



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

April 19, 2019

AGENDA ITEM 3.11

TO: Regional Transportation Commission

FROM: Blaine Petersen, P.E.
Engineer II



Lee G. Gibson, AICP
Executive Director

SUBJECT: Amendment No. 2 to the Professional Services Agreement (PSA) between the RTC and Headway Transportation, LLC, formerly Traffic Works, LLC, for Package 3 of the North Valleys Improvement Project

RECOMMENDATION

Approve Amendment No. 2 to the existing Professional Services Agreement (PSA) between the RTC and Headway Transportation, LLC, formerly Traffic Works, LLC, in the amount of \$38,080 for a new not to exceed amount of \$806,080, for additional final design services and engineering services during construction related to Package 3B of the North Valleys Improvement Project; authorize the RTC Executive Director to execute the amendment.

SUMMARY

Additional time is needed to evaluate bus stop location and sidewalk connectivity request by RTC Public Transportation Department. To move the proposed signal at N. Virginia and Lemmon Dr., forward without additional delays requires the project be split into two packages; package 3 – traffic signal at N. Virginia and Lemmon Dr. and package 3B – eastbound right turn lane and bus stop/sidewalk improvements at N. Virginia and US 395. This amendment adds funds for a second set of bid documents for package 3B as well as engineering services during construction of package 3B.

This amendment adds \$38,080 to the current PSA design amount of \$768,000 for a new total not to exceed amount of \$806,080. The fee schedule and amended scope of services associated with this amendment are included as Attachment A.

FISCAL IMPACT

Project appropriations are included in the Board approved FY 2019 Budget.

PREVIOUS ACTIONS BY BOARD

November 16, 2018 Approved Amendment No. 1 of the PSA.

February 19, 2016 Approved the selection of Traffic Works and authorized the Executive Director to negotiate and execute a PSA.

ADDITIONAL BACKGROUND

Due to utility relocation and permitting delays, the original scope of the project has been split into two separate packages – package 3 consisting of the new traffic signal at N. Virginia St and Lemmon Dr. and package 3B widening of the eastbound right turn lane at N. Virginia St and US 395. Two packages requires more effort to design, advertise, create a second set of project documents and provide engineering services during project construction, which is represented by the request to increase the consultant fees.

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations regarding this agenda item.

Attachment

AMENDMENT NO. 2
AGREEMENT
BETWEEN
REGIONAL TRANSPORTATION COMMISSION OF WASHOE COUNTY
AND
HEADWAY TRANSPORTATION, LLC

The Regional Transportation Commission of Washoe County (“RTC”) and Headway Transportation, LLC, formerly Traffic Works, LLC (“CONSULTANT”), entered into an agreement on March 24, 2016, as previously amended by Amendment No. 1 (the “Agreement”). This Amendment No. 2 is dated and effective as of April 19, 2019.

RECITALS

WHEREAS, Amendment #1 added a scope of work for Package 3 for CONSULTANT to provide design and engineering during construction services for a new traffic signal system for the North Virginia St./Lemmon Dr. intersection and minor widening of the N. Virginia St./Business 395 intersection;

WHEREAS, as 90% design plans were being completed for the Package 3, RTC determined that additional design time was needed to evaluate bus stop and connectivity improvements at the N. Virginia St./Business 395 intersection; and

WHEREAS, the parties desire to split Package 3 into two separate projects with two separate scopes of work: (1) “Package 3” - N. Virginia St./Lemon Dr. intersection; and (2) “Package 3B” - N. Virginia St. /Business U.S. 395 intersection; and

WHEREAS, the parties desire to increase the not-to-exceed amount of the Agreement by \$38,080 to provide sufficient funding for CONSULTANT to complete Package 3 and Package 3B; and

NOW, THEREFORE, in consideration of the mutual promises of the parties and other good and valuable consideration, the parties do agree as follows:

1. The scope of services to complete Package 3 and Package 3B include design and engineering during construction services as described in Exhibit A attached hereto.
2. The maximum amount payable to CONSULTANT to complete each task in Exhibit A is equal to the not-to-exceed amounts identified therein. CONSULTANT can request in writing that RTC’s Project Manager reallocate not-to-exceed amounts between tasks. A request to reallocate no-to-exceed amounts must be accompanied with a revised fee schedule, and must be approved in writing by RTC’s Project Manager prior to performance of the work. In no case shall CONSULTANT be compensated in excess of the following not-to-exceed amount:

Package 3/Package 3B (previously completed and paid services)	\$86,609.98
Package 3 (remaining services)	\$72,357.02
<u>Package 3B (remaining services)</u>	<u>\$70,920.00</u>
Total Services	\$229,887

3. The new total not-to-exceed amount of the Agreement, as amended, shall be \$806,080.
4. All other provisions of the Agreement, as previously amended, shall remain in full force and effect.
5. The Agreement shall terminate on June 30, 2020.

IN WITNESS WHEREOF, the parties hereto have made and executed this amendment.

