

**Action Requested/Required:**

- ☒ Vote/Action Requested
☒ Discussion or Presentation Only
☐ Public Hearing
Report Date: _____
Hearing Date: _____
Voting Date: _____

Department: Community Development**Presenter(s) & Title:** Bethany Watson

City Engineer

Agenda Item Title:

Discussion and Possible Action on the Award of Task Order 4 for the Transportation Improvement Project Reinhardt College Parkway at Hwy 140 Intersection Improvement Project Design Services to Michael Baker International in the amount of \$57,620.43

Summary:

Staff has worked diligently with Michael Baker consultants to develop a scope and compensation schedule that satisfies the needs of the City and follows the Local Administered Project requirements, as laid out by GDOT. Based on recommendation by GDOT, City Staff has determined a Master Professional Services Agreement will be formed and then Task Order assignments will be assigned as the project progresses. This is Task Order 4 and consists of MS4 and Environmental Preliminary Tasks

Budget Implications:Budgeted? ☒ Yes ☐ No ☐ N/ATotal Cost of Project: _____ Check if Estimated ☐Fund Source: General Fund ☐ Water & Sewer ☐ Sales Tax ☒ Other: Federal Funding, Impact Fee**Staff Recommendations:**

Staff recommends Award of Task Order 4 for the Transportation Improvement Project Reinhardt College Parkway at Hwy 140 Intersection Improvement Project Design Services to Michael Baker International in the amount of \$57,620.43

Reviews:Has this been reviewed by Management and Legal Counsel, if required? ☐ Yes ☐ No**Attachments:**

Task Order 4



TASK ORDER

MASTER CONTRACT ID #:
TASK ORDER #: 04

Total Task Order Amount: \$ 57,620.43

Task Order Funding Project Information:

PI #: 0017982
County: Cherokee
TPRO Description: SR 140 @ SR 5 CONN

The above project task order is made and entered into as of _____, (hereinafter referred to as "Task Order Effective Date") by and between the City of Canton (City), through its Office listed in Item # I. (responsibilities and obligations pursuant to this task order will be performed by the individuals identified in Item # I of this task order), hereinafter referred to as the City;

AND

MICHAEL BAKER INTERNATIONAL, INC.

hereinafter referred to as the Consultant.

This task order is made a part of the Professional Services Agreement Master Contract referenced above between the City and the Consultant.

I. CITY AND CONSULTANT CONTACT INFORMATION:

The City's mailing address and telephone number for correspondence, reports, and other matters relative to this contract, except as otherwise indicated, are:

City's Project Manager:

City of Canton Engineering
Attn: Bethany Watson, PE, AICP
110 Academy Street
Canton, GA 30114

Telephone #: 770-704-1521
E-Mail: bethany.watson@cantonga.gov

Consultant's Project Manager:

Michael Baker International, Inc.
Attn: Paul Murphy, PE
420 Technology Parkway
Suite 150
Peachtree Corners, GA 30092

Telephone #: 678 966 6641
E-Mail: pbmurphy@mbakerintl.com

II. Task Order Description:

This task order consists of obtaining topographic survey as well SUE quality level B, obtaining a concept-phase right of way cost estimate, conducting utility coordination, and delivering a concept utility report. All deliverables shall be in accordance with the current edition of the Georgia Department of Transportation (GDOT) Plan Development Process (PDP), Plan Presentation Guide (PPG), Electronic Data Guidelines (EDG), GDOT Design Policy Manual, Environmental Procedures Manual (EPM), and the GDOT Survey Manual. All required engineering studies are considered part of the scope of services.

III. Scope of Services:

The Consultant shall:

- A. Provide MS4 and Environmental Preliminary Tasks
 - 1. The Consultant will develop Concept analysis of MS4 requirements.
 - 2. The Consultant shall provide cultural resources Assessment of Effects (AOE).
 - 3. The Consultant shall provide Fall protected plant field survey (Georgia Aster).
 - 4. The Consultant shall provide and Ecology Resource Assestment of Effects (AOE) Report.

