

## **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

### **ITEM 1907-20: Approving a Zero-Cost Modification and Time Extension for the Ocean Drive (CR 621) Upgrades and Bridge Improvements Local Concept Development Study**

#### **PROPOSAL**

At its July 8, 2019 meeting, the SJTPO Technical Advisory Committee recommended that the Policy Board approve a Zero-Cost Modification and Time Extension related to the Subcontract Agreement associated for the Ocean Drive (CR 621) Upgrades and Bridge Improvements Local Concept Development Study.

#### **BACKGROUND**

On September 25, 2017, with Resolution 1709-32 (Approving the Selection of Michael Baker International, Inc. as the Consultant for the Ocean Drive (CR 621) Upgrades and Bridge Improvements Local Concept Development Study), the Policy Board approved the selection of the consultant with a maximum fee of \$1.25 million. On September 28, 2017 a Subcontract Agreement was fully executed between Michael Baker International, Inc. and the South Jersey Transportation Authority authorizing work to commence on the technical study.

On November 26, 2018, with Resolution 1811-23 (Amending the Scope of Services and Approving a Contract Modification for the Ocean Drive (CR 621) Upgrades and Bridge Improvements Local Concept Development Study), the Policy Board approved an amendment to the original Subcontract Agreement, adding scope of work and increasing the total maximum fee. The amendment included analysis to determine the potential hydrodynamic impacts the project may have on the bridges and watershed with a final deliverable being a Hydrodynamic Study. The additional scope of work for the study was \$80,000, resulting in a revised maximum fee of \$1.33 million. On November 26, 2018 an Amendment Subcontract Agreement was fully executed between Michael Baker International, Inc. and the South Jersey Transportation Authority authorizing work to commence the additional work associated with the technical study.

On June 18, 2019 an Interagency Review Committee (IRC) meeting was held with NJDOT (Local Aid and Bureau of Environmental Program Resources) as well as FHWA-NJ Division. Concerns related to rehabilitation of the bridge and the need to consider the Secretary of Interior Standards for Rehabilitation were expressed. Furthermore, NJDOT noted that a Value Engineering analysis may be required. NJDOT will issue a formal letter to document the decision, providing further details related to why and what actions will need to be taken. While it is not immediately clear what level of effort will be needed, the overall project schedule will need to be extended with a Second Amendment to the Subcontract Agreement required.

Additional coordination, documentation, and analysis is required to satisfy concerns of the IRC, resulting in the need to extend the end date of the existing Subcontract Agreement. Michael Baker International, Inc. has requested that \$16,000.01 be reallocated from other direct expenses to labor, to compensate Michael Baker International, Inc. for the additional labor associated with the necessary work to advance the project into the next phase of the NJDOT Project Delivery Process. This reallocation is requested based upon their understanding of the additional work to be completed, resulting from the IRC meeting.

As such, a Zero-Cost Modification and Time Extension is requested, extending the length of the Subcontract Agreement with a new end date of January 31, 2020, effective from the expiration on the existing Subcontract Agreement on June 28, 2019. The total amended cost of \$1,330,000.00 will not be affected by this Amendment.

June 27, 2019

Ms. Jennifer Marandino  
South Jersey Transportation Planning Organization  
782 S Brewster Road, Unit B6  
Vineland, New Jersey 08361

**Subject: Ocean Drive (CR 621) Upgrades and Bridge Improvements  
Local Concept Development Study  
Contract Extension and Zero Cost Modification Request**

Dear Ms. Marandino:

As you are aware, Michael Baker International, Inc. (Michael Baker) has been working towards completing the Local Concept Development Phase for the subject project in accordance with the original schedule before the current contract expires on June 28, 2019. However, due to a delay in receiving approval by the Interagency Review Committee (IRC), the overall project schedule will need to be extended.

It is anticipated that the IRC will be formally documenting their decision in a letter within a matter of weeks. At this time, we request that the contract end date be moved to January 31, 2020 to account for additional work efforts. Additionally, based on Michael Baker's current understanding of the additional work efforts that will be requested by the IRC, Michael Baker formally requests a Zero Cost Modification with no impact to the overall project cost. Attached you will find a redistribution of project line item budgets between Michael Baker's direct costs, labor, overhead and fee. A redistribution of Subconsultants costs is not anticipated.

Your favorable consideration of this requested Contract Extension and Zero Cost Modification would be greatly appreciated. If you have any questions, please feel free to contact me at 609-807-9585 or Marty Wade at 609-807-9524.

