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April 17, 2019

Mr. Danny Briggs  
City of Greensboro Water Resources  
2602 S. Elm-Eugene St.  
Greensboro, NC 27406

Subject: **Amendment 1 – Mitchell WTP Backwash Pump Replacement and System Improvements**  
Greensboro Construction Contract No. 2015-079A  
CDM Smith Project Number 215627

Dear Mr. Briggs,

I am sending this letter proposal requesting authorization for Amendment 1 - to the Mitchell WTP Backwash Pump Replacement and System Improvements (Project), for completion of additional engineering services during the Design Phase (Phase 1) and the Construction Phase (Phase 2). The details of Amendment 1 are included below.

The additional work performed/to be performed includes design of spill catchment features at two chemical fill stations, the additional services and coordination required for the Project to be merged together with the Mitchell WTP Major Electrical Improvements Project (designed by Others) into a single set of construction documents, and additional engineering services during construction.

EXHIBIT A, dated August 6, 2014, describes the scope of work and fee for the Project, which was authorized as a task order under the City's On-Call Professional Services Agreement with CDM Smith, dated January 29, 2014.

## Scope of Work

- I. The scope of work being added to **Task 200 - Final Design** of the original contract is as follows:
  - A. Spill Catchment in Chemical Truck Unloading Areas:
    - Design of two chemical spill catchment systems at the chemical fill stations at the point where truck unloading takes place. Design included Civil, Mechanical/Hydraulic, Electrical, Instrumentation discipline engineering, calculations, drawings, and specifications
    - Design included milestones at 30%, 60%, and 90%
    - Additional cost estimating services at 60%, 90% and 100%
    - Additional coordination with survey subcontractor for spill containment areas
    - Additional coordination with City and ARCADIS for design of spill catchment
    - Additional Erosion and Sedimentation Control design; and associated permitting coordination
  - B. Combining Subject Project with the Major Electrical Improvements Project (ARCADIS):



- Additional effort to coordinate two major projects on all aspects of design; including equipment, materials, layout, constructability, and common specifications
  - Additional project management and meetings to coordinate the work, including approximately 12-month delay.
- II. The scope of work being added to **Task 020 – Project Management, Task 500 – Construction Contract Administration and Task 600 – Construction Observation and Inspection** of the original contract is as follows:
- A. Additional project management, meetings, and coordination during construction:
    - Additional project management, meetings, and coordination effort during the construction phase of the Project associated with merging the Project together with the Major Electrical Project. Assumes one additional month in the period of performance during Phase 2.
  - B. Additional construction contract administration services:
    - Additional construction contract administration services to support the additional Spill Catchment in Chemical Truck Unloading Area Improvements (Civil, Mechanical, Electrical, Instrumentation and Controls).
  - C. Additional construction inspection services:
    - Additional construction inspection services by Engineers of Record to support the additional Spill Catchment in Chemical Truck Unloading Area Improvements. An additional 100 hours of construction observation services by Subcontractor, Crittek Engineering Group, to support the additional Spill Catchment in Chemical Truck Unloading Area Improvements. This value assumes one additional month in the period of performance during Phase 2.

## Payment

The proposed lump sum fee for Services described above is \$104,800.00; and CDM Smith has been authorized to invoice \$40,000 of this amount to the existing project contingency, Task 800 – Additional Services (Contingency). Therefore, the lump sum fee for Amendment 1 Services described above that is authorized as new funds to the contract is **\$64,800.00**. The amounts listed in *Table A1-1* for lump sum portions of work are estimated values for reference only and the fee shall not be held to upper limits by task.

Additionally, Task 800 Additional Services (Contingency) has been depleted, and will be refilled with an additional **\$80,000.00**. These funds may only be used by on the project if approval from the Owner's project manager is provided in writing.

**The total authorized value for Amendment 1 is \$144,800.00.**

**Table A1-1 – Engineering Services Fee Estimated Breakout By Task Amendment 1**

Phase 1 -Task 200 Final Design	I.A.	Spill Catchment in Chemical Truck Unloading Areas	\$33,500.00
	I.B.	Combining Subject Project with the Major Electrical Improvements Project	\$19,800.00
			\$53,300.00
<i>The amount of existing contingency from Original Contract being applied to Amendment 1 Fee</i>			<i>-\$40,000.00</i>
<i>Subtotal - Phase 1 (Design Phase Services)</i>			<i>\$13,300.00</i>
Phase 2 -Task 020 Project Management	II.A	Additional project management, meetings, and coordination during construction	\$11,800.00
Phase 2 -Task 500 Construction Contract Admin.	II.B	Additional construction contract administration services	\$14,400.00
Phase 2 -Task 600 Construction Observation Services	II.C	Additional construction inspection services	\$25,300.00
<i>Subtotal - Phase 2 (Construction Phase Services)</i>			<i>\$51,500.00</i>
<i>Total Lump Sum Amount</i>			<i>\$64,800.00</i>
<i>Task 800 Additional Services (Contingency)</i>			<i>\$80,000.00</i>
<b>Total Contract Authorization - Amendment 1</b>			<b>\$144,800.00</b>
<b>Total - Project Costs (Original + Amendment 1)</b>			<b>\$509,300.00</b>

## Schedule

The Project period of performance will be modified as follows:

- Scope of Work items I.A and I.B will be completed by April 2019.
- Scope of Work items II.A, II.B, and II.C will take place during the original construction period, and assume up to one additional month of engineering services during construction, for a total of four months.

Thank you for the opportunity to serve the City of Greensboro on this important water infrastructure project. If you have questions or need any additional information regarding the proposed Amendment 1 please do not hesitate to contact me at 919-939-0657.

Sincerely,



Reed Barton, P.E.  
 Client Service Leader  
 CDM Smith

cc: Jay Guffey, City of Greensboro

