

RESOLUTION NO. 2016-09

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WAPATO,
WASHINGTON, APPROVING AN ENGINEERING CONTRACT FOR THE NORTH
WASCO/SITCUM AVENUE IMPROVEMENTS PROJECT CONSTRUCTION
ADMINISTRATION SERVICES.**

WHEREAS, to proceed with the North Wasco/Sitcum Avenue construction project the city of Wapato is required to contract with an engineer for construction administration services; and,

WHEREAS, the City of Wapato solicited Statement of Qualifications in January 2015, received proposals from four engineering firms before the close date of February 20, 2015, interviewed two top candidates in April 2015, and the interview panel determined that Gray & Osborne Inc. (G&O) is the most qualified candidate and recommended to select G&O as the on-call engineer for the calendar years of 2015, 2016, and 2017; and,

WHEREAS, the City Council of the City of Wapato finds it is in the best interests of the residents of the City of Wapato to amend the April 20, 2015 contract with G&O to specifically add additional services related to the North Wasco/Sitcum Avenue project for construction administration services;

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF WAPATO, WASHINGTON, AS FOLLOWS:**

The City Council authorizes the Mayor to sign the contract with G&O for their engineering services. A copy of the engineering contract is attached hereto for reference as Exhibit "1".

PASSED BY THE CITY COUNCIL this 1st day of March, 2016.



Jesse Farias, Mayor

ATTEST:



Gloria Acosta, Deputy Clerk-Treasurer

APPROVED AS TO FORM:



Kellen Holgate, City Attorney

1st Touch Date: 3/7/14

2nd Touch Date: 3/21/14

**AMENDMENT NO. 4
TO
CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES**

THIS AMENDMENT, entered into this 21st day of March 2016, by and between the City of Wapato, Washington, hereinafter referred to as the Agency, and Gray & Osborne, Inc., hereinafter referred to as the Engineer, hereby modifies the contract for engineering services dated (by Agency) June 18, 2015, for additional services related to general on-call engineering services.

Add the attached Exhibit "A-1" covering design Construction Engineering Services for the North Wasco Avenue Engineering Project. This project is split into two schedules as shown in the attached Exhibit "B-1" and "B-2."

IN WITNESS WHEREOF, the parties hereto have executed, or cause to be executed by their duly authorized officials, this AMENDMENT to the Contract for Engineering Services in duplicate on the respective dates indicated below.

GRAY & OSBORNE, INC.

CITY OF WAPATO

By: 
(Signature)

By: 
(Signature)

Name: Michael B. Johnson, P.E., President
GRAY & OSBORNE, INC.

Name: Jesse Farias
(Print)

Date: 2/29/16

Date: 3/21/16

"Equal Opportunity/Affirmative Action Employer"

EXHIBIT A-1

SCOPE OF WORK

CITY OF WAPATO NORTH WASCO AVENUE CONSTRUCTION ENGINEERING

INTRODUCTION

The purpose of this Contract is for Gray & Osborne, Inc. to provide engineering and related services necessary for the construction of North Wasco Avenue. The North Wasco Avenue project is split into two schedules as shown below.

SCHEDULE A: WASCO AVENUE AND SITCUM AVENUE

This contract provides for the construction of approximately 1,600 lineal feet of N Wasco Avenue extending from West 1st Street to Sitcum Avenue and along Sitcum Avenue to the northwest. The work includes but is not limited to: excavation, grading, subgrade preparation, crushed surfacing aggregates courses and hot mix asphalt pavement, storm drainage improvements, cement concrete curb and gutter, sidewalk, driveway entrances, permanent signing and pavement marking, miscellaneous surface restoration, relocation of illumination systems, and all other appurtenances required to complete the work.

SCHEDULE B: WATER MAIN

This Schedule provides for the installation of approximately 670 lineal feet of 8-inch water main on Wasco Avenue and Wenas Avenue, including, but not limited to, excavation, backfill, compaction, connecting to the existing water system, reconnection of existing services, fittings, valves, and all other appurtenances required to complete the work.

