City of Carroll

112 E. 5th Street Carroll, Iowa 51401-2799 (712) 792-1000 FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager MJP-W

FROM: Randall M. Krauel, Director of Public Works RMK

DATE: August 7, 2019

SUBJECT: Water Storage Tower Rehabilitation - 2019
- Professional Services Agreement Amendment No. 1

The February 11, 2019, Professional Services Agreement with JEO Consulting Group, Inc. for the Water Storage Tower Rehabilitation included design work to develop the project through bidding. The Agreement but did not include construction-related services. Following award of the construction contract, an Amendment No. 1 to the Professional Services Agreement has been prepared to add proposed construction-related services to the Agreement.

The provisions of Amendment No. 1 are detailed in the attached Amendment and Exhibit and summarized as follows:

Scope of Work	Fee	Estimated Time Frame
Project Management	$ 2,300 (LS)	Contract Duration
Construction Administration	$ 7,700 (LS)	150 days
RPR Phase	$16,000 (Hr. NTE)	120 days
NACE Coating Inspection	$63,500 (Hr. NTE)	10 weeks
Total	$89,500	

Over 70% of the proposed Amendment No. 1 fee is for NACE (National Association of Corrosion Engineers) Coating Inspection. That work is proposed to be performed by S & S Coating Services LLC, as a subcontractor to JEO Consulting Group, Inc. The inspection Work is recommended to include full-time review of the surface preparation and coating.

The effect of proposed Amendment No. 1 on the Agreement fees is as follows:

Original Agreement	$ 29,400
Amendment No. 1	$ 89,500
Total	$118,900

RECOMMENDATION: Mayor and City Council consideration of passage and approval of the Resolution approving Amendment No. 1 to the Professional Services Agreement with JEO Consulting Group, Inc. for the Water Storage Tower Rehabilitation – 2019 project.

RMK:ds

attachments (2)

RESOLUTION NO. _____

RESOLUTION APPROVING AMENDMENT NO. 1 TO THE PROFESSIONAL SERVICES AGREEMENT WITH JEO CONSULTING GROUP, INC. FOR THE WATER STORAGE TOWER REHABILITATION – 2019 PROJECT.

WHEREAS, Chapter 17 of the Code of Ordinances of the City of Carroll, Iowa, provides that all contracts made by the City be approved by the City Council; and,

WHEREAS, an Amendment No. 1 to the Professional Services Agreement for the addition of construction-related services for the Water Storage Tower Rehabilitation – 2019 project has been prepared with JEO Consulting Group, Inc.; and,

WHEREAS, the City Council has determined that Amendment No. 1 to the Professional Services Agreement is in the best interests of the City and residents thereof.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Carroll, Iowa, that Amendment No. 1 to the Professional Services Agreement with JEO Consulting Group, Inc. for the Water Storage Tower Rehabilitation – 2019 project is approved and the Mayor is authorized to execute the Amendment on behalf of the City.

Passed and approved by the Carroll City Council this 12th day of August, 2019.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

AMENDMENT TO OWNER-ENGINEER AGREEMENT
Amendment No. 1

The Effective Date of this Amendment is: August 12, 2019.

ARTICLE 1 – BACKGROUND DATA

Effective Date of Owner-Engineer Agreement: February 11, 2019
Owner: City of Carroll, Iowa
Project: Water Storage Tower Rehabilitation – 2019
JEO Project #: 190111.00

ARTICLE 2 – NATURE OF AMENDMENT

X Additional Services to be performed by Engineer
_ Modifications to services of Engineer
X Modifications of payment to Engineer

ARTICLE 3 – DESCRIPTION OF MODIFICATIONS

Perform engineering services related to the construction administration and on-site inspection services. Refer to the attached Exhibit A for detailed scope of services.

ARTICLE 4 – AGREEMENT SUMMARY

Original agreement amount:	$	29,400
Net change for prior amendments:	$	-
This amendment amount:	$	89,500
Total Adjusted Agreement amount:	$	118,900

The foregoing Agreement Summary is for reference only and does not alter the terms of the Agreement, including those set forth in Exhibit B.

Owner and Engineer hereby agree to modify the above-referenced Agreement as set forth in this Amendment. All provisions of the Agreement not modified by this or previous Amendments remain in effect.

OWNER: City of Carroll, Iowa

By: _____
Print name: Dr. Eric Jensen
Title: Mayor
Date Signed: August 12, 2019

ENGINEER: JEO Consulting Group, Inc.

By: Blake Birkel
Print name: Blake Birkel, PE
Title: Project Manager
Date Signed: 7/10/2019

JEO Consulting Group, Inc.
SCOPE OF SERVICES

PROJECT DESCRIPTION:

The project involves the rehabilitation of the existing 500,000-gallon elevated water storage tank located near the intersection of N. Court Street and E. 14th Street. The proposed rehabilitation consists of cleaning and repainting of the tank interior and exterior along with the installation of a new hydrodynamic mixing system on the tank inlet piping. JEO prepared plans and specifications that were used to obtain an IDNR Construction Permit and solicit bids from prospective contractors through a formal bidding process.

