

MEMORANDUM

August 21, 2012

TO: Board of Mayor and Aldermen

FROM: Eric Stuckey, City Administrator
David Parker, City Engineer/CIP Executive
Paul Holzen, Director of Engineering
Ben Worley, Right of Way Agent/Project Manager

SUBJECT: Consideration of Amendment No. 2 to the Professional Services Agreement (PSA) with CDM Smith (COF Contract No. 2011-0037) for the Jackson Lake Dredging Improvements Project in an Amount Not to Exceed \$5,000.00.

Purpose

The purpose of this memorandum is to bring forward to the Board of Mayor and Aldermen (BOMA) a proposal from CDM Smith for additional operational review and on-going general services during construction of the Jackson Lake Dredging Improvements Project.

Background

BOMA approved the PSA for the above referenced project with CDM Smith on March 22, 2011 in an amount of \$63,000 to perform construction administration services, Amendment No. 1 in the amount of \$15,500 was approved on April 24, 2012.

Dredging of Jackson Lake has taken much longer than expected. The original date of completion was scheduled for December 2011. Based on staff's estimate, construction will not be completed until the end of October 2012. Amendment No. 2 is to allow for additional general services by CDM Smith to assist the City of Franklin as needed due to the extended length of the construction project. The scope of services includes attending progress meetings, reviewing final bathymetric survey, and contract closeout.

Financial Impact

Amendment No. 2 to the Professional Services Agreement with CDM Smith (COF Contract No. 2011-0037) at a not-to-exceed cost of Five Thousand and No/100 dollars (\$5,000). New contract total becomes \$83,500 (\$78,500 + \$5,000).

Recommendation

After review of the proposal from CDM Smith, staff recommends approval of Amendment No. 2 to the PSA with CDM Smith (COF Contract No. 2011-0037) in an amount not-to-exceed \$5,000.00.



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830 Crescent Centre Drive, Suite 400
Franklin, Tennessee 37067
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EXHIBIT A

July 26, 2012

Mr. Paul Holzen, P.E.
City of Franklin
Engineering Department
City Hall
109 3rd Avenue South
Franklin, TN 37064

Subject: Jackson Lake Dredging Improvements
Amendment #2 for On-Going General Services (GS) During Construction

Dear Paul:

CDM Smith, Inc. (CDM Smith) is pleased to submit this amendment proposal for on-going general services during construction for the Jackson Lake Dredging Improvements project.

Background

The City of Franklin authorized CDM Smith to continue to provide limited construction services relating to the execution of a dredging and dewatering operation at the Jackson Lake subdivision off of Mallory Station Road. The project includes hydraulic dredging of sediments in Jackson Lake, dewatering of the sediments using an adjacent property, and disposal of the dried sediment. This following scope of services lists each task that will be provided on an as requested basis by the engineering staff during the construction project.

Scope of Services

Each task below includes all work necessary to assist the City of Franklin with the remainder of the construction phase for the Jackson Lake Dredging Improvements project.

Task 1: Bi-Weekly and Monthly Progress Meetings

CDM Smith will continue to conduct bi-weekly meetings starting in July (up to 6 meetings) and monthly meetings starting in October (up to 3 meetings) to include both the City of Franklin and the contractor's staff to review progress to date. CDM Smith will continue to review the Contractor's updated monthly schedule, inspection reports provided by the City, payment/change order requests, and other relevant documents and endeavor to keep the appropriate City staff informed of any perceived problems with the work or schedule. CDM Smith will attend additional meetings at the request of the City staff as appropriate for an additional cost of \$300 per meeting.





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Task 2: Analysis of Final Bathymetric Survey

This task includes the performance of completing a final analysis on post-construction bathymetric survey completed by the Contractor. CDM Smith will use analysis software and technicians to evaluate and calculate the full amount of sediment dredged by the Contractor for final payment of dredging related activities.

Task 3: Final Walk-Through

This final task will involve a full site inspection, the creation of punch list for final completion of the project, and a final inspection to ensure all punch list items have been completed. CDM Smith will coordinate with the Contractor and City staff to ensure all items is completed before the project is considered complete.

Schedule

The Tasks identified under this scope of work will proceed in a schedule as developed with City staff and the Contractor and take the project potentially through the end of 2012 as necessary. Currently, the exact schedule for completion is still under discussion with the contractor. All assumptions for time and effort in this scope of work are consistent with the currently anticipated schedule. If the actual construction schedule exceeds this time period, additional fees may be required as mutually agreeable between CDM Smith and the City.

Compensation

The level of effort and associated costs for each task are summarized in the table below.

Tasks	Description	Cost
1	Bi-Weekly (6 meetings estimated) and Monthly Progress Meetings (3 progress meetings estimated)	\$2,700
2	Analysis of Final Bathymetric Survey	\$1,300
3	Final Walk-Through	\$1,000
Not-To-Exceed Total Cost		\$5,000

The project will be billed on a per hour basis based on the current billing rates for the tasks completed with a total not-to-exceed upper limit of \$5,000.



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On behalf of the entire CDM Smith team, I want to express our appreciation for the opportunity to continue working with the City of Franklin on this important construction project. If you have any questions about this proposal, or any aspect of the on-going project, please do not hesitate to contact Dave Mason (615) 807-7815 or myself at (615) 320-3161.

Sincerely,

A handwritten signature in black ink that reads "Zack A. Daniel".

Zack A. Daniel, P.E.
Principal/Client Service Manager
CDM Smith, Inc.

CC: Ben Worley – City of Franklin
Caleb Sanders – CDM Smith