



TO: Mayor and City Council

FROM: John McDonough, City Manager

DATE: May 28, 2014 for submission on the Consent Agenda of the June 3, 2014
City Council Meeting

ITEM: Consideration of Issuance of Task Order to URS for Public Works

Background

City Council approved the issuance of a Contract and Year One Task Order to URS for Public Works at the May 17, 2011 City Council meeting. The Year Two Task Order was approved for FY2013 in the amount of \$3,318,265 on June 5, 2012. The Year Three Task order was approved for FY2014 in the amount of \$3,514,549 on May 21, 2013.

Discussion

During FY2014, URS has performed the services required under the contract and associated Task Order. For the proposed services during FY2015, which begins on July 1, 2014, URS reduced their escalator to 3.50%, for a not to exceed Task Order price of \$3,732,558.22. This amount includes the addition of \$95,000 for as needed and approved Engineering Support services.

Recommendation

Staff recommends the issuance of a Task Order to URS in the amount of \$3,732,558.22.

Attachment

Task Order for Public Works for URS.

**CITY OF SANDY SPRINGS
GENERAL GOVERNMENT SERVICES
TASK ORDER**

Title:	Public Works	Task Order Number:	PW-FY15-01
Applicable CLIN:	0003, 0007, 0008	Issue Date:	June __, 2014
Period of Performance:		July 1, 2014 – June 30, 2015	
Issued To:		URS	
Requirements (SOW Reference):		WBS 8.0 – WBS 12.4 ¹	
Workload			
Item and Quantity			
Traffic Engineering (WBS 8.1)			
350 miles of roadway maintained in the City			
Approximately 25 work orders for traffic maintenance issued daily			
Approximately 50 work orders for road maintenance issued daily			
Approximately 1-2 plats reviewed weekly			
Approximately 2-3 safety audits performed weekly			
Approximately 2-3 unsafe condition reports investigated daily			
Approximately 212 traffic services work orders completed per month			
Traffic Management Center (WBS 8.2)			
Traffic monitoring managed 24 hours per day, 7 days per week by on-call employees, including monitoring up to 40 cameras at key intersections			
Approximately 38 after hours calls per month			
Traffic Studies (WBS 8.3)			
On major roadways in the City such as Roswell Road, turn movement counts are taken approximately every 2 years. There are 25 signalized intersections on Roswell Road that are split into 2 segments.			
Turn movement counts are taken for the AM, lunch and PM peak traffic times. Counts are taken through cameras and are recorded from approximately 6:00 AM to 7:00 PM depending on the location.			
Traffic counts are taken for all intersections in the City within a 3 year period. There are additional intersection improvements and traffic calming issues that require different kinds of studies that include traffic counts and other data.			
Various traffic studies require different types of equipment and analysis is an additional cost requiring specific request			
Approximately 1-2 reviews of accident data daily			
Approximately 20 field investigations daily			
Traffic Signal Maintenance(WBS 8.4)			
120 stop and go traffic signals			
25 flashing school beacons			
26 intersection and other flashing beacons			
Striping (WBS 8.5)			
350 miles of pavement in the City			
Sign Maintenance (WBS 8.6)			
20 Inspections monthly			

¹ WBS references are to the General Government Services Statement of Work (SOW) attached to this Task Order.

