

CONSTRUCTION

PROJECT AGREEMENT AMENDMENT **Sample**

United States Department of the Interior / National Park Service

OLYMPIC NATIONAL PARK



Repair Slumping Fill Sections

Sol Duc Road

PMIS/FHWA Number: OLYM 083204 – 103 (2)

July 2005

This is an agreement among four parties: Olympic National Park, the Pacific West Region, Federal Highway Administration /Western Federal Lands Highway Division, and the Denver Service Center. It describes specific project requirements to be fulfilled and duties to be performed by all parties to produce or supply the services and products as agreed to below.

Agreed:

Construction Engineer, Western Federal Lands Highway Division, FHWA

Date

Agreed:

Project Manager, Denver Service Center, NPS

Date

Recommended:

Superintendent, Olympic National Park

Date

Approved:

Regional Director, Pacific West Region

Date

REASON FOR CONSTRUCTION PROJECT AGREEMENT AMENDMENT

The current Project Agreement (PA) addresses in detail the roles and responsibilities during design for Olympic National Park (OLYM), Pacific West Region (PWR), Western Federal Highway Division (WFLHD) and Denver Service Center (DSC) with general statements regarding construction responsibilities. This PA Amendment addresses the roles and responsibilities during construction in more detail. Unless changed by this amendment, all sections of the previous PA remain valid.

PROJECT SCOPE

The scope of this project is unchanged from the original project scope. All work items were awarded as part of the construction contract. Following is a listing of the four sites as identified in the Geo-tech report:

Site #1 -Station 91+25 to 93+75

Site #2 - Station 95+00 to 96+30

Site #6 - Station 238+75 to 239+80

Site #9 - Station 405+80 to 409+70

PROJECT SCHEDULE

<u>Task</u>	<u>Start</u>	<u>Finish</u>
Notice to Proceed -----	06/22/05	
Clearing Limits Establish -----	07/18/05 -----	07/20/05
Excavate - Sites #1 & #2 -----	08/15/05 -----	08/18/05
Drill & Install Deadman Anchors - Site #1 & 2 -----	08/02/05 -----	08/12/05
Install Tie Bars – Sites #1 & #2 -----	08/24/05 -----	08/29/05
Install Structural Backfill - Site #1 & #2 -----	08/25/05 -----	09/01/05
Excavate – Site #6 -----	09/08/05 -----	09/09/05
Install Structural Backfill Site - #6 -----	09/15/05 -----	09/16/05
Pave Sites - #1, #2, & #6 -----	09/21/05 -----	09/22/05
Excavate - Site #9 -----	08/16/05 -----	08/17/05
Install Lagging & Concrete - Site #9 -----	08/16/05 -----	08/19/05
Install Riprap – Site #9 -----	02/22/05 -----	08/24/05
Project Completion -----		09/30/05

LINES OF COMMUNICATION

WFLHD Project Engineer – Paul Rettinger

- Only person to discuss construction with contractor.
- Responsible for construction in accordance with plans and specifications.
- Notify the NPS/WFLHD Construction Coordinator, sufficiently in advance, to schedule travel or arrange for the park landscape architect to review and approve samples, participate in discussions concerning potential contract modifications, and to review and approve specific construction items as previously discussed.
- **Local Park Representative** - Jack Galloway, Park Landscape Architect: 360-565-3161
Only park employee to discuss day-to-day operations with the Project Engineer such as traffic problems, park rules and regulations, concessionaire, construction limit violations, fire prevention and control, visitor safety, and visitor respect.
- **Park coordination oversight responsibilities and briefings to the Superintendent** - Alan Sumeriski, Chief of Maintenance: 360-565-3150
- **Law enforcement** (by any park law enforcement officer on duty).

Principle contact - Tim Simonds, Chief District Ranger: 360-565-3111

On-site contact - District Park Ranger, Mark O'Neill: 360-928-3380

- **Chief of Natural Resources and On-site contact** - Cat Hoffman: 360-565-3060

Alan Woodrow, Project Manager, Denver Service Center (DSC): 303-969-2550 Alan Woodrow@nps.gov

- The National Park Service Construction Representative.
- The official NPS spokesman on technical and aesthetic construction details.
- Coordinates the NPS official position and decisions on field changes, contract modifications, agreements, etc. before presentation to the Superintendent. The NPS-FHWA Construction Coordinator must discuss all contract modifications, supplemental agreements, or any other contract changes with Superintendent, prior to Superintendent's signature.
- Coordinates with OLYM and FHWA the schedule for pre-final and final inspection.
- Along with the Superintendent, officially accepts the project in writing upon completion.

Karen Vaage, Project Specialist, DSC stationed at Seattle: 206-220-4016 Karen Vaage@nps.gov

- The National Park Service on-site Construction Representative.
- Reviews and approves staking and slope contouring for NPS prior to construction and makes arrangements for any necessary field modifications.
- Responsible for decisions on color and texture selections.
- Responsible for on-site inspection of landscape items such as: clearing limits, limits on staging areas, grading, rock work, tree wells, walks, curbs, slope shaping, top soiling, seeding, mulching, etc.

NOTE: NPS-WFLHD Construction Coordinator (Alan Woodrow) will always be available at his office phone (303-969-2550) or cell phone (303-618-4415) when traveling. Karen Vaage, Project Specialist, Denver Service Center: 206-220-4016 will be the on-site representative.

PROJECT AGREEMENT AMENDMENT PROCESS

Any party to the agreement, subject to the concurrence may amend the project agreement by all original signatories. Circumstances that may result in an amendment to this agreement include any major changes in scope, schedule, products, budgets, milestone dates and key positions. Amendments will be in the form of revisions to the original agreement or changes documented through standard correspondence or electronic mail. Distribute project agreement amendments to all signatories of the original agreement.

ISSUE RESOLUTION PROCESS

The issue resolution matrix identifies the **people** from each organization, beginning at the field level, who will be **responsible for resolving issues**. The matrix lists each person by name and identifies the **time frames** by which issues should be resolved or escalated to the next level.

WFLHD Representative	NPS/DSC Representative	OLYM / PWR Representative	Time frame
Project Manager Paul Rettinger	DSC Project Specialist Karen Vaage	OLYM Project Manager Jack Galloway	2 Days
Const. Oper. Eng. Curtis Scott	DSC Project Manager Alan Woodrow	OLYM Project Manager Jack Galloway	5 Days
Const. Engineer Robert Lae	Chief Park Roads George Tait	OLYM Chief of Maintenance Alan Sumerisk PWR FLHP Coordinator Dave Kruse	10 Days
Director of Project Delivery Ricardo Suarez	Chief of Transportation Larry Walling	OLYM Superintendent Bill Laitner	20 Days