

**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 8 Addendum 2 for Supplemental Services for SR20/I575 Water Main Replacement for Construction Administration to Black & Veatch in the amount of \$86,845.

**Summary:**

B&V was originally tasked to design a water main replacement project for the crossing of I-575 along SR20. Construction Administration was not included in the original Task Order. This addendum will cover supplemental services related to construction admin, including: month progress meetings, site visits, Substantial and Final Completion inspections, review shop drawings and maintain submittal logs, respond to RFIs, review change order requests, and prepares project record documents.

**Budget Implications:**Budgeted? ☒ Yes ☐ No ☒ N/A

Total Cost of Project: \$ 86,845.00

Check if Estimated ☐Fund Source: General Fund ☐ Water & Sewer ☒ Sales Tax ☐ Other: \_\_\_\_\_**Staff Recommendations:**

Staff recommends approval of the Award of Task Order 8 Addendum 2 for Supplemental Services for SR20/I575 Water Main Replacement for Construction Administration to Black & Veatch in the amount of \$86,845.

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

Proposal  
Addendum 2

**THIS SERVES AS A SUPPLEMENTAL AGREEMENT** made as of \_\_\_\_\_, between the **City of Canton, Georgia, (OWNER)** and **Black & Veatch Corporation, (Consultant)**.

**Owner** and **Consultant** have previously executed a Professional Services Agreement dated December 20, 2018 and amended February 3, 2022, that defines general terms under which **Consultant** will furnish General Consulting Engineering Services and Project Engineering Services to **Owner**. **Owner** now wishes to engage **Consultant** to provide services in connection with the Project known as Task Order to. 8 Addendum 2 Supplemental Services for SR20/I-575 Water Main Replacement. The Scope of Services is defined in Attachment A.

The fee for these services will be a Time and Expense Amount as outlined in Exhibit A of the Professional Services Agreement. Payments will be made monthly in accordance with the number of hours worked by personnel of **Consultant**. The amount will be a not to exceed amount of Eighty-Six thousand Eight Hundred Forty-Five dollars (\$86,845).

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement as of the day and year first above written.

**Owner:**

City of Canton

Bill Grant

Mayor

Title

Signature

Attest:

\_\_\_\_\_

**Consultant:**

Black & Veatch Corporation

William J. Wells

By (Typed Name)

Title

Signature

Attest:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Approved as to form

Robert M. Dyer

City of Canton

Attorney

## **ATTACHMENT A**

**PROPOSAL FOR**

**TASK ORDER NO. 8:  
SR20/I-575 WATER MAIN  
REPLACEMENT  
(ADDENDUM 2)**

PREPARED FOR



City of Canton

2 APRIL 2025



## **Exhibit A: Supplementary Scope of Services**

### **Current Scope of Services**

Black & Veatch (BV) was tasked by the City of Canton to support water system improvements identified in the 2018 Master Plan to provide improved flow to the 1292 Pressure Zone, including:

- Design a water main replacement project for the crossing of I-575 along State Route (SR) 20 located east of the City center.

As part of this project, BV has provided: project administration and management, surveying, permitting, detailed design and bidding assistance.

### **Supplementary Scope of Services**

BV completed the detailed design and permitting of the project in February 2025. Bids were advertised on February 27, 2025, with bids due on April 3, 2025. It is anticipated that the notice to proceed for construction will be issued in June 2025. The construction time allowed for Substantial Completion is 180 days, and the time allowed for Final Completion readiness for final payment is 210 days from the date of commencement.

BV is requesting approval of the following supplementary services related to construction administration of the project that were not included in the original scope of services.

- i. Attend up to eight monthly construction progress meetings, which includes a site visit and preparation of monthly meeting summaries.
- ii. Engineer of Record will provide two inspections: one at Substantial Completion and one at Final Completion. Inspections will include:
  - a. Preparation of a punch list.
  - b. Issue Final Certificate of Completion
- iii. Review submittals and shop drawings and maintain a submittal log.
  - a. Assumes up to 30 submittals.
- iv. Review and respond to RFIs related to the contract documents and maintain an RFI log.
  - a. Assumes up to 10 RFIs.
- v. Review change order requests and maintain a change management log.
  - a. Assumes up to 2 change orders.
- vi. Prepare project record documents, incorporating Contractor's drawing markups.
- vii. Warranty period inspection: up to two inspections have been assumed during the warranty period.

It is assumed that the construction administration services will be provided for up to nine months, which includes 7 months for active construction followed by up to two months of project closeout activities, which will include: finalizing record drawings, payment certificates and warranty inspections.

Exhibit B  
Estimated Labor Hours and Associated Fee

The following estimate of labor hours and associated fee for the supplemental services outlines above are based on previously approved billing rates. The Scope of Services and the associated fee of \$86,845 are authorized upon execution of this task order. If additional effort is requested, BV will notify the City and will proceed once written authorization (email or letter) is provided by the City Representative.

