



PROPOSED CHANGE ORDER REQUEST

Department of Watershed Management

Contract Name: Consent Decree Program Management Services Date: 4/16/2020

Contractor: CH2M Hill Engineerings, Inc

Contract Number: 14-902800 Contract Amendment Number: 3

Contract Amendment Category: Cost Schedule Scope Deliverables

Original Contract \$ Amount:	Contract Start Date:	Original Contract Time:(TERM)	Original Contract End Date:
\$14,865,616.00	4/7/2014	2094	12/31/2019

NTP Start Date:	Original Performance Days:(TIME)	Original Performance End Date:
4/7/2014	1460	4/6/2018

Previous Change Order:	Previous Time Extensions (Days):	Previous Changes to \$ Amount:
Change Order No. 1:	0	\$1,478,170.00
Change Order No. 1A:	0	\$2,885,348.00
Change Order No. 1B:	85	\$1,886,848.00
Change Order No. 2:	731	\$11,363,633.00
Current Contract Amount:	Current Performance Time (Days):	Current Performance End Date:
\$32,479,615.00	2276	6/30/2020

Description of Proposed Changes: See attached documentation)

Change order #3 is being proposed to add time and budget to extend the contract for continuation of Consent Decree Program Management services to match expected Consent Decree dates and delivery schedules. Extension of current services includes; Task 1: Program Management, Task 2: Project Controls, Task 3: Consent Decree Reporting and Compliance Support, Task 4: Implementation of Projects within the CMOM Program (including Hydraulic Modeling, Assessment Projects, Flow Monitoring Support, GIS Support, Infiltration/Inflow Program, Capacity Request Program, and Rehabilitation Packaging), Task 5: Support of O&M Programs within CMOM (including Cityworks support), Task 6: Document Control, Task 11: CD Projects Technical Services, and Task 12: Additional Technical Services. Within these tasks, some scope has been extended to match proposed modifications to the Consent Decree including additional documentation and reporting as well as additional wastewater modeling support for a Capacity Assurance Program.

Justification of Proposed Changes: (See attached documentation)

The original Consent Decree has a deadline of June, 2020. The contract was previously extended to match this deadline. It is proposed that the contract will be extended to continue services through a modification of the Consent Decree deadline and requirements. The scope is extended to meet projects and programs that are necessary in the Consent Decree. An extension of this contract will provide technical support through the remainder of the CD modification negotiation, additional support for reporting as a result of the modification, development of a Capacity Assurance Program, support to complete assessment of the remainder of the County's wastewater collection system, development of large capacity relief projects and evaluation of impacts of completed rehabilitation projects through the hydraulic model, and transition of completed tasks to DWM.

Proposed Additional Performance Days:	Proposed Cumulative Performance Days:	Proposed Performance End Date:	Proposed Contract End Date:
1645	3921	12/30/2024	12/31/2025
Proposed Changes to Dollar Amount:	Proposed Cumulative Contract Amount:		Amount Spent To Date as of (4/16/2020):
\$25,922,877.00	\$58,402,492.00		\$29,990,078.19

Describe Any Risk Associated With This Change: Risk is mitigated by keeping program management team accountable for the entire Consent Decree. The extension keeps them as engineer of record until final deadline. The CD PMT has been embedded with DWM for the last 5 years and contains the institutional knowledge to ensure the County meets all CD deadlines and implements projects needed to reduce SSOs in the system.

Effect of NOT Approving This Change: Changing or eliminating a program management team would put milestones and deadlines in eopardy of being completed per the Consent Decree.

Engineering Manager's Approval:

Accepted Rejected
 Signature: Darren Eastall
 Print Name: Darren Eastall
 Date: 4/16/2020

Watershed Director's Approval:

Accepted Rejected
 Signature: Reginald Wells
 Print Name: Reginald Wells
 Date: 4/17/2020

Deputy Chief Operating Officer's Approval:

Accepted Rejected
 Signature: [Handwritten Signature]
 Print Name: Ted Rhinehart
 Date: 4/17/2020

Chief Operating Officer's Approval:

Accepted Rejected
 Signature: [Handwritten Signature]
 Print Name: Zachery L. Williams
 Date: 4/23/2020