Engineering costs for services related to each schedule will be tracked separately. Exhibit B-1 outlines engineering costs related to Schedule A: Wasco Avenue and Sitcum Avenue. Exhibit B-2 outlines costs related to Schedule B: Water Main.

SERVICES PROVIDED

Construction engineering and management services to be provided include:

Task 1 – Construction Management Services

Objective: To provide overall construction project management and oversight services.

- A. Oversee project budget and schedule.
- B. Oversee monthly progress reports and invoices.

- C. Coordinate and conduct a preconstruction conference to review the requirements of the plans and specifications of the project with the Contractor and to establish administrative procedures for the project.
- D. Provide submittal review/approval: Review shop drawings and submittals for compliance with design intent and general conformity with the Contract Documents. This will include review of “or equal” products as substitutes.
- E. Provide construction correspondence: Act as liaison, on the City’s behalf, between the City and Contractor to the extent provided in the Contract Documents and to administer the construction contract and prepare and transmit general construction correspondence, to include interpretation and/or clarification of the Contract Documents, preparation of weekly Contract Time Completion Statements, calculation and preparation of Pay Estimates, negotiation and preparation of Change Orders, and other general construction correspondence.
- F. Prepare and transmit letter informing the Contractor that Substantial Completion has been reached, subsequent to the preliminary walk-through and with the concurrence of the City.
- G. Prepare and transmit the preliminary and final punchlists, subsequent to their respective walk-throughs.
- H. Prepare and transmit a recommendation to the City to accept the project as complete and prepare the Notice of Completion of Public Works Contract form for submittal to the required agencies by the City.
- I. Prepare and transmit record drawings to the City, based upon field observations noted by the Resident Inspector and information provided by the Contractor.

Task 2 – Construction Surveying

Objective: Provide construction survey staking, to include:

- A. Construction traverse layout: Establish the control network in the field necessary to perform all other construction staking for the project.
- B. Clearing limits: Establish stakes defining the limits of ground disturbance and/or clearing limits.
- C. Storm drainage: Establish offset hubs/stakes with line and grade for gravity storm drainage installation, including piping, catch basins, drywells, and manholes.

- D. Curb line and grade: Establish offset hubs/stakes with line and grade for cement concrete curb and gutter installation.
- E. Sidewalk line and grade: Establish offset hubs/stakes with line and grade for sidewalk installation. It is assumed that sidewalk installation will primarily be based off new curb installation. Staking for sidewalk installation will only be provided in areas where the sidewalk diverges from the back of curb under this scope of work.

Task 3 – Construction Monitoring Services

Objective: Provide full-time construction observation/monitoring during the course of construction of the project with a Resident Inspector on the project site at all times that major construction activity is underway. Resident Inspector will perform, at a minimum, the following duties:

- A. Provide construction observation sufficient to monitor conformance of Contractor’s work with the Contract Documents. This agreement provides for a maximum of 480 hours (60 days).
- B. Provide a written record of construction activities observed, deficiencies noted, corrective actions taken, and photographs.
- C. Provide a weekly written summary of pay items installed.
- D. Monitor Contractor’s progress in relation to the schedule and report apparent discrepancies and/or “schedule slip” to the Engineer and City.
- E. Update the contract plan sheets with “As-Built” information. Deliver to the City the printed sheets of the “As-Built” as well as a CD of the “As-Built” in PDF and AutoCAD format.

City Responsibilities

- 1. Review and process monthly invoices in a timely fashion.

