



# PROPOSED CHANGE ORDER REQUEST

Department of Watershed Management

Contract Name: \_\_\_\_\_ Date: 4/22/2019

Snapfinger Advanced Wastewater Treatment Plant Expansion

Contractor: Parson Water & Infrastructure, Inc.

Contract Number: 07-901001

Contract Amendment Number: 4

Contract Amendment Category:  Cost  Schedule  Scope  Deliverables

Original Contract \$ Amount:	Contract Start Date:	Original Contract Days:(Term)	Original Contract End Date:
\$29,966,822.00	12/11/2007	1847	12/31/2012

NTP Start Date:	Original Performance Days:(Time)	Original Performance End Date:
3/18/2008	1749	12/31/2012

Previous Change Order:	Previous Time Extensions (Days):	Previous Changes to \$ Amount:
Change Order No. 1:	0	\$0.00
Change Order No. 2:	1826	\$7,689,758.00
Change Order No. 3:	1965	\$6,000,000.00
<b>Current Contract Amount:</b>	<b>Current Performance Time (Days):</b>	<b>Current Performance End Date:</b>
<b>\$43,656,580.00</b>	<b>5540</b>	<b>5/19/2023</b>

**Description of Proposed Changes:** See supporting documents attached.

**Justification of Proposed Changes:** Construction for Snapfinger Phase 2 is approximately 57% complete, with the dewatering building (DWB) scheduled to startup in early fall 2019. This "Stop Gap" Amendment 4, requested for your consideration, provides for continuance of Parsons services as the Engineer of Record through 12/31/19. Scope additions include DWB startup/commissioning with on-site staff, extra submittal/RFI review and DWB facility O&M/training required by GA EPD.

Proposed Additional Performance Days:	Proposed Cumulative Performance Days:	Proposed Performance End Date:	Proposed Contract End Date:
Proposed Changes to Dollar Amount:	Proposed Cumulative Contract Amount:	Amount Spent To Date as of (4/22/19):	
\$1,129,255.00	\$44,785,835.00	\$35,086,133.33	

**Describe Any Risk Associated With This Change:**  
None

**Effect of NOT Approving This Change:**  
No DWB startup/commissioning services and limited continuance of submittal/RFI review by the Engineer of Record, which could result in project delays and claims. Lack of a DWB facility O&M manual and associated training, which could compel the GA EPD to not approve the DWB for operation.

**Engineering Manager's Approval:**

Accepted  
 Rejected  
Signature: [Signature]  
Print Name: Keith Laghute  
Date: 5-23-19

**Watershed Director's Approval:**

Accepted  
 Rejected  
Signature: Reginald Wells  
Print Name: Reginald Wells  
Date: 5/08/2019  
Digitally signed by Reginald Wells  
Date: 2019.05.08 14:28:33 -0400

**Deputy Chief Operating Officer's Approval:**

Accepted  
 Rejected  
Signature: [Signature]  
Print Name: Tal Rhinehart  
Date: 5/9/19

**Chief Operating Officer's Approval:**

Accepted  
 Rejected  
Signature: [Signature]  
Print Name: Zachary L. Williams  
Date: 5-23-19

Contract Name: Snapfinger Advanced Wastewater Treatment Plant Expansion  
Contractor: Parson Water & Infrastructure, Inc.  
Contract Number: 07-901001  
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May 1, 2019

Mr. Matthew Welch  
Department of Watershed Management  
4752 Memorial Drive  
Decatur, GA 30032

**Subject:** Proposal for Stop Gap Amendment No. 4 – Contract No. 07-901001, Snapfinger and Pole Bridge Creek Wastewater Treatment Plant Expansion

Dear Mr. Welch:

The following presents proposed modifications to the subject contract including adjustments to anticipated cost and scope of services to be provided under this contract.

