

RESOLUTION NO. 2016-_____

A RESOLUTION AUTHORIZING THE ISSUANCE OF AN AMENDATORY SUPPLEMENTAL CHANGE ORDER NO. 1 TO CONTRACT NO. C16-0036, ISSUED TO PENNONI ASSOCIATES, HADDON HEIGHTS, NJ, IN THE AMOUNT OF \$1,972.47.

WHEREAS, the City Council of the City of Vineland, on April 26, 2016, adopted Resolution No. 2016-137, entitled "A RESOLUTION AUTHORIZING AN AGREEMENT FOR PROFESSIONAL SERVICES WITH PENNONI ASSOCIATES, HADDON HEIGHTS, NJ, FOR THE DESIGN OF GARDEN & MILL TRAFFIC SIGNAL, IN THE AMOUNT NOT TO EXCEED \$85,227.13"; and

WHEREAS, N.J.A.C. 5:30-11.1, et seq., sets forth the requirements for the processing of change orders; and

WHEREAS, the City Engineer has requested that an amendment be made to contract awarded to Pennoni Associates, Haddon Heights, NJ for the Design of Garden & Mill Traffic Signal, as authorized by Resolution No. 2016-137; said amendment is due to a change in subcontractor necessitated by federal Disadvantaged Business Enterprise (DBE) requirements; this change reflects NJDOT authorization to change the original subcontractor which was not a DBE; and

WHEREAS, the City of Vineland desires to comply with said requirements of N.J.A.C. 5:30-11.1, et seq., and to that end herewith files with the governing body a report stating the facts involved and indicating that the proposed change order may be allowed under these regulations; and

WHEREAS, the City Comptroller has certified the availability of funds for the amendatory supplemental change order for which authorization is requested in the amount of \$1,972.47; now, therefore,

BE IT RESOLVED by the Council of the City of Vineland that said amendatory supplemental change order #1 to Contract No. C16-0036, issued to Pennoni Associates, Haddon Heights, NJ, in the amount of \$1,972.47, be and the same is hereby ratified and approved.

Adopted:

President of Council

ATTEST:

City Clerk



November 1, 2016

REPORT

TO: THE MAYOR AND COUNCIL

Amendatory Supplemental Change Order No. 1
Contract No. C16-0036
Design of Garden & Mill Traffic Signal
Pennoni Associates, Haddon Heights, NJ

We are requesting that an amendatory supplemental change order be issued to Contract No. C16-0036, issued to Pennoni Associates, Haddon Heights, NJ, for the Design of Garden & Mill Traffic Signal. This contract was authorized by Resolution No. 2016-137, adopted by City Council on April 26, 2016.

There was a change in subcontractor necessitated by federal Disadvantaged Business Enterprise (DBE) requirements. This change reflects NJDOT authorization for the change of the original subcontractor which was not a DBE.

The change order is in the amount of \$1,972.47 and represents an increase of approximately 2.3144% over the original contract amount of \$85,227.13.

The amendatory supplemental change order for which authorization is herein requested may be authorized in accordance with N.J.A.C. 5:30-11.1 et seq.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Robert E. Dickenson, Jr.", written over the typed name.

Robert E. Dickenson, Jr.
Assistant Business Administrator

RD/wr
Encl.

REQUEST FOR CHANGE ORDER



FOR:

DESIGN OF GARDEN & MILL TRAFFIC SIGNAL

PROJECT NAME

TO: BUSINESS ADMINISTRATION

DEPARTMENT: PW / ENGINEERING

FROM: DAVID MAILLET

This is a request for change order # 1 to Contract # C16-0036 for:

Project Name DESIGN OF GARDEN & MILL TRAFFIC SIGNAL

Name/Address of

Contractor: PENNONI ASSOCIATES

The change order is necessary because: (use additional pages if necessary to explain your reason and you must attach *documentation to support the necessity of this change order.

*(Documentation from contractor, engineer, etc.)

There was a change in subcontractor necessitated by federal db
e requirements. This cost is covered by the federal authorization.

