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September 25, 2024

Mrs. Janet Sanders
Public Works Director
City of Jackson
101 Court Street
Jackson, MO 63755

**Re: Task Order Authorization No. 19-04 Increase in Expenditures
to Provide Professional Engineering Services for The Water System Facility Plan
Implementation Program – Phase 2 for the City of Jackson, MO
Amendment No. 8**

Dear Mrs. Sanders:

The Amendment No. 8 to the above Task Order Contract is requested to provide additional engineering services for the following additional tasks that are described in more detail in attached Exhibit A:

1. Additional Design Phase
 - a. Aldi property review and coordination
 - b. Easement map preparation for council meeting
 - c. Phase 1 Water Main
 - i. McDonald's property water main easement – correspondence for 1 year with owner, modification to the McDonalds easement and adjacent easement, drawing and cost estimate modifications.
 - ii. Response to property owner's questions related to easements at 4 other properties.
 - iii. Resubmit plans to both MODOT and Corps of Engineers due to changes and timeframe since obtained permits.
 - d. Phase 2 Water Main
 - i. Update plans and easements to adjust for new Aldi water main.
 - ii. Assume future plan/cost estimate changes and easement coordination similar to Phase 2.
 - iii. Re-submit to MODOT and Corps of Engineers.
2. Updated Bidding and Construction Phase
 - a. Phase 1 bidding and construction services billing rates updated from 2023 to 2025.
 - b. Phase 2 bidding and construction services billing rates updated from 2024 to 2026.



Based on the additional scope of work above the requested Amendment 8 fee is listed below and detailed on Exhibit A attached.

Additional Design Phase Services	\$20,800
Updated Phase 1 Bidding and Construction Phase Services	\$4,100
Updated Phase 2 Bidding and Construction Phase Services	<u>\$5,700</u>
	\$30,600

The below summarizes the H&S design fee to date for the entire Water System Facility Plan Improvements project from inception in January 2016 to today:

Original Contract	\$346,800
Contract Amendment 1	\$ 60,100
Contract Amendment 2	\$233,173
Contract Amendment 3	\$ 9,540
Contract Amendment 4	\$ 79,600
Contract Amendment 5	\$ 31,900
Contract Amendment 6	\$ 85,900
Contract Amendment 7	\$ 2,800
Contract Amendment 8	<u>\$ 30,600</u>
Total Contract to Date	\$880,413

We appreciate the opportunity to continue to serve the City of Jackson under our existing task order agreement for engineering services. Please call me to discuss any questions regarding our proposed scope or fee proposal.

Respectfully Submitted,

James E. McCleish, P.E.
Vice President
Practice Leader, Water

Lisa Fennewald, P.E.
Project Manager

Enclosures

EXHIBIT A

DESIGN PHASE ITEMS

- Aldi Property
 - Developer Review: Review of Aldi plans, coordination with City for revisions of design on Aldi site, review of revised plans. (Extra previously received for preparation of easement documents).
 - Addition of new Aldi Main to Part 2 design plans.
- Map preparation for Phase 1 and Phase 2 easement for council presentation
- Phase 1
 - McDonald Property Easement
 - Update drawings to show existing service lines not located during original survey.
 - Multiple correspondence back and forth with corporate regarding location of easement and new water main in proximity to elevated sign, and site access during construction from May 2023 through May 2024
 - Modifications to easement per request of corporate to construction main further away from elevated sign.
 - Modifications to Ahmad easement (adjacent to McDonalds) due to changes is the main on the McDonald's property.
 - Modification of plan and profile to accommodate changes requested by McDonalds
 - Cost estimate updates associated with relocation.
 - Response to property owner's question related to easements at other properties:
 - Chamber of Commerce Track – main related to sign
 - Regions Bank – site access for parking and circulation around building for ATM and drive through access.
 - Ahmad Holding (Pizza Hut) – access during construction and length of project
 - Jackson Auto Spa – construction on site.
 - Submitted Issue for Bid Plans to City on 5/5/2023. Due to length of time since completed plans, need to do the following to get ready for bid.
 - Re-submit to MODOT due to length of time since submittal and revised plans changes due to easement agreements.

EXHIBIT A

- Re-submit to CORPS due to length of time since original submittal.
 - Get plans and specifications ready to bid by incorporating all agreed upon easement language in the documents.
- Phase 2
 - Update plans after completed to adjust for location of new Aldi water main. Project starts at tie-in of new Aldi main.
 - Adjust easement exhibits for main adjustment at Aldi tie-in.
 - Assume future plan changes and easement coordination similar to Phase 2. Also, revise cost estimate to reflect changes.
 - Assume will need to re-submit to MODOT and Corps

BID AND CONSTRUCTION PHASE ITEMS

- Phase 1 bidding and construction services assume will take place in 2025. Previous fee assumed bidding and construction in 2023. Increased fee due to rate increase from 2023 rates to 2025 rates.
- Phase 2 bidding and construction services assume will take place in 2026. Previous fee assumed bidding and construction in 2024. Increased fee due to rate increase from 2024 rates to 2026 rates

