



Date of Council Meeting: September 8, 2015

**TOWN OF LEESBURG
TOWN COUNCIL MEETING**

Subject: Lower Sycolin Sewage Conveyance System Phase II project – Change Order No. 1

Staff Contact: Amy Wyks, P.E., Director of Utilities
Renée LaFollette, P.E., Director of Public Works & Capital Projects
Lisa Haley, Senior Management Analyst

Council Action Requested: A resolution approving Change Order No. 1 in the amount of \$151,740.20 and authorizing the Town Manager to execute the change order.

Staff Recommendation: Staff recommends that the Town Council approve construction Change Order No. 1 for the Lower Sycolin Sanitary Sewer Phase II project and authorize the Town Manager to execute this change order.

Commission Recommendation: None.

Fiscal Impact: In order to comply with the necessary Virginia Department of Transportation requirements, an addendum to the Fiscal Year 2016-2021 Capital Improvement Program for this project and supplemental appropriation in the amount of \$175,000 is required. There is sufficient unappropriated bond funding within the Utility Fund to accommodate this scope change. As properties are developed within the sewer shed, a pro-rata fee will be calculated and charged in order to recover the cost to design and construct the sanitary sewer system. Upon completion of the project, staff will review final costs and update the pro-rata accordingly for Council approval.

Work Plan Impact: None. These services are part of the current work plan for the Department of Public Works and Capital Projects and the Department of Utilities.

Executive Summary: As part of construction of the Lower Sycolin Sewage Conveyance System Phase II project, manholes will need to be installed within Cochran Mill Road. In order to meet Virginia Department of Transportation requirements, and staff recommendations for these manholes, a change order must be executed to cover the additional cost as a result of the unique requirements.

Background: In March of 2015, Council approved a sewer construction agreement and sole source procurement for construction of Lower Sycolin Sanitary Sewer Conveyance System Phase II by Peterson Companies. The sewer construction agreement was for a mutually agreed upon fixed cost of \$4,000,000 and the change order for lined manholes is beyond the original scope of work.

The original design for the sanitary sewer included manholes within Cochran Mill Road that were flush with the existing roadway surface. As the project went through reviews by the

Virginia Department of Transportation (VDOT), it was determined that the manholes be buried three feet below grade.

Since these manholes will be buried below grade, they will not be accessible for regular inspection as normally conducted with other manholes in the sanitary system. In order to protect the integrity of the manhole structures, and to increase its life span, staff has recommended that the manholes be lined. The most effective liner is applied at the manufacturer's facility during the casting process instead of being applied in the field.

The cost for lining fifteen manholes is not to exceed \$175,000. This work and additional cost was not included in the original lump sum construction agreement that was approved between the Town of Leesburg and the Peterson Companies for the construction of the Lower Sycolin Sanitary Sewer System Phase II. The Town will need to fund this change order. At the end of construction, staff will evaluate the total construction cost and update the pro-rata for Council approval. As properties are developed within the sewer shed, a pro-rata fee will be calculated and charged in order to recover the total cost to design and construct phase II of the sanitary sewer system.

Change Order No. 1 is above the signature authority for the Town Manager, and requires Town Council authorization. This change order does not increase the contract value 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 (CIP) Policies and Procedures Manual.

TITLE: Lower Sycolin Sewage Conveyance System Phase II (14402)

STATUS: Ongoing

PROGRAM DESCRIPTION: The construction of the Lower Sycolin Creek Sewage Conveyance System was divided into two phases. Phase I has been completed and Phase II is for the remainder of the project from the new pump station to Sycolin Road. Construction of Phase II will depend solely on development activities in this area. Previously adopted Pro-Rata is being re-evaluated based on current design. Town staff is working cooperatively with the Peterson Companies on a potential agreement for the construction of this project.

OPERATING IMPACT: Operation and maintenance costs will increase.

GOAL ADDRESSED: 2012 Town Plan

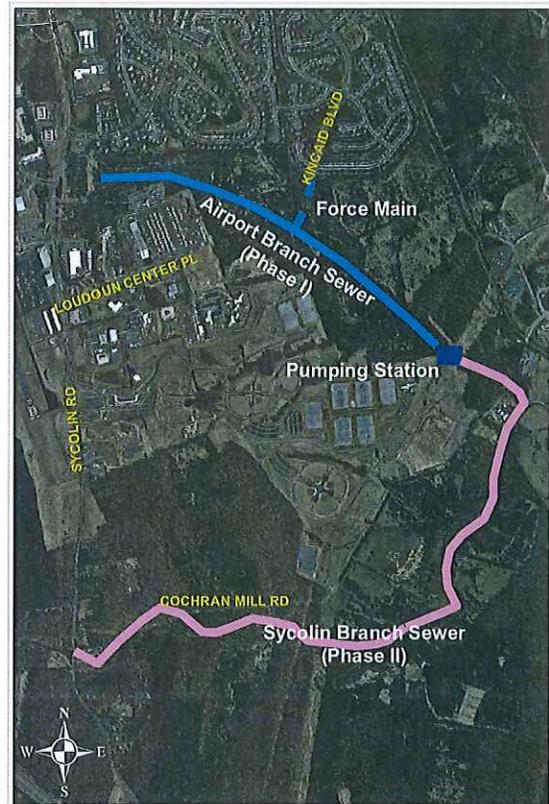
- Community Facilities and Services Objectives 5 and 6 call for providing adequate water supply and wastewater collection and treatment to meet state and federal criteria.