Original Contract Amount:	\$ <u>85,227.13</u>
Amount of this change order:	\$ <u>+1,972.47</u>
Previous Change Orders:	\$ <u>0</u>
Total Revised Amount:	\$ <u>87,199.60</u>

APPROVED BY: Brian N. Myers
Print/type

Signature

NOTE:

CHANGE ORDERS CANNOT EXCEED 20% OF THE ORIGINAL CONTRACT AMOUNT

Please provide the account number that the change order will be charged to:

Account # 021-0-00-00-0000-2-5517301

CC: Purchasing Division

MANPOWER ESTIMATE
 Pro # ZZZ15-03385
 Division: 308
 Project: Garden and Mill Intersection Improvement
 Location: City of Vineland, Cumberland County

Client: City of Vineland

Date: 3/10/2016
 By: BMG
 Rev. Date: 8/22/2016
 By: BMG

NOTE:
 ITEM # DESCRIPTION

ITEM #	DESCRIPTION	STAFFING	Principal Engineer	DANCSECS Senior Engineer	GRASSO Project Engineer	SLACK Staff Engineer	Assoc. Engineer	BARON Graduate Engineer	EGNER Sr. Eng. Technician	2-Person Survey	Subs/Direct	TOTAL	
													SubTotal
			\$71.50	\$71.50	\$51.35	\$40.00	\$30.00	\$24.00	\$38.77	\$80.00			
Task A - Pre-Design	Pre-Design	\$ 1,387.70										\$ 1,388	
	Kick Off Meeting				4	4						\$ 369	
	Preliminary Engineers Report			1	4	2		5				\$ 325	
	Improvement Program Report			1	2	2		4				\$ 352	
	Initial Utility Contact				1			2				\$ 99	
	Field Investigation (1 visit)					2		2				\$ 130	
	Review Manual Traffic Counts (Provided by City)							1				\$ 24	
	Review of ATR Counts (Provided by City)							1				\$ 24	
	Review of Crash Data (Provided by City)					1		1				\$ 65	
Task B -	Survey (See SAS Proposal)	\$ -										\$ -	
Task C - Design	Total Design Development	\$ 20,515.25										\$ -	
	Preliminary Design	\$ 10,507.61										\$ 10,508	
	Project Management			8								\$ 411	
	Signal Improvements and Clearances			1	3			6				\$ 318	
	Title Sheet (1 sheet)							1				\$ 24	
	EDOO (1 sheet)			1	8			16				\$ 763	
	Tie Sheet (1 sheet)			2	2				4			\$ 340	
	Typical Sections (2 sheets)			1	2			8	8			\$ 635	
	General Notes / Legend (1 sheet)			1				1				\$ 75	
	Construction Plan and Profiles (4 sheets)			4	8			32	16			\$ 1,921	
	E&S Plans (2 sheets)							4				\$ 96	
	Traffic Control & Staging Plans (2 sheets)				4			4				\$ 260	
	Signal Plans (1 sheet)				2			4				\$ 178	
	Electrical Plan (1 sheet)				2			4				\$ 178	
	Signal Timing (1 sheet)				2			4	2			\$ 255	
	Signing and Striping Plans (2 sheets)				2			2				\$ 130	
	Cross Sections (16 sheets)			2				8	8			\$ 605	
	Turning Template (2 sheets)			1				4				\$ 147	
	Construction Details (2 sheets)			2	8			16				\$ 814	
	Handicapped Ramp Design				2			8				\$ 274	
	Drainage Design			8	24			48				\$ 2,544	
	Cost Estimate				4			8				\$ 397	
	QAQC			2								\$ 143	
	Final Design	\$ 10,007.64										\$ 10,008	
	Project Management			8								\$ 411	
	Title Sheet (1 sheet)							1				\$ 24	
	EDOO (1 sheet)			4				16				\$ 669	
	Tie Sheet (1 sheet)							1				\$ 24	
	Typical Sections (2 sheets)							4				\$ 96	
	General Notes / Legend (1 sheet)							1				\$ 24	
	Construction Plan and Profiles (4 sheets)			4	8			24	4			\$ 1,264	
	E&S Plans (2 sheets)			1				2				\$ 99	
	Traffic Control & Staging Plans (2 sheets)				1				4			\$ 196	
	Signal Plans (1 sheet)				2			4	2			\$ 255	
	Electrical Plan (1 sheet)				2			4	2			\$ 255	
	Signal Timing (1 sheet)				2			4	2			\$ 255	
	Signing and Striping Plans (2 sheets)				4			8	2			\$ 433	
	Cross Sections (16 sheets)							2				\$ 48	
	Turning Template (2 sheets)								1			\$ 39	
	Construction Details (2 sheets)							8				\$ 192	
	Cost Estimate				4			4				\$ 301	
	QAQC			4								\$ 286	
	Specifications				8	8		8				\$ 930	
Task D - Permits and Approvals	Meetings	\$ 2,142.65										\$ 2,143	
	Progress Meetings (2)			6	6							\$ 554	
	Utility Meetings & Coordination (1)			4								\$ 205	
	Stakeholder Meetings (2)			6	6							\$ 554	
	Design Review (2)			6	6							\$ 554	
	Meeting with County, NJDOT and/or FHWA (1)			3	3							\$ 277	
	RFA (See Below)	\$ -										\$ -	
	SCS Permit (See Below)	\$ -										\$ -	
		TOTAL	\$ 24,045.80	0	8	97	128	0	285	55	0	0	\$ 24,045.80

