

ADDENDUM

to

FARMERSVILLE, CA CITY COUNCIL AGENDA

REGULAR MEETING OF NOVEMBER 28, 2016

Request to add items, by 4/5 vote (Urgency) for matters that came to light after preparation of posting of City Council Agenda:

DISCUSSION / ACTION ITEMS

A) ITEM 7.V

Draft Resolution 2016-050

Amendment to Supplemental Agreement with TCAG for
The Visalia Road Widening and Improvement Project

B) ITEM 7.VI

Request to authorize City Manager to issue Task Order for Construction Management Services to QK Inc., for South Farmersville Boulevard Improvement Project.

Posted 11-28-16



5:30 pm



City Council

Staff Report

TO: Honorable Mayor and City Council

FROM: John Jansons, City Manager *JJ*

DATE: November 28, 2016

SUBJECT: **Resolution 2016-050: Amendment of Measure R Supplemental Agreement for the Visalia Road Improvement Project.**

RECOMMENDED ACTION:

It is respectfully recommended that the City Council approve amendment to the Supplemental Agreement via Resolution 2016-050 with Tulare County Association of Governments (TCAG) for Measure R funding of the Visalia Road Improvement Project.

BACKGROUND:

On November 7, 2006, the voters of Tulare County approved Measure R, imposing a ½-cent sales tax for transportation within the incorporated and unincorporated area of Tulare County through 2037. The transportation sales tax funds are spent in accordance with the Expenditure Plan that resulted from a joint effort among all the cities and the County of Tulare. The Expenditure Plan reflects the transportation needs of the residents of Tulare County. The plan includes funding for Regional Projects, Local Programs, Transit/Bike/Environmental Programs and Administration.

In order to realize the Visalia Road Widening and Improvement Project, funding was secured from Measure R regional funding and a supplement to the original Measure R agreement with TCAG was required. An Amendment to the most recently approved Supplement is now required due to substantial changes to the Scope of Work and total project Budget.

DISCUSSION:

On November 28, 2016, the City of Farmersville was presented with a request from QK Inc. the City's contract City Engineer, designer and construction managers of the Visalia Road Improvement Project, funded by the Tulare County Association of Governments, Measure R Program, to include the replacement of a large irrigation pipe that underlies the work area and is suspected of leaking and potentially undermining the new road bed following construction.

The attached memo (**Attachment 2**) from QK Inc., describes the situation and outlines their recommendation. City Staff has confirmed with TCAG that the Measure R Program will absorb the additional cost resulting from this additional work.

Attachment 3, to this report is the Prior final Supplemental Agreement with TCAG.

COORDINATION & REVIEW:

The City concurs with the recommendation of TCAG finance and executive staff, and Farmersville's' City Engineers, QK Inc.

ALTERNATIVES:

None Proposed

FISCAL IMPACT:

The net result is an increase in the project budget of \$112, 367.00 funded by Measure R.

CONCLUSION:

It is respectfully recommended that the City Council approve amendment to the Supplemental Agreement via Resolution 2016-050 with Tulare County Association of Governments (TCAG) for Measure R funding of the Visalia Road Improvement Project.

Attachment(s): 3

1. Resolution 2016-050
2. 11-28-16 QK Inc. Visalia Road Memo Regarding Scope / Budget Change
3. Visalia Road Widening and Improvement Agreement (Amended)

Respectfully Submitted By:



John Jansons
City Manager

DRAFT RESOLUTION NO. 2016-050

BEFORE THE CITY COUNCIL OF THE CITY OF FARMERSVILLE A RESOLUTION TO DIRECT THE CITY MANAGER TO SIGN A SUPPLEMENT TO THE MEASURE R PROGRAM COOPERATIVE AGREEMENT

WHEREAS, in November of 2006 the voters of Tulare County approved Measure R; and

WHEREAS, Measure R is a ½ cent sales tax that addresses the major regional, local, and transit/bike/environmental report transportation needs in Tulare County; and

WHEREAS, the City has a project in Measure R that will improve and widen Visalia Road; and

WHEREAS, there is an existing supplemental agreement with the Tulare County Association of Governments (TCAG) to reimburse the costs associated with this project; and

WHEREAS, the preliminary phases of the project have been completed and it is ready now for construction and TCAG is willing to fund the costs for Construction, Construction Management and City Administration and Management; and

WHEREAS, the Farmersville City Council directed the City Manager on March 28, 2016 to execute an additional supplemental agreement with TCAG to facilitate the Construction phase of the improvements and widening of the Visalia Road Project which was done, and

WHEREAS, as a result of design and project management oversights, additional work and cost is necessary.

