



## City of Biggs

Agenda Item for the  
Next regular City Council Meeting  
August 12 at 6:30pm

To: Honorable Mayor  
And Members of the City Council

Date: August 5, 2014

From: Brian Martin, PE – City Engineer

Subject: Task Order No. 24 to the Engineering Services Agreement Dated June 11, 2011,  
for the Sixth Street Bridge Project

---

### Background

The Sixth Street Bridge Project construction contract was awarded in late August of 2013, and then was suspended on September 9, 2013 due to the permit restriction of no work in the channel after Oct 1. During the work suspension winter period the contractor submitted various items for review and approval. Construction work was restarted in late April 2014.

On June 21, 2011, The City entered into a professional services agreement with Bennett Engineering Services for City Engineering Services. In May of 2013 the City authorized Task Order No. 17 to the above agreement. Task Order No. 17 was for construction engineering services including construction inspection, contract management, construction surveying, design revisions, and project closeout. Task Order No. 17 was in the amount of \$175,667. There is now a need to adjust the construction engineering work scope and related costs in the amount of \$93,161 for the Sixth Street Bridge Project. The reasons for the additional Construction Engineering (CE) work scope and cost increase are noted below:

Additional CE work scope for construction management, site documentation, and permit coordination for additional construction CCO work and permit changes. This additional work includes the following:

- Complex construction in a constrained work site requiring additional documentation including: in-stream work with stream diversion around work area with fluctuating flows, deep excavation in constrained areas, excavation shoring, and permit changes & restrictions.
- Negotiation of CCO (6 CCOs to date) scope & cost agreements with Contractor and processing City approvals. Includes review & formal response to multiple extra work and time delay claims from the Contractor, most claims have been denied and some have resulted in a CCO.

- Management of CCOs: additional oversight & documentation of details in daily reports for Extra Work at Force Account (actual materials, labor, equipment, and work days by contractor) and tracking of daily work completed for each CCO for each work item.
- Additional coordination, meetings, and documentation with regulatory agencies for revised permit requirements due to discovery of Giant Garter Snake on site. This also required additional coordination with CalTrans and the on-site biologist. Agencies requiring coordination include Caltrans, US COE, US F&W, CA DF&W.
- The suspension of the construction contract during winter period (2013 to 2014) has also contributed to some of the additional CE cost.

The amount of this Task Order No. 24 has already been forwarded to CalTrans for funding approval.

### **Recommendation**

It is recommended that the Council approve Task Order No. 24 in the amount of \$93,161 and authorize the City Administrator to execute the Task Order.



# City of Biggs

465 C Street

P.O. Box 307

Biggs, California 95917  
Telephone (530) 868-5493  
[www.biggs-ca.gov](http://www.biggs-ca.gov)

Date: July 29, 2014

TASK ORDER No. 24

Bennett Engineering Services  
1082 Sunrise Ave, Ste 100  
Roseville, CA 95661

This Task Order authorizes you to provide the professional services described below. Services are to be performed in accordance with the Agreement dated June 21, 2011 between the City of Biggs and Bennett Engineering Services, as amended.

**Project Name:** 6th Street Bridge Construction Engineering (11416-1)

**Budget:** \$93,161. To be invoiced at Project Studies and Design Standard Rates per Agreement and Revised Compensation Schedule for Fiscal Year 2014/2015, effective July 1, 2014.

**Scope of Work:** Services as described in attached Exhibit A, Scope of Services dated July 29, 2014 and Exhibit B, Fee Estimate, dated July 29, 2014.

## City of Biggs

Approved: \_\_\_\_\_  
Mark Sorensen, City Administrator

Date: \_\_\_\_\_

## Bennett Engineering Services

Approved: \_\_\_\_\_  
Leo Rubio, PE, Vice President

Date: 7/29/14

# Exhibit A: Scope of Services

To: AMENDMENT NO. 6

Client: City of Biggs

Consultant: Bennett Engineering Services Inc.

