



**CITY OF LODI  
COUNCIL COMMUNICATION**

**AGENDA TITLE:** Accept Improvements Under Contract for Water Meter Program Phase 1 and Adopt Resolution Authorizing City Manager to Execute Amendment No. 1 to Task Order No. 2 With RMC Water and Environment (\$61,885)

**MEETING DATE:** December 21, 2011

**PREPARED BY:** Public Works Director

**RECOMMENDED ACTION:** Accept improvements under contract for Water Meter Program Phase 1 and adopt resolution authorizing the City Manager to execute Amendment No. 1 to Task Order No. 2 with RMC Water and Environment in the amount of \$61,885.

**BACKGROUND INFORMATION:** The project was awarded to Knife River, of Stockton, on March 16, 2011, in the amount of \$1,872,285. The contract has been completed in substantial conformance with the plans and specifications approved by City Council.

The project consisted of the installation of 3,698 meters and the replacement of 4,220 feet of water main.

The contract completion date was November 30, 2011 and the actual completion date was November 30, 2011. The final contract price was \$1,999,379.98. The difference between the contract amount and the final contract price is mainly due to work added to reconstruct the water facilities within the area of the 2011 Alley Reconstruction Project (the alley north of Tokay Street from Stockton Street to Washington Street and the alley north of Eden Street from Washington Street to Garfield Street) because the existing facilities were too shallow. Additionally, the difference in the contract amount is due to six new services installed on Hutchins Street between Lodi Avenue and Oak Street; greater width concrete collars placed around 193 water meter installations; and a reduction in overall contract quantities installed in the field.

Task Order No. 2 with RMC Water and Environment was approved by the City Council on March 16, 2011 for construction administration services. The work included administration of the construction contract, observation of pipeline and water meter installations, and coordination of the project with the City's customers and water maintenance staff crews. The required efforts exceeded initial estimates of labor for inspection of each water meter inspection, coordination with contractor and City crews to implement main shut downs, and interacting with the City's customers. The contractor utilized the entire time allowed for construction. We had estimated the construction work would be substantially complete by the beginning of September. Due to these conditions, we are recommending Amendment No. 1 to Task Order No. 2, increasing the contract amount by \$61,885 be authorized for execution by the City Manager. A copy of the task order amendment is provided as Exhibit A.

Following acceptance by the City Council, as required by law, the City Engineer will file a Notice of Completion with the County Recorder's office. The notice serves to notify vendors and subcontractors

APPROVED: \_\_\_\_\_

A handwritten signature in black ink, appearing to read "Konradt Bartlam".

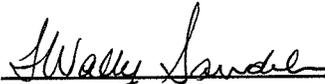
Konradt Bartlam, City Manager

that the project is complete and begins their 30-day period to file a stop notice requiring the City to withhold payments from the prime contractor in the event of a payment dispute.

**FISCAL IMPACT:** Water main leak and service repairs will be reduced. No additional costs will be incurred for reading of the meters as they are automatically read concurrent with the reading of the electric meters.

**FUNDING AVAILABLE:** Water Fund (181464): \$61,855

  
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Jordan Ayers  
Deputy City Manager/Internal Services Director

  
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F. Wally Sandelin  
Public Works Director

FWS/pmf

cc: Charlie Swimley, Deputy Public Works Director - Utilities

**DRAFT**  
**Exhibit A**  
**City of Lodi Water Meter Program**  
**Task Order No. 2**  
**WMP Phase 1 Construction Management Services**  
**Amendment No. 1 – Contract Close Out**

Task Order No. 2 with RMC Water and Environment was approved by the City Council on March 16, 2011 for Construction Administration services associated with the Water Meter Program Phase 1 construction project. The work included administration of the construction contract, observation of pipeline and water meter installations, and coordination of the project with the City's customers and water maintenance staff crews. The required efforts exceeded initial estimates for the following reasons:

- Increased labor required for inspection of each water meter installation due to widely varying field conditions and subsequent surface restoration work.
- Additional coordination with contractor and City crews and interacting with affected customers to implement main shut downs required to address deteriorated polybutylene service line restoration.
- Increased field time due to the contractor utilizing the entire time allowed for construction. We had estimated the construction work would be substantially complete by the beginning of September.
- Late issuance of the contract Notice-to-Proceed extended the original contract administrative and inspection duration by approximately two months.
- Varying field conditions and decision/direction making process were underestimated resulting in the increase to regulate and observe the contractor activities, and process change orders.
- Initial Field Intern Observer (FIO) hours (2000-hours) were under estimated with actual FIO hours exceeding 20%.
- Compilation of post meter installation data, and increased coordination with National Meter associated with correlation of installed meters to APN/Service addresses.