1987 Water and Sewer System Master Plan

- Proposes the construction of a regional sewage conveyance system to serve this area.

Significant Dates

UTILITY RELOCATION START	CONSTRUCTION START	ESTIMATED COMPLETION
N/A	Spring 2015	Summer 2016



Funding Sources

Sources	Total Required Project Funding	Funded through 6/30/14	Year						Total for 6 Yr CIP	Future Funds Required
			2015	2016	2017	2018	2019	2020		
Utilities Bonds	\$ 2,587,100	\$ 418,000	\$ 1,889,600	\$ 279,500	—	—	—	—	\$ 2,169,100	—
Utilities Fund Cash	1,973,400	342,000	1,402,800	228,600	—	—	—	—	1,631,400	—
Total Sources	\$ 4,560,500	\$ 760,000	\$ 3,292,400	\$ 508,100	—	—	—	—	\$ 3,800,500	—

Planned Uses

Uses	Total Project Cost	Expended through 6/30/14	Year						Total for 6 Yr CIP	Future Project Cost
			2015	2016	2017	2018	2019	2020		
Project Management	\$ 125,500	—	\$ 117,400	\$ 8,100	—	—	—	—	\$ 125,500	—
Design/Engineering	260,000	260,000	—	—	—	—	—	—	—	—
Construction	4,175,000	500,000	3,175,000	500,000	—	—	—	—	3,675,000	—
Total Uses	\$ 4,560,500	\$ 760,000	\$ 3,292,400	\$ 508,100	—	—	—	—	\$ 3,800,500	—

Operating Impact

Operating/Maintenance	2016	2016	2017	2018	2019	2020	Total for 6 Yr CIP
General Maintenance	—	\$ 2,000	\$ 2,500	\$ 3,000	\$ 3,500	\$ 4,000	\$ 15,000

PRESENTED September 8, 2015

RESOLUTION NO. _____

ADOPTED _____

A RESOLUTION: LOWER SYCOLIN SEWAGE CONVEYANCE SYSTEM PHASE II
PROJECT CHANGE ORDER NO. 1 FOR CONSTRUCTION

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

WHEREAS, the Town entered into an agreement to pay the Peterson Company to construct the Lower Sycolin Sewage Conveyance System Phase II project in March 2015 in the amount of \$4,000,000; and

WHEREAS, the original construction agreement value has not been previously increased; and

WHEREAS, this change order is in response to the Virginia Department of Transportation's requirement to bury fifteen manholes in Cochran Mill Road at three feet below grade; and

WHEREAS, Change Order No. 1 to the construction agreement with the Peterson Company in the amount of \$151,740.20 is required in order to complete the construction of Phase II; and

WHEREAS, Change Order No. 1 increases the construction contract amount by not 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 change order exceeds the signature authority of the Town Manager; and

WHEREAS, an amendment to the Fiscal Year 2016 – 2021 Capital Improvement Program and supplemental resolution is required for this change order; and

A RESOLUTION: LOWER SYCOLIN SEWAGE CONVEYANCE SYSTEM PHASE II
PROJECT CHANGE ORDER NO. 1 FOR CONSTRUCTION

WHEREAS, the Director of Public Works & Capital Projects and the Director of Utilities recommend that this construction change order be approved; and

WHEREAS, the Director of Finance and Administrative Services recommends approval of Change Order No. 1.

THEREFORE, RESOLVED by the Council of the Town of Leesburg in Virginia that the Town Manager is authorized to execute Change Order No. 1 to the agreement with the Peterson Company in the amount of \$175,000 for providing a precast liner in fifteen manholes for a revised construction contract not to exceed a total of \$4,175,000, and the Fiscal Year 2016-2021 Capital Improvement Program for this project is amended, including a supplemental appropriation of \$175,000 of unappropriated bond funding from the Utility Fund.

PASSED this 8th day of September, 2015.

Kristen C. Umstattd, Mayor
Town of Leesburg

ATTEST:

Clerk of Council