



## SANDY SPRINGS

GEORGIA

TO: Peggy Merriss, Interim City Manager

FROM: William H. Martin, Jr., AIA, Public Works Director

DATE: July 25, 2019 for Submission onto the Agenda of the August 6, 2019 City Council Meeting

ITEM: Approval of Change Order 1 Scope of Work and Fee, WSP USA, Inc. for ATMS 4 SCOOT Implementation in the Perimeter Area (TS 107) and authorization for the City Manager to execute revised contract documents

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### ***Recommendation:***

Staff recommends that Council authorize the Interim City Manager to sign Change Order 1 with WSP USA, Inc. to provide CEI and Program Management services for TS107 – ATMS 4 SCOOT Implementation in the Perimeter Area.

### ***Background:***

The original contract (executed June 28, 2019) provide design and construction drawing services for the enhancement of signalized intersections to include the SCOOT adaptive signal software implementation in the Perimeter Area. This request will extend the contract to June 30, 2021 and will amend the contract to include the additional services and fees. Deliverables for Change Order 1 include the following:

- Redline design revisions and updated quantities
- RFI responses
- Material Submittal checklist
- Program Management
- Installation Inspection checklists

### ***Discussion:***

WSP has completed the design and construction drawing services for the enhancement of signalized intersections to include the SCOOT adaptive signal software implementation in the Perimeter Area. This change order will provide specialized CEI and Program Management services required to monitor construction, installation and testing of the signalization project.

***Financial Impact:***

The total proposed fee for this current Change Order 1 is \$110,267. The original contract fee was \$174,990. Sufficient funds are available in the TSPLOST Program to fund this work.

***Attachment:***

- I. Change Order 1
- II. Resolution

ATMS 4 Program Management and CEI Services - Change Order 1  
 Sandy Springs, GA  
 Cost Proposal  
 6/19/2019

LABOR

		STAFFING ->						
		C. Rome		P. McAtee	J. Bolen	A. Rattigan-Brown		
Task	WBS	Task Name (DOT)	Task Description	Project Manager	Construction Administration Lead	Construction Administration Support	Project Admin.	Total
7			Program Management					
	7.7050.1	PRGRM MGMT MTGS CA	Contract Start-up	2	8	8		18
			Pre-Con, Monthly Progress Meetings (8)	16	16	16		48
			Construction Administration (4 hrs/wk for 18 weeks)		36	36		72
			Contract Close-Out		24	24		48
			Task and Financial Management (18 months)	36			18	54
	7.7050.2	PRGRM MGMT REVIEWS	Invoice Review (18 invoices)		18	18		36
			Daily Reports (365 days/reports)		8	60		68
			RFI Review and Response (4 RFIs)	4	4	16		24
			Cutsheet/Material Submittal Review		8	16		24
			Audit Recordkeeping		8	24		32
			Redline Plans (10 ints)	20		40		60
			As-Built Review (20 ints)		10	20		30
			Subtotal Hours	78	140	278	18	514
			Subtotal Fee	\$ 12,171	\$ 23,492	\$ 27,499	\$ 2,275	\$ 65,437
8			CEI Services					
	9010.7	CEI	Review installed device types and quantities (20 ints)	6	20	40		66
			Complete installation inspection checklist (20 ints)	6	20	40		66
			Review and verify traffic control plans and permits (5 roads)	5	10	20		35
			Field verify erosion control and ESA commitments (20 ints)	2	20	40		62
			Prepare and complete testing acceptance checklist (20 ints)	2	20	40		62
			Task and Financial Management (18 months)	36			18	54
			Subtotal Hours	57	90	180	18	345
			Subtotal Fee	\$ 8,894	\$ 15,102	\$ 17,805	\$ 2,275	\$ 44,076
TOTALS =				135	230	458	36	859
LABOR RATE =				\$ 156	\$ 168	\$ 99	\$ 126	
LABOR COST =				\$ 21,066	\$ 38,594	\$ 45,304	\$ 4,550	\$ 109,513

EXPENSES

Item		Description	Quantity	Unit Cost	Total
					\$ -
1	1620	Mileage: weekly site visits (50), meetings (15) @ 20 miles/each	1300	\$ 0.580	\$ 754
					\$ -
					\$ -
Total Expenses					\$ 754

TOTAL FEE \$ 110,267.01



## SCOPE

Construction change order support, Cutsheet / Material Submittal review for any new products required by updated design, Review, verify, record and distribute the monthly contractor invoices and maintain accurate records of invoices and payment. Respond to RFIs based on new redline design, and Program Management tasks for 18 months. Review of additional erosion control, traffic control plans, and permits, as required. Conduct semimonthly project coordination meetings.

