

Contract Addendum No. 1

This Addendum revises the following Contract:

Title of Contract: Consulting Services Contract

Date of Contract: 12/9/2019

Parties to Contract: City of Waukesha - The Sigma Group, Inc.

Project Name or brief description of the purpose of the contract: Environmental Services for the 2022 Surface Transportation Program (STP) St. Paul Avenue Reconstruction

The Parties, for adequate and sufficient consideration received, agree that the above-described Contract is extended (if it has not yet expired) or renewed (if it has already expired), upon the following terms:

New expiration date: N/A

- 1. **1. Scope of Work.** The Consultant shall perform the Work described on Schedule A – Scope of Work, Schedule A-1 – Scope of Work, Schedule B – Price, and **Schedule A-2**, according to the terms and conditions of this Contract.
- 2. **3. Payment.** The City shall pay to Consultant **\$48,023.90** for performance of the Work in compliance with the terms and conditions of this Contract.
- 3. _____
- 4. _____

All terms and conditions of the above-described Contract remain the same and in effect, except as specifically amended above. This Addendum is incorporated into the Contract, and incorporates the Contract by reference. Any conflict between this Addendum and the Contract shall be resolved in favor of this Addendum.

Date of this Addendum: 10/6/2020

City of Waukesha

Shawn N. Reilly, Mayor

Gina L. Kozlik, City Clerk-Treasurer

Bridget M. Souffrant, Finance Director

The Sigma Group, Inc.

By (print name) _____
Title _____

By (print name) _____
Title _____



September 10, 2020 - update

Project Reference #18622

Mr. Craig Ausen, P.E.
City of Waukesha
Department of Public Works
1300 Delafield Street
Waukesha, WI 53188

**Subject: Revised Proposal for a Limited Phase 2 and 2.5 Hazardous Material Investigation Reconstruction of West St. Paul Avenue from Mountain Avenue to Madison Street, City of Waukesha, Waukesha County, Wisconsin
ID: 2718-04-01**

Dear Mr. Ausen:

The Sigma Group, Inc. (Sigma) is pleased to present this proposal for a limited Phase 2 and 2.5 Hazardous Materials Investigations (HMI) for the above-referenced project corridor. This proposal is based upon the findings provided within the Phase 1 Hazardous Materials Assessment conducted for the project corridor in March 2020.

This proposed Phase 2 and 2.5 HMIs are intended to evaluate the current subsurface soil quality relative to the environmental histories identified in the Phase 1 HMA. Results of this limited Phase 2 and 2.5 HMI will assist Sigma and your team in evaluating if contamination exists within the right-of-way or proposed right-of-way, and appropriate remedial strategies/soil management plans prior to or in conjunction with construction.

BACKGROUND

The proposed roadway improvement activities include the reconstruction of West St. Paul Avenue between Madison Street and North Street, including utility replacement, new street lighting, traffic-signals, and an approximate 15-foot strip acquisition for new sidewalks. As provided by the City of Waukesha, the above referenced activities will generally extend to a maximum depth of eight feet below ground surface (bgs), with spot excavations up to 15 feet for monotubes.

The Phase1 HMA revealed evidence of twelve properties located within approximately 100 feet of the project corridor / proposed right-of-way spot improvement activities with potentially hazardous materials. Based on the proposed improvement plans and real estate requirements, Sigma recommended the following properties for additional investigation:

- Emerson Oil / Waukesha State Bank (Site #1), 301 – 341 W. St. Paul Avenue and 301 - 331 Mill Reserve – Phase 2.5
 - Residual soil contamination due to the site being used as a bulk oil and gasoline station is located on site. The site was also identified with railroad tracks, warehouses, grain elevators, and saw filing company.
- Madison Street / Waukesha State Bank (Site #8), 111 Ann Street – Phase 2.5
 - The site was identified with soil and groundwater contamination due to being used as a former gasoline station.

