



**PURCHASING ITEM  
FOR  
COUNCIL AGENDA  
Memo No. CA13-098**

**1. Agenda Item Number:** 210  
**2. Council Meeting Date:** January 24, 2013

**TO: MAYOR & COUNCIL**

**3. Date Prepared:** January 10, 2013

**THROUGH: CITY MANAGER**

**4. Requesting Department:** City Manager

**5. SUBJECT:** Amendment to Taylor Rymar Corporation Professional Services Contract

**6. RECOMMENDATION:** Staff recommends that Council approve Amendment No. 1 to Professional Services Contract with Taylor Rymar Corporation for Transportation and Development HVAC Upgrades, Project No. BF1203-201, in an amount not to exceed \$11,475.00 and a revised Contract amount not to exceed \$53,625.00

**7. BACKGROUND/DISCUSSION:** In 2000, the old Public Works Administration building and Police Station were joined together into one building, which is now known as the Transportation and Development building. The original construction for both buildings occurred in the early 1970's. A majority of the air handlers are original HVAC equipment that has gone beyond the end of its life cycle. The contract scope will provide construction drawings to replace the old air handling units, duct work and fire dampers and replacement of the hot water boilers.

Additionally, due to reductions and consolidations in staff, building modifications are needed to better utilize floor space. This amendment will address additional mechanical, plumbing, electrical, and fire protection design to accommodate these changes.

**8. EVALUATION:** Taylor Rymar Corporation was selected as the consultant for the Transportation and Development HVAC Upgrades in accordance with established City policies and procedures. Staff has reviewed the scope of work, billing rates, and total fee for this amendment and found to be fair and consistent with historical costs for similar work.

**9. FINANCIAL IMPLICATIONS:**

Cost: \$42,150.00 Original Contract  
\$11,475.00 Amendment No. 1 (27% of Original)  
\$53,625.00 Revised Contract

Savings: N/A  
Long Term Costs: N/A

**Fund Source:**

<u>Acct. Name</u>	<u>Fund Number:</u>	<u>Project #:</u>	<u>CIP Funded:</u>	<u>Amount:</u>
Existing Bldg Renov & Repair	401.3210.6210	6GG628	Yes	\$11,475.00

**10. PROPOSED MOTION:** Move that Council approve Amendment No. 1 to Professional Services Contract with Taylor Rymar Corporation for Transportation and Development HVAC Upgrades, Project No. BF1203-201, in an amount not to exceed \$11,475.00 and revised Contract amount not to exceed \$53,625.00 and authorize the Mayor to sign Contract Documents.

**ATTACHMENTS:** Location Map and Amendment

**APPROVALS**

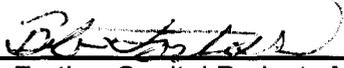
**11. Requesting Department**

Kris Kircher, Facilities Maintenance Manager

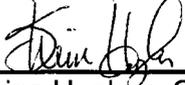
**13. Department Head**

Pat McDermott, Assistant City Manager

**12. Transportation and Development**

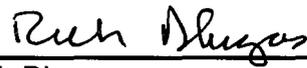


Bob Fortier, Capital Projects Manager



Sheina Hughes, City Engineer

**14. City Manager**



Rich Dlugas



Chandler Arizona

AMENDMENT NUMBER 1

Project Name: **Transportation & Development HVAC Upgrades**  
Project No.: **BF1203-201**

This Amendment No. 1 to that certain Agreement between the City Of Chandler (CITY) and **Taylor Rymar Corp., incorporated in the state of Arizona**, dated for June 11, 2012 is entered into this day of \_\_\_\_\_, 2013.