APPROVED AS TO LEGALITY AND FORM:

Adam Spear, RTC Director of Legal Services

REGIONAL TRANSPORTATION COMMISSION
OF WASHOE COUNTY

By _____
Lee G. Gibson, AICP, Executive Director

HEADWAY TRANSPORTATION, LLC.

By _____
Loren E Chilson, PE, Principal



April 9, 2019

Blaine Petersen, PE
 Regional Transportation Commission
 1105 Terminal Way, Suite 108
 Reno, Nevada 89502

Budget Breakdown By Package – North Valleys Improvements

Dear Mr. Petersen,

Per your request, we are providing a summary of the design and construction services fees billed for the North Valleys Project as a supporting document for the Request for Budget Amendment 2 – North Valleys Improvements Package 3, dated March 22, 2019. The table below shows the original Professional Agreement (PSA) broken down by design and construction services fees, approved budget adjustment at the start of North Valleys Package 3 nd Amendment 1, fees billed for Packages 1,2 and 3 (through the February 13, 2019 invoice), the remaining budget for Package 3, and the requested fee changes in the March 22, 2019 Amendment. To date, the 100% design level plans and specifications for North Valleys – Package 3 have been completed and are currently being reviewed and the 90% plans and specifications for North Valleys – Package 3A have been completed. The fees shown in the table below do not show design fees already billed for Package 3 after the February 13, 2019 invoice.

	Design Fees	Construction Services Fees	Total
Original Professional Agreement	\$386,000	\$306,000	\$692,000
Package 1	\$135,957.00	\$96,314.65	\$232,271.65
Package 2	\$238,714.08	\$105,627.25	\$344,341.33
Remaining for Package 3	\$11,328.92	\$104,058.10	\$115,807
Budget Adjustment (Nov. 6,2017)	+\$59,000	-\$59,000	\$115,807
Remaining + Adjustment (Nov. 6, 2017)	\$70,328.92	\$45,058.10	\$115,807
Amendment 1 Requested Fee (Sept. 20, 2018)	\$25,000	\$51,000	\$76,000
Current PSA (After Adjustment + Amendment 1)	\$95,328.92	\$96,058.10	\$191,807*
Package 3*	\$86,190.00	\$0.00	\$86,190.00
Remaining for Packages 3 & 3B	\$9,138.92	\$96,058.10	\$105,197.02
Amendment 2 Request	\$12,080.00	\$26,000.00	\$38,080.00
Remaining + Amendment 2 Request	\$21,218.92	\$122,058.10	\$143,277.02†
Current PSA + Amendment 2 Request	\$482,080.00	\$324,000.00	\$806,080.00

*Through the February 13, 2019 invoice.

†See Remaining + Amendment 2 Request breakdown by task for Package 3 & 3B in the table on the following sheet.

Task #	Remaining + Requested Add	Package 3 (N. Virginia/Lemmon)	Package 3B (Bus. US 395/N. Virginia)
2.1.A – Project Management	\$1,030.00	\$30.00	\$1,000.00
2.1.B – Preliminary Design	\$5.50	\$5.50	\$0.00
2.1.C – Final Design	\$16,103.42	\$10,103.42	\$6,000.00
2.1.D – Bidding Services	\$4,080.00	\$2,000.00	\$2,080.00
2.1.E – Contract Administration	\$15,210.00	\$7,610.00	\$7,600.00
2.1.F – Construction Surveying	\$13,589.25	\$4,089.25	\$9,500.00
2.1.G – Inspection	\$80,200.05	\$43,000.05	\$37,200.00
2.1.H – Materials Testing	\$8,418.80	\$3,518.80	\$4,900.00
2.1.I – As-Built Information	\$4,640.00	\$2,000.00	\$2,640.00
Total Project	\$143,277.02	\$72,357.02	\$70,920.00

Please let me know if you need any further information in this regard.

Sincerely,
HEADWAY TRANSPORTATION

Loren Chilson, PE
Principal

SAMPLE





North Valleys Improvements Package 3
Fee Proposal For Amendment 2

Date: 4/9/2019

	Principal 190	Associate Engineer 160	Designer 120	Inspector 125	Admin 80	Remaining thru 2/13/19 invoice	ODCs/SUBs \$	Task Total	Notes:
	Hours								
DESIGN SERVICES									
Task 2.1.A - Project Management									
Project Coordination						\$30		\$30	
Meetings								\$0	
								\$30	
Task 2.1.B - Preliminary Design (50% & 90%)									
Investigate Existing Conditions and Field Inventory									
Surveying								\$0	
Traffic Signal/ITS								\$0	
Utility Investigation/Depiction								\$0	
Plans and Specifications						\$5.50		\$5.50	
Public Information Meeting								\$0	
Identify R/W Acquisition								\$0	
Opinion of Probable Cost (50% and 90%)								\$0	
								\$5.50	
Task 2.1.C - Final Design									
Prepare Final Plans and Specifications	4	36	12			\$703.42		\$8,663.42	
Final Engineer's Estimate of Cost & Time		6	4					\$1,440	
Contingency (Items 2.1.A - 2.1.D)								0	
								\$10,103.42	
Task 2.1.D - Bidding Services									
Plan Set and Specification Distribution						\$2,000		\$2,000	
Pre-bid Meeting								\$0	
Bid Opening								\$0	
								\$2,000	
Hours	4	42	16	0	0				
Design Totals	\$760	\$6,720	\$1,920	\$0	\$0	\$2,738.92	\$0	\$12,138.92	