Contract Name: Consent Decree Program Management Services
 Contractor: CH2M Hill Engineerinas, Inc
 Contract Number: 14-902800
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ATTACHMENT A
CHANGE ORDER/AMENDMENT SCOPE OF WORK
Beginning June 1, 2020

TASK 1--PROGRAM MANAGEMENT

Continuation of Services

- Provide full-time management for Consent Decree Program Management Team (CDPMT)
- Schedule, plan and conduct and/or attend all significant CDPMT project status and other meetings
- Meet with DWM staff for monthly progress updates on CD program efforts
- Attend BOC meetings and other public meetings, regarding and related to the Consent Decree (CD), when and as requested by the DWM
- Coordinate LSBE partner and other subcontractor activities, including periodic principal briefings

TASK 2--PROJECT CONTROLS (CD Budget, Schedule and Cost)

Continuation of Services

- Track and report all interim and final CD milestone dates, as identified within the CD document, CMOM plans, or other reports and information as may be developed in the future
- Update program Master Schedule on a regular, monthly basis, by reviewing work accomplished, deadlines and milestones with Task Leads, and produce final program Master Schedule update for distribution to DWM and CDPMT
- Review all backup documents for CDPMT invoice packages on a regular, monthly basis and respond to any DWM questions or inquiries
- With DWM approval, issue new Subcontractor task orders when required; administer and maintain records and timesheets for Subcontractors, and track Subcontractor spending, payment and outstanding contract balances

TASK 3—CD REPORTING AND COMPLIANCE SUPPORT

Continuation of Services

- For Annual and Semi-Annual Reports required by the CD, develop draft reports by working with CD Leads (both CDPMT and DWM), for submittal to DWM. Reports will then be finalized by DWM and submitted to EPA/EPD accordingly
- Utilize program Master Schedule , in an abbreviated form showing activities from the last six-month period and also for the next six-month period, to serve as the basis of the Semi-Annual Report
- Utilize the business intelligence (BI) software adopted for use by the DWM for development of the Annual Report Trends Analysis of SSOs
- Provide support for DWM review and work plan developments of EPA-identified complaints related to sanitary sewer overflows (SSOs)
- Assist in the development of the SSO trend analysis report for EPA

- Provide technical support for EPA/EPD Presentations and for DWM responses to requests for information from EPA/EPD
- Provide technical support in negotiations for Consent Decree amendments and development of additional plans and programs as a result of amendment
- Attend monthly DWM SSO meetings and provide support for development of rehabilitation project definition and implementation for SSO Escalation and Priority Fix List Projects
- Provide support for additional reporting as required by the Consent Decree including but not limited to tracking of Priority Fix List, Quarterly Reporting, and progress of CD milestones
- Develop and regularly update one-page work plans for SSO Escalation and EPA-identified projects resulting from assessments previously described, through resolution

TASK 4—CMOM PROGRAMS—IMPLEMENTATION OF PROJECTS

Continuation of Services

- **GIS Mapping**
 - Configure a semi-automated procedure using Feature Manipulation Engine (FME) to automate CAD to GIS data conversion for utility data
 - Assist DWM to create a SOP to be able to communicate data requirements to contractors and subcontractors so that their submittals can be easily reviewed and incorporated into GIS.
- **Flow Monitoring Support**
 - Provide technical support for data QC for flow monitoring data collected and managed by DWM. This includes scheduled audits of QC processes and outputs.
- **Hydraulic Modeling**
 - Meet regularly with DWM modelers for the purpose of communicating updates by each party to the model and/or the information related to the model, and to discuss and resolve any other issues and questions
 - Update and recalibrate the hydraulic model as requested and required by DWM based on updated GIS data, lift station operation data, and flow monitoring data collected
 - Conduct additional model runs under different scenarios as requested and required by DWM for particular areas of interest and as required for coordination of ongoing CIP projects
 - Conduct additional model runs for the gravity collection system debottlenecking projects based on changes to the GIS
 - Capacity upsizing of gravity sewer collection system pipelines as required by the CD and relevant program documents
 - Utilize the model to develop and optimize preliminary capacity relief projects
- **Assessment Projects**
 - Provide project management, implementation and contract administration duties related to field activity, submittals, financials and schedules of assessment contracts
 - Also develop SSO Escalation and EPA-identified project limits and associated work assignments