1 report monthly
Transportation Planning (WBS 9.0)
Annual capital program
Strategic Planning (WBS 9.1)
Quarterly monitoring report on project status and financial information
Monthly report on project management
Monthly report on real-time data for cost of planning and construction design
Monthly report on amendments and adjustments for increases and decreases in funding and grant funded projects with attention to reimbursable projects from all entities
Operational Planning (WBS 9.2)
Quarterly reports for planned operations and activities for the next 90 days and activities and accomplishments for the past 90 days
Quarterly reports for identifying additional resources needed to accomplish planned goals
Right-of-Way (WBS 9.3)
Approximately 100 rights-of-way owned by the City
Up to 70 permits issued for curb-cuts, utility use and location and private use of City rights-of-way per month (approximately 8 utility permits issued per month)
Approximately 6 utilities companies
Approximately 15 telecommunications operations
Approximately 20 subcontractors involved in City rights-of-way use
Relationship Coordination (WBS 9.4)
Approximately 1-3 public meetings per month to determine transportation solutions
Mapping Support (WBS 9.5)
Weekly reports on number of requests for assistance by the department including details of requests
Monthly reports to provide GIS related information regarding roadways and rights-of-way
Monthly reports to provide GIS related information or data in response to requests and needs of City personnel
Monthly reports for uptime of GIS systems
Monthly reports for trend analysis and information on maintenance
Plan Review (WBS 9.6)
Approximately 11 development plan reviews per month
Stormwater Management (WBS 10.0) – Construction and Project Management (WBS 10.1)
Approximately 20-30 projects managed at any one time
City-Owned Infrastructure Management (WBS 10.2)
1,193 detention ponds in the City
1,391 outfalls in the City's stormwater system
6,284 drains or catch basins in the City right-of-way
4,467 structures on private property are attached to City's stormwater system
4,625 pipes in the drainage system in the City rights-of-way, equaling 64 miles of pipe
Approximately 20 inspections of stormwater infrastructure weekly
Approximately 2-3 enforcement issues relating to stormwater infrastructure weekly
Approximately 132 storm drains cleaned per month
Regulatory Compliance (WBS 10.3)
Approximately 20-25 contacts with regulatory agencies monthly in connection with stormwater infrastructure
Communication with the public regarding stormwater and clean water programs as required
Field Services (WBS 11.0)
Approximately 207 field services work orders completed per month

Approximately 41 road repairs made per month		
Pavement Management (WBS 11.1)		
350 miles of pavement in the City		
Utility Coordination (WBS 11.2)		
Coordinate with approximately six (6) utility companies operating in the City for capital improvement projects		
Relocate and place utility equipment throughout the City as required		
Right-of-Way Maintenance (WBS 11.3)		
Approximately 40-260 miles of property to be mowed and maintained monthly; plant maintenance for all intersections, interchanges and interstates within the City on a daily, bi-weekly and monthly basis		
Street sweeping and debris removal performed monthly; approximately 14 tons of debris removed monthly; average trash removal of over 916 (55 gallon bags) monthly		
Bridge Maintenance (WBS 11.4)		
Maintain over 22 bridges in the City; construction, preliminary inspections, repairs and testing performed monthly		
Emergency Road Services (WBS 11.5)		
Approximately 10-20 emergency repairs performed monthly (emergency repairs vary by seasons)		
Tree removal, repair of potholes, light poles and signs		
Capital Improvement Program (WBS 12.0) – PM/CM Services (WBS 12.1)		
Over 60 capital projects, including design, paving, intersections, street construction, stormwater, GDOT grant projects and parks		
Contract Compliance (WBS 12.2)		
Approximately 60-85 capital construction projects		
Approximately 10-15 Georgia Department of Transportation (GDOT) contracts		
Approximately 3-5 Community Development Block Grant (CDBG) contracts		
Facilities Management (WBS 12.3)		
Approximately 100-150 pieces of mail and other transmittals/receipts processed per day		
Approximately 6 deliveries of supplies and inventory per day		
Over \$75,000 in furniture and fixtures		
Approximately 2 meetings monthly with City Hall building leasing agent regarding various matters, including lease issues and resolution		
Approximately 10-30 maintenance issues per week		
Approximately 2-3 City Hall building security issues per week		
Emergency and Disaster Planning and Response (WBS 12.4)		
Approximately 1 practice session conducted per month		
Approximately 2-5 activities coordinated with local, state and federal agencies per month		
Approximately 2-5 calls received regarding emergency preparedness per month		
Approximately 1 meeting per month		
Deliverables		
In addition to the specific data item descriptions below, for all WBS elements under Public Works, the Contractor shall be required to produce documents including, but not limited to, reports, correspondence in all forms (written, e-mail, etc.), plans and updates, as required in the ordinary course of business or as directed by the City Manager.		
Data Item Description	Data Item Number	Submission Frequency
Traffic Services (WBS 8.0) - Traffic Engineering (WBS 8.1)		
Performance Report	DI-COSS-GS-003	Weekly

