

MEMORANDUM

TO: Steve Ehlmann, County Executive

FROM: Tracy Bayne, Acting Director of Finance *zab*

DATE: May 12, 2023

RE: Addendum #2 – GBA, Inc.  
RE: 16-112 Gutermuth Phase 3 Engineering Design Services

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Attached please find Addendum #2 in the amount of **\$232,185.00** to the agreement with **GBA, Inc.** to provide major redesign services to the project to dramatically reduce construction costs. This addendum increases the total amount of the agreement to **\$568,024.00**.

Original Agreement	\$ 329,910.00	
Amendment #1	\$ 5,929.00	
Amendment #2	\$ 232,185.00	[72.17% aggregate increase]

Total agreement addendums are greater than 10% of the original approved agreement. This addendum requires approval of the County Executive per 135.430 OSCCMo.

The account number that will be charged for this purchase is 2059400-47601 project 31319.

Enclosure  
km

**GUTERMUTH ROAD, PHASE III  
ENGINEERING DESIGN SERVICES CONTRACT  
ADDENDUM NO. 2**

An addendum to the contract entered into in the County of St. Charles, State of Missouri, by and between St. Charles County, a County Government, hereinafter referred to as County, and GBA, Inc., a Missouri Corporation, hereinafter referred to as Consultant.

**WITNESSETH:**

WHEREAS, the County is seeking additional services from the Consultant for the Gutermuth Road, Phase III Project including a major redesign of the project to dramatically reduce construction cost, and

WHEREAS, consultant has submitted a cost to provide professional and technical services, in addition to the Basic Services required in Section I of the Original Contract, and

WHEREAS, the County and Consultant have held subsequent meetings to define the terms and conditions which are specified herein of such professional and technical services,

NOW, THEREFORE, in consideration of the foregoing recitals, and the terms and conditions herein contained, it is agreed to the following:

**SECTION I GENERAL**

The Consultant shall serve as the County's professional and technical representative in the completion of the items described in this addendum.

**SECTION II BASIC SERVICES OF CONSULTANT**

The additional services to be provided by the Consultant under this addendum are described herein as part of the May 9, 2023 correspondence from the Consultant to the St. Charles County Highway Department and shall include all required field and office work to provide the additional services to limit grade change, simplify traffic control, redesign drainage, reduce lane width, remove a multi-use path and traffic signal, and other revisions to reduce project cost.

**SECTION III COMPENSATION ADDITIONAL SERVICES**

The County shall pay Consultant for additional services rendered under Section II, of the addendum, for a fixed fee of \$232,185.00.

It is expressly understood and agreed that in no event will the total compensation to be paid for the additional services described in Section II of this addendum exceed \$232,185.00.

**SECTION IV AUDIT CLAUSE FOR CONTRACTS**

Examination of Records

The Contractor's records which shall include, but not be limited to, accounting records (hard copy, as well as computer readable data), written policies and procedures, subcontractor files, indirect cost records, overhead allocation records, correspondence, instructions, drawings, receipts, vouchers, memoranda, and any other data relating to this contract shall be open to inspection and subject to audit and/or reproduction by the County Auditor, or a duly authorized representative from the County, at the County's expense. The Contractor shall preserve all such records for a period of three years, unless permission to destroy them is granted by the County, or for such longer period as may be required by law, after the final payment. Since the Contractor is not subject to the Missouri Sunshine Law (Chapter 610, RSMo), information regarding the Contractor's operations obtained during audits will be kept confidential.

IN WITNESS WHEREOF, the parties have entered into this Agreement on the date last written below.

Executed by the County this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

Executed by GBA, Inc. this 10<sup>th</sup> day of May, 2023.

GBA, INC.

ST. CHARLES COUNTY, MISSOURI

By Michael C. Erdtmann

By \_\_\_\_\_

Title Michael C. Erdtmann  
Senior Associate

Title STEVE EHLMANN  
COUNTY EXECUTIVE

ATTEST: Lea Murray

ATTEST: \_\_\_\_\_

Lea Murray  
Senior Administrative Assistant

\_\_\_\_\_  
ST. CHARLES COUNTY REGISTRAR

**CERTIFICATE OF DIRECTOR OF FINANCE**

I certify that there is a balance otherwise unencumbered to the credit of the appropriation to which this order is chargeable, and a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made, each sufficient to meet this obligation.