On October 23, 2018, Parsons submitted a proposal to DeKalb County to revise the Amendment No. 3 scope of services and to extend the contract by 1 year due to delays in the Snapfinger AWTF Phase 2 construction contract. While the 10/23/18 scope is being evaluated and finalized by the County and Parsons, DeKalb County requested that Parsons furnish a “Stop Gap” proposal as Amendment No. 4 to perform services after the expenditure of Amendment 3 funds (expected June 30, 2019) through December 31, 2019. DeKalb County and Parsons acknowledge that the timing of certain scope items have shifted and that the work may now extend further, potentially meriting an increase above the original \$6 million for those services. A change order will be submitted to address an extension of services and additional services provided under Amendment 3 and will be negotiated in 2019. Future amendment(s) will be required to cover the additional work required to complete the Phase 2 project.

Pursuant to DeKalb County’s request, this Stop Gap Amendment 4 proposal:

- Provides for continuing the performance of work that exceeds the Amendment 3 scope including additional time for onsite personnel and review of defective work, and submittals.
- Authorizes and provides additional funding for Amendment 3 “Task 7 – Additional Services Requiring County’s Written Authorization” for services to cover dewatering building commissioning work with an estimated completion date of December 31, 2019.

The scope and budget presented for this Stop Gap Amendment No. 4 are an estimate of the level of effort (hours and cost) required to perform the tasks included in Attachment A.1. There may be overruns and underruns per the line item breakdowns presented in Attachment A.1 due to the scope, timing, quality, and complexity of the work performed by others. With execution of Stop Gap Amendment No. 4, the County acknowledges that money will be exchanged between line items to cover deficits with the approval of Dekalb’s onsite Construction Manager up to the value of the total Contract No. 07-901001 amount.



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Department of Watershed Management  
April 29, 2019

- ii. Pre-Construction Conference: No change in scope. Work Completed.
- iii. Schedules: No change in scope.
- iv. Baselines and Benchmarks: No change in scope.
- v. Visits to Site and Observation of Construction: Parsons has furnished engineer site visits for 2 full days per week since October 1, 2017 until April 29, 2019 (approximately 164 days). *Additional hours and cost are proposed to fund continuation of this scope. Add the following paragraph.*

“c. Furnish Engineer site visits for 2 full days per week starting July 1, 2019 until December 31, 2019. This item is limited to the labor hours and total cost presented for this line item in Attachment A.1.”
- vi. Defective Work: *As of March 29, 2019, Parsons has spent 510 hours responding to defective work notices totalling \$76,107.67. The original budgeted hours (432 hours) and cost (\$59,280) for this scope items outlined in Amendment 3 Attachment A.1 have been exceeded. Additional hours and cost are proposed to fund continuation of this scope item. Add the following paragraph.*

“a. This item is limited to the labor hours and total cost presented for this line item in Attachment A.1 to continue this scope from July 1, 2019 until December 31, 2019.”
- vii. Clarifications and Interpretations; Field Orders: *An extension of these services will be negotiated, if appropriate, subsequent to execution of this Stop Gap Amendment No. 4 should additional services be required by the County.*
- viii. Change Orders and Work Change Directives: *An extension of these services will be negotiated, if appropriate, subsequent to execution of this Stop Gap Amendment No. 4 should additional services be required by the County.*
- ix. Shop Drawings and Samples: In 2018, Parsons reviewed 462 submittals and returned 447 for correction. A similar effort is expected in 2019 with 385 unresolved shop drawings outstanding which does not include any required resubmittals. *Additional hours and cost are proposed to review an estimated 193 submittals from July 1, 2019 until December 31, 2019 at an estimated 14 hours of review time per submittal. Add the following paragraph.*

“a. Costs shown in Attachment A.1 are based on a projected 193 shop drawings and samples and assume an average review time of 14 labor hours per shop drawing/sample to continue this scope from July 1, 2019 through December 31, 2019. This item is limited to the labor hours and total cost presented for this line item in Attachment A.1.”
- x. Substitutes and “or-equal”: No change in scope. Work Completed.



