

October 31, 2024

MEMO

TO: LAURA FISCHER, CITY MANAGER

FROM: JOEL HAMBY, INT. DIR. OF DEV. SERV.

RE: CONSTRUCTION MANAGEMENT SERVICES FOR THE DWR 4600014541 WATER FILTER REPLACEMENT PROJ.

City Council awarded the construction contract for the DWR 4600014541 Grant-funded Water Filter Replacement Project in their meeting of September 18, 2024, to Cora Constructors, Inc., in the amount of \$1,916,900. The grant agreement requires the following:

Task 3 – Construction Management

This task includes construction management activities during the construction of the Project. The activities include managing contractor submittal reviews, answering requests for information, preparing change orders, and issuing work directives. **A full-time engineering construction observer will be on site for the duration of the project.** Construction observer duties include documenting preconstruction conditions, daily construction diary, addressing questions of contractors on site, reviewing and updating the Project schedule, reviewing contractor log submittals and pay requests, forecasting cash flow, notifying the contractor if work is not acceptable, and closing out the Project.

Deliverables:

- Construction schedules
- Construction progress report
- Change orders if any

Grant Agreement No. 4600015451 Page 13 of 39

Brandon Lacap of Dudek solicited and obtained three quotes for construction management:

1. Reilly Construction Management: \$156,999
2. Z&K Consultants: \$111,024
3. Holt Group: \$72,220

The cost of construction management is an eligible cost under the grant (no cost to the City); however, the amount of expenditures for the filter replacement project will affect the balance that will be available for pipe replacement work. A cost spreadsheet is attached listing the costs to date and the anticipated balance that will remain for the distribution piping replacement work. DWR staff has informed the City that as long as the total cost for both the filter and piping work remains constant (\$2,928,150), the individual project costs are flexible.

The Contractor has indicated that delivery of the filter to the job site is expected in mid-January, 2025.

Recommendation:

Staff (Joel) recommends that Council approve the proposal submitted by the Holt Group for Construction Management services in the not to exceed amount of \$72,220 and prepare an agreement for the services.

CITY OF WESTMORLAND

SCDR/DWR 4600014541 WATER FILTER REPLACEMENT AND PIPE REPLACEMENT PROJECT BUDGET/EXPENDITURES EXHIBIT OCTOBER 31, 2024

FILTER PROJECT

BUDGET ITEM	FILTER FUNDS	DUDEK BUDGET	DUDEK COST	CITY/JOEL	TOTAL COST TO DATE	REMAINING
Project Administration	\$0	\$0	\$0	\$20,000 (match)	\$0	\$0
Design Engineering Services and Permitting	\$250,000	\$238,845	\$235,343.08	\$9,670	\$245,013.08	\$4,986.92
Construction Engineering/ Management	\$175,000	\$97,966 Dudek \$72,220 Holt	\$0	\$0	\$0	\$175,000
Construction	\$2,085,000	\$1,935,000	\$150,000 (AWC)	\$0	\$150,000	\$1,965,000
Totals	\$2,510,000	\$2,344,031	\$385,343.08	\$9,670	\$395,013.08	\$2,114,986.92

PIPE PROJECT

BUDGET ITEM	PIPE BUDGET	BJ ENGR. BUDGET	BJ ENGR. COST	CITY/JOEL	TOTAL PIPE COST	REMAINING
Project Administration	\$0	\$0	\$0	\$0	\$0	\$0
Design Engineering Services and Permitting	\$40,000	\$40,000 (est.)	\$24,929	\$6,575	\$31,504	\$8,496
Construction Management	\$55,000	\$25,000 (est.)	\$0	\$0	\$0	\$55,000
Construction	\$323,150	\$0	\$0	\$0	\$0	\$323,150
Totals	\$418,150	\$65,000	\$24,929	\$6,575	\$31,504	\$386,646

From: Lawler, Kelly@DWR <Kelly.Lawler@water.ca.gov>

Sent: Friday, October 4, 2024 1:24 PM

To: lfischer@cityofwestmorland.net <lfischer@cityofwestmorland.net>; 'Joel Hamby' <joelmhamby@outlook.com>

Cc: 'Ramiro Barajas' <rbarajas@cityofwestmorland.net>; 'Brandon Lacap' <blacap@dudek.com>; Willet, Kristin@DWR <Kristin.Willet@water.ca.gov>

Subject: RE: 4600015451 Westmorland Water Distribution System Improvement Project

Dear Laura and Joel,

Approval of a fund reallocation on November 28, 2024, shifted \$167,500 from budget Task #4 construction to the Task #2 design line. If there is a future amendment, it will include it. Task #3 construction management has all of the \$290,000 of funding remaining.

The agreement 4600015451, Paragraph D.3. Amendment, states that a change in the scope request needs to be submitted 180 days prior to the work completion date. Westmorland's work completion date is June 30, 2025. A extension in the work completion date requires an amendment request letter 90 days prior to the work completion date.

DWR does not interfere in the grantee's hiring of consultants, contractors, or subconsultants and does not have any knowledge of existing agreements with others.

Thank you,

Kelly Lawler
Water Resources Engineer
Southern Region
Department of Water Resources
Office (T): (916) 914-0244