



CITY OF COLUMBIA
AGENDA MEMORANDUM

MEETING DATE: August 2, 2016

DEPARTMENT: Utilities and Engineering

FROM: *Joey Jaco, Director of Utilities and Engineering*

SUBJECT: Atlantic South Consulting Services Contract Amendment 1

FINANCIAL IMPACT: Funding has been identified from Operations & Maintenance Budgets (Water Sewer Maintenance/Metro Wastewater Treatment Plant) and will be split equally between 5516205-SS7348-638305 and 5516208-SS7348-638305

ORIGINAL BUDGET: \$210,000.00

CLEAN WATER 2020?: Yes

FEMA DR-SC4241?: No

The above referenced Contract Amendment is one (1) extension of three (3) available will allow for wastewater engineering support in planning, directing, monitoring and supervising the construction, renovation, operation, maintenance and administration of projects; and to perform other professional, technical and administrative work. This is a Clean Water 2020 project and Services to be performed will impact all City Council Districts.

Staff has negotiated a fee totaling Two Hundred and Ten Thousand Dollars and No/100 (\$210,000.00) for the specified needs above with Atlantic South Consulting Services, LLC, a MBE firm located in Charleston, SC. There are *no sub-contractors associated with this Amendment*. Funding for this Amendment will be split equally in the amount of One Hundred Five Thousand Dollars and No/100 (\$105,000.00) from Water Sewer Maintenance and Wastewater's Operations Budgets 5516205-SS7348-638305 & 5516208-SS7348-638305.

Original Contract Amount:	\$210,000.00
Contract Amendments #1 add	\$210,000.00
New Agreement total:	\$420,000.00

The Legal Department has reviewed and approved the Agreement and the Director of Utilities & Engineering and the Assistant City Manager for Operations recommend approval.

Agreement for Engineering Services for
Wastewater Engineer Support at the Metro Wastewater Treatment Plant
CIP SS7348

Atlantic South Consulting Services, LLC and the City of Columbia, SC

Contract Amendment 1

June 30, 2016

Description of Change: Request change in Agreement for Engineering Services between the City of Columbia (City) and Atlantic South Consulting Services, LLC, (Engineer) dated August 18, 2015 (Agreement), amended by extending the term of the Agreement from June 30, 2016 to June 30, 2017. All other provisions of the Agreement, except as herein modified or changed, remain in full force and effect.

This Amendment is extension one (1) of three (3) available if, mutually agreed to by both parties.

Proposed Change and Basis for Payment:

Original Contract Price:	\$210,000.00
Previous Change Orders:	\$ 0.00
This Change (addition/deletion):	\$210,000.00
Revised Contract Price:	\$420,000.00

Additional funds are to be provided in the following manner: 5516205-SS7348-638305 and 5516208-SS7348-638305

This Change is Acceptable:

By:  Atlantic South Consulting Services, LLC
Title: PRESIDENT

Recommended for Approval:  Director of Utilities and Engineering
Joseph D. Jaco, P.E.

Recommended for Approval: _____ Assistant City Manager for Operations
Melissa Gentry, P.E.

Approval of Change: _____ City Manager
Teresa Wilson

EXHIBIT A
AMENDMENT 1
YEAR 2
PROFESSIONAL SERVICES
FOR
CITY OF COLUMBIA
DEPARTMENT OF UTILITIES AND ENGINEERING
WASTEWATER ENGINEER SUPPORT

Background

The purpose of this project is to assist the City of Columbia's Department of Utilities and Engineering in planning, directing, monitoring and supervising the construction, renovation, operation, maintenance and administration of the City's wastewater facilities and systems; to perform professional civil engineering work on assigned projects; and to perform other professional, technical, and administrative work as required. The progress of major activities will be reported through periodic conferences and meetings with the City of Columbia personnel.

Scope

Atlantic South Consulting Services (ASCS) will provide assistance to the City of Columbia's Wastewater Division of the Department of Utilities and Engineering as stated below.

- Assist City of Columbia management as necessary in consulting services related to the operation and maintenance of the wastewater system.
- Work with and assist city management, city staff, and CDM Smith in implementing necessary programs as required by the consent decree in the Cleanwater 2020 program.
- Assist WWTP Superintendent as needed and requested in reviewing operation and maintenance records and make recommendations as necessary.
- Review staffing needs and compare with recommendations from recent GAP Study. Assist management and CDM Smith in working with City management and the Human Resources Department implementing necessary recommendations.

- ~~Assist WWTP Superintendent in completing laboratory certification of the lab at the Metro WWTP.~~ *e jr*
- Assist WWM Superintendent in rehab project management.
- Assist WWM superintendent in addressing construction and service issues as requested.
- Provide assistance and advice to the Wastewater Division to identify, investigate and analyze engineering problems; researches, formulates and recommends solutions; and implements solutions as directed. Evaluates and makes recommendations as appropriate.
- Work with other consulting engineers, equipment manufactures/vendors, and construction contractors, in the construction, upgrades and/or modifications to the wastewater facilities and systems.
- Perform general administrative/clerical work as required, including but not limited to preparing reports and correspondence, attending meetings, entering and retrieving computer data, etc.

Schedule

ASCS proposes to provide the above scope on a week basis. The estimated hours for this project will be 24 – 36 hours per week.