Total Salaries		\$ 24,045.80
overhead rate	x 152.25%	36,608.53
	SUBTOTAL	60,654.33
Fixed Fee (% of salaries)	x 22.50%	5,410.31
Total Salaries Cost	SUBTOTAL	66,064.63
Sub Consultant (ACT Engineers)		\$ 18,972.47
Reimbursable Expenses		\$ 1,375.00
Regulatory Permits & Certifications		\$ 287.50
Mileage 500 miles @ \$0.575 per mile		\$ 500.00
Reproduction and Mailing		\$ 2,162.50
	SUBTOTAL	2,162.50
Total Cost	TOTAL SALARIES + OVERHEAD + FEES	\$ 87,199.60

Determine percentage of project to be completed by DBE $\frac{\$18,972.47}{\$87,199.60} = 21.8\%$

7/14/2016

ACT Engineers - Garden & Mill Roads Intersection Improvements (0.76 miles)						
Survey Man Hour Estimate						Totals
ACT Engineers, Inc.	PM	PLS	Party Chief	Survey Tech	CAD	
Services						
<i>Survey</i>						
Horizontal and Vertical Control Survey	1	2	8	8	8	27
Prepare Topographical Survey of Existing Conditions	1	2			24	27
Obtain deeds and maps; prepare Deed Plotting Plan	1	4			16	21
Surface Utility, Storm Drainage As-builts			4	4	4	12
Surveying to verify existing conditions	1	2	48	48		
Prepare Construction Baseline Plan & Metes and Bounds description for baseline geometry	1	2			16	19
Total Hours	5	12	60	60	68	205
Avg Rate per title Direct Labor Rate	\$59.08	\$36.00	\$29.00	\$24.00	\$27.00	
Total Direct Labor	\$295.40	\$432.00	\$1,740.00	\$1,440.00	\$1,836.00	\$5,743.40
O/H @212.5% on Direct Labor	\$627.73	\$918.00	\$3,697.50	\$3,060.00	\$3,901.50	\$12,204.73
Total DTL + OH	\$923.13	\$1,350.00	\$5,437.50	\$4,500.00	\$5,737.50	\$17,948.13
Fee 10% on Direct Labor	\$29.54	\$43.20	\$174.00	\$144.00	\$183.60	\$574.34
Grand Total	\$952.67	\$1,393.20	\$5,611.50	\$4,644.00	\$5,921.10	\$18,522.47
FEE SUMMARY						
Total Labor ACT Engineers			\$18,522.47			
DIRECT EXPENSES						
Reproduction	\$100.00					
Mileage	\$300.00					
Express/Certified Mail	\$50.00					
SUB-TOTAL DIRECT EXPENSES	\$450.00	\$450.00				
GRAND TOTAL:		\$18,972.47				