NOW, THEREFORE, IT IS ORDERED, that the City Council directs the City Manager to execute an amendment to the Supplemental Agreement for the Visalia Road and Project to increase the scope of work to include replacement of irrigation channel pipe and increase the project budget by \$112, 367.

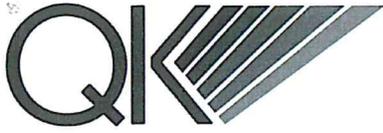
THE FOREGOING RESOLUTION WAS ADOPTED upon motion of _____ seconded by _____ at a regular meeting on this 28th day of November, 2016, by the following vote:

AYES: 0
NAYS: 0
ABSTAIN: 0
ABSENT: 0

ATTEST:

Paul Boyer, Mayor

City Clerk



MEMO

Date: November 28, 2016

Project No.: F160313

To: John Jansons, City Manager

From: Tom McCurdy

Subject: Visalia Road, Change Order #1

cc: Greg Thompson, Lisa Wallis-Dutra

It was brought to our attention during the pre-construction meeting held on Thursday, November 10, 2016, that City staff expressed concern about the structural integrity of the existing irrigation pipe that runs along Visalia Road. City staff observed that weed growth occurs over the existing pipe typically during the irrigation season, which indicates a leak.

During the planning and design phase of the project, I met with James Silva with Consolidated Peoples Ditch Company and City Public Works staff about the integrity of the pipe. It was known that the existing pipe is shallow and would potentially be in the excavation zone for the new street section. We designed a structural cap to protect the existing pipe during the street construction.

During my interaction with the Ditch Company and City staff, there was no indication regarding a concern about seeping water from the pipe during the irrigation season. Based on the conversation during the pre-construction meeting regarding possible pipe leakage, it became evident that the pipe should not simply be capped with concrete.

After researching various alternatives including in-place pipe lining, it was determined that pipe replacement is a more cost effective solution. It is our recommendation that the existing pipe be replaced with a 30" diameter, Class IV reinforced concrete pipe. The estimated cost from the Contractor is \$140,027 which includes labor, materials, allowable markup, and bonding. There will be a deduction of \$27,660 for the elimination of the concrete cap, leaving a net cost of \$112,367.

On Thursday November 17, 2016, Lisa Wallis-Dutra and I met with Britt Fussel of TCAG to make him aware of the potential change order. Our discussions centered around funding and available funds to cover such a change order. After the meeting, we researched the costs that have been outlined in the current supplemental agreement and found that there appears to be adequate funding. I have prepared the following table for your information:

L:\Projects\2016\F160313\ADMIN\Correspondence\Sent\F160313 Memo to John Jansons re pipe replacement 11-23-16.docx



Phase	Approved Supplemental Agreement	Actual	Net Difference
Engineering	\$258,790	\$258,790	\$0
ROW	\$605,000	\$605,000	\$0
Construction	\$4,200,000	\$3,346,588	\$853,412
Construction Management	\$504,000	\$580,327	(\$76,327)
City Admin/Management	\$50,000	\$50,000	\$0
Total	\$5,617,790	\$4,840,705	\$777,085
Remove & Replace Ditch Pipe	\$0	\$140,027	(\$140,027)
Elimination of concrete cap	\$0	(\$27,660)	\$27,660
	\$5,617,790	\$4,953,072	\$664,718

Based on the information from the approved supplemental agreement and the actual costs to date, it appears that there is \$664,718 of available funds remaining after this change order.

It is our recommendation that we provide direction for the Contractor as soon as possible as this work is necessary before the electrical poles can be relocated. This decision is critical to maintain the schedule with SCE.

We request that you provide approval for QK to proceed with a change order for this item. Once signed by the Contractor we will forward to you for City signature.

Please let Greg Thompson or I know if you have any questions.

Thank you.

