



**PURCHASING ITEM  
FOR  
COUNCIL AGENDA  
Memo No. CP13-129**

**1. Agenda Item Number:**  
**22**  
**2. Council Meeting Date:**  
February 14, 2013

**TO: MAYOR & COUNCIL**  
**THROUGH: CITY MANAGER**

**3. Date Prepared:** January 22, 2013  
**4. Requesting Department:**  
Transportation & Development

**5. SUBJECT:** One (1) year extension to the existing Annual Civil Design and Platting Services contract with Ritoch-Powell & Associates.

**6. RECOMMENDATION:** Staff recommends that Council approve a one (1) year extension to the existing Annual Civil Design and Platting Services Contract EN1002-101 with Ritoch-Powell & Associates in an amount not to exceed \$250,000.

**7. BACKGROUND/DISCUSSION:** City staff selected Ritoch-Powell & Associates in anticipation of the need for a number of sites currently held by the City to be converted to plat subdivisions for the U.S. Department of Housing and Urban Development. The City also has at least three additional lot areas that have been purchased and would like to ultimately subdivide, plat, and sell in order to establish future subdivisions. The City has also made use of the annual contract for minor land divisions and general civil engineering services on an as-needed basis. This annual contract provides for civil design and platting services.

Under this contract, individual project agreements will be prepared for execution and approval for each specific project. Project agreements over \$30,000 will be submitted for Council approval up to the annual aggregate of \$250,000. This action will result in saving the cost of the selection process and the time to bring individual projects forward.

**8. EVALUATION:** The current consultant was selected for a one (1) year contract with an option to renew for four (4) additional years. This contract extension will be the second option year of the Annual Civil Design and Platting Services Contract EN1002-101. The contract rates are unchanged from the previous year's contract rates. This contract extension will be for \$250,000 based on last year's expenditures.

**9. FINANCIAL IMPLICATIONS:**

Cost: \$250,000  
Savings: N/A  
Long Term Costs: N/A

The owner/user department shall provide funding for each individual project.

**10. PROPOSED MOTION:** Move that Council approve a one (1) year extension to the existing Annual Civil Design and Platting Services Contract EN1002-101 with Ritoch-Powell & Associates in an amount not to exceed \$250,000, and authorize the Mayor to sign the contract documents.

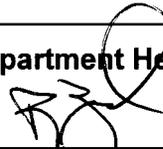
**ATTACHMENTS:** Contract Amendment

**APPROVALS**

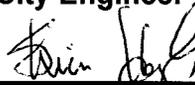
**11. Requesting Department**

  
Bob Fortier, Capital Projects Manager

**13. Department Head**

  
R.J. Zeder, Transportation & Development Director

**12. City Engineer**

  
Sheina Hughes, City Engineer

**14. City Manager**

  
Rich Dlugas

NOTICE OF EXERCISE OF OPTION TO EXTEND  
ANNUAL CONTRACT FOR CIVIL DESIGN AND PLATTING SERVICES  
PROJECT NUMBER EN1002-101

The City Council authorized the City of Chandler (hereinafter referred to as "CITY") and Ritoch-Powell & Associates, an Arizona corporation (hereinafter referred to as "ANNUAL CONSULTANT") to enter into an Annual Contract for Civil Design And Platting Services (hereinafter referred to as "AGREEMENT") which was approved by the City Council on January 27, 2011 and executed on February 1, 2011.

1. This AGREEMENT authorized CITY the option to extend this AGREEMENT for four one-year terms.
2. CITY hereby gives notice of the exercise of its option to extend the AGREEMENT for one year pursuant to the same terms and conditions as the AGREEMENT.
3. This Notice is hereby incorporated to the AGREEMENT and must be filed with the City Clerk's Office.
4. The total cost of work issued to the ANNUAL CONSULTANT by the City of Chandler will not exceed Two Hundred Fifty Thousand dollars (\$250,000).
5. All other terms and conditions of the above referenced Agreement shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day and year first written above.

This Notice is hereby incorporated to the AGREEMENT and must be filed with the City Clerk's Office

This Notice is hereby signed and approved by CITY and ANNUAL CONSULTANT

CITY OF CHANDLER  
 \_\_\_\_\_  
 MAYOR Date

ANNUAL CONSULTANT:  
 By: Karl G. Obergh  
 Title: President

ATTEST:  
 \_\_\_\_\_  
 City Clerk

ATTEST: If Corporation  
[Signature]  
 Secretary

APPROVED AS TO FORM:  
 \_\_\_\_\_  
 City Attorney [Signature] by: \_\_\_\_\_

WITNESS: (If individual or Partnership)  
 \_\_\_\_\_

SEAL