



Travis County Commissioners Court Agenda Request

Meeting Date: October 14, 2014, 9:00 AM, Voting Session

Prepared By/Phone Number: J. Lee Perry/49724; Marvin Brice, CPPB, Assistant Purchasing Agent

Elected/Appointed Official/Dept. Head: Cyd Grimes, C.P.M., CPPO

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Approve Modification No. 1 to Contract No. 4400001432, Chan and Partners Engineering, LLC, for El Rey Blvd. Sidewalk Design.

- **Purchasing Recommendation and Comments:** Purchasing concurs with department and recommends approval of requested action. This procurement action meets the compliance requirements as outlined by the statutes.
- The El Rey Blvd. Sidewalk Design Project is a part of the County's sidewalk improvement project throughout the county. This sidewalk improvement is approximately 3,300 feet of sidewalk located on El Rey Blvd., from Candelaria Drive to the south side of the El Rey Blvd./Española Trail intersection.
- The El Rey Blvd. Sidewalk Design Project includes all design work necessary to provide plans, specifications, estimates and construction documents for installing the new sidewalk.
- Change Order number one (1) is necessary to add Work product 5, Construction Phase services. Specifically, to include construction oversight through; revisions to the drawings, site visits, progress meetings and review of contractor requests for information.
- This Change order also addresses the contract number change from 4400001022 to 4400001432, due to the change in the county fiscal system and vender administration.
- This change order is in the amount of \$26,445.50, and increases the contract amount from \$73,084.00 to \$99,529.50. The total amount increased of the change order is over the threshold amount for increases and therefore requires court approval.

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to agenda@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.

➤ **Contract Expenditures:** Within the last 12 months \$73,084.00 has been spent against this contract/requirement.

➤ **Contract-Related Information:**

Award Amount: \$73,084.00

Contract Type: Professional Services

Contract Period: Through Completion

➤ **Contract Modification Information:**

Modification Amount: \$26,445.50

Modification Type: Construction

Modification Period: Through Completion

➤ **Solicitation-Related Information: N/A**

Solicitations Sent:

Responses Received:

HUB Information:

% HUB Subcontractor:

➤ **Special Contract Considerations: N/A**

Award has been protested; interested parties have been notified.

Award is not to the lowest bidder; interested parties have been notified.

Comments:

➤ **Funding Information:**

Funds Reservation in SAP: 300000854

Funding Center(s): 14901900000

Comments:

TRANSPORTATION AND NATURAL RESOURCES

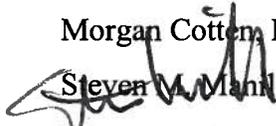
STEVEN M. MANILLA, P.E., COUNTY EXECUTIVE



700 Lavaca Street-5th Floor
Travis County Administration Building
P.O. Box 1748
Austin, Texas 78767
Phone: (512) 854-9383
Fax: (512) 854-4697

September 12, 2014

MEMORANDUM

TO: Marvin Brice, Assistant Purchasing Agent
THROUGH: Morgan Cotton, P.E., Director of Public Works
FROM:  Steven M. Manilla, P.E., County Executive
SUBJECT: El Rey Boulevard Sidewalk Improvements

TNR requests the approval of modification number one for the El Rey Boulevard Sidewalk Improvements Professional Services Agreement (PSA) with Chan & Partners Engineering, Inc. This modification will increase the contract amount by \$26,445.00 (24.6%) from \$73,084.00 to \$99,529.00. This modification will be used to compensate Chan & Partners for construction phase consulting services.

This modification is requested so that Chan & Partners will review all submittals for compliance with the construction contract, attend monthly meetings, make regular site visits, review pay requests and change orders, and assist in monitoring the traffic control plan submitted by the contractor to insure the safety of the public. TNR recommends using Chan & Partners instead of soliciting construction phase services from a new consultant because Chan & Partners is the design engineer for the project. These services will supplement the construction management and inspection services supplied by county staff.

