



**PURCHASING ITEM  
FOR  
COUNCIL AGENDA  
Memo No. CP14-022**

**1. Agenda Item Number:**  
**30**

**2. Council Meeting Date:**  
August 15, 2013

**TO: MAYOR & COUNCIL**

**3. Date Prepared:** July 23, 2013

**THROUGH: CITY MANAGER**

**4. Requesting Department:** Community Services

**5. SUBJECT:** Project Agreement to Gavan & Barker, Inc. for park design services for Valencia Park.

**6. RECOMMENDATION:** Staff recommends that Council award a project agreement to Gavan & Barker, Inc., for Valencia Park, Project No. PR1401-201 pursuant to annual contract for park design services, EN1305-101 in an amount not to exceed \$134,210.00.

**7. BACKGROUND/DISCUSSION:** The City's system of neighborhood parks is intended to serve Chandler's residential areas with a variety of active and passive recreational facilities. It is the City's goal to provide, where possible, one 10-acre neighborhood park for each square mile of residential development. This park site is 9.35 acres in size and is located in the square mile bordered by Chandler Heights, Gilbert, Riggs, and Lindsay roads. Typical amenities included in neighborhood parks are lighted pathways, playgrounds with shade, sand volleyball and basketball courts, ramadas, open space and landscaping.

This contract includes master planning, survey, utility coordination, drainage analysis and report, geotechnical investigations, preparation of construction documents and comment resolution including civil, irrigation, electrical, landscape and structural, and bid assistance.

Public meetings will be conducted to gather input from residents of this square mile regarding amenities in the park and adopting an official name for this park. The term of this design services contract is 180 days from Notice to Proceed.

**8. EVALUATION:** City staff reviewed the scope of work, billing rates, and total fee for the project and determined them to be reasonable. This project is within the parameters of the annual contract for park design services with this firm.

**9. FINANCIAL IMPLICATIONS:**

Cost: \$134,210.00  
Savings: N/A  
Long Term Costs: N/A

Fund Source:	Fund Name:	Program Name:	CIP Funded:	Amount:
Acct. No.: 424.4580.5219.0000.6PR638	Park Impact Fees	Valencia Park Site	FY 13/14	\$134,210.00

**10. PROPOSED MOTION:** Move that Council award a project agreement to Gavan & Barker, Inc., for Valencia Park Site, Project No. PR1401-201, pursuant to annual contract for park design services, EN1305-101, in an amount not to exceed \$134,210.00 and authorize the Mayor to sign the contract documents.

**ATTACHMENTS:** Location Map, Project Agreement

**APPROVALS**

**11. Requesting Department**

Mickey Ohland, Park Development and Operations Mgr.

