



## Contract # 20160751 Amendment No. 2

### City of Springfield Contract Tracer Log

**INSTRUCTIONS:** Upon receipt, please initial and write in the date of receipt on this Tracer form. When your department has approved and signed the blanket contract, please initial and date in the forwarding section and deliver to the next department.

DEPARTMENT	DATE RECEIVED		DATE FORWARDED TO NEXT DEPT.	
	Initials	Date	Initials	Date
Office of Procurement			RW	07/29/16
City Comptroller	<i>UAF</i>	<i>8/1/16</i>	<i>UAF</i>	<i>8/1/16</i>
Law		<i>8-2-16</i>		
Mayor	<i>BB</i>	<i>8-4-16</i>	<i>BB</i>	<i>8-4-16</i>
Office of Procurement			<i>RW</i>	<i>8-8-16</i>

Vendor No.: 10318	Contract Number: 20160751	Contract Date: 01/09/2016
Amendment No. 1 - <u>Increase PO by \$19,000.00</u>		
Contract Renewal Date: 11/01/2016		
Contract Expiration Date: 01/08/2019		
Req No.:	Act No.: <i>26401837-580800-64014</i>	
Bid No.:		
Vendor Name: Alfred Benesch & Company		
Blanket Contract Purpose: Amendment No. 2		
Requesting Dept.: DPW		
TYPE OF DOCUMENT (Please select at least one):		
<input type="checkbox"/> New	<input checked="" type="checkbox"/> Amendment	<input type="checkbox"/> Extension
		<input type="checkbox"/> Renewal

## CHANGE ORDER

Change Order No. 3

PROJECT Central Street Reconstruction

DATE OF ISSUANCE 7-21-2016 EFFECTIVE DATE 8-1-2016

TOWN/CITY City of Springfield

TOWN/CITY Contract No. 20160751 Project Order #2

CONTRACTOR Benesch ENGINEER City of Springfield


### **CONTRACT MODIFICATION #1**

Alfred Benesch and Company, design consultant for the Central Street Corridor Improvements Project, has requested additional compensation and a contract time extension for additional Water and Sewer Commission design modifications.

Additional work includes the preparation of water service lateral mapping, plans for temporary service laterals, as well as preparation of water main profiles. These items were not included in Benesch's original proposal and utility upgrades impact the original roadway design. See attached exhibit "A".

<b>CHANGE IN CONTRACT PRICE:</b>	<b>CHANGE IN CONTRACT TIMES:</b>
Original Contract Price \$ 335,500.00	Original Contract Times Contract Length: 108 Weeks Ready for final payment: 30 days from final invoice
Net changes from previous Change Orders No. 0 to No. 2 \$ 15,600.00	Net change from previous Change Orders No. 0 to No.2
Contract Price prior to this Change Order \$ 351,100.00	Contract Times prior to this Change Order Contract Length: 108 Weeks Ready for final payment: 30 days from final invoice
Net Increase (decrease) of this Change Order \$ 14,000.00	Net change of this Change Order Contract Length: Extend Contract Length 52 Weeks Total Contract Length: 160 Weeks Ready for final payment: 30 days from final invoice
Contract Price with all approved Change Orders \$ 365,100.00	Contract Times with all approved Change Orders Contract Length: 160 Weeks Ready for final payment: 30 days from final invoice

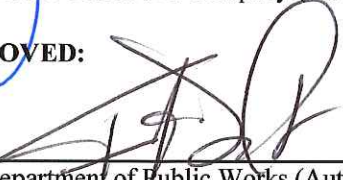
**RECOMMENDED:**

By:   
City of Springfield - City Engineer (Authorized Signature)

**ACCEPTED:**

By:   
Alfred Benesch and Company (Authorized Signature)

**APPROVED:**

By:   
Department of Public Works (Authorized Signature) Deputy Director

**APPROVED:**

By:   
Office of Procurement (Authorized Signature)

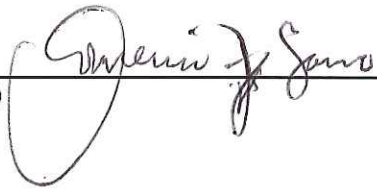
III #26401837-580800-64014 \$19,000.00 INCL.  
**APPROVED TO AS APPROPRIATION:**

By:   
Comptroller (Authorized Signature)

**APPROVED TO AS FORM:**

By:   
Law Department (Authorized Signature)