TMc

DRAFT
AMMENDMENT TO
MEASURE R PROGRAM SUPPLEMENT TO
COOPERATIVE AGREEMENT

Attachment 3

This Program Supplement is made and entered into on 28 November 2016, by and between the CITY OF FARMERSVILLE (“SPONSOR”) and the TULARE COUNTY ASSOCIATION OF GOVERNMENTS, acting as the Local Transportation Authority (“AUTHORITY”).

This Program Supplement hereby incorporates the “Measure R Cooperative Agreement” and is subject to all terms and conditions thereof. This Program Supplement is executed under authority of Resolution No. 2007-053, approved by the SPONSOR on May 29, 2007.

This Program Supplemental is sought in order to fund Construction and Management Costs of \$4,754,000. This will include an increase of \$4,200,000 for construction costs, and \$504,000 for Construction Management (about 12% of construction cost) and \$50,000 for City Administration and Management cost. All expenses incurred in these phases of the project are covered by this Supplemental.

Two prior supplemental agreement is already in place for Preliminary Engineering and Right of Way phases totaling \$613,754.00 (Resolution #2014-002) on January 16, 2014 and additions to those costs totaling \$250,036 (Resolution #2015-43) on November 9, 2015. This agreement is for a new phase of work moving the project from preliminary to actual construction of the improvements.

This agreement is additionally amended to reflect current increase in scope and budget as it relates to underground irrigation pipe replacement through the work site which must be replaced at a additional cost to the project of \$112,367 paid from existing contingency funds in the overall budget.

	UPDATE TO SUPPLEMENTAL AGREEMENT IN PLACE FOR VISALIA ROAD IMPROVEMENTS			
Phase of work to be Funded	Existing Agreement Dated 1/16/2014	Existing Agreement Dated 11/9/2015	New Agreement Needed	Totals
Preliminary Engineering	172,300	86,490	-	258,790
Right of Way	441,454	163,546	-	605,000
Construction	-	-	4,200,000	4,200,000
Construction Management	-	-	504,000	504,000
City Admin / Management	-	-	50,000	50,000
Total	\$613,754	\$250,036	\$4,754,000	\$5,617,790

Covenants of Sponsor

- 1.1 SPONSOR agrees that it will only proceed with work authorized for specific phase(s) with written “Authorization to Proceed” or AUTHORITY action and will not proceed with future phase(s) of this project(s) prior to receiving a written “Authorization to Proceed” or AUTHORITY action.
- 1.2 The SPONSOR will advertise, award, and administer the project(s) in accordance with SPONSOR standards.

- 1.3 Award information shall be submitted by the SPONSOR to the AUTHORITY within 60 days after the project contract award.
- 1.4 Failure to submit award information in accordance with section 1.3 will cause a delay (without interest or penalties) in AUTHORITY processing invoices for the construction phase.
- 1.5 If no costs have been invoiced for a six-month period, SPONSOR agrees to submit for each phase a written explanation of the absence of project(s) activity along with target billing date and target billing amount.

IN WITNESS WHEREOF, the undersigned parties have executed this Agreement on the day and year first written above.

TULARE COUNTY TRANSPORTATION
AUTHORITY

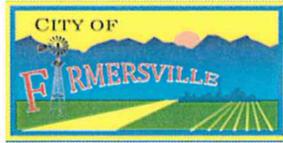
By: _____
Authority Director

Attest: _____
Authority Finance Manager

CITY OF FARMERSVILLE

By: _____
John Jansons, City Manager

Attest: _____
Farmersville City Clerk



City Council

Staff Report

TO: Honorable Mayor and City Council
FROM: John Jansons, City Manager
DATE: November 28, 2016
SUBJECT: **Authorization for Task Assignment for Construction Management Services with QK Inc. for South Farmersville Boulevard Improvement Project.**

RECOMMENDED ACTION:

It is respectfully recommended that the City Council authorize the City Manager to assign the South Farmersville Improvement Project construction management task to the resident City Engineer, QK Inc.

BACKGROUND and DISCUSSION:

Attached is a request from QK Inc. to perform the construction management of South Farmersville Improvement Project under the existing general services agreement as the City's contract Engineer.

COORDINATION & REVIEW:

The City has received approval from TCAG to allow QK to contract for this work.

