



Date of Council Meeting: May 27, 2014

**TOWN OF LEESBURG
TOWN COUNCIL WORK SESSION**

Subject: Lower Sycolin Sewage Conveyance System Phase II project Change Order No. 7 for design and engineering services

Staff Contact: Renée LaFollette, P.E., Director, Capital Projects
Amy Wyks, P.E., Director of Utilities
Kathy Elgin, Procurement Officer
Lisa Haley, Budget Analyst

Recommendation: To approve Change Order No. 7 for the Lower Sycolin Sewage Conveyance System Phase II project in the amount of \$115,507 for design and engineering services, and to authorize the Town Manager to execute this change order.

Issue: Change Order No. 7 to the Lower Sycolin Sewage Conveyance System Phase II project design contract is required to complete the design and environmental permitting for this phase of the project. The total of this change order, combined with previously approved change orders will increase the contract amount by more than 25% or \$50,000, whichever is greater, as allowed by the Virginia Public Procurement Act and the CIP Policies and Procedures Manual, and therefore requires Town Council approval.

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

Summary of Contract Services and Amounts					
	Approval Date	Approval By	Description	Amount	Revised Total
Original Contract	7/24/07	Town Council	Original design contract	\$606,178	\$606,178
Change Order 1	6/03/09	Town Manager	Expanded scope of work	\$49,500	\$655,678
Change Order 2	2/23/11	Acting Director, Capital Projects	Obtain water quality permits	\$35,100	\$690,778
Change Order 3	8/04/11	Acting Director, Capital Projects	Provide construction bidding services	\$9,074	\$699,852
Change Order 4	10/17/12	Director, Capital Projects	Prepare easement plats	\$14,400	\$714,252
Change Order 5	10/22/12	Director, Capital Projects	Conduct construction feasibility study	\$9,577	\$723,829
Change Order 6	12/03/13	Director, Capital Projects	Provide plan and easement revisions	\$2,000	\$725,829
Change Order 7	Pending	Town Council (Pending)	Phase II design and environmental permitting	\$115,507	\$841,336

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Background: The Lower Sycolin Sewage Conveyance System project is an approved capital project that was separated into two phases to facilitate construction and determine the development potential to be served by the sewer line. Phase I of the project is substantially complete and in operation. Phase II of the project will construct sanitary sewer line from the pump station to the west side of Sycolin Road in support of the proposed development in the area.

The Town awarded an engineering contract for design of the project to Dewberry Consultants, LLC in 2007 in the amount of \$606,178. The contract was procured in accordance with the Virginia Public Procurement Act and the Town's Procurement Policies. Since the original award, there have been changes to the scope of the project to include additional environmental permitting, coordinating the parallel reclaimed water line with Green Energy Partners, work with Loudoun County tie-in of Bolen Park, and geotechnical investigations. As a result, the current design contract is \$725,829.

Change Order No. 7 authorizes the design consultant to prepare final construction documents, land acquisition plats, and related environmental permitting required for Phase II of the project for a revised design contract total of \$841,336.00.

No construction schedule has been established for this project. Timing will depend on land acquisition and development at Crosstrail.

PRESENTED May 27, 2014

RESOLUTION NO. _____

ADOPTED _____

A RESOLUTION: LOWER SYCOLIN SEWAGE CONVEYANCE SYSTEM PHASE II
PROJECT CHANGE ORDER NO. 7 FOR DESIGN AND ENGINEERING
SERVICES

WHEREAS, the Lower Sycolin Sewage Conveyance System Phase II project is a funded capital project; and

WHEREAS, the Town awarded a contract to Dewberry Consultants, LLC in July 2007 in the amount of \$606,178 to provide design and engineering services for the Lower Sycolin Sewage Conveyance System; and

WHEREAS, the original design contract value has previously been increased to \$725,829 due to changes to the project and additional services requested by the Town; and

WHEREAS, the project had been separated into two phases to facilitate construction and determine the development potential to be served by this sewer line; and

WHEREAS, Phase I of the project is substantially complete and in operation; and

WHEREAS, design work including land acquisition and environmental permitting need to be completed for Phase II of the project from the new pump station to the west side of Sycolin Road; and

WHEREAS, Change Order No. 7 to the design and engineering services contract, in the amount of \$115,507 is required in order to complete the design of Phase II; and

WHEREAS, Change Order No. 7 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 Capital Improvement Program Policies and Procedures Manual; and

WHEREAS, the Office of Capital Projects and the Utility Department recommend that this design change order be approved.

A RESOLUTION: LOWER SYCOLIN SEWAGE CONVEYANCE SYSTEM PHASE II
PROJECT CHANGE ORDER NO. 7 FOR DESIGN AND ENGINEERING
SERVICES

THEREFORE, RESOLVED by the Council of the Town of Leesburg in Virginia that the Town Manager is authorized to execute Change Order No. 7 to the contract with Dewberry Consultants, LLC in the amount of \$115,507 for providing the additional design and engineering services for the Lower Sycolin Sewage Conveyance System Phase II project for a revised design contract total of \$841,336.00.

PASSED this 27th day of May, 2014.

Kristen C. Umstattd, Mayor
Town of Leesburg

ATTEST:

Clerk of Council