

EXPLANATION OF CONSENT AGENDA ITEM E.1.c.(14) – October 28, 2015

ITEM:

Consideration of authorizing confirmation of an increase to purchase order P15636 to CH2M Hill in the amount of \$9,981.00 due to additional review of documents prepared for scour mat replacement. Total purchase order amount will now be \$17,417.00. This agenda item replaces and supercedes previously approved agenda item E.1.c(6) from August 2015 which contained typographical and mathematical errors. (Perley/Hicks)

EXPLANATION:

At the August Commission Meeting, the Board approved an increase to the purchase order for CH2M Hill for the scour mat design at Cruise Terminal 6. A typographical error in the amount and an error in the math calculation resulted in an incorrect amount being approved. This item corrects the additional amount due to CH2M Hill and revises the total contract amount to \$17,417.00. Staff recommends approval of this correction.

Funding Review by Finance (Pat Poston): This item was reviewed in a prior period. No increase is required.

Staff Recommends Approval

Prepared by: David W. Perley AIC/CPE



Diane Gray

From: Amanda Mount
Sent: Tuesday, October 20, 2015 2:03 PM
To: Diane Gray
Subject: FW: 150625 CN-15-021 CT5 Pier Extension

From: CH2MHILL - Tomas Montemayor
Sent: Thursday, June 25, 2015 11:06 AM
To: Amanda Mount
Cc: Denise.Aiken-OBrien@CH2M.com; CH2MHILL - Gary Ledford
Subject: RE: 150625 CN-15-021 CT5 Pier Extension

Please adjust the Staff Professional hours to 79 in order to maintain the approved cost of \$8,896. Inadvertent spreadsheet error that went unnoticed.

Thanks.

Tomas

From: Aiken-O'Brien, Denise/CCG
Sent: Thursday, June 25, 2015 9:01 AM
To: Ledford, Gary/CCG; Montemayor, Tomas/CCG
Subject: FW: 150625 CN-15-021 CT5 Pier Extension

See below.

From: Amanda Mount [<mailto:amount@portcanaveral.com>]
Sent: Thursday, June 25, 2015 8:58 AM
To: Aiken-O'Brien, Denise/CCG
Cc: David W. Perley, AIC/CPE
Subject: 150625 CN-15-021 CT5 Pier Extension

Hi Denise,

I'm working on the purchase order to CH2M Hill for the CT5 Pier Extension, I believe your reference number is 2015-25.

I come up with a total of \$19,800.00 for Staff Professional.
176 hours multiplied by \$112.50 = \$19,800.00
CH2M Hills proposal gives a total of \$8,896.00 for Staff Professional.

Pretty please ma'am, could you check and see if the hours are correct and let me know?

Thank you,
Mandy

Diane Gray

From: Amanda Mount
Sent: Tuesday, October 20, 2015 2:03 PM
To: Diane Gray
Subject: FW: 150625 CN-15-022 CT10 Modifications

From: CH2MHILL - Tomas Montemayor
Sent: Thursday, June 25, 2015 11:48 AM
To: Amanda Mount
Cc: Denise.Aiken-OBrien@CH2M.com; CH2MHILL - Gary Ledford
Subject: RE: 150625 CN-15-022 CT10 Modifications

Acknowledged.
Thanks.

Tomas

From: Aiken-O'Brien, Denise/CCG
Sent: Thursday, June 25, 2015 10:55 AM
To: Ledford, Gary/CCG; Montemayor, Tomas/CCG
Subject: FW: 150625 CN-15-022 CT10 Modifications

FYI Amanda will need response

From: Amanda Mount [<mailto:amount@portcanaveral.com>]
Sent: Thursday, June 25, 2015 10:43 AM
To: Aiken-O'Brien, Denise/CCG
Cc: David W. Perley, AIC/CPE
Subject: 150625 CN-15-022 CT10 Modifications

Hi Denise,

I'm working on the purchase order to CH2M Hill for the CT10 Modifications.
I believe your reference number is 2015-27.
This is to let you know the purchase order will be requested for a total
of \$357,705.00.

The 2015 Rate Schedule approved at the 1/21/15 commission meeting
states the Project Director rate is \$254.00.
CH2M Hills proposal used a rate of \$256.00.

