



**PURCHASING ITEM
FOR
COUNCIL AGENDA
Memo No. CP14-031**

1. Agenda Item Number: 36
2. Council Meeting Date: August 15, 2013

TO: MAYOR & CITY COUNCIL
THROUGH: CITY MANAGER

3. Date Prepared: August 5, 2013
4. Requesting Department: Municipal Utilities

5. SUBJECT: Project Agreement with Wilson Engineers, LLC, for Tumbleweed Aquifer Storage and Recovery (ASR) and Monitor Wells As-Built Services.

6. RECOMMENDATION: Staff recommends City Council award a Project Agreement to Wilson Engineers, LLC, for the Tumbleweed ASR and Monitor Wells As-Built services, pursuant to Annual Contract EN1306-101, Project No. WW1405-101, in an amount not to exceed \$55,608.

7. BACKGROUND/DISCUSSION: This project consolidates previous project record drawings for the Tumbleweed ASR Well Recharge Facility and verifies the accuracy of these record drawings through field investigations.

The project scope will consist of collection and consolidation of record drawings, topographic surveys of the overall Tumbleweed well field, collection of utility as-builts, and preparation of final record drawing packages.

8. EVALUATION: This project is being performed under the Annual Permitting, Study, Design, and Post-Design Services for Water and Wastewater facilities, Contract No. EN1306-101, to Wilson Engineers, LLC. The costs proposed for this project have been evaluated by staff and are determined to be reasonable. The contract completion time is 150 calendar days following Notice to Proceed.

9. FINANCIAL IMPLICATIONS:

Cost: \$55,608
Savings: N/A
Long Term Costs: N/A
Fund Source:

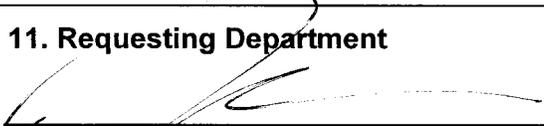
<u>Acct. No.:</u>	<u>Fund Name:</u>	<u>Program Name:</u>	<u>CIP Funded:</u>	<u>Amount:</u>
611.3910.6713.6WW189	Wastewater Bond	Effluent Reuse – Storage & Recovery Wells	Yes	\$55,608

10. PROPOSED MOTION: Move City Council award a Project Agreement to Wilson Engineers, LLC, for the Tumbleweed ASR and Monitor Wells As-Built Services, pursuant to Annual Contract EN1306-101, Project No. WW1405-101, in an amount not to exceed \$55,608.

