

CITY OF NEWBERG
CITY RECORDER INDEX NO. 1648

City Manager
(503) 538-9421

414 East First Street
Newberg, Oregon 97132-2993

City Attorney
(503) 537-1208

City Hall Fax
(503) 537-5013

Community Development Office

P.O. Box 970 • 719 E. FIRST STREET • NEWBERG, OR 97132 • (503) 537-1240 • FAX: (503) 537-1272

ADDENDUM NO. 2

Villa Road Railroad Overcrossing Modification Project

January 8, 1999

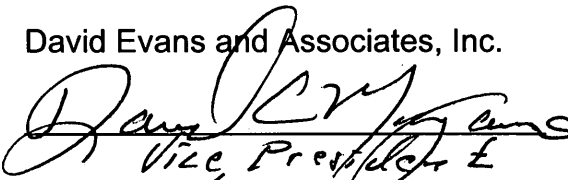
This addendum forms a part of the Contract Documents. It modifies the original bidding documents.

1. Construction Management and Inspection Services

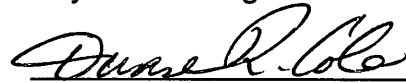
Additional work to be performed as outlined in the attached "Scope for Construction Engineering". Total project cost for this addendum is a not-to-exceed amount of \$40,200.

Consultant and City agree to this addendum by signing below.

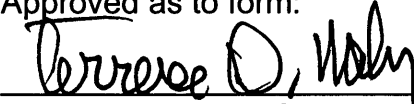
David Evans and Associates, Inc.


Vice President
Dated: 1/13/99

City of Newberg


Duane R. Cole, City Manager
Dated: Jan 11, 1999

Approved as to form:


Terrence D. Mahr, City Attorney
Dated: 1/11/99

K:\WPADMIN\MISC\TABBY\PROJECTS\WILLARD.PAS\ADDENDUM.2

Administration: 538-9421/Fax: 537-5013 • Community Development: 537-1214/Fax: 537-1272 • Court: 537-1203/Fax: 537-1277
Finance/Water Billing: 537-1205/Fax: 537-5013 • Fire: 537-1230/Fax: 538-7441 • Police: 538-8321/Fax: 538-5393
Public Library: 538-7323/Fax: 538-9720 • Public Works: 537-1233 • Treatment Plant: 537-1671/Fax: 538-9113

"Working Together For A Better Community - Serious About Service"

Amendment No. 1 to Exhibit A

DAVID EVANS AND ASSOCIATES
Construction Engineering
Cost Proposal

City of Newberg
Villa Road Railroad Overcrossing Modification Project
31-Dec-98

Task No. Description		PM	SE	OE/P	CPM	PS	SC	T/D	O	Total Hrs	Direct Non-Labor		Total	
											Expenses	Sub-Consultants	Task Cost	
Task 1.0	Project Management/Contract Administration	16		8					14	38	\$20		\$3,977.49	9.9%
Task 2.0	Pre-Construction Meeting			6	8			4	6	24	\$50		\$1,951.85	4.9%
Task 3.0	Quality Assurance/Quality Control			4	16					20			\$1,851.60	4.6%
Task 4.0	Survey					8	32			40	\$200		\$3,562.11	8.9%
Task 5.0	Construction			16	140			40	8	204	\$200	\$3,200	\$20,320.20	50.6%
Task6.0	Office Engineering		4	26	8			4	6	48	\$20		\$4,620.06	11.5%
Task 7.0	Project Close-out			8	24			8	8	48	\$20		\$3,893.74	9.7%
Total Hours 99		16	4	68	196	8	32	56	42	422	\$510	\$3,200	\$40,177.05	100.00%
Direct Labor Rates 99		\$49.00	\$41.50	\$36.00	\$29.00	\$26.00	\$28.00	\$19.75	\$16.25					
Direct Labor Totals		\$784.	\$166.	\$2,448.	\$5,684.	\$208.	\$896.	\$1,106.	\$683.					
										Total Direct Labor	\$11,975			
										Indirect Labor @ 171.91%	\$20,585			
										Total Direct & Indirect Labor:	\$32,560			
										Fixed Fee @ 12.00%	\$3,907			
										Direct Non-Labor	\$510			
										Subconsultants	\$3,200			
										Total Direct Non-Labor	\$3,710			
										Total Estimate:	\$40,177			
										Total Not to Exceed	\$40,200			

- Foundation Engineering, Geotechnical

Amendment #1 to Attachment A

**Villa Road Railroad Overcrossing
Modification Project**

City of Newberg

**Scope of Professional Services
for
Construction Engineering**

September 2, 1998

Prepared by David Evans and Associates, Inc.

Amendment No. 1 to Attachment A
**Villa Road Railroad Overcrossing
Modifications Project
Construction Engineering
Scope of Professional Services**

Work Scope

Current Authorization

The Consultant is authorized by this Contract to perform work associated with Construction Engineering for the Villa Road Railroad Overcrossing Modifications Project. The work to be performed in each task is described in the Work Scope that follows, including the anticipated activities, deliverable products and other relevant information. The level of effort anticipated is defined in hours in Exhibit A.

