


CITY OF MARYSVILLE AGENDA BILL
EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: March 27, 2017

AGENDA ITEM:	
Highway Safety Improvement Program (HSIP) Projects Supplement No. 2 to Professional Services Agreement with KPG	
PREPARED BY:	DIRECTOR APPROVAL:
Jay Cooke, Project Manager	
DEPARTMENT:	
Public Works / Engineering	
ATTACHMENTS:	
PSA Supplement No. 2	
BUDGET CODE:	AMOUNT:
30500030.563000, R1302	\$15,758.94
SUMMARY:	

The City contracted with KPG, Inc. on September 9, 2013 to provide the City with professional engineering design services for a series of transportation improvement projects, which received grant funding through the Federal Highway Administration’s Highway Safety Improvement Program. (HSIP). The projects now include:

- Replacement of an antiquated signal system at 80th Street NE/State Ave.
- Refinement of signal operations and phasing on State Avenue at 1st, 3rd, 4th, 6th, 8th and 76th, incorporating new signal heads where warranted, improving signal head visibility through installation of retroreflective tape, upgrading pedestrian displays to “countdown type,” and improving railroad “preemption timing” at select intersections which lie adjacent to grade crossings

The project has been delayed due to matters regarding 88th St NE and its proximity to the cemetery. The work at 88th St NE has been removed from the grant, allowing the City to move forward with the remaining project elements. Work that remains under KPG’s existing scope of services includes final design, and environmental review and permitting, and services during bidding.

The original agreement with KPG is set to expire on April 1, 2017. The attached Supplement No. 2 to the City’s agreement with KPG includes additional scope and fee to assist the City with right-of-way acquisition services and a revised agreement end date extension to June 30, 2018. Federal funding for right-of-way acquisition services for this project is limited to \$280,000, approximately \$264,000 over the requested Supplemental Agreement 2 amount of \$15,758.94.

RECOMMENDED ACTION:

Staff recommends that Council authorize the Mayor to sign and execute the attached Supplemental Agreement No. 2 to the City’s Professional Services Agreement in the amount of \$15,758.94 with KPG, Inc.



**Washington State
Department of Transportation**

Supplemental Agreement Number <u>2</u>		Organization and Address	
Original Agreement Number R1302		KPG, Inc. 2502 Jefferson Ave. Tacoma, WA 98402 Phone: (253) 627-0720	
Project Number HSIP-2691(005), LA-7890	Execution Date	Completion Date June 30, 2018	
Project Title State Ave. - 1st St to 80th St NE HSIP Projects	New Maximum Amount Payable \$225,714.35		
Description of Work The project will improve traffic signal time and phasing, improve visibility of traffic signal heads, and improve crosswalks. The project will replace the entire signal system located at the intersection of State Avenue and 80th St. NE.			

The Local Agency of City of Marysville

desires to supplement the agreement entered in to with KPG, Inc.

and executed on September 9, 2013 and identified as Agreement No. R1302

All provisions in the basic agreement remain in effect except as expressly modified by this supplement.

The changes to the agreement are described as follows:

I

Section 1, SCOPE OF WORK, is hereby changed to read:

The scope of work and project level of effort required for this project and under this supplement is detailed in Exhibit "A1" attached hereto and generally includes coordination and preparation of right-of-way and permanent/temporary easement documents including support services with the City's right-of-way acquisition work.

II

Section IV, TIME FOR BEGINNING AND COMPLETION, is amended to change the number of calendar days for completion of the work to read: All work shall be completed by June 30, 2018.

III

Section V, PAYMENT, shall be amended as follows:

The CONSULTANT shall be paid by the AGENCY for completed work and services rendered under this supplement as detailed in Exhibit "D2" attached hereto and generally includes support services with the City's right-of-way acquisition work.

as set forth in the attached Exhibit A, and by this reference made a part of this supplement.

If you concur with this supplement and agree to the changes as stated above, please sign in the Appropriate spaces below and return to this office for final action.

By: Nelson Davis

By: Jon Nehring, Mayor

Consultant Signature

Approving Authority Signature

Date

Exhibit "A"
Summary of Payments

	Basic Agreement	Supplement #1	Total
Direct Salary Cost			
Overhead (Including Payroll Additives)			
Direct Non-Salary Costs			
Fixed Fee			
Total			

EXHIBIT A-1

City of Marysville HSIP Projects – Supplement #2

KPG
Scope of Work
March 21, 2017

Additional Work Description/Background

Additional work has been requested to extend the project duration for an additional 14 months to perform the Right-of-Way services necessary to obtain the Rights-of-Way and permanent/temporary easements for the project and to prepare a True Cost Estimate (also known as a Project Funding Estimate) for WSDOT approval of the Right-of-Way services.