**13. Department Head**

Mark Eynatten, Community Services Director

**12. Transportation & Development**

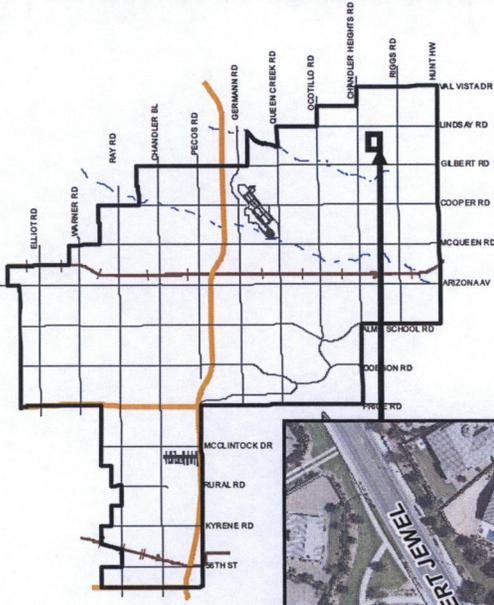
Bob Fortier, Capital Projects Manager

**14. City Manager**

Rich Dlugas, City Manager

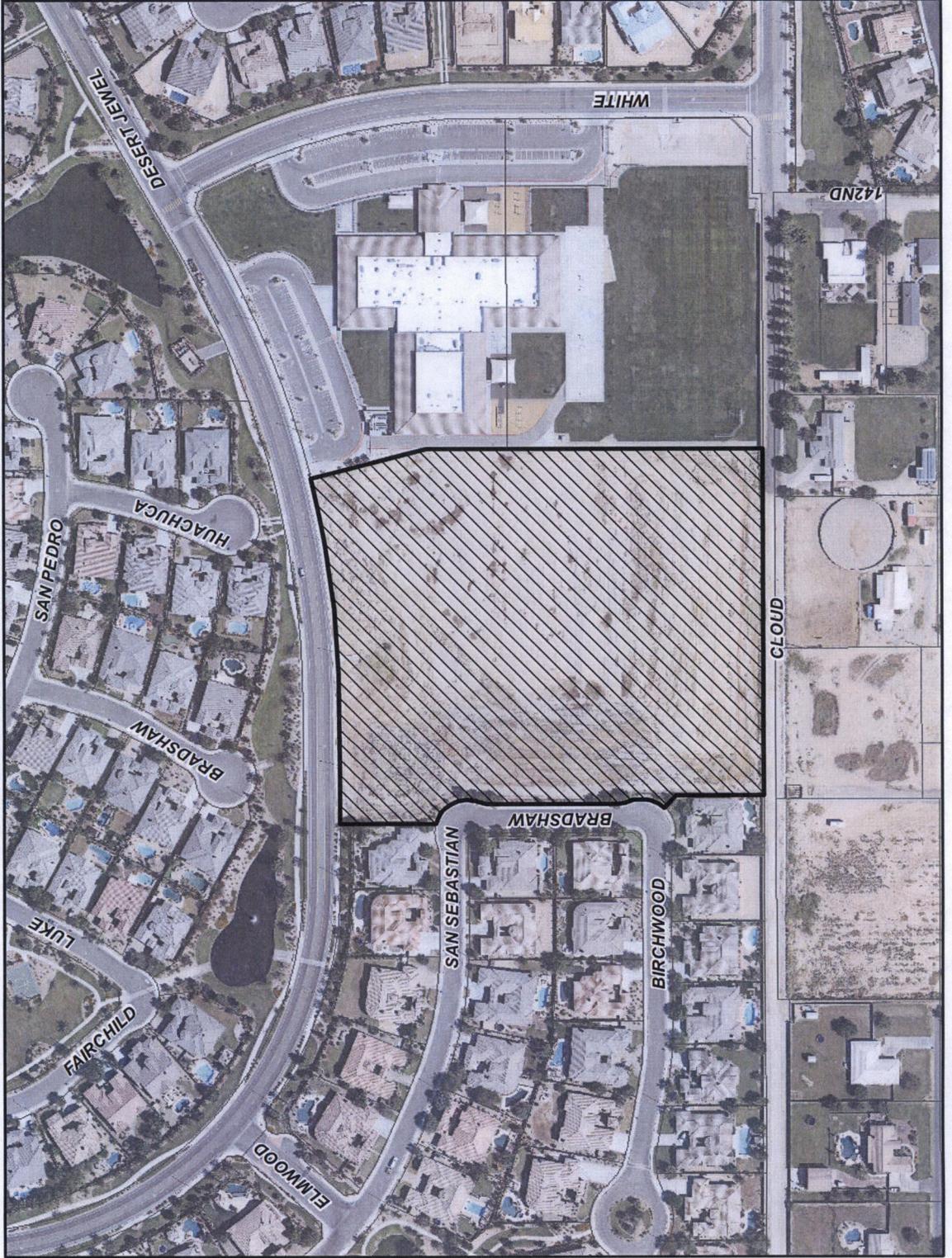


**VALENCIA PARK  
PROJECT NO. PR1401-201**



**MEMO NO. CP14-022**

 **PROJECT SITE**



**PROJECT AGREEMENT  
PURSUANT TO ANNUAL CONTRACT NO. EN1305-101**

**PROJECT AGREEMENT NO: PR1401-201**

This PROJECT AGREEMENT is made this \_\_\_\_ day of \_\_\_\_\_, 2013, by and between the City of Chandler, a municipal corporation (hereinafter referred to as "CITY") and Gavan & Barker, Inc., an Arizona corporation (hereinafter referred to as "Annual Consultant") and is a project agreement entered into pursuant to Annual Contract No. EN1305-101.

CITY and Gavan & Barker, Inc., in consideration of the mutual covenants herein set forth, agree as follows:

**ARTICLE 1 - DESCRIPTION OF WORK:**

This project is Valencia Park, Project Number PR1401-201. The scope of work consists of design, permitting and development of construction documents, for the development of Valencia Park, all as more particularly set forth in Exhibit A attached hereto and incorporated herein by reference.

The Annual Consultant shall not accept any change of scope, or change in contract provisions, unless issued in writing, as a contract amendment and signed by the Contract Administrator.