- Former Railroad Depot / Waukesha Farm (Site #9), Madison Street – Phase 2
 - The site was formerly used as a railroad depot, by a coal and coke company, and feed warehouse with several gasoline tanks on site.
- Walgreens (Site #11), 230 Madison Street – Phase 2.5
 - The site was historically used for auto repair, public garage with gasoline tank, and as a gasoline station. Residual soil and groundwater contamination is located onsite, within the right-of-way adjoining the site and extending on the 237 Madison Street property.
- Madison House Condominiums (Site #12), 237 Madison Street and 141 W. North Street – Phase 2
 - The site was historically utilized for auto repair, manufacturing, and as a machine shop. Additionally, off-site contamination from 230 Madison Street may be located on site.

SCOPE OF WORK

Phase 2 and 2.5 Hazardous Material Investigations

Sigma proposes to implement the following activities to evaluate potential subsurface impacts that may exist at or near the sites listed above. The current completion date for the project is December 31, 2022.

- Prepare a Site Health and Safety Plan for use by Sigma’s environmental field staff during field operations.
- Coordinate with WisDOT / City of Waukesha real estate team and project manager to facilitate access to the properties. It is assumed that borings will be located within the acquisition area on Sites #1 and #9, within a temporary lease easement (TLE) for Site #8, and within the sidewalks or TLE for Sites #11 and #12.
- Notify Digger’s Hotline to locate public utility lines. A private utility location company will be subcontracted to locate potential private utilities in the acquisition areas relative to the proposed soil borings.
- Advance 12 direct-push soil borings with a truck-mounted hydraulic Geoprobe® rig at approximate locations shown on the attached map. The soil borings will be advanced to a depth of ten feet. The maximum depth of cut is approximately eight feet below ground surface, with the exception of monotubes at the intersection of W. St. Paul Avenue and Madison Street, where spot excavation may extend to 15 feet below ground surface.
 - The soil borings will be conducted on each of the five sites based on the locations of historic environmental conditions, size of the parcel, and construction adjacent to the site as follows:
 - Site #1 – 5 borings
 - Site #8 – 2 borings
 - Site #9 – 3 borings
 - Site #11 – 1 boring
 - Site #12 – 1 boring

- Continuously collect soil samples to the termination depth of each boring, logged by Sigma personnel in general accordance with the Unified Soil Classification System, and screened in the field with a calibrated photoionization detector (PID) to determine if volatile organic vapors are present in the soil samples.
- Collect one soil sample from each soil boring location. Based on the site-specific histories soil samples will be analyzed for volatile organic compounds (VOCs), polycyclic aromatic hydrocarbons (PAHs), pesticides / herbicides, and/or lead, as follows:
 - Site #1 – 5 VOC, 5 PAH, 1 pesticides / herbicides (due to former railroad tracks onsite), 5 lead
 - Site #8 – 2 VOC, 1 lead
 - Site #9 – 3 VOC, 3 PAH, 2 pesticides / herbicides (due to former railroad tracks onsite), and 3 lead
 - Site #11 – 1 VOC, 1 lead
 - Site #12 – 1 VOC, 1 lead
- Abandon each open borehole with bentonite in accordance with ch. NR 141. Surfaces will be repaired to match the existing surrounding surface. This proposal assumes that asphalt / concrete patches are acceptable and full slabs of sidewalk / pavement will not be replaced.
- Survey the soil boring locations with a Trimble® GPS system.
- Provide a report of the Phase 2 and 2.5 HMI activities, results, and recommendations. The report will include a summary table of soil analytical results, a map with soil boring locations, an interpretation and discussion of the data, and recommendations for future steps based on the soil analytical results.

Sigma will provide additional information about this potential future work after the data described herein is collected and evaluated.

Special Provisions Preparation, Material Handling Plan, and DNR Coordination

If contaminated materials are identified during the Phase 2 and 2.5 investigation, coordination will be necessary prior to construction. Based on the results of the Phase 2 and 2.5 investigations, Sigma will conduct the following:

1. Prepare a Hazardous Material Handling Plan/excavation management plans,
2. Prepare Special Provisions for the Let contract, and
3. Obtain concurrence letters from the WDNR for the Hazardous Material Handling Plans/excavation management plans, and/or Let contract special provisions.

ESTIMATED COST

The total estimated cost to complete the scope of work summarized above is **\$30,152.03**. This cost includes **\$25,062.03** for engineering and sampling activities and drilling per the attached proposal from Gestra Engineering, Inc., is **\$5,090.00**.