ALTERNATIVES:

None Proposed

FISCAL IMPACT:

There is not fiscal impact of the City General Fund. This project is funded through Measure R and ATP Programs.

CONCLUSION:

It is respectfully recommended that the City Council authorize the City Manager to assign the South Farmersville Improvement Project construction management task to the resident City Engineer, QK Inc.

Attachment(s): QK Task Order

Respectfully Submitted By:



 John Jansons, City Manager

John Jansons

From: Greg Thompson <Greg.Thompson@qkinc.com>
Sent: Tuesday, November 22, 2016 5:04 PM
To: John Jansons
Cc: Lisa M. Wallis-Dutra; Yohanes Makmur; Ron Wathen
Subject: South Farmersville Boulevard CM Services
Attachments: P160645 So. Farmersville Blvd. Improvements CM Services Combined.pdf

John,

Lisa asked me to forward the attached to you for your use in the agenda for the next council meeting. We will send you two original copies tomorrow.

Regards,

Greg

Greg Thompson, PE, QSD, QSP
Senior Construction Manager
901 East Main Street
Visalia, CA 93292
(559) 733-0440 Office
(559) 909-9881 Cell
www.QKInc.com





*Rec'd
11-23-16*

November 22, 2016

Mr. John Jansons
City of Farmersville
909 W. Visalia Road
Farmersville, California 93223

Subject: Proposed Task Order: Construction Management Services – South Farmersville Boulevard Street Improvements Project

Dear Mr. Jansons:

The South Farmersville Boulevard Street Improvements Project has been bid and awarded by the City. QK is pleased to provide this proposed scope and fee task order to provide Owner’s Representative - Construction Management Services as an extension of our existing City Engineering Services contract.

PROJECT UNDERSTANDING

This project, funded by Measure R funds from TCAG, State funds from Caltrans, and local funds, consists of various improvements for the sidewalks, curb and gutter, pave-out street improvements, storm drain improvements, and transit bus turn-around improvements on South Farmersville Boulevard. While the project includes construction of parkways along the boulevard, there are no current plans for landscaping and irrigation.

Since the project is locally- and state-funded, we assume that Caltrans paperwork related to FHWA (federally funded) work is not required. We have confirmed with Caltrans that the City does not need to procure these services through an extended RFP process.

PROJECT TEAM

- ◆ **Yohanes Makmur, P.E. – Overall Project Manager, Primary Point of Contact, Project Engineer.** Mr. Makmur will serve as the City’s direct contact and Overall Project Manager, including project team and task coordination, schedule and budget management, and project contract oversight for the City. In addition, Mr. Makmur will continue his role as Project Engineer, performing submittal reviews, and responding to Contractor’s RFIs during construction.

- ◆ **Greg Thompson, P.E. – Senior Construction Manager/Professional Civil Engineer.** Mr. Thompson will serve as the Project Senior Construction Manager/ Resident Engineer and will oversee and manage the Construction Engineering and Construction Management

Services, including development of project strategies, scope evaluation, project construction oversight, construction management, and contract administration.

- ◆ **Michael Hernandez, – Field Construction Observer.** Mr. Hernandez will assist and support the Construction Manager with on-site construction observation services, such as daily construction operations observations, daily reports, photo log documentation, labor compliance assistance, and preparation of the punch list.

SCOPE OF WORK

The following tasks are included in the scope and fee of this task order:

1) Pre-Construction Services:

- a) Review the Contractor's Quality Control Plan.
- b) Review the Storm Water Pollution Prevention Plan (SWPPP).
- c) Review the Contractor's schedule, staging plan, and traffic control plans.
- d) Review the Contractor's contract schedule of values.
- e) Conduct preconstruction meetings with the Contractor and City to coordinate the work.
- f) Issue a Notice to Proceed to the Contractor upon completion of preconstruction work.

2) Construction Project and Contract Management:

- a) Prepare daily and weekly progress reports.
- b) Review and process project documents (Submittals and RFI's, etc.).
- c) Review and distribute compaction testing reports.
- d) Review, research, and negotiate Contractor Change Requests and Change Orders.
- e) Review and comment on the Contractor's construction schedule oversight.
- f) Attend and chair regular construction progress and coordination meetings with the Contractor and City.