Thank you,
Mandy

EXPLANATION OF CONSENT AGENDA ITEM E.1.c.(6) August 26, 2015

ITEM:

Consideration of authorizing confirmation of an increase to purchase order P15636 to CH2M Hill in the amount of ~~\$2,545.00~~ due to additional review of documents prepared for scour mat replacement. Total purchase order amount will now be ~~\$9,981~~ in lieu of \$7,436. (Perley/Hicks) *slb*
\$9,981.00
\$17,417.00

EXPLANATION:

Cruise Terminal 6 design was switched to a deep wall berth to save time when that project was built. Scour mats used for protection of the berth from prop wash were deleted from the project to cut costs (about \$1 M) in front of the main wharf wall. CH2MHill explained the risk associated with this to the previous CPA staff who then made the decision to "deal with it later." Now that the berth has been in service for 2 years, a definite pattern can be seen to the scour and the Engineers can now target the zones that need protection rather than the entire wall as was originally proposed. In the June 18, 2014 Commission Meeting the Board approved moving forward with the design of the scour mats by Schneider Engineering under their continuing waterside engineering services contract with CH2MHill providing the permitting for the project.

Now that the design by Schneider is complete, we have requested a peer review of the design by CH2MHill as they were the original engineers on the original mats. This request is for an independent review of the scour mat design provided by Schneider Engineering.

Funding Review by Finance (Pat Poston): The total NTE amount of \$2,545 is included in the Capital Budget and no increase is required. [Budget item 1652 - NS Piers]

Staff Recommends Approval

Prepared by: David W. Perley AIC/CPE



Engineering Order No: 2014-19
Job Name: CT6 & 10 Scour Repair Permit
Date: May 27, 2014
Rev. 1: July 6, 2015

**CANAVERAL PORT AUTHORITY
ENGINEERING ORDER
FOR
CH2M HILL Engineers, Inc.**

In accordance with the Continuing Contract for General Engineering Services dated May 27, 2009, and modified May 18, 2011, you are instructed to perform the following services:

Based on the scour repair design prepared by others, prepare and submit Environmental Resource Permit (ERP) modification requests for Florida Department of Environmental Protection (FDEP) permit 0272477-001-EI (Marine Structures Permit) and US Army Corp of Engineers (USACE) permit SAJ-2007-1580 (IP-TSB). Signed and sealed permit sketches shall be prepared and provided by the scour design engineer and is not part of this Engineering Order. Respond to one Request for Information (RAI). Provide the necessary management and oversight during the permit agencies' review process. Permit application fee shall be paid by CPA.

Rev. 1: Review bid documents prepared by others for the repair of the scour mats at CT6 and 10. Submit redline comments to CPA Engineering.

Budget for CH2M HILL Engineers, Inc.: \$ 9,981.00

Payment for same is authorized under the terms of your continuing contract with the Port Authority. Should this proposal not be accepted within a period of thirty (30) days from the above date, it shall become null and void.



Max Mozo, P.E. Date
Geographic Operations Manager
CH2M HILL

ENG: _____
CH2M HILL, Inc.: _____
CPA: _____



David Perley, AIC/CPE Date: 7/9/15
Senior Director, Port Construction and Infrastructure
Canaveral Port Authority

- Capital Item # _____
 Planning
 Expense

copy
✓ 3430
R/9508

Port Canaveral

2014-19 CT6 & 10 Scour Repair Permit

Revision 1 7/6/2015
5/27/2014

Task	Max M. Gary L.		Andre		Jim Moore Tomas		Teresa		Denise		Total
	PD	Staff Prof	Sr Prof. 1	Sr. Tech	Tech Staff						
1 Review permit sketches prepared by SCE	1	4	4								9
2 Prepare permit application			28						2		30
3 Respond to one RAI			8						2		10
4 QA review	1										1
5 Review bid documents	8		2						4		14
Total Manhours	10	4	42	0	8						64
Rate	\$250	\$111	\$157	\$91	\$58						
Labor	\$2,500	\$444	\$6,573	\$0	\$464						\$9,981

Expenses

\$0

Revision 1 Total Not to Exceed Budget

\$9,981



CANAVERAL
PORT AUTHORITY

CANAVERAL PORT AUTHORITY
445 CHALLENGER ROAD, SUITE 301
CAPE CANAVERAL, FL 32920
PH: 321-783-7831 FAX: 321-783-1063

PURCHASE ORDER DISCREPANCY REPORT

VENDOR'S NAME		
CH2M Hill Engineers Inc.		
INVOICE NUMBER	INVOICE AMOUNT	INVOICE DATE
PURCHASE ORDER NUMBER	PURCHASE ORDER AMOUNT	PURCHASE ORDER DATE
P 15636	\$7436.00	6/23/2014
PURCHASE ORDER REQUESTER	DEPARTMENT	
Diane Gray	Engineering	
EXPLANATION OF DISCREPANCY		
Initial PO was for permitting & repair of Scour Mats at CT6 & 10 for \$7,436.00. Repair was done by Schneider.		
Now need to add \$9,981.00 to this PO for review of documents prepared by Schneider for the		
repair of the scout mats, at CT 6 & 10 and submit redlines to CPA Engineering.		
New PO was issued in error. Please cancel new PO and use PODR for billing purposes.		
<p style="text-align: center;"><i>P17479</i></p> <p><i>Approved by Comm 6/18/14 Agenda item #E.1.c(5) for \$7436.00</i></p> <p><i>Authorization to proceed with increase to P15636 before Comm approval. Will be put on Aug 2015 agenda for confirmation approval.</i></p> <p style="text-align: right;"><i>[Signature]</i> 7-31-15</p>		
TO BE COMPLETED BY REQUESTER		
FORM COMPLETED BY:	DATE	
Diane Gray	7-30-2015	
*** TO BE COMPLETED BY DEPARTMENT DIRECTOR ***		