WHEREAS the parties have determined that it is necessary and desirable for CONSULTANT to perform additional services for CITY;

NOW THEREFORE, the parties agree as follows:

1. Section 3, of the above referenced Agreement, is hereby; amended by adding additional scope of work described in more detail in **Exhibit A** attached hereto and incorporated herein by reference.
2. Section 4, of the above referenced Agreement, is hereby; amended by increasing the total contract price by an amount not to exceed the sum of **Eleven Thousand Four Hundred Seventy Five Dollars (\$11,475)** for a total Contract Price not to exceed the sum of **Fifty Three Thousand Six Hundred Twenty Five Dollars (\$53,625)** of all payable in accordance with **Exhibit B**, attached hereto and incorporated herein by reference.
3. Section 5, of the above referenced Agreement is hereby amended by increasing the Contract Time by **Two Hundred Thirty (230) days** for a total Contract Time of **Two Hundred Ninety (290) days** from the original Notice to Proceed.
4. All other terms and conditions of the above referenced Agreement shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties have hereunto subscribed their names this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

CITY OF CHANDLER:

CONSULTANT:

By: \_\_\_\_\_  
MAYOR Date

By: [Signature]  
Title: PRINCIPAL

APPROVED AS TO FORM:

ATTEST: (If corporation)

City Attorney by: [Signature]  
ATTEST:

Secretary  
WITNESS: (If Individual or Partnership)

\_\_\_\_\_  
City Clerk

SEAL

Amendment No. 1 cont.

Project No. BF1203-201

**THESE CHANGES RESULT IN THE FOLLOWING ADJUSTMENTS OF CONTRACT PRICE AND TIME**

<b>ORIGINAL CONTRACT AMOUNT</b>	<b>\$ 42,150</b>
<b>CURRENT CONTRACT PRICE PRIOR TO THIS AMENDMENT</b> (Including previous amendments)	<b>\$ 42,150</b>
<b>NET INCREASE / DECREASE</b> (Resulting from this amendment)	<b>\$ 11,475</b>
<b>REVISED CONTRACT PRICE</b> (Including this amendment)	<b>\$ 53,625</b>
<b>AMENDMENT PERCENTAGE</b> (Of original contract price)	<b><u>27%</u></b>
<b>CONTRACT TIME PRIOR TO THIS AMENDMENT</b> (Including previous amendments).	<b>60</b> (Days or Date)
<b>NET INCREASE/DECREASE</b> (Resulting from this amendment)	<b>230</b> (Days or Date)
<b>REVISED CONTRACT TIME</b> (Including this amendment)	<b>290</b> (Days or Date)
THIS AMENDMENT No. _____	Does not Require Council Approval: Less than \$30,000* _____
	More than \$30,000 but less than 10% of Contract* _____
THIS AMENDMENT No. <u>1</u>	Requires Council Approval Greater than \$30,000* _____
	Greater than 10% of Contract * <b>X</b>
*Including City Manager approved Amendments	
<b>ORIGINAL CONTRACT COUNCIL DATE: <u>5/24/2012</u> ITEM NO.:<u>35</u>, if applicable</b>	
<b>COUNCIL APPROVAL: _____ ITEM NO: _____, if applicable</b>	
<b>CITY OF CHANDLER (Date &amp; Name of Owner Dept. verbal approval): <u>Kris Kircher, Facilities Manager</u></b>	

CC: City Clerk    User Dept    Project Mgr    Consultant    Project Analyst    File

## EXHIBIT A SCOPE OF WORK

CONSULTANT shall perform additional Professional Services consisting of Mechanical Engineering, Plumbing Engineering, and Fire Protection Engineering to accommodate the following building renovations:

### First Floor (East):

1. Convert existing 1,800 square foot open office space to incorporate (2) new showers, men's and women's restrooms, and break room.
2. Convert existing 2,800 square foot and 3,200 square foot office areas into one open office area totaling 6,000 square foot.

### First Floor (West)

1. Add urinal into existing men's restroom located in northeast corner of floor plan
2. Revise electrical power only for the installation of new modular furniture in an existing 1,800 square foot open office area.
3. Revise electrical power only for installation of additional computer stations at customer self-service counter.

### Second Floor (West)

1. Convert existing 2,600 square foot of existing private office area into training room.
2. Modify existing men's and women's restroom to ADA compliance.