CITY OF JACKSON, MO
EAST JACKSON DESIGN EXTRA
ENGINEERING FEE ESTIMATE

Prepared By: LEF

LABOR:					Labor Classification		
					Fennewald, Lisa	Mills, Michael	Green, Walker
					WP04	WP10	WP10
Cost Center	Task No.	Task Description	Task M.H.	Task Cost			
DESIGN PHASE ITEMS - BOTH PHASES							
Work Completed							
Water	1	Aldi Property - plan review, coordination with City	12	\$2,116	8	4	
Water	2	Aldi Property - add new main to design plans	2	\$270		2	
Water	3	Preparation of map for Phase 1 and Phase 2 for council presentation	3	\$467	1	2	
Subtotal			17	\$2,853	9	8	0
DESIGN PHASE 1							
Water	1	McDonalds property easement - drawing updates, 1 year of correspondence back and forth, easement modifications, neighboring property easement adustments,cost estimate updates	14	\$2,510	10	2	2
Water	2	Response to other owner questions - Chamber of Commerce, Regions Bank, Ahmad Holdings, Jackson Auto Spa	10	\$1,846	8	2	
Future Work to Be Completed							
Water	3	Re-submit plans to MODOT for permit	3	\$529	2	1	
Water	4	Re-submit plans to Corps of Engineers for permit	3	\$529	2	1	
Water	5	Incorporate all easement language into bidding plans and specification	14	\$2,262	6	4	4
Subtotal			44	\$7,676	28	10	6
DESIGN PHASE 2							
Water	1	Update plans after completed to adjust for new Aldi Water Main	6	\$934	2	4	
Water	2	Adjust easement exhibits for main adjustment at Aldi tie-in	2	\$332	1	1	
Water	3	Assume future plan changes and easement coordination similar to Phase 2. Adjust cost estimated to reflect changes.	18	\$3,174	12	4	2
Water	4	Assume will need to re-submit to MODOT and Corps of Engineers	6	\$1,058	4	2	
Water	5	Incorporate all easement language into bidding plans and specification	14	\$2,262	6	4	4
Subtotal			46	\$7,760	25	15	6
TOTAL ESTIMATE MANHOURS			107		62	33	12
TOTAL ESTIMATED LABOR COSTS				\$18,289			

DESIGN EXPENSES:

<u>Item</u>	<u>Unit</u>		<u>Total Cost</u>
Mileage:	0	miles	\$0
Subconsultant: Strickland Easements		SAY	\$2,500
Reproduction & Photocopy:	--	SAY	\$0
Field Equipment Rental Reimbursement:	--	SAY	\$0
Misc. Reimbursable Expenses:	--	SAY	\$0
ESTIMATED TOTAL REIMBURSIBLE EXPENSES:			<u>\$2,500</u>
MARK UP PERCENTAGE:			0%
ESTIMATED TOTAL EXPENSES:			<u>\$2,500</u>
TOTAL ESTIMATED NOT-TO EXCEED COST:			<u>\$20,800</u>

CITY OF JACKSON, MO
EAST JACKSON PHASE 1 & HIGH ST. WATER MAIN BIDDING & CONSTRUCTION PHASE SERVICES
ENGINEERING FEE ESTIMATE

Prepared By: LEF

LABOR:		Task M.H.	Task Cost	Labor Classification		
				Fennewald, Lisa	Mills, Michael	Green, Walker
				WP04	WP10	WP10
Cost Center	Task No.	Task Description				
PHASE 1 AND HIGH ST. BIDDING PHASE						
Water	1	Prepare and post bidding documents on QUEST for bidding.	5	\$781	1	4
Water	2	Assist City Staff in responding to contractor questions about bidding documents and issue addendum(s).	12	\$2,243	8	4
Water	3	Assist City Staff in evaluating thoroughness of contractor bids received.	5	\$781	1	4
Water	4	Provide recommendation to City Staff on selection of contractor.	4	\$835	4	
Water	5	Prepare Notice of Award and Agreement for Execution	4	\$704	2	2
Water	6	Administer and manage Bidding Phase Services.	2	\$418	2	
Subtotal			32	\$5,762	18	14
PHASE 1 AND HIGH ST. CONSTRUCTION PHASE						
Water	1	Prepare Notice to Proceed and assemble contract books	5	\$781	1	4
Water	2	Attend pre-construction meeting and prepare meeting minutes.	10	\$2,088	10	
Water	3	Review contractor-submitted shop drawing and other items.	12	\$1,980	4	8
Water	4	Review contractor requests for periodic payments against construction contract amount.	36	\$5,546	6	30
Water	5	Respond to contractor questions regarding unforeseen field conditions and/or interpretations of design intent.	16	\$3,078	12	4
Water	6	Provide assistance in resolving contractor's field questions to ensure consistent quality control of contractor's work.	24	\$4,486	16	8
Water	7	Prepare Change Order requests, as appropriate.	28	\$5,058	16	12
Water	8	Coordinate with and manage information from water main inspector.	16	\$3,341	16	
Water	9	Attend monthly progress meeting (1/month) and prepare minutes.	48	\$10,023	48	
Water	10	Prepare as-built drawings from inspector's survey and notes.	30	\$4,293		30
Water	11	Assist City Staff in final, official close-out of construction contract.	8	\$1,276	2	6
Water	12	Administer and manage Construction Phase Services.	8	\$1,671	8	
Subtotal			241	\$43,622	139	72
TOTAL ESTIMATE MANHOURS			273		157	86
TOTAL ESTIMATED LABOR COSTS				\$49,384		