Approved:

[Signature]

DATE

7/30/15

7-31-15

Canaveral Port Authority PURCHASE ORDER STATUS INQUIRY

Report Date: 07/28/2015

PURCHASE ORDER INFORMATION

PO Number: P15636 **Vendor:** V3430 **CH2M Hill Engineers Inc**
PR Number: R17507 **Office Phone:** OF3217991236
Fax Number: FX3217991183 **Addr Cd:** P

Partially Paid

APPROVED

445 Challenger Rd Suite 130
Cape Canaveral, FL 32920

Confirm:	Requested by: Diane Gray	Req. Dt: 06/23/2014	Blanket Number:								
Account:	Approved Status:	Apr Dt: 06/25/2014	Blanket Amount: 0.00								
Bid:	Printed by: KPAPPAS	Print Dt: 12/03/2014	Blanket Remaining: 0.00								
Contract:	End Use: Christy Hartnett	Sec Cd: 500	Buyer: BI								
Ship To: CPA		Type: P	Req. Codes:								
Bill To: CPA			<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px;">CA</td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> <td style="width: 20px;"></td> </tr> <tr> <td>FP</td> <td></td> <td></td> <td></td> </tr> </table>	CA				FP			
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ITEMS

Item	Qty Ordered	Qty Received	UN	Unit Price	GL Key JL Key	GL Object JL Object	Tax1 Tax2	Discount Charges	Extended	Catalog Ship To	F/A Print Whse Chg	
0001	7,251.20	7,251.20	DOL	1.0000	010000	1900	0.00		7,251.20		N	
					165213059	201						
					Permitting of additional Scour Mat installation at CT 6 and Scour Mat repairs at CT10 per engineering order #2014-19 dated 5/27/14							
0002	184.80	.00	DOL	1.0000	010000	1900	0.00		184.80		N	
					165213059	100						
					Permitting of additional Scour Mat installation at CT 6 and Scour Mat repairs at CT10 per engineering order #2014-19 dated 5/27/14							

Grand Total: 7,436.00

PR Notes: Print Before Print After Text

CONTINUING CONTRACT CONSULTANT

Approved by Commission 6/18/14 via agenda item #E.1.c.(5) in an amount of \$7,436

6/27/14 PO emailed to vendor (denise.aiken-obrien@ch2m.com) - SC

Print Before: Services are to be performed under CONTINUING CONTRACT

Print Before: DATED 5/27/2009 and subject to PO Terms and Conditions

Print After: CPA contact for these services is Christy Hartnett (321)

Print After: 783-7831 ext 241 or chartnett@portcanaveral.com

Print After:

Print After: 12/3/14 Corrected object code per Finance request. Had to split

Print After: since payments (PO line 1) had already been made-kdp

Receiving Remarks: Inv 381002106 dated 8/26/14 for \$899 rec/to AP 9/7/14-kdp

Receiving Remarks: Inv 38114020356 dated 7/18/14 for \$319.00 rec/to 8/1/14-CHJ

Receiving Remarks: Inv 381005499 dated 9/26/14 for \$2,180.80 rec/to AP

Receiving Remarks: 10/1/14-CHJ

Receiving Remarks: Inv 381006795 dated 10/10/14 for \$3,852.40 rec/to AP

Receiving Remarks: 10/23/14-kdp

APPROVAL STATUS

Status	Role	Approver	Received	Processed	Notes
Accepted		DGRAY	2014/6/23 11:05:11	2014/6/23 11:06:35	
Accepted		DGRAY	2014/6/23 11:13:25	2014/6/23 18:03:49	
Accepted	WFPURCHMGR	KPAPPAS	2014/6/23 18:04:36	2014/6/25 17:21:21	

ENCUMBRANCES

Item #	Key	Object	Reference #	Post Date	EN Amount	PD Amount	Tp	Pay
User: Diane Gray								
Page: 1								
Report: POST_CPA_101006_ncw5								
						Current Date:	07/28/2015	
						Current Time:	10:58:05	