



Date of Council Meeting: October 9, 2012

**TOWN OF LEESBURG
TOWN COUNCIL MEETING**

Subject: Tuscarora Creek Flood Mitigation project change order for design and engineering services

Staff Contact: Renée LaFollette, P.E., Director of Capital Projects
Anne D. Geiger, P.E., Senior Engineer

Recommendation: To approve Change Order No. 3 for the Tuscarora Creek Flood Mitigation project in the amount of \$54,384.45 for design and engineering services, and to authorize the Town Manager to execute this change order.

Issue: This change order was unforeseen and increases the modified design contract amount by more than the allowable 25% or \$50,000, whichever is greater, as allowed by the Virginia Public Procurement Act and the CIP Policies and Procedures Manual. Therefore, approval by Town Council is required.

Fiscal Impacts: The project has sufficient funding, and an additional appropriation is not required.

Background: The design contract, dated October, 2011, between the Town and AMEC Environmental and Infrastructure, Inc. was for \$98,527.83. The scope of work for this contract consisted of preparing the construction plans for the project.

Two subsequent change orders have increased the contact to \$128,689.07. These change orders were to prepare the required Conditional Letter of Map Revision (CLOMR) for the floodplain alteration being done as a part of this project and to obtain test pit information for existing utilities within the construction limits. Change Order No. 3 is for geotechnical investigation and earthen berm design. This brings the total contract to \$183,073.52.

PRESENTED October 9, 2012

RESOLUTION NO. 2012-

ADOPTED _____

A RESOLUTION: TUSCARORA CREEK FLOOD MITIGATION PROJECT CHANGE ORDER FOR DESIGN AND ENGINEERING SERVICES

WHEREAS, the Tuscarora Creek Flood Mitigation project is a funded capital project; and

WHEREAS, the Town awarded a contract to AMEC Environmental and Infrastructure, Inc. in October, 2011 in the amount of \$98,527.83 to provide engineering services for the design of the Tuscarora Creek Flood Mitigation project; and

WHEREAS, the original design contract has been increased to \$128,689.07 due to two (2) additional design and engineering services for the project; and

WHEREAS, Change Order No. 3 was unforeseen and increases the design contract amount by more than the allowable 25% or \$50,000, whichever is greater, as allowed by the Virginia Public Procurement Act and the CIP Policies and Procedures Manual; and

WHEREAS, the design work in the amount of \$54,384.45 for geotechnical investigation and earthen berm design is necessary to update the engineering plans for construction; and

WHEREAS, the Office of Capital Projects recommends that this design change order be approved.

THEREFORE, RESOLVED by the Council of the Town of Leesburg in Virginia that the Town Manager is authorized to execute Change Order No. 3 with AMEC Environmental and Infrastructure, Inc. in the amount of \$54,384.45 for providing the additional design and engineering services for the Tuscarora Creek Flood Mitigation project for a revised design contract total of \$183,073.52.

A RESOLUTION: TUSCARORA CREEK FLOOD MITIGATION PROJECT CHANGE
ORDER FOR DESIGN AND ENGINEERING SERVICES

PASSED this ____ day of October, 2012.

Kristen C. Umstattd, Mayor
Town of Leesburg

ATTEST:

Clerk of Council