

ARLINGTON COUNTY, VIRGINIA

**AGREEMENT NO. 16-133-E
AMENDMENT NUMBER 11**

This Amendment Number 11 is made on 9/21/2022 to memorialize the authorization of Construction Administration/Management Services which was included in the original Agreement Number 16-133-E ("Main Agreement") dated April 15, 2016, between **STV Incorporated** ("Contractor") and the **County Board of Arlington County, Virginia** ("County").

The County and the Contractor agree to amend the Main Agreement as follows:

1. IMPLEMENT THE CONSTRUCTION ADMINISTRATION/MANAGEMENT SERVICES PER PARAGRAPH 4, CONTRACT TERM:

This Amendment Number 11 memorializes the authorization of Task Order No. 8, Notice-To-Proceed for Construction Administration/Management Services and extend the Contract Term (Period of Performance) from May 10, 2021, until Final Completion is reached utilizing actual direct rates with an effective multiplier of 2.574 as per the attached Fee Proposal.

All other terms and conditions of the Main Agreement remain in effect.

WITNESS these signatures:

THE COUNTY BOARD OF ARLINGTON
COUNTY, VIRGINIA

STV INCORPORATED

AUTHORIZED: DocuSigned by:
SIGNATURE: Dr. Sharon Lewis
89B86B1AD301462...
NAME: Dr. Sharon Lewis
TITLE: Purchasing Agent
DATE: 9/21/2022

AUTHORIZED: DocuSigned by:
SIGNATURE: Jose Bustamante
198D8687D68543D...
NAME: Jose Bustamante
TITLE: Vice President, Mid-Atlantic Regional Manager
DATE: 9/20/2022

ARLINGTON
VIRGINIA

DEPARTMENT OF ENVIRONMENTAL SERVICES

Division of Transportation

2100 Clarendon Blvd., Suite 900 Arlington, VA 22201

TEL 703.228.4951 FAX 703.228.0630 TTY 703.228.4611 www.arlingtonva.us

June 22, 2021

VIA E-MAIL

Mr. E. Richard Capps, Sr. Vice President
STV, Inc.
2701 Prosperity Ave, Suite 305
Fairfax, VA 22031

Subject: Arlington County Contract No. 16-133-E for the Pentagon City Metro Station
Second Elevator Project
Notice to Proceed for Task 8 - Construction Administration Services

Dear Mr. Capps,

Please find enclosed Purchase Order #245495 for Task 8 - Construction Administration Services on the Pentagon City Metro Station Second Elevator project.

This letter constitutes your official Notice to Proceed (NTP) effective May 10th, 2021 for Task 8 - Construction Administration Services. The service is detailed in Agreement No. 16-133-E.

Regarding invoices for payments on approved work, please send monthly invoices to my attention for review and approval. Each of STV's monthly invoices shall show current and prior billings based on an as-needed hourly rate basis and shall include a progress report that explains work performed during the invoice period and any outstanding issues.

If you have any questions, please contact me at (571)447-7555 or via e-mail at ajaymand@arlingtonva.us

Thank you for undertaking this important work for Arlington County.

Best Regards,

Azar S. Jaymand
Project Officer

ARLINGTON
VIRGINIA

DEPARTMENT OF ENVIRONMENTAL SERVICES

Division of Transportation

2100 Clarendon Blvd., Suite 900 Arlington, VA 22201

TEL 703.228.4951 FAX 703.228.0630 TTY 703.228.4611 www.arlingtonva.us

Please acknowledge receipt and return it electronically to the email address below.

Acknowledgment of Receipt



~~STV, Inc.~~ STV Incorporated

June 30, 2021

Date



May 19, 2021

Arlington County
Department of Environmental Services
Facilities Design and Construction
1400 North Uhle Street, Suite 403
Arlington, Virginia 22201

Attn: Azar "Ozzie" Jaymand

Dear Ms. Jaymand,

RE: Arlington County No. MA31 – Pentagon City Metro Station Second Elevator
Pending Change Order Request 08

Arlington County has requested a proposal from STV for additional services under this project's contract Task 8. Services are to include additional project management, meetings, administration and architectural/engineering support during construction for an additional ten (10) months. Per discussion with Arlington County, it was requested that STV provide updated billing rates, including an updated federally audited overhead rate and the necessary non-salary expenses to support site visits during construction. The new overhead, direct rates along with a ten percent (10%) fee were used to develop a multiplier of 2.574. Average classification rates were developed based on rounded blended average rates, which were used to develop the total not to exceed budget. STV requests the ability to invoice as a time and materials contract, utilizing actual direct rates with an effective multiplier of 2.574.

