

**Change Order No.** 2

**Dated:** January 3, 2021

**To:** Wenk Associates

**Project:** 2021 Coal Creek Park CD Revisions and Updates

**Project Number:** PO#: 014029

**Owner:** Town of Erie

You are hereby requested to comply with the following changes from the Agreement.

Description of Changes	Decrease	Increase
	Contract Price	Contract Price
1 Construction Observation		\$ 140,485.00
2 VE Options		\$ 10,020.00
3 Revised Parking		\$ 19,920.00
4		
5		
<b>Totals</b>	\$ -	\$ 170,425.00

**Net Change to Contract Price:**

Original Contract Price:	\$ 34,723.00
Current Contract Price adjusted by previous Change Order:	\$ 101,670.00
Amount of this Change Order	\$ 170,425.00
New Contract Price, including this Change Order, will be:	\$ 272,095.00

**Approvals:**

Project Manager: <u>                         DocuSigned by:  <i>Rufe Bolinger</i>                          D255A02564354C2                     </u>	Date: <u>1/3/2022   4:14 PM MST</u>
Consultant/Contractor: <u>                         DocuSigned by:  <i>Nicole Horst</i>                          82249C41B2E1419...                     </u>	Date: <u>1/3/2022   3:58 PM PST</u>
Director of Parks & Recreation: CHG -2 <u>                         DocuSigned by:  <i>[Signature]</i>                          9BB6060FE610457...                     </u>	Date: <u>1/4/2022   10:24 AM MST</u>



ASSOCIATES  
PLANNERS &  
LANDSCAPE  
ARCHITECTS

December 30, 2021

Town of Erie, Parks and Recreation  
Luke Bolinger, Community Partnership and Special Projects Manager  
645 Holbrook Street  
P.O. Box 750  
Erie, CO 80516

**Re: Coal Creek Park- Construction Observation Services, Value Engineering Changes, Addition of Diagonal Parking on Kattell Street.**

Dear Luke,

Wenk Associates is submitting this scope of work for Construction Observation Services, Value Engineering Services, and modifications to the 100% Drawings to add diagonal parking on Kattell Street for the Coal Creek Park project. The following tasks, products, and fees describe the scope of work based on our current (October 2021) For Construction plans for the project, and the draft CPM Schedule from ECI Site Construction dated October 8, 2021 (attached as Exhibit 3).

Wenk Associates will provide lead design and landscape architectural services, and will continue our partnership with our multidisciplinary design team including:

- JVA, Inc: Structural and Civil Engineering
- Anderson Mason Dale Architects (AMD): Architecture (restroom building and two shade canopies)
- MDP Engineering Group (MDP): Mechanical, Plumbing, and Electrical Engineering

**The total fee for these tasks is \$170,425. Fees will be hourly, not to exceed the agreed upon amount.** A more detailed breakdown of tasks and fees by consultant are attached as Exhibit 1. Wenk Associates 2022 hourly rates are attached as Exhibit 2.

Please let me know if you have any questions or if you need any additional information to approve this request.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tyrel Sturgeon'.

Tyrel Sturgeon  
Senior Associate  
Wenk Associates

Attachments: Exhibit 1-Task and Fee Breakdown; Exhibit 2- Wenk Associates 2022 Hourly Rates; Exhibit 3- Draft CPM Schedule.

## **Exhibit 1: Task and Fee Breakdown by Consultant**

### ***Task 1: Construction Observation:***

**Wenk Associates'** scope for Construction Observation includes:

- Attend (1) preconstruction meeting.
- Attend up to (52) regular weekly construction meetings (assuming a 13-month construction period). We are assuming Meeting Agendas and Meeting Notes are prepared by the Contractor.
- Attend/Conduct up to (44) site visits, with field reports as required (assuming a 13-month construction period).
- Answer Contractor's requests for information (RFI's)
- Review submittals, samples, and mock-ups.
- Prepare as-built record drawings based on redlines provided by the Contractor.
- Attend site walks and prepare punchlists for Substantial Completion. Substantial Completion is assumed to imply occupancy-ready conditions for hardscape elements and architecture, and adequate completion to begin planting warranty on trees/vegetation. We are assuming separate substantial completion walks and punchlists for the following elements (3 walks/punch lists total):
  1. Hardscape, Utilities, and Grading (concrete flatwork, cast-in place concrete, crusher fines paving, permeable and sand-set pavers, asphalt paving, curbs, walls, utilities, and ponds/swales); Site Elements (furnishings, enclosure building, fencing, railing, play elements, horizontal paint/thermoplastic); and Splash Pad.
  2. Planting
  3. Architecture (restroom building and canopies).
- Attend site walks and prepare punchlists for Final Completion. Completion is assumed to imply requirements of the Construction Documents, as well as RFI's and ASI's issued during construction, are complete and ready for turnover to the Owner. We are assuming separate Final Completion walks and punchlists for the following elements (2 walks/punch lists total):
  1. Hardscape, Utilities, and Grading (concrete flatwork, cast-in place concrete, crusher fines paving, permeable and sand-set pavers, asphalt paving, curbs, walls, utilities, and ponds/swales); Site Elements (furnishings, enclosure building, fencing, railing, play elements, horizontal paint/thermoplastic); and Splash Pad.
  2. Planting and Architecture (restroom building and canopies).
- Attend 1-year warranty site review meeting and issue updated punch lists.
- Coordinate the scope items of our sub consultants. All dialogue between the Contractor and our sub consultants shall be coordinated through Wenk Associates.

