

RESOLUTION NO. 2016-\_\_\_\_\_

A RESOLUTION TO AMEND AND SUPPLEMENT RESOLUTION NO. 2015-306, FOR DAM INSPECTION SERVICES FOR BURNT MILL POND, IN THE AMOUNT OF \$34,016.00.

WHEREAS, the City Council of the City of Vineland, on July 28, 2015, adopted Resolution No. 2015-306 entitled "A RESOLUTION AUTHORIZING AN AGREEMENT WITH CONSULTING ENGINEER SERVICES, SICKLERVILLE, NJ, FOR PROFESSIONAL DAM CONSTRUCTION INSPECTION SERVICES FOR BURNT MILL POND, IN AN AMOUNT NOT TO EXCEED \$48,909.35"; and

WHEREAS, there exists a need to amend and supplement the Professional Services contract awarded to Consulting Engineer Services, Sicklerville, NJ, for Professional Dam Construction Inspection Services, as authorized by Resolution No. 2015-306; by change order to Contract No. C15-0082, to extend the three (3) month contract for an additional two (2) months in order to provide these services through the entire project which was scheduled for 5 months, said services are required by the NJDEP; and

WHEREAS, the City Comptroller has certified that funds for the amendment requested herein are available; now, therefore,

BE IT RESOLVED by the Council of the City of Vineland as follows:

1. THAT Resolution No. 2015-306 entitled "A RESOLUTION AUTHORIZING AN AGREEMENT WITH CONSULTING ENGINEER SERVICES, SICKLERVILLE, NJ, FOR PROFESSIONAL DAM CONSTRUCTION INSPECTION SERVICES FOR BURNT MILL POND, IN AN AMOUNT NOT TO EXCEED \$48,909.35"; be and the same is hereby amended and supplemented to increase maximum amount of the contract by \$34,016.00

2. THAT the Purchasing Agent be and the same is hereby authorized to issue an amendatory supplemental Change Order No. 1 to Contract No. C15-0082, in the amount of \$34,016.00.

Adopted:

\_\_\_\_\_  
President of Council

ATTEST:

\_\_\_\_\_  
City Clerk



February 16, 2016

REPORT

TO: THE MAYOR AND COUNCIL

RE: Amendatory Supplemental Change Order No. 1  
Contract No. C15-0082  
Professional Dam Construction Inspection Services  
Consulting Engineer Services, Sicklerville, NJ

Dear Mayor and Member of Council:

We are requesting an amendatory supplemental change order to Contract No. C15-0082, issued to Consulting Engineer Services, Sicklerville, NJ, for Professional Dam Construction Inspection Services. This contract was authorized by Resolution No. 2015-306, adopted by City Council on July 28, 2015.

The change order requested in the amount of \$34,016.00 will extend the three (3) month contract for an additional two (2) months in order to provide these services through the entire project which was scheduled for 5 months. The Dam Construction Inspection Services are required by the NJDEP. This change order will increase the original contract amount from \$48,909.35 to \$ 82,925.35.

The amendatory supplemental change order for which authorization is herein requested may be authorized in accordance with N.J.A.C. 5:34-4.1 et seq.

Sincerely,

A handwritten signature in black ink, appearing to read "Robert Dickenson", is written over the typed name.

Robert Dickenson  
Assistant Business Administrator

RD/wr

February 5, 2016

MEMORANDUM TO: Bob Dickenson, Assistant Business Administrator

RE: Burnt Mill Pond Dam Rehabilitation  
Inspection Change Order  
City Eng. File No. 15-004

Enclosed, please find a request for Change Order (CO) for the above referenced project. The request is for a dollar increase in the amount of \$34,016.00.

The change order is requested to correct an error in the initial award.

In preparing the request for proposals, our office placed the construction time at 3 months, where the actual time was to be 5 months. The consultant requested a change order so that they can continue inspection of the construction. We are required by NJDEP Bureau of Dam Safety to have qualified inspection of the project. Such expertise is not something possessed by our office, which necessitated this hiring in the first place.

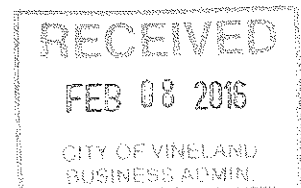
Should you have any questions and/or comments, please feel free to contact me at extension 4098.

Sincerely,



David J. Maillet, PE  
Principal Engineer

Enc.  
Cc: Purchasing Division (w/Enc)  
Brian Myers, City Engineer



Special arrangements for persons with disabilities may be made if requested in advance by contacting the Business Administrator's office at 856-794-4144.