As acknowledged by the County, the final design for the project included additional design elements that were not anticipated and will require additional hours during construction administration. The effort to address the additional review and coordination for the designated design of helical piles and other structural elements is included in the fee. Additionally, based on STV's experience with the selected contractor, additional hours were included based on the level of support anticipated. The proposed fee also includes support from our geotechnical subconsultant.

We appreciate the opportunity to continue working with the County and respectfully request a change order for Task 8 under a cost plus not to exceed budget of \$387,702.80. Please let me know if you have any questions or wish to discuss.

Sincerely,

A handwritten signature in blue ink, appearing to read "Lara E. Hegler".

Lara E. Hegler, PE
Business Unit Leader – VA/DC

Encl: STV proposal for PCO-08



ESTIMATE OF PROFESSIONAL SERVICES

Construction Administration Services

STV Proposal or Job Number: 4018669 16-133-E
Project Description/Location: Pentagon City Metro Station Second Elevator
Client: Arlington County
Design Assumptions: TO 8 - Optional Services (Updated Rates and Services)
 Schedule is based on approximately 20 months;
 If schedule exceeds 630 days, additional funding may be needed.

Reviewed By/Date:
 LJ 03/19/21
 LEH 04/07/21

Manhours by Classification

	QM	PIC	Sr. A/E	A/E	Tech	Total
Task Order Management						-
Attend Bi-weekly meetings			60			60
Prepare subconsultant agreements/subconsultant management			16			16
Prepare Monthly Invoice w. Monthly Progress Report			60			60
Meeting Minutes; Documentation and Filing	16		128			144
Coordination with Construction Manager			240			240
Coordination & Support with County Commissioning Engineer	4		24			28
Respond to & Tabulate Technical Submittals			36			36
Respond to & Tabulate RFI's			36			36
Advise on Requests for Change Orders (up to 2)			8			8
Site Visits (up to 16)			64			64
Punch List Review and Final Completion Inspections			32			32
Prepare & Deliver Record Drawings	8		16			24
Operation & Maintenance Manuals			24			24
Commissioning, Testing & Balancing Reports & Warranties	8		36			44
						-
Architectural						-
Review & Respond to Technical Submittals			80	40		120
Review & Respond to RFI's			80	40		120
Site Visits (up to 8)			80	32		112
Punch List Review and Final Completion Inspections			16			16
Prepare & Deliver Record Drawings			4		24	28
Operation & Maintenance Manuals			16	16		32
Commissioning, Testing & Balancing Reports & Warranties			20			20
						-
Structural Design						-
Review & Respond to Technical Submittals			16	20		36
Review & Respond to RFI's			16	20		36
Site Visits (up to 4)			16	16		32
Helical Pile Deligated Design Efforts			120			120
Shop Drawings, Calculation Review and Coordination						
Final Completion Inspections - 1 trip only			16			16
Prepare & Deliver Record Drawings			4		24	28
Operation & Maintenance Manuals						-
Commissioning, Testing & Balancing Reports & Warranties						-
						-
Mechanical Design						-
Review & Respond to Technical Submittals			12			12
Review & Respond to RFI's			8			8
Site Visits (up to 2), includes punch list trip			32			32
Final Completion Inspections - 1 trip only			16			16
Prepare & Deliver Record Drawings			2		8	10
Operation & Maintenance Manuals			4			4
Commissioning, Testing & Balancing Reports & Warranties			2			2
						-
Electrical Design						-
Review & Respond to Technical Submittals			24			24
Review & Respond to RFI's			8	4		12
Site Visits (up to 2), includes punch list trip			32			32
Final Completion Inspections - 1 trip only			16			16
Prepare & Deliver Record Drawings			2	4	8	14
Operation & Maintenance Manuals			2			2
Commissioning, Testing & Balancing Reports & Warranties			2			2

Hegler, Lara E.

From: jding@dmy-inc.com
Sent: Wednesday, April 7, 2021 7:22 AM
To: Jeffords, Laura L.
Cc: Hegler, Lara E.
Subject: RE: Pentagon City - CA fee estimate

****This e-mail is from outside STV****

Hi Laura,

Thanks for the message.

Based on my experiences with similar project, I think two field trips plus some office time should be good.

Two Field visits: 8 hours x \$155/hour = \$1,240.0
Office discussions and report: 4 hours x \$155/hour = \$620

Total: 12 hours, \$1860.

Please let me know if this good or you need something else.

Regards,

John Z. Ding. P.E.
Principal



www.dmy-inc.com

14241 Midlothian Tpke, Suite 230
Midlothian, VA 23113

Phone: (804) 381-4800
Cell: (804) 955-9589

From: Jeffords, Laura L. <Laura.Jeffords@stvinc.com>
Sent: Tuesday, April 6, 2021 4:49 PM

To: jding@dmy-inc.com
Subject: FW: Pentagon City - CA fee estimate

From: Jeffords, Laura L. <Laura.Jeffords@stvinc.com>
Sent: Friday, March 5, 2021 2:36 PM
To: jding@dmy-inc.com
Subject: Pentagon City - CA fee estimate

I'm using Mimecast to share large files with you. Please see the attached instructions.