Tasks Provided by Consultant

The work scope is based on the assumption that the consultant provides the following services:

- Project management and contract administration/documentation
- Assist in evaluation of bids
- Preconstruction activity
- Construction field survey
- Shop drawing/submittal review
- Construction monitoring and inspection
- Approving monthly estimates for payment
- Verify implementation of design intent
- Utility coordination
- Verification of weekly progress
- As-constructed plans
- Certification of project completion

Tasks Provided by City

- Execution of local agreements
- Conducting evaluation of bids, audits and award
- Public/Agency information

Task 1.0 Project Management/Contract Administration

This activity is continuous throughout the duration of the project. It includes the work necessary to guide and direct the overall processes and project team to ensure that the project's goals and objectives are met. This includes managing the consultant's efforts, administering the construction contract, monitoring progress, and directing the quality control activities.

Task 1.1 Project Management

This task is intended to provide leadership, direction, and control of the consultant's efforts, including:

- Program, coordinate, and supervise the project work
- Direct the Project Team with regard to overall project activities, team meetings
- Maintain liaison and coordination between the consultant's staff and City and Railroad staff
- Develop and manage subconsultant contracts.
- Prepare and submit monthly invoices and backup data.
- Prepare and submit monthly progress reports

Deliverable:

- Monthly invoices (one copy)
- Monthly progress reports (one copy)

Task 1.2 Contract Administration

This work includes the day-to-day administration of the construction project, including:

- Monitor project budgets and costs.
- Monitor construction schedule.
- Maintain project quality documentation.
- Project weekly reports.
- Measurement and documentation for monthly pay estimates.
- Labor compliance interviews and reports.
- EEO compliance reports
- Documentation of contractor performance and progress.
- Measurement and documentation for final payment.

Deliverable:

- Weekly and monthly reports
- Monthly pay estimates
- Final pay quantities
- Construction contract documentation

Task 1.3 Project Meetings

This work is associated with project progress meetings of the contractor, P&W Railroad, and the City of Newberg, including:

- Prepare agendas and inform attendees.
- Attend progress meetings.
- Distribute meeting minutes.

Deliverable:

- Meeting agendas
- Meeting minutes

Task 2.0 Pre-Construction Meeting

Develop an “informal partnering” approach to the project that includes the City of Newberg, P&W Railroad, the contractor, and DEA’s project team. Clarify contract requirements, roles and expectations for the completed project. Formal partnering and providing for a partnering facilitator is not part of the work scope.

Task 2.1 Plan and Conduct Preconstruction Meeting

- Prepare meeting agenda
- Conduct meeting
- Record meeting results

Task 2.2 Report Meeting Results

- Document and distribute record of meeting with action items identified

Deliverables:

- meeting agendas
- meeting minutes

Task 3.0 Quality Assurance/Quality Control

Observe the construction so that the final constructed project provides the quality and serviceability intended in the contract documents. Maintain cooperative quality approach with the contractor. Material sampling and testing is not part of this work scope and will be provided by the construction contractor.

Task 3.1 QA/QC Discussion with Contractor

- Identify key quality points and conformance criteria, such as schedule, required submittals, utilities, permits, traffic handling, erosion control, documentation of materials, et cetera.
- Identify procedures and schedules for review of submittals.

Task 4.0 Survey

Provide survey controls necessary to construct the project in conformity to the lines and grades shown on the plans and to document pay quantities.

Task 4.1 Staking/Reference

- Provide reference points for pile driving.
- Provide on-call surveying services as may be required by the project.

Deliverable:

- field notes

Task 5.0 Construction

Provide on-site observation for conformance with contract documents

- Traffic control and signing
- Pile driving--location and driving effort
- Bridge demolition
- Cap beam and cross bracing installation
- Steel girder and floorbeam erection

Task 6.0 Office Engineering

Support the project's needs by providing engineering services up to the resource allowance provided in Exhibit A.

Task 6.1 Shop Drawings and Submittal Reviews

- Contractor's construction schedule
- Traffic control plan
- Bridge disposal plan
- Structural Steel shop drawings

Task 6.2 Consultation during construction

- Clarify contract documents
- Provide three site visits to the bridge site by the engineer of record
- Respond to field inquiries
- Monitor design assumptions

Deliverable:

-File of reviewed submittals

Task 7.0 Project Close-out

Complete on-site inspections and submittals required for final payment and project records.

Task 7.1 Final Inspections with the City of Newberg and P&W Railroad

Task 7.2 Prepare As-built Drawings

Task 7.3 Submit Final Project Records

Deliverable:

- Final quantities Summary
- Final estimate
- Second Notice
- Third Notice
- As-built drawings
- Project records