

## MEMORANDUM

DATE: November 9, 2015

TO: Lesley B. Thomas, City Engineer,  
Deputy Manager of Public Works

THROUGH: David Huntsinger,  
Director of Public Works  
Capital Projects Management

FROM: Michael Harmer, P.E. *MDH*  
City Project Manager

SUBJECT: Contract Amendment to add scope, and increase billing rates.  
Contract No.: CE93007  
Contract Name: Design Services Agreement between the City and FHU

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The apparent low bidder for the construction of the Broadway, Arizona to Kentucky project is Castle Rock Construction. City staff needs continued support from the FHU consultant team to provide design support and materials testing during the construction of the project. The consultant team also needs to finish existing activities associated with the relocation and reestablishment of tenants and owners of the properties that were acquired for the project.

The contract with FHU will expire at the end of the year unless it is amended. City staff is requesting that Public Works Management approve moving forward with an amendment to the contract to add the additional services stated above, and provide a rate increase, for a second time, to the consultant team.

Listed below is the history of the contract:

- April 20, 2010 – Original Contract for the 30% Design of the entire project
- March 21, 2012 – Amendment 1 signed – This Amendment added the Final design of Broadway and the Loop Ramp. An increase in rates of 2.25% was given. This matched the increase by City Employees after years of no raises and furloughs.
- Fall 2012 – Amendment 2 – Scope revision only. Swap in the final design of the Loop Ramp for Mississippi between the CML and Logan

An interoffice memo was issued on September 9, 2014 with the following guidelines for consultant rate increases to existing professional service contracts:

1. There will be no amendments for rate changes only.
2. Professional service contract rates may be modified/amended once per contract.
3. Rate changes should only be granted when the original contract term is extended and will only be considered on contracts that exceed three years in term.
4. Changes in hourly rates must not exceed a total of 5% of the aggregate original established contract rates for the term of the extension.
5. Reimbursables will not be considered for rate increases.

The memo does allow for a deviation from the above referenced guidelines will require approval by the City Engineer and CPM Director.

Guidelines 1, and 5 are met. City staff is requesting a deviation from guidelines 2, 3 and 4 from the CPM Director and the City Engineer. The justification is as follows:

- This contract has been going on for so long because it's taken years to piece together funding for the project. The contribution from Cherokee and Lionstone disappeared with the economic downturn in 2008. This is not the result of actions taken by the Consultant team.
- Refer to the history of the contract. This is the second time scope and term will be added to the contract.
- It's been over three years since rates have been adjusted.
- The request from the consultant does not exceed a 5% increase to the current rates.
- Attached to this memorandum is FHU's request and supporting justification for a rate increase. City staff believes that the justification provided is valid.
- City staff has also looked at using existing on-call contracts with similar terms to complete this work. Upon comparing the rates for the on-call and those of the project specific contract with a 5% to the current rates, City staff determined that amending the rates within the contract provide a better value to the City. On average, the amended rates would be 2.4% less than those for the on-call.

The deviation from the guidelines and the 5% rate increase from the current rates are approved:

Director of CPM 

City Engineer 



August 15, 2014

Michael Harmer, P.E.  
Senior Engineer  
City and County of Denver Public Works  
201 W. Colfax Avenue  
Denver, CO 80202

RE: City and County of Denver Project No. CE93007 – Request Increase in Hourly Rates for Amendment 3

Dear Mike,

For the above mentioned project, Felsburg Holt & Ullevig (FHU) is requesting to raise FHU's and subconsultant hourly rates by 5%.

Current project hourly rates lag our Standard Hourly Rates by an average of 9%, and our 2013 CDOT Master Pricing Agreement (MPA) by approximately 4%. (Note our 2014 CDOT MPA is about to be approved, and will increase the difference between our current CE93007 rates and CDOT MPA to approximately 5%.) See attachments for additional information.

Attached at the end of this document are the proposed rates for FHU and our subconsultants with the 5% increase.

Please let me know if the City will allow a 5% increase in hourly rates for FHU as well as our subconsultants. If not a 5% increase what percent increase will the City allow?

Once FHU receives written (or email) confirmation of the allowed rate increase FHU and our subconsultants will prepare a proposed fee estimate for Amendment 3, which covers engineering assistance during construction as well as material's testing.