The work to be performed by JEO (Engineer) through this amendment shall generally encompass the overall construction administration and onsite inspection of the contractor's work on the project; including the services of a NACE Certified coatings inspector.

BASIC SCOPE OF SERVICES

PROJECT MANAGEMENT:

A. Provide project management oversight over all facets and phases of the project. Project management shall include the following services:
   a. Coordination of design disciplines including facilitating communication and transfer of documents between disciplines to minimize errors in the plans and specifications as well as ensure a timely project design.
   b. Provide timely and coordinated communication to and from the Owner for requests for information, providing progress updates, scheduling meetings, and receiving and providing feedback.
   c. Provide oversight, monitor staff, and ensure proper staffing levels are maintained to ensure scope of services and schedule are met.
   d. Review billed hours by design team and prepare invoice statements for Owner.

CONSTRUCTION ADMINISTRATION:

A. Attend a pre-construction conference.
B. Review shop drawings (submittals) and related data supplied by the Contractor.
C. Provide interpretation of Plans and Specifications, as necessary.
D. Review and process Contractor's monthly payment applications and change orders (if necessary) and provide to Owner for review and approval.
E. Schedule and conduct progress meetings with Owner and Contractor onsite. It is assumed that there will be a total of four (4) progress meetings held during construction.
F. Consult with and advise the Owner during construction, as necessary.
G. Conduct a final inspection of the project with the Contractor and Owner.
H. Prepare a final punch-list of outstanding items needing completion prior to finalization of the project based on field observations and review by resident Project Representative, Owner, and Contractor.

RESIDENT PROJECT REPRESENTATION (RPR):

A. The Resident Project Representation (RPR) will be provided on a part-time basis during the construction phase of the project. The RPR inspector will assist the Engineer with the following tasks:

a. Review the progress schedules, approved shop-drawing submittals and Contractor's schedule of values.
b. Attend and participate in preconstruction conference and monthly progress meetings.
c. Document pre-existing conditions of site and surrounding area using photos and videos.
d. Conduct on-site observations of the Contractor's work and report their progress to the Engineer.
e. Communicate with the Engineer regarding suggestions and recommendations made by the Contractor.
f. Consult with the Engineer regarding scheduling inspections, tests, and system start-ups, and accompany visiting inspectors and technicians during said events.
g. Maintain reports of inspections, progress and other pertinent construction data and questions during the construction phase.
h. Review payment applications from the Contractor for compliance with the established procedures.
i. Participate in final inspection; prepare final list of items to be completed or deficient.

NACE COATING INSPECTIONS:

A. A certified NACE coating inspector will be provided on a full-time basis during the surface preparation and coating applications for both interior and exterior of the water storage tower. The NACE Coating inspector will assist the Engineer/RPR with the following tasks:

a. Participate in pre-construction conference via conference call
b. Review and provide comment on the Contractor's shop drawing submittals related to containment rigging and coatings materials.
c. Attend in-person and participate in monthly progress meetings.
d. Monitor and approval of the structural repairs and modifications to the tank for conformance with specifications.
e. Inspection of abrasive blasting media and equipment in conformance with the specifications and to prevent contamination of surfaces during surface preparation work.
f. Monitor the paint removal and disposal processes for conformance with the specifications and applicable environmental regulations.
g. Approve surface preparation samples.
h. Monitor the Contractor's mixing and application of coatings for conformance with the specifications and manufacturer's recommendations.
i. Submit daily and weekly inspection reports.
j. Coordinate and review TLCP testing for conformance with specifications and environmental regulations.
k. Conduct final inspection and monitor punch list items and subsequent corrective action by the Contractor.

MEETINGS INCLUDED WITHIN SCOPE OF SERVICES:

A. Construction Administration/RPR/NACE Coatings Inspections:
   1. Preconstruction Meeting
   2. Monthly Progress Meeting (up to 4 total)
   3. Final Inspection Walkthrough

ADDITIONAL SERVICES, NOT INCLUDED:

A. SWPPP Inspections and Reporting
B. Preparation of as-built drawings.
C. Meetings not outlined in the scope of services.

ESTIMATED TIME FRAME:

A. Project Management – for the duration of the contract
B. Construction Administration Phase – 150 days from Contractor's Notice to Proceed
C. RPR Phase – estimated to be 120 days from Contractor's Notice to Proceed
D. NACE Coating Inspections – estimated to be 10 weeks of construction, with an anticipated 48 hr./week

ESTIMATED FEE BREAKDOWN:

A.	Project Management:	$	2,300 (lump sum)
B.	Construction Administration:	$	7,700 (lump sum)
C.	Resident Project Representation (RPR):	$	16,000 (hourly not-to-exceed)
D.	NACE Coating Inspections:	$	63,500 (hourly not-to-exceed)
	Total Fee:	$	89,500 (estimated)