REQUEST FOR CHANGE ORDER

FOR:

Burnt Mill Pond Dam Rehabilitation

**PROJECT NAME**

TO: BUSINESS ADMINISTRATION

DEPARTMENT: PW, City Engineer

FROM: David Maillet

This is a request for change order # 1 to Contract # \_\_\_\_\_ for:

Project Name Burnt Mill Pond Dam Rehabilitation

Name/Address of

Contractor: Consulting Engineers Services

The change order is necessary because: (use additional pages if necessary to explain your reason and you must attach \*documentation to support the necessity of this change order.

\*(Documentation from contractor, engineer, etc.)

SEE ATTACHED

Original Contract Amount: \$ 48,909.35

Amount of this change order: \$ 34,016.00

Previous Change Orders: \$                     

Total Revised Amount: \$ 82,925.35

APPROVED BY: BRIAN MYERS  
Print/type

[Signature]  
Signature

**NOTE:**

**CHANGE ORDERS CANNOT EXCEED 20% OF THE ORIGINAL CONTRACT AMOUNT**

Please provide the account number that the change order will be charged to:

Account # 021-0-0000-0000-2-~~551790~~ 5518901

CC: Purchasing Division

Ord. 2012-40



**consulting engineer services**  
 Engineers, Planners, and Land Surveyors

Henry J. Haley, PE, PP, CME  
 Chief Executive Officer

Norman K. Rodgers, III, PE, PLS, CME  
 President

Marie Baaden, PE, CME, Vice President  
 Municipal Services

Tony Lecane, Vice President  
 Surveying Services

Steven M. Shriver, Vice President  
 Business Development

Jay Sims, PE, PP, CME, Vice President  
 Land Development

January 29, 2016

RECEIVED

FEB 01 2016

Engineering Division

Mr. David Maillet, P.E.  
 City of Vineland  
 604 E. Wood Street  
 P.O. Box 1508  
 Vineland, New Jersey 08362

**RE: Additional Construction Management and Inspection  
 Burnt Mill Pond Dam Rehabilitation (NJDEP File No. 35-21)  
 Vineland City, Cumberland County, New Jersey**

Michael R. Brown, PE, CME  
 Peter G. Burgess, PE, PLS, CME  
 Michael C. Dupras, MS  
 Adam R. Grant, PLS  
 Ryan Headley, PE  
 Alan J. Ippolito, PE, CME  
 William A. Ralston, PE, CME  
 John F. Witthohn, PE, CME  
 Paul A. Witthohn, PE, CME

Dear Mr. Maillet:

Consulting Engineer Services (CES) has been contracted by the City of Vineland to provide construction management and inspection services for the Burnt Mill Pond Dam Rehabilitation. Our proposal for these services was based a contract time of 90 calendar days (3 months), and our cost proposal was based on an assumed number of full-time and part-time days of inspection within the 90-day contract period. The current project schedule is for a 5-month period, and the construction has been continuing for nearly 4 months to-date, which already exceeds the original contract schedule. In addition to the longer contract time, there are several other factors that have required additional engineering and inspection time beyond the scope of our original proposal. These factors include the following:

- Contract time was originally 3 months and is now 5 months, requiring a substantial increase in construction management and inspection time (67% increase in contract time).
- There has been some extra work that was not anticipated, and additional engineering and inspection time was required to resolve these issues (such as replacement of the reinforced concrete buttress wall and floor in the existing spillway structure).
- Since the Contractor has limited experience with this type of construction, CES has worked with the Contractor on a daily basis to clarify issues regarding layout, compaction, use of on-site soil, and construction details so that the project is constructed in accordance with the plans and specifications. This effort has required increased inspection time at the site.
- Due to the presence and involvement of CES during construction, we have been able to closely monitor the work. Without this monitoring, there would be a high potential for construction delays, work not in accordance with the contract documents, and substantial change orders that would cost the City additional money. As discussed in our recent

645 Berlin-Cross Keys Road, Suite 1, Sicklerville, NJ 08081  
 856-228-2200 Fax 856-232-2346 design@ces-1.com www.ces-1.com

NJ Certificate of Authorization #24GA27957700

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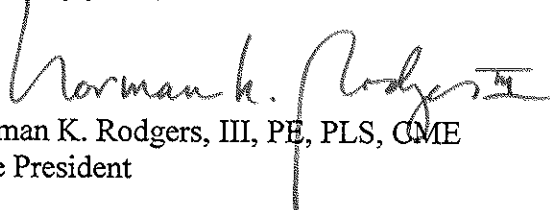
correspondence, our current projection is that the final construction contract amount (including change orders) will be roughly \$20,000 lower than the original contract amount.

