

SUBJECT: APPROVAL OF ADDENDUM #3 FOR LOT GRADING REVIEW OF MARSHALL FIRE BUILDING PERMITS WITH AECOM TECHNICAL SERVICES, INC

DATE: JUNE 4, 2024

PRESENTED BY: KURT KOWAR, PUBLIC WORKS DEPARTMENT

SUMMARY:

Staff recommends approval of Addendum #3 to the contract with the engineering on-call consultant AECOM Technical Services, Inc. for Marshall Fire lot grading review services in the amount of \$48,314 for a total contract amount of \$150,203 and extending services through September 2026. Here is the summary of expenses per year:

Addendum #3 Expenses	Amount
2024 Expenses	(\$8,145)
2025 Expenses	(\$19,894)
2026 Expenses	(\$20,275)
Total Expenses:	(\$48,314)

PROJECT DETAILS

This addendum will cover lot grading review for the remaining Marshall Fire lots. The original contract and previously approved addendums covered 293 lot grading reviews (approximately 60% of the lots). Addendum #3 is being requested to cover lot grading review of the remaining 40% of the Marshall Fire lots.

The original contract services include:

- Performing review of lot grading plans for Marshall Fire building permits to comply with original master grading plans and typical lot grading details.
- Issue comments/redlines on proposed lot grading plans.
- Review responses to comments/redlines and revised grading plans from applicants.
- Provide recommendation of approval once plans are acceptable.

AECOM is part of a group of on-call consultants for the City that were selected through a Request for Proposals process based on qualifications and rates in 2021.

FISCAL IMPACT

The costs of the lot grading contract are scheduled to the following fund:

Projected Funding

Description	Account	Budget Amount
Prof Services – Plan Review/Insp	101530-540140	\$200,000*

Projected Expenses (Prof Services – Plan Review/Insp) 101530-540140

Description	Amount
AECOM (Grading Inspections) – Previously Awarded	(\$61,750)
Shums Coda Associates – Previously Awarded	(\$75,000)
Park Consulting Group – Previously Awarded	(\$38,400)
AECOM Addendum 3 (2024 Expenses) – This Communication	(\$8,145)
Total Expenses:	(\$183,295)
Remaining Funds	\$16,705

Total Contract Summary

Description	Account	Amount
Base Contract (August 16, 2022 Approval)	101530-540140	\$65,542
Addendum #1 (March 7, 2023 Approval)	101530-540140	\$36,347
Addendum #2 (schedule extension, 0\$ fee)	101530-540140	\$0
Addendum #3 (This Communication)	101530-540140	\$48,314
Total Contract:		\$150,203

*A budget amendment is not anticipated for this project in 2025 or 2026 as the annual budget for this account is \$200,000-\$300,000.

PROGRAM/SUB-PROGRAM:

This effort supports recovery efforts for the Marshall Fire

STAFF RECOMMENDATION:

Staff recommends approval and award of the proposed Addendum #3 with AECOM Technical Services, Inc. for extension of lot grading review services through October 2025 in an amount not to exceed \$48,314, making the total contract amount \$150,203 and authorizing the Mayor, City Manager, Public Works Director, and City Clerk to sign and execute contract documents on behalf of the City.

ATTACHMENT(S):

1. Contract Addendum #3

STRATEGIC PLAN IMPACT:

☒		Financial Stewardship & Asset Management	☒		Reliable Core Services
☐		Vibrant Economic Climate	☐		Quality Programs & Amenities
☐		Engaged Community	☐		Healthy Workforce
☐		Supportive Technology	☐		Collaborative Regional Partner

EXHIBIT C

Addendum No. 3 to Service Agreement

This Addendum to that certain Services Agreement dated August 16, 2022 is made effective as of June 4, 2024, by and between the undersigned parties. The Addendum immediately preceding this Addendum was dated January 1, 2024.

1. Services to be provided: Extend Contract to September 2026 and include remaining 40% of the Marshall Fire lot grading reviews. .
2. Fees: \$48,314
3. Schedule: Through September 2026.

CITY OF LOUISVILLE
749 Main Street
Louisville, CO 80027

By: _____
Christopher M. Leh, Mayor

Attest: _____
Meredyth Muth, City Clerk

Company: AECOM Technical Services, Inc.

Address: 7595 Technology Way, Suite 200

Denver, CO 80237

By: _____

Attest: _____

May 9, 2024

Cameron Fowlkes, PE, CFM
Assistant City Engineer
City of Louisville
C 303.335.4609
cfowlkes@LouisvilleCO.gov

RE: Addendum No. 3 for Lot Grading Review Support Services

Dear Cameron,

Attached please find the summary regarding the revisions to the existing AECOM permit review project. As discussed at our coordination meetings, the project end date shall be extended to September 30, 2026 and a total of up to 550 reviews may be allocated to AECOM for review on a T&M basis. Due to project scope and life exceeding the initial projections, AECOM billing rates will be increased by 4% for future fiscal years as shown. There is no change to current rates for FY 24 and new rates will be effective October 1, 2024 ("FY 25"), October 1, 2025 ("FY 26"):

Addendum No. 3 Rate Table and Fee Estimate:

As of 4/22/24 AECOM has received 392 and approved 378 grading plan submittals. This leaves a potential 158 submittals for review and 172 submittals remaining for approval. For these purposes, it is assumed we will be receiving plan reviews evenly over the course of the 30 months of total contract extension and all 550 submittals will be received and approved within this timeframe. This is approximately 6 received submittals per month, for 29 months (172 total). Utilizing an average of 1.9 hours required per approved permit based on project data and the most recent time allocation of staff the following additional services fees has been determined.

Rate and Fee Tables:

Name	Jim Whittlesey	Jason Barker	Lucas Jacobson	Elizabeth Davis
Role	PM	Eng I	Jr. Eng.	Project support
<i>FY 24 Rate (no change)</i>	<i>\$210</i>	<i>\$167</i>	<i>\$106</i>	<i>\$142</i>
FY 25 Rate	\$218	\$174	\$110	\$148
FY 26 Rate	\$227	\$181	\$115	\$154
FY 24 Hours	5	23	24	5
FY 25 Hours	12	48	65	12
FY 26 Hours	12	48	61	12



Fee Summary Table:

Year	Total Permits Anticipated	Total Hours Anticipated	Total Fee
FY 24	30	57	\$8,145
FY 25	72	137	\$19,894
FY 26	70	133	\$20,275
Totals	172	327	\$48,314

Total Fees Allocated to AECOM:

\$65,542 (initial contract)
\$36,347 (Addendum No. 1)
\$0 – Contract end date extension (Addendum No. 2)
\$48,314 (Addendum No. 3)

Total Fee: \$150,203

Thank you for the opportunity to continue to support the City of Louisville and your community in the recovery efforts from the Marshall Fire. If you have any questions or need additional information, please contact me at 303.694.2770.

Sincerely,
AECOM Technical Services, Inc.

 Digitally signed by Dwyer, Charles
Reason: Authorized Signatory
Charles.Dwyer@AECOM.com
Date: 2024.05.09 15:26:32 -06'00'

Charles Dwyer
AVP, Senior Operations Manager
Charles.Dwyer@aecom.com



Jim Whittlesey, P.E.
Civil Engineer and Project Manager
jim.whittlesey@aecom.com