

SE-260

AMENDMENT NO.: 1

**AMENDMENT TO PROFESSIONAL SERVICES CONTRACT**

AGENCY: SOUTH CAROLINA OFFICE OF RESILIENCE DISASTER RECOVERY DIVISION

PROJECT NAME: CITY OF MANNING STORMWATER IMPROVEMENTS

PROJECT NUMBER: D30-N003-MJ

NAME OF FIRM: AECOM

CONTRACT DATE: 03/15/2022

This Contract is changed as follows: *(Insert description of change in space provided below.)*

Construction Observation add to contract.

Additional Contract Administration added for grant required Davis-Bacon and HUD Section 3 compliance requirements.

**ADJUSTMENTS IN THE CONTRACT SUM:**

**1. BASIC & SUPPLEMENTAL SERVICES FEE:**

Contract Fee Prior to This Amendment		\$650,000.00
Change in Fee Per This Amendment	\$80,834	
<b>Total Revised Basic &amp; Supplemental Services Fee:</b>		<b>\$ 730,834.00</b>

**2. ADDITIONAL SERVICES FEE:** Contract Fee Prior to This Amendment

Change in Fee Per This Amendment		
<b>Total Revised Additional Services Fee:</b>		<b>\$ 0.00</b>

**3. REIMBURSABLE EXPENSES:** Contract Amount Prior to This Amendment

Change in Amount Per This Amendment		
<b>Total Revised Reimbursable Expenses:</b>		<b>\$ 0.00</b>

**4. TOTAL CONTRACT AMOUNT:** Total Contract Prior to This Amendment

Total Amendment Amount	\$80,834.00	
<b>Total Revised Contract Amount:</b>		<b>\$ 730,834.00</b>

**AGENCY ACCEPTANCE AND CERTIFICATION:**

I certify that the Agency has authorized, unencumbered funds available for obligation to this contract.

BY: *Benjamin I. Duncan II* (Signature of Agency Representative) DATE: 8/18/22

PRINT NAME: Benjamin I. Duncan II TITLE: Chief Resilience Officer

Change is within Agency Architect/Engineer Contract Amendment Certification of: \$ 0 Yes  No

APPROVED BY: *W. Gordon* (OSE Project Manager) DATE: 8/18/22

**SUBMIT THE FOLLOWING TO OSE**

- SE-260, completed and signed by the Agency.
- SE-260, Page 2, completed and signed by the A/E, with back-up information to support request.

**AMENDMENT REQUEST SUMMARY – LARGE CONTRACT**

**AGENCY:** SOUTH CAROLINA OFFICE OF RESILIENCE DISASTER RECOVERY DIVISION

**PROJECT NAME:** CITY OF MANNING STORMWATER IMPROVEMENTS


**PROJECT NUMBER:** D30-N003-MJ

**This Contract is requested to be changed as follows:** *(Insert description of change in space provided below.)*  
Construction Observation add to contract.  
Additional Contract Administration added for grant required Davis-Bacon and HUD Section 3 compliance requirements.

**ADJUSTMENTS IN THE CONTRACT SUM:**

<b>1. REQUESTED CHANGE TO BASIC &amp; SUPPLEMENTAL SERVICES FEE:</b>	
Change in Fee Per This Amendment	\$80,834.00
<b>2. REQUESTED CHANGE TO ADDITIONAL SERVICES FEE:</b>	
Change in Fee Per This Amendment	
<b>3. REQUESTED CHANGE TO REIMBURSABLE EXPENSES:</b>	
Change in Amount Per This Amendment	
<b>4. REQUESTED CHANGE TO TOTAL CONTRACT AMOUNT:</b>	
Total Amendment Amount:	\$ 80,834.00

**A/E ACCEPTANCE:**

BY:  Date: 8/17/2022  
 (Signature of A/E Representative)  
 Print Name of A/E Representative: Gary L. Freeman, Sr.

**Instruction to A/E:** Attach documentation as needed to justify the requested change to the contract and submit to Agency.