Due to the substantial increase in construction time, as well as other factors noted above that have required additional engineering and inspection time, we have prepared this letter to formally request an increase in our contract cost. This additional time is needed to ensure that the remainder of the work is completed in accordance with the plans and specifications, and so that CES can provide the required Engineer's Certification to NJDEP upon completion.

Based on the contractor's schedule, the project construction is expected to be completed by the end of February 2016. In order for CES to continue to provide equivalent construction management and inspection services for the remainder of the project, we estimate the additional hours shown on the enclosed table. This work will continue to be billed based on our 2015 standards billing rates (enclosed), and it will raise the total "not-to-exceed" contract amount from \$48,909.35 to \$82,925.35.

Should you have any questions or comments, please do not hesitate to contact us.

Very truly yours,



Norman K. Rodgers, III, PE, PLS, CME  
Vice President



Michael R. Brown, PE, CME

NKR/MRB/

Enc: Estimate for Additional Dam Construction Inspection Services, dated 1/29/16  
2015 CES Billing Rates

**Estimate for Additional Construction Management and Inspection Services**

**Burnt Mill Pond Dam Rehabilitation**

**City of Vineland, Cumberland County, New Jersey**

Description/Tasks	Principal	Project	Project/	Resident	Project	2 Man	GADD	Clerk	Hours	Cost
	Officer (QA/QC)	Manager	Resident	Inspector	Surveyor	Field Survey	Technician		For Item	For Item
	\$144.00	\$105.00	Engineer	\$84.00	\$115.00	Crew	\$78.00	\$47.00		
1 Pre-Construction Mtg & Coordination										
2 Review of Submittals/Shop Drawings		2.0							2.0	\$210.00
4 Construction Inspection		12.0		200.0					212.0	\$18,060.00
5 Misc. Meetings/Coordination/Correspondence	2.0	80.0		16.0				6.0	104.0	\$10,314.00
6 Punch List	2.0	4.0		8.0				1.0	15.0	\$1,427.00
7 As-Built Plans & Specifications	2.0	8.0		4.0			12.0	1.0	27.0	\$2,447.00
8 Closeout Documents	2.0	8.0		4.0				2.0	16.0	\$1,558.00
<b>Sub-Totals</b>	<b>8.0</b>	<b>114.0</b>		<b>232.0</b>			<b>12.0</b>	<b>10.0</b>	<b>376.0</b>	<b>\$34,016.00</b>
Total Hours (by staff level)	8.0	114.0		232.0			12.0	10.0	376.0	
Total Cost (by staff level)	\$1,152.00	\$11,970.00		\$19,488.00			\$936.00	\$470.00		

# CONSULTING ENGINEER SERVICES

## PROFESSIONAL SERVICES

### 2015 BILLING RATES

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<u>BILLING CATEGORY</u>	<u>HOURLY RATE</u>
PRINCIPAL	\$ 144.00
PRINCIPAL ENGINEER	\$ 131.00
PROFESSIONAL ENGINEER	\$ 105.00
ENGINEER, EIT	\$ 84.00
SR ENVIRONMENTAL SPECIALIST	\$ 105.00
TECHNICIAN	\$ 82.00
TECHNICIAN AIDE	\$ 42.00
CADD TECH	\$ 78.00
INSPECTOR	\$ 84.00
PROJECT DESIGNER	\$ 85.00
PROFESSIONAL SURVEYOR	\$ 115.00
SURVEYOR COORDINATOR	\$ 90.00
TWO MAN FIELD SURVEY CREW	\$ 131.00
THREE MAN FIELD SURVEY CREW	\$ 166.00
FOUR MAN FIELD SURVEY CREW	\$ 201.00
CLERK/TYPIST	\$ 47.00

### OTHER ITEMS

DIRECT EXPENSES                      Cost +10%

### REPRODUCTION PLANS

Prints - B/W	\$ 2.50 each
Color Plots	\$ 2.00 sq. ft.
Glossy Color Plots	\$ 4.00 sq. ft.

### DELIVERY SERVICE

a) Within 10-mile radius	\$ 25.00
b) Beyond 10-mile radius	\$ 40.00

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