DESIGN EXPENSES:					
<u>Item</u>	<u>Unit</u>		<u>Total Cost</u>	<u>Bid</u>	<u>Construction</u>
Mileage:	1,720	miles	\$1,152	\$169	\$983
Subconsultant:		SAY	\$0		
Reproduction & Photocopy:	--	SAY	\$250	\$50	\$200
Field Equipment Rental Reimbursement:	--	SAY	\$0		
Misc. Reimbursable Expenses:	--	SAY	\$100	\$50	\$50
ESTIMATED TOTAL REIMBURSIBLE EXPENSES:			\$1,502	\$269	\$1,233
MARK UP PERCENTAGE:			0%		
ESTIMATED TOTAL EXPENSES:			\$1,502		
TOTAL ESTIMATED NOT-TO EXCEED COST:			\$50,900		
Original 2023 Fee =			\$46,800		
Extra Requested =			\$4,100.00		

CITY OF JACKSON, MO
EAST JACKSON WATER MAIN PHASE 2 BIDDING & CONSTRUCTION PHASE
ENGINEERING FEE ESTIMATE

Prepared By: LEF

LABOR:

Cost Center

Task No.

Task Description

Task
M.H.

Task
Cost

Labor Classification

Fennewald, Lisa

Mills, Michael

Green, Walker

WP04

WP10

WP10

PHASE 2 BIDDING PHASE

Water

1

Prepare and post bidding documents on QUEST for bidding.

5

\$825

1

4

Water

2

Assist City Staff in responding to contractor questions about bidding documents and issue addendum(s).

8

\$1,626

6

2

Water

3

Assist City Staff in evaluating thoroughness of contractor bids received.

5

\$825

1

4

Water

4

Provide recommendation to City Staff on selection of contractor.

4

\$883

4

Water

5

Prepare Notice of Award and Agreement for Execution

4

\$744

2

2

Water

6

Administer and manage Bidding Phase Services.

2

\$441

2

Subtotal

28

\$5,345

16

0

12

PHASE 2 CONSTRUCTION PHASE

Water

1

Prepare Notice to Proceed and assemble contract books

5

\$825

1

4

Water

2

Attend pre-construction meeting and prepare meeting minutes.

10

\$2,206

10

Water

3

Review contractor-submitted shop drawing and other items.

12

\$2,092

4

8

Water

4

Review contractor requests for periodic payments against construction contract amount.

32

\$5,255

6

26

Water

5

Respond to contractor questions regarding unforeseen field conditions and/or interpretations of design intent.

12

\$2,509

10

2

Water

6

Provide assistance in resolving contractor's field questions to ensure consistent quality control of contractor's work.

18

\$3,555

12

6

Water

7

Prepare Change Order requests, as appropriate.

24

\$4,462

12

12

Water

8

Coordinate with and manage information from water main inspector.

12

\$2,648

12

Water

9

Attend monthly progress meeting (1/month) and prepare minutes.

42

\$9,267

42

Water

10

Prepare as-built drawings from inspector's survey and notes.

21

\$3,175

21

Water

11

Assist City Staff in final, official close-out of construction contract.

6

\$1,046

2

4

Water

12

Administer and manage Construction Phase Services.

6

\$1,324

6

Subtotal

200

\$38,364

117

21

62

TOTAL ESTIMATE MANHOURS
TOTAL ESTIMATED LABOR COSTS

228

\$43,709

133

21

74

DESIGN EXPENSES:

<u>Item</u>	<u>Unit</u>		<u>Total Cost</u>	<u>Bid</u>	<u>Construction</u>
Mileage:	1,540	miles	\$1,032	\$161	\$871
Subconsultant:		SAY	\$0		
Reproduction & Photocopy:	--	SAY	\$250	\$50	\$200
Field Equipment Rental Reimbursement:	--	SAY	\$0		
Misc. Reimbursable Expenses:	--	SAY	\$100	\$50	\$50
ESTIMATED TOTAL REIMBURSIBLE EXPENSES:			\$1,382	\$261	\$1,121
MARK UP PERCENTAGE:			0%		
ESTIMATED TOTAL EXPENSES:			\$1,382		
TOTAL ESTIMATED NOT-TO EXCEED COST:			\$45,100		
Orig Estimated 2024 Fee =			\$39,400		
Extra Requested =			\$5,700.00		