

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE APPROVAL OF CHANGE ORDER NO. 2 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 TWENTY-EIGHT THOUSAND SEVEN HUNDRED SEVENTY AND 50/100 DOLLARS (\$28,770.50), FOR A REVISED CONTRACT AMOUNT NOT TO EXCEED THREE HUNDRED FIVE THOUSAND NINE HUNDRED TWENTY AND 50/100 DOLLARS (\$305,920.50).

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CHATTANOOGA, it is hereby authorizing the approval of Change Order No. 2 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 \$28,770.50, for a revised contract amount not to exceed \$305,920.50.

ADOPTED: _____, 2015

/mem

City of Chattanooga



Resolution/Ordinance Request Form

Date Prepared: October 15, 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. 2, 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 \$28,770.50, for a revised contract amount not to exceed \$305,920.50.

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>305,920.50</u>	Funds Budgeted? (YES or NO)	<u>Yes</u>
Total City of Chattanooga Portion \$	<u>305,920.50</u>	Provide Fund	<u>6011</u>
City Amount Funded \$	<u>305,920.50</u>	Provide Cost Center	<u>K43105 761204</u>
New City Funding Required \$	<u>28770.50</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>\$305,920.50</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: _____

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.:	<u>W-11-009-101</u>	Change Order No.:	<u>2</u>
Contractor:	<u>Littlejohn Engineering Associates, Inc.</u>	Date:	<u>10/15/2015</u>
Project Name:	<u>Backup Electrical Power for Moccasin Bend WWTP & Other ISS Sites</u>	Council Res. #'s: (Attach Copies)	<u>26890 28186</u>

Check Reason for Change Order <input type="checkbox"/> Error/Omission <input type="checkbox"/> Field Condition <input type="checkbox"/> Field Dispute Settlement <input type="checkbox"/> Owner Request <input type="checkbox"/> Value Engineering <input checked="" type="checkbox"/> Other: <u>Se CRF #3</u>	Contract Days Changed: _____ Revised Completion Date: _____	Original Contract Amount \$ <u>253,000.00</u> Net Change by Previous C.O.s \$ <u>24,150.00</u> Contract Amount Prior to this C.O. \$ <u>277,150.00</u> Total Amount of this C.O. \$ <u>28,770.50</u> NEW CONTRACT AMOUNT \$ <u>305,920.50</u>
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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

CONTRACTOR/CONSULTANT		CONSENT DECREE PROGRAM MANAGER	
Scott McDonald, P.E., Senior Business Manager / East TN Regional Manager		Mike Marino, P.E., Jacobs	
<i>SIGNATURE IN</i>		<i>PROGRESS</i>	
Signature	Date	Signature	Date
CITY PROJECT MANAGER		CITY ENGINEER	
Signature	Date	Signature	Date
ADMINISTRATOR OF PUBLIC WORKS		CITY FINANCE OFFICER	
Signature	Date	Signature	Date



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 construction delays on project and design changes requested by Staff for additional power connections for portable generator and additional coordination required for other contracts.

Revised Scope Description/Details

Adds \$12,770.50 to Task 4 Construction Administration services and \$16,000 to Task 6 - Resident Project representation services to account for additional 60 days of construction time required.

	<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 - Construct Admin.		\$ 19,750.00	\$ 12,770.50	\$ 32,520.50
Task 5 - Strategic Plan		\$ 105,000.00	\$ -	\$ 105,000.00
	<i>Subtotal</i>	<i>\$ 247,600.00</i>	<i>\$ 12,770.50</i>	<i>\$ 260,370.50</i>
Supplemental Services				
Task 6 - RPR Services		\$ 29,550.00	\$ 16,000.00	\$ 45,550.00
	<i>Subtotal</i>	<i>\$ 29,550.00</i>	<i>\$ 16,000.00</i>	<i>\$ 45,550.00</i>
	Contract Amount	\$ 277,150.00	\$ 28,770.50	\$ 305,920.50

Contractor Acknowledgement:

- No Change in Contract Amount is required. A Change In Contract Amount is required: \$28,770.50
 No Change in Contract Time is required. A Change in Contract Time is required: 60 days

W. Smith
 Architect / Engineer / Inspector / RPR

 Contractor

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

- Yes No

 Engineer / Architect Project Manager

Proceed with Execution

- Yes No

[Signature] 2/15/15
 City Project Manager

RESOLUTION NO. 28186

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).

