

# Issue Analysis Form

**Date:** October 26, 2021

**Item:** Award of Contract for Route 156 Water Main Extension Construction Inspection Services

**Lead Department:** Engineering & Utilities

**Contact Persons:** Frank Haltom, Director



## Description and Current Status

Prince George County requires additional construction inspection services for the Route 156 Water Main Extension project. A previous contract for inspection services was awarded to Dewberry Engineers Inc. for the initial Not-To-Exceed amount of \$150,000, which included services for the Route 460 Water Main Extension, the Route 156 Water Main Extension and the Food Lion Booster Station Upgrade projects. The Route 156 Water Main Extension was allocated \$50,000 of the previous award. These funds have been exhausted. Construction of the pipeline is scheduled to be completed in July 2022. Dewberry Engineers, Inc. has provided a proposal to cover the remaining inspection services for a Not-To-Exceed amount of \$120,000.

The inspection services will be completed utilizing the Annual Engineering Services Contract. Individual awards for specific projects in excess of \$50,000 require Board approval. Staff recommends an award of the contract for Route 156 Water Main Extensions Construction Inspection services to Dewberry Engineers, Inc.

## The Government Path

- Does this require IDA action?**  Yes  No
- Does this require BZA action?**  Yes  No
- Does this require Planning Commission action?**  Yes  No
- Does this require Board of Supervisors action?**  Yes  No

### Board Action Requested:

A resolution to award the contract for the Route 156 Water Main Extensions Construction Inspection services to Dewberry Engineers, Inc. for \$120,000.

## Fiscal Impact Statement

\$2,640,000 for the Route 156 Water Line Extension was included as part of the General Obligation borrowings, Bond Series Spring 2019. An additional appropriation of funds of \$323,576.24 from Utility Cash Reserves / Fund Balance was made when the project was awarded. Total project encumbrances and expenditures to date are \$2,963,576.24. Award of this contract requires additional appropriation of funds totaling \$120,000, which is available in the Utility CIP fund.

## Prince George County Impact

Award of this contract to Dewberry Engineers, Inc. will provide the continued inspection services for this project.

## Notes

None.

Board of Supervisors  
County of Prince George, Virginia

Resolution

At a regular meeting of the Board of Supervisors of the County of Prince George held in the Boardroom, Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia, this 26th day of October, 2021:

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Present:

Floyd M. Brown, Jr., Chairman  
Marlene J. Waymack, Vice-Chair  
Alan R. Carmichael  
Donald Hunter  
T. J. Webb

Vote:

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A-2

On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, which carried unanimously, the following Resolution was adopted:

**RESOLUTION: AWARD OF CONTRACT FOR ROUTE 156 WATER MAIN EXTENSION CONSTRUCTION INSPECTION SERVICES.**

WHEREAS, Prince George County requires additional construction inspection services for the Route 156 Water Main Extension project; and

WHEREAS, A previous contract for inspection services was awarded to Dewberry Engineers Inc. for the initial Not-To-Exceed amount of \$150,000, which included services for the Route 460 Water Main Extension, the Route 156 Water Main Extension and the Food Lion Booster Station Upgrade projects; and

WHEREAS, The Route 156 Water Main Extension was allocated \$50,000 of the previous award and these funds have been exhausted; and

WHEREAS, Dewberry Engineers, Inc. has provided a proposal to cover the remaining inspection services for a Not-To-Exceed amount of \$120,000; and

WHEREAS, Inspection services will be completed utilizing the Annual Engineering Services Contract. Individual awards for specific projects in excess of \$50,000 require Board approval. Staff recommends an award of the contract for Route 156 Water Main Extensions Construction Inspection services to Dewberry Engineers, Inc.; and

WHEREAS, \$2,640,000 for the Route 156 Water Line Extension was included as part of the General Obligation borrowings, Bond Series Spring 2019, with an additional

appropriation of funds of \$323,576.24 from Utility Cash Reserves / Fund Balance when the project was awarded; and

WHEREAS, Award of this contract requires additional appropriation of funds totaling \$120,000, which is available in the Utility CIP Fund; and

WHEREAS, Award of this contract will provide for the inspection services for the Route 156 Water Line, and staff recommends award of the project to Dewberry Engineers, Inc. with an appropriation of \$120,000 from Utilities CIP Fund.

NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors of the County of Prince George this 26th day of October, 2021, hereby awards the contract for the 156 Water Main Extension Construction Inspection services to Dewberry Engineers, Inc. for \$120,000.