Project: 6<sup>th</sup> Street Bridge Replacement

Date: July 29, 2014



TRUSTED ENGINEERING ADVISORS

Bennett Engineering Services  
1382 Sunrise Avenue, Suite 100  
Roseville, California 95661

T 916.783.4100

F 916.783.4110

www.ben-en.com

## Additional Preliminary Engineering Services to include:

### TASK 1. Preliminary Engineering

#### Subtask 1.7 Bidding Assistance

##### Subtask 1.7.1 Bidding

Prepare documents for bidding the project for construction. This task includes placing an ad in the local paper, providing project documents for bidders, and reviewing Caltrans bidding checklist for compliance with Local Assistance projects.

##### Subtask 1.7.2 Request for Information/Addenda

Review and respond to bidder inquiries including preparing addenda as necessary to provide clarification to bidders. Assumes up to six (6) inquiries and one (1) addendum.

##### Subtask 1.7.3 Pre-bid Meeting

Arrange for and attend a pre-bid meeting on site.

## Additional Construction Engineering Services to include:

### TASK 7. Construction Engineering

#### Subtask 7.1 Project Management

##### Subtask 7.1.1 Contracts Management

Provide administrative, management and related services as required to coordinate the work of the Subconsultants for inspection, geotechnical testing, surveying, and environmental compliance, to complete the project in accordance to contract documents.

#### Subtask 7.2 Construction Inspection

##### Subtask 7.2.1 Construction Inspection

Inspect the work to insure compliance with the contract. Bring deviations to the contractor's attention. Coordinate material sampling for compliance testing. Prepare a record of the contractor's daily activities in accordance with Caltrans LAPM Chapter 16. Maintain a digital photographic history of the project, including pre-construction photographs and photographs documenting the construction progress and disputed work items.

**Subtask 7.3 Contract Management**

**Subtask 7.3.1 Progress Payments**

Prepare quantity estimates and costs, including approved change order work, for monthly progress payments to the contractor. Prepare and certify to the City on a form documenting the quantities completed in prior periods, work completed in the current period and total work completed.

**Subtask 7.3.2 Documentation**

Establish and maintain project files to include the information and organization required in Section 16.8, Project files, of the Caltrans LPM.

**Subtask 7.3.3 Working Day Statements**

Prepare a Weekly Statement of Working Days to document the contract time requirements, time extensions, and factors which may affect the work. Submit a copy to the contractor for review and concurrence.

**Subtask 7.3.4 Certified Payrolls / EEO Compliance**

Receive and review contractor and subcontractor submitted certified payrolls. Determine from inspector's daily reports, employees, labor classification, hours worked, and equipment working on the project. Conduct spot interviews with contractor's employees. Spot check submitted payrolls to determine if prevailing wage rates are being paid. Cross check reports, interviews, payrolls and wage rates to determine contract compliance. Document that all specified posters, notices, wage rates, etc. are posted at the job site and that the contractor has in place all required EEO policies and procedures.

**Subtask 7.3.5 Monitor Schedule**

The Consultant shall review the Contractor's construction schedule, request updates as necessary, and track delays or accelerations based on actual Contractor operations. Work with the Contractor to maintain the project schedule to show current conditions and suggest revisions that may be required.

**Subtask 7.3.6 Submittal Review**

Review for conformance with contract requirements, detailed work plan submittals from the contractor.

**Subtask 7.3.7 Environmental Permit Compliance**

Monitor contractor's compliance with ACOE Nationwide Permit 14 conditions, Water Quality Certification conditions, Mitigation Monitoring requirements. Document non-compliance and report non-compliance to the regulatory authority.

**Subtask 7.3.8 RFIs**

Keep a record of and respond to the contractor's request for information (RFI). Issue necessary clarifications and interpretations.