Tracy A. Bayne  
TRACY BAYNE  
ACTING DIRECTOR OF FINANCE

**SUMMARY - Gutermuth Road Improvements Phase III - Supplemental No 2**

**LUMP SUM**

**St. Charles County Proj. No.**

**GBA Proj. No. 14211**

**5/9/2023**

**Task 10 - Supplemental No 2 Final Design**

**Subtask 1 - RDW Roadway**

CLASSIFICATION		<b>Rate</b>	<b>Total Labor</b>
Sr. Assoc	41.00	\$ 245.00	\$ 10,045.00
Sr. AES	106.00	\$ 180.00	\$ 19,080.00
Project AES	314.00	\$ 160.00	\$ 50,240.00
Staff AES	424.00	\$ 125.00	\$ 53,000.00
Sr. Admin Asst	4.00	\$ 105.00	\$ 420.00
<b>Subtotal Labor</b>	<b>889.00</b>		<b>\$ 132,785.00</b>
<b>Subtotal</b>			<b>\$ 132,785.00</b>

**Subtask 2 - TRF Traffic**

CLASSIFICATION		<b>Rate</b>	<b>Total Labor</b>
Associate	26.00	\$ 220.00	\$ 5,720.00
Project AES	118.00	\$ 160.00	\$ 18,880.00
Staff AES	96.00	\$ 125.00	\$ 12,000.00
<b>Subtotal Labor</b>	<b>240.00</b>		<b>\$ 36,600.00</b>
<b>Subtotal</b>			<b>\$ 36,600.00</b>

**Subtask 3 - WEG Stormwater Design and Environmental Permitting**

CLASSIFICATION		<b>Rate</b>	<b>Total Labor</b>
Sr. Assoc	24.00	\$ 245.00	\$ 5,880.00
Associate	126.00	\$ 220.00	\$ 27,720.00
Design AES	180.00	\$ 140.00	\$ 25,200.00
Staff AES	32.00	\$ 125.00	\$ 4,000.00
<b>Subtotal Labor</b>	<b>362.00</b>		<b>\$ 62,800.00</b>
<b>Subtotal</b>			<b>\$ 62,800.00</b>

**Subconsultants** \$ -

**Expenses** \$ -

<b>TOTAL ESTIMATED FEE</b>	1,491	<b>\$ 232,185.00</b>
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**JOB COST ESTIMATING FORM**

George Butler Associates, Inc.  
 St. Charles County Proj. No.  
 GBA Proj. No. 14211  
 Gutermuth Road Improvements Phase III - Supplemental No 2  
 5/9/2023