July 8, 2022  
Revised August 8, 2022

Ms. Karen Olson  
Infrastructure Program Manager, Disaster Recovery Division  
South Carolina Office of Resilience  
632 Rosewood Drive  
Columbia, SC 29201

**RE: Proposal for Construction, Engineering, and Inspection (CEI) Services  
Manning Stormwater Improvements  
City of Manning, SC  
SCOR Project No. D30-N003-MJ / IP20-1401-01**

Dear Ms. Olson,

AECOM Technical Services, Inc. (AECOM) is pleased to submit to the South Carolina Office of Resilience (Owner / Client) this proposal for Construction, Engineering, and Inspection (CEI) services related to the Manning Stormwater Improvements in Manning, SC. AECOM proposes to complete the project as outlined in the enclosed Scope of Work.

If this Proposal is acceptable, please sign the letter in the space provided below and return a copy to Kevin Krick. If you have any questions, please contact Kevin Krick at (803) 254-4400 or [kevin.krick@aecom.com](mailto:kevin.krick@aecom.com).

Sincerely,

AECOM Technical Services

Gary Freeman, PE  
Vice President  
South Carolina Water Department Manager

cc: Kevin Krick, P.E., AECOM

Enclosure

This Agreement is accepted by the SOUTH CAROLINA OFFICE OF RESILIENCE, this	
_____ 18th _____	day of
_____ August _____	, 2022.
By: _____	
Title: _____	Infrastructure Engineer



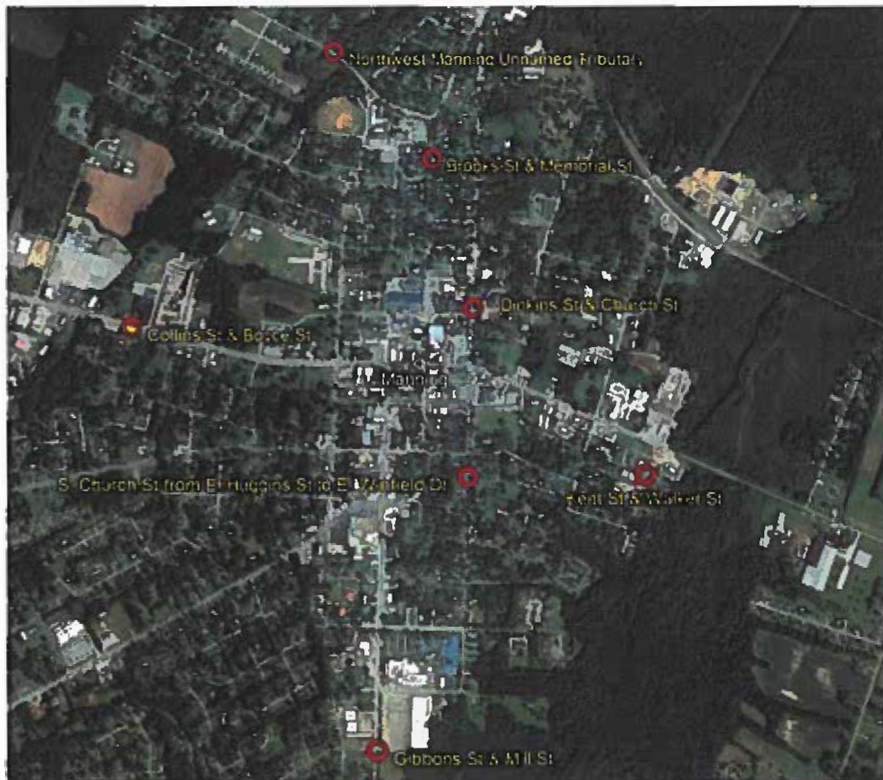
**SCOPE OF WORK**  
**Construction, Engineering, and Inspection (CEI)**  
**Services for the**  
**Manning Stormwater Improvements**  
**City of Manning**

**July 8, 2022**  
**Revised August 8, 2022**

AECOM Technical Services, Inc. (AECOM) is pleased to submit to the South Carolina Office of Resilience (Owner / Client) this scope of work for engineering services related to the **Construction, Engineering, and Inspection (CEI) Services for the Manning Stormwater Improvements** in Manning, SC.

**Project History**

The City of Manning has experienced flooding over the past several years. Therefore, the SC Office of Resilience Disaster Recovery Division is seeking the design, permitting, and construction of stormwater infrastructure to alleviate the flooding. The specific project area is illustrated on the location map below. This project includes six (6) individual stormwater projects and a stream restoration project.





