

May 24, 2018

Re: City of Greensboro, NC  
Stewart Mill Lift Station (COG Contract 2010-130)  
Stewart Mill Force Main (COG Contract 2010-130A)  
Proposal for Construction Administration Services  
DMP Project 100217

Mr. Jay Guffey, PE  
City of Greensboro  
Water Resources Department  
P.O. Box 3136  
Greensboro, NC 27402-3136

Dear Mr. Guffey:

Davis • Martin • Powell & Associates, Inc. (DMP) is pleased to submit this proposal to provide additional Construction Administration services for the Stewart Mill Lift Station and Stewart Mill Force Main.

#### **Justification for Additional Construction Administration Services**

The Stewart Mill Lift Station (SMLS) was originally envisioned as a smaller lift station that would intercept some of the wastewater flowing to the existing Rock Creek Lift Station (RCLS). When the City first asked DMP to prepare an Engineering & Surveying Services Proposal for the SMLS and the Stewart Mill Force Main (SMFM), the City estimated that the capacity of the SMLS would be about 4.3 MGD, and would pump through a new 24" force main. However, the City decided to make the SMLS a "regional" lift station that would re-pump wastewater coming from the RCLS, and would also handle flow coming from the new Young's Mill Outfall, which would allow the existing Young's Mill Lift Station to be taken out of service. The design of the SMLS was modified so it could provide an ultimate pumping capacity of 19.0 MGD to handle the additional future flows that would be coming to the SMLS.

While DMP was designing the SMLS and SMFM, the City commissioned DMP to design a section of new sewer outfall, which was named the Stewart Mill Outfall (SMO). DMP designed this section of outfall across North Little Alamance Creek and Interstate 40/85, in conjunction with Stimmel and Associates who was designing the remainder of the outfall to the proposed American Express (AMEX) Data Center site. At the time all of this was occurring, the City thought that construction on the AMEX Data Center was imminent, so construction of the new sewer outfall was expedited to meet their anticipated schedule.

The City previously approved contract amendments with DMP for the additional design tasks that were needed for the larger SMLS and SMFM, and for design and construction of the SMO. The original Construction Administration fee of \$80,000 for the SMLS and SMFM was increased by \$29,400 for CA services on the Stewart Mill Outfall (SMO).

The City decided to construct the lift station and force main projects under separate contracts. Up to this point, DMP has not asked for additional compensation for CA services for the larger-sized SMLS and SMFM, and for having separate contracts for the lift station and force main projects. DMP has continued to work and bill for CA services under the modified fee of \$109,400.

Having separate contracts for the lift station and force main projects has led to a two-fold increase in the time associated with the following tasks:

1. Re-packaging the design documents to bid the lift station and force main as separate contracts.
2. Bidding services associated with the two contracts.
3. Pre-Construction Meetings for two contracts.
4. Shop drawing reviews for two contracts.
5. Monthly Progress Meetings for two contracts.
6. Reviewing and processing Contractors' Monthly Pay Applications for two contracts.
7. Performing periodic site visits for two contracts.
8. Reviewing RFI's, change order requests, etc. for two contracts.
9. Attending substantial completion and final completion inspections for two contracts.
10. Preparing as-built drawings and engineer's certifications for two contracts.

The duration of the construction period for the two separate contracts has doubled compared to what was envisioned in our original CA scope of work. The Notice to Proceed (NTP) for the lift station contract was issued on 1/30/2017, and construction will likely end in June 2019. The NTP for force main contract was issued on 2/12/2018, and construction will likely end in June 2019. The duration of the overall construction period has extended from the originally estimated 15 months (for the smaller version of SMLS and SMFM) to 30 months (for the larger version of SMLS and SMFM and being combined with RCLS and RCFM).

### Scope of Work

The Scope of Work (SOW) will include the tasks listed below, with DMP performing the majority of the tasks. CriTek Engineering Group will assist with SMFM, performing periodic site visits and attending monthly progress meetings.

