

Jefferson County
Board of Commissioners
Agenda Request

To: Board of Commissioners
Philip Morley, County Administrator

From: Frank Gifford, Public Works Director *FG*

Agenda Date: November 5, 2012

Subject: Port Hadlock Wastewater Facility- Special Benefit Feasibility Study-
Macaulay & Associates LTD. Contract Supplement No. 1

Statement of Issue: Department of Public Works is seeking to extend the subject contract to allow for additional consultant services pursuant to developing the intent to form a Local Improvement District (LID) for the collection system regarding the above referenced project.

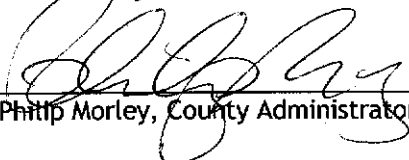
Analysis/Strategic Goals/Pro's & Con's: Macaulay and Associates, LTD. has completed the special benefit feasibility portion of the LID viability analysis. The Personal Service Contract Supplement No. 1 insures that the consultant shall continue to participate with the LID team as needed to identify strategies, boundaries, public outreach elements and assessment guidelines in preparation for the of the intent to establish the LID. The Special Benefit Study necessary to prepare the final assessment roll shall be addressed via separate contract.

Fiscal Impact/Cost Benefit Analysis: The contract supplement increases the previous amount of \$ 96,740.00 by \$14,466.00 and extends the term to expire December 31,2013. Funds are provided from local revenues dedicated to the project.

Department Contact: Will Butterfield, Right of Way Representative, 385-9350.

Recommendation: The Department of Public Works recommends that the Board authorize the Agreement and return 2 originals to the Department of Public Works for further processing and retain 1 original for the Boards records.

Reviewed By:


Philip Morley, County Administrator

10/31/12
Date

Supplemental Agreement Number 1		Organization and Address	
Agreement Number Not Applicable		Macaulay and Associates Ltd. ATTN: Robert Macaulay 2927 Colby Ave, Ste 100 Everett, WA 98201-4010 Phone: 425-258-2611	
Project Number 40516930		Execution Date	Completion Date 12/31/2013
Project Title Port Hadlock Wastewater Facility	Existing Contract Amount \$96,740.00	New Amount this Supplement \$ 14,466.00	Total Maximum Amount Payable \$ 111,206.00
Description of Work Special benefit feasibility coordination and Local Improvement District formation consulting.			

The Local Agency of Jefferson County Department of Public Works desires to supplement the agreement entered into with Macaulay and Associates Ltd. and executed on April 16, 2012.

All provisions in the basic agreement remain in effect except as expressly modified by this supplement.

The changes to the agreement are described as follows:

The purpose for the Supplement No. 1 is to engage the consultant beyond the limits of the original contract to consult with the LID team and assist with public meetings as part of the preliminary work necessary to form the Local Improvement District.

I

Section II, SCOPE OF WORK, is hereby changed to read:

Project Scope 1 Description - Phase 1 (Core area, Alcohol Plant, Rhody Drive area)-Supplement No. 1
A. Consultant shall continue to participate with the LID team as needed to identify strategies, boundaries, public outreach elements and assessment guidelines in preparation to establish the LID. The Supplemental Scope & Estimate is attached hereto as Exhibit A. All work shall be authorized in writing by the Jefferson County Department of Public Works.

II

Section IV, TIME FOR BEGINNING AND COMPLETION, is amended to change the number of calendar days for completion of the work to read: Contract shall terminate December 31, 2013.

III

Section V, PAYMENT, shall be amended as follows:

Specific Rates of Pay as set forth in the attached Exhibit A, and by this reference made a part of this supplement.

If you concur with this supplement and agree to the changes as stated above, please sign in the appropriate spaces below and return to this office for final action.

Robert Macaulay-Macaulay and Associates Ltd.
Consultant

COUNTY OF JEFFERSON
BOARD OF COMMISSIONERS

Robert ? Mac
Consultant's Signature

John Austin, Chair

10-25-12
Date

Phil Johnson, Member

David W. Sullivan, Member

Approved as to form only this 10/15/2012
~~day of _____, 201~~

David Alvarez
David Alvarez
Deputy Prosecuting Attorney

Frank Gifford 10/29/12
Frank Gifford Date
Public Works Director

EXHIBIT A

SCOPE & ESTIMATE

Special Benefit Contract Supplement #1

Jefferson County Department of Public Works

Direct Salary Cost: The Published Rates per Hour shown are inclusive of actual salaries, overhead, profit, tools and equipment necessary for the completion of work specific in the Agreement. (These rates remain the same as the original contract.) Principal hourly rate of pay \$225.00.

Breakdown of Tasks	Hours	Average Rate of Pay	Estimated Cost
1) 3 onsite meetings TBD-6 hrs meeting time 2 hrs prep time.	24	225.00	\$5,400.00
2) 5 Conference calls-2hrs per call, 1 hr per call prep time.	15	225.00	\$3,375.00
3) Public Meetings as necessary-4 hrs meeting time, 4 hrs prep time.	8	225.00	\$1,800.00
4) Analysis & Recommendations	15	225.00	\$2,250.00
SUB TOTAL	62	225.00	\$13,950.00
Direct Non-Salary Cost:			
A. Mileage	\$264.00	120 miles RT-X .55 = \$66 x 4 trips = \$ 264.00	
B. Ferry	\$102.00	12.75x2=25.50x 4 trips = \$ 102.00	
Printing	\$150.00		
Total	\$516.00		
Total Estimate			\$14,466.00
Agency Jefferson County Public Works		File No.	Project No. 40516930
Project Title Pt. Hadlock UGA-Special Benefit Contract Supplement #1			
Estimate Prepared by Will Butterfield			Date 9/24/2012