

RESOLUTION NO. \_\_\_\_\_

A RESOLUTION AUTHORIZING THE APPROVAL OF CHANGE ORDER NO. 1 FOR LITTLEJOHN ENGINEERING ASSOCIATES, INC. RELATIVE TO CONTRACT NO. W-11-009-101, MOCCASIN BEND WASTEWATER TREATMENT PLANT ADMINISTRATION BUILDING PERMANENT GENERATOR AND GENERATOR CONNECTIONS AT PRIORITY ISS SITES PROJECT, FOR AN INCREASED AMOUNT OF TWENTY-FOUR THOUSAND ONE HUNDRED FIFTY DOLLARS (\$24,150.00), FOR A REVISED CONTRACT AMOUNT NOT TO EXCEED TWO HUNDRED SEVENTY-SEVEN THOUSAND ONE HUNDRED FIFTY DOLLARS (\$277,150.00).

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BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CHATTANOOGA, it is hereby authorizing the approval of Change Order No. 1 for Littlejohn Engineering Associates, Inc. relative to Contract No. W-11-009-101, Moccasin Bend Wastewater Treatment Plant Administration Building Permanent Generator and Generator Connections at Priority ISS Sites Project, for an increased amount of \$24,150.00, for a revised contract amount not to exceed \$277,150.00.

ADOPTED: \_\_\_\_\_, 2015

/mem

# City of Chattanooga



## Resolution/Ordinance Request Form

Date Prepared: March 5, 2015

Preparer: Dennis Malone

Department: Public Works

Brief Description of Purpose for Resolution/Ordinance: \_\_\_\_\_ Res./Ord. # \_\_\_\_\_ Council District # 1, 5, 7, 8, 9

A City Council resolution is requested to approve the Change Order No. 1, for Littlejohn Engineering Associates, Inc., relative to Contract No. W-11-009-101, Moccasin Bend Wastewater Treatment Plant Admin Building Permanent Generator and Generator Connections at Priority ISS Sites Project, for an increased amount of \$24,150.00, for a revised contract amount not to exceed \$277,150.00.

Name of Vendor/Contractor/Grant, etc.	<u>Littlejohn Engineering Associates, Inc.</u>	New Contract/Project? (Yes or No)	<u>Yes</u>
Total project cost \$	<u>277,150.00</u>	Funds Budgeted? (YES or NO)	<u>Yes</u>
Total City of Chattanooga Portion \$	<u>277,150.00</u>	Provide Fund	<u>6011</u>
City Amount Funded \$	<u>277,150.00</u>	Provide Cost Center	<u>K43105 761204</u>
New City Funding Required \$	<u>0</u>	Proposed Funding Source if not budgeted	_____
City's Match Percentage %	_____	Grant Period (if applicable)	<u>SRF 2011 - 289</u>

**List all other funding sources and amount for each contributor.**

Amount(s)	Grantor(s)
<u>\$277,150.00</u>	<u>SRF 2011 - 289</u>
_____	_____
_____	_____

Agency Grant Number \_\_\_\_\_

CFDA Number if known \_\_\_\_\_

Other comments: (Include contingency amount, contractor, and other information useful in preparing resolution)

Funding is ISS Funding from previous FY.

Approved by: [Signature]

Reviewed by: FINANCE OFFICE

DESIGNATED OFFICIAL/ADMINISTRATOR

Please submit completed form to @budget, City Attorney and City Finance Officer

Revised: 1/26/09



**CITY OF CHATTANOOGA  
PUBLIC WORKS DEPARTMENT  
ENGINEERING DIVISION**

Development Resource Center  
1250 Market Street, Suite 2100  
Chattanooga, TN 37402  
Phone: (423) 643-6000  
Fax: (423) 643-6008

## CHANGE ORDER

Contract No.: W-11-009-101  
 Contractor: Littlejohn Engineering Associates, Inc.  
 Project Name: Backup Electrical Power for Moccasin Bend WWTP  
& Other ISS Sites

Change Order No.: 1  
 Date: 2/24/2015  
 Council Res. #'s: 26890  
 (Attach Copies)

- Check Reason for Change Order**
- Error/Omission
  - Field Condition
  - Field Dispute Settlement
  - Owner Request
  - Value Engineering
  - Other: Se CRF #1 and 2

Contract Days Changed: \_\_\_\_\_  
 Revised Completion Date: \_\_\_\_\_

Original Contract Amount	\$	<u>253,000.00</u>
Net Change by Previous C.O.s	\$	_____
Contract Amount Prior to this C.O.	\$	<u>253,000.00</u>
Total Amount of this C.O.	\$	<u>24,150.00</u>
<b>NEW CONTRACT AMOUNT</b>	<b>\$</b>	<b><u>277,150.00</u></b>

Description / Justification (Add more pages if necessary)  
 See attachments

The terms and conditions of this Change Order, including the cost and time contained herein, constitute a full accord and complete satisfaction for all costs and time of performance related to the work described or referenced herein, including but not limited to, all delay and impact costs for the entire Project resulting from this Change Order. Except as amended herein, all provisions of the Contract remain in full force and effect.

