

PORT ST. LUCIE CITY COUNCIL  
AGENDA ITEM REQUEST

COUNCIL ITEM 7C  
DATE 11/28/11

Meeting Date: 11/21/2011

Public Hearing \_\_\_ Ordinance \_\_\_ Resolution \_\_\_ Motion X

**Item:** – Contract #20110039 - Change Order #3 Water, Wastewater and Reuse Rate Study with Raftelis Financial Consultants, Inc. for additional development and review of user rate alternatives and update the final draft of the Rate Study Report for an increase of \$13,485.96.

**Recommended Action:**

Approve **Change Order #3 to Contract #20110039** - Water, Wastewater and Reuse Rate Study with Raftelis Financial Consultants, Inc. for additional development and review of user rate alternatives and update the final draft of the Rate Study Report for an increase of \$13,485.96.

**Exhibits:** Department memo attached (yes)  
Proposal from Raftelis Financial Consultants, Inc.  
Change Order #3

**Summary Explanation/Background Information:**

The City is currently under contract with Raftelis Financial Consultants, Inc. to perform a Water, Wastewater & Reuse Rate Study for the Utility Systems Department. The Utility Systems Department is requesting additional services from the contractor for further development and review as well as update the final report, for an additional fee of \$13,485.96 which brings the contract total to \$111,395.96.

Purchase is **not** a replacement.

Purchase is budgeted.

**One time Expenditure not to exceed: \$13,485.96.**

Original Contract Price: \$97,910.00 (including \$10.00 indemnity)  
CO#3 \$13,485.00  
Contract Total \$111,395.96

Department requests expenditure from the following:

Fund	431	Utilities Operating
Cost Center	1340	Administration
Object Code	531000	Professional Services
Project		

Director of OMB concurs with award: CL

City Manager concurs with award: JAB

**RECEIVED**

Submitted by: *Jesus A. Merejo* NOV 18 2011

Title: Director of Utilities

City Manager's Office

Date Submitted: 11/22//2011

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INTEROFFICE MEMORANDUM

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**TO:** Dave Pollard, Budget Director  
**FROM:** Jesus A. Merejo, Utility Director *JM*  
**SUBJECT:** Water, Wastewater & Reuse Rate Study  
**DATE:** November 8, 2011

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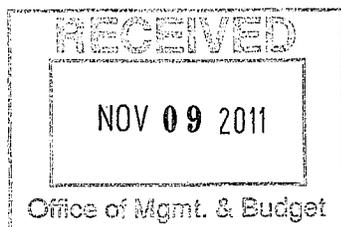
The Utility Systems Department is currently performing a Water, Wastewater and Reuse Rate Study with Raftelis Financial Consultants, Inc. (RFC) under contract # 20110039.

Utility staff is requesting assistance from Raftelis with development and review of user rate alternatives in addition to those previously developed in the original Scope of Services. In addition, the previously developed final draft of the Rate Study Report will need to be updated.

Raftelis has submitted a proposal of \$13,485.96 to complete this work and funds are identified in 431-1340-531000. There are no additional days associated with this request, and the Change Order form is attached.

Your assistance in forwarding this item for the City Council's consideration will be appreciated.

**Copy:** Brad Macek, Assistant Utility Director  
Donna Rhoden, Public Information Manager  
Jeanette Thompson, Budget Manager





RAFTELIS FINANCIAL  
CONSULTANTS, INC.

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■ www.raftelis.com

Orlando • Florida • 32814

Fax 407•730•5941

November 7, 2011

Mr. Brad Macek  
Assistant Utilities Director  
City of Port St. Lucie  
901 Ogden  
Port St. Lucie, Fl 34983

**Subject:** Change Order No. 3

Dear Mr. Macek:

This Change Order No. 3 request for Additional Services is presented pursuant to Section 1 Item II of the City of Port Saint Lucie Contract #20110039 (the "Contract") dated May 6, 2011 between the City of Port Saint Lucie (the "City") and Raftelis Financial Consultants, Inc. (RFC).

**Scope of Work for the Additional Services:** RFC will provide professional consulting services regarding: (i) assistance with development and reviews of user rate alternatives in addition to those previously developed pursuant to Item I of the Scope of Services; (ii) respond to questions relative to the additional rate alternatives; and (iii) update the previously developed final draft of the City of Port Saint Lucie Water and Wastewater Rate Study Report.

**Period of Services to be Performed:** Additional Services herein shall be completed within the time provided in Change Order 2 to the Contract.

**Change Order Amount:** This Change Order No. 3 shall increase the Compensation amount by Thirteen Thousand Four Hundred Eighty-Five and 96/100 Dollars (\$13,485.96).

Very truly yours,  
Raftelis Financial Consultants, Inc.

Marco H. Rocca, CMC  
Director of Florida Operations

Change Order #3

**CHANGE ORDER**

No.: Change Order # 3

PROJECT: City of Port St. Lucie DATE OF ISSUANCE: 11/28/2011

OWNER: City of Port St. Lucie  
121 SW Port St. Lucie Boulevard  
Port St. Lucie, Florida 34984 OWNER's Project No.: 20110039

CONTRACTOR: Raffelis Financial Consultants, Inc  
1031 S. Caldwell St.  
Suite 100  
Charlotte, NC 28203

CONTRACT FOR: Water & Wastewater Rate Study

You are directed to make the following changes in the Contract Documents.

Description: City of Port St. Lucie Contract No. 20110039

**Purpose of Change Order:**

1. The Utility Dept. wants to explore rate alternatives in addition to those previously developed in the original Scope of Services.
2. Update the previously developed final draft of the Rate Study Report.
3. All other contract provisions/addenda remain in full force & effect.

**See Attached Memos**

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIME:
Original Contract Price \$ <u>97,910.00</u>	Original Contract Time <u>130 days</u> (February 28, 2011 thru July 8, 2011)
Previous Change Orders No. 1 through 3 <u>\$0.00</u>	Net change from previous Change Orders 1 & 2 <u>60 days</u>
Contract Price prior to this Change Order \$ <u>97,910.00</u>	Contract Time prior to this Change Order <u>190 days</u> (February 28, 2011 thru September 6, 2011)
Net Increase of this Change Order \$ <u>13,485.96</u>	Net Increase (Decrease) of this Change Order <u>0 days</u>
Contract Price with all approved Change Orders \$ <u>111,395.96</u>	Contract Time with all approved Change Orders <u>250 days</u> (February 28, 2011 thru November 5, 2011)

RECOMMENDED:

APPROVED:

APPROVED:

By \_\_\_\_\_  
Utility Director

By \_\_\_\_\_  
Owner

By \_\_\_\_\_  
Contractor