Please note the cost estimate assumes that the proposed soil boring areas will be accessible to drilling equipment (truck mounted Geoprobe® rig) and that the work is completed in two days. If separate mobilizations are necessary due to property access issues, additional costs may be incurred. Groundwater in the project corridor is anticipated to be greater than ten feet below ground surface, therefore, no groundwater samples will be collected. This cost assumes no fee for permits if drilling within City right-of-way is necessary. Traffic control signage is included in this proposal; however, the cost of a complete a traffic control plan is not included. Sigma's services will be billed on a time and materials basis and will not exceed the recommended budget without prior justification and authorization from the client.

SCHEDULE

Sigma is prepared to begin the recommended Scope of Work upon receipt of written authorization. Sigma is prepared to expedite work as much as possible to meet the project schedule.

We appreciate the opportunity to assist you with this project. Please call us at (414) 643-4200 if you have any questions about this proposal.

Sincerely,

THE SIGMA GROUP, INC.



Kristin Kurzka, P.E., P.G.
Geosciences Manager

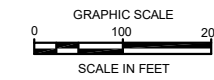


Adam J. Roder, P.E., P.G.
Senior Engineer

Enclosures:

- Proposed Boring Location Map
- Attachment 1 – WisDOT Fee Spreadsheets

FIGURE



- PROPERTY BOUNDARY
- EXISTING RIGHT OF WAY
- STATIONING
- NATURAL GAS
- ELECTRIC
- WATER
- SANITARY SEWER
- FIBER OPTIC
- PAVEMENT
- STORM SEWER

WEST ST. PAUL AVENUE
 FROM MOUNTAIN AVENUE TO MADISON STREET
 WAUKESHA, WISCONSIN

PROPOSED BORING LOCATION MAP

NO. REVISION DATE BY

DRAWING NO.	1
DRAWN BY:	MLP
DATE:	2/28/20
PROJECT NO.:	18622
CHECKED BY:	MLP
APPROVED BY:	
SHEET NO.:	

ATTACHMENT 1
WISDOT FEE SPREADSHEETS

The Sigma Group, Inc. Summary of Staff Hours and Direct Labor Costs

PROJECT TOTAL

2718-04-01, Reconstruction of West St. Paul Ave. from Mountain Ave. to Madison St., City of Waukesha, Waukesha County

Project ID and Description:

Classification		Environmental Project Manager		Assistant Environmental Project Manager		Staff Engineer		Administrative Assistant		Total Direct Labor	
Avg. Hourly Wage		\$52.25		\$38.46		\$26.88		\$23.08			
Task	Activity Code	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Project Management / Permits		4	\$209.00	20	\$769.20		\$0.00		\$0.00	24	\$978.20
Phase 2 and 2.5 Field Work		4	\$209.00	8	\$307.68	26	\$698.88		\$0.00	38	\$1,215.56
Phase 2 and 2.5 Report Preparation		6	\$313.50	12	\$461.52	36	\$967.68	6	\$138.48	60	\$1,881.18
Special Provisions Preparation, Material Handling Plan, and DNR Coordination		16	\$836.00	70	\$2,692.20	8	\$215.04	4	\$92.32	98	\$3,835.56
TOTAL:		30	\$1,567.50	110	\$4,230.60	70	\$1,881.60	10	\$230.80	220	\$7,910.50

The Sigma Group, Inc. Consultant Direct Labor Rates

2718-04-01, Reconstruction of West St. Paul Ave. from Mountain Ave. to Madison St., City of Waukesha, Waukesha County

Project ID and Description:

(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)
Employee Name	Classification	Current Rate	% Pay Increase	New Pay Rate	Date of Increase	% Work at Current Rate	% Work at Increased Rate	Weighted Average Hourly Rate
Kristin Kurzka	Environmental Project Manager	\$52.25		\$52.25				\$0.00
Michelle Peed	Assistant Environmental Project Manager	\$38.46		\$38.46				\$0.00
Ed Pencak	Staff Engineer	\$26.88		\$26.88				\$0.00
Kathy Lueningburg	Administrative Assistant	\$23.08		\$23.08				\$0.00
				\$0.00				\$0.00
				\$0.00				\$0.00
				\$0.00				\$0.00
				\$0.00				\$0.00
				\$0.00				\$0.00
				\$0.00				\$0.00
				\$0.00				\$0.00
				\$0.00				\$0.00
				\$0.00				\$0.00

