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Memo

Date: August 25, 2021 Project #: 19008
 Topic: Proposed Change Order Project Name: Town of Vienna
Pre-Construction Services Extension New Police Station
Construction Phase Unforeseen Conditions

Original Downey & Scott Fee Proposal dated 11/26/18 included Pre-Construction Phase services for fifteen (15) months from December 2018 through February 2020. Due to delays in design based on requested changes from Town of Vienna Council and Boards, and the COVID-19 disruptions, the Pre-Construction Phase was extended through October 2020. This proposed change order is for the Additional eight (8) Months of Pre-Construction Phase Services

Project Executive	Bill Downey	\$135.00/hour	136 hours	\$18,360.00
Project Manager	Kevin Fallin	\$125.00/hour	96 hours	<u>\$12,000.00</u>
			Sub-Total	\$30,360.00

In addition, several previously unknown conditions have resulted in an excessive number of hours being consumed during the Construction Phase of the Project. These issues include:

- Re-Alignment of the storm sewer at Center Street – Downey and Scott managed the re-design, Town of Vienna Approval process, and installation of new design after it was discovered by test pitting that the original design would not work due to conflict with existing utilities located in the street.
- Gas Line Relocation to serve the Church – Downey & Scott surveyed the existing conditions, managed the design, Washington Gas coordination and Installation, and Permitting. The new gas service was required to be installed prior to demolition of the existing facility in order to maintain service to the church. The existing connection of the Church from the parsonage House was unknown and not recorded in the design documents.
- Unsuitable Soils – Hoar submitted a PCO for unsuitable soils, which led to many discussions, meetings, and a review of contract language based on a difference in interpretation. Downey & Scott coordinated with the Town of Vienna and Hoar Construction to resolve the potential change order in a mutually beneficial manner, while avoiding any potential claim on the project.

Project Executive	Bill Downey	\$135.00/hour	48 hours	\$ 6,480.00
Project Manager	Kevin Fallin	\$125.00/hour	96 hours	\$12,000.00

Construction Manager	Lawrence Tressler	\$125.00/hour	82 hours	\$10,250.00
Construction Inspector	Brannon Addison	\$98.73/hour	48 hours	\$ 4,739.04
Expenses	Mileage – 56 miles roundtrip	\$0.56/mile	20 trips	\$ 627.20
			Sub-Total	\$34,096.24
			TOTAL	\$64,456.24

++ This will bring total Downey & Scott Contract to \$383,406.24. The Council previously approved a contract value of \$318,950.00, which was the base contract of \$303,763 + \$15,187 (5% Contingency).

We appreciate your consideration.

Sincerely,



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