Work elements to be extended or new tasks to be added are addressed below.

Assumptions

Additional work will be completed within 14 months of the execution of Supplement #2.

Work Element 1 Project Management.

The estimated project completion date is June 30, 2018.

- 1.1 Provide project management administrative services including:
 - Preparation of monthly progress reports and invoices
 - Record keeping and project closeout
- 1.2 Provide overall project management including:
 - Project staff management and coordination
 - Prepare and update project schedule
 - Schedule and budget monitoring
- 1.3 Coordinate with City staff throughout the remainder of the project. Level of effort for this task is based on the following meetings:
 - Conference calls every two to four weeks throughout the project duration

Work Element 8 Right of Way Calculations

Perform the following work items necessary to perform Right-of-Way services in support of the project:

- 8.8 The Consultant shall assist the City's Right-of-Way Consultant in the preparation of documents to obtain Rights-of-way and permanent/temporary easements for the

project. This work will include coordination with City staff and meetings with property owners, if necessary.

Additional Services

The City may require additional services of the Consultant in order to advance all or portions of the project through bid document preparation and construction. The scope of these services will be determined based on the unanticipated project needs or other considerations at the sole discretion of the City. This work may include items identified in the current task authorizations as well other items, which may include, but are not necessarily limited to the following:

- ◆ Providing Construction Support Services

These services will be authorized under a future contract supplement if necessary. At the time these services are required, the Consultant shall provide a detailed scope of work and an estimate of costs. The Consultant shall not proceed with the work until the City has authorized the work and issued a notice to proceed.

FEE SUMMARY



**Project: City of Marysville
 HSIP Project - Supplement #2 Additional Right-of-Way Services**

Description	Estimated Fee
Work Element 1 - Project Management	\$1,683.75
Work Element 2 - Quality Control/Quality Assurance	\$0.00
Work Element 3 - Mapping	\$0.00
Work Element 4 - Geotechnical Report	\$0.00
Work Element 5 - Preliminary Plans and Estimate	\$0.00
Work Element 6 - Environmental	\$0.00
Work Element 7 - Community and Agency Coordination	\$0.00
Work Element 8 - Right of Way Calculations	\$14,175.19
Work Element 9 - Final Design	\$0.00
Work Element 10 - Plan Production	\$0.00
Work Element 11 - Assistance During Bidding	\$0.00
Total Estimated Fee	\$15,858.94

HOUR AND FEE ESTIMATE

EXHIBIT E-1



Project: City of Marysville
 HSIP Project - Supplement #2
 Additional Right-of-Way Services

48.07692
 137280 \$182.01
 125236.8 \$166.05
 100006.4 \$132.60
 87360 \$115.83
 118560 \$157.19
 75004.8 \$99.45
 55120 \$73.08

Task	Description	Labor Hour Estimate										Total Fee				
		Senior Engineer \$ 66.00	Project Manager \$ 60.21	Proj Engr Senior LA \$ 48.08	Dsn engr LA Surveyor \$ 42.00	Survey crew \$ 57.00	Tech \$ 36.06	Clerical \$ 26.50	Hours	Direct Labor Cost	Overhead 117.88%	Profit 30%	Effective multiplier 2.4788			
Work Element 1 - Project Management																
1.1	Project management administrative services (14 months)	0	6	0	0	0	0	0	0	0	12	18	679.26	800.71	203.78	\$ 1,683.75
1.2	Overall Project management	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
1.3	City staff coordination discussions (6)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
	Reimbursable expenses - see breakdown for details															\$ -
	Task Totals	0	6	0	0	0	0	0	0	0	12	18	679	801	204	\$ 1,683.75
Work Element 2 - Quality Control/Quality Assurance																
	Task Total	0	0	0	0	0	0	0	0	0	0	-	-	-	-	\$ -
Work Element 3 - Mapping																
	Task Total	0	0	0	0	0	0	0	0	0	0	-	-	-	-	\$ -
Work Element 4 - Geotechnical Report																
	Task Total	0	0	0	0	0	0	0	0	0	0	-	-	-	-	\$ -
Work Element 5 - Preliminary Plans and Estimate																
	Task Total	0	0	0	0	0	0	0	0	0	0	-	-	-	-	\$ -
Work Element 6 - Environmental																
	Task Total	0	0	0	0	0	0	0	0	0	0	-	-	-	-	\$ -
Work Element 7 - Community and Agency Coordination																
	Task Total	0	0	0	0	0	0	0	0	0	0	-	-	-	-	\$ -

HOUR AND FEE ESTIMATE

EXHIBIT E-1

Project: City of Marysville
 HSIP Project - Supplement #2
 Additional Right-of-Way Services