Contract Completion Date: 12/31/2022

The Sigma Group, Inc. Fee Computation Summary by Engineering Task

PROJECT TOTAL

2718-04-01, Reconstruction of West St. Paul Ave. from Mountain Ave. to Madison St., City of Waukesha, Waukesha County

Project ID and Description:

Task	Activity Code	Direct Labor Costs	Indirect Costs	Fixed Fee	Direct Expenses	Total
Project Management / Permits		\$978.20	\$1,575.29	\$171.19		\$2,724.68
Phase 2 and 2.5 Field Work		\$1,215.56	\$1,957.54	\$212.72	\$3,028.12	\$6,413.94
Phase 2 and 2.5 Report Preparation		\$1,881.18	\$3,029.45	\$329.21		\$5,239.84
Special Provisions Preparation. Material Handling		\$3,835.56	\$6,176.79	\$671.22		\$10,683.57
						\$0.00
						\$0.00
TOTAL:		\$7,910.50	\$12,739.07	\$1,384.34	\$3,028.12	\$25,062.03

Indirect Cost Rate (%): 161.04

Fixed Fee (%): 7

The Sigma Group, Inc. Direct Expenses by Item

**2718-04-01, Reconstruction of West St. Paul Ave.
from Mountain Ave. to Madison St., City of
Waukesha, Waukesha County**

Project ID and Description:

Item	Unit Amount	Unit Type	Rate	Total Expenses
Company Vehicle Mileage	38	mile	\$0.74	\$28.12
Private Utility Locate	1	Each	\$400.00	\$400.00
Laboratory Analytical	1		\$2,600.00	\$2,600.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL				\$3,028.12

The Sigma Group, Inc. Consultant Contract Total Fee Computation

**2718-04-01, Reconstruction of West St. Paul Ave. from
Mountain Ave. to Madison St., City of Waukesha,
Waukesha County**

Project ID and Description:

Project ID	2718-04-01				Total for Contract
Number of Staff Hours	220				220
Total Direct Labor	\$7,910.50				\$7,910.50
Total Indirect Costs	\$12,739.07				\$12,739.07
Fixed Fee	\$1,384.34				\$1,384.34
Direct Expenses	\$3,028.12				\$3,028.12
Subtotal	\$25,062.03	\$0.00	\$0.00	\$0.00	\$25,062.03
Subcontract 1					\$0.00
Subcontract 2					\$0.00
Subcontract Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL COST	\$25,062.03	\$0.00	\$0.00	\$0.00	\$25,062.03

Indirect Cost Rate (%): 161.04

Fixed Fee (%): 7



GESTRA Engineering, Inc.
191 W. Edgerton Avenue
Milwaukee, WI 53205
Phone: (414) 933-7444
Fax: (414) 933-7844

September 9, 2020

Ms. Kristin Kurzka, P.E., P.G.
The Sigma Group, Inc.
1300 W Canal St
Milwaukee, WI 53233

Re: Subsurface Exploration Services Proposal
Amendment No. 1
Reconstruction of West St. Paul Ave. from Mountain Ave. to Madison
Street, City of Waukesha, Waukesha County
Project ID: 2718-04-01

Ms. Kurzka,

Thank you for the opportunity to provide a cost estimate for subsurface exploration services for the Reconstruction of West St. Paul Avenue, from Mountain Ave to Madison Street in Waukesha, Wisconsin. The following proposal outlines the project information, scope of work to be performed, and the fees for providing these services.

Project Informationn:

It is our understanding that the subsurface exploration work will be performed for reconstruction of West St. Paul Ave from Mountain Ave. to Madison Street. The reconstruction of the pavement will include the removal of the existing pavement, improving the subgrade as needed, construction of new pavement, restoring concrete curbs, gutters, and sidewalks where necessary.

GESTRA Engineering, Inc. (GESTRA) worked on an initial phase of the project's subsurface investigation in March and April, 2020. GESTRA performed Six (6) standard penetration test (SPT) soil borings, to a depth of 8.5 feet, in the project area. GESTRA completed laboratory testing for the recovered soil samples and prepared a Geotechnical Engineering Report, dated April 9, 2020.