Sincerely,

Jeanne Sharps, P.E.  
Project Manager

Attachments

# Employee List

Friday, July 18, 2014

1:07:15 PM

Felsburg Holt & Ullevig

Billing Category	TA Billing Rate	Current CE93007 Rate	% Diff
<b>Administrative</b>			
Administrative	80.00	66.46	20%
<b>Associate</b>			
Associate	165.00	148.26	11%
<b>Designer II</b>			
Designer II	80.00	71.58	12%
<b>Designer III</b>			
Designer III	90.00		
<b>Designer IV</b>			
Designer IV	105.00	92.03	14%
<b>Designer V</b>			
Designer V	110.00	97.14	13%
<b>Engineer I</b>			
Engineer I	80.00	81.8	-2%
<b>Engineer II</b>			
Engineer II	95.00	92.03	3%
<b>Engineer III</b>			
Engineer III	105.00	102.25	3%
<b>Engineer IV</b>			
Engineer IV	125.00	117.59	6%
<b>Engineer V</b>			
Engineer V	140.00	127.81	10%
<b>Env Scientist/Planner I</b>			
Env Scientist/Planner I	80.00	81.8	-2%
<b>Env Scientist/Planner II</b>			
Env Scientist/Planner II	95.00	92.03	3%
<b>Env Scientist/Planner III</b>			
Env Scientist/Planner III	105.00	102.25	3%
<b>Env Scientist/Planner IV</b>			
Env Scientist/Planner IV	125.00	117.59	6%
<b>Env Scientist/Planner V</b>			
Env Scientist/Planner V	140.00	127.81	10%
<b>Environmental Tech II</b>			
Environmental Tech II	80.00	71.58	12%
<b>GIS Specialist I</b>			
GIS Specialist I	80.00	81.8	-2%
<b>GIS Specialist III</b>			
GIS Specialist III	105.00	102.25	3%
<b>Principal I</b>			
Principal I	175.00	163.6	7%
<b>Principal II</b>			
Principal II	195.00	180	8%
<b>Sr Admin Assistant</b>			
Sr Admin Assistant	80.00	66.46	35%
<b>Sr Bridge Designer</b>			
Sr Bridge Designer	140.00	107.36	30%
<b>Sr Designer</b>			
Sr Designer	120.00	107.36	12%
<b>Sr Engineer</b>			
Sr Engineer	180.00	138.04	16%
<b>Sr Env Scientist/Planner</b>			
Sr Env Scientist/Planner	180.00	138.04	16%
			247%
		categories	26
		ave increase	9%

**MASTER PRICING AGREEMENT eff. 07/01/2013**

PROJECT NUMBER: \_\_\_\_\_  
 LOCATION: \_\_\_\_\_  
 FIRM NAME: Feldberg Hoff & Liburdy  
 NAME OF PREPARER: Robert G. Rufers, P.E.  
 SCOPE OF WORK DATE: \_\_\_\_\_  
 TYPE OF PROPOSAL: Specific Rate of Pay

PHONE NUMBER: (303) 721-1440  
 CONTRACT #: \_\_\_\_\_  
 TASK ORDER #: \_\_\_\_\_  
 CONTRACT TIME: \_\_\_\_\_

**1A. SPECIFIC RATE OF PAY**

Employee Name	Employee Classification	Direct Salary Cost / Hour (a)	Indirect Cost (%) (b)	Fee (%) (c)	Multplier (d)	Specific Rate \$/Hour (e)
Transportation Planner I		\$4.14	173.59%	10.00%	3.0984	\$19.87
Transportation Planner II		\$1.36	173.59%	10.00%	3.0984	\$6.64
Transportation Planner III		\$1.36	173.59%	10.00%	3.0984	\$6.64
Transportation Planner V		\$4.14	173.59%	10.00%	3.0984	\$19.87

Average Hourly Rates Per Pay Grade	CE9507 Current Hourly Rates	% Diff + minus CDOT =
\$7.57	\$6.10	-23%
\$6.64	\$6.64	0%
\$113.13	\$113.25	0.1%
\$138.88	\$137.81	-0.8%

Multplier (d) =  $1 + (b) \times [1 + (c)]$   
 Specific Rate (\$/Hour) =  $(a) + (a \times b) + (a + (a \times b)) \times c \text{ or } (a) \times (d)$

Note: FHWA's MPA will be updated with the next annual March 2014 and a similar multiplier

# Emp	Total %
1	-2.8%
1	2.1%
1	0.1%
1	0.0%
84	338.0%
ave of 84	4.0%

**2A. OTHER DIRECT COST (IN-HOUSE)**

Item	Rate	Unit	Quantity	Cost
<b>PLOTTING</b>				
Blank	\$0.34	SP	750	750
Glue	\$0.71	SP	750	750
Ink	\$0.55	SP	750	750
Volume	\$2.29	SP	750	750
<b>COPIES &amp; PRINTS</b>				
Black & White	\$0.88	Each	750	750
Color	\$5.10	Each	750	750
<b>PRESENTATION BOARDS</b>				
Board - Foam Core Mounted	\$1.33	SP	750	750
Glue - Foam Core Mounted	\$1.30	SP	750	750
<b>TRAVEL</b>				
Mileage (1)	\$0.510	Mile	750	750