3) Project Contract Management: Review and process for the City of Farmersville, Contractor Pay Requests submittals; review and monitor Contractor's labor compliance reporting requirements.

4) Field Observation Services:

- a) Provide daily field observation services.
- b) Maintain Contractor's schedule oversight.
- c) Coordinate general quality assurance, including geotechnical and concrete testing oversight and documentation.
- d) Maintain redline as-built plan for deliverable.

Note: Field observation services are expected to be part-time (10 hours per week), with some extended time observation needed periodically.

5) Construction and Contract Closeout:

- a) Oversee final punch list preparation – observation – completion.
- b) Review and recommend payment on Contractor final payment request.
- c) Process Contractor's retention release payment.
- d) Issue Notice of Completion recommendation to the City of Farmersville.
- e) Prepare final contract documents and as-built drawings for turnover to the City.
- f) Update the City's GIS database with relevant project information.

6) Construction Staking

Provide one set of construction control staking for the following items:

- a) Site Control
- b) Right of Way Staking (100' intervals)
- c) Sawcut/Demo Staking (100' intervals and angle points)
- d) Curb and Gutter Rough Grade Staking (50' intervals)
- e) Storm Drain Staking (50' intervals and includes drop inlets)
- f) Curb and Gutter Finish Grade Staking (50' intervals)
- g) A1 Curb Staking at bus turnaround (50' intervals)
- h) Finish Staking for ADA Ramps (2 total)
- i) Vee Gutter Staking (50' intervals)
- j) Drive Approach Staking
- k) Office calculations and administration

Any re-staking or staking of items not specifically identified above will be invoiced as additional services on a time and materials basis per QK's current charge rate schedule.

7) Construction Materials Testing and Laboratory Services

Construction materials testing will be provided by Consolidated Testing Laboratory to ensure that the construction Contractor meets the minimum requirements for their work. Services included are as follows:

- a) Compaction testing for subgrade, base rock, trench backfill, and asphalt paving.
- b) Laboratory testing for maximum density curves.
- c) Quality control testing for Class II aggregate base.

SCOPE AND FEE SUMMARY

QK will provide the above-described construction and contract management and field observation services, and construction staking and observation and construction materials testing and laboratory services, for a **Total Fixed Fee of \$73,377** based on 5 days per week for the anticipated construction period of nine (9) weeks or, sixty (60) calendar days.

As stated above, the total cost breakdown includes \$48,711 for construction and contract management and field observation services (Tasks 1 through 5), \$14,316 for construction staking and monumentation (Task 6), and \$10,350 for construction materials testing and laboratory services (Task 7).

Through effective communication and goal-oriented project management, we are confident that the QK Project Team is capable of exceeding the City's needs and expectations. If you have any questions regarding this task order, please contact Yohanes Makmur at (559) 733-0440 (office). As indicated herein, Yohanes Makmur will serve as Overall Project Manager and will be the Primary Contact for the project and the City of Farmersville.

Please see the attached task order and charge rate schedule. With your approval and Notice to Proceed, please execute, scan, and return to me at your convenience.

