



June 28, 2023

Governing Board Communication

Agenda Item B-3

TO: MERA Governing Board
FROM: Dave Jeffries, Deputy Executive Officer for the Next Gen System
SUBJECT: Contract Modifications – 4Leaf (Action Item)

Recommended Action: Discuss and authorize the Executive Officer to execute 4Leaf Contract Modification #2 and #3.

Background:

On 10/27/2021, the Governing Board approved a contract with 4Leaf to perform electrical inspections at the MERA sites. The initial contract was designed to get us started and was approved for \$9,992.00. On 04/27/2022, the Governing Board approved Contract Modification #1 for \$20,000 with an additional contingency of \$3,000. The total at that time was \$29,992.00 plus the contingency amount.

To date, MERA has paid 10 invoices, totaling \$17,791.50, leaving \$12,200.50 remaining. It has become apparent, as we have moved from existing sites to the more complicated sites, that additional funds will be required to complete these inspections. Contract Modification 2 has been developed by 4Leaf based on their current understanding of the remaining effort which includes additional reports as Inspector of Record on behalf of MERA for a submittal to PG&E for each of the seven (7) sites with new utility service.

In addition, our Construction Manager has recommended that we use 4Leaf to serve as our overall Inspector of Record for the Bid Package #3 and #4 sites. In the earlier Bid Packages, which were simpler in scope, MERA received a letter from AECOM indicating the work was performed correctly. For the remaining sites, 4Leaf will be reviewing all of the inspection records from our third-party testing agencies and providing documentation to close out of the sites. Contract Modification 3 has been developed by 4Leaf to provide this additional scope.

Change Orders:

Contract Mod	Description	Amount
2	To complete BP #3 and #4 Inspections	\$25,000.00
3	Inspector of Record – Close Out Packages	\$20,210.00
Total:		\$45,210.00

As this work relates to Bid Package #3 and #4, I am recommending that the expense be applied against the contingencies for BP #3 and #4 and based on the valuation of the two bid packages, recommend 1/3 from the BP #3 contingency and 2/3 from the BP #4



contingency. (BP #3: \$15,070 leaving \$518,000.51 and BP #4: \$30,140, leaving \$662,420.20.

Attachments:

B-3A) Contract Modification #2 – Additional Funding for Inspection Services.

B-3B) Contract Modification #3 – IOR Project Closeout