IV. AVAILABLE INFORMATION:

The City shall provide the following:

V. DELIVERABLES:

The following items shall be completed by the Consultant and delivered to the City during the term of this task order as specified by the GDOT Project Manager:

- A. Plant Protected Species Survey Report (PSSR)
- B. Cultural Resources Assestment of Effects (AOE)
- C. Ecology Assestment of Effects (AOE)

VI. WORK SCHEDULE:

The Consultant shall not begin any work on a Task Order until authorized in writing by the City through a Notice to Proceed, which shall provide an effective date for the start of consultant services. Any work, including but not limited to travel, preliminary meeting, planning, etc., performed outside the terms and conditions of this Task Order, or conducted before the Notice to Proceed has been issued by the City, will not be considered for payment.

The Consultant must complete all work between the date of the Notice to Proceed (NTP) and the completion date specified in the NTP letter. In no instance shall any work be authorized beyond the completion date specified unless specifically authorized in writing by a task order time extension. All work specified in this task order shall be completed within ____ month(s) of the Notice to Proceed date, not to exceed the master contract expiration date.

VII. COMPENSATION (PAYMENT) METHODS:

The following method of payment(s) to consultant shall be used in accordance with the master contract and 23 CFR 172.9(b) Payment methods:

- [X] Cost Plus Fixed Fee – An agreed-upon fixed fee for the Prime and Sub-consultants, together with all allowable incurred costs in the performance of the scope of services. Each individual consultants's fixed fee amounts will not vary with the actual cost in the performance of work by the Prime and/or Sub-consultants.

(Fixed Fee = (Direct Labor + Overhead / Indirect Cost Rate) X 10%);

Note: FCCM is not included in the calculation of the Fixed Fee amount.

NOTE: It is the responsibility of the Consultant to account for costs appropriately and maintain adequate records and supporting documentation to demonstrate costs claimed to have incurred are allocable to this task order, and comply with applicable cost principles. It is important to note that all costs or prices based on estimated costs shall be eligible for Federal-Aid reimbursement, only to the extent that cost incurred or cost estimates included in negotiated prices are allowable in accordance with the Federal cost principles.

VIII. ATTACHMENT LISTING:

ATTACHMENT A, COST PROPOSAL SUMMARY

IN WITNESS WHEREOF, said parties have hereunto affixed their signatures the day and year above first written:

CITY OF CANTON

Michael Baker International, Inc.

Mayor

Signature: _____ Date

Albert Bowman, PE. Vice President/Office Manager

Printed Name/Title

ATTEST

City Clerk _____ Date

Approved as to form

Robert M. Dyer
City of Canton
Attorney

ATTACHMENT A

Summary by Discipline/Firm		Total Hours	Total Cost	Total Other Direct Costs	Fixed Fee	Total Labor Cost	Direct Labor Cost	Indirect Costs (Overhead)	FCCM	DBE (Yes/No)	DBE Participation	DBE %
Tab	TOTALS ==>	412	\$ 57,620.43	\$ 319.56	\$ 4,681.71	\$ 52,619.16	\$ 34,638.66	\$ 17,980.50	\$ -		\$ 24,904.56	43.2%
PM 1	Michael Baker International	8	\$ 1,276.90	\$ -	\$ 116.08	\$ 1,160.82	\$ 460.00	\$ 700.82	\$ -	No	\$ -	-
DS1	Aulick Engineering	140	\$ 18,900.00	\$ -	\$ 1,718.18	\$ 17,181.82	\$ 17,181.82	\$ -	\$ -	Yes	\$ 18,900.00	32.8%
Env1	Michael Baker International	200	\$ 31,438.97	\$ 117.00	\$ 2,847.45	\$ 28,474.52	\$ 11,194.84	\$ 17,279.68	\$ -	No	\$ -	-
Env2	Brockington	64	6,005	203	-	5,802	5,802	-	\$ -	Yes	\$ 6,004.56	10.4%