48.07692
 137280 \$182.01 \$66.00
 125236.8 \$166.05 \$60.21
 100006.4 \$132.60 \$48.08
 87360 \$115.83 \$42.00
 118560 \$157.19 \$57.00
 75004.8 \$99.45 \$36.06
 55120 \$73.08 \$26.50



Task	Description	Labor Hour Estimate								Total Fee				
		Senior Engineer \$	Project Manager \$	Proj Engr LA \$	Senior Proj Surv \$	Dsn engr LA Surveyor \$	Survey crew \$	Tech \$	Clerical \$	Hours	Direct Labor Cost	Overhead 117.88%	Profit 30%	Effective multiplier 2.4788
Work Element 8 - Right of Way Calculations														
8.1	Research Records	0	0	0	0	0	0	0	0	0	0	0	0	0
8.2	Determine and order title reports	0	0	0	0	0	0	0	0	0	0	0	0	0
8.3	Calculation for ROW	0	0	0	0	0	0	0	0	0	0	0	0	0
8.4	Prepare deed take legals and exhibits	0	0	0	0	0	0	0	0	0	0	0	0	0
8.5	Prepare legals for permanent easement	0	0	0	0	0	0	0	0	0	0	0	0	0
8.6	Prepare TCE Exhibits	0	0	0	0	0	0	0	0	0	0	0	0	0
8.7	Field locate proposed and existing ROW	0	0	0	0	0	0	0	0	0	0	0	0	0
8.8	Perform ROW Negotiations and Prepare PFE Reimbursable expenses - see breakdown for details	4	40	0	0	0	0	0	80	0	124	5,557.20	6,550.83	1,667.16
	Task Total	4	40	0	0	0	0	0	80	0	124	5,557	6,551	1,667
														\$ 14,175.19
														\$ 400.00
														\$ 14,175.19
Work Element 9 - Final Design														
	Task Total	0	0	0	0	0	0	0	0	0	-	-	-	-
Work Element 10 - Plan Production														
	Task Total	0	0	0	0	0	0	0	0	0	-	-	-	-
Work Element 11 - Assistance During Bidding														
	Task Total	0	0	0	0	0	0	0	0	0	-	-	-	-
TOTAL HOURS AND TOTAL ESTIMATED FEE		4	46	0	0	0	0	0	80	12	142	6236	7352	1871
														\$ 15,859

HOUR AND FEE ESTIMATE

Project: City of Marysville
 HSIP Project - Supplement #2 Additional Right-of-Way Services



Reimbursable Breakdown	
Work Element 1 - Project Management	
Mileage	\$ -
Reproduction	\$ -
Task 1 - Total	\$ -
Work Element 2 - Quality Control/Quality Assurance	
Mileage	\$ -
Reproduction	\$ -
Task 2 - Total	\$ -
Work Element 3 - Mapping	
Mileage	\$ -
Reproduction	\$ -
Utility locate service	\$ -
Task 3 - Total	\$ -
Work Element 4 - Geotechnical Report	
Mileage	\$ -
Reproduction	\$ -
GEODesign- Geotechnical Investigations	\$ -
Task 4 - Total	\$ -
Work Element 5 - Preliminary Plans and Estimate	
Mileage	\$ -
Reproduction	\$ -
Task 5 - Total	\$ -

HOUR AND FEE ESTIMATE

Project: City of Marysville
 HSIP Project - Supplement #2 Additional Right-of-Way Services



Reimbursable Breakdown	
Work Element 6 - Environmental	
Mileage	\$ -
Reproduction	\$ -
Widener - 88th	\$ -
Widener - Remaining Sites	\$ -
Task 6 - Total	\$ -
Work Element 7 - Community and Agency Coordination	
Mileage	\$ -
Reproduction	\$ -
Task 7 - Total	\$ -
Work Element 8 - Right of Way Calculations	
Mileage	\$ -
Reproduction	\$ 400.00
Contract Land Staff	\$ -
Task 8 - Total	\$ 400.00
Work Element 9 - Final Design	
Mileage	\$ -
Reproduction	\$ -
Bright - Structural Wall Design	\$ -
Task 9 - Total	\$ -
Work Element 10 - Plan Production	
Mileage	\$ -
Reproduction	\$ -
Task 10 - Total	\$ -

Hour and Fee Estimate

Project: City of Marysville
 HSIP Project - Supplement #2 Additional Right-of-Way Services



Reimbursable Breakdown	
Work Element 11 - Assistance During Bidding	
Mileage	\$ -
Reproduction	\$ -
Task 11 - Total	\$ -

Reimbursable Subtotal	\$ 400.00
Administrative fees on reimbursables (0%)	\$ -
TOTAL REIMBURSABLES	\$ 400.00