**ARTICLE 2 - CONTRACT PRICE:**

CITY shall pay Annual Consultant for completion of the Work in accordance with the Contract Documents a fee not to exceed One Hundred Thirty Four Thousand Two Hundred Ten Dollars (\$134,210) determined and payable as set forth in Annual Contract EN1305-101 and Exhibit B attached hereto and made a part hereof by reference.

**ARTICLE 3 - CONTRACT TIME:**

The contract time is Three Hundred Sixty calendar days and Annual Consultant agrees to complete all work within One Hundred Eighty (180) calendar days of the date CITY issues a Notice to Proceed.

**ARTICLE 4 - GENERAL:**

This Project Agreement is entered into pursuant to Annual Contract No. EN1305-101 and the terms and conditions contained therein are incorporated herein by reference as if set forth in full.

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

This Project Agreement will be effective on this \_\_\_\_\_ day of \_\_\_\_\_, 2013.

CITY OF CHANDLER

FOR THE ANNUAL:

\_\_\_\_\_  
MAYOR DATE:

By: John Barker  
Title: Vice President

ADDRESS FOR NOTICE  
City of Chandler  
P.O. Box 4008, Mail Stop 407  
Chandler, AZ 85244-4008  
480-782-3307

ADDRESS FOR NOTICE  
Mr. John Barker/Mr. Mark Gavan  
Gavan & Barker, Inc.  
3030 N. Central Ave., Ste. 1530  
Phoenix, AZ 85012

APPROVED AS TO FORM:

Phone: 602-200-0031  
Fax: 602-200-0032

\_\_\_\_\_  
City Attorney By: [Signature]  
ATTEST:

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

## **EXHIBIT A SCOPE OF WORK**

Annual Consultant will provide services for the design, permitting and development of construction documents, for the development of Valencia Park, located in the square mile bordered by Gilbert, Lindsay, Chandler Heights, and Riggs Roads, in Chandler, Arizona, all as more specifically described herein below.

The new park includes approximately 9 acres and is located between Desert Jewel Boulevard and Cloud Drive west of the elementary school located on White Drive. The design may include, but not be limited to, Sidewalks, Playgrounds, Ramada(s), Drinking Fountain, Sport Court(s), Lighting, Landscaping and Irrigation, and other associated functions.

### **DESIGN SCOPE OF SERVICES:**

Annual Consultant shall provide all design services for the Project including, but not limited to, normal survey, landscape, civil, electrical, and geotechnical engineering services.

#### **1. Administrative**

- 1.1. Project management: consultant coordination, monitor schedule, quality control
- 1.2. Monthly progress meetings (approximately 4 meetings)
- 1.3. Comment resolution meetings (approximately 2 meetings)

#### **2. Research / Data Collection** – Annual Consultant will obtain site information as necessary from the City and utility companies including:

- 2.1. CoC: Utility as-builts;
- 2.2. Obtain and review existing drainage report for Valencia Subdivision;
- 2.3. Utility company as-builts/records;
- 2.4. Investigate existing conditions;
- 2.5. Topographic survey – Annual Consultant shall provide a survey of the project area that includes complete topographical and property data of the immediate site. Design shall utilize established City of Chandler benchmarks and reference locations of benchmarks on the plans. Clearly define the benchmark location and elevation that will be utilized for construction of this facility.
- 2.6. Records review / easements.

#### **3. Programming / Schematic Design** – Annual Consultant shall prepare a preliminary layout for the park in a conceptual form for City review and use in a public meeting to gather input and ideas for the new park improvements. The concept will show park access, sidewalks, courts, landscaping, and will incorporate requirements resulting from the City's Pre-Tech meeting. The preliminary concept shall be revised based on the input from the first public meeting, and the revised concept shall be used for a second public meeting if required. Tasks included in programming/schematic design include:

- 3.1. Preliminary concept preparation
- 3.2. Public meetings (2)
- 3.3. Revise concept / schematic design
  - 3.3.1. Sections / elevations sketches
  - 3.3.2. Landscape
  - 3.3.3. Hardscape
  - 3.3.4. Preliminary drainage calculations
  - 3.3.5. Preliminary cost estimates
  - 3.3.6. Schematic design submittal

4. **Utility/Agency Coordination / Design Conflict Review** – Annual Consultant shall provide coordination with utility companies and agencies in accordance with the latest version of the “Public Improvement Project Guide” (PIPG).

