



MEMORANDUM

TO: Rob Fix **DATE:** April 9, 2019

FROM: Greg Nicoll, PE **COPIES:** Dave Warter, Sponsor
Brian Keenan, PE *BK*
Contract File

SUBJECT: Coffman Engineers, Inc.: Multiple Fire Suppression Systems Project
Professional Services Agreement (PSA) Amendment No. 1

ACTION REQUESTED

Authorize the Executive Director to execute PSA Amendment No. 1 with Coffman Engineers, Inc. to include corrosion testing and analysis, design, submittals review, and other professional construction support services for the Multiple Fire Suppression Systems Project in the amount of \$44,500 for a total authorized PSA amount of \$52,000.

BACKGROUND

The original contract for this PSA included consultation services to evaluate the existing fire suppression systems for the Shipping Terminal Warehouses 1 and 2; Fairhaven Warehouse 4, and Fairhaven Station.

This amendment includes work to further evaluate the system needs, design of the proposed fire suppression system repairs, and, if necessary, preparation of plans and specifications for public bidding.

FISCAL IMPACT

This PSA will be fully funded by the following 2019 Capital Improvement Projects (CIPs):

- 109-857-1900; budget \$150,000; Replace Fire Suppression System WH4
- 109-869-1900; budget \$ 29,000; Replace Fairhaven Station Fire Main Lines
- 109-873-1900; budget \$350,000; Replace Fire Suppression System WH 1-2

STRATEGIC PURPOSE

This action supports the Corporate Goals of the 2019 Budget as follows:

- Goal 3: Expansion of Marine Trades. These projects invest in critical systems for properties used by the Marine Trades.

RECOMMENDATION

Approve Action Requested.

Attachments: Coffman Engineers, Inc. Professional Services Agreement Scope and Fee Proposal, dated March 28, 2019.



March 28, 2019

Mr. Brian Keenan
Port of Bellingham
1801 Roeder Avenue
Bellingham, Washington, 98225

Project: Fire Sprinkler Consultation
Warehouse 4, BST 1, BST 2 and Fairhaven Station
Port of Bellingham

Subject: Additional Services Request #1 (ASR #1 Revised)

Dear Brian:

We are requesting an additional services fee for the fire protection engineering consultation on the above referenced project. The additional scope of work entails the following:

PHASE 1: CORROSION INVESTIGATION

1. Perform a corrosion research assessment for Warehouse 4, BST 1 and BST 2. Due to the age of the system and history, a corrosion evaluation of Fairhaven Station is not included. The corrosion evaluation for Warehouse 4, BST 1 and BST 2 includes the following scope:
 - a. On-site observations of the existing fire sprinkler system to determine the extent of corrosion. We would like to take some pictures of the interior of piping at several sample points, and pipe samples. This will require the support services of a locally licensed fire sprinkler contractor to drain the system and temporarily remove fittings. CEI can assume this cost and pass it on at a cost plus 10% or the Port of Bellingham can pay the contractor directly. (Pricing within this proposal is inclusive of passing this cost through CEI).
 - b. The Fire Sprinkler sub-contractor will perform the following work at Warehouse 4, BST 1 and BST 2:
 1. Taking fire alarm system out of service for duration of work period.
 2. Draining the fire sprinkler system.
 3. Providing necessary tarps/plastic sheeting to ensure no water damage results at the access locations or anywhere the system piping is opened.
 4. Scheduling of equipment to provide access to fire sprinkler system piping, including necessary lifts and ladders required to access the system piping at all sample locations.

5. Removal of identified pipe samples (typically 12-18" in length) and repair with like material.
 6. Shipping of pipe samples to testing laboratory.
 7. New fittings, if necessary, at all locations where system piping is opened.
 8. Placing the fire sprinkler and fire alarm system back in service at the end of the work period.
- c. CEI will send the fire sprinkler pipe samples to a nationally recognized testing laboratory to check for the presence of Microbiological Induced Corrosion (MIC). Each pipe tested smaller than 6" is estimated at \$700 for a corrosion report. We can pass this cost through CEI at a cost plus 10% or the port of Bellingham can pay the contractor directly. (Pricing within this proposal is inclusive of passing this cost through CEI).
2. CEI will develop a letter/report summarizing findings and recommending possible corrective actions for Warehouse 4, BST 1, BST 2 and Fairhaven Station. It is not anticipated that Fairhaven Station will require replacement or corrosion investigation at this time.
 3. Provide a maximum of four hours of general consulting time. General consulting can be utilized to review additional documentation, attend WebEx or meetings to review the report or answer additional questions.

PHASE 2: PERFORMANCE-BASED BID DOCUMENTATION

1. Develop performance-based specification, marked-up existing drawings and brief narrative for replacement of fire sprinkler system for Warehouse 4, BST 1 and BST 2.
2. Provide up to sixteen hours of general consulting to be utilized by Port of Bellingham. General consulting time will be used for telephone discussions with the Port of Bellingham, attend meetings, respond to requests for information, project management, and for the preparation and/or review of Bids and correspondence between sprinkler contractors and Port of Bellingham.

PHASE 3: CONSTRUCTION ADMINISTRATION

1. Perform a maximum of two shop drawing reviews from the sprinkler contractor identifying compliance with both the bid package and applicable codes and standards for each of the three warehouses (Warehouse 4, BST 1, and BST 2).
2. Perform three 90% site visits during construction and provide a Bluebeam markup of any deficiencies identified during the site visit. It is anticipated that one site visit will be required for each warehouse (Warehouse 4, BST 1 and BST 2).
3. Review closeout documentation (as-built drawings, O&M manual, test records, etc.) as required in the bid package for the Port of Bellingham.

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4. Provide ten hours of general consulting. This can be utilized to answer requests for information, attend meetings, conference calls, or provide general fire protection/life safety consulting at the request of the Port of Bellingham.

Therefore, we would request the following increases per phase:

Corrosion Investigation:	\$17,000
Performance-Based Bid Documentation:	\$10,000
<u>Construction Administration:</u>	<u>\$17,500</u>
Total:	\$44,500

If all phases are accepted, we propose an additional fee of **Forty-Four Thousand and Five Hundred Dollars (\$44,500)**. Therefore, we would request that our maximum labor fee be increased from \$7,500 to \$52,000.

The terms and conditions of our original contract will apply.

Upon your concurrence with this ASR, your verbal or email notice-to-proceed is all that we require to get started incorporating these changes to our project. A signed acceptance of this amendment from the Port of Bellingham shall be forthcoming within a reasonable amount of time after verbal notice-to-proceed. If any portion of this proposal is found unacceptable, or if you require additional scope or terms, appropriate modifications shall be negotiated prior to notice-to-proceed.

We hope that the above meets with your approval. Please feel free to contact me directly at 206-623-0717 with any questions or comments you may have.

Sincerely,

COFFMAN ENGINEERS, INC.



David Gramlich
Engineer - Fire Protection Engineering

Dg:

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