TNR has reviewed the attached scope and fee proposal submitted by Chan & Partners for this modification and finds it acceptable. TNR Financial Services has verified the following fund source and availability for this modification:

FRD: 0300000854
WBS: SWCN.149.000001
Fund: 4083
Fund Center: 1490190000
GL: 522040

Attachment: Chan & Partners Proposal
Chan & Partners Fee Summary
Chan & Partners Subconsultant Proposal

cc: Lee Perry, Purchasing
Lee Turner, P.E., Steve Sun, P.E., Tawana Gardner, Isabelle Lopez, TNR

MODIFICATION OF CONTRACT NUMBER: 4400001432 EL REY RD. SIDEWALK DESIGN PROJECT
PAGE 1 OF 3 PAGES

ISSUED BY: PURCHASING OFFICE 700 Lavaca, Suite 800 AUSTIN, TX 78701	PURCHASING AGENT ASST: J. Lee Perry TEL NO: (512) 854-9700 FAX NO: (512) 854-9185	DATE PREPARED: September 24, 2014
ISSUED TO: Chan & Partners Engineering, LLC Attn: Raymond Chan 4319 James Casey Street, Suite 300 Austin, Texas 78745	MODIFICATION NO.: 1	EXECUTED DATE OF ORIGINAL CONTRACT: October 18, 2012

ORIGINAL CONTRACT TERM DATES: October 18, 2012 - Through Completion CURRENT CONTRACT TERM DATES: October 18, 2012 - Through Completion

FOR TRAVIS COUNTY INTERNAL USE ONLY:

Original Contract Amount: \$73,084.00 Current Modified Amount \$99,529.50

DESCRIPTION OF CHANGES: The above referenced contract is modified to reflect the changes as set forth below:

- A. Reference Exhibit 1, Section 1, "Compensation for Basic Services." Paragraph 1.1. The fixed fee for basic services is changed from \$70,694.00 to \$96,899.50, an increase of \$26,205.50. As a result *Work Product 5, Construction Phase* is added as follows:
 - 1. Work Product 5, Construction Phase is added in the amount of \$26,205.50.
- B. The addition of *Work product 5, Construction Phase* services have been added as outlined in the attached (Attachment I) Scope of Services and shall be added to the contract.
- C. Reference Exhibit 1, Section 4, Reimbursable Total Not-to-Exceed amount is changed from \$2,390.00 to \$2,630.00, an increase of \$240.00.
- D. Reference Exhibit 1, Section 5, Total Agreement Sum, is changed from \$73,084.00 (\$70,694.00 Basic Services, and NTE \$2,390.00 Reimbursable Expenses) to \$99,529.50 (\$96,899.50 Basic Services, and NTE \$2,630.00 Reimbursable Expenses), an increase of \$26,445.50.
- E. Due to change in County financial system and its vendor administration, the original contract number 4400001022 is changed to 4400001432.

Except as provided herein, all terms, conditions, and provisions of the document referenced above as heretofore modified, remain unchanged and in full force and effect.

Note to Vendor:

[XXX] Complete and execute (sign) your portion of the signature block section below for all copies and return all signed copies to Travis County.
 [] DO NOT execute and return to Travis County. Retain for your records.

LEGAL BUSINESS NAME: <u>CHAN & PARTNERS Engineering, LLC</u>	<input type="checkbox"/> DBA
BY: <u>Raymond Chan</u> SIGNATURE	<input checked="" type="checkbox"/> CORPORATION
BY: <u>RAYMOND CHAN</u> PRINT NAME	<input type="checkbox"/> OTHER
TITLE: <u>PRESIDENT</u> ITS DULY AUTHORIZED AGENT	DATE: <u>9/25/2014</u>
TRAVIS COUNTY, TEXAS	DATE:
BY: <u>MB</u> CYD V. GRIMES, C.P.M., TRAVIS COUNTY PURCHASING AGENT	
TRAVIS COUNTY, TEXAS	DATE:
BY: <u>SAMUEL T. BISCOE, TRAVIS COUNTY JUDGE</u>	

EL REY BLVD SIDEWALK IMPROVEMENTS DESIGN
CONSTRUCTION PHASE SERVICES
SCOPE OF WORK

September 24, 2014

PROJECT DESCRIPTION

County, and under a separate Professional Services Agreement, CPE prepared construction documents for sidewalk and driveway improvements along the west side of El Rey Boulevard, from Candelaria Drive (limits of TxDOT U.S. Highway 290 right-of-way) to the south side of the El Rey Boulevard/Espanola Trail intersection. The length of the new sidewalk to be constructed is approximately 3,300 feet. The project improvements include constructing a new accessible pedestrian sidewalk within the west right-of-way of El Rey Boulevard, modifications to the drainage ditch along the alignment of the proposed sidewalk, reconstruction of existing driveways along the alignment of the proposed sidewalk, and accessible sidewalk ramp at the north side of the intersection with Candelaria Drive. All construction will be within the existing County right-of-way, except the north 202 feet of sidewalk improvements along Lot 105 (8316 El Rey Boulevard) will be within TxDOT right-of-way. The contractual duration for construction is 80 calendar days (11.5 weeks) from Notice to Proceed (NTP) to Substantial Completion.

