

**Highline Water District
King County, Washington**

RESOLUTION 13-3-20C

RESOLUTION AUTHORIZING AMENDMENT NO. 1 TO CONTRACT #11-60-04 WITH PACE ENGINEERS, INC. FOR PROJECT 11-3 DES MOINES GATEWAY WATER MAIN REPLACEMENT (SEGMENT 1 – 24TH AVENUE SOUTH)

WHEREAS, by passage of Resolution 11-2-16A, the Board of Commissioners awarded Contract #11-60-04 to Pace Engineers, Inc. for Project 11-3 Des Moines Gateway Water Main Replacement; and

WHEREAS, the original Gateway Project included construction of road improvements on S 216th St from 18th Ave S to 24th Ave S and along 24th Ave S from S 216th St to S 208th St.; and

WHEREAS, the City of Des Moines acquired funding for S 216th St only (Segment 2) and decided to proceed with construction ahead of 24th Ave S (Segment 1); and

WHEREAS, the District had to revise the construction documents for S 216th St (Segment 2) and authorized construction contract #12-60-10 with PACE Engineers, Inc. in the amount of \$9,995.00 for final construction documents; and

WHEREAS, the City of Des Moines acquired federal funding in January 2013 for construction of Segment 1 (24th Ave S) and plan to proceed with construction in 2013; and

WHEREAS, the District will need to complete construction documents for 24th Ave S to be included as part of the City's contract; and

WHEREAS, PACE Engineers, Inc. submitted a proposal to provide the following additional professional services for Segment 2: Task 1 - Water Main Design; Task 2 - Specification and Contract Documents; Task 3 - QA/QC; Task 4 - Services During Bidding and Award; Task 5 - Construction Phase Support; and

WHEREAS, the General Manager and District Engineer have reviewed the 3/18/2013 proposal submitted by PACE Engineers, Inc. (Attachment #1) for the additional services and recommend approval of this resolution.

**Highline Water District
King County, Washington**

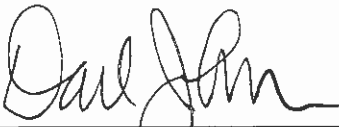
RESOLUTION 13-3-20C

NOW, THEREFORE, BE IT RESOLVED:

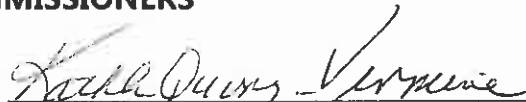
1. The Board of Commissioners authorizes Amendment #1 to Contract #11-60-04 (Pace Engineers, Inc.) for a not-to-exceed amount of \$20,230.00 excluding sales tax, as referenced in Attachment #1 and incorporated herein.
2. The General Manager or designee is authorized to sign Amendment #1 to facilitate the revisions outlined for Project 11-3 Des Moines Gateway Water Main Replacement (Segment 1 – 24th Ave S) as referenced in Attachment #2 and incorporated herein.

ADOPTED BY THE BOARD OF COMMISSIONERS of Highline Water District, King County, Washington, at an Open Public Meeting held this **20th** day of **March 2013**.

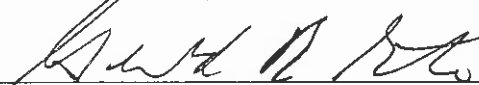
BOARD OF COMMISSIONERS



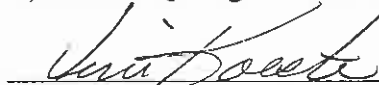
Daniel Johnson, President



Kathleen Quong-Vermeire, Secretary



Gerald R. Guite, Commissioner



Vince Koester, Commissioner



George Landon, Commissioner



March 18, 2013

Mr. Jeremy DelMar, PE
 Highline Water District
 PO Box 3867
 Kent, WA 98032

ATTACHMENT 1

**Subject: Des Moines Gateway Water Main Replacement
 AMENDMENT NO. 1**

Dear Jeremy:

We understand the City of Des Moines has secured the necessary funding to continue with the Gateway Improvement project along 24th Avenue South. PACE previously designed the water main replacements, and prepared the construction drawings, special provisions and bid schedule for the water improvements, to be incorporated into the City's project as a separate bid schedule. The current plans are dated September 7, 2011. A portion of the project was included in the S. 216th Ave project recently awarded for construction, and will be eliminated from the Gateway project.

