



Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

State of West Virginia
Contract

Order Date: 01-03-2022

CORRECT ORDER NUMBER MUST APPEAR
 ON ALL PACKAGES, INVOICES, AND
 SHIPPING PAPERS. QUESTIONS
 CONCERNING THIS ORDER SHOULD BE
 DIRECTED TO THE DEPARTMENT
 CONTACT.

Order Number:	CCT 0805 0805 PTR1900000001 6	Procurement Folder:	421230
Document Name:	A&E SVC's for Bluefield Area Transit Station	Reason for Modification:	Change Order 4 is issued to increase the cost and allow additional time
Document Description:	Bluefield Area Transit Transfer Station		
Procurement Type:	Central Contract - Fixed Amt		
Buyer Name:	Jessica L Hovanec		
Telephone:	304-558-2314		
Email:	jessica.l.hovanec@wv.gov		
Shipping Method:	Best Way	Effective Start Date:	2018-09-15
Free on Board:	FOB Dest, Freight Prepaid	Effective End Date:	2022-11-13

VENDOR	DEPARTMENT CONTACT																				
Vendor Customer Code: VS0000015517 WENDEL WD ARCH ENG SURVEYING & LA PC 375 ESSJAY RD STE 200 WILLIAMSVILLE NY 14221 5789 US Vendor Contact Phone: 716-688-0766 Extension: Discount Details: <table border="1"> <thead> <tr> <th></th> <th>Discount Allowed</th> <th>Discount Percentage</th> <th>Discount Days</th> </tr> </thead> <tbody> <tr> <td>#1</td> <td>No</td> <td>0.0000</td> <td>0</td> </tr> <tr> <td>#2</td> <td>Not Entered</td> <td></td> <td></td> </tr> <tr> <td>#3</td> <td>Not Entered</td> <td></td> <td></td> </tr> <tr> <td>#4</td> <td>Not Entered</td> <td></td> <td></td> </tr> </tbody> </table>		Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	Not Entered			#3	Not Entered			#4	Not Entered			Requestor Name: John S Caldwell Requestor Phone: (304) 558-9578 Requestor Email: john.s.caldwell@wv.gov <div style="text-align: center; font-size: 2em; font-weight: bold;">22</div> FILE LOCATION _____
	Discount Allowed	Discount Percentage	Discount Days																		
#1	No	0.0000	0																		
#2	Not Entered																				
#3	Not Entered																				
#4	Not Entered																				

INVOICE TO	SHIP TO
ACCOUNTS PAYABLE PUBLIC TRANSIT DIVISION OF BLDG 5 RM 663 1900 KANAWHA BLVD E CHARLESTON WV 25305-0432 US	AUTHORIZED RECEIVER PUBLIC TRANSIT DIVISION OF BLDG 5 RM 663 1900 KANAWHA BLVD E CHARLESTON WV 25305-0432 US

On 1/6/2022

Purchasing Division's File Copy

Total Order Amount:	\$237,343.75
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ENTERED

JUH 1/5/2022

PURCHASING DIVISION AUTHORIZATION DATE: <i>Tavafe 1/5/2022</i> ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM <i>John S. Caldwell</i> DATE: ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION <i>[Signature]</i> DATE: <i>1/11/2022</i> ELECTRONIC SIGNATURE ON FILE
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1/10/2022

Extended Description:

Change Order 4 is issued to increase the original contract amount and to add additional time, according to all terms, conditions, and specifications contained in the original contract including all authorized change orders. The contract (unit prices, hourly rates, annual fee, etc.) is increased as defined in the attached documentation.

All provisions of the original Contract and subsequent Change Orders not modified herein shall remain in full force and effect.

Original Contract Price: \$210,000.00

Change Order No. 4 Increase: \$27,343.74

Contract New Total: \$237,343.75
as per attached documentation.

Additional time added is 60 days as per the attached documentation. End date moves from 9/15/2022 to 11/13/2022.

No other changes

Line	Commodity Code	Quantity	Unit	Unit Price	Total Price
1	81101508	0.00000		0.000000	\$237,343.75
Service From	Service To	Manufacturer	Model No		
2018-09-15	2022-11-13				

Commodity Line Description: Professional Engineering/Architectural Services

Extended Description:

Develop plans, specifications, estimates and other bidding and construction documents for the construction of a new transit transfer station for Bluefield Area Transit (BAT)

Federal Terms and Conditions Apply



AIA Document G802™ – 2017

Amendment to the Professional Services Agreement

PROJECT: *(name and address)*
Bluefield Area Transit Transfer Station
1400 Bluefield Drive
Bluefield, WV

AGREEMENT INFORMATION:
Date: 16 August 2018

AMENDMENT INFORMATION:
Amendment Number: 01
Date: 21 September 2021

OWNER: *(name and address)*
West Virginia Department of
Transportation
Division of Public Transit
1900 Kanawha Blvd., East
Charleston, WV 25305

ARCHITECT: *(name and address)*
Wendel WD Architecture, Engineering,
Surveying and Landscape Architecture
PC.
375 Essjay Road, Suite 200
Williamsville, NY 14221

The Owner and Architect amend the Agreement as follows:

Additional services by Civil Subconsultant, Fink Engineering, to observe, measure, and test compaction of replacement material for areas of unsuitable material and buried debris & buried walls that were undiscovered during subsurface exploration. In addition, after the discovering of seeping groundwater onto the site, Fink Engineering designed solutions, monitored and documented installation of the underdrain system on the north of the site. Fink Engineering has also been engaged in modifications to the water and sewer service as directed by local authority.