### APPROVALS

<b>CONTRACTOR/CONSULTANT</b>	<b>CONSENT DECREE PROGRAM MANAGER</b>
Scott McDonald, P.E., Senior Business Manager / East TN Regional Manager	Mike Marino, P.E., Jacobs
<i>W. Scott McDonald</i> <span style="float: right;">3/2/15</span>	<i>[Signature]</i> <span style="float: right;">3-4-15</span>
Signature <span style="float: right;">Date</span>	Signature <span style="float: right;">Date</span>
<b>CITY PROJECT MANAGER</b>	<b>CITY ENGINEER</b>
<i>Kochi Ameer</i> <span style="float: right;">3-3-15</span>	<i>[Signature]</i> <span style="float: right;">3/5/15</span>
Signature <span style="float: right;">Date</span>	Signature <span style="float: right;">Date</span>
<b>ADMINISTRATOR OF PUBLIC WORKS</b>	<b>CITY FINANCE OFFICER</b>
Signature <span style="float: right;">Date</span>	Signature <span style="float: right;">Date</span>



### CHANGE REQUEST FORM (CRF)

**City Contract No.** W-11-009-101  
**Project Name:** Backup Electrical Power for Moccasin Bend WWTP & Other ISS Sites  
**Engineer:** LittleJohn Engineering Associates, Inc. (Littlejohn)  
**Contractor:** N/A

**Requested By:** Littlejohn Engineering Associates, Inc.  
**Drawing:** N/A  
**Problem Desc:** The budget for both the bidding assistance task for this project were established in the Fall of 2011 prior to a design being completed. The scope of this project was changed to provide bidding services for two separate contracts rather than a single contract. This required substantial work outside of the original scope of work in the amount of \$9,850 for bidding assistance. Request \$9,850 be re-allocated from Task 6 - RPR Services to cover this amount.

**Revised Scope Description/Details**

To account for the additional bidding services requested by the City, the fee breakdown of the original contract shall be revised as follows:

<u>Basic Services</u>	<u>Original Fee</u>	<u>Change</u>	<u>Revised Fee</u>
Task 1 - Concept Plan	\$ 50,000.00	\$ -	\$ 50,000.00
Task 2 - Design	\$ 53,000.00	\$ -	\$ 53,000.00
Task 3 - Bidding Assist.	\$ 10,000.00	\$ 9,850.00	\$ 19,850.00
Task 4 - Constrct Admin.	\$ 15,000.00	\$ -	\$ 15,000.00
Task 5 - Strategic Plan	\$ 105,000.00	\$ -	\$ 105,000.00
<i>Subtotal</i>	\$ 233,000.00	\$ 9,850.00	\$ 242,850.00
<b><u>Supplemental Services</u></b>			
Task 6 - RPR Services	\$ 20,000.00	\$ (9,850.00)	\$ 10,150.00
<i>Subtotal</i>	\$ 20,000.00	\$ (9,850.00)	\$ 10,150.00
<b>Contract Amount</b>		\$ 253,000.00	\$ 253,000.00

<b>Contractor Acknowledgement:</b>	
<input checked="" type="checkbox"/> No Change in Contract Amount is required.	<input type="checkbox"/> A Change in Contract Amount is required: _____
<input checked="" type="checkbox"/> No Change in Contract Time is required.	<input type="checkbox"/> A Change in Contract Time is required: _____ days
<u>W. Scott Miller</u> Architect/Engineer/Inspector/RPR	<u>N/A</u> Contractor
Change in Contract Amount is within the Contingency Amount authorized under Resolution No. <u>26890</u> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No _____ _____ Engineer / Architect Project Manager	<b>Proceed with Execution</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No _____ <u>Heidi Amer</u> City Project Manager

Distribution: City Engineer; Central Files

8/27/14  
DLW



CR# 2  
 Date Issued: 3/3/15  
 PO#: \_\_\_\_\_

### CHANGE REQUEST FORM (CRF)

**City Contract No.** W-11-009-101  
**Project Name:** Backup Electrical Power for Moccasin Bend WWTP & Other ISS Sites  
**Engineer:** Littlejohn Engineering Associates, Inc. (Littlejohn)  
**Contractor:** \_\_\_\_\_

**Requested By:** Scott McDonald, P.E. - Littlejohn  
**Drawing:** \_\_\_\_\_  
**Problem Desc:** Increase budget for Task 4 - Construction Administration and Task 6 - Resident Project Representation to account for two separate contracts underway, versus a single contract as originally scoped for the project.