Performance Report	DI-COSS-GS-004	Monthly
Project Management Plan	DI-COSS-GS-009	Monthly
Subcontractor Progress Report	DI-COSS-GS-010	Weekly
Traffic Management Center (WBS 8.2)		
Performance Report	DI-COSS-GS-003	Weekly
Performance Report	DI-COSS-GS-004	Monthly
Signal Status and Repair Report	DI-COSS-GS-0011	Monthly
Traffic Studies (WBS 8.3)		
Performance Report	DI-COSS-GS-003	Weekly
Performance Report	DI-COSS-GS-004	Monthly
Traffic Signal Maintenance (WBS 8.4)		
Performance Report	DI-COSS-GS-003	Weekly
Performance Report	DI-COSS-GS-004	Monthly
Striping (WBS 8.5)		
Performance Report	DI-COSS-GS-003	Weekly
Performance Report	DI-COSS-GS-004	Monthly
Sign Maintenance (WBS 8.6)		
Inspections Report	DI-COSS-GS-028	Monthly
Repairs Report	DI-COSS-GS-029	Quarterly
Transportation Planning (WBS 9.0) - Strategic Planning (WBS 9.1)		
Planning Activities Report	DI-COSS-GS-012	Annually
Monitoring Report	DI-COSS-GS-013	Quarterly
Operational Planning (WBS 9.2)		
Activity Report	DI-COSS-GS-014	Quarterly
Right-of-Way (WBS 9.3)		
Performance Report	DI-COSS-GS-003	Weekly
Miles and Refuse Report	DI-COSS-GS-015	Monthly
Relationship Coordination (WBS 9.4)		
Performance Report	DI-COSS-GS-003	Weekly
Performance Report	DI-COSS-GS-004	Monthly
Mapping Support (WBS 9.5)		
Performance Report	DI-COSS-GS-003	Weekly
Performance Report	DI-COSS-GS-004	Monthly
Plan Review (WBS 9.6)		
Performance Report	DI-COSS-GS-003	Weekly
Performance Report	DI-COSS-GS-004	Monthly
Stormwater Management (WBS 10.0) - Construction and Project Management (WBS 10.1)		
Stormwater Strategy and Implementation Report	DI-COSS-GS-016	Monthly
Performance Report	DI-COSS-GS-003	Weekly
Performance Report	DI-COSS-GS-004	Monthly