**REVIEWED AND APPROVED:**

By:   
Mayor (Authorized Signature)



Alfred Benesch & Company  
90 National Drive  
Glastonbury, CT 06033  
www.benesch.com  
P 860-633-8341  
F 860-633-1068

June 23, 2016

Christopher M. Cignoli, P.E.  
Director of Public Works  
City of Springfield  
70 Tapley Street  
Springfield, MA 01104

Subject: Central Street Corridor Improvements  
Contract #20160751 – Project Order #2  
Additional Service Request

Dear Chris:

Benesch is requesting additional compensation for the design of the Central Street Corridor Improvements. The original schedule of the project had the project going out to bid in mid-December 2014. Due to a number of reasons including design efforts, review process, community involvement, and property acquisition process, we now anticipate the project will be ready for bidding near the end of 2016. During this time period we have been working periodically on the project as needed to address comments and concerns of the City staff.

Our recent work with SWSC has also extended beyond our original schedule and the requested amount of work has increased. SWSC has requested that we assist them with the preparation of the service lateral mapping, plans for temporary services laterals, as well as preparation of water main profiles. These items were not included in the original proposal for the SWSC coordinated drawings.

We are requesting the following additional fees to assist with covering our labor costs associated with the items listed above.

Final Design	\$ 14,000
SWSC Design	\$ 5,000

If you have any questions regarding the above, please feel free to give me a call.

Very Truly Yours,  
Alfred Benesch & Co.

Robert S. Newton, P.E.  
Senior Project Manager



### City of Springfield Project Authorization

Date: June 23, 2016  
 Project No.: 20160751 – Project Order #2  
 Original Contract  
 Contract Amendment; No. 3

Project Name: Springfield Basic Order Agreement; City Contract #20160751  
 Central Street Corridor Improvements

To: Christopher M Cignoli, P.E. – Director; Department of Public Works  
 70 Tapley Street  
 Springfield, MA 01104

Project Services Requested by: City of Springfield; Chris Cignoli

Cost Format:  Lump Sum w/ Expenses  Hourly Rate w/ Expenses  Cost Plus

**Scope of Services:**

Extended time and scope of services.

**Project Schedule:**

Project Schedule is expected to extend. Completion date dependent on City process.

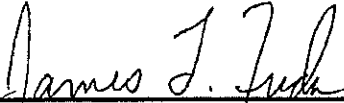
**Fee Breakdown:**

For the services rendered to complete this work, we will be reimbursed with the following lump sum fee:

Task No.	Task Description	Original Contract	Amendment #1	Amendment #2	Amendment #3	Total
1	Survey	\$70,000.00				\$70,000.00
2	Environmental	\$8,000.00				\$8,000.00
3	Geotechnical Report	\$17,000.00		\$5,000.00		\$22,000.00
4	Schematic Design	\$81,500.00				\$81,500.00
5	Final Design	\$120,000.00			\$14,000.00	\$134,000.00
6	Right of Way	\$15,000.00				\$15,000.00
7	Bidding and Construction Admin.	\$24,000.00		\$3,500.00		\$27,500.00
8	10 Additional Property Maps		\$15,600.00			\$15,600.00
9	SWSC Design Services			\$15,000.00	\$5,000.00	\$20,000.00
<b>Total</b>		<b>\$335,500.00</b>	<b>\$15,600.00</b>	<b>\$23,500.00</b>	<b>\$19,000.00</b>	<b>\$393,600.00</b>

Please execute this Project Authorization for Alfred Benesch & Co. to proceed with the above referenced scope of services and project costs. No services will be provided until a signed agreement is returned to Benesch. This agreement will be subject to the Terms and Conditions set forth in Contract #20160751.

Alfred Benesch & Co. Authorization



Name: James L. Fuda, P.E.  
Title: Vice President / Division Manager  
Date: 6/24/2016

City of Springfield Authorization



Name: Christopher M. Cignoli, P.E.  
Title: Director  
Date: 6/25/2016

**City of Springfield – Office of Procurement  
PO Change Request Form**

<b>Date</b>	07/25/2016	<b>Requestor(s)</b>	Michael Lynch
<b>Department</b>	Community Development-DR	<b>Phone / Email</b>	413-784-4882
<b>Vendor Name</b>	Alfred Benesch & Company	<b>Vendor #</b>	10318
<b>Contract #</b>	20160751	<b>Amendment #</b>	
<b>PO #</b>	16010781	<b>Requisition #</b>	16012494

