



Stantec Consulting Services Inc.
55 Green Mountain Drive
South Burlington VT 05403
Tel: (802) 864-0223
Fax: (802) 864-0165

ext. 136

January 29, 2015
File: 195310844

Attention: Dean Bloch
Town of Charlotte
P.O. Box 119
Charlotte, VT 05445

Dear Dean,

Reference: Charlotte – Deck Replacement / West End Widening

As requested, please find the attached task list and estimate for administering the bid process for this project. In addition, at the request of the Town during the design phase, Stantec expanded the scope of the original deck replacement on Bridge 30 to incorporate widening of the western abutment. This slight change in construction scope required some additional design effort, however we were able to complete the plans for only \$337 over the original budget.

We have also included a budget for suggested construction phase design services based on the assumption that the Town will handle the onsite monitoring and construction administration and Stantec will support the town with review of engineering submittals and answering technical questions.

The total for anticipated remaining services is estimated at \$5777.00. Our records indicate that we were under budget by \$3669.80 and \$2767.65 on the scoping phase and the alignment study phase of the project respectively. Therefore, if we are able to utilize the remaining portion of those respective budgets for this work, we would not need an adjustment in the overall project budget.

If you are in agreement with repurposing the scoping phase and the alignment study phase budgets and the attached scope of work, please acknowledge by returning the attached Professional Services Change Order (PSA CO 4).

If you have any questions or require additional information regarding the scope, fee or schedule, please don't hesitate to contact me. We look forward to working with the Town to complete these tasks.

Regards,

STANTEC CONSULTING SERVICES INC.

George Bogue, PE
Associate
Phone: (802) 497-6325



January 29, 2015
Dean Bloch
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Reference: Charlotte - Deck Replacement / West End Widening

george.bogue@stantec.com

Attachments: Task & Labor Hour Schedule, Direct Expenses, Cost Schedule and Project Schedule

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Task	Staff			Total	Notes / Assumptions
	Sr. Structural	Engineer	Tech/Clerical		
CONTRACT PLANS AND BIDDING SERVICES					
UPDATE CONTRACT PLANS TO REFLECT LUMP SUM BRIDGE WITH MEASURE AND PAY ON KEY ITEMS	2		6	8	
FRONT END DOCUMENTS / BID MANUAL	4		4	8	
REVIEW AND RESPOND TO TOWN / VTRANS COMMENTS	2		2	4	
ANSWER QUESTIONS DURING BIDDING	1		1	2	
ATTEND PR-BID MEETING	ASSUME NOTE REQUIRED			0	
REVIEW BIDS / RECOMMENDATION	2			2	
Total Hours	11	0	13	24	
				CONTRACT PLANS AND BIDDING SERVICES	\$ 2,646

Task	Senior			Total	Notes / Assumptions
	Engineer	Engineer	Tech/Clerical		
Bridge #30 - CONSTRUCTION PHASE DESIGN SERVICES					
REVIEW TRAFFIC CONTROL PLAN		4		4	
REVIEW BEARING FABRICATION DRAWING	2	1		3	
REVIEW DECK REINFORCEMENT DRAWINGS	4	1		5	
ANSWER QUESTIONS (ASSUME 2 SITE VISITS/ WITH DOCUMENTATION)	6			6	
FINAL ACCEPTANCE LETTER / MEETING	4			4	
Total Hours	16	6	0	22	
				Bridge #30 - CONSTRUCTION PHASE DESIGN SERVICES	\$ 2,794
				Overbudget Phase 1 (Final Design Bridge 30):	\$ 337
				Total for anticipated remaining services and overbudget to date:	\$ 5,777



PROFESSIONAL SERVICES AGREEMENT CHANGE ORDER

		Date	January 30, 2015
Consultant:	STANTEC CONSULTING SERVICES INC. 55 Green Mountain Drive South Burlington, VT 05403 Ph: (802) 864-0223 Fx: (802) 864-0165 email: lfisher12140713@yahoo.com	Stantec Project # Stantec Opportunity Pipeline #	195310844
Client:	Town of Charlotte 159 Ferry Road Charlotte, VT 05445 Ph: (802) 425-3533 Fx: (802) 425-4241 email: dean@townofcharlotte.com	Client Project # Change Order #	Client Proj. No. Change Order No. 4
Project Name and Location:	Charlotte Bridge 30		

In accordance with the original Professional Services Agreement dated 18 December 2012 and Change Orders thereto, the Agreement changes as detailed below are hereby authorized.

Additional services for Bidding and Construction phase design services. This is a zero cost change order. The completion date and scope of work are modified.

Total fees this Change Order		\$	-
Original agreement amount		\$	16,919.00
Change Order Number	<u>1</u>	\$	9,666.00
Change Order Number	<u>2</u>	\$	13,396.00
Change Order Number	<u>3</u>	\$	36,989.00
Change Order Number	<u> </u>	\$	-
Total Agreement		\$	<u>76,970.00</u>

Effect on Schedule: Extend End Date to 12/30/2015

Payments shall be made in accordance with the original agreement terms. All other items and conditions of the original Agreement shall remain in full force and effect.

STANTEC CONSULTING SERVICES INC.

TOWN OF CHARLOTTE

Per: 
 Name: Gary A. Santy
 Title: Principal
 Date Signed: 01/30/15

Per: _____
 Name: _____
 Title: _____
 Date Signed: _____