



CITY COUNCIL AGENDA ITEM

REQUESTED COUNCIL MEETING DATE **10/21/2008**

Subject: Addendum No. 23 to the Contract with Quentin Hampton Associates, Cambridge Basin Improvements/Trailwood Swale Replacement.

Department: Public Works.

Recommended Motion:

Staff recommends approval of Addendum Number 23 to the contract with Quentin Hampton Associates for \$29,868.00 for fees associated with the Trailwood Drive swale replacement (Cambridge Basin Improvements Project).

Summary:

Quentin Hampton Associates is requesting approval of additional fees associated with the Trailwood Drive swale replacement. Attached is a letter from Quentin Hampton that provides details regarding the additional engineering fees requested.

If approved, this will be Addendum No 23 to the contract with Quentin Hampton; Change Order No. 5 to the existing purchase order for the Cambridge Basin Improvements. Total change order will not exceed \$29,868.00 and funds are available in Account #41518005416397, Project DIP002, *upon approval of carryover funds, 412 24*

Attachments: Ordinance Resolution Budget Resolution
 Other Support Documents/Contracts Available for Review in Manager's Office
QLHA Letter; Addendum Number 23 to the Agreement with QLHA.


Department Head <i>[Signature]</i>	Submitted	Date <i>9/24/08</i>
Finance Department <i>[Signature]</i>	Approved as to Budget Requirements	Date <i>10/1/08</i>
City Attorney	Approved as to Form and Legality <i>[Signature]</i>	Date
City Manager <i>[Signature]</i>	Approved Agenda Item For	Date <i>10/21/08</i>

COUNCIL ACTION: Approved as Recommended Disapproved
 Tabled Indefinitely Continued to Date Certain Approved with Modification

MEMORANDUM

TO: Kenneth W. Parker
City Manager

DATE: September 24, 2008

FROM: Warren Pike 
Public Works Director

SUBJECT: Agenda Item for October 21, 2008

Please place approval of Addendum Number 23 to the contract with Quentin Hampton Associates on the Council agenda for October 21, 2008.

Commentary

As requested by City staff, Quentin Hampton Associates have provided an estimate for engineering fees for the Trailwood Drive swale replacement.

The swale along Trailwood Drive was constructed during the Cambridge Basin Improvements project. Afterwards, residents met with City staff and complained that the contour of the swale made it hard to maintain and that a problem developed with standing water. Staff determined the need to replace the swale with an exfiltration trench to alleviate their concerns.

Total additional engineering fees to oversee the design, construction and inspection of the swale replacement should not exceed \$29,868.00 and a copy of Quentin Hampton's letter and estimate are attached for your review.

If approved, this will be Change Order No 5 to the purchase order to Quentin Hampton. Account #41518005416397, Project #DIP002.

Recommendation

Staff recommends approval of Addendum Number 23 to the contract with Quentin Hampton Associates for an additional amount of \$29,868.00 for engineering fees associated with the Trailwood Drive swale replacement (Cambridge Project).

RICHARD W. FERNANDEZ, P.E.
MARK A. HAMPTON, P.E.
BRAD T. BLAIS, P.E.
DAVID A. KING, P.E.
ANDREW M. GIANNINI, P.E.

Quentin L. Hampton Associates, Inc.
Consulting Engineers
P.O. DRAWER 290247
PORT ORANGE, FLORIDA 32129-0247

TELEPHONE
386/761-6810
FAX # 386/761-3977
Email: qlha@qlha.com

September 15, 2008

Warren Pike
Public Works Director
City of Port Orange
1000 City Center Circle
Port Orange, FL 32129

**CITY OF PORT ORANGE
TRAILWOOD DRIVE SWALE REPLACEMENT**

Dear Warren,

As you requested, we are pleased to offer this estimate of bidding and construction administration services fees for the above referenced project. As we understand it, the City desires to replace the existing swales constructed with the Cambridge Basin Improvements with exfiltration trench as shown on the attached plan.

This estimate of fees and construction cost are based on the attached plan. Included in our estimate are customary allowances for reimbursables such as printing. Also attached is the proposed contract addendum to the City's contract with our firm.