### Construction Services

1. For the lift station contract, DMP will continue leading the monthly progress meetings and providing agendas and meeting minutes. For the force main contract, DMP will attend the monthly progress meetings. The City's Inspections Department will lead these meetings, and prepare the agendas and meeting minutes.
2. Make weekly visits throughout the remaining duration of the construction period, and observe construction to determine in general if the Contractor's work is proceeding in accordance with the Contract Documents. DMP will communicate with the City any construction related deficiencies in the work or deviations from the contract documents when observed and recommend corrective action. DMP will not, during such visits or as a result of such observations of Contractor's work in progress, supervise, direct or have control over Contractor's work, nor will DMP have authority over or responsibility for the means, methods, techniques, sequences or procedures of construction selected by Contractor, for safety precautions and programs incident to Contractor's work, or for any failure of Contractor to comply with Laws and Regulations applicable to Contractor's furnishing and performing the Work. Accordingly, DMP neither guarantees the performance of the Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its Work in accordance with the Contract Documents.
3. DMP will review and respond to any remaining shop drawing submittals from the Contractor.
4. DMP will assist the City in issuing clarifications and interpretations of the Contract Documents and Field Orders authorizing minor variations from the requirements of the Contract Documents as necessary.
5. DMP will assist the City with resolving construction-related issues and conflicts as requested.

6. DMP will review Change Order Requests from the Contractor, recommend Change Orders and Work Change Directives to the City as appropriate, and assist with preparing associated documents for the Change Orders and Work Change Directives when requested by the City.
7. For SMLS, DMP will attend start-up sessions for major equipment.
8. DMP will perform a final review of the construction to determine if the completed Work of the Contractor is acceptable, so that DMP may confirm the City's recommendation for final payment to the Contractor. Provide a notice that the Work is acceptable to the best of DMP's knowledge, information, and belief and based on the extent of the services performed and furnished by DMP under this Agreement.
9. DMP will provide substantial completion and final payment documentation and other milestone or closeout documentation as requested and for permitting purposes, including assisting the City's field representative with developing punch-lists.
10. For SMLS, DMP will perform an as-built survey of any portions of the project that may be installed differently from what is shown on the plans. For SMFM, the Contractor is handling construction staking and as-built surveying. For both SMLS and SMFM, DMP will prepare and furnish digital and hardcopy Record Drawings (1 reproducible mylar copy and 3 paper copies) showing appropriate record information based on Project annotated record documents received from the Contractor and City inspector, and/or as-built survey data provided by the Contractor.

### Compensation

DMP proposes to perform engineering and surveying services, based on the Scope of Work described herein, on a time-and-materials basis, for the maximum estimated fee of **\$ 195,000.00**.

The attached Standard Rate Schedule shall apply to this project. The maximum contract fee will not be exceeded without prior authorization.

### Additional Services

DMP is available to provide additional services in conjunction with this project, which are unforeseen at this time. Any additional services would be performed in accordance with our standard rates, and costs would not be incurred without prior authorization.

### Closing

DMP appreciates the opportunity to submit this proposal for construction administration services for the Stewart Mill Lift Station and Force Main. If you have any questions or if you would like to discuss this proposal in more detail, please let me know.

Sincerely,

**DAVIS • MARTIN • POWELL & ASSOCIATES, INC.**



Andrew P. Larrick, PE

Enclosures:  
Standard Rate Schedule

C: File (enc)

## RATE SCHEDULE

Principal	\$175.00
Associate	\$155.00
Project Manager	\$140.00
Senior Engineer / Surveyor	\$120.00
Project Engineer / Surveyor	\$105.00
Senior Designer/Technician	\$100.00
Engineering/Surveying Technician I	\$82.00
Engineering/Surveying Technician II	\$67.00
Senior Resident Project Representative	\$105.00
3-Man Surveying Crew	\$145.00
Standard Surveying Crew	\$120.00
Senior Administrative Assistant	\$74.00
Administrative Assistant	\$56.00
Travel Mileage	\$0.60
Meals and Lodging	At Cost
Reimbursable Expenses	At Cost+15%
SUE Level A	
• Half day, includes survey location (minimum charge)	\$ 1,000.00
• Full day, includes survey location	\$ 1,800.00
SUE Level B, Delineation, hourly	\$ 50.00
SUE Level B, Ground Penetrating Radar, hourly	\$ 105.00
SUE Traffic Control Assistance	At Cost
SUE Select Backfill / Surface Restoration (stone, asphalt, concrete)	At Cost

Rev. March 2018