



STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH AND HUMAN RESOURCES
BUREAU FOR PUBLIC HEALTH
OFFICE OF ENVIRONMENTAL HEALTH SERVICES

Earl Ray Tomblin
Governor

Karen L. Bowling
Cabinet Secretary

MEMORANDUM

TO: Chris Jarrett, Chairman, Funding Committee
WV Infrastructure and Jobs Development Council

FROM: Robert W. DeCrease, P.E. *RWD*
Water Technical Review Committee

DATE: March 24, 2015

RE: Use of Contingency/Budget Revision Request
Town of Stonewood
Water Systems Improvements Project
IJDC Project No.: **2011W-1260**

REQUEST:

The Town of Stonewood is requesting the approval of the following budget change to increase engineering fees as described below:

Engineering Contract Addendum No. 3 is an increase to the Resident Project Representative (RPR) fees to cover actual inspection costs. The construction inspection budget estimated at the beginning of the project included one inspector per contract; however, the contractors used multiple crews at times which required additional inspectors. The contractors used multiple crews due to earlier delays caused by unforeseen underground obstacles. This budget change will result in an increase of \$35,000.00 above the previous total of RPR fees of \$210,000 to \$245,000. This work was completed by the engineer during last year.

Engineering Contract Addendum No. 4 is an increase to RPR fees for additional days added to the contract time due to weather and additional work requested by the Owner. However, there is not an approved change order for the time extension or for the additional work. This budget change will result in an increase of \$30,000.00. The total RPR fees would now total \$275,000.

IJDC Construction contingency would have a remaining balance of \$54,500.00 if this request is approved.

RECOMMENDATION:

Since both requests were submitted at the same time the Technical Review Committee recommends not approving the additional inspection fees until construction change orders (Contract 1, Change Order #1 and Contract 2, Change Order #2) are fully executed with the contract time extension included.

Budget Revision Expenditure Schedule

Sponsor: Stonewood, Town of (Water)
Project #: 2011W-1260

Project Administrator: Jeff Owens
Phone #: (304) 842-9287

		JUDC District 1 Grant - \$750,000.00		DWTRF Loan - \$2,250,000.00		DWTRF Principal Forgiveness - \$1,052,543.00	
LINE ITEMS		CURRENT BALANCE	REQUESTED ADJUSTMENT	REVISED BALANCE	CURRENT BALANCE	REQUESTED ADJUSTMENT	REVISED BALANCE
Construction							
Contract 1		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Contract 2		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Construction Total		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Technical Services							
Preliminary Engineering		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Design		\$20,608.07	\$0.00	\$20,608.07	\$0.00	\$0.00	\$0.00
Inspection		\$2,923.66	\$0.00	\$2,923.66	\$0.00	\$0.00	\$0.00
Special Services		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Asset Management		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ROWS		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
EA#3 Additional RPR 11-24-14 to 2-20-15		\$0.00	\$35,000.00	\$35,000.00	\$0.00	\$0.00	\$0.00
EA#4 Additional RPR 2-23-15 to 4-27-15		\$0.00	\$30,000.00	\$30,000.00	\$0.00	\$0.00	\$0.00
Technical Services Total		\$23,531.73	\$65,000.00	\$88,531.73	\$0.00	\$0.00	\$0.00
Legal & Fiscal							
Local Attorney		\$9,366.53	\$0.00	\$9,366.53	\$0.00	\$0.00	\$0.00
PSC Attorney		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Accountant		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Land Acquisition & ROWs		\$1,629.82	\$0.00	\$1,629.82	\$0.00	\$0.00	\$0.00
Legal & Fiscal Total		\$10,996.35	\$0.00	\$10,996.35	\$0.00	\$0.00	\$0.00
Administrative & General							
Project Administration		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Permits & Fees		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Legal Ads		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Administrative & General Total		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Contingency							
Construction Contingency		\$119,500.00	(\$65,000.00)	\$54,500.00	\$0.00	\$0.00	\$0.00
Project Contingency		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Contingency Total		\$119,500.00	(\$65,000.00)	\$54,500.00	\$0.00	\$0.00	\$0.00

Closing Costs					
Funding Reserve	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Registrar Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Bond Counsel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Capitalized Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Closing Costs Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

**CITY OF STONEWOOD
WATER SYSTEM IMPROVEMENTS
CONTRACT ADDENDUM # 3**

Contract Addendum #3 hereby revises the current agreement, dated August, 3, 2010, by and between the City of Stonewood (Client) and Stantec Consulting Services, Inc. Stantec Project #051214.

The requested fee revision is based on the following:

1. This addendum sets fees for additional inspection and construction management for project closeout.

Additional Fee Requested for Inspection and Construction Management: **\$ 35,000.00**

The following table indicates the original contract amount and the amount of the requested budget increase:

<u>CONTRACT ITEM</u>	<u>CURRENT BUDGET</u>	<u>ADDITIONAL BUDGET</u>
1. Study and Report Phase	\$ 35,000.00	\$ 0.00
2. Basic Services (a. thru e.)	\$ 290,500.00	\$ 0.00
3. Resident Project Rep.	\$ 210,000.00	\$ 35,000.00
4. Additional Services	\$ 70,000.00	\$ 0.00
5. Right of Way Acquisition	\$ 15,000.00	\$ 0.00
TOTAL	\$ 620,500.00	\$ 35,000.00
Total Revised Contract Fee:		\$ 655,500.00

All other terms and conditions of the aforementioned agreement remain in effect.

Accepted:

CITY OF STONEWOOD STANTEC CONSULTING AGENCY CONCURRENCE

By: Jeff Lawrence By: Steven A. Cain By: _____

Name: Jeff Lawrence Name: Steven A. Cain, P.E. Name: _____

Title: Mayor Title: Senior Associate Title: _____

Date: 1/6/15 Date: 1/5/2015 Date: _____

**CITY OF STONEWOOD
WATER SYSTEM IMPROVEMENTS
CONTRACT ADDENDUM # 4**

Contract Addendum #4 hereby revises the current agreement, dated August, 3, 2010, by and between the City of Stonewood (Client) and Stantec Consulting Services, Inc. Stantec Project #051214.

The requested fee revision is based on the following:

1. This addendum sets fees for additional inspection and construction management for project closeout.

Additional Fee Requested for Inspection and Construction Management: **\$ 30,000.00**

The following table indicates the original contract amount and the amount of the requested budget increase:

<u>CONTRACT ITEM</u>	<u>CURRENT BUDGET</u>	<u>ADDITIONAL BUDGET</u>
1. Study and Report Phase	\$ 35,000.00	\$ 0.00
2. Basic Services (a. thru e.)	\$ 290,500.00	\$ 0.00
3. Resident Project Rep.	\$ 245,000.00	\$ 30,000.00
4. Additional Services	\$ 70,000.00	\$ 0.00
5. Right of Way Acquisition	\$ 15,000.00	\$ 0.00
TOTAL	\$ 655,500.00	\$ 30,000.00
Total Revised Contract Fee:		\$ 685,500.00

All other terms and conditions of the aforementioned agreement remain in effect.

Accepted:

CITY OF STONEWOOD STANTEC CONSULTING AGENCY CONCURRENCE

By: Jeff Lawrence By: Steven A. Cain By: _____

Name: Jeff Lawrence Name: Steven A. Cain, P.E. Name: _____

Title: Mayor Title: Senior Associate Title: _____

Date: 3/3/2015 Date: 3/3/2015 Date: _____