



MATTHEW JEWELL
PARISH PRESIDENT

GREG GORDEN
DIRECTOR

ST. CHARLES PARISH

WATERWORKS

RECEIVED

FEB 16 2023

PARISH COUNCIL

February 14, 2023

Mr. David A. Einsel, PE
McKim & Creed, Inc.
1022 S. Purpera Avenue
Gonzales, LA 70737

RE: Supplemental Services – Additional Construction Administration and Resident Project Representative Services
East Bank "C" Plant Filter Upgrade
SCP Project No. WWKS-96
M&C Project No. 08396-0002

Dear Mr. Einsel,

Based on the recent bidding of the aforementioned project, the allowable fees for this contract (dated June 6, 2018) have increased from the original fees to the following:

- **Engineering** – Increase from \$78,932.86 to \$132,324.00 based on actual construction bid of \$2,023,900.00 (Curve A calculation);
- **Electrical Engineering** – Remains at \$8625.00 based on original price; and
- **Amendment 1 Design** – Remains at \$21,100.00 based on original price;

In addition, in accordance with your engineering proposal dated December 22, 2022 (see **Attachment A**) to provide Additional Construction Administration and Resident Project Representative Services, please consider this letter as your authorization and Notice-to-Proceed (NTP) to begin providing the aforementioned services for the above referenced contract.

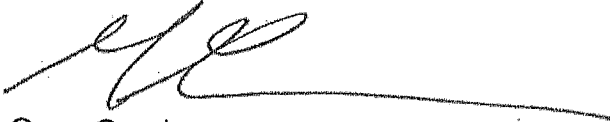
The following supplemental services with the following dollar values are hereby authorized:

- **Additional Construction Administration** - \$98,895.10 (Includes the reduction of

- the construction administration offered in your original); and
- **Resident Project Representative Services** - \$105,026.00 (Based on 8 months of part-time inspection at 25 hours/week)

Should you have any questions at all regarding this contract supplement, please feel free to contact me at my office.

Sincerely,

A handwritten signature in black ink, appearing to read 'GG', with a long horizontal line extending to the right.

Greg Gorden
Director, St. Charles Parish Waterworks Department

cc: David Einsel, PE/ McKim & Creed, Inc.

ATTACHMENT A

CONSTRUCTION ADMINISTRATION (CA) AND
RESIDENT PROJECT REPRESENTATIVE
(RPR) SERVICES PROPOSAL

To

St. Charles Parish Dept. of Waterworks

East Bank "C" Plant Filter Upgrade

M & C No. 08396-0002/2018-07

December 22, 2022

Project Information

East Bank "C" Plant Filter Upgrade
St. Charles Parish Dept. of Waterworks

McKim & Creed, Inc.
M & C No. 08396-0002/2018-07

Manhour Rates and Classifications

Principal Engineer	@	\$295.00 /hr
Sr. Project Manager	@	\$225.00 /hr
Project Engineer	@	\$155.00 /hr
Construction Manager	@	\$110.00 /hr
Engineer Intern	@	\$125.00 /hr
Sr. Design Technician	@	\$120.00 /hr
Sr. Administrative Assistant	@	\$72.00 /hr
Sr. Resident Project Rep.	@	\$110.00 /hr

Overhead

Percentage 0.00%

**East Bank "C" Plant Filter Upgrade
St. Charles Parish Dept. of Waterworks
M & C No. 08396-0002/2018-07**

McKim & Creed, Inc.

Task No.	Task Order Description	Estimated Task Duration (Work Days)	MANHOURS								Total
			Principal Engineer	Sr. Project Manager	Project Engineer	Constr. Manager	Engineer Intern	Sr. Design Technician	Sr. Administrative Assistant	Sr. Resident Project Rep.	
1.0	Construction Administration	240 Days									
1.1	Coordination with SCP (2 Hrs/week)		0	32	64	0	0	0	0	0	96
1.2	Submittal Review (Assume 20 Submittals and 5 Resubmittals)		0	25	50	0	0	0	0	0	75
1.3	RFI Review and Response (Assume 10 RFI)		0	10	20	0	0	0	0	0	30
1.4	Resolution of Field Issues		0	20	30	0	0	16	0	0	66
1.5	Monthly Invoices (8 + 1 Retainage)		0	18	18	0	0	0	0	0	36
1.6	Change Order Preparation (Assume 2 Total)		0	8	16	0	0	0	4	0	28
1.7	General Coordination with Contractor		0	24	24	0	0	0	0	0	48
1.8	General Coordination with Inspector		0	20	20	0	0	0	0	0	40
1.9	Monthly Progress Meeting (Includes Prep Time & Minutes, Assume 8 Total)		0	32	48	0	0	0	16	0	96
1.10	Preparation and Review of As-Built		0	9	18	0	0	30	0	0	57
1.11	Substantial Completion Inspection & Certificate/Punch List Preparation		0	8	12	0	0	0	1	0	21
1.12	Site Visits (1 per month - 4 hr per visit)		0	32	0	0	0	0	0	0	32
	Task 5 Total Manhours		0	236	320	0	0	46	21	0	623
2.0	RPR Services	240 Days									
	General Inspections of Project Site (Assume 5 hr/day, 26 hr work week, no O/T, 8 mo. contract time)		0	0	0	0	0	0	0	880	880
2.1	Task 6 Subtotal Manhours		0	0	0	0	0	0	0	880	880
	Total Manhours by Classification		0	236	320	0	0	46	21	880	1,606