The objective of this engineering services proposal is to provide construction phase engineering services for the proposed improvements. A detailed scope of services is as follows.

SCOPE OF BASIC SERVICES

Construction Phase Services

CPE will endeavor to protect Travis County in providing these services; however, it is understood that CPE does not guarantee the Contractor's performance, nor is CPE responsible for supervision of the Contractor's operation and employees. CPE shall not be responsible for the means, methods, techniques, sequences or procedures of construction selected by the Contractor, or any safety precautions and programs relating in any way to the condition of the premises, the work of the Contractor or any Subcontractor. CPE shall not be responsible for the acts or omissions of any person (except its own employees or its own agents) at the Project site or otherwise performing any of the work of the Project.

1. CPE will prepare revisions to construction drawings right-of-entry exhibits to reflect changes in proposed sidewalk and limits of construction agreed upon between County and property owners after CPE issued bid documents to the County as part of the final design contract.
2. CPE will attend one (1) preconstruction meeting with County Project Manager, County inspector(s), Contractor, and Sub-Contractors.

County Project Manager and/or County Project Inspector will coordinate and conduct construction meetings. Either County Project Manager or County Project Inspector will prepare and distribute construction meeting minutes.

3. CPE will make up to thirty-two (32) periodic visits to the site (as distinguished from the continuous services of a Resident Project Representative), at a general frequency of three (3) site visits per week for the first eight (8) weeks of construction and then at a general frequency of two (2) site visits per week for the last four (4) weeks of construction, to observe the progress and the general quality of the work and to determine in general if the work is proceeding in accordance with the Construction Documents (CD) prepared by CPE. CPE will issue a brief Site Visit memorandum to document CPE site observations and findings.

CPE will provide through its sub-consultant Altura Solutions, L.P. (Altura) up to eight (8) hours of construction site visit and consultation services concerning ADA accessibility construction issues and layouts. The Altura proposal is attached.

4. CPE will attend up to five (5) construction progress meetings at the project site. The attendance of the construction progress meetings will be concurrent with the site visits of Task 2 above. CPE anticipates each construction meeting will last about one (1) hour.

County Project Manager and/or County Inspector will coordinate and conduct construction meetings. Either County Project Manager or County Inspector will prepare and distribute construction meeting minutes.

5. CPE will review and address Contractor Requests for Information (RFI), submittals, modification requests, shop drawings, quality control reports, change orders, and other submittals as required by the Construction Documents (CD). CPE will interpret the intent of the designs and specifications prepared by CPE. CPE will make corrections to construction drawings due to field condition changes and will provide County with corrected drawings for County distribution to Contractor. A maximum of one (1) Plan Correction is budgeted. Investigations, analyses, and studies requested by County or Contractor and approved by County, for substitutions of equipment and/or materials or for deviations from the designs and specifications prepared by CPE are an additional service.

County will coordinate reviews of Contractor RFIs and submittals.

CPE will assist County in preparation of documentation for contract modifications required to implement changes in the design of the Project; will receive and evaluate notices of construction contractor claims and make recommendations to County on the merit and value of the claim on the basis of the information submitted by Contractor on behalf of County if appropriate. Providing services to review or evaluate Contractor claims supported by causes not within the control of CPE are an additional service.

6. CPE will conduct in company with County Project Manager, County inspector(s), and Contractor one (1) site visit review of the construction of the improvements for conformance with the Substantial Completion requirements of the CD; will prepare a list of improvements Substantial Completion deficiencies to be corrected by Contractor; will conduct one (1) follow-up site visit review of the improvements Final Completion of the project; and will issue the Engineer's Letter of Concurrence of Final Completion of the improvements upon Contractor final completion in accordance with the Construction Documents (CD).
7. CPE will provide, through its sub-consultant Altura Solutions L.P. (Altura) a final RAS inspection of the completed sidewalk improvements for compliance with Chapter 469 of the Texas Government Code, State of Texas Architectural Barriers Act and Texas Accessibility Standards (TAS). The Altura proposal is attached.
8. CPE will revise the "Issued for Bid" drawings prepared by CPE as part of the final design phase of the project, in accordance with the construction information furnished by the Contractor, reflecting changes in the project and record information of the construction of the project; and will issue a digital PDF file of the "Record Drawings" to County.