



**Interoffice Memorandum**

July 27, 2021

**TO:** Mayor Jerry L. Demings  
-AND-  
County Commissioners

**FROM:** Carrie Mathes, NIGP-CPP, CFCM, CPPO, C.P.M., Manager, Procurement Division

**CONTACT:** Lindy A. Wolfe, P.E, LEED AP, Manager, Utilities Engineering Division  
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**SUBJECT:** Approval of Amendment No. 5, Contract Y12-820, Water Conserv II  
Transmission Main Booster Pump Improvements

**ACTION REQUESTED:**

Approval of Amendment No. 5, Contract Y12-820, Water Conserv II Transmission Main Booster Pump Improvements, with Hazen and Sawyer, in the amount of \$239,789.68, for a revised contract amount of \$2,039,690.06.

**PROCUREMENT:**

This amendment will provide additional construction administration phase services required by the County while under construction. This project is located in District 1.

**FUNDING:**

Funding is available in account number 4420-038-1445-20-6310.

**APPROVALS:**

The Utilities Engineering Division concurs with this recommendation.

**DISCUSSION:**

The Board approved the selection of Hazen and Sawyer on October 2, 2012 and authorized negotiation and execution of a contract by the Procurement Division provided that the contract does not exceed the budget amount of \$1,800,000 for all phases of negotiation.

This amendment provides for additional construction phase services required by the County. The additional services are required for Hazen and Sawyer to review and respond to Requests for Information and shop drawings submitted by the Contractor that were above the amount originally budgeted.

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Also, additional coordination meetings will be required to ensure all components of the project work together as one system. The original contract fee structure and rates apply to this amendment.

The following are the previous contract actions:

**Contract Executed with Preliminary Design Services (Phase 1)**  
**Effective Date: 10/2/2012 Amount: \$272,237**

The contract was initiated with the production of a preliminary design report to set the parameters for final design.

**Amendment No. 1: Final Design Phase Services (Phase 2)**  
**Effective Date: 1/12/2016 Amount: \$1,083,100**

Amendment No. 1 was executed for the second phase of negotiations. This includes 30%, 60%, 90%, and 100% drawings and specifications, permitting, and bidding services.

**Amendment No. 2: Additional Final Design Services**  
**Effective: 8/17/2017 Amount: \$69,915.88**

Amendment No. 2 was executed for additional road design services. During the design phase, the designers learned that a new 20-foot wide road was required to meet the Fire Marshall's requirements. The road was not part of the original design services.

**Amendment No. 3: Zero Dollar Scope Change Services**  
**Effective: 7/9/2019 Amount: \$0.00**

Amendment No. 3 was a zero dollar change in scope in reallocation of hours to complete tasks under final design services

**Amendment No. 4: Construction Administration Phase Services (Phase 3)**  
**Effective: 11/12/2019 Amount: \$374,647.50**

Amendment No. 4 was executed for the third phase of negotiations. This includes construction administration services including coordinating progress meetings, reviewing RFI's and reviewing shop drawings from the Contractor.