*Wenk Associates' fee for the above services is \$73,695, including reimbursable expenses for mileage and printing.*

**JVA Inc.'s Civil Engineering** scope for Construction Observation includes:

- Attend (1) preconstruction meeting.
- Attend up to (3) construction meetings.
- Attend up to (3) site visits, with field reports as required.
- Answer Contractor's requests for information (RFI's)
- Review submittals and shop drawings pertaining to Civil scope items.
- (1) Substantial Completion walk with punchlist for Civil scope items.
- (1) Final Completion walk with punchlist for Civil scope items.
- Prepare as-built record drawings based on redlines provided by the Contractor.

*JVA's Civil Engineering fee for the above services is \$\$7,980.*

**JVA Inc.'s Structural Engineering** scope for Construction Observation includes:

- Attend up to (3) site visits, with field reports as required.
- Answer Contractor's requests for information (RFI's)
- Review shop drawings and submittals pertaining to Structural scope items.
- Provide Conformance Letter for structural calculations prepared by the Contractor.

*JVA's Structural Engineering fee for the above services is \$5,360.*

**AMD Architecture's** scope for Construction Observation includes:

- Attend up to (20) construction meetings.
- Attend up to (20) site visits, with field reports as required.
- Answer Contractor's requests for information (RFI's)
- Review submittals, samples, and mock-ups pertaining to Architectural elements.
- (1) Substantial Completion walk with punchlist for buildings.
- (1) Final Completion walk with punchlist for buildings.
- Prepare as-built record drawings based on redlines provided by the Contractor.

*AMD's fee for the above services is \$38,000.*

**MDP Engineering's** scope for Construction Observation includes:

- Attend (1) site visit for Mechanical scope items.
- Attend (1) site visit for Electrical scope items.
- Answer Contractor's requests for information (RFI's)
- Review submittals, samples, and mock-ups pertaining to Mechanical, Electrical, and Plumbing scope items.

- (1) Substantial Completion walk with punchlist.
- (1) Final Completion walk with punchlist.
- Prepare as-built drawings based on contractor's redlines.

*MDP's fee for the above services is \$6,000.*

**Hydrosystems KDI's** scope for Construction Observation includes:

- Attend up to (5) site visits for Irrigation scope items.
- Answer Contractor's requests for information (RFI's)
- Review submittals, samples, and mock-ups pertaining to Irrigation items.
- (1) Substantial Completion walk with punchlist.
- (1) Final Completion walk with punchlist.
- Prepare as-built drawings based on contractor's redlines.

*Hydrosystems KDI's fee for the above services is \$4,450.*

**Rocksol Consulting Group's** scope for Construction Observation includes:

- Attend up to (4) site visits for Geotechnical Engineering scope items.
- Answer Contractor's requests for information (RFI's)
- Review submittals pertaining to geotechnical engineering scope items.
- Assist Wenk Associates with completion of Substantial and Final Completion punch lists where geotechnical/materials assistance is needed.