The Architect's compensation and schedule shall be adjusted as follows:

Compensation Adjustment:
\$27,343.75

Schedule Adjustment:
60 days to conform to Contractor CO #2 related to unsuitable material.

SIGNATURES:

wendel

ARCHITECT *(Firm name)*
DocuSigned by:
Christopher Robinson

SIGNATURE
Christopher Robinson

PRINTED NAME AND TITLE
12/2/2021

DATE

City of Bluefield

OWNER *(Firm name)*
DocuSigned by:
Cecil Marson

SIGNATURE
Cecil Marson

PRINTED NAME AND TITLE
12/6/2021

DATE



November 8, 2021

Chris Robinson
Project Manager - Wendell WD Architecture, Engineering

Chris,

As requested, the following is an overview of the additional Professional / Project Engineer or Surveyor (Field or Office) services that Fink Engineering has been required to perform due to the unsuitable soil found onsite as well as unforeseen issues beyond the scope of our contract:

1. **Paved Area and Building Pad Unsuitable Material:** Once construction commenced, it was discovered that the site subsoil would be unable to meet required levels of bridging and bearing capacity suitable for a parking area and that extensive pockets of construction debris had been buried throughout the site. Our staff monitored the excavation of material to a point that suitable material was found or necessary depths for bridging was achieved. Our staff was onsite to provide Professional / Project Engineer or Surveyor (Field or Office) services to identify a solution to be as cost effective as possible (minimum excavation to meet bridging and bearing capacity requirements) while ensuring a suitable base so that engineered fill could be placed back to original grade. Over 98% of paved areas and 15% of the building pad had an average depth of unsuitable material of 4' however, depths up to 8' of unsuitable material were common. The unsuitable soil geotechnical design and monitoring were not included in our original contract, but was required to keep the project operational.
2. **Unearthed Groundwater Seeps:** The site has been plagued with subsurface groundwater seeps that were exposed during excavation along the northern side of the site. The flow was at a level that flooded excavated areas daily and saturated all surrounding soil which essentially stopped all excavation activities. Our staff provided Professional / Project Engineer or Surveyor (Field or Office) services to identify solutions, monitored, and documented underdrain systems to intercept the seep water and convey it to existing storm drainage piping. Our staff also field monitored the implementation of solutions to limit saturation of sub soils and alleviate capillary saturation in the compacted base soil fill. The Professional / Project Engineer or Surveyor (Field or Office) services were not included in our original contract but were required to keep the project operational.
3. **Buried Walls:** Several buried walls were found during excavation of unsuitable soil that required Professional / Project Engineer or Surveyor (Field or Office) services and monitoring of fill placed back around the wall to ensure that appropriate compaction and drainage was provided. Our staff completed these tasks to ensure that construction was not delayed. Professional / Project Engineer or Surveyor (Field or Office) services in

these areas were not included in the original contract but were required to keep the project operational.

4. **Water Services:** Late in grading operations, a buried water vault was discovered. A discussion ensued about the option to use existing taps in the vault for domestic and fire water service to the facility. Professional / Project Engineer or Surveyor (Field or Office) services to access these facilities is currently being done by our team. This change will save the BAT approximately \$13,000.00. Professional / Project Engineer or Surveyor (Field or Office) services for this change was not included in our original contract.
5. **Sewer Service:** The Bluefield Solid Waste Authority has stated that the existing line is terra cotta and is too brittle to tap into and requested that the sewer service be revised to access an existing manhole on the east side of the site. The contractor has provided routing that would be requested for this change and the issue is actively being reviewed by an engineer in our office. Professional / Project Engineer or Surveyor (Field or Office) services for this change was not included in our original contract.

As per our contract, we are requesting a fee modification to the initial contract amount for Professional / Project Engineer or Surveyor (Field or Office) services. A request to modify the sewer service and both fire and domestic water services has been made. This change to the services will require a plan revision. The following is a summary of the additional time required for the outlined items:

Professional/Project Engineer or Surveyor (Field & Office)

Professional/Project Engineer or Surveyor (Field & Office) - billed in Invoice #4:
175.75 hours @ \$125.00 per hour

Professional/Project Engineer or Surveyor (Field & Office) - unbilled to date:
13.00 hours @ \$125.00 per hour

Professional/Project Engineer or Surveyor (Field & Office) .

30.00 hours @ \$125.00 per hour

Total Fee Adjustment Requested:

\$27,343.75

If you have any questions do not hesitate to call.



Ronald B. Fink P.E., L.S., P.S.
Chief Engineer, Manager



September 22, 2021.