	Staffing Summary											Hours	Labor	Travel Expenses	Project Total
Client Position	Senior Project Manager	Senior Project Manager	Administrative Assistant	Project Control Manager	Senior Accountant	Accountant	Senior Engineer	Project Engineer	Staff Engineer	Managing Engineer	Engineering Technician				
Sub-Discipline	PM - PD/CD	PM - PM	Admin - Gen	PJC - General	Accounting - General	Billing - General	Civil - Distribution	Civil - Distribution	Civil - Distribution	Struct/Arch - Arch	VDDS - Civil Site/Conveyance				
Additional Information	Feldman, Paula	Bocarro, Robert					Zickar, Alex	Dean, Jake	Liu, Marvin	Zechmann, Rob					
HOURS\COST TOTALS IN USD \$:	4	44	9	9	9	9	95	98	192	20	18	507			
BILLING RATE IN USD \$\MARKUP:	\$ 305.00	\$ 305.00	\$ 105.00	\$ 165.00	\$ 125.00	\$ 120.00	\$ 210.00	\$ 145.00	\$ 130.00	\$ 280.00	\$ 100.00				
CONTRACT TOTALS IN USD \$:	\$ 1,220	\$ 13,420	\$ 945	\$ 1,485	\$ 1,125	\$ 1,080	\$ 19,950	\$ 14,210	\$ 24,960	\$ 5,600	\$ 1,800		\$ 85,795	\$ 1,050	\$ 86,845
Description															
Task 7 - Construction Administration															
Project Admin	4	9	9	9	9	9						49	\$ 8,600		\$ 8,600
Attend monthly construction progress meetings		25					25	34	52			136	\$ 24,565	\$ 840	\$ 25,405
Inspections during startup and commissioning							13	14	16			43	\$ 6,840	\$ 140	\$ 6,980
Review submittals and shop drawings		5					17	34	68	11		135	\$ 21,945		\$ 21,945
Review and respond to RFIs							9	10	44	9		72	\$ 11,580		\$ 11,580
Review change order requests/Maintain an RFI log		5					17					22	\$ 5,095		\$ 5,095
Prepare record drawings incorporating Contractor's markups							5	6	12		18	41	\$ 5,280		\$ 5,280
Warranty Period Inspections							9					9	\$ 1,890	\$ 70	\$ 1,960
Task 7 Subtotals	4	44	9	9	9	9	95	98	192	20	18	507	\$ 85,795	\$ 1,050	\$ 86,845

## Exhibit C

### Project Milestones

The updated Project Milestones are presented in the table below. Activities shown in gray are complete. The remaining Bid and Construction tasks are shown in yellow. Assuming the construction NTP of June 2, 2025, Final Completion is anticipated for December 31, 2025. Project closeout is assumed to end on February 27, 2026.

ID	Task Name	Duration (Calendar Days)	Gap	Start	Finish
1	<b>Preliminary Design</b>	<b>211</b>		<b>Tuesday, August 1, 2023</b>	<b>Wednesday, February 28, 2024</b>
2	Kick-off Meeting	0		Tuesday, August 1, 2023	Tuesday, August 1, 2023
3	Surveying	38	63	Tuesday, October 3, 2023	Friday, November 10, 2023
4	Prepare GDOT Technical Memorandum	82		Friday, November 10, 2023	Wednesday, January 31, 2024
5	GDOT Review**	24		Wednesday, January 31, 2024	Saturday, February 24, 2024
6	Meeting with GDOT	0	4	Wednesday, February 28, 2024	Wednesday, February 28, 2024
7	<b>Detailed Design</b>	<b>369</b>		<b>Wednesday, February 28, 2024</b>	<b>Monday, March 3, 2025</b>
8	60% Design	65		Wednesday, February 28, 2024	Friday, May 3, 2024
9	60% QC Review	8	3	Monday, May 6, 2024	Tuesday, May 14, 2024
10	Incorporation of 60% QC Comments	7		Tuesday, May 14, 2024	Tuesday, May 21, 2024
11	Owner Review of 60% Design/BV Revisions	14	1	Wednesday, May 22, 2024	Wednesday, June 5, 2024
12	GDOT Review of GUPS Permit	197	1	Thursday, June 6, 2024	Friday, December 20, 2024
13	100% Design	40	1	Saturday, December 21, 2024	Thursday, January 30, 2025
14	100% QC Review	2	1	Friday, January 31, 2025	Sunday, February 2, 2025
15	Incorporation of 100% QC Comments	2	0	Sunday, February 2, 2025	Tuesday, February 4, 2025
16	Owner Review of 100% Design	16	1	Wednesday, February 5, 2025	Friday, February 21, 2025
17	Completion of 100% & Final OPCC	6	1	Saturday, February 22, 2025	Friday, February 28, 2025
18	Final Submittal of Contract Documents	2	1	Saturday, March 1, 2025	Monday, March 3, 2025
19	<b>Permitting</b>	<b>197</b>		<b>Thursday, June 6, 2024</b>	<b>Thursday, December 19, 2024</b>
20	Utility Permitting (GUPS) / Bridge	197	0	Wednesday, June 5, 2024	Thursday, December 19, 2024
21	<b>Bid and Construction</b>	<b>299</b>		<b>Friday, March 7, 2025</b>	<b>Wednesday, December 31, 2025</b>
22	Advertise for Construction	0	1	Friday, March 7, 2025	Friday, March 7, 2025
23	Receive Bids	27		Friday, March 7, 2025	Thursday, April 3, 2025
24	Award Project	28		Thursday, April 3, 2025	Thursday, May 1, 2025
25	Construction NTP	0	32	Monday, June 2, 2025	Monday, June 2, 2025
26	Substantial Completion	180	1	Tuesday, June 3, 2025	Sunday, November 30, 2025
27	Final Completion	30	1	Monday, December 1, 2025	Wednesday, December 31, 2025
28	Project Closeout	56	2	Friday, January 2, 2026	Friday, February 27, 2026