It is requested that you review this letter and attachments and contact our office should you desire to discuss the contents. If the City concurs with the proposal, it is requested that a purchase order in the amount of \$29,868 be issued to our firm which would allow us to proceed with assembling the bid documents.

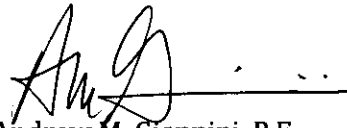
This project has been permitted through St. Johns River Water Management District through a permit modification of the Cambridge Canal Basin Improvements permit. (see attached)

As always, if the scope of the project materially changes as a result of outside or uncontrollable factors, our company reserves the right to request a modification of this estimate. Should you have any questions, please contact us.

Sincerely,
QUENTIN L. HAMPTON ASSOCIATES, INC.



Mark A. Hampton, P.E.
President



Andrew M. Giannini, P.E.
Project Engineer

Enclosure
cc: QLH file array

**CITY OF PORT ORANGE
TRAILWOOD DRIVE SWALE REPLACEMENT
ESTIMATE OF ENGINEERING FEES**

1. Contract Administration (based on 2.3% of construction cost)	\$4,948
2. Project Representation: (Estimated)	
a. Construction Services Supervisor 2 mos x 12 hrs/mo x \$70.00	\$1,680
b. Project Representative 2 mos. x 22 days/mo. x 8 hrs/day x \$57.50/hour (estimated FY 09 rate)	\$20,240
3. Reimbersables (printing, etc.)	\$3,000
 Total Construction Phase Estimate of Fees	 \$29,868

PROJECT SUMMARY

Construction Phase	
A. Estimated Construction Cost	\$215,165
B. Contract Admin & Project Representation	<u>\$26,868</u>
Total Estimate Project Cost	\$242,033

- Note: 1. Project representative fees shall be invoiced at the applicable fiscal year rates
2. If Florida sales tax becomes due on professional services the City shall reimburse QLH for the additional sales tax cost.

Prepared by:
Quentin L. Hampton & Associates, Inc.
-Consulting Engineers-
September 15, 2008

CITY OF PORT ORANGE

**TRAILWOOD SWALES REPLACEMENT
ENGINEER'S ESTIMATE OF PROBABLE COSTS**

ITEM NO.	DESCRIPTION	QTY	UNIT	UNIT COST	TOTAL
1	Remove Mitered End Section and Construct Storm Structure				
	a) Type 'C' Inlet	9	EA	\$3,200.00	\$28,800.00
	b) Type 'D' Inlet	1	EA	\$3,000.00	\$3,000.00
	c) Type 'E' Inlet	1	EA	\$3,800.00	\$3,800.00
2	Remove MES and construct Concrete collar	11	EA	\$2,500.00	\$27,500.00
3	Tie into Existing Structure	1	LS	\$2,000.00	\$2,000.00
4	Manhole Riser incl Kor-N-Seal and cutting 60" RCP pipe	1	LS		
5	Construct Exfiltration Trench incl rock, fabric, 15" pipe and fill	1200	LF	\$80.00	\$96,000.00
6	Furnish & Install Sod				
	a) St. Augustine	5500	SY	\$4.00	\$22,000.00
7	Project Administration (Mob, demob, etc.)	1	LS	\$4,000.00	\$4,000.00
	Sub Total				\$ 187,100.00
	Contingency (15%)				\$ 28,065.00
	Total				\$ 215,165.00

Prepared by
 QUENTIN L HAMPTON ASSOCIATES, INC
 -Consulting Engineers-
 September 12, 2008

**ADDENDUM NUMBER 23
TO AGREEMENT DATED MARCH 15, 1988
BETWEEN CITY OF PORT ORANGE AND QUENTIN L. HAMPTON ASSOCIATES, INC.**

By Agreement made and entered into this ___ day of _____, 2008 by and between the City of Port Orange, Volusia County, Florida, hereinafter called the "City", party of the first part and Quentin L. Hampton Associates, Inc., a Florida corporation having its office in Port Orange, Florida, hereinafter called the "Engineers", party of the second part.