(1) All travel reimbursable State Government rate

**2B. OTHER DIRECT COST (OUTSIDE)**

Item	Rate	Unit	Quantity	Cost
<b>DELIVERIES</b>				
Overnight Deliveries	(2)	Each	750	750
Local Courier	(2)	Each	750	750
Postage (Major Mailings)	(2)	Each	750	750
<b>TRAVEL/ACCOMMODATIONS</b>				
Rooming & Yaks	(2)	Each	750	750
Air Fare	At Cost (2)	Each	750	750
Lodging	At Cost (4)	Each	750	750
Meals	At Cost (4)	Month	750	750
<b>OTHER</b>				
Traveler's Expense	(4)	Each	750	750
Auto Rental	At Cost (6)	Each	750	750
Meeting Facility Rental	At Cost (8)	Each	750	750
Sound Equipment	At Cost (8)	Each	750	750
Catering	At Cost (7)	Each	750	750
Film Development	(5)	Each	750	750
Miscellaneous	At Cost (2)	Each	750	750

**2. TOTAL OTHER DIRECT COSTS**

**\$6.80**

- (2) At actual reasonable cost.
- (3) At actual reasonable cost, but always requires a specific prior request of CDOT and the written approval of CDOT of the actual dollar amount of direct, unless stated to be emergency class within limited of least 9 weeks in advance.
- (4) At cost, but not to exceed applicable rates as shown Colorado Travel Plans.
- (5) At actual reasonable cost, but always requires a specific prior request of CDOT and the written approval of CDOT of the actual dollar amount of rental, unless rental is for equipment or equipment collectible with Unleashed savings.
- (6) At actual reasonable cost, but always requires a specific prior request of CDOT and the written prior approval of CDOT.
- (7) At actual reasonable cost, but always requires a specific prior request of CDOT and the written prior approval of CDOT. CDOT will neither approve nor reimburse for any alcoholic beverages associated with any meal or other activity.
- (8) At actual reasonable cost and always requires prior line-by-line approval by CDOT before any specific expenditure.

## SCHEDULE OF PERSONNEL BILLING RATES

**PROPOSER: Felsburg Holt & Ullevig**

PERSONNEL CLASSIFICATION	BILLING RATE PER HOUR
Principal II	\$ 189.00
Principal I	\$ 171.78
Associate	\$ 155.67
Sr. Engineer/Sr. Environmental Scientist/Sr. Transportation Planner	\$ 144.94
Engineer V/Environmental Scientist V/ Transportation Planner V	\$ 134.20
Engineer IV/Environmental Scientist IV/ Transportation Planner IV	\$ 123.47
Engineer III/Environmental Scientist III/ Transportation Planner III	\$ 107.36
Engineer II/Environmental Scientist II/ Transportation Planner II	\$ 96.63
Engineer I/Environmental Scientist I/ Transportation Planner I	85.89
Sr. Bridge Designer	\$ 112.73
Sr. Designer	\$ 112.73
Designer V	\$ 102.00
Designer IV	\$ 96.63
Designer III	\$ 85.89
Designer II	\$ 75.16
Designer I	\$ 64.42
Administrative	\$ 69.78
	\$
	\$
	\$
	\$
	\$
	\$
	\$

*Attachment 3*

**SCHEDULE OF PERSONNEL BILLING RATES**

**PROPOSER: Regnier & Associates, Inc.**

<b>PERSONNEL CLASSIFICATION</b>	<b>BILLING RATE PER HOUR</b>
Principal	\$ 126.00
Public Involvement / Information Specialist	\$ 126.00
Spanish Translation / Facilitation Specialist	\$ 126.00
Graphic Artist	\$ 94.50
Project Administrator	\$ 78.75
Communication Specialist	\$ 76.75
Administrative Assitante	\$ 57.75
	\$
	\$
	\$
	\$
	\$
	\$
	\$

*Attachment 3*

**SCHEDULE OF PERSONNEL BILLING RATES**

**PROPOSER: Goodbee & Associates, Inc.**

<b>PERSONNEL CLASSIFICATION</b>	<b>BILLING RATE PER HOUR</b>
Principal	\$ 144.94
Lead Project/Construction Engineer	\$ 134.20
Lead Project Manager	\$ 134.20
Staff Engineer	\$ 107.36
Staff Utility Specialist and Senior Environmental Specialist	\$ 107.36
Staff Engineer	\$ 107.36
Field Project Manager	\$ 102.00
Field Engineer/Engineering Tech	\$ 91.26
CAD Tech	\$ 69.78
Administrative/Clerical	\$ 91.26
	\$
	\$
	\$
	\$



*Attachment 3*

**SCHEDULE OF PERSONNEL BILLING RATES**

**PROPOSER: Yeh & Associates, Inc.**

<b>PERSONNEL CLASSIFICATION</b>	<b>BILLING RATE PER HOUR</b>
Principal	\$ 160.65
Project Manager	\$ 144.90
Sr. Engineer/Geologist	\$ 115.50
Graphic Specialist	\$ 126.00
Project Engineer/Geologist	\$ 99.75
Staff Engineer/Geologist	\$ 80.54
Sr. Field Inspector	\$ 99.75
Field Inspector	\$ 85.89
Sr. Field Engineer/Technician	\$ 78.75
Field Engineering Technician	68.25
Drafter	\$ 69.83
Laboratory Technician	\$ 90.00
	\$
	\$
	\$
	\$
	\$
	\$
	\$