*Rocksol's fee for the above services is \$5,000.*

**Total team fee for Construction Observation, all consultants: \$140,485.**

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**Task 2: Value Engineering:**

**Wenk Associates'** scope for Value Engineering includes:

- Attend (1) Value Engineering meeting.
- Coordination with The Lighting Agency (light fixture representative), General Contractor/Electrical Sub-contractor, Electrical Engineer, and Town to provide alternatives, select a preferred alternative, and modify drawings to specify more cost-effective light fixtures.
- Coordinate Transformer relocation from the currently proposed location to a location closer to the restroom building with Xcel, Electrical Engineer, Town, and Contractor. Revise planting plans to accommodate.
- Modify Drawings, Specifications, and Bid Tab to demonstrate value engineered lighting options and transformer relocation, re-stamp and issue as an ASI.
- *Wenk Associates' fee for the above services is \$8,160.*

**MDP Engineering's** scope for Value Engineering includes:

- Attend (1) Value Engineering meeting with Wenk Associates (virtual).
- Modify drawings, specifications, photometric analysis, and electrical calculations for value engineered light fixtures and transformer relocation, re-stamp and issue as an ASI.
- Coordination with Xcel and contractor for transformer relocation.

*MDP's fee for the above services is \$1,860.*

**Total team fee for Value Engineering, all consultants: \$10,020.**

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**Task 3: Addition of Diagonal Parking at Kattell Street:**

**Wenk Associates'** scope for Addition of Diagonal Parking at Kattell Street includes:

- Coordination with the Town, Civil Engineer, Irrigation Designer, and Contractor.
- Preparation of up to (3) alternatives for diagonal parking and impacted park area.
- Preparation of (1) preferred alternative for Town review.
- (1) Revision to drawings based on Town review and input.
- Revisions to Drawings, re-stamping, and issuing as an ASI.
- Revisions to bid tab.

*Wenk Associates' fee for the above services is \$10,635.*

**Hydrosystems KDI's** scope for Addition of Diagonal Parking at Kattell Street includes:

- Revisions to Drawings, re-stamping, and issuing as an ASI.
- Revisions to bid tab.

*Hydrosystem's fee for the above services is \$3,780.*

**JVA Inc.'s Civil Engineering** scope for Addition of Diagonal Parking at Kattell Street includes:

- Revisions to horizontal layout and parking design.
- Grading and drainage revisions.
- Revisions to utility design, relocation of existing utilities, relocation of hose bid connections.
- Review of Wenk Associates parking diagrams.
- (1) meeting with Wenk Associates (virtual).
- Revisions to earthwork estimates and bid tab.
- Issue revisions as ASI.

*JVA's fee for the above services is \$5,505.*

**Total team fee for Addition of Diagonal Parking at Kattell Street, all consultants: \$19,920.**

**Tasks not included (Exclusions):**

- Additional breakout of Add-Alternate items.
- Construction Surveying/Construction Staking.
- Title Company, Utility Company, Agency and Processing Fees.
- Groundwater Mitigation planning.
- Any fees required for reviews, reviewing agencies, site access for survey, environmental and geotechnical work, and for development permitting.
- Laboratory analysis or testing, including materials testing for quality control (assumed by Contractor).
- Additional land survey, legal descriptions, or mapping.
- Additional soils and geotechnical testing or exploration.
- Pedestrian, vehicular, and bicycle detour plans.
- Sound studies.
- Grade certification of as-built drawings.
- Construction Meeting Notes (assumed to be provided by the Contractor).
- Additional supporting graphics for marketing, public outreach, construction fences etc. are not included, but may be provided for an agreed upon additional fee.

**Assumptions:**

- Adequate and timely access to the site to conduct assessments and reviews will be provided by the Town and the Contractor.
- It is assumed that the subject property does not present conditions that are hazardous to the health and safety of consulting team staff. The presence of visible or unknown hazards or contamination may be sufficient cause to stop work immediately and request direction from the Client.
- Attendance at meetings beyond those specified in this letter may be subject to additional fees as approved by the Client.
- Extensions to the construction schedule beyond the 13 month assumed duration requiring an extension of services to match may be subject to additional fees as approved by the Client.
- If the project is broken into phases for construction, additional fees may be required.

**Exhibit 2: Wenk Associates Billing Rates**



**ASSOCIATES**  
L A N D S C A P E  
A R C H I T E C T U R E  
& P L A N N I N G

**2022  
Billing Rates**

<b>Labor Categories</b>	<b>Rate</b>
Principal II	\$250/hr
Principal I	215/hr
Senior Project Manager	130/hr
Project Manager II	125/hr
Project Manager I	120/hr
Landscape Architect/Designer II	100-115/hr
Landscape Designer	95/hr
Intern	85/hr
Administrative Support	70/hr
Graphic Designer services	quoted by project
Graphic Designer additional services	\$115/hr

**Direct Reimbursables**

Mileage	Current Government Rates
Photocopies	.10/ea
Color photocopies 8.5 x 11	1.00/ea
Color photocopies 11 x 17	1.50/ea
Graphic Boards	quoted by project