WITNESSETH

The City and Engineers mutually agree to amend to that certain Agreement between the City and Engineers made and entered into on March 15, 1988 the following:

- (1) The Engineers shall provide engineering services including: surveying, geotechnical services, permitting, design, general supervision, inspection and plans and specifications for construction of:
 - a) *Trailwood Drive Swale Replacement*
- (2) The Engineers shall provide surveying, environmental consulting, soils engineering, and inspection services and be compensated as described in Article III, of the March 15, 1988 Agreement between Quentin L. Hampton Associates, Inc. and the City of Port Orange.
- (3) The parties acknowledge that all other terms, provisions and conditions of the aforesaid original Agreement and all additions thereto not amended or changed by the provisions of the Addendum are republished, ratified and reaffirmed by the parties hereto.

IN WITNESS HEREOF the parties have made and executed this Addendum the day and year written above.

ATTEST:

CITY OF PORT ORANGE

By _____
Kenneth W. Parker, City Manager

By _____
Allen Green

Title: _____
Mayor

WITNESS:

QUENTIN L. HAMPTON ASSOCIATES, INC.

By _____ 9/16/08
Mark A. Hampton, P.E.

Title: _____
President

Date: _____

COPY

ORIGINALS ON FILE WITH CITY CLERK.

Project : DIP002 P CAMBRIDGE BASIN SRF5150
Position to . . . : - - - - - Starting character(s)

Type options, press Enter.
--Select

Opt Account number	Budget	Actual	Balance
412-1800-541.63-97	6,390,610	6,409,582.24	18,972.24-
415-1800-541.61-00	395,221	395,220.40	.60
415-1800-541.63-97	5,686,559	5,913,692.92	227,133.92-

Pre-encumb: .00 Encumb: 500,918.07
 2008 YTD: 1,315,434.66 Pending: .00
 Budg: 13,825,482.00 PTD: 14,071,315.33 Balance: 245,833.33-
F3=Exit F5=Refresh F9=Misc. info F11=Proj-to-dt F12=Cancel F17=Subset
F18=Encumbrance detail F19=Project activity list

Project : DIP002 P CAMBRIDGE BASIN SRF5150
Position to . . . : _____ - _____ - _____ . _____ - _____ Starting character(s)

Type options, press Enter.
--Select

Opt Account number	Budget	Actual	Balance
412-1800-541.63-97	6,390,610	6,272,393.80	118,216.20
415-1800-541.61-00	395,221	395,220.40	.60
415-1800-541.63-97	5,686,559	5,600,541.18	86,017.82

Pre-encumb: .00 Encumb: 500,918.07
 2008 YTD: 814,516.59 Pending: .00
 Budg: 13,825,482.00 PTD: 13,570,397.26 Balance: 255,084.74
F3=Exit F5=Refresh F9=Misc. info F11=Proj-to-dt F12=Cancel F17=Subset
F18=Encumbrance detail F19=Project activity list

Fiscal Year 2008

Account Balance Inquiry

15:13:38

Account number : 415-1800-541.63-97
Fund : 415 DRAINAGE BOND CONST.
Department : 18 DRAINAGE UTILITY
Division : 00 DRAINAGE UTILITY
Activity basic : 54 TRANSPORTATION
Sub activity : 1 ROAD & STREET FACILITIES
Element : 63 IMP. OTHER THAN BLDGS
Object : 97 PROFESSIONAL SERVICES

Original budget : 0
Revised budget : 1,429,164 08/07/2008
Actual expenditures - current . . . : 9,405.00
Actual expenditures - ytd : 333,272.47
Unposted expenditures : .00
Encumbered amount : 329,198.68
Unposted encumbrances : .00
Pre-encumbrance amount : 16,046.94-
Total expenditures & encumbrances: 655,829.21 45.9%
Unencumbered balance : 773,334.79 54.1

F5=Encumbrances **F7=Project data** **F8=Misc inquiry** **F9=Misc update**
F10=Detail trans **F11=Acct activity list** **F12=Cancel** **F24=More keys**