WSP will provide the above listed services at the following intersections:

1. Abernathy Rd at Glenridge Dr
2. Abernathy Rd at Aria
3. Glenlake Pkwy at Glenlake One
4. Abernathy Rd at Mercedes-Benz Dr / Glenlake Pkwy
5. Abernathy Rd at SR 400 SB
6. Abernathy Rd at SR 400 NB
7. Abernathy Rd at Peachtree-Dunwoody Rd
8. Peachtree-Dunwoody Rd at North Park Place
9. Mount Vernon Hwy at North Park Place
10. Perimeter Center West at Perimeter Pointe
11. Perimeter Center West at Sandy Springs MARTA Station
12. Abernathy Rd / Perimeter Center W at Mount Vernon Hwy
13. Mount Vernon Hwy at Peachtree-Dunwoody Rd
14. Peachtree-Dunwoody Rd at Perimeter Center West
15. Peachtree-Dunwoody Rd at Central Pkwy
16. Peachtree-Dunwoody Rd at Central Park Dr
17. Mount Vernon Hwy at Crestline Pkwy
18. Mount Vernon Hwy at Barfield Rd
19. Mount Vernon Hwy at Glenridge Dr
20. Mount Vernon Hwy at Mount Vernon Presbyterian School

## DELIVERABLES :

- Redline design revisions and updated quantities (PDF format)

WSP USA  
Tower Place  
3340 Peachtree Road NE, Suite 2400  
Atlanta, GA 30326

Tel.: +1 404 237-2115  
Fax: +1 404 237-3015  
wsp.com



- RFI responses
- Material Submittal checklist
- Program Management for 18 months
- Installation Inspection checklists at the 20 intersections

**PAYMENT :**

WSP will complete these services for \$110,267 to be billed as a percentage complete for task 7 (program management) and task 8 (construction engineering and inspection services) per previous contract terms.

RESOLUTION NO. \_\_\_\_\_

STATE OF GEORGIA  
COUNTY OF FULTON

**A RESOLUTION TO AUTHORIZE THE INTERIM CITY MANAGER TO EXECUTE  
CHANGE ORDER 1 AND THE REVISED CONTRACT FOR CEI AND PROGRAM  
MANGEMENT SERVICES FOR ATMS 4 SCOOT IMPLEMENTATION IN THE PERIMETER  
AREA WITHIN THE CITY OF SANDY SPRINGS, FULTON COUNTY, GEORGIA**

**WHEREAS**, it is necessary, from time to time, to establish policies, procedures and guidelines consistent with the administration of a municipal government consistent with the US Constitution, Federal Statutes, alignment with Federal and Georgia's State Constitution, and the Charter for the City of Sandy Springs; and

**WHEREAS**, the Interim City Manager directed the Department of Public Works to develop standard policies for recurring matters, to establish appropriate internal controls and legal compliance, and to provide for an efficient and effective means to serve constituents, and

**WHEREAS**, upon adoption of this Resolution, City Sandy Springs Public Works Department staff will manage all applicable phases of the Agreement in conjunction with the City of Atlanta staff.

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF SANDY SPRINGS, GEORGIA**

That the Interim City Manager execute Change Order 1 and the Revised Contract in the amount of \$110,267 to CEI and Program Management services required to monitor construction, installation and testing of the ATMS 4 SCOOT Implementation project in the Perimeter Area within the City of Sandy Springs, Fulton County, Georgia.

**RESOLVED** this the 6<sup>th</sup> day of August, 2019.

Approved:

\_\_\_\_\_  
Russell K. Paul, Mayor

Attest:

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Coty Thigpen, City Clerk  
(Seal)