## **Scope of Work**

AECOM is pleased to provide the following detailed scope of work for the Construction, Engineering, and Inspection (CEI) Services to ensure that the project is constructed in accordance with the approved plans and specifications and per the requirements of the Office of State Engineer (OSE) Manual for Planning and Execution of State Permanent Improvements.

### **Task 1. Construction Administration Services**

AECOM will act as the Owner's representative and provide construction administration services during the construction period. For this scope, the assumed construction duration is to be twelve (12) months.

- **Bidding Services** - AECOM will prepare Bid Documents and follow the OSE's bidding policies and procedures. AECOM will respond to Bidders' questions and create addenda as necessary. AECOM will review bids received to determine if each is responsive and responsible. AECOM will prepare a Bid Tabulation and Comparison. AECOM will make a recommendation to the Owner to award the project.
- **Preconstruction Conference** - AECOM will conduct a preconstruction conference to discuss contract requirements, establish communication protocols and other related construction issues for the project. AECOM will prepare and issue agenda for the meeting and prepare minutes after the meeting.
- **Shop Drawings** - AECOM will review and approve shop drawing submittals to ensure that the materials being provided by the contractor meet the project specifications. This will include substitutions that may be requested by the contractor.
- **Survey Control and Verification** - AECOM will provide horizontal and vertical survey control to the contractor. However, the contractor is responsible for utilizing a South Carolina Licensed surveyor to layout the project.
- **Differing Site Conditions** - Should conditions in the field differ from those on the construction plans, AECOM will work with the contractor and Owner to determine the most cost effective and long-term viable solution.
- **Change orders** - AECOM will prepare and submit change order requests to the Owner and the funding agencies for approval as necessary.
- **Pay Requests** - AECOM will review contractor's pay requests and make recommendations to the Owner for payment. The Owner will be responsible for all requests for payment and reimbursements from the funding agencies.
- **Davis-Bacon Compliance** - AECOM will conduct interviews to determine if the contractor is complying with the Federal Davis-Bacon prevailing wages. The latest WIFA's interview form, Department of Labor's Standard Form 1445, or equivalent documentation will be used.



- **Progress Meetings** – AECOM will meet on site with the Owner and contractor on a monthly basis to review project progress and resolve construction issues that arise. For this proposal, it is assumed that no more than twelve (12) meetings will be required.
- **Monitor Construction Schedule** – AECOM will monitor the construction schedule and discuss with the contractor if work slows to a point that jeopardizes overall completion.
- **Recommend Corrective Measures for Defective Work** – AECOM will make recommendations to the Owner and contractor if defective work is observed during construction.
- **Review of Contractor's Test Procedures and Certificates** – AECOM will review the contractor's test procedures and ensure that they are in accordance with the project specifications and industry standards. AECOM will maintain documentation of all testing records.
- **Punch List Observation** – AECOM will conduct a final punch list observation to ensure the project was completed in accordance with the approved plans and specifications. A written report will be provided to the Owner and contractor and AECOM will ensure that the contractor completes any deficiencies.
- **Final Observation** – AECOM will conduct a Final Observation to ensure that the punch list deficiencies were corrected.
- **Record Drawings** – AECOM will prepare and provide hard copy record drawings and one (1) electronic copy in PDF format showing the project as constructed based on field observation and information provided by the contractor.
- **Section 3 Compliance Quarterly Reporting** – AECOM will assist the SCOR with grant compliance and reporting as described below:
  - AECOM will request and receive a description of the Contractor efforts to offer Training and Employment opportunities to Section 3 residents and results.
  - AECOM will request and review contractor Section 3 Summary Report.
  - AECOM will request and review each of Contractor's Subcontractor Section 3 Summary Reports (or statement of no report).
- **Project Closeout** - AECOM will assemble and review warranties, bonds, samples, and certificates and provide them to the Owner as part of the project closeout. AECOM will request from and review Contractor's Section 3 New Hires Report and provide them to the Owner as part of the Project Closeout.

## **Task 2. Construction Observation Services**

AECOM will act as the Owner's representative and provide construction observation services during the construction period. For this scope, the assumed construction duration is to be twelve (12) months.