**East Bank "C" Plant Filter Upgrade
St. Charles Parish Dept. of Waterworks
M & C No. 08396-0002/2018-07**

McKim & Creed, Inc.

Task 1.0	Construction Administration		Estimated Work Days =	240	
	Principal Engineer	0 hours	@	\$295.00 =	\$0.00
	Sr. Project Manager	238 hours	@	\$225.00 =	\$53,550.00
	Project Engineer	320 hours	@	\$155.00 =	\$49,600.00
	Constr. Manager	0 hours	@	\$110.00 =	\$0.00
	Engineer Intern	0 hours	@	\$125.00 =	\$0.00
	Sr. Design Technician	46 hours	@	\$120.00 =	\$5,520.00
	Sr. Administrative Assistant	21 hours	@	\$72.00 =	\$1,512.00
	Sr. Resident Project Rep.	0 hours	@	\$110.00 =	\$0.00

<u>PAYROLL COST</u>	
Direct Expenses (see below)	\$110,182.00
LUMP SUM FEE - THIS PHASE	\$1,945.50
	<u>\$112,127.50</u>
ORIGINAL CONTRACT FEE	\$13,232.40
FINAL LUMP SUM FEE - THIS PHASE	<u>\$98,895.10</u>

DIRECT EXPENSES:

Computer Use	\$10.00 Hr	46	\$460.00
Letter Size Copies (Color)	\$0.31 Ea	500	\$155.00
11 x 17 Copies (Color)	\$0.68 Ea	200	\$136.00
Full Size Copies (Color)	\$5.50 Ea.	75	\$412.50
Mileage @ 80 Mi/Trip	\$0.575 /Mi	1360	\$782.00
		Sub-Total	<u>\$1,945.50</u>

East Bank "C" Plant Filter Upgrade
St. Charles Parish Dept. of Waterworks
M & C No. 08396-0002/2018-07

McKim & Creed, Inc.

Task	2.0	RPR Services	Estimated Work Days =	240
		Principal Engineer	0 hours	@
		Sr. Project Manager	0 hours	@
		Project Engineer	0 hours	@
		Constr. Manager	0 hours	@
		Engineer Intern	0 hours	@
		Sr. Design Technician	0 hours	@
		Sr. Administrative Assistant	0 hours	@
		Sr. Resident Project Rep.	880 hours	@
			<u> </u>	<u> </u>
			\$295.00	=
			<u> </u>	<u> </u>
			\$225.00	=
			<u> </u>	<u> </u>
			\$155.00	=
			<u> </u>	<u> </u>
			\$80.00	=
			<u> </u>	<u> </u>
			\$125.00	=
			<u> </u>	<u> </u>
			\$120.00	=
			<u> </u>	<u> </u>
			\$72.00	=
			<u> </u>	<u> </u>
			\$110.00	=
			<u> </u>	<u> </u>
			\$96,800.00	

<u>PAYROLL COST</u>	
Direct Expenses (see below)	<u>\$96,800.00</u>
LUMP SUM FEE - THIS PHASE	<u>\$8,226.00</u>
	<u>\$105,026.00</u>

<u>DIRECT EXPENSES:</u>				
Computer Use	\$10.00	Hr	0	\$0.00
Letter Size Copies	\$0.31	Ea	200	\$62.00
Plan Sheet Copies	\$0.68	Ea	100	\$68.00
Mileage @ 80 MI/Trip	\$0.575	/MI	14080	\$8,096.00
			Sub-Total	<u>\$8,226.00</u>

SUMMARY

**East Bank "C" Plant Filter Upgrade
St. Charles Parish Dept. of Waterworks
M & C No. 08396-0002/2018-07**

McKim & Creed, Inc.