Additional subsurface exploration services have been requested by the Sigma Group (SIGMA) for Phase 2 Environmental Site Assessments (Phase 2 ESA's) within the project area. This proposal is for the additional Phase 2 ESA subsurface drilling services.

The contract completion date for the project is December 31, 2022.

Scope of Geotechnical Exploration Work

Based on our understanding of the project; GESTRA proposes that the following scope of work be performed:

1. Contact Diggers Hotline to identify the utility locations prior to drilling.
2. Layout boring locations measured from site features, i.e. curbs and intersection roads. Field locations may be adjusted based on traffic pattern and utilities present. Elevations and coordinates of the boring locations will not be obtained.
3. GESTRA does not anticipate lane closures will be required for the field work, however short duration lane closures may be required at some of the proposed boring locations if significant boring off-sets are required or if SIGMA field staff requests the off-sets.
4. Complete a total of twelve (12) direct push soil probes to a depth of 10 feet. Samples will be collected at continuous intervals to the termination depth. At the completion of drilling, the borehole will be abandoned per WDNR requirements and the drilled surface patched if drilled on paved surface. The proposed boring locations indicated most of the probes would be drilled in grass behind the sidewalks.
5. Obtain City right-of way (ROW) permits for the soil probes. It is GESTRA's understanding that fees for the permits will be waived by the City.

Fees

For subsurface exploration drilling services, subcontracted to GESTRA Engineering, Inc., a lower tier subconsultant to SIGMA, the CONSULTANT'S actual cost to SIGMA, based on SIGMA's actual cost paid to GESTRA Engineering, Inc. based on a lump sum of \$5,090.00 for units delivered by GESTRA based on rates in the attached table.

Item Description	Unit Type	Unit Rate
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See our attachment to this proposal for the Cost per Unit Table involved here.

If you have any questions concerning this proposal or if we can be of any further services to you, please contact us at 414-933-7444.

Sincerely,



Scott Miller
Project Manager

Attachments: Cost per Unit Table



Subsurface Investigation Services Proposal

Amendment No. 1

Reconstruction of West St. Paul Ave. from Mountain Ave. to Madison Street, City of Waukesha, Waukesha County

Project ID: 2718-04-01

Cost per Unit Table

Description	Est. Qty.	Unit	Unit Price	Total
Field Costs				
Daily Drilling Rate	2	Daily	\$ 1,750.00	\$ 3,500.00
Traffic Control-Short term lane/shoulder closures	2	Daily	\$ 300.00	\$ 600.00
Boring Layout	1	Lump Sum	\$ 500.00	\$ 500.00
Office Hours				
Coordination	5	Hourly	\$ 98.00	\$ 490.00
Total =				\$ 5,090.00

Municipal Consultant Contract Total Fee Computation
City of Waukesha

Project ID and Description: 2718-04-01, Reconstruction of West St. Paul Avenue from Mountain Avenue to Madison Street, City of Waukesha, Waukesha County

Project ID	Enter WO # and Project ID# for original WO	Amendment	Amendment	Amendment	Total for Contract
Number of Staff Hours	5372	Amendment 1			5372
Total Direct Labor	\$288,776.41				\$288,776.41
Total Indirect Costs	\$0.00				\$0.00
Fixed Fee	\$0.00				\$0.00
Direct Expenses	\$0.00				\$0.00
Subtotal	\$288,776.41	\$0.00	\$0.00	\$0.00	\$288,776.41
Ayres Associates	\$17,553.24				\$17,553.24
Ayres Associates	\$19,898.26				\$19,898.26
UW Milwaukee	\$8,257.96				\$8,257.96
Single Source	\$32,850.00				\$32,850.00
Sigma Group	\$11,706.87	\$25,062.03			\$36,768.90
Gestra	\$6,165.00	\$5,090.00			\$11,255.00
Subcontract Subtotal	\$96,431.33	\$30,152.03	\$0.00	\$0.00	\$126,583.36
TOTAL COST	\$385,207.74	\$30,152.03	\$0.00	\$0.00	\$415,359.77

Municipal Overhead Rate (%): 0

Fixed Fee (%): 0.00%