**Revised Scope Description/Details**

Adds \$4,750 to Task 4 Construction Administration services and \$19,400 to Task 6 - Resident Project representation services to account for additional scope required for two separate construction projects.

	<u>Basic Services</u>	<u>PER CRF #1</u>	<u>Change</u>	<u>Revised Fee</u>
Task 1 - Concept Plan		\$ 50,000.00	\$ -	\$ 50,000.00
Task 2 - Design		\$ 53,000.00	\$ -	\$ 53,000.00
Task 3 - Bidding Assist.		\$ 19,850.00	\$ -	\$ 19,850.00
Task 4 - Constrct Admin.		\$ 15,000.00	\$ 4,750.00	\$ 19,750.00
Task 5 - Strategic Plan		\$ 105,000.00	\$ -	\$ 105,000.00
	<i>Subtotal</i>	\$ 242,850.00	\$ 4,750.00	\$ 247,600.00
<b>Supplemental Services</b>				
Task 6 - RPR Services		\$ 10,150.00	\$ 19,400.00	\$ 29,550.00
	<i>Subtotal</i>	\$ 10,150.00	\$ 19,400.00	\$ 29,550.00
	<b>Contract Amount</b>	\$ 253,000.00	\$ 24,150.00	\$ 277,150.00

**Contractor Acknowledgement:**

No Change in Contract Amount is required.  A Change in Contract Amount is required: \$24,150.00

No Change in Contract Time is required.  A Change in Contract Time is required: None days

\_\_\_\_\_  
 Architect / Engineer / Inspector / RPR

\_\_\_\_\_  
 Contractor

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Change in Contract Amount is within the Contingency Amount authorized under Resolution No. 26870

Yes  No \_\_\_\_\_

\_\_\_\_\_  
 Engineer / Architect Project Manager

**Proceed with Execution**

Yes  No \_\_\_\_\_

\_\_\_\_\_  
 City Project Manager

*DLM 3/5/15*

RESOLUTION NO. 26890

A RESOLUTION AUTHORIZING THE ADMINISTRATOR OF THE DEPARTMENT OF PUBLIC WORKS TO ENTER INTO AN AGREEMENT WITH LITTLEJOHN ENGINEERING ASSOCIATES, INC., FOR PROFESSIONAL SERVICES, RELATIVE TO CONTRACT NO. W-11-009-101, BACK-UP ELECTRICAL POWER FOR MOCCASIN BEND WASTEWATER TREATMENT PLANT, AND OTHER ISS SITES, IN AN AMOUNT NOT TO EXCEED TWO HUNDRED FIFTY-THREE THOUSAND DOLLARS (\$253,000.00) (CITYWIDE).

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BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CHATTANOOGA, that there be and is hereby authorizing the Administrator of the Department of Public Works to enter into an agreement with Littlejohn Engineering Associates, Inc., for professional services, relative to Contract No. W-11-009-101, Back-up Electrical Power for Moccasin Bend Wastewater Treatment Plant, and other ISS Sites, in an amount not to exceed \$253,000.00 (Citywide).

ADOPTED: November 8, 2011.

/mms

RESOLUTION NO. 26890

A RESOLUTION AUTHORIZING THE ADMINISTRATOR OF THE DEPARTMENT OF PUBLIC WORKS TO ENTER INTO AN AGREEMENT WITH LITTLEJOHN ENGINEERING ASSOCIATES, INC., FOR PROFESSIONAL SERVICES, RELATIVE TO CONTRACT NO. W-11-009-101, BACK-UP ELECTRICAL POWER FOR MOCCASIN BEND WASTEWATER TREATMENT PLANT, AND OTHER ISS SITES, IN AN AMOUNT NOT TO EXCEED TWO HUNDRED FIFTY-THREE THOUSAND DOLLARS (\$253,000.00) (CITYWIDE).

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