EXHIBIT B

COMPENSATION

City of Columbia

Wastewater Engineer Support

Maximum Compensation to Atlantic South Consultant Service (ASCS) for services performed under this Agreement shall not exceed Two Hundred Ten Thousand Dollars (\$210,000).

Compensation for services as outlined in Proposed Professional Services will be at the hourly billing rate for the category of the individual performing the work. The hourly billing rates is all inclusion of all expenses and profit. All subcontract or sub –consultant costs will be billed at actual cost plus 5%.

ASCS schedule of Hourly Billing Rates is attached hereto and hourly rates and labor categories shall be reviewed in June of each year and adjusted, subject to City's approval, to reflect the appropriate rates and charges for the next fiscal year.

Hourly Billing Rates

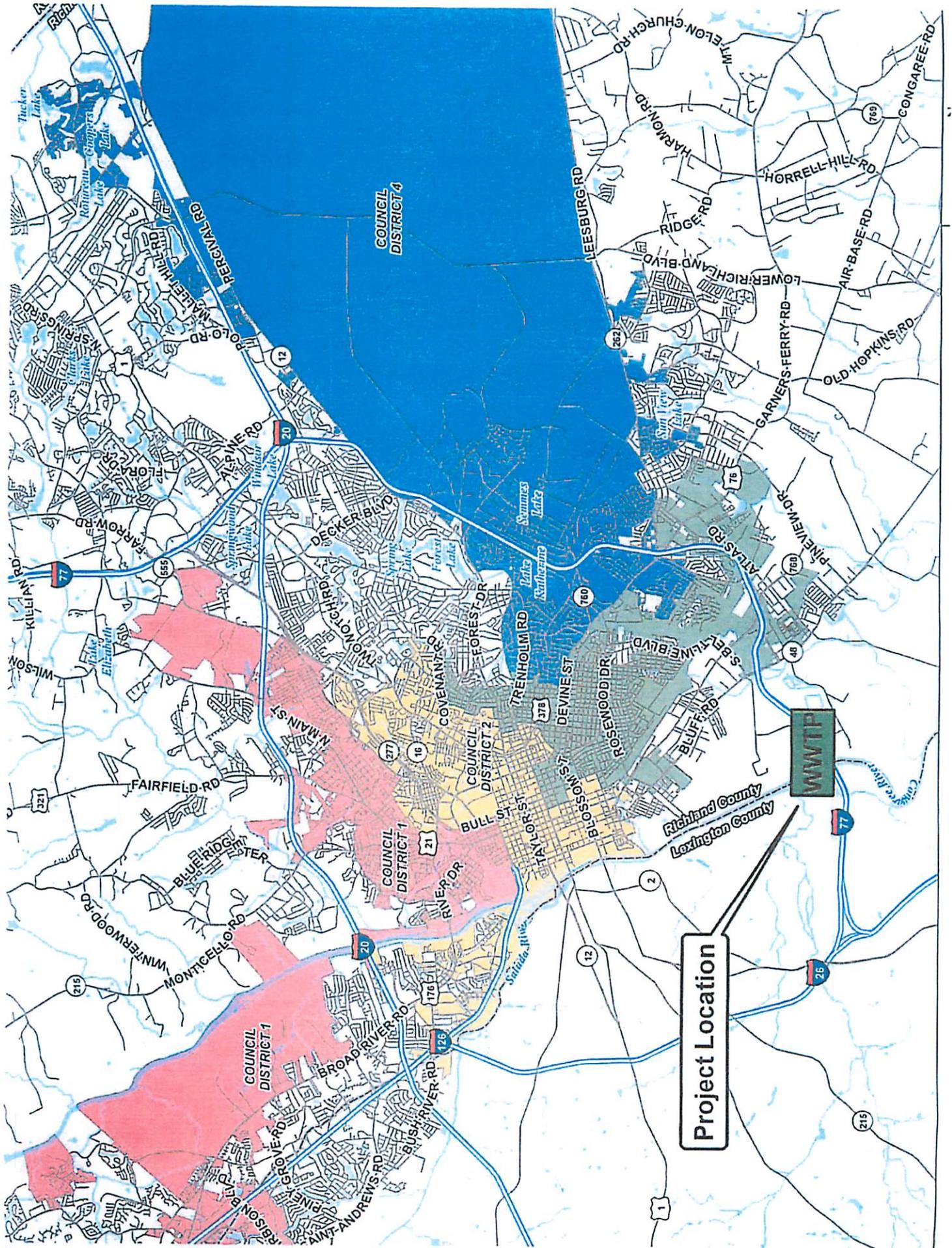
(July 1, 2016 to June 30, 2017)

Consent Decree Compliance and Infrastructure Program

Program Management Services

<u>Classification:</u>	<u>Hourly Billing Rates (1,2)</u>
Project Principal (ASCS)	\$180
Project Manager (ASCS)	\$150
Administrative (ASCS)	\$ 45
Project Support (ASCS)	\$ 65

- 1) The above rates include salary rates, fringe benefits, all expenses, overhead and profit.
- 2) Hourly rates shall be reviewed in June of each year by PM, and adjusted, subject to City's approval, to reflect the appropriate rates and charges for the next fiscal year beginning in July.



Project Location

WWTP

COUNCIL DISTRICT 4

COUNCIL DISTRICT 1

COUNCIL DISTRICT 2

Richmond County
Lexington County