This proposed Amendment No. 1 to Task Order No. 2 would increase the contract authorized amount by \$61,885 to address the higher level of effort and extended construction duration (beyond that assumed in Task Order No. 2). The additional effort is described further below by task.

**Task 1 – Engineering Services during Construction (ESDC)**

Original Scope: The Consultant will provide engineering services during construction for the City to address Contractor submittals, record drawings and to provide overall technical support. The ESDC effort will be led by Tom Dugan (Resident Engineer - RE) and supported by the WMP Phase 1 design team of Mike Matson (Senior Review), Tony Valdivia (Project Manager), Kevin Smith (Project Engineer), and Victor Alaniz (CAD Production). The level of effort for ESDC activities is limited to the budgeted hours.

**Amendment No. 1 Modifications:** *Task 1 level of effort increased as a result of more Rfls than originally assumed due to widely varying field conditions. These included additional surface restoration requirements and additional service line piping modifications. These contractor and City issued Rfls caused additional engineer review time beyond what was originally estimated.*

### **Task 2 – Contract Administration**

Original Scope: The Consultant will provide construction contract administration services throughout the WMP Phase 1 construction period. Services will include conducting construction meetings, supporting contract execution and modification process with the City, reporting and coordinating with City staff on construction issues and progress, reviewing and recommending action on contractor progress payment requests, negotiating and preparing construction change order documentation, reviewing the contractor's progress schedule, administering and coordinating engineering reviews and responses to RFIs, supporting the contractor's public notification activities, managing and coordinating the meter procurement vendor activities, and project closeout activities. Contract administration will be performed by Tom Dugan (RE) and supported by RMC and Nolte staff.

**Amendment No. 1 Modifications:** *The following modifications are made to the original scope:*

- 1. The duration of contract administration activities was extended by approximately one month due to late issuance by City of contractor NTP. The late NTP resulted in a contract end date of November 30, 2011. Close out activities have been extended to mid-December, 2011. This has resulted in additional effort beyond that assumed in Task Order No. 2.*
- 2. The level of effort associated with contract administration was higher than anticipated in the original scope of services. Increased contract administration effort was required to address unanticipated field conditions and associated contract quantity changes and change orders. The actions of the City's contractor also required effort to enforce contract requirements and document non-compliance, including extensive negotiation of the SWPPP requirements and resolution of a dispute on meter box lid requirements, increased coordination with City personnel regarding mainline shut downs to repair deteriorated polybutylene service lines and leaking valves, and increase coordination with the City's meter vendor National Meter, the contractor and City Information Service Division (ISD) to correlate the installed meters with the APN/Service Address.*

### **Task 3 – Field Observation Activities**

Original Scope: The Consultant will provide limited inspection services throughout the construction period. Services will include general field observation and inspection tasks, mainline and meter installation inspection, and providing and coordinating specialty inspections for the project. The task lead will be Tom Dugan (RE) supported by Ryan Wilson (Lead Inspector).

**Amendment No. 1 Modifications:** *field observation services performed by Nolte Vertical five (NV5) Lead Inspector were budgeted to be complete by the end of September 2011. field work was completed on November 30, 2011, two months past the originally scoped construction period. This extended work duration resulted in additional field inspection time by the Lead Inspector to verify that the contractual obligations of the contractor were met and to address resident complaints, provide more prompt in-field resolution to unforeseen field condition changes, and track forced account work.*

*Similarly, the meter inspection period for the field intern observers (FIOs) were initially budgeted for 2,000-hours under the Task Order No. 3 scope and budget. ;At the direction of the City, RMC maintained the FIOs on the meter installation work until it was complete on November 30, 2011. The total FIO labor was over 2,400-hours (+20% increase) to monitor the 3,698 meter installations and maintain the meter*

*installation database that serves the dual purpose of processing the contractor's pay requests and provides utility asset management data for the City. The hours exceeding the Task Order No. 3 budget are included in this amendment at the direction of the City.*

**Task 4 – Document Control Management and Project Closeout Services**

Original Scope: The Consultant will provide document management services, including project closeout activities. This task will be led by Tom Dugan (RE) and supported by the inspection team.