**Justification Required: Please increase PO by \$19,000.00 to reach new balance of \$72,560.00 due to additional design fees associated with the Central St Corridor Improvement project.**

Change Unit Prices, Extensions, and/or Accounts to:

Identify Line # to be Changed \_\_\_\_\_ New Quantity \_\_\_\_\_ New Unit Price \_\_\_\_\_

**Changes to Org, Obj & Proj Codes:**

Specify Original Account: ORG 26401837 OBJ 580800 PROJ 64014

Specify New Account: ORG \_\_\_\_\_ OBJ \_\_\_\_\_ PROJ \_\_\_\_\_

**Adding a new line item to the Purchase Order:**

Specify New Account: ORG \_\_\_\_\_ OBJ \_\_\_\_\_ PROJ \_\_\_\_\_

Check here to Close/Cancel Purchase Order \_\_\_\_\_

**Please fill out this section for processing:**

Original Amount of Purchase Order: \$53,560.00

Increase \$19,000.00

Decrease \$ \_\_\_\_\_

New Purchase Order Total: \$72,560.00

**Any \$ amount over \$200.00 must be forwarded from Department Head's email account**

**PLEASE NOTE: NO modification will be ALLOWED to the Vendor Field. The Purchase Order will need to be canceled and a new requisition generated.**

**FOR CITY CHANGE ORDERS: EMAIL OR FAX FORM TO:**

Raemarie Walker: [rwalker@springfieldcityhall.com](mailto:rwalker@springfieldcityhall.com) FAX: 413-787-6295







07/26/2016 10:16  
107694

CITY OF SPRINGFIELD  
PURCHASE ORDER INQUIRY PROFILE REPORT

P 2  
poinquiry

SPRINGFIELD, MA

Ship To Reference

Allocation Details

Org	Obj	Proj	Description	Encumbered Amt	Bud
26401837	580800	64014	INFRASTRUCTURE	\$71,900.00	U
			Liquidated	\$18,340.00	
			Canceled	\$ 0.00	
			Allocated Open Encumbrance	\$53,560.00	

Line 002 Commodity

Req	Qty	UOM	Unit Price
	1.00	EACH	19000.00000
% Disc	0.00	Credit	0.00

		Line Item Total	\$19,000.00
Qty Received	0.00	Liquidated	\$ 0.00
Qty Canceled	0.00	Canceled	\$ 0.00
		Line Item Open Encumbrance	\$19,000.00

Description

NEW LINE ITEM PER COMMUNITY DEVELOPMENT-  
ADDITIONAL DESIGN FEES

Department 180 1099 Box Fixed Asset N Needed By  
Quote Bid  
Ship To Address 182 DISASTER RECOVERY 4TH FLOOR  
36 COURT STREET  
ROOM 405/411  
SPRINGFIELD, MA

Ship To Reference

Allocation Details

Org	Obj	Proj	Description	Encumbered Amt	Bud
26401837	580800	64014	INFRASTRUCTURE	\$19,000.00	U
			Liquidated	\$ 0.00	
			Canceled	\$ 0.00	
			Allocated Open Encumbrance	\$19,000.00	

\*\* END OF REPORT - Generated by Michael Lynch



Alfred Benesch & Company  
90 National Drive  
Glastonbury, CT 06033  
www.benesch.com  
P 860-633-8341  
F 860-633-1068

June 23, 2016

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Director of Public Works  
City of Springfield  
70 Tapley Street  
Springfield, MA 01104

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Alfred Benesch & Co.

Robert S. Newton, P.E.  
Senior Project Manager



## City of Springfield Project Authorization

Date: June 23, 2016

Project No.: 20160751 – Project Order #2

Original Contract

Contract Amendment; No. 3

Project Name: Springfield Basic Order Agreement; City Contract #20160751  
Central Street Corridor Improvements

To: Christopher M Cignoli, P.E. – Director; Department of Public Works  
70 Tapley Street  
Springfield, MA 01104

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Alfred Benesch & Co. Authorization

*James L. Fuda*

Name: James L. Fuda, P.E.  
Title: Vice President / Division Manager  
Date: 6/29/2016

City of Springfield Authorization

*CC CO*

Name: Christopher M. Cignoli, P.E.  
Title: Director  
Date: 7-5-16