- **Construction Observation** – AECOM will make site visits at intervals appropriate for the various stages of construction to observe the progress and quality of the work being performed. For this proposal, it is assumed that no more than twelve (12) hours per week of onsite time will be required. Observation by AECOM is to provide the Owner with greater confidence that the project is being constructed in accordance with the contract documents but does not guarantee the performance of the contractor. AECOM will not supervise, direct or have control over the contractor's performance.

### **Schedule**

AECOM is prepared to begin work immediately upon receipt of a signed contract. The work will begin at the time that Bidding & Award starts and will continue through Project Closeout.

### **Compensation**

Compensation is based upon our understanding of the project and our experience on projects similar in scope. Compensation to AECOM for the proposed scope of work outlined above will be a lump sum fee as follows:

<b>Task</b>	<b>Engineering Fees</b>
Task 1 – Construction Administration*	\$ 5,715
Task 2 – Construction Observation	\$ 75,119
<b>Total:</b>	<b>\$ 80,834</b>

\* Approximately \$30,000 for Construction Administration is already included in the original contract for the Manning Stormwater project, signed and approved on March 15, 2022.

### **Additional Services**

Throughout the project, changes and additions to the scope of work may be necessary. Any design changes will be changed by amendment which will include scope, fee, and signature by the Owner.

Project Name: CEI Services - Manning Stormwater Improvements  
 Client Name: SC Office of Resilience  
 Fee Schedule  
 August 8, 2022

Task 1: Construction Administration									
Labor	Bill Rate	Title	Construction Administration					Total Units	Total \$
Krick, Kevin	\$ 230.00	Senior Project Manager	6					6	\$ 1,380.00
Henry, Michael L	\$ 145.00	Project Engineer	12					12	\$ 1,740.00
Coker, Katie	\$ 115.00	Engineering Associate	20					20	\$ 2,300.00
Coker, Lemuel S (Scott)	\$ 110.00	Project Representative	2					2	\$ 220.00
<b>TOTAL</b>			<b>40</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>Total Labor 40</b>	<b>\$ 5,640.00</b>
ODCs									
	Bill Rate								
Mileage	\$ 0.58							0	\$ -
Production/Shipping	\$ 25.00		3					3	\$ 75.00
Survey Truck	\$ 50.00							0	\$ -
Survey Equipment	\$ 160.00							0	\$ -
<b>TOTAL</b>								<b>Total ODCS</b>	<b>\$ 75.00</b>
Subs									
	Bill Rate								
								0	\$ -
								0	\$ -
								0	\$ -
<b>TOTAL</b>								<b>Total Subs</b>	<b>\$ -</b>
<b>Task 1: Construction Administration</b>								<b>Labor + ODCs + Subs</b>	<b>\$ 5,715.00</b>

Task 2: Construction Observation									
Labor	Bill Rate	Title	Construction Observation					Total Units	Total \$
Coker, Katie	\$ 115.00	Engineering Associate	40					40	\$ 4,600.00
Coker, Lemuel S (Scott)	\$ 130.00	Project Representative	584					584	\$ 64,240.00
<b>TOTAL</b>			<b>624</b>					<b>Total Labor 624</b>	<b>\$ 68,840.00</b>
ODCs									
	Bill Rate								
Mileage	\$ 0.58		10,920					10,920	\$ 6,279.00
Production/Shipping	\$ 25.00							0	\$ -
Survey Truck	\$ 50.00							0	\$ -
Survey Equipment	\$ 160.00							0	\$ -
<b>TOTAL</b>								<b>Total ODCS 10,920</b>	<b>\$ 6,279.00</b>
Subs									
	Bill Rate								
								0	\$ -
								0	\$ -
								0	\$ -
<b>TOTAL</b>								<b>Total Subs</b>	<b>\$ -</b>
<b>Task 2: Construction Observation</b>								<b>Labor + ODCs + Subs</b>	<b>\$ 75,119.00</b>

**Total \$ 80,834.00**

Notes:

1. Audited Overhead Rate is 130.7%
2. Profit is 12%.
3. Construction Observation assumes 12 hours per week for a 12 month construction schedule.
4. Construction Observation mileage assumes 52.5 miles per day, 4 days per week during the construction schedule.