Annual Consultant shall identify utility conflicts during the initial stages of the design process, and shall coordinate utility conflict reviews at 60% through final plans until a “No-Conflict” review is obtained or conflicts are resolved.

Annual Consultant shall coordinate the design of the utilities, which includes, but is not limited to, services for electric, potable water, and reclaimed water systems.

Annual Consultant shall coordinate the reclaimed water irrigation connection through the Maricopa County Environmental Services. Annual Consultant shall coordinate the “Approval to Construct” application package to the County for the use of reclaimed water for irrigation. The “Approval of Construction” will be provided in a construction administration services provided under a separate contract agreement.

5. **Geotechnical Investigations** - Annual Consultant will provide Geotechnical reconnaissance and recommendations for the site grading, retention percolation tests, sidewalks, and associated structures. Representative samples shall be obtained (field exploration) and appropriate lab testing and analysis shall be conducted for the design of pavements and foundations. Recommendations and conclusions will be presented in the final report. Sub-surface soil conditions, established by the geotechnical investigations, shall be incorporated into the bid documents in a manner usable to the excavation and foundation bidding and construction. SEE ATTACHED SCOPE OF WORK FOR GEOTECHNICAL ENGINEERING PREPARED BY RICKER, ATKINSON, MCBEE, MORMON & ASSOCIATES.

6. **Design Development (60%)** - Using the information gathered from the schematic design phase, 60% plans will be prepared including grading and drainage, landscape and irrigation, and associated details for the courts and other new improvements. Tasks include:

- 6.1. Site plan refinement
- 6.2. Outline specifications
- 6.3. Construction plans
- 6.4. Site details
- 6.5. Grading plans
- 6.6. Planting plans
- 6.7. Irrigation plans – SEE ATTACHED SCOPE OF WORK FOR IRRIGATION DESIGN PREPARED BY CARL KOMINSKY.
- 6.8. Landscape details
- 6.9. Water plan
- 6.10. Electrical plans – SEE ATTACHED SCOPE OF WORK FOR ELECTRICAL ENGINEERING PREPARED BY WRIGHT ENGINEERING
- 6.11. Cost estimate
- 6.12. Design Development Submittal

7. **Construction Documents (100%)** A final submittal will be prepared which will include final plans, specifications, cost estimate, and drainage report for submittal to City Plan Review. Tasks include:

- 7.1. Final construction plans
- 7.2. Final grading plans
- 7.3. Final horizontal control plans
- 7.4. Final site details
- 7.5. Final planting plans & details
- 7.6. Final irrigation plans & details