William C. Robinson
Executive Director
Division of Public Transit
West Virginia Department of Transportation
State Capitol Complex
1900 Kanawha Boulevard, East
Building 5, Room 650
Charleston, West Virginia 25305

RE: BAT Transfer Facility
Additional Services for Fink Engineering

Mr. Robinson,

The intent of this letter is to express our belief that additional services are required for Fink Engineering to account for the out-of-scope work required to observe, monitor, and measure additional work performed by the site contractor on the Bluefield Area Transit Transfer Facility project in Bluefield, WV.

As the earthwork progressed a substantial amount of unsuitable material was identified and documented by Fink Engineering. The contractual agreement with the contractor, Swope Construction, provided for unsuitable material in a unit cost to remove and replace. Fink Engineering was on hand to document that process.

Additional unforeseen earthwork related elements were also discovered during the earthwork, namely groundwater infiltration and utility relocation as directed by local authority. Fink Engineering provided design services and observation/documentation to address these discoveries.

Given the efforts already undertaken by Fink Engineering to advance the project we believe Fink Engineering's request for additional compensation to be justified and necessary.

Please see the enclosed document from Fink Engineering outlining the additional services along with AIA document G802-2017 "Amendment to the Professional Services Agreement".

Thank you,

A handwritten signature in black ink, appearing to read "Christopher Robinson".

Christopher Robinson
Sr. Project Manager
Wendel



WEST VIRGINIA DEPARTMENT OF TRANSPORTATION
Division of Public Transit

1900 Kanawha Boulevard East • Building Five • Room 663
Charleston, West Virginia 25305-0432

Telephone: (304) 558-0428 FAX: (304) 558-0174
TDD: (800) 742-6991

William C. Robinson
Executive Director

Jimmy D. Wriston, P.E.
Secretary of Transportation
Commissioner of Highways

October 28, 2021

MEMORANDUM

TO: Jessica Hovanec, Senior Buyer
Purchasing Division

FROM: John Caldwell, Purchasing Officer
Division of Public Transit

SUBJECT: Justification for Price Increase of CCT PTR 19-1

A handwritten signature in black ink, appearing to read "John Caldwell", is written over the "FROM:" field of the memorandum.

Ms. Hovanec,

1. Please find the following change order packet for the subject contract. This change order is for additional time due to unsuitable material and revising services along with utility engineering.
2. The Division of Public Transit requests a courtesy call if there are any problems associated with the attached change order to have an opportunity to address the issue in a timely manner.
3. Itemized Changes:
 - a. Item #1 Professional/ Project Engineer or Survey (Field & Field Office) Additional time due to unsuitable material and revising services.
 1. Description of Work: Additional Monitoring / Design Time
 2. Justification for Change:
 - (a) Fact: Paved Area and Building Pad Unsuitable Material. Once construction commenced, it was discovered that the site subsoil would be unable to meet required levels of bridging and bearing capacity suitable for a parking area and that extensive pockets of construction debris had been burred throughout the site.
 - (b) Fact: Unearthed Groundwater Seeps. The site has been plagued with subsurface groundwater seeps that were exposed during excavation along the northern side of the site.

(c) **Fact: Buried Walls.** Several buried walls were found during excavation of unsuitable soil that required Professional/ Project Engineering or Surveying or (Field & Office) Services and monitoring of fill placed back around the wall to ensure that appropriate compaction and drainage was provided.

(d) **Recommendation:** The additional work is within scope of the contract and the associated costs are fair and reasonable.

3. Cost: 188.5 hours @ \$125.00 per hour = \$23,593.75

4. Funding 80% Federal – 20% State/ Local

b. Item #2 **Professional/Project Engineer or Surveyor (Field & Office) - Utilities:**

1. Description of Work: Water and Sewer Service Connection

2. Justification for Change:

(a) **Fact: Water Services:** Late in grading operations, a buried water vault was discovered. A discussion ensued about the option to use existing taps in the vault for domestic and fire water services to the facility.

(b) **Sewer Service:** The Bluefield Solid Waste Authority has stated that the existing line is terra cotta and is too brittle to tap into and requested that the sewer service be revised to access an existing manhole on the east side of the site.

(c) **Recommendation:** The additional work is within scope of the contract and the associated costs are fair and reasonable.

3. Cost: 30 hours @ \$125.00 per hour = \$3,750.00

4. Funding 80% Federal – 20% State / Local

4. Accounting Summary

CONSOLIDATED PRICING OF CHANGE ORDER		
Description	Federal Funds	State/ Local Funds
Item#1 Additional Time	\$18,876.60	\$4,717.15
Item #2 Utility Engineering	\$3,000.00	\$750.00
Total	\$21,876.60	\$5,467.15
Grand Total		\$27,343.75

5. If you have any question or concerns the point of contact for this action is Mr. John Caldwell, 304-414-8976, John.S.Caldwell@wv.gov



APPROVED
12/15/11

**WEST VIRGINIA DEPARTMENT OF TRANSPORTATION
Division of Public Transit**

1900 Kanawha Boulevard East • Building Five • Room 663
Charleston, West Virginia 25305-0432
Telephone: (304) 558-0428 FAX: (304) 558-0174
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