Deliverables		
Data Item Description	Data Item Number	Submission Frequency
City-Owned Infrastructure Management (WBS 10.2)		
Stormwater Project Report	DI-COSS-GS-017	Annually
Performance Report	DI-COSS-GS-003	Weekly
Performance Report	DI-COSS-GS-004	Monthly
Stormwater Emergency Preparedness Report	DI-COSS-GS-018	Annually
Private Property Inspection Report	DI-COSS-GS-019	Monthly
Subcontractor Progress Report	DI-COSS-GS-010	Weekly
Regulatory Compliance (WBS 10.3)		
Performance Report	DI-COSS-GS-003	Weekly
Performance Report	DI-COSS-GS-004	Monthly
Field Services (WBS 11.0) - Pavement Management (WBS 11.1)		
Subcontractor Progress Report	DI-COSS-GS-010	Weekly
Performance Report	DI-COSS-GS-003	Weekly
Performance Report	DI-COSS-GS-004	Monthly
Utility Coordination (WBS 11.2)		
Resident Resolution Report	DI-COSS-GS-020	Monthly
Utility Project Progress Report	DI-COSS-GS-021	Monthly
Right-of-Way Maintenance (WBS 11.3)		
Right-of-Way Maintenance Report	DI-COSS-GS-022	Monthly
Bridge Maintenance (WBS 11.4)		
Bridge Inspection and Maintenance Report	DI-COSS-GS-023	Monthly
Emergency Road Services (WBS 11.5)		
Emergency Road Service Report	DI-COSS-GS-024	Weekly
Performance Report	DI-COSS-GS-004	Monthly
Capital Improvement Program (WBS 12.0) - Project Management/Construction Management Services (WBS 12.1)		
Subcontractor Progress Report	DI-COSS-GS-010	Weekly
Performance Report	DI-COSS-GS-004	Monthly
Contract Compliance (WBS 12.2)		
Performance Report	DI-COSS-GS-004	Monthly
Facilities Management (WBS 12.3)		
Facilities Management Report	DI-COSS-GS-026	Monthly
Emergency and Disaster Planning and Response (WBS 12.4)		
Emergency Preparedness Report	DI-COSS-GS-027	Monthly
Performance Standards (completed by Offeror)		

Special Considerations			
Key personnel:	<i>Garrin Coleman, Public Works Director</i>		
City-Furnished Property:	All office supplies, furniture, fixtures, equipment, motor vehicles, and computer hardware and software will be provided by the City.		
Travel:	A cost reimbursable item, as approved by the City pursuant to CLIN 0007 of the General Government Services Base Contract.		
Training:	A cost reimbursable item, as approved by the City pursuant to CLIN 0008 of the General Government Services Base Contract. For purposes of this Task Order, the Contractor shall include in its cost calculations the amount of \$62,500 for training.		
Other:	A cost reimbursable item, as approved by the City pursuant to CLIN 0008 of the General Government Services Base Contract.		
Level of Effort and Fixed Price <i>(completed by Offeror)</i>			
Contract Labor Categories	FTE	FBR ²	Labor Category Price
Public Works Director	1.0	\$114.69	\$238,555.20
Administrative Assistant	1.0	\$35.16	\$73,132.80
Facilities Supervisor	1.0	\$41.92	\$87,193.60
Civil Engineer V	1.0	\$80.40	\$167,232.00
Civil Engineer Supervisor I	1.5	\$86.87	\$271,034.40
Civil Engineer II	2.75	\$53.24	\$304,532.80
Civil Engineer III	2.0	\$60.48	\$251,596.80
Deputy Public Works Director	0.0	\$95.16	\$0.00
Project Engineer IV	1.0	\$67.88	\$141,190.40
Transportation/ Traffic Engineer II	1.0	\$53.24	\$110,739.20
Customer Service Representative	3.0	\$31.88	\$198,931.20
Transportation/ Traffic Director	1.0	\$86.00	\$178,880.00
Transportation/ Traffic Engineer III	2.0	\$60.88	\$253,260.80
Transportation/ Traffic Engineer IV	2.0	\$76.00	\$316,160.00
Field Services Manager	1.0	\$68.24	\$141,939.20
Field Services Superintendent -	6.0	\$53.24	\$664,435.20
Right-of Way Agent	1.0	\$56.80	\$118,144.00
Premium for overtime and shift differential			\$ 40,600.62
Total FTE:	28.25	Fixed Price:	\$3,557,558.22
As needed and approved engineering support, not to exceed			\$175,000.00
Total Price			\$3,732,558.22
Issued To:	URS		
City of Sandy Springs Approval:	<i>Authorized signature</i>		
Date:			
Attest:			

² See Section B.5 of the Base Contract for not to exceed fully burdened labor rates.

**ATTACHMENT 1
TO PUBLIC WORKS
TASK ORDER**

STATEMENT OF WORK

See Section J – Attachment 01 for
Statement of Work