	Principal 190	Associate Engineer 160	Designer 120	Inspector 125	Admin 80	Remaining thru 2/13/19 invoice	ODCs \$	Task Total	Notes:
CONSTRUCTION SUPPORT SERVICES									
Task 2.1.E - Contract Administration									
Contract Admin Services						\$7,610		\$7,610	
Contingency (Items 2.1.E - 2.1.I)								0	
								\$7,610	
Task 2.1.F - Construction Surveying									
Construction Staking						\$289.25	\$3,800	\$4,089.25	
								\$4,089.25	
Task 2.1.G - Inspection									
Provide Inspector						\$39,400.05		\$39,400.05	
Additional Inspector							\$3,600	\$3,600	
								\$43,000.05	
Task 2.1.H - Materials Testing									
Material Testing						\$1,518.80	\$400	\$1,918.80	
AC Plant Inspection and Testing								\$0	
Asphalt Cement Testing							\$250	\$250	
On-site Nuclear Gauge Testing							\$250	\$250	
Plantmix Bituminous Pavement Testing							\$400	\$400	
Plantmix Bituminous Pavement Coring							\$450	\$450	
Top Lift Joint Testing							\$250	\$250	
								\$3,518.80	
Task 2.1.I - As-Built Information									
Record Drawings						\$1,800	\$200	\$2,000	
								\$2,000	
Hours	0	0	0	0	0				
EDC Totals	\$0	\$0	\$0	\$0	\$0	\$50,618.10	\$9,600	\$60,218.10	

Total Remaining + Requested Additional, Package 3B: \$72,357.02



North Valleys Improvements Package 3B Date: 3/22/2019
Fee Proposal

	Principal 190	Associate Engineer 160	Designer 120	Inspector 125	Admin 80	Contingency	ODCs/SUBs \$	Task Total	Notes:
DESIGN SERVICES									
Task 2.1.A - Project Management									
Project Coordination								0	
Meetings		4	3					1000	
								\$1,000	
Task 2.1.B - Preliminary Design (50% & 90%)									
Investigate Existing Conditions and Field Inventory								0	
Surveying								0	
Traffic Signal/ITS								0	
Utility Investigation/Depiction								0	
Plans and Specifications								0	
Public Information Meeting								0	
Identify R/W Acquisition								0	
Opinion of Probable Cost (50% and 90%)								0	
								\$0	
Task 2.1.C - Final Design									
Prepare Final Plans and Specifications	4	22	6					5000	
Final Engineer's Estimate of Cost & Time		4	3					1000	
Contingency (Items 2.1.A - 2.1.D)								0	
								\$6,000	
Task 2.1.D - Bidding Services									
Plan Set and Specification Distribution		9						1440	
Pre-bid Meeting		2						320	
Bid Opening		2						320	
								\$2,080	
Hours	4	43	12	0	0				
Design Totals	\$760	\$6,880	\$1,440	\$0	\$0	\$0	\$0	\$9,080	

	Principal 190	Associate Engineer 160	Designer 120	Inspector 125	Admin 80	Contingency	ODCs \$	Task Total	Notes:
CONSTRUCTION SUPPORT SERVICES									
Task 2.1.E - Contract Administration									
Contract Admin Services	8	30	6		7			7600	
Contingency (Items 2.1.E - 2.1.I)								0	
								\$7,600	
Task 2.1.F - Construction Surveying									
Construction Staking							\$9,500	9500	
								\$9,500	
Task 2.1.G - Inspection									
Provide Inspector				128				16000	
Additional Inspector							\$21,200	21200	
								\$37,200	
Task 2.1.H - Materials Testing									
Material Testing							\$1,000	1000	
AC Plant Inspection and Testing							\$500	500	
Asphalt Cement Testing							\$500	500	
On-site Nuclear Gauge Testing							\$1,000	1000	
Plantmix Bituminous Pavement Testing							\$750	750	
Plantmix Bituminous Pavement Coring							\$900	900	
Top Lift Joint Testing							\$250	250	
								\$4,900	
Task 2.1.I - As-Built Information									
Record Drawings	4	6	6				\$200	2640	
								\$2,640	
Hours	12	36	12	128	7				
EDC Totals	\$2,280	\$5,760	\$1,440	\$16,000	\$560	\$0	\$35,800	\$61,840	

Total Remaining + Requested Additional, Package 3B: \$70,920