Sincerely,

**MICHAEL BAKER INTERNATIONAL, INC.**



Joseph Romano, P.E.  
Associate Vice President/Project Manager

**Budget Plan Adjustment Request and Approval Form**

**SUMMARIZED BUDGET PLAN ADJUSTMENT REQUEST FORM**

**FIRM'S NAME:** Michael Baker International, Inc.  
**SUBCONTRACT PROJECT TITLE:** Ocean Drive (CR 621) Upgrades and Bridge Improvements Local Concept Development Study  
**DATE:** June 27, 2019

	<b>Current Authorized Budget</b>	<b>Proposed Adjustment</b>	<b>Proposed Adjusted Budget</b>	<b>% Change</b>
PART I: LABOR COSTS (PERSONNEL SERVICES)				
1. SALARIES	\$ 266,920.90	\$ 6,024.46	\$ 272,945.36	2%
2. OVERHEAD (141.44%)	\$ 378,107.93	\$ 8,521.00	\$ 386,628.93	2%
SUBTOTAL LABOR COSTS	\$ 645,028.83	\$ 14,545.46	\$ 659,574.29	2%
PART II: NON-LABOR DIRECT EXPENSES				
SUBTOTAL DIRECT EXPENSES	\$ 22,531.56	\$ (16,000.01)	\$ 6,531.55	-71%
PART III: FEE				
FIXED FEE (10%)	\$ 64,502.88	\$ 1,454.55	\$ 65,957.43	2%
PART IV: SUBCONSULTANT COSTS				
WSP	\$ 440,474.43	\$ -	\$ 440,474.43	0%
CHURCHILL CONSULTING ENGINEERS	\$ 143,376.80	\$ -	\$ 143,376.80	
RICHARD GRUBB & ASSOCIATES, INC.	\$ 14,085.50	\$ -	\$ 14,085.50	
SUBTOTAL SUBCONSULTANT COSTS	\$ 597,936.73	\$ -	\$ 597,936.73	0%
TOTAL BUDGET	\$ 1,330,000.00	\$ -	\$ 1,330,000.00	0%

## **SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION**

**RESOLUTION 1907-20: Approving a Zero-Cost Modification and Time Extension for the Ocean Drive (CR 621) Upgrades and Bridge Improvements Local Concept Development Study**

**WHEREAS, the South Jersey Transportation Planning Organization (SJTPO) is the Metropolitan Planning Organization (MPO) designated under Federal law for the southern region of New Jersey including Atlantic, Cape May, Cumberland, and Salem Counties; and**

**WHEREAS, the Fiscal Year 2018 SJTPO Unified Planning Work Program includes Federal Highway Administration planning funds for this project as Task 18/409; and**

**WHEREAS, at their September 25, 2017 meeting, the Policy Board approved Michael Baker International, Inc. as the consultant for the technical study with a maximum fee of \$1,250,000.00; and**

**WHEREAS, a Subcontract Agreement between Michael Baker International, Inc. and the South Jersey Transportation Authority was fully executed on September 28, 2017 with a Notice to Proceed issued on the same date; and**

**WHEREAS, at their November 26, 2018 meeting, the Policy Board approved an amendment to the scope of service and approved a contract modification to include a hydrodynamic analysis with an additional fee of \$80,000.00 and a revised maximum fee of \$1,330,000.00; and**

**WHEREAS, an Amendment to the Subcontract Agreement between Michael Baker International, Inc. and the South Jersey Transportation Authority was fully executed on November 26, 2018 with a Notice to Proceed issued on the same date; and**

**WHEREAS, based upon discussions at a June 18, 2019 Interagency Review Committee (IRC) meeting, the Committee expressed not being comfortable advancing the project to Preliminary Engineering at this time; and**

**WHEREAS, NJDOT will issue a formal letter to document the decision, providing further details related to why and what actions will need to be taken to advance the project into the next phase of the NJDOT Project Delivery Process; and**

**WHEREAS, additional coordination, documentation, and analysis is required to satisfy the concerns of the IRC, resulting in the need to extend the existing Subcontract Agreement end date from June 28, 2019 to January 31, 2020; and**

**WHEREAS, based upon additional work efforts discussed at the June 18, 2019 IRC meeting and subsequently memorialized in the formal letter from NJDOT, Michael Baker International, Inc. has requested that \$16,000.01 be reallocated from other direct expenses to labor, to compensate Michael Baker International, Inc.; and**

**WHEREAS, a Zero-Cost Modification and Time Extension is requested, extending the length of the Subcontract Agreement with a new end date of January 31, 2020, effective from the expiration of the existing contract on June 28, 2019; and**

WHEREAS, the total amended cost of \$1,330,000.00 will not be affected by this contract amendment; and

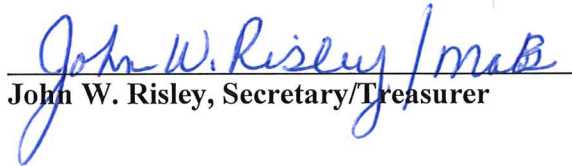
WHEREAS, the contract amendment to extend the contract end date will not negatively impact the initial needs and objectives of the technical study; and

NOW THEREFORE BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby approves the Zero-Cost Modification and Time Extension for Ocean Drive (CR 621) Upgrades and Bridge Improvements Local Concept Development Study; and

BE IT FURTHER RESOLVED, that the Policy Board requests that the South Jersey Transportation Authority execute the appropriate contractual arrangements with the consultant on behalf of the SJTPO.

Certification

I hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Policy Board of the South Jersey Transportation Planning Organization at its meeting of July 22, 2019.

  
John W. Risley, Secretary/Treasurer