We have reviewed the current roadway improvement plans provided by KPG, and have been in contact with the Project Manager regarding the new requirements as a result of supplemental Federal funding for the City's portion of the project.

In order to modify the plans and specifications and complete the documents for bidding and construction, we anticipate the following work will be required:

SCOPE OF WORK

The primary PACE project team assigned to this project consists of the people identified below. Additional PACE staff will be utilized as necessary to complete the work.

Senior Principal – Dave Hutley, P.E.
 Project Manager – Bill Reynolds, P.E.
 Project Engineer – Russ Snow, P.E.

Task 1 – Water Main Design

1. Revision of the water main connections at S. 216th Street, to match the design for Phase 1 of the project.
2. Review for conflicts with other proposed utilities, and make adjustments to water main alignment/profile.
3. Update the Construction Costs Estimate with current quantities and unit prices.
4. One (1) design review meeting with District staff to review revised design.
5. Prepare final documents based on District and City comments.

Task 2 - Specifications and Contract Documents

The special provisions for the water main schedule will be reviewed and revised to conform to the Federal funding requirements, and WSDOT contract stipulations.

1. Revise the water main bid item Measurement and Payment special provisions
2. Delete any modifications to Division 1 of the WSDOT Standard Specifications
3. Add "Made in America" requirements for all materials and equipment"
4. Provide open and competitive material and equipment specification by including at least 3 acceptable manufacturers and "or equal" language, where appropriate.

Task 3 – QA/QC

For quality assurance during design, a senior level principal will thoroughly review all documents before they are submitted to the District. This will occur at final document preparation.

Task 4 - Services During Bidding and Award

Items to be included in this task are consultation during the bid process, answering bidder questions and issuing addenda as necessary, coordination and attendance at a pre-bid meeting (if necessary), review of the water main bid prices (tabulated by City), and recommendation for concurrence of award (by City of Des Moines).

Copies of final documents will be provided to the City for distribution of bid documents. We estimate that electronic copies of the drawings and specifications and only one (1) hard copy of plans and specifications will be provided to the City/District for incorporation into the project documents. It is our understanding that the District/City will handle the administration for bidding the project including advertising or solicitation for bid(s), plan holder's list, tracking addendums, preparing bid tab results, and administration necessary for contract award.

Task 5 – Construction Phase Support

This task includes construction management assistance for the water main portion of the project during the construction period. The District will provide resident inspections and primary construction administration. PACE will provide assistance with the following tasks:

1. Attend the Preconstruction Meeting.
2. Review material submittals for compliance with contract documents.
3. Review and approve up to six (6) contractor pay estimates.
4. Provide written clarifications/interpretations for to up to ten (10) RFI's.
5. Prepare and/or review up to one (1) change orders including changes to drawings and coordination with the Contractor.
6. Attend the final inspection with District Inspector, prepare punch list, and prepare recommendation of project acceptance.
7. Prepare As-built drawings. PACE will use the District inspector's and contractor's markups to modify the AutoCAD drawings, prepare the Record Drawings and provide copies in both

mylar and electronic format. Deliverables include; One set of full-size, Record Drawings on mylar, all AutoCAD files, and drawing set in PDF format.

In addition to the above tasks, PACE is available to provide supplemental assistance at the request of the District on an as-needed basis, including:

- Attend construction meetings or make periodic site visits to confirm the work is progressing in accordance with the intent of the design.
- Provided changes to drawings as necessary to respond to changes in field conditions, as directed by the District.

REQUESTED FEE

We propose to complete all work on a time and material basis as indicated herein for a Project Budget not to exceed **\$20,230.00** plus any direct costs not identified in the Cost Summary spreadsheet.

A fee estimate for the amendment has been prepared and is attached to this document as Exhibit B.

Again, we are pleased to submit this proposal to accomplish the requested services, and look forward to continuing with the project.

Sincerely,
PACE Engineers, Inc.



