ODC + SUB CONSULTANTS									
MEETINGS AND PROJECT MANAGEMENT																							\$	12,090	
Project Management			24								24	\$ 4,800	\$ 1,000			\$ 1,000	\$ 5,800								
Meetings (See below for utility meetings)																									
Pre-bid Meeting		2	2								4	\$ 710				\$ -	\$ 710								
Bid Opening		2									2	\$ 400				\$ -	\$ 400								
Pre-Construction Meeting		2	2	2							6	\$ 1,020				\$ -	\$ 1,020								
Construction Progress Meetings (Assume 12)	2	12	6	2							22	\$ 4,160				\$ -	\$ 4,160								
ADVERTISMENT (INCLUDED IN ORIGINAL SCOPE)																									
UTILITY COORDINATION																								\$	2,040
Utility Meetings and Coordination		4	4	4							12	\$ 2,040				\$ -	\$ 2,040								
DESIGN SERVICES DURING CONSTRUCTION																								\$	32,633
RfIs		8	12	16							42	\$ 6,880		\$ 4,376	\$ 7,182	\$ 11,558	\$ 18,438								
Shop Drawings				8		7	7	4	2		22	\$ 3,585				\$ -	\$ 3,585								
BMP Certification				10							10	\$ 1,550				\$ -	\$ 1,550								
As-builts		2	8	24	14			8	2		59	\$ 9,060				\$ -	\$ 9,060								
	1	16	34	46	14	7	7	12	4	0	203	\$ 34,205	\$ 1,000	\$ 4,376	\$ 7,182	\$ 12,558	\$ 46,763								

NOTES:
1. The values shown herein are for estimating purposes only - final contract values are subject to negotiation of Scope of Services with City of Northglenn



2022 Rate Sheet

The following hourly billing rates apply to all “Time and Materials” contracts.

Staff Rates

Principal III	\$300	Construction Technician II	\$100
Principal II	\$260	Construction Technician I	\$85
Principal I	\$235	Graphic Design Manager	\$155
Associate	\$225	Graphic Design Specialist V	\$145
Advanced Mobility Director	\$250	Graphic Design Specialist IV	\$135
Sr Adv. Mobility Engineer/Strategist	\$200	Graphic Design Specialist III	\$120
Adv. Mobility Lead Engineer/Strategist V	\$185	Graphic Design Specialist II	\$105
Adv. Mobility Engineer/Strategist IV	\$160	Graphic Design Specialist I	\$90
Adv. Mobility Engineer III	\$135	Intern I	\$60
Adv. Mobility Analyst III	\$130	Marketing Manager	\$150
Adv. Mobility Engineer II	\$120	Marketing Specialist	\$115
Adv. Mobility Analyst II	\$115	Systems Administrator	\$120
Adv. Mobility Engineer I	\$105	Sr. Administrative Assistant	\$120
Adv. Mobility Analyst I	\$90	Administrative	\$90
Sr. Engineer	\$200		
Engineer V	\$185		
Engineer IV	\$155		
Engineer III	\$135		
Engineer II	\$120		
Engineer I	\$105		
Sr. Env. Scientist/Transportation Planner	\$195		
Env. Scientist/Transportation Planner V	\$175		
Env. Scientist/Transportation Planner IV	\$155		
Env. Scientist/Transportation Planner III	\$130		
Env. Scientist/Transportation Planner II	\$115		
Env. Scientist/Transportation Planner I	\$105		
GIS Manager	\$170		
GIS Specialist IV	\$155		
GIS Specialist III	\$130		
GIS Specialist II	\$115		
GIS Specialist I	\$105		
Lead ITS Specialist	\$200		
CADD Manager/Lead Designer	\$195		
Sr. Designer/Project Technician	\$170		
Designer V/Project Technician V	\$155		
Designer IV/Project Technician IV	\$140		
Designer III/Project Technician III	\$115		
Designer II/Project Technician II	\$100		
Designer I/Project Technician I	\$90		
Sr. Construction Technician	\$180		
Construction Technician V	\$155		
Construction Technician IV	\$130		
Construction Technician III	\$115		

Other Direct Costs

Plots

Bond

Prints

Black and White

Color

Presentation Boards

Bond Foam Core Mounted

Travel

Mileage

(or current allowable Federal rate)

Truck (Construction)

Parking

Lodging/Airfare

Other Miscellaneous Costs

Courier/Postage

Per Diem

Subconsultants/Vendors

Other direct costs are reimbursed at a rate of

1.1 times the rates above and/or actual costs.



Contract Proposal

CP22086

Proposal For

Kat Duitsman, PE
Felsburg, Holt & Ullevig
6300 S Syracuse Way
Suite 600
Centennial, CO 80111
katharine.duitsman@fhueng.com

From

Alan Wiskus
Principal

Mar 2, 2022

Project

City of Northglenn 120th Avenue Corridor Improvements

Project Description

Per City of Northglenn RFP #2019-033 The project consists of corridor improvements on 120th Ave. from Washington Street to west of York Street.