**Subtask 7.3.9 Contract Changes**

Accept, log and review claims for extra work and extra time. Evaluate the claims relative to the contract plans and specs. Consult with the City Administrator and issue a specific response of the merits of the claim. If a change is approved, prepare and process a change order with the contractor and City Administrator. The City Engineer and City Administrator must concur in the merits and may approve change orders that do not

exceed \$25,000 in value, either individually or in aggregate without Council approval. The City Council must approve claims over \$25,000. Prepare staff reports for council consideration of change orders. Keep the City Council informed of all claims and their disposition.

***Subtask 7.3.10 Meetings***

As needed, attend and document meetings related to contract management.

# Exhibit B: Fee Estimate

To AMENDMENT NO. 6 - ADDITIONAL SERVICES / Preliminary Engineering & Construction Engineering

Client: City of Biggs

Consultant: Bennett Engineering Services Inc

Project: 6th Street Bridge

Date: July 29, 2014



| Fee Estimate   | Project Manager IV<br>175 \$/hr |                 | Engineer IV<br>152 \$/hr |                | Administrative<br>65 \$/hr |              | BEN EN Subtotal |                 | MISC. EXPENSES | Vali Cooper<br>Contract | TOTAL           |
|--|---------------------------------|-----------------|--------------------------|----------------|----------------------------|--------------|-----------------|-----------------|----------------|-------------------------|-----------------|
|  | Qty                             | Cost            | Qty                      | Cost           | Qty                        | Cost         | Qty             | Cost            |                |                         |                 |
| <b>Task 1 Preliminary Engineering - Additional Services</b>  |                                 |                 |                          |                |                            |              |                 |                 |                |                         |                 |
| <b>1.7 - Bidding Assistance</b>                              |                                 |                 |                          |                |                            |              |                 |                 |                |                         |                 |
| 1.7.1 - Bidding  | hrs                             | \$0             | 4 hrs                    | \$608          | hrs                        | \$0          | 4 hrs           | \$608           | \$0            | \$0                     | \$608           |
| 1.7.2 - Request for Information/Addenda                      | hrs                             | \$0             | 19 hrs                   | \$2,888        | hrs                        | \$0          | 19 hrs          | \$2,888         | \$12           | \$0                     | \$2,900         |
| 1.7.3 - Pre-bid Meeting                                      | hrs                             | \$0             | 13 hrs                   | \$1,976        | hrs                        | \$0          | 13 hrs          | \$1,976         | \$7            | \$0                     | \$1,983         |
| <b>Subtotal</b>  | <b>hrs</b>                      | <b>\$0</b>      | <b>36 hrs</b>            | <b>\$5,472</b> | <b>hrs</b>                 | <b>\$0</b>   | <b>36 hrs</b>   | <b>\$5,472</b>  | <b>\$19</b>    | <b>\$0</b>              | <b>\$5,491</b>  |
| <b>Task 7 Construction Engineering - Additional Services</b> |                                 |                 |                          |                |                            |              |                 |                 |                |                         |                 |
| <b>7.1 - Project Management</b>                              |                                 |                 |                          |                |                            |              |                 |                 |                |                         |                 |
| 7.1.1 - Contracts Management                                 | 6 hrs                           | \$1,050         | hrs                      | \$0            | 8 hrs                      | \$520        | 14 hrs          | \$1,570         | \$0            | \$0                     | \$1,570         |
| <b>Subtotal</b>  | <b>6 hrs</b>                    | <b>\$1,050</b>  | <b>hrs</b>               | <b>\$0</b>     | <b>8 hrs</b>               | <b>\$520</b> | <b>14 hrs</b>   | <b>\$1,570</b>  | <b>\$0</b>     | <b>\$0</b>              | <b>\$1,570</b>  |