Bill Reynolds, P.E.
Principal Engineer

PACE Engineers

Project Name
Project #:

Des Moines Gateway Water Main Replacement
11105

Client: **Highline Water District**
Task #:

Prepared By: **B. Reynolds**
Date: **March 18, 2013**

Project Budget Worksheet - 2011 District Rates

Staff Type # (See Labor Rates Table) Staff Type Hourly Rate	Labor Hours by Classification											Hour	Dollar Total				
	10 \$165 Principal Engineer	12 \$145 Project Manager	15 \$115 Senior Engineer	16 \$105 Engineer II	75 \$95 Cad Drafter II	24 \$95 Designer II	19 \$135 Structural Engineer	46 \$115 Project Surveyor	50 \$85 Party Chief	52 \$75 Instrument person	91 \$85 Project Administrator						
Drawing/Task Title	4	12		16													
Task 1 - Water Main Design																	
Task 2 - Specs and Contract Docs	2	16															
Task 3 - QM/QC	4																
Task 4 - Bidding and Award Services		4		12													
Task 5 - Construction Phase Support	8	20		32		20											
Hours Total	18.0	52.0	0.0	68.0	20.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	8.0	166.0	\$20,230.00
Labor Total	\$2,970	\$7,540	\$0	\$7,140	\$1,900	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$680	\$20,230.00

Expenses	Reimbursable	
	rate/unit	Quantity
Postage/Carrier		
Printer		
Phone/Mobile		
Miscage/Travel/Per Diem		
Copying/Info		
Technology Fee		
Total		\$0

Subconsultants	
Utility Locate	
Mechanical Engineer	
Electrical Engineer	
Geotechnical Engineer	
I & C Engineer	
Subconsultant Subtotal	\$0
Markup	12%
Total	\$0

PACE Billed Labor Total	\$20,230.00
Reimbursable Expenses	\$0.00
Subconsultants	\$0.00
Total Project Budget	\$20,230.00

Rate Table Used:	2011 District Rates
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**PROJECT 11-3 DES MOINES GATEWAY WATER MAIN REPLACEMENT
SEGMENT 1 – 24TH AVE S**

**AMENDMENT #1
CONSULTANT AGREEMENT FOR SERVICES
PACE ENGINEERS, INC. CONTRACT #11-60-04**

PACE Engineers, Inc. has requested additional compensation for the following revisions:

Task 1	Water Main Design	\$4,080.00
Task 2	Specification and Contract Documents	\$3,830.00
Task 3	QA/QC	\$660.00
Task 4	Services During Bidding and Award	\$1,840.00
Task 5	Construction Phase Support	\$9,820.00
	Contract Revision Total	\$20,230.00
	Previous Contract Amount	\$29,800.00
	Current Contract Amount	\$50,030.00

PACE Engineers, Inc. will undertake the above-referenced additional work on a time-and-expense basis. The estimated cost for these additional services is \$20,230.00. The current contract amount is \$29,800.00. The revised contract amount is \$50,030.00. The same standard general terms and conditions will apply as agreed to in Contract #11-60-04 dated 2/18/11.

Effective Date. The effective date of this Amendment shall be the date signed by an authorized representative of the District.

HIGHLINE WATER DISTRICT

PACE ENGINEERS, INC.

By: _____
Matt Everett

By: _____
Martin L. Penhallegon

Title: General Manager

Title: President

Date: _____

Date: _____

Agenda Item No.: 5.2

Agenda Date: 3/20/2013

Reviewed By: JSD / M.E.

Subject: Authorize Amendment No. 1 – PACE Engineers, Inc. - Contract #11-60-04
Project 11-3 Des Moines Gateway Water Main Replacement (Segment 1 – 24th Ave S)

CATEGORY	
<i>Executive</i>	<input type="checkbox"/>
<i>Administrative</i>	<input type="checkbox"/>
<i>Engineering/Operations</i>	<input checked="" type="checkbox"/>

FINANCIAL			
<i>Expenditures?</i>	Yes	<input checked="" type="checkbox"/>	No <input type="checkbox"/> N/A <input type="checkbox"/>
<i>Budgeted?</i>	Yes	<input checked="" type="checkbox"/>	No <input type="checkbox"/> N/A <input type="checkbox"/>
<i>Estimated Amount:</i>		\$	<u>20,230.00</u>

- ATTACHMENTS:**
1. Resolution 13-3-20C
 2. (Attachment #1)
PACE Engineers, Inc. Contract Amendment No. 1 - Scope of Work
 3. (Attachment #2) - Amendment #1

COMMENTS:

Additional Services:

Task 1 - Water Main Design; Task 2 - Specification and Contract Documents; Task 3 - QA/QC;
Task 4 - Services During Bidding and Award; Task 5 - Construction Phase Support.

The additional services are for a not-to-exceed amount of \$20,230.00.

The General Manager and District Engineer have reviewed the 3/18/2013 proposal submitted by PACE Engineers Inc. for the additional services and recommend approval of this resolution.