Deliverables

- 1. Monthly invoices.
- 2. 2 sets, final “as-built” plans (1 set 11" x 17" half-size, 1 set 22" x 34" full size)
- 3. Electronic file of all final “as-built” plans (AutoCAD and PDF format)

EXHIBIT B-1

**ENGINEERING SERVICES
SCOPE AND ESTIMATED COST**

*City of Wapato - North Wasco Avenue Construction Engineering
Schedule A: Wasco Avenue and Siltum Avenue*

Tasks	Principal Hours	Project Manager Hours	Project Engineer Hours	Field Inspector Hours	AutoCAD/GIS Tech./ Eng. Intern Hours	Professional Land Surveyor Hours	Field Survey (2 person) Hours
Preconstruction Conference							
Coordinate and Conduct Conference	2	4	4	2		2	
Prepare and Distribute Minutes		2	4				
Site Visits							
Site Visits During Construction	2	10	16				
Preliminary Walk-Through		4	4				
Final Walk-Through		4	4				
On-Site Construction Support Activities							
Construction Monitoring				400			
Construction Staking		4	8				
Construction Traverse Layout						4	8
Clearing Limits						4	20
Storm Drainage						4	8
Water System							
Subgrade Redheads						4	20
Curb Line and Grade						4	10
Top Course Blueprints						4	20
Project Management/Documentation							
Construction Correspondence		8	16				
Submittal Review/Approval		8	32				
Funding Agency Coordination		8	12				
Substantial Completion		2	4				
Punchlist Preparation		2	4				
Project Acceptance	2	2	4				
Record Drawings		2	8		40		
Hour Estimate:							
	6	60	120	402	40	26	86
Fully Burdened Billing Rate Range:*	\$112 to \$176	\$115 to \$176	\$110 to \$142	\$82 to \$130	\$45 to \$90	\$109 to \$128	\$144 to \$210
Estimated Fully Burdened Billing Rate:*	\$173.00	\$130.00	\$116.00	\$96.00	\$96.00	\$116.00	\$193.00
Fully Burdened Labor Cost:	\$1,038	\$7,800	\$13,920	\$38,592	\$3,840	\$3,016	\$16,598

Total Fully Burdened Labor Cost: \$ 84,804
 Direct Non-Salary Cost:
 Mileage & Expenses (Mileage @ current IRS rate) \$ 1,596
TOTAL ESTIMATED COST: \$ 86,400

* Actual labor cost will be based on each employee's actual rate. Estimated rates are for determining total estimated cost only. Fully burdened billing rates include direct salary cost, overhead, and profit.

EXHIBIT B-2

**ENGINEERING SERVICES
SCOPE AND ESTIMATED COST**

*City of Wapato - North Wasco Avenue Construction Engineering
Schedule B: Water Main*

Tasks	Project Manager Hours	Project Engineer Hours	Field Inspector Hours	AutoCAD/ GIS Tech./ Eng. Intern Hours	Professional Land Surveyor Hours	Field Survey (2 person) Hours
Site Visits						
Site Visits During Construction	2	4				
On-site Construction Support Activities						
Construction Monitoring			80			
Construction Staking						
Water System					4	10
Project Management / Documentation						
Submittal Review/Approval	2	4				
Record Drawings				4		
Hour Estimate:						
	4	8	80	4	4	10
Fully Burdened Billing Rate Range:*	\$115 to \$176	\$110 to \$142	\$82 to \$130	\$45 to \$90	\$109 to \$128	\$144 to \$210
Estimated Fully Burdened Billing Rate:*	\$130.00	\$116.00	\$96.00	\$96.00	\$116.00	\$193.00
Fully Burdened Labor Cost:	\$520	\$928	\$7,680	\$384	\$464	\$1,930

Total Fully Burdened Labor Cost: \$ 11,906
 Direct Non-Salary Cost:
 Mileage & Expenses (Mileage @ current IRS rate) \$ 244
TOTAL ESTIMATED COST: \$ 12,150

* Actual labor cost will be based on each employee's actual rate. Estimated rates are for determining total estimated cost only. Fully burdened billing rates include direct salary cost, overhead, and profit.