

**CHANGE ORDER NO. 1 TO  
WORK ASSIGNMENT NO. 7 PURSUANT TO  
THE JULY 13, 2010 AGREEMENT BETWEEN THE  
CITY OF VENICE, FLORIDA AND ATKINS NORTH AMERICA, INC (ATKINS)**

WHEREAS, on July 13, 2010, the City of Venice, Florida (“OWNER”) and Atkins (“CONSULTANT”), entered into an Agreement whereby the CONSULTANT would perform professional services for the OWNER pursuant to an executed Work Assignment; and

WHEREAS, on June 10, 2014, the Venice City Council approved Work Assignment No. 7 with CONSULTANT to perform design, permitting, and construction administration for “Venetian Parkway Service Relocation”; and

WHEREAS, the OWNER wishes to authorize the CONSULTANT to perform additional design and survey services to support more detailed design of water and sewer service relocations on private lots concerning the “Venetian Parkway Service Relocation” as more particularly described in the Scope of Services contained herein; and

WHEREAS, the CONSULTANT wishes to perform such professional services,

NOW THEREFORE, in consideration of the premises and mutual covenants contained in the July 13, 2010 Agreement and this Work Assignment, the parties agree as follows:

1. Scope of services to be performed. CONSULTANT shall perform the services described in the Scope of Services attached hereto as Attachment “A-2”.
2. Compensation to be paid. OWNER shall pay the CONSULTANT the sum of ***Fifty-five Thousand Five Hundred Seventy-Nine dollars (\$55,579.00)*** for additional services outlined in this Change Order No. 1. Change Order No. 1 will increase the current fixed fee amount of Three Hundred Six Thousand Twenty-Eight dollars (\$306,028.00) to Three Hundred Sixty-One Thousand Six Hundred Seven dollars (\$361,607.00).
3. Time for completion. CONSULTANT shall complete the professional services specified in this Change Order in accordance with the schedule provided in Attachment “A-2”.
4. The terms and conditions of the July 13, 2010 Agreement shall remain in full force and effect until the completion Change Order No. 1 to Work Assignment No. 7.

**IN WITNESS WHEREOF**, the parties have executed this work assignment on the \_\_\_\_ day  
of \_\_\_\_\_, 2017.

**ATKINS NORTH AMERICA, INC**

\_\_\_\_\_  
\_\_\_\_\_

**CITY OF VENICE, FLORIDA**

**By:** \_\_\_\_\_

**John Holic, Mayor**

**ATTEST:**

\_\_\_\_\_

**Lori Seltzer, City Clerk**

**Attachment A-2**  
**SCOPE OF SERVICES FOR**  
**WORK ASSIGNMENT 7, CHANGE ORDER No. 1**  
**VENETIAN PARKWAY WATER AND SANITARY SEWER SERVICE RELOCATION**

**1. SCOPE OF WORK**

CONSULTANT will provide the following professional engineering services:

**2.9 Field Investigation**

CONSULTANT will provide on-site field investigations on 159 properties in the project area to confirm and/or identify the location where each sewer lateral connects to the home. The CONSULTANT will provide the following services with this task:

- 2.9.1 Contract the services of a professional plumber to provide the following services:
  - 2.9.1.1 Place City-prepared door hangars on 134 homes notifying homeowners of upcoming on-property investigations for sewer lateral locations.
  - 2.9.1.2 Locate 134 sewer laterals where they exit the home.
  - 2.9.1.3 Visit each house and if necessary excavate ground to determine location of sewer where it exists.
  - 2.9.1.4 Determine, if possible, the depth of existing sewer lateral from the located point of connection.
- 2.9.2 Visit the site to confirm the location of the remaining 25 sewer laterals.
- 2.9.3 Visit the site to determine the restoration needs for the designed service route.
- 2.9.4 Prepare a spreadsheet with property information as available which will include, but is not limited to, address and parcel ID, services being relocated, location of service connection, depth of cover for sewer laterals, surveyed finished floor elevations, and restoration needs for service installations.

**2.10 Drawings & Specifications Update**

Using the information identified during the field investigation, the CONSULTANT will provide the following services to update the design documents including the construction drawings, technical specifications, and bid form:

- 2.10.1 Update drawings with the following:
  - 2.10.1.1 Adjusted location for identified water and sewer connections.
  - 2.10.1.2 Alignment and length of water and sewer services on private property.
  - 2.10.1.3 Spreadsheet from Task 2.9.4
- 2.10.2 Update Bid Form to add or remove bid items which will include, but is not limited to, the following:
  - 2.10.2.1 Pipe on Private Property (LF unit price based on designed route for installation and material).
  - 2.10.2.2 Private Property Restoration – Sod (LF unit price based on designed route and the 18" trench width, will be identified in specs).