**Amendment No. 1 Modifications:** *The Task 4 level of effort increased as a result of the unanticipated number of change order items that required processing (e.g. twenty two force account work items to address differing field conditions, the 2011 Alley Reconstruction Project, and six additional service connections within Hutchins Street) and the increased effort to provide quality assurance on the meter installation database and the correlated installed meter to APN/Service Address data collected by National Meter.*

RMC WATER AND ENVIRONMENT

CITY OF LODI

\_\_\_\_\_  
Signature

Michael H. Matson  
Sr. Vice President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
RANDI JOHL  
City Clerk

APPROVED AS TO FORM:

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D. STEPHEN SCHWABAUER  
City Attorney





**City of Lodi - Water Meter Program Phase 1  
Construction Management Services (Task Order 2, Amendment No. 1)**

Tasks	Labor							Total Hours	Total Labor Costs (1)	NV5	Nolte Vertical Five			ODCs			Total
	Mike Matson	Kevin Smith	Tom Dugan	Mike Silva	Garrett Wiman	Whitney Sandelin	Desiree Ayala				Subtotal	Sub Consultant Total Cost (2)	ODCs	ODC Markup	Total ODCs (3)	Total Fee	
	PM	PE	PE	PE	PE	PE	Graphics and Support Team										
	\$255	\$185	\$150	\$41	\$41	\$41	\$95				10%		10%				
<b>Task 1: Engineering Services during Construction</b>																	
1.1 Engineering Services During Construction	12	9						21	\$4,725		\$0	\$0	\$0	\$0	\$0	\$0	\$4,725
Subtotal Task 1:	12	9	0	0	0	0	0	21	\$4,725	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,725
<b>Task 2: Contract Administration</b>																	
2.1 Contract Administration			53					53	\$7,913		\$0	\$0	\$0	\$0	\$0	\$0	\$7,913
Subtotal Task 2:	0	0	53	0	0	0	0	53	\$7,913	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,913
<b>Task 3: Field Observation Activities</b>																	
3.1 Field Observation Activities			24	252	64	7	6	352	\$17,466	\$21,141	\$21,141	\$2,114	\$23,255	\$558	\$56	\$614	\$41,335
Subtotal Task 3:	0	0	24	252	64	7	6	352	\$17,466	\$21,141	\$21,141	\$2,114	\$23,255	\$558	\$56	\$614	\$41,335
<b>Task 4: Document Control Management</b>																	
4.1 Document Control Management			53					53	\$7,913		\$0	\$0	\$0	\$0	\$0	\$0	\$7,913
Subtotal Task 4:	0	0	53	0	0	0	0	53	\$7,913	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,913
<b>TOTAL</b>	<b>12</b>	<b>9</b>	<b>130</b>	<b>252</b>	<b>64</b>	<b>7</b>	<b>6</b>	<b>479</b>	<b>\$38,016</b>	<b>\$21,141</b>	<b>\$21,141</b>	<b>\$2,114</b>	<b>\$23,255</b>	<b>\$558</b>	<b>\$56</b>	<b>\$614</b>	<b>\$61,885</b>

- The individual hourly rates includes salary, overhead and profit.
- Subcontractors will be billed at actual cost
- Other direct costs (ODCs) such as reproduction, delivery, mileage (rates will be those allowed by current IRS guidelines), and travel expenses, will be billed at actual cost plus 10%.
- RMC reserves the right to adjust its hourly rate structure and ODC markup at the beginning of the calendar year for all ongoing contracts.

RESOLUTION NO. 2011-190

A RESOLUTION OF THE LODI CITY COUNCIL  
AUTHORIZING THE CITY MANAGER TO EXECUTE  
AMENDMENT NO. 1 TO TASK ORDER NO. 2 FOR  
WATER METER PROGRAM PHASE 1  
CONSTRUCTION ADMINISTRATION SERVICES

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WHEREAS, Task Order No. 2 with RMC Water and Environment, of Walnut Creek, California, was approved by the City Council on March 16, 2011, for construction administration services for Water Meter Program Phase 1, and the work included administration of the construction contract, observation of pipeline and water meter installations, and coordination of the project with the City's customers and water maintenance staff crews: and

WHEREAS, the required efforts exceeded initial estimates of labor, and staff recommends authorizing the City Manager to execute Amendment No. 1 to Task Order No. 2, increasing the contract amount by \$61,885.

NOW, THEREFORE, BE IT RESOLVED that the Lodi City Council does hereby approve Amendment No. 1 to Task Order No. 2 for Water Meter Program Phase 1 Construction Administration Services with RMC Water and Environment, of Walnut Creek, California, in the amount of \$61,885; and

BE IT FURTHER RESOLVED that the City Council does hereby authorize the City Manager to execute the task order amendment on behalf of the City.

Dated: December 21, 2011

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I hereby certify that Resolution No. 2011-190 was passed and adopted by the City Council of the City of Lodi in a regular meeting held December 21, 2011, by the following vote:

AYES: COUNCIL MEMBERS – Hansen, Katakian, Nakanishi, and Mayor Mounce

NOES: COUNCIL MEMBERS – None

ABSENT: COUNCIL MEMBERS – Johnson

ABSTAIN: COUNCIL MEMBERS – None

  
RANDI JOHL  
City Clerk