EXHIBIT B

FEE SCHEDULE

Type of Work and Task	Principal Civil Engineer		Principal Landscape Architect		Senior Project Engineer		Project Engineer		Landscape Architect		Senior Designer		Designer		Civil Technician		Total Direct Labor Fees	Direct Costs	Total Amount	
	Hrs	151.03	Hrs	125.85	Hrs	119.56	Hrs	100.69	Hrs	94.40	Hrs	83.78	Hrs	77.23	Hrs	62.83				Hrs
1. Administrative	36	5,437.08	48	6,040.80	0	-	8	805.52	0	-	8	670.24	0	-	0	-	100	12,953.64	\$ 12,954	
2. Research / Data Collection																			\$ -	
2.1. CoC. Utility as-builts	0	-	1	125.85	0	-	2	201.38	0	-	2	167.56	1	77.23	4	251.32	10	823.34	\$ 823	
2.2. Review existing drainage report	2	302.06	0	-	0	-	4	402.76	0	-	0	-	0	-	0	-	6	704.82	\$ 705	
2.3. Utility company as-builts/records	0	-	0	-	0	-	0	-	0	-	1	83.78	0	-	2	125.66	3	209.44	\$ 209	
2.4. Investigate existing conditions	0	-	2	251.70	0	-	0	-	0	-	4	335.12	4	308.92	0	-	10	895.74	\$ 896	
2.5. Topographic survey	2	302.06	2	251.70	0	-	2	201.38	0	-	12	1,005.36	0	-	2	125.66	20	1,886.16	a. \$ 3,937.50	
2.6. Records review / assessments	2	302.06	0	-	0	-	2	201.38	0	-	4	335.12	0	-	0	-	8	838.56	\$ 839	
3. Programming / Schematic Design																			\$ -	
3.1. Preliminary concept preparation	4	604.12	16	2,013.60	0	-	0	-	16	1,510.40	24	2,010.72	16	1,235.68	0	-	76	7,374.52	\$ 7,375	
3.2. Public meetings (2)	0	-	8	1,006.80	0	-	0	-	0	-	8	670.24	0	-	0	-	16	1,677.04	\$ 1,677	
3.3. Revise concept / schematic design	2	302.06	2	251.70	0	-	0	-	8	755.20	16	1,340.48	8	617.84	0	-	36	3,267.28	\$ 3,267	
3.3.1. Sections / elevations sketches	0	-	1	125.85	0	-	0	-	1	94.40	8	670.24	8	617.84	0	-	18	1,508.33	\$ 1,508	
3.3.2. Landscape	0	-	2	251.70	0	-	0	-	4	377.60	8	670.24	0	-	2	125.66	16	1,425.20	\$ 1,425	
3.3.3. Hardscape	0	-	2	251.70	0	-	0	-	8	755.20	16	1,340.48	0	-	2	125.66	28	2,473.04	\$ 2,473	
3.3.4. Preliminary drainage calculations	4	604.12	0	-	0	-	12	1,208.28	0	-	8	670.24	0	-	8	502.64	32	2,985.28	\$ 2,985	
3.3.5. Preliminary cost estimates	1	151.03	2	251.70	0	-	0	-	3	283.20	8	670.24	0	-	0	-	14	1,356.17	\$ 1,356	
3.3.6. Schematic design submittal	0	-	1	125.85	0	-	1	100.69	1	94.40	2	167.56	0	-	2	125.66	7	614.16	\$ 614	
4. Utility/Agency Coord. / Conflict Review	1	151.03	8	1,006.80	0	-	1	100.69	16	1,510.40	8	670.24	2	154.46	0	-	36	3,593.62	\$ 3,594	
5. Geotechnical Investigations	0	-	2	251.70	0	-	1	100.69	0	-	0	-	0	-	0	-	3	352.39	b. \$ 4,935.00	
6. Design Development (60%)																			\$ -	
6.1. Site plan refinement	2	302.06	4	503.40	0	-	0	-	16	1,510.40	24	2,010.72	8	617.84	8	502.64	62	5,447.06	\$ 5,447	
6.2. Outline specifications	2	302.06	4	503.40	0	-	0	-	4	377.60	0	-	0	-	0	-	10	1,183.06	\$ 1,183	
6.3. Construction plans	1	151.03	2	251.70	0	-	0	-	2	188.80	24	2,010.72	8	617.84	0	-	37	3,220.09	\$ 3,220	
6.4. Site details	2	302.06	4	503.40	0	-	0	-	16	1,510.40	8	670.24	8	617.84	0	-	38	3,603.94	\$ 3,604	
6.5. Grading plans	2	302.06	4	503.40	0	-	4	402.76	2	188.80	24	2,010.72	16	1,235.68	0	-	52	4,643.42	\$ 4,643	
6.6. Planting plans	0	-	2	251.70	0	-	0	-	8	755.20	16	1,340.48	0	-	0	-	26	2,347.38	\$ 2,347	
6.7. Irrigation plans	0	-	2	251.70	0	-	0	-	4	377.60	0	-	2	154.46	0	-	8	783.76	c. \$ 10,500.00	
6.8. Landscape details	0	-	0	-	0	-	0	-	4	377.60	8	670.24	0	-	0	-	12	1,047.84	\$ 1,048	
6.9. Water plan	2	302.06	2	251.70	0	-	2	201.38	0	-	4	335.12	0	-	0	-	10	1,090.26	\$ 1,090	
6.10. Electrical plans	0	-	2	251.70	0	-	0	-	0	-	0	-	1	77.23	0	-	3	328.93	d. \$ 2,898.00	
6.11. Cost estimate	1	151.03	2	251.70	0	-	1	100.69	8	755.20	8	670.24	0	-	0	-	20	1,928.86	\$ 1,929	
6.12. Design Development Submittal	1	151.03	2	251.70	0	-	0	-	0	-	2	167.56	0	-	0	-	5	570.29	\$ 570	
7. Construction Documents (100%)																			\$ -	
7.1. Final construction plans	2	302.06	2	251.70	0	-	0	-	2	188.80	8	670.24	4	308.92	0	-	18	1,721.72	\$ 1,722	
7.2. Final grading plans	2	302.06	2	251.70	0	-	2	201.38	2	188.80	12	1,005.36	4	308.92	0	-	24	2,258.22	\$ 2,258	
7.3. Final horizontal control plans	1	151.03	2	251.70	0	-	4	402.76	0	-	16	1,340.48	0	-	0	-	23	2,145.97	\$ 2,146	
7.4. Final site details	2	302.06	4	503.40	0	-	0	-	2	188.80	12	1,005.36	8	617.84	0	-	28	2,617.46	\$ 2,617	
7.5. Final planting plans & details	0	-	4	503.40	0	-	0	-	8	755.20	16	1,340.48	0	-	0	-	28	2,599.08	\$ 2,599	
7.6. Final irrigation plans & details	0	-	2	251.70	0	-	0	-	1	94.40	0	-	0	-	0	-	3	346.10	c. \$ 7,770.00	
7.7. Final electrical plans	0	-	2	251.70	0	-	0	-	0	-	2	167.56	0	-	0	-	4	419.26	d. \$ 1,932.00	
7.8. Erosion / sediment control plans	2	302.06	2	251.70	0	-	2	201.38	0	-	4	335.12	8	617.84	0	-	18	1,708.10	\$ 1,708	
7.9. Final technical specifications	4	604.12	8	1,006.80	0	-	0	-	8	755.20	0	-	0	-	0	-	20	2,366.12	\$ 2,366	
7.10. Final drainage report	4	604.12	0	-	0	-	16	1,611.04	0	-	0	-	4	308.92	4	251.32	28	2,775.40	\$ 2,775	
7.11. Final cost estimate	2	302.06	4	503.40	0	-	0	-	0	-	8	670.24	0	-	0	-	14	1,475.70	\$ 1,476	
7.12. Construction Document Submittal	1	151.03	2	251.70	0	-	0	-	0	-	4	335.12	2	154.46	0	-	9	892.31	\$ 892	
8. Final Comments / Bid Documents																			\$ -	
8.1. Respond to Plan Review comments	2	302.06	2	251.70	0	-	2	201.38	2	188.80	8	670.24	4	308.92	0	-	20	1,923.10	\$ 1,923	
8.2. Plan Review resubmittal	1	151.03	1	125.85	0	-	0	-	1	94.40	2	167.56	2	154.46	0	-	7	693.30	\$ 693	
9. Bidding Assistance	2	302.06	4	503.40	0	-	0	-	2	188.80	2	167.56	0	-	0	-	10	1,161.82	\$ 1,162	
<b>Subtotal</b>																		31,972.50	\$ 128,210	
<b>ALLOWANCES</b>																				
10. Post Tension Basketball Court - Site Adapt Structural Engineering Services																		3,000.00	\$ 3,000	
11. Reimbursables: Printing & Deliveries																		3,000.00	\$ 3,000	
<b>Total</b>	92	13,894.76	168	21,142.80	0	-	66	6,645.54	149	14,065.60	349	29,239.22	118	9,113.14	34	2,136.22	976	96,237.28	37,972.50	\$ 134,210

