

# **CAMINO REAL REGIONAL MOBILITY AUTHORITY BOARD RESOLUTION**

**WHEREAS**, the Camino Real Regional Mobility Authority (CRRMA) and Huitt-Zollars, Inc. (Engineer) entered into a Contract for Engineering Services (Contract) in order for the Engineer to provide various design services for plans, specifications and estimates (PS&E) to the CRRMA as may be required for the 2013 County Mobility Projects;

**WHEREAS**, the CRRMA and the Engineer executed a work authorization (Work Authorization) pursuant to the Contract in order for the Engineer to provide PS&E for the Rojas Drive Project (the Project) and subsequently executed a Supplemental Work Authorization No. 1, which amended the Work Authorization; and

**WHEREAS**, the CRRMA and the Engineer now desire to execute a Supplemental Work Authorization No. 2 in order for the Engineer to provide design services during construction of the Project.

**NOW, THEREFORE, BE IT RESOLVED BY THE CAMINO REAL REGIONAL MOBILITY AUTHORITY:**

**THAT** the Executive Director be authorized to execute **Supplemental Work Authorization 2** with Huitt-Zollars, Inc, including any additional documents or materials as may be required, for the provision of design services during construction of the Rojas Drive Project.

**PASSED AND APPROVED THIS 10<sup>TH</sup> DAY OF AUGUST, 2016.**

**CAMINO REAL  
REGIONAL MOBILITY AUTHORITY**

**ATTEST:**

\_\_\_\_\_  
Susan A. Melendez, Chair

\_\_\_\_\_  
Joe R. Fernandez, Board Secretary

**APPROVED AS TO CONTENT:**

\_\_\_\_\_  
Raymond L. Telles, Executive Director

## **SUPPLEMENTAL WORK AUTHORIZATION NO. 2**

### **WORK AUTHORIZATION NO. 1 CONTRACT FOR ENGINEERING SERVICES**

**THIS SUPPLEMENTAL WORK AUTHORIZATION** is made pursuant to the terms and conditions of Article 5 of the Contract for Engineering Services dated July 30, 2015, hereinafter identified as the “Contract,” entered into by and between the CAMINO REAL REGIONAL MOBILITY AUTHORITY (the “CRRMA”), and Huitt-Zollars, Inc. (the “Engineer”).

The terms and conditions of Work Authorization No. 1 for the Rojas Project, as amended by Supplemental Work Authorization No. 1, dated April 26, 2016, is hereby further amended pursuant to and in accordance with the provisions of this Supplemental Work Authorization No. 2, including Exhibit B-2, which is attached hereto and incorporated herein for all purposes.

This Supplemental Work Authorization No. 2 shall become effective on the date of final execution of the Parties hereto. All other terms and conditions of Work Authorization No. 1 and the associated Supplemental Work Authorization No. 1 not hereby amended are to remain in full force and effect.

**IN WITNESS WHEREOF**, this Supplemental Work Authorization No. 2 is executed in duplicate counterparts and hereby accepted and acknowledged below.

#### **CAMINO REAL REGIONAL MOBILITY AUTHORITY**

By: \_\_\_\_\_  
Raymond L. Telles  
Executive Director

Date: \_\_\_\_\_

#### **HUITT-ZOLLARS, INC.**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Date: \_\_\_\_\_

## **Exhibit B-2**

### **SERVICES TO BE PROVIDED BY THE ENGINEER**

#### **I. PROJECT SUMMARY OF SUPPLEMENTAL SCOPE**

Additional Professional Services have been requested by the County to provide construction phase services for the Rojas Drive Project. These services generally will include management, response, tracking, evaluation and or approval of submittals, shop drawings, change orders, requests for information and attending meetings as requested.

#### **II. SERVICES TO BE PROVIDED BY THE ENGINEER**

The Scope of Services to be provided by the Engineer includes the following key elements:

- Project Management
- Construction Phase Services

##### **A. Project Management and Administration**

The project management and administration tasks shall include:

1. Progress Reporting
  - 1.1. Prepare and submit to the CRRMA monthly progress reports of activities completed during reporting period.
  - 1.2. Prepare and Submit Invoices. The report shall be submitted as an attachment to the invoice submittal.