John,
As discussed the Pentagon City elevator project has been awarded and construction will be begin soon. We are putting together hours for the CA and commissioning of the project and thought we should include some time for you in case questions arise during the project excavation and backfill. In the past Arlington County has requested certification of items placed underground. It is not yet clear if this will be a requirement for our project but just wanted to be sure you are aware of it.

Thanks.

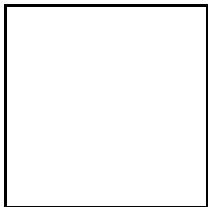
Laura Jeffords
Senior Architect – Transportation & Infrastructure
STV | 1400 I (Eye) Street, NW, Suite 1100, Washington, DC, 20005
(p) 202.753.5316 | (m) 202.802.0483 | (f) 202.380.0219

STV | 2701 Prosperity Ave, Suite 305, Fairfax, VA, 22031
Laura.Jeffords@stvinc.com | www.stvinc.com



Please consider the environment before printing this e-mail.

Redesigned and rebuilt: visit our new website at www.stvinc.com



From: Wornom, Edward <edward.wornom@vdot.virginia.gov>
Sent: Friday, April 2, 2021 10:55 PM
To: Marines, Tracy <Tracy.Marines@stvinc.com>
Cc: Gottschall, Rebecca J. <Rebecca.Gottschall@stvinc.com>; Rachel, Arthenia <arthenia.rachel@vdot.virginia.gov>; Dorcene Fox <dorcene.fox@vdot.virginia.gov>
Subject: FAR Indirect Cost Rate 2020 - STV Incorporated and Affiliates

April 2, 2021

Tracy Marines, VP/Corporate Controller, (sent electronically to tracy.marines@stvinc.com)

Re: Indirect Cost Rate Schedule for STV Incorporated and Affiliates as of September 30, 2020

Dear Ms. Marines,

We are in receipt of your September 30, 2020 (“FY 20”) Indirect Cost Rate audit (“FAR”) submission. The rates submitted and reflected in the below table are being accepted for use in Virginia subject to audit.

	Home	Field
Indirect Cost Rate	133.77%	116.84%
Facilities Cost of Capital Rate:	0.21%	0.05%

The September 30, 2021 Indirect Cost Rate audit is due by March 31, 2022, and should be submitted to our office at ACO@VDOT.Virginia.gov

If there are any questions, please feel free to contact me at (804) 786-2825 or Edward Wornom at (757) 727-4807.

Sincerely,

Edward Wornom on behalf of:
Bradley W. Gales, Director
Assurance and Compliance Office
Virginia Department of Transportation
1401 East Broad Street
Richmond, Virginia 23219
Bradley.gales@vdot.virginia.gov
(804) 786-2825

Task 8: Construction Administration Services

If authorized by the County, the Contractor shall provide Construction Administration/Management services. . The Contractor shall provide all staff, materials, and equipment necessary to perform Construction Administration/Management services. The Contractor shall be the County's Representative, working under the direction of the County Project Officer, and shall perform all work necessary to respond to issues relating to the design intent and integrity during construction of the Project in accordance with the 100% design/engineering documents. Services shall include, but not limited to:

- Attending pre-construction meetings, coordination meetings, as requested, during construction including schedule review, drawing revisions, and analysis;
- Reviewing commenting and approving shop drawings, catalog cuts, product data, samples, mock-ups, and related Submittals including calculations and test results;
- Address Construction Contractor's Requests for Information (RFI's) by providing clarifications and/or preparing supplemental Drawings and Specifications as needed; prepare independent cost and schedule impact estimates for the County Project Officer and contractor's field request that may result in a Proposed Change Order (PCO);
- Review construction Contractor's PCO's to determine basis of the scope, cost, or schedule change, if applicable, assist the County Project Officer in negotiating PCO's;
- Recommend approval of negotiated Change Orders to County Project Officer
- Assist County project management team with Substantial Completion Inspections identify and compile punch list items including reviewing, inspecting approving completed punch list items;
- Prepare CAD as-built file drawings in accordance with the direction given in WMATA ADD Manual Standards;
- Periodically make site visits and on-site observations during construction as required.

The County will further define and negotiate this Task at a later date.

Additional Services

The County Project Officer may request the following additional services, in addition to the Scope of Work defined in Tasks 1 through 8:

- Design presentations to community meetings
- Renderings and illustrations of design for public presentations
- Preparation of 3-D model(s) for public presentation.

Any requested Additional Services must be authorized in writing by the County Project Officer prior to the Contractor proceeding.