Scope of Work consists of the following additional items:

1. Attend (1) design meetings to review design criteria.
2. Prepare and provide Preliminary and Construction technical specifications and plans in standard format, as necessary or applicable, and in accordance with current City, County, State and Federal requirements.
3. Design and Drafting of additional Electrical Construction Drawings. Drawings shall include: Single Line Diagram(s), Panel Schedules, Power Floor Plans, and Load Calculations.
4. Design and Drafting of additional Mechanical Construction Drawings. Drawings shall include: HVAC Floor Plans, Details, and Schedules.
5. Design and Drafting of Plumbing and Fire Protection Construction Drawings. Drawing shall include: Single Line Diagrams(s), Details, and Panel Schedules as appropriate.
6. Conduct a Fire Flow test.
7. Respond to City of Chandler review comments.
8. All Construction Administration Services from original contract including shop drawing review, review and response to RFI's, construction site visits and observation reports and as-built documents are deleted from this contract's scope of work.

Clarifications and Assumptions:

1. City shall provide all available as-built drawings.
2. City shall prepare and provide architectural drawings for building renovations.
3. Above specifically prepared Plans shall be combined with architectural plans prepared by City for bidding purposes.

**EXHIBIT B  
FEE SCHEDULE**

TASK	Principal		Sr. Designer		Sr. CADD Tech.		Admin. Support		TOTALS	
	Hrs	\$170	Hrs	\$110.00	Hrs	\$75.00	Hrs	\$65.00	Hrs	Cost
<b>Mechanical Engineering</b>										
Field Investigations			6.0	\$660	6.0	\$450			12.0	\$1,110
Plans					20.0	\$1,500	1.0	\$65	21.0	\$1,565
Plan Review - Addendum					2.0	\$150	1.0	\$65	3.0	\$215
<b>Total Mechanical Engineering</b>			<b>6.0</b>	<b>\$660.00</b>	<b>28.0</b>	<b>\$2,100.00</b>	<b>2.0</b>	<b>\$130</b>	<b>36.0</b>	<b>\$2,890</b>
<b>Plumbing Engineering</b>										
Field Investigations			4.0	\$440	4.0	\$300			8.0	\$740
Create Electronic Backgrounds					4.0	\$300			4.0	\$300
Engineering			4.0	\$440					4.0	\$440
Plans			23.0	\$2,530	23.0	\$1,725			46.0	\$4,255
Plan Review - Addendum			2.0	\$220	2.0	\$150			4.0	\$370
QC	4.0	\$680							4.0	\$680
<b>Total Plumbing Engineering</b>	<b>4.0</b>	<b>\$680</b>	<b>33.0</b>	<b>\$3,630</b>	<b>33.0</b>	<b>\$2,475</b>			<b>70.0</b>	<b>\$6,785</b>
<b>Fire Protection Engineering</b>										
Field Investigations			4.0	\$440					4.0	\$440
Create Electronic Backgrounds					4.0	\$300			4.0	\$300
Engineering			3.0	\$330					3.0	\$330
Plans			10.0	\$1,100	14.0	\$1,050			24.0	\$2,150
Plan Review - Addendum			1.0	\$110	2.0	\$150			3.0	\$260
QC	2.0	\$340							2.0	\$340
<b>Total Fire Protection Engineering</b>	<b>2.0</b>	<b>\$340</b>	<b>18.0</b>	<b>\$1,980</b>	<b>20.0</b>	<b>\$1,500</b>			<b>40.0</b>	<b>\$3,820</b>
<b>Electrical Engineering</b>										
Plans					33.0	\$2,475				
Plan Review - Addendum					4.0	\$300				
<b>Total Electrical Engineering</b>					<b>37.0</b>	<b>\$2775</b>			<b>37.0</b>	<b>\$3,820</b>
<b>Construction Admin Allowance</b>										
<b>Total Construction Admin Allowance</b>	<b>(6.0)</b>	<b>(\$1,020)</b>	<b>(32.0)</b>	<b>(\$3,520)</b>	<b>(6.0)</b>	<b>(\$450)</b>	<b>(4.0)</b>	<b>(\$260)</b>	<b>(48.0)</b>	<b>(\$5,250)</b>
<b>SUB-TOTAL</b>	<b>0.0</b>	<b>\$1020</b>	<b>25.0</b>	<b>\$2,750</b>	<b>112.0</b>	<b>\$8,400</b>	<b>(2.0)</b>	<b>(\$130)</b>	<b>135.0</b>	<b>\$11,020</b>
<b>Fire Flow Testing Allowance</b>										<b>\$455</b>
<b>TOTAL</b>										<b>\$11,475</b>