- Track and update progress of these projects on a regular basis, and make work assignments as appropriate for additional projects that arise, through coordination with existing contracts as possible
- Review historical assessment data and SSO reports and develop an operational optimization plan aimed at reducing dry weather SSOs
- Develop a Decision Support System (DSS) Tool that aggregates data from various sources and applies logic to generate recommendations on preventative maintenance
- **Assisting with Infiltration and Inflow Program**
 - Provide DWM with assessment databases that provide the smoke defect data and pictures
 - Provide training on the mobile map application that is used to review the smoke assessment data
 - Assist DWM with resolving incorrect addresses for identified smoke defects
 - Provide technical support for the infiltration and inflow program as requested by DWM
 - Coordinate with DWM to conduct flow monitoring and use data with model to perform post-construction I/I analysis
- **Rehabilitation Packaging**
 - Develop recommended rehabilitation projects resulting from collected assessment data and information, and assemble rehabilitation packages for implementation, including SSO Escalation and EPA-identified projects as appropriate, for implementation through various rehabilitation contracts
- **Capacity Request Program**
 - Provide technical and support services regarding development and implementation of the Capacity Request Program. This may include the development and implementation of the Capacity Request Program including development and implementation of an Information Management System for Infiltration/Inflow (I/I) credit banking

TASK 5—CMOM PROGRAM--IMPLEMENTATION SUPPORT AND ASSISTANCE RELATED TO O&M ACTIVITIES

Continuation of Services

- **Cityworks CMMS Implementation**
 - Provide ongoing support for Cityworks including training for County and contractor staff, through software upgrades including testing and coordination with interdependent software packages
 - Develop additional reports including Consent Decree KPI reports, data QC reports, and contractor pay application verification reports
 - Provide support in transition of other CMMS databases into Cityworks
 - Develop KPI reports within Cityworks including dashboards to provide information at an executive level
 - Integration of Cityworks with systems used by the County including, but not limited to, InfoAsset as well as developing links to CCTV and inspection information collected by the Assessment contractors

TASK 6—DOCUMENT MANAGEMENT

Continuation of Services

- Continue implementation of established document management procedures for recording, indexing, filing and retrieving active CDPMT documents and the storage of inactive documents
- Maintain Microsoft Access database for incoming and outgoing documents

TASK 11—CONSENT DECREE PROJECTS TECHNICAL SERVICES

Continuation of Services

- **Large Capacity Relief Project RFP Development**
 - Develop RFPs for provision of design/build services for:
 - Large diameter capacity relief collection system improvements
- **Technical Services for CD-Related Design Trunk Capacity Projects**

CH2M developed the dynamic hydraulic models for the County and is performing CIP optimization for large diameter capacity projects through Task 4. The scope of these projects may be of sufficient size that the design and construction will be procured as separate contracts through Design-Build or Design-Bid-Build. DWM intends to provide Construction Management services through other contracts for consent decree (CD)-related Construction projects. CH2M will provide technical services as requested of the contracts required by DWM to meet CD goals which include the following:

- Determine effectiveness of comprehensive rehabilitation where applied and provide analysis of need for additional capacity relief projects
- Track and inventory ongoing and completed large diameter capacity relief projects

CH2M will provide technical services during 60% Design. DWM will provide management of the contracts during Final design and Construction.

- Technical Development of Needed Services including, but not limited to, providing technical support for RFP document preparation, pre-proposal meetings, responses to technical questions regarding the RFP, and assisting in review of proposals.
- Design Support including, but not limited to, support of design review and review meetings, assistance with technical design issues, attending progress meetings, reviewing progressive construction estimates and reviewing pay applications.

TASK 12—ADDITIONAL SERVICES

- This task is intended to provide services for work not anticipated at this time, but requested and required by DWM for needs related to CD compliance and other technical support throughout the term of this contract. This could include but is not limited to services in the following areas:
 - **Other Professional Services**
 - Other professional services related to CD compliance and reporting not previously covered