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METROPOLITAN WATER DISTRICT OF SOUTHERN CALIFORNIA

*[Handwritten Signature]*  
EXECUTIVE SECRETARY

February 18, 1992

(Engineering and Operations Committee--Action)  
Board of Directors (Organization and Personnel Committee--Action)

General Manager

Authorization to Amend Agreement No. 2354 with CH2M Hill  
California, Inc., for Preparation of Standard Specifications

Report

In October 1989, your Board authorized the General Manager to enter into an agreement with CH2M Hill California, Inc. (CH2M Hill) to establish parameters for preparation of design, drawing, and specifications standards. The maximum amount payable under the terms of the Agreement was \$1,875,000. The Agreement stipulated completion of the work by December 1990.

Payments under this agreement are for labor in accordance with a fixed rate schedule and for other direct costs. The maximum amount payable under the agreement was based on a mutually agreed estimate of the work required and duration to complete. Two amendments have been made.

A First Amendment was entered into on February 5, 1991, in order to update CH2M Hill's fee schedule. A Second Amendment was required in order to extend the time to complete the project, and increase the maximum amount payable by \$175,000. This was authorized by the General Manager on July 1, 1991. The increase in the maximum amount payable under the Second Amendment was necessary to compensate CH2M Hill for preparation of drafting and submittal processing procedures.

It is recommended that authority be granted to the General Manager to enter into a Third Amendment to the Agreement to increase the maximum amount payable an additional \$300,000 for a total of \$2,350,000. The increase under the Third Amendment is necessary because Metropolitan increased the scope of CH2M Hill's work by (1) increasing the number of new Standard Details by 570, while reducing the number of CH2M Hill's existing drawings by 280, for a net increase of 290 Standard Details; (2) adding additional information to many Standard Specifications sections above the originally estimated level; (3) the pressure of higher priority work left inadequate

personnel to complete review of documents and return them in a timely manner to CH2M Hill; and (4) the CH2M Hill's increased administrative costs arising from the factors increasing the scope and duration of the work. These modifications are necessary to achieve conformance with Metropolitan's level of quality for approximately 240 sections of Construction Specifications Institute formatted standard specifications. Funds for preparation of standards are included in the Annual Budget Appropriation for 1991/92.

CH2M Hill is an Equal Opportunity Employer and a copy of a letter describing its affirmation action program is on file with Metropolitan. CH2M Hill will transmit an Affirmative Action Plan prior to the execution of this third amendment.

This action is exempt from the provisions of the California Environmental Quality Act because it involves only planning studies for possible future actions which the Board has not yet approved.

#### Board Committee Assignments

This letter is referred for action to:

The Engineering and Operations Committee because of its responsibility to study, advise, and make recommendations with regard to plans, specifications, and bids in accordance with Administrative Code Section 2431(a); and

The Organization and Personnel Committee because of its responsibility to study, advise, and make recommendations with regard to terms and conditions of employment of all consultants, in accordance with Administrative Code Section 2471(g).

#### Recommendation

#### **ENGINEERING AND OPERATIONS AND ORGANIZATION AND PERSONNEL COMMITTEES FOR ACTION.**

It is recommended that the General Manager be authorized to amend Agreement No. 2354 with CH2M Hill California, Inc., to increase the dollar limit by \$300,000 from \$2,050,000 to \$2,350,000 for preparation of design, drawing, and specifications standards in accordance with this letter and in form approved by the General Counsel.

  
for Carl Boronkay