Sincerely,



Yohanes Makmur, PE, PTOE
Project Manager



Ronald J. Wathen, PE
Executive Vice President

Attachments: QK 2016 Charge Rate Schedule
Work Authorization and Task Order



2016 Charge Rate Schedule

2016 Charge Rate Schedule	
Technical Services	
Project Assistant	\$66 /hour
Project Administrator	\$88 /hour
Assistant CADD Technician/Designer /GIS Technician	\$83 /hour
Associate CADD Technician/Designer /GIS Technician	\$97 /hour
Senior Associate CADD Technician/Designer/ GIS Analyst	\$112 /hour
Senior CADD Technician/Designer /GIS Analyst	\$127 /hour
Professional Services	
Engineering	
Assistant Engineer	\$110 /hour
Associate Engineer	\$133 /hour
Senior Associate Engineer	\$156 /hour
Senior Engineer	\$180 /hour
Principal Engineer	\$199 /hour
Planning/Environmental/Landscape Architecture	
Assistant Planner/Environmental Scientist	\$77 /hour
Associate Planner/Environmental Scientist	\$97 /hour
Senior Associate Planner/Environmental Scientist	\$121 /hour
Senior Planner/Environmental Scientist/Landscape Architect	\$142 /hour
Principal Planner/Environmental Scientist	\$157 /hour
Senior Principal Planner/Environmental Scientist	\$187 /hour
Construction and Project Management	
Field Construction Observer	\$99 /hour
Associate Field Construction Observer	\$118 /hour
Senior Field Construction Observer	\$138 /hour
Assistant Construction Manager	\$110 /hour
Associate Construction Manager	\$129 /hour
Project Manager	\$133 /hour
Senior Associate Construction/Project Manager	\$148 /hour
Senior Construction/Project Manager	\$165 /hour
Principal Project Manager	\$180 /hour
Surveying	
Assistant Surveyor	\$97 /hour
Associate Surveyor	\$110 /hour
Senior Associate Surveyor	\$133 /hour
Senior Surveyor	\$156 /hour
One-Person Survey Crew	\$121 /hour
Two-Person Survey Crew	\$198 /hour
Three-Person Survey Crew	\$240 /hour

Fees are based on the median hourly pay rate for employees in each classification, plus indirect costs, overhead, and profit.

Expenses:

Plotting, In-house Printing and Reproduction, Equipment Rentals, Laboratory Analyses	1.15 x Cost
Transportation and per diem	1.15 x Cost
Mileage	\$0.63/mile
Off-road vehicles	\$50.00/day
Communication expenses (telephone, parcel post, etc.)	1.15 x Cost
Other Expenses - Including Subconsultants & Purchased Services through Subcontracts	1.15 x Cost

Rates are effective through December 31, 2016. If contract assignment extends beyond that date, a new rate schedule may be added to the contract. Litigation support will be billed at \$300 per hour. Rates based on "Prevailing Wage" (PW) for Construction Surveying will be determined by project and County per California law.

**CITY OF FARMERSVILLE
WORK AUTHORIZATION AND TASK ORDER
ON-CALL ENGINEERING SERVICES**

Job No. _____

Project #:	Phase #:	Task #:									
Project Title: South Farmersville Boulevard Street Improvements Project - Construction Management and Administration Services											
Project Description: Construction management, administration services, construction staking, and construction materials testing for the South Farmersville Boulevard Improvements Project, Farmersville, California.											
Scope of Work: Provide construction management and field observation services, administration services, construction staking, and construction materials testing for the South Farmersville Boulevard Improvements Project as described in the attached proposal dated November 22, 2016.											
Period of Performance: Project work, per the attached proposal dated November 22, 2016, to begin upon receipt of Notice to Proceed and completed prior to February 29, 2017.											
Budget: Fixed fee of \$73,377.00.											
Special Terms and Conditions: All of the terms and conditions of the Engineering Services Agreement between the City of Farmersville and Quad Knopf dated May 11, 2015 are incorporated by reference as if fully set forth herein.											
Invoicing Requirements: <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">▪ Payment Terms:</td> <td style="width: 30%;">Net 30 Days</td> <td style="width: 40%;"></td> </tr> <tr> <td>▪ Contract Type:</td> <td><input type="checkbox"/> Time & Materials \$ _____</td> <td></td> </tr> <tr> <td>▪ Invoice Frequency: Monthly</td> <td><input checked="" type="checkbox"/> Fixed Fee</td> <td>\$ <u>73,377.00</u></td> </tr> </table>			▪ Payment Terms:	Net 30 Days		▪ Contract Type:	<input type="checkbox"/> Time & Materials \$ _____		▪ Invoice Frequency: Monthly	<input checked="" type="checkbox"/> Fixed Fee	\$ <u>73,377.00</u>
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▪ Contract Type:	<input type="checkbox"/> Time & Materials \$ _____										
▪ Invoice Frequency: Monthly	<input checked="" type="checkbox"/> Fixed Fee	\$ <u>73,377.00</u>									
<i>QK, Inc.</i> By: <u></u> Signature Name: <u>Janel Freeman</u> Title: <u>Chief Financial Officer</u> Date: <u>11/22/2016</u>	<i>City of Farmersville</i> By: _____ Signature Name: <u>John Jansons</u> Title: <u>City Manager</u> Date: _____										