CLASSIFICATION	Sr. Assoc	Associate	Sr. AES	Project AES	Design AES	Staff AES	Sr. Admin Aast	Total Hours per Task
<b>Task 10 - Supplemental No 2 Final Design</b>								
<b>Subtask 1 - RDW Roadway</b>								
1 General Management, Supervision, Scheduling, Coordination & Correspondence (emails, records, phone calls)	10			20				
2 County Meetings (2 Meetings, 2 staff attending)	2			2				
3 Provide Monthly Progress Reports and Invoices				4			4	
4 Internal Design Team Meetings	4			8		8		
5 Utility Coordination				16				
6 Coordination with Traffic and WEG Groups				16				
7 Design Criteria and Exceptions	2			4				
8 TWLTL Removal and Lane Width Reduction								
a Typical Section Adjustments				2		4		
b Plan File Adjustments				2		4		
c Template and Modelling Adjustments				8		16		
d Plan Sheet Updates	1			24		40		
9 Design Speed Reduction								
a Typical Section Adjustments				2		4		
b Profile Adjustments and Alternatives				10		20		
c Template and Modelling Adjustments				8		16		
d Profile Sheet Updates	1			4		8		
10 North Side Shared Use Path Removal								
a Typical Section Adjustments				2		4		
b Plan File Adjustments				2		4		
c Template and Modelling Adjustments				8		16		
d Plan Sheet Updates				4		8		
11 Title Sheet and General Note Adjustments				4		8		
12 Quantity Sheet Adjustments (2A & 2B)				8		40		
13 Redo Superelevation Design	1		2	8		16		
14 Construction Limit Update				4		8		
15 Entrance Design and Detail Adjustments (28 Entrances)	1			8		32		
16 Sidewalk Design and Detail Adjustments				8		16		
17 Redo Curb Ramp Design (6 Curb Ramps)				4		8		
18 Special Sheets								
a Redo Intersection Details (4)	1			8		32		
b Redo Retaining Wall Design and Details (2 Walls)				8		16		
19 Construction Detail Adjustments			2	8				
20 Redo Erosion Control Details				4		8		
21 Final Storm Sewer Plan and Profile Adjustments				8		40		
22 Modelling Updates			40	16				
23 Recut Cross Sections (30 Sheets)			40	8				
24 Redo Earthwork				4		8		
25 Final Cost Estimate Adjustments	4			8		16		
26 Project Specifications & Bid Document Adjustments			4	8				
27 Workday Study Adjustments			2	4				
28 Final Draft and PS&E Resubmittal to County	2			8				
29 QAQC	8		16	8				
30 Revisions Due to County Comments	2			8		16		
31 Revisions Due to MoDOT Comments	2			4		8		
32 Final Signed/Sealed Submittal				4				
33 Electronic File Conversion and Submittal				8				
<b>Subtask 1 - Subtotal</b>	<b>41</b>	<b>0</b>	<b>106</b>	<b>314</b>	<b>0</b>	<b>424</b>	<b>4</b>	<b>889</b>

**JCS COST ESTIMATING FORM**

George Butler Associates, Inc.  
 St. Charles County Proj. No.  
 GBA Proj. No. 14211  
 Gutermuth Road Improvements Phase III - Supplemental No 2  
 5/9/2023

CLASSIFICATION	Sr. Assoc	Associate	Sr. AES	Project AES	Design AES	Staff AES	Sr. Admin Asst	Total Hours per Task
<b>Subtask 2 - TRF Traffic</b>								
1 County Meetings (2 Meetings, 1 staff attending)		2						
2 Internal Design Team Meetings		4		4		8		
3 Coordination with Roadway Group		4		8				
4 Traffic Circulation Report Addendum		2		2				
5 Motherhead Traffic Signal Removal				8				
6 Quantity Sheet Adjustments (2A & 2B)				4		8		
7 Redo Signing and Striping Plan				8		16		
8 Construction Detail Adjustments				4				
9 Redo Staging Plan				16		8		
10 Redo Traffic Control Plan		2		20		24		
11 Detour Plan				12		16		
12 Final Cost Estimate Adjustments		2		4		8		
13 Project Specifications & Bid Document Adjustments		2		4				
14 Final Draft and PS&E Resubmittal to County				4				
15 QAQC		8		8				
16 Revisions Due to County Comments				4		4		
17 Revisions Due to MoDOT Comments				4		4		
18 Final Signed/Sealed Submittal				4				
<b>Subtask 2 - Subtotal</b>	<b>0</b>	<b>26</b>	<b>0</b>	<b>118</b>	<b>0</b>	<b>96</b>	<b>0</b>	<b>240</b>
<b>Subtask 3 - WEG Stormwater Design and Environmental Permitting</b>								
1 County Meetings (2 Meetings, 1 staff attending)		2						
2 Internal Design Team Meetings		4			4	4		
3 Coordination with Roadway Group		8						
4 Design Criteria Review		4			8			
5 Culvert 1 Re-Analysis								
a Culvert Length Adjustments		4			4			
b Storm Sewer Hydraulics Calculations		8			8			
c Channel and Culvert Hydraulic Calculations		12			8			
d Storm Sewer layout and Calculations		6			12			
e Storm Sewer Profile Sheets		4			24			
f Culvert Layout & Sections		8			16			
6 Culvert 2 Re-Analysis								
a Culvert Length Adjustments		4			8			
b Storm Sewer Hydraulics Calculations		8			8			
c Channel and Culvert Hydraulic Calculations		12			8			
d Storm Sewer layout and Calculations		4			12			
e Storm Sewer Profile Sheets		4			24			
f Culvert Sections		6			16			
d Drainage Area Map Revisions		4			12			
e Update Quantities & Schedules		4			8			
7 Environmental Permitting								
a Floodplain Development Re-Permitting	4							
b Categorial Exclusion Resubmittal (Letter CE) / MoDOT RER Coordination	4							
c Threatened & Endangered Species (USFWS & MDC Coordination) Resubmittal	4							
d SHPO Section 106 Resubmittal	4							
e USACE - Jurisdictional Waters Delineation and 404 Nationwide Permit Resubmittal	4							
f MDNR Online Construction Land Disturbance Permit Resubmittal	4							
8 Quantity Sheet Adjustments (2A & 2B)		2				8		
9 Final Cost Estimate Adjustments		2				8		
10 Project Specifications & Bid Document Adjustments		4						
11 Final Draft and PS&E Resubmittal to County		2						
12 QAQC		8						
13 Revisions Due to County Comments		2				4		
14 Revisions Due to MoDOT Comments		1				4		
15 Final Signed/Sealed Submittal		1				4		
<b>Subtask 3 - Subtotal</b>	<b>24</b>	<b>126</b>	<b>0</b>	<b>0</b>	<b>180</b>	<b>32</b>	<b>0</b>	<b>362</b>
<b>Task 10 - Subtotal</b>	<b>65</b>	<b>152</b>	<b>106</b>	<b>432</b>	<b>180</b>	<b>552</b>	<b>4</b>	<b>1491</b>
<b>Total:</b>	<b>65</b>	<b>152</b>	<b>106</b>	<b>432</b>	<b>180</b>	<b>552</b>	<b>4</b>	<b>1491</b>