NOW, THEREFORE BE IT FURTHER RESOLVED That the Board of Supervisors of the County of Prince George this 26th day of October, 2021, does hereby authorize and appropriate the following increase of funds within the 2021-2022 Budget, such line items increased as follows, which monies shall be expended for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>		<u>AMOUNT</u>
<b>Utilities Fund</b>		
<b>Expenditures:</b>		
0620-04-104-7003-49472	Utilities – Transfer to CIP	\$120,000
<b>Revenues:</b>		
0620-40-104-7016-48406	Utilities Fund, Fund Balance	\$120,000
<b>CIP Fund</b>		
<b>Expenditures:</b>		
0311-04-104-3179-48405	CIP – Route 156 Water Line Extension	\$120,000
<b>Revenues:</b>		
0311-90-901-8207-399104	CIP – Transfer from Utility Fund	\$120,000

A Copy Teste:

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Percy C. Ashcraft  
County Administrator



Dewberry Engineers Inc. | 804.290.7957  
4805 Lake Brook Drive, Suite 200 | 804.290.7928 fax  
Glen Allen, VA 23060 | www.dewberry.com

October 7, 2021

Mr. Frank Haltom, PE  
Director of Engineering and Utilities  
Prince George County  
P.O. Box 68  
6602 Courts Drive, Second Floor  
Prince George, VA 23875

**RE: Proposal for Professional Engineering Services  
Route 156 Water Main Extension Project  
Construction Inspection Phase 2**

Dear Mr. Haltom:

Dewberry Engineers Inc. (Dewberry) is pleased to submit our proposal to provide professional engineering services for continued construction inspection services required for the Route 156 Water Main Extension project. Our Project Understanding, Scope of Services, and Fee have been developed based on correspondence with County staff. All work under this proposal will be performed in accordance with the terms and conditions of our Contract for On-Call Engineering Services with Prince George County, executed April 1, 2019.

#### **PROJECT UNDERSTANDING**

Dewberry understands that Prince George County (Owner) is seeking continued construction inspection services for Phase 2 of the construction of the Route 156 Water Main Extension project. Phase 2 consists of construction inspection services required beyond the initial construction inspection task limit of \$150,000.

Construction Notice to Proceed was issued November 30, 2020 for Route 156 Water Main Extension. It is anticipated that construction for Route 156 is estimated to continue for an additional eight to nine months.

The initial construction inspection task is nearing completion. As such, this proposal will cover inspection services through a Phase 2 Not-To-Exceed amount of \$120,000. As construction progresses and if there are any additional delays or continued construction inspection is required, the need to issue additional Not-To-Exceed amounts will be evaluated and discussed with the Owner.

## **SCOPE OF SERVICES**

Dewberry will perform the services outlined below.

### **1. Construction Inspection**

- 1.1 For construction inspection services for the waterline, provide construction inspection to monitor the Contractor's work and verify compliance with the contract documents for the anticipated construction of the three projects listed. The Inspector for the project will have an hourly billing rate for Inspector I (\$80 per hour), Inspector II (\$100 per hour), or Inspector III (\$115 per hour).
- 1.2 This portion of the provided services will be billed using a Not-To-Exceed fee structure.

## **FEE**

Dewberry's Not-To-Exceed Phase 2 amount for these services is **\$120,000** for the construction inspection of the Route 156 Water Main Extension project. As construction progresses and if there are any additional delays or continued construction inspection is required, the need to issue additional Not-To-Exceed amounts will be evaluated and discussed with the Owner.

## **EXCLUSIONS**

The following services are specifically excluded from the scope of services but could be provided by Dewberry as additional services if authorized in writing by the OWNER.

1. Specific services outside of those identified in the Scope of Services outlined above will be deemed an additional service.
2. Preparing to serve or serving as a consultant or witness for OWNER in any litigation, arbitration or other legal or administrative proceeding involving the Project.
3. Additional or extended services during construction resulting from significant delays, changes or price increases occurring as a direct or indirect result of the CONTRACTOR's material, equipment, labor or energy shortages, work damaged by fire or other causes during construction, a significant amount of defective or neglected work of any CONTRACTOR, acceleration of the schedule involving services beyond normal working hours, and default by any CONTRACTOR.

Mr. Frank Haltom, PE  
Proposal for Professional Engineering Services  
Route 156 Water Main Extension  
Construction Inspection Phase 2  
October 7, 2021

We look forward to the opportunity to serve Prince George County on this project. If you have any questions, or require additional information, please feel free to contact us.

Sincerely,  
**Dewberry Engineers Inc.**



Danylo A. Villhauer, P.E.  
Associate Vice President

#### **ATTACHMENTS**

1. None

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