Proposal is to replenish bidding phase support and construction support services budgets.

Scope of Services

Bid Phase services include responding to bidding RFIs, and issuing drawings revisions as needed.

Construction Support Services include: 2 site visits / observation reports, responding to RFIs, review of submittals and change orders.

Fee and Structure

		Amount
Bid Phase Services	Time & Expense	1,328.00
Design Support During Construction (DSDC)	Time & Expense	4,376.00
Total Amount		\$5,704.00

Terms and Conditions

Per original Terms and Conditions.

Authorization and Acceptance

(Acknowledgment of Concurrence with the foregoing)

Alan Wiskus
Principal

Kat Duitsman, PE
Senior Transportation Engineer

Date

Goodbee and Associates, Inc.

XXXXX

Task	Description of Activities /Assumptions	Landscape Architect II	Scope and Fee Project Mgr. IV	Estimate Designer III	Designer II	Administrator	SUE Technician II	SUE Technician II	SUE Technician I	Total Hrs.	Total Cost (2022 Rate Sheet)
		Garnard, Adam	Bijold, Dana	Klopfenstein, Mary	Lobato, Mary	Kiser, Elizabeth	Harris, Clarence	Jachyra, Greg	Hooks, Hunter		
		\$130/hr	\$170/hr	\$115/hr	\$110/hr	\$110/hr	\$110/hr	\$110/hr	\$90/hr		
Project Mgmt.	Project Meetings (assume 2 meetings)	2		2						4	\$490
	Monthly progress reports and invoicing. Assume 5 invoices.	5				5				10	\$1,200
Post Design - Construction Support Services	Utility Coordination: Coordination with Utilities on relocation. Includes five (5) site visits		1	20							
	Utility Post Design Support: Answering RFIs and responding to contractor questions		2	5	5						
	Attend pre-bid and pre-construction meetings. Assume no more than 2 meetings			4						4	\$460
Post-Design Services	Landscape Architecture Post Design Support: Includes XXX inspections, answering RFIs, preparing change orders and reviewing pay requests.	6								6	\$980
TOTAL LABOR		13	3	31	5	5	0	0	0	26	\$7,065

Other Direct Costs (ODC)

Item	Units	Unit Type	Unit Price	Subtotal
General Mileage - assume 5 site visits (40 miles RT)	200	miles	\$ 0.585	\$117
TOTAL ODCs				\$117

Total Estimate = \$7,182

Assumptions and Exclusions:

- Design services during construction including questions and revisions during AD.
- Assume a 13-month period of performance (assume April 2022 through February 2023).
- CAD work in AutoCAD.
- ROW/title lead to provide Goodbee information on recorded utility easements identified in Schedule 2B.
- Ditch company and Railroad coordination excluded.

**PROSPECTIVE CONTRACTOR'S CERTIFICATE REGARDING EMPLOYING OR
CONTRACTING WITH A WORKER WITHOUT AUTHORIZATION**

FROM: _____
(Prospective Contractor)

TO: City of Northglenn
11701 Community Center Drive
Northglenn, Colorado 80233-8061

Project Name _____

Bid Number _____ Project No. _____

As a prospective Contractor for the above-identified bid, I (we) do hereby certify that, as of the date of this certification, I (we) do not knowingly employ or contract with a worker without authorization who will perform work under the Agreement and that I (we) will confirm the employment eligibility of all employees who are newly hired for employment to perform work under the Agreement through participation in either the E-Verify Program administered by the United States Department of Homeland Security and Social Security Administration or the Department Program administered by the Colorado Department of Labor and Employment.

Executed this _____ day of _____, 20__.

Prospective Contractor Felsburg Holt & McVeig

By: Kurt Kellogg

Title: Principal

To be completed if contractor is providing services and has employees.

DEPARTMENT PROGRAM AFFIDAVIT

(To be completed if Contractor participates in the Department of Labor Lawful Presence Verification Program)

I, Felsburg Holt & Ullevig as a public contractor under contract with the City of Northglenn (the "City"), hereby affirm that:

1. I have examined or will examine the legal work status of all employees who are newly hired for employment to perform work under this public contract for services ("Contract") with the City within twenty (20) days after such hiring date;

2. I have retained or will retain file copies of all documents required by 8 U.S.C. § 1324a, which verify the employment eligibility and identity of newly hired employees who perform work under this Contract; and

3. I have not and will not alter or falsify the identification documents for my newly hired employees who perform work under this Contract.

[Signature]
Contractor Signature

4/12/22
Date

STATE OF COLORADO)
) ss.
COUNTY OF Arapahoe)

The foregoing instrument was subscribed, sworn to and acknowledged before me this 12th day of April, 2022 by Kurt Kellogg as Principal of Felsburg Holt & Ullevig

My commission expires: 2-4-25

(SEAL)

JENI WELLS
Notary Public
State of Colorado
Notary ID # 20214004897
My Commission Expires 02-04-2025

[Signature]
Notary Public

To be completed if contractor is providing services and has employees.