- 2.10.2.3 Private Property Restoration – Others (unit price according to material – brick pavers, concrete, unavoidable obstacles based on designed route).
- 2.10.2.4 Customer Coordination – (up to 30 minutes per home)
- 2.10.3 Update bid quantities to match revisions to the construction drawings completed in Task 2.10.1.
- 2.10.4 Update technical specifications.
- 2.10.5 Submit revised design documents to the OWNER for review and comment.
- 2.10.6 Attend a meeting with the OWNER to discuss review comments.
- 2.10.7 Update all design documents to incorporate comments.
- 2.10.8 One (1) electronic set and five (5) color half size (11"x17") paper copies of the drawings will be provided.
- 2.10.9 Two (2) electronic (1-PDF & 1-MS Word) and five (5) two-sided paper copies of the revised technical specifications will be provided.
- 2.10.10 Two (2) electronic (1-PDF & 1-Excel) copies of the bid form and engineer's opinion of probable construction costs will be provided.

## **2.11 Additional bidding Services**

CONSULTANT will provide the following services during bidding:

- 2.11.1 Attend the pre-bid meeting and assist the OWNER with the development of any resulting addendum, as necessary.
- 2.11.2 Prepare and provide revised construction drawings and specifications required for any addendum, as necessary.
- 2.11.3 Prepare conformed documents which revise the construction drawings and specifications to include changes from all addenda.
  - 2.11.3.1 Provide one (1) electronic set and five (5) color half size (11"x17") paper copies of the conformed drawings will be provided.
  - 2.11.3.2 Two (2) electronic (1-PDF & 1-MS Word) and five (5) two-sided paper copies of the conformed technical specifications will be provided.
- 2.11.4 Review bids, compile bid tabulation, check bids for completeness, check bidder references, and prepare a letter of recommendation of award to the lowest responsible/responsive bidder, who meets all contract requirements.

## **2.12 Additional Construction Services**

CONSULTANT will provide the following additional services during construction to allow for a total of 300 construction days (120 additional days):

- 2.13** Two (2) additional site visits during construction.
- 2.14** Attend additional monthly progress meetings. Delays in construction outside of the CONSULTANT's control may require additional services outside of this scope.
- 2.15** Review and process monthly payment applications from the contractor.

### 3.0 GENERAL REQUIREMENTS & ASSUMPTIONS

In addition to the project assumptions provided in the original scope, the following assumptions apply to this task.

- 3.8 For safety reasons, CONSULTANT will not enter a fenced area of the property without first speaking with and receiving permission from an individual residing in the home.
- 3.9 No additional plan or profile sheets will be added.
- 3.10 No update to the opinion of probable construction cost will be provided with this change order.
- 3.11 Full-time inspection is not included with this scope of work.
- 3.12 The OWNER or their part-time inspectors will address contractor requests which do not involve, impact, or require interpretation of the design intent. Such requests include, but are not limited to; resolution of field conflicts; homeowner questions, concerns, or complaints; requests for additional time; requests related to maintenance of traffic.
- 3.13 Design changes resulting from underground conflicts not identified will require additional services.

### 4.0 COMPENSATION TO BE PAID

Compensation for the tasks outlined in the change order above is based on the table below. The total compensation for Tasks 2.9 – 2.12 will be for the lump sum amount of \$55,579.00. Fees for this task will be billed monthly and will be based on a percent complete for each task.

			Change Order 1
Task	Task Name	Fee Type	Fee
2.9	Field Investigation - Plumber Sub-Consultant (CO-1)	Lump Sum	\$19,575
	Field Investigation - Atkins Labor (CO-1)	Lump Sum	\$6,390
2.10	Plans & Specifications Update (CO-1)	Lump Sum	\$15,220
2.11	Additional Bidding Services (CO-1)	Lump Sum	\$6,184
2.12	Additional Construction Services (CO-1)	Lump Sum	\$8,210
	<b>Total</b>		<b>\$ 55,579.00</b>

Engineer reserves the right to re-allocate funds between subsequent lump sum tasks as long as the total fee is not exceeded.

### 5.0 SCHEDULE

TASK	Description	Duration (Calendar Days)	Completion from NTP (Calendar Days)
2.9	Field Investigation	60	60
2.10	Drawings & Specifications Update	45	105
2.11	*Additional Bidding Services	45	TBD
* Bidding services are subject to OWNER Purchasing Department's procurement schedule			