##### **B. Construction Phase Services**

1. Submittals
  - 1.1. Maintain a log of submittals received and processed
  - 1.2. Evaluate submittals for contract compliance with recommendation of approval or rejection with reason for rejection within timeframe stipulated.
2. Shop Drawings
  - 2.1. Evaluate shop drawings for contract compliance with recommendation of approval or rejection with reason for rejection within timeframe stipulated.
3. Change Orders
  - 3.1. Develop Change Orders to include cost estimate, revised plan sheets and drawings and other information as requested within timeframe stipulated.
4. Request for Information
  - 4.1. Respond to Request for Information within timeframe stipulated.
5. Attend Meetings

- 5.1 Attend meetings as requested by the CRRMA and provide meeting minutes and notes

**Deliverables**

- Log of submittals received and processed
- Submittal recommendations of approval or rejection with reason for rejection as required
- Evaluate shop drawings for contract compliance with recommendation of approval/rejection
- Develop Change Orders to include cost estimate, revised plan sheets and drawings and other information as requested
- Respond to Request for Information
- Meeting minutes and notes

**Supplemental Work Authorization No. 2  
Fee Schedule**

<b>Company</b>	<b>Fee</b>
Huitt-Zollars, Inc.	\$49,995.12
<b>Total</b>	<b>\$49,995.12</b>

Huitt-Zollars, Inc.  
Rojas Road

Task	Huitt-Zollars, Inc.	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a
A. Project Management and Administration	\$9,408.61	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
B. Construction Phase Services	\$40,003.39	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sub Totals	\$49,412.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Direct Expenses	\$583.13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Totals	\$49,995.12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Grand Total	\$49,995.12								

Participation Percentage100.00%0.00%0.00%0.00%0.00%0.00%0.00%0.00%0.00%0.00%

Total DBE Percentage:0.00%

DBENNNNNNNNNN

A. Project Management and Administration	\$9,408.61	19%
B. Construction Phase Services	\$40,003.39	81%
	\$49,412.00	100%

**Huitt-Zollars, Inc.**  
**Rojas Road**

SENIOR PROJECT MANAGE R	SENIOR ENGINEE R	PROJECT ENGINEE R	EIT	SENIOR CADD OPERATO R	ADMIN / CLERICA L (ENG)	SURVEY PROJECT MANAGE R	REGISTERED PROFESSIO NAL LAND SURVEYOR	SURVEY TECHNICIA N	2-MAN SURVEY CREW (PORTA L TO PORTAL )	ADMIN / CLERICA L (SURV)	TOTAL LABOR HOURS	TOTAL LABOR COST
											48	\$ 9,408.61
											48	\$ 9,408.61
12	12										24	\$ 4,704.31
12	12										24	\$ 4,704.31
											0	\$ -
											0	\$ -
											0	\$ -
24	24	0	0	0	0	0	0	0	0	0	48	
\$210.79	\$181.23	\$106.66	\$88.81	\$100.76	\$58.93	\$156.07	\$142.59	\$66.49	\$140.00	\$58.93		
\$5,059.03	\$4,349.58	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,408.61	
50.00%	50.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		
											114	\$ 40,003.39
											86	\$ 11,094.89
6		12			24						42	\$ 3,959.09
12	16	16									44	\$ 7,135.81
											48	\$ 7,180.63
12	16	12			8						48	\$ 7,180.63
											100	\$ 11,729.49
8	12	16	24	40							100	\$ 11,729.49
											0	\$ 5,842.39
8	16	8		4								\$ 5,842.39

											24	\$ 4,155.99
10	10				4						24	\$ 4,155.99
											0	\$ -
56	70	64	24	44	36	0	0	0	0	0	294	
\$210.79	\$181.23	\$106.66	\$88.81	\$100.76	\$58.93	\$156.07	\$142.59	\$66.49	\$140.00	\$58.93		
\$11,804.40	\$12,686.28	\$6,826.28	\$2,131.34	\$4,433.49	\$2,121.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,003.39	
19.05%	23.81%	21.77%	8.16%	14.97%	12.24%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%	
80	94	64	24	44	36	0	0	0	0	0	342	
\$16,863.43	\$17,035.86	\$6,826.28	\$2,131.34	\$4,433.49	\$2,121.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$49,412.00	
23.39%	27.49%	18.71%	7.02%	12.87%	10.53%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%	