

Memo

To: City Council
From: Amy E. Gilson, P.E., Director of Public Works
Date: April 20, 2015
Re: Engineering Change Order



Attached you will find documentation from the engineer on the UV project at the wastewater plant. Their original contract for design and construction engineering was \$70,000. Due to the circumstances outlined in their letter, they are asking for an increase in their contract. It is my opinion that these factors that increased the time required for the project are valid.

Therefore, I am recommending approval of the contract amendment in the amount of \$ 14,700.00.

If you have any questions, please let me know.

MOORE & BRUGGINK, INC.

Consulting Engineers
2020 Monroe Avenue, N.W.
Grand Rapids, Michigan 49505-6298
Phone: (616) 363-9801 Fax: (616) 363-2480
Email: mailbox@mbce.com

Date: April 17, 2015
To: Ms. Amy Gilson, P.E.
From: Brian Hannon, P.E.
Re: Charlotte UV System, 140145.01 – Contract Amendment

Ms. Gilson,

This memo is to reflect our conversation last Monday, April 13, 2015 about the possibility to amend the contract to assure payment for additional engineering and inspection services provided during the construction phase of the UV System project. These services were performed to the benefit of the owner to assure a quality construction job is completed per the plans and specifications.

Several factors played into the need for additional services above and beyond the original contract:

1. Weather delays. This caused additional time onsite to witness the construction work, and multiple trips to the site for inspection services.
2. Contractor time delays which required additional inspection and days on-site.
3. Additional special requests by City WWTP staff that entailed additional construction engineering services.

Our additional costs have incurred approximately \$13,000 in extra fees, and \$1,700 in additional expenses.

We request that our contract be increased by \$14,700 to cover these extras.

Thank you for your consideration.
Please contact me with any questions.

Sincerely,

Brian Hannon, P.E.
Project Engineer
Moore & Bruggink, Inc.