

TITLE: CO #02 **Date:** 9/18/2023
PROJECT: Cummings Park and West Beach Master
 Plan and Design Services

RFP 609

TO: Stantec Consulting Services Inc.
 55 Church Street - Suite 601
 New Haven, CT 06510-3014

DESCRIPTION OF CHANGE:

Construction Administration Beachfront Lack of funding has necessitated breaking Phase I of the renovation (the beachfront) into smaller construction projects, which costs significantly more money. This request is for construction administration for the renovation of the east and west beach promenades and the plaza under the pavilion. The project has been bid, and construction is scheduled to begin ASAP after the Labor Day weekend.

These tasks were unknown at the time of bidding and are considered unforeseen conditions . There are sufficient funds in **CP6810 - Cummings Park/Beach.**

The Original Contract Sum Was	\$218,300
Net Change by Previously Authorized Requests and Changes	\$32,000
Contract Sum prior to this Change Order	\$250,300
Contract Sum Will Be Increased	\$30,225
New Contract Sum Including this Change Order	\$280,525
The Contract Time Will Be Changed	0 Days


Stantec Consulting Services Inc.

City Engineer

By: Phil Champagne, PLA

Louis Casolo





Director of Operations

Mayor, City of Stamford

By: Matthew Quiñones 

By: Caroline Simmons 

Date: 9-20-23

Date: 9/22/2023



Stantec Consulting Services Inc.
55 Church Street Suite 601, New Haven CT 06510-3014

August 3, 2023

Ms. Erin McKenna
Associate Planner
City of Stamford Land Use Bureau
Stamford Government Center
888 Washington Boulevard
Stamford, CT 06901

Reference: Cummings Park - Construction Administration Services for Phase 1 Improvements

Dear Ms. McKenna,

We are pleased to provide this scope and fee proposal for construction administration services for the Cummings Park Phase 1 Improvements. The following represents our understanding of the construction administration scope and the services that will be performed by Stantec Consulting Services Inc.

Scope

Stantec will provide construction administration services for the project duration which is anticipated to be approximately eight (8) months. Services for this scope shall include the following:

- Review of contractor material submittals and shop drawings for compliance with construction drawings;
- Review and respond to contractor RFI's;
- Prepare field sketches in response to RFIs if needed and due to unforeseen field condition. Field sketches shall be included in a conformance set of construction drawings by the contractor to inform final set of record drawings;
- Attend two (2) construction progress and/or field issue meetings and prepare field reports.
- One (1) site visit for preparation of punch list;
- One (1) site visit to verify completion of punch list items;
- Stantec shall review contractor's final requisition for payment;
- Assist the City with project close-out by attesting to completion of punch-list;
- CSPR 1146 Compliance
 1. Submission of certification by a Connecticut professional engineer that the design of all new structures (e.g., tensile shade structures) and all new fixtures (e.g., trash receptacles)

Reference: Cummings Park - Construction Administration Services for Phase 1 Improvements

are compliant with the provisions of the "Flood Prone Area Regulations" (Section 15.B of the Zoning Regulations) and are capable of withstanding the flood depths, pressures, velocities, impact and uplift forces and other factors associated with the base flood. For items being designed by vendor, certification will be provided by them.

2. Submission of a written protocol detailing the forecast conditions that will prompt the project contractor to remove stockpiled material and other unsecured items from the velocity flood zone during construction.
3. All landscaping shall be implemented under the supervision of a qualified landscape professional and certified as completed (signed/lettered) prior to EPB staff authorization for issuance of a certificate of occupancy/completion. (Limited to one Stantec site visit during installation.)

The above scope assumes the city will have a project representative available for interim site visits, to coordinate with Stantec on construction items, and to monitor and confirm measurements for payment.

Special Conditions / Assumptions / Exclusions

The following services are excluded and deemed not necessary for this Scope of Services:

- SWPPP Permit Inspections or Compliance Visits
- Redesign of proposed improvements due to changes in scope
- Design or reporting for management of contaminated soils
- Soil testing, handling, and disposal (to be procured by City of Stamford)
- As-built Survey
- Structural Design
- Permitting

Fee

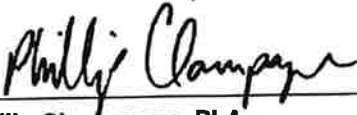
Stantec will provide construction document services for the scope described herein for an estimated not to exceed fee of \$30,225.00 which will be billed on a time and materials basis. If this proposal is acceptable, please provide authorization below and forward a copy to our office for our files. Invoices will be based on percent of completion.

Please do not hesitate to contact us if you have any questions or need additional information. Thank you.

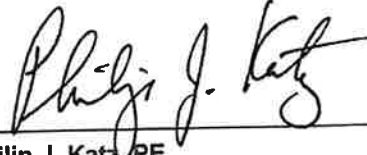
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Erin McKenna
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Reference: Cummings Park - Construction Administration Services for Phase 1 Improvements

Regards,



Phillip Champagne, PLA
Landscape Architect, Associate
Phone: 203 495 1645
phillip.champagne@stantec.com



Philip J. Katz, PE
Associate
Phone: 203 495 1645
philip.katz@stantec.com

By signing this request, the City of Stamford approves Stantec's fee for the additional services herein described, and the Client acknowledges that it has read and agrees to be bound by the terms of the original contract.

This proposal is accepted and agreed on the _____ day of August, 2023.

Per: City of Stamford

Erin McKenna, Associate Planner
Print Name & Title

Signature