- a. Survey Innovation Group (survey) \$3,750 (+5% handling) = \$3937.50
- b. Ricker Atkinson McBee Moman & Associates (Geotech) \$4,700 (+5% handling) = \$4935.00
- c. Carl Koninsky (Irrigation Design) \$17,400 (+5% handling) = \$18270.00
- d. Wright Engineering (Electrical Design) \$4,600 (+5% handling) = \$4830.00

- 7.7. Final electrical plans
- 7.8. Erosion/sediment control plans
- 7.9. Final technical specifications
- 7.10. Final drainage report - Preliminary calculations will be prepared (schematic phase) including documentation of the required storm water retention volume for approval by the City. The final report will also document the anticipated contributing offsite flows which will be conveyed through the project site. A final report will be produced during the construction document phase reflecting final design and required storm water retention volumes, prepared in accordance with City of Chandler drainage requirements.
- 7.11. Final cost estimate
- 7.12. Construction Document Submittal – Preparation of Plan Review forms/certificates; Hard copy and digital file deliverables for plans, specifications, and estimates.

**8. Final Comments / Bid Documents**

- 8.1. Respond to Plan Review comments – Annual Consultant shall address plan review comments, adjusting adjust the plans, specifications, & cost estimate as necessary to obtain plan approvals.
- 8.2. Plan Review resubmittal

**9. Bidding Assistance** - Annual Consultant shall provide bidding assistance to the City, including: assistance in the preparation of the Bid Form; attend and participate in the pre-bid conference for the purpose of answering technical questions from potential bidders; assist the city in the evaluation of “substitutions and or-equals” and make a recommendation to accept or decline; and assist in the preparation of addenda for review and approval by City.