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: March 24, 2015

/mem



City of Chattanooga

Department of Public Works
Administration Division

April 29, 2015

Scott McDonald, P. E.
Littlejohn Engineering Associates, Inc.
210 Hamm Road, Suite B
Chattanooga, TN 37405

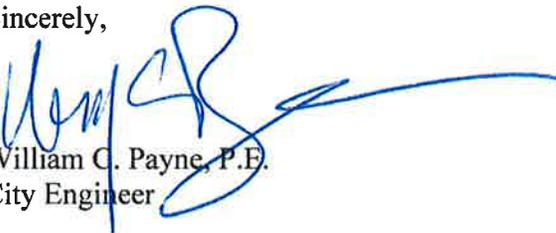
Re: Change Order No. 2
Contract No. W-11-009-101
Backup Electrical Power for Moccasin Bend WWTP

Dear Mr. McDonald:

Enclosed is a signed agreement of the above referenced change order that was approved by the City Council on March 24, 2015 by Resolution No. 28186.

If you have any further questions, please give me a call at (423) 643-6160.

Sincerely,



William C. Payne, P.E.
City Engineer

/arp

Enclosure

cc: Central Files



**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 Change Order No.: 1
 Contractor: Littlejohn Engineering Associates, Inc. Date: 2/24/2015
 Project Name: Backup Electrical Power for Moccasin Bend WWTP Council Res. #'s: 26890
& Other ISS Sites (Attach Copies)

Check Reason for Change Order Contract Days Changed: _____ Original Contract Amount \$ 253,000.00
 Error/Omission Net Change by Previous C.O.s \$ _____
 Field Condition Revised Completion Date: _____ Contract Amount Prior to this C.O. \$ 253,000.00
 Field Dispute Settlement Total Amount of this C.O. \$ 24,150.00
 Owner Request NEW CONTRACT AMOUNT \$ 277,150.00
 Value Engineering
 Other: Se CRF #1 and 2

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

CONTRACTOR/CONSULTANT		CONSENT DECREE PROGRAM MANAGER	
Scott McDonald, P.E., Senior Business Manager / East TN Regional Manager		Mike Marino, P.E., Jacobs	
<i>W. Scott McDonald</i>	<i>3/2/15</i>	<i>[Signature]</i>	<i>3-4-15</i>
Signature	Date	Signature	Date
CITY PROJECT MANAGER		CITY ENGINEER	
<i>Kechi Amee</i>		<i>[Signature]</i>	
<i>3-3-15</i>		<i>3/5/15</i>	
Signature	Date	Signature	Date
ADMINISTRATOR OF PUBLIC WORKS		CITY FINANCE OFFICER	
<i>[Signature]</i>		<i>Patsy Madison</i>	
<i>4-23-15</i>		<i>4-29-15</i>	
Signature	Date	Signature	Date



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 - Construct 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
Supplemental Services			
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
Contract Amount	\$ 253,000.00		\$ 253,000.00

Contractor Acknowledgement:

- No Change in Contract Amount is required. A Change in Contract Amount is required: _____ days
 No Change in Contract Time is required. A Change in Contract Time is required: _____ days

W. S. [Signature]
 Architect / Engineer / Inspector / RPR

N/A
 Contractor

Change in Contract Amount is within the Contingency Amount authorized under Resolution No. 26890
 Yes No _____

 Engineer / Architect Project Manager

Proceed with Execution
 Yes No _____
[Signature]
 City Project Manager

Distribution: City Engineer; Central Files

8/27/14
 DLM



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 - Constrect 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
Supplemental Services				
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
Contract Amount	\$ 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: DM days

W. Scott McDonald Architect / Engineer / Inspector / RPR
N/A Contractor

Change in Contract Amount is within the Contingency Amount authorized under Resolution No. 26870
 Yes No N/A

 Engineer / Architect Project Manager

Proceed with Execution
 Yes No _____
Kadir Ameen 3-4-15

 City Project Manager

DM 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).

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).

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



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

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<u>Basic Services</u>	<u>Original Fee</u>	<u>Change</u>	<u>Revised Fee</u>
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Task 2 - Design	\$ 53,000.00	\$ -	\$ 53,000.00
Task 3 - Bidding Assist.	\$ 10,000.00	\$ 9,850.00	\$ 19,850.00
Task 4 - Construct 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
Supplemental Services			
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
Contract Amount	\$ 253,000.00		\$ 253,000.00

Contractor Acknowledgement:

- No Change in Contract Amount is required. A Change in Contract Amount is required: _____
 No Change in Contract Time is required. A Change in Contract Time is required: _____ days

W. S. [Signature] N/A
 Architect / ~~Engineer~~ Inspector / RPR Contractor

Change in Contract Amount is within the Contingency Amount authorized under Resolution No. 26890
 Yes No _____

Yes No _____
Kaelin Ameer
 City Project Manager

Distribution: City Engineer; Central Files

8.27.14 DM