



May 3, 2023

City of Mississauga  
 Transportation & Works Department  
 Infrastructure Planning & Engineering Services Division  
 201 City Centre Drive  
 Mississauga, ON L5B 4E4

**Attention: Ms. Rebecca Huang, P.Eng., M.Eng.  
 Capital Project Manager**

**Re: Condition Survey and Detail Design for five (5) bridges  
 PRC002097  
 Additional Fee Authorization AFA-COR #6 – Phase 3 Contract Administration for  
 the Rehabilitation of Bridge 024001 EB & WB – Burnhamthorpe Road West over  
 Credit River Bridge EB & WB**

Description of Scope Change

The current Purchase Order for the above noted assignment does not include Phase 3 Contract Administration service.

Phase 3 Contract Administration services is a Provisional item with fees provided in our original proposal based on a monthly (4 week) cost. The rates quoted in our proposal for Phase 3 were based on construction beginning in March 2022 as indicate in the terms of reference in the original RFP.

Reason for Change

This Change Order Request is to provide Contract Administration services for the rehabilitation of the Burnhamthorpe Road West over Credit River Bridge EB & WB (Bridge No. 024001 EB & WB).

As indicated in the original Terms of Reference, Contract Administration services to be provided include:

- a) Provide Contract Administration services during construction, assuming 4 hours per working day;
- b) Provide full-time inspection services during construction, assuming 8 hours per working day;
- c) Prepare two sets of full-size “as-constructed” drawings on four (4) mil Mylar and one electronic copy in \*.PDF format
- d) Arrange and lead bi-weekly meetings to discuss project progress and any construction issues.

In addition to the above, this Change Order Request also includes effort for office support including engineering and CAD to review contractor Request for Information and address any unforeseen site conditions that may arise during construction.

The estimated construction duration, including pre-construction work and deficiency inspection for the rehabilitation of the Burnhamthorpe Road West over Credit River Bridge EB & WB bridge is 62 weeks, from July 2023 through April 2025, not including a winter shutdowns from December 2023 to April 2024 and December 2024 to April 2025.

Additional Fee Request.

Construction for the rehabilitation of the Burnhamthorpe Road over Credit River Bridge EB & WB is anticipated to last until Spring of 2025. In addition, construction for the rehabilitation of the

- 2 -

Burnhamthorpe Road West over Mullet Creek Bridge EB & WB is anticipated to start in 2025 and continue to the end of 2026. As such we respectfully request an adjustment to the hourly rates for Phase 3 Contract Administration to account for 5% yearly inflation from 2022 to 2026.

Based on the Scope Change Summary presented above, we respectfully request an Additional Fee of **\$ 455,033.50 + HST.**

Task	Hourly Rate (2022\$)	Hourly Rate (2026\$)	Blended Hourly Rate	Estimated Duration (hrs)	Total
Contract Administration (assuming 4 hours per working day for 62 weeks)	\$100.00	\$121.60	\$110.80	1240	\$137,392.00
Preconstruction Meeting and Bi-Weekly Site Meetings (assuming 31)	\$100.00	\$121.60	\$110.80	62	\$6,869.60
Construction Inspection (assuming 8 hours per working day for 62 weeks)	\$80.00	\$97.30	\$88.65	2480	\$219,852.00
Prepare As-Built Drawings	\$80.00	\$97.30	\$88.65	320	\$28,368.00
Project Management (assuming 4 hours per week for 62 weeks)	\$130.00	\$158.10	\$144.05	248	\$35,724.40
Office Support – Structural Engineer	\$108.10	\$131.40	\$119.75	150	\$17,962.50
Office Support - CAD	\$80.00	\$97.30	\$88.65	100	\$8,865.00
Total (Excluding HST)					\$455,033.50

The above rates do not include night work, weekends or holidays.

The above represents an initial upset limit based on a 62 week construction duration, not including winter shutdowns, and assumes single shift work during standard working hours and 5 day work week. Should the actual construction duration or the contractor's schedule exceed the hours noted above, additional fees will apply.

Yours truly,  
Morrison Hershfield Limited



Scott Leitch, P.Eng.  
Project Manager  
Vice President, Transportation Structures

X:\Proj\2020\202022000-Mississauga Condition Survey DD\04. PM\05. Monitor & Control\01. Change Order\CR06\202022000\_CR04\_letter\_CR\_Phase 3.docx



**City of Mississauga Additional Fee Authorization**

An Additional Fee of \$455,033.50 as requested under Morrison Hershfield's AFA-COR #6 is approved and Morrison Hershfield is authorized to proceed with the additional work.

City of Mississauga Change Order Reference: \_\_\_\_\_ Date: \_\_\_\_\_

Signature

\_\_\_\_\_

Rebecca Huang, P.Eng., M.Eng.

Capital Project Manager