Composite Summary - All Tasks (Construction Administration + RPR Services)

Task 1 Construction Administration

Principal Engineer	0 hours	@	\$295.00	=	\$0.00
Sr. Project Manager	238 hours	@	\$225.00	=	\$53,550.00
Project Engineer	320 hours	@	\$155.00	=	\$49,600.00
Construction Manager	0 hours	@	\$110.00	=	\$0.00
Engineer Intern	0 hours	@	\$125.00	=	\$0.00
Sr. Design Technician	46 hours	@	\$120.00	=	\$5,520.00
Sr. Administrative Assistant	21 hours	@	\$72.00	=	\$1,512.00
Sr. Resident Project Rep.	0 hours	@	\$110.00	=	\$0.00

PAYROLL COST

Direct Expenses (see below)	\$110,182.00
Price Reduction	\$1,945.50
LUMP SUM FEE - Task 5	\$13,232.40
	\$98,895.10

Task 2 RPR Services

Principal Engineer	0 hours	@	\$295.00	=	\$0.00
Sr. Project Manager	0 hours	@	\$225.00	=	\$0.00
Project Engineer	0 hours	@	\$155.00	=	\$0.00
Construction Manager	0 hours	@	\$110.00	=	\$0.00
Engineer Intern	0 hours	@	\$125.00	=	\$0.00
Sr. Design Technician	0 hours	@	\$120.00	=	\$0.00
Sr. Administrative Assistant	0 hours	@	\$72.00	=	\$0.00
Sr. Resident Project Rep.	880 hours	@	\$110.00	=	\$96,800.00

PAYROLL COST

Direct Expenses (see below)	\$96,800.00
LUMP SUM FEE - Water Lines	\$8,226.00
	\$105,026.00

TOTAL (All Tasks)

Principal Engineer	0 hours	@	\$295.00	=	\$0.00
Sr. Project Manager	238 hours	@	\$225.00	=	\$53,550.00
Project Engineer	320 hours	@	\$155.00	=	\$49,600.00
Constr. Manager	0 hours	@	\$110.00	=	\$0.00
Engineer Intern	0 hours	@	\$125.00	=	\$0.00
Sr. Design Technician	46 hours	@	\$120.00	=	\$5,520.00
Sr. Administrative Assistant	21 hours	@	\$72.00	=	\$1,512.00
Sr. Resident Project Rep.	880 hours	@	\$110.00	=	\$96,800.00

SUMMARY

DIRECT PAYROLL COST

Price Reduction

\$206,982.00

\$13,232.40

SUBTOTAL ENGINEERING

Direct Expenses (see below)

\$193,749.60

\$10,171.50

LUMP SUM FEE - ALL PHASES

\$203,921.10

DIRECT EXPENSES:

Sum of direct expenses from all phases

\$10,171.50

Sub-Total

\$10,171.50

<u>Task No.</u>	<u>Task Description</u>	<u>Estimated Task Duration (Work Days)</u>
1.0	Construction Administration	240
2.0	RPR Services	240

**East Bank "C" Plant Filter Upgrade
St. Charles Parish Dept. of Waterworks
M & C No. 08396-0002/2018-07**

McKim & Creed, Inc.

Summary of Services

Task No.	Task Description	Task Scope
1.0	Construction Administration	<p>This particular task assumes that the Engineer will handle the following tasks: 1) coordination with the Owner, 2) review of up to 25 submittals (including re-submittals), 3) review and responses for up to 10 RFIs from the Contractor, 4) resolution of field issues, 5) review of monthly contractor invoices (including retainage) - up to 9 total, 6) preparation of up to 2 change orders, 7) general coordination with the Contractor, 8) general coordination with the RPR, 9) handle monthly progress meetings, 10) prepare and review as-builts from contractor information, 11) substantial completion certificate and punch list inspection and preparation, and 12) monthly site visits. This estimate assumes an 8-month contract time, so any extension of time beyond this would be justification for additional compensation by the Engineer. Any additional submittals, invoices, RFIs, or additional needed meetings would be justification for additional compensation. The value shown for this task is a NTE lump sum.</p>
2.0	RPR Services	<p>This particular task assumes that the Engineer will provide a qualified resident project representative (RPR) for the anticipated 8-month contract. It assumes 25 hrs of time per week (or 5 hrs/week), which includes required drive time to the plant site from the office of McKim & Creed. The RPR will maintain close contact with the Contractor to ensure that he is only present at critical times during construction to conserve RPR contract dollars to the fullest extent possible. This estimate assumes an 8-month contract time, so any extension of time beyond this would be justification for additional compensation by the Engineer. This contract does not include any OT hours; should such additional hours be necessary to cover important construction activities, then the RPR will attempt to make adjustments to his inspection schedule to accommodate the necessary hours at that time. Should additional inspection beyond the 5 hrs per day be required on a regular basis, then this would be justification for additional compensation. The value shown for this task is a NTE lump sum.</p>