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- a. On-Site Engineering Specialists: Provide one (1) full-time (40 hours/week) and one part-time (24 hours/week) on-site Engineering Specialists for a total of 6-months to support ongoing construction of the dewatering building. Engineering Specialists will be varied based on the specific needs of the project. This support is provided on a time and materials basis to support engineering responses to Department of Watershed Management (DWM) and the construction team, and to witness the ongoing construction process. The scope of the Engineering Specialists, along with Parsons support staff shall include:
- Attend weekly coordination meetings and monthly progress meetings as needed in place of or to supplement to the Project Manager.
  - Review and verify the final Product List provided by the Contractor identifying all the major equipment, products installed and special tools, with the name of manufacturer, trade name and model number.
- b. Testing, Checkout and Start-Up Services: The scope of the Checkout, Testing, Start-up and Commissioning phase services will include the following observations (and associated documentation) as per the requirements of Contract Specifications Sections 01640, 01655 and 01700: mechanical and electrical equipment installation, equipment verification, system demonstration, operational checks, functional testing, field and performance testing. This scope will cover mechanical equipment functional testing of equipment for the early completion Dewatering Building start-up. The main process and Administration Building start-up and commissioning is excluded from this proposal. The subcategories below are limited to the labor hours and total cost presented for this line item in Attachment A.1.
- i. Pre-Start-up Conference: Parsons will assist with and attend the pre-start-up conference along with the Contractor, the Owner's representative(s), operations staff, stakeholders and other relevant parties to review and discuss the Start-up and demonstration scope requirements. Parsons will help to identify facilities requirements, identify the commissioning teams and responsibilities and the scheduling of the next steps. Parsons will review the Contractor's supplied agenda and submittals as per the requirements of specifications section 01655 - Starting of Systems.

Parsons will review and comment on:

- Qualifications of the Contractor's proposed Start-up Manager
  - Pre-Conference Agenda provided by the Contractor
  - Meeting Minutes and guideline notes
  - Preliminary commissioning team organization chart
  - Startup and Demonstration Schedule
  - Initial Check-out Plan Review
- ii. Review Vendor(s) Provided Data: Parsons shall review final manufacturers and vendors Shop Testing reports, Physical Checkout reports, Field Testing reports, certifications, guarantees, warranties, data sheets, recommended preventative and corrective maintenance protocols and spare parts lists. Parsons will also verify that required certificates of proper installation are completed, signed and dated by the



facility walk is to be conducted once the contractor and the construction manager have corrected all known issues.

Deliverable(s):

- Punch List

- v. Check-out and Start-up Plans Oversight: Parsons shall review contractor-provided project specific Functional Testing, Check-out and Start-Up Plans along with Checklists and Logs; verify that manufacturer(s) pre-start and start-up checks are incorporated into the checklists; review the calibration certificates of special testing equipment and source of the testing media (Water, Sewage, Power, etc.) along with any interim temporary connections and/or disposal points; review and verify safety, bypass, discharge points, shutdown and emergency procedures; and review equipment check-lists, calibration sheets, forms, support and temporary equipment, and the necessary interfaces.

The Contractor shall conduct check-out and start-up and shall provide all labor, tools, equipment, monitoring devices, specialized equipment, etc. required to start, checkout, and functionally test equipment and systems.

Review(s):

- Checkout and Start-Up Checklists and Logs
- Updated Check-out Plan. The plan shall be signed off jointly by the relevant Start-Up Manager, Owner's Representative and Construction Manager.
- Review proposed Pass/Fail criteria for testing.

- vi. Dry Inspection and Initial System Tests: Parsons will witness, including to confirm test adequacy and test pass/fail, Dry inspection and initial tests of equipment installed to demonstrate readiness for wet commissioning of the Solids Train. Tests shall include operating the components through each of the written sequences of operation, and verification of proper interconnection and integration to other systems as required. Review updated Commissioning Log with any testing items that pass or do not pass Contract Requirements.

Review(s):

- Commissioning Log and Test Reports

- vii. Unit Checkout and Functional Testing: Parsons will witness, including to confirm test adequacy and test pass/fail, stand-alone Unit Testing and Functional Testing conducted by the Contractor's start-up team.

Review(s):

- Proper performance and demonstration of equipment and systems during the Unit Checkout and Functional Testing phase.



Sensitive / Proprietary

Mr. Matthew Welch  
Department of Watershed Management  
April 29, 2019

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Casey Majewski, P.E.  
Project Manager

cc: Mr. Wendell Brown