**JOB COST ESTIMATING FORM**

George Butler Associates, Inc.  
 St. Charles County Proj. No.  
 GBA Proj. No. 14211  
 Gutermuth Road Improvements Phase III - Supplemental No 2  
 5/9/2023

CLASSIFICATION	Sr. Assoc	Associate	Sr. AES	Project AES	Design AES	Staff AES	Sr. Admin Asst	Total Hours per Task
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**Assumptions and Exclusions**

- 1 MoDOT approval and coordination to be handled by the County only. Design changes listed below are assumed to be approved by MoDOT and East West Gateway, per County coordination. Any change resulting from MoDOT comments and input will effect the schedule and timing of submittals.
- 2 The list of design changes that were requested and that will be made are below. Any additional design changes or removal of these design changes will require a supplemental and schedule adjustment
  - a Traffic signal removal at Motherhead Road
  - b North side shared-use path pavement removal
  - c Lane width reduction from 12' to 11'.
  - d Design Speed Reduction and profile change to reduce earthwork
  - e Two-way left-turn lane removal
  - f Box culvert size reduction and pipe alternatives (2 culverts)
  - g One-way traffic control plan to replace the two-way traffic control plan
- 3 Detailed traffic analyses are not being performed to justify design changes, including reduction of design speed and elimination of turn lanes.
- 4 It is assumed these design changes will not result in any additional or revised right of way takings. Any changes to right of way will result in additional services and schedule changes.
- 5 Final design phase was scoped for one submittal with one review only.
- 6 No photometric analysis or continuous corridor lighting was scoped.
- 7 No landscaping or irrigation redesigns due to disturbance during construction was scoped for.
- 8 No additional survey was scoped for.

Gutermuth Road Improvements Phase III - Supplemental No 2 Updated Schedule			
Milestone	Days	Working Days	Due Date
Scope, Fee, and Schedule Submittal to County			May 9, 2023
Scope, Fee, and Schedule Approval from County	27	5	June 5, 2023
NTP Final Design	0	0	June 5, 2023
Final Design Submittal for Review	88	65	September 1, 2023