| <b>7.2 - Construction Inspection</b>                         |                                 |                 |                          |                |                            |              |                 |                 |                |                         |                 |
| 7.2.1 - Construction Inspection                              | hrs                             | \$0             | hrs                      | \$0            | hrs                        | \$0          | hrs             | \$0             | \$0            | \$18,700                | \$18,700        |
| <b>Subtotal</b>  | <b>hrs</b>                      | <b>\$0</b>      | <b>hrs</b>               | <b>\$0</b>     | <b>hrs</b>                 | <b>\$0</b>   | <b>hrs</b>      | <b>\$0</b>      | <b>\$0</b>     | <b>\$18,700</b>         | <b>\$18,700</b> |
| <b>7.3 - Contract Management</b>                             |                                 |                 |                          |                |                            |              |                 |                 |                |                         |                 |
| 7.3.1 - Progress Payment                                     | 4 hrs                           | \$700           | hrs                      | \$0            | hrs                        | \$0          | 4 hrs           | \$700           | \$0            | \$3,300                 | \$4,000         |
| 7.3.2 - Documentation  | 4 hrs                           | \$700           | hrs                      | \$0            | hrs                        | \$0          | 4 hrs           | \$700           | \$0            | \$5,500                 | \$6,200         |
| 7.3.3 - Working Day Statements                               | 2 hrs                           | \$350           | hrs                      | \$0            | hrs                        | \$0          | 2 hrs           | \$350           | \$0            | \$3,300                 | \$3,650         |
| 7.3.4 - Certified Payrolls                                   | 2 hrs                           | \$350           | hrs                      | \$0            | hrs                        | \$0          | 2 hrs           | \$350           | \$0            | \$2,200                 | \$2,550         |
| 7.3.5 - Monitor Schedule                                     | 2 hrs                           | \$350           | hrs                      | \$0            | hrs                        | \$0          | 2 hrs           | \$350           | \$0            | \$2,200                 | \$2,550         |
| 7.3.6 - Submittal Review                                     | 4 hrs                           | \$700           | hrs                      | \$0            | hrs                        | \$0          | 4 hrs           | \$700           | \$0            | \$3,300                 | \$4,000         |
| 7.3.7 - Environmental Permit Compliance                      | 4 hrs                           | \$700           | hrs                      | \$0            | hrs                        | \$0          | 4 hrs           | \$700           | \$0            | \$5,500                 | \$6,200         |
| 7.3.8 - RFIs   | 2 hrs                           | \$350           | hrs                      | \$0            | hrs                        | \$0          | 2 hrs           | \$350           | \$0            | \$5,500                 | \$5,850         |
| 7.3.9 - Contract Changes                                     | 24 hrs                          | \$4,200         | hrs                      | \$0            | hrs                        | \$0          | 24 hrs          | \$4,200         | \$0            | \$25,300                | \$29,500        |
| 7.3.10 - Meetings  | 4 hrs                           | \$700           | hrs                      | \$0            | hrs                        | \$0          | 4 hrs           | \$700           | \$0            | \$2,200                 | \$2,900         |
| <b>Subtotal</b>  | <b>52 hrs</b>                   | <b>\$9,100</b>  | <b>hrs</b>               | <b>\$0</b>     | <b>hrs</b>                 | <b>\$0</b>   | <b>52 hrs</b>   | <b>\$9,100</b>  | <b>\$0</b>     | <b>\$58,300</b>         | <b>\$67,400</b> |
| <b>PROJECT TOTAL</b>   | <b>58 hrs</b>                   | <b>\$10,150</b> | <b>36 hrs</b>            | <b>\$5,472</b> | <b>8 hrs</b>               | <b>\$520</b> | <b>102 hrs</b>  | <b>\$16,142</b> | <b>\$19</b>    | <b>\$77,000</b>         | <b>\$93,161</b> |

INITIALS:

- \* Rates are subject to change with 30-day notice.
- \* This fee estimate contains an abbreviated list of staff classifications and does not restrict BEN | EN to those classifications. Please see the Standard Rate Schedule for a full list of staff classifications.
- \* This fee estimate is valid for 90 days.