



west virginia department of environmental protection

Division of Water and Waste Management
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Austin Caperton, Cabinet Secretary
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MEMORANDUM

TO: Kathy Emery, P.E., Assistant Director, DWWM

FROM: Thomas Cazad, P.E., Engineer Associate, DWWM

DATE: July 19, 2018

SUBJECT: Charles Town Utility Board – Route 9 Sewer Project
IJDC Application: 2017E-175
Engineering Fee Variance Request

RECOMMENDATION

The variance request for the engineering fees for the above referenced project has been reviewed, and it is recommended for approval.

DISCUSSION

The request notes the estimated construction cost to be \$7,423,598.00 (including 10% contingency). The consultant's design fee will be adjusted to \$512,434 as part of Task Order 2A. This amount is 6.9% of construction cost, which is above the ASCE curve of 6.7%. The consultant's total fee is \$1,929,416.39, resulting in the total fees being equal to 26.0% compared to the ASCE total fee curve of 17.5%.

The justification for exceeding and using the complex ASCE fee curves is presented in the request. However, Task Order 2A included additional design work for \$51,000 and should not be considered a special service. Further, Task Order 8 included \$126,641 for additional RPR and construction administration services, which would typically fall under the Construction Phase instead of special services. The request notes that various special services, including geotechnical reports, surveying, a sewer shed study and alternatives analysis, easement acquisition, permit fees, railroad leasing fees, Phase I environmental assessment, wetland delineations, and other environmental reports, were required for the project. After the adjustments listed above, the special services appear to total \$510,680.00. The total engineering fee less the adjusted special services falls above the curve at 19.1%.

It should be noted that this project is part of a larger package of projects, all of which requiring multiple contracts and subcontracts to meet strict deadlines. Additionally, this complex project will require coordination between Ranson and Jefferson Co. PSD, and Charles Town Utility Board, as the latter becomes the sole owner of all three sewer systems.