ATTACHMENTS: Project Agreement, Location Map

APPROVALS

11. Requesting Department


John Knudson, Utilities Engineering Manager

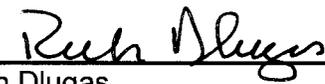
13. Department Head


Dave Siegel, Municipal Utilities Director

12. Transportation & Development

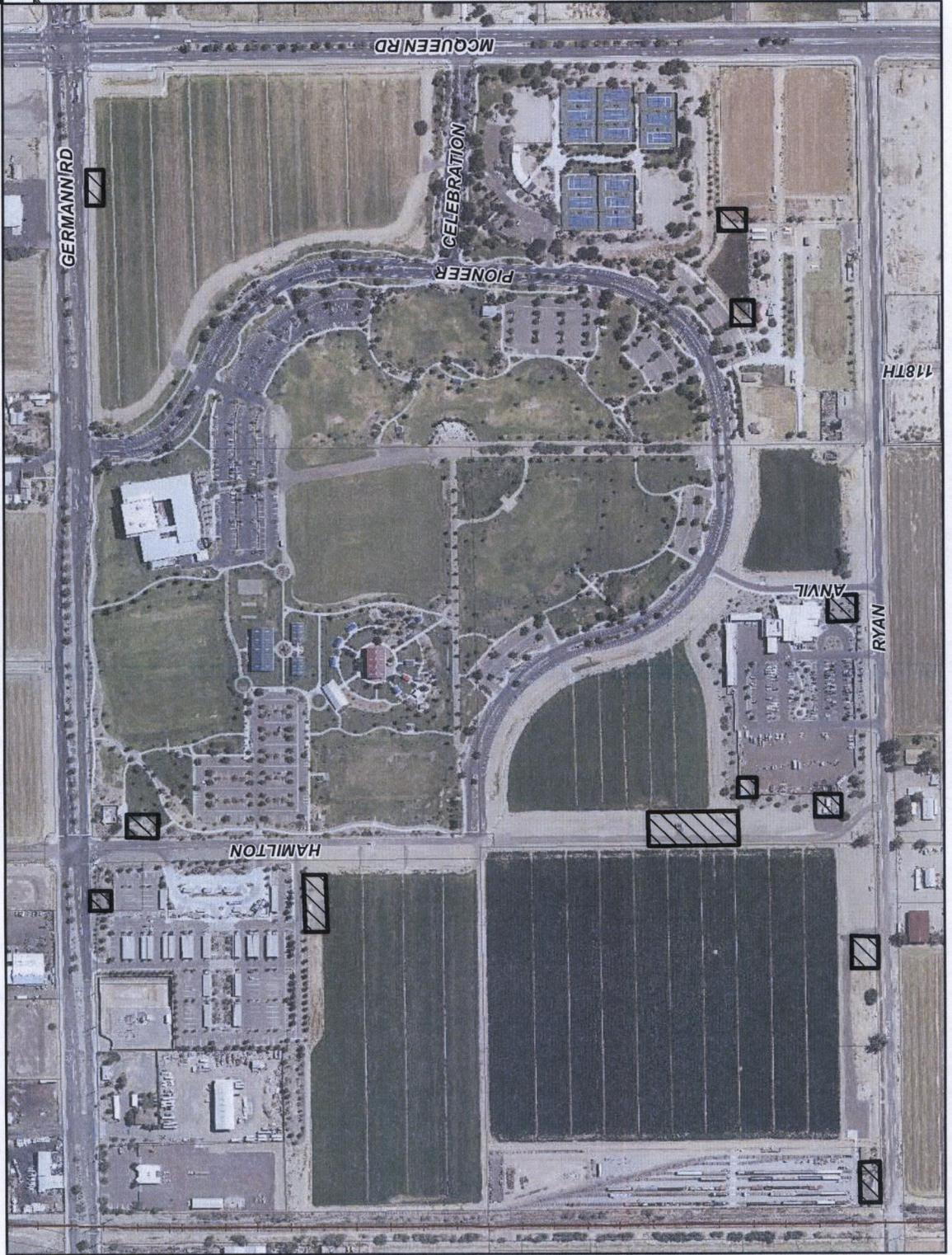
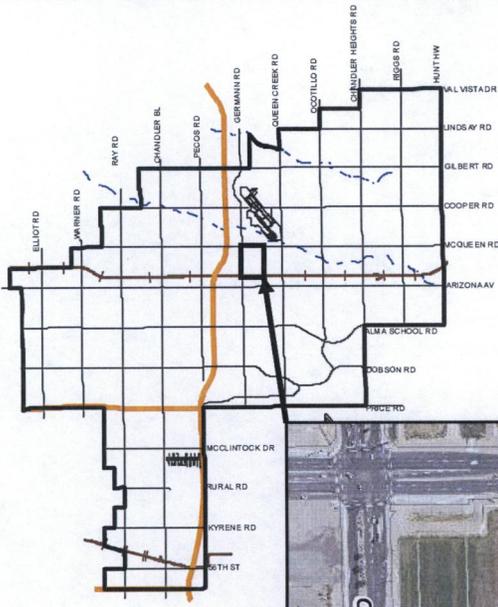

Bob Fortier, Capital Projects Manager

14. City Manager


Rich Dlugas



TUMBLEWEED ASR WELLS AND MONITOR WELLS AS-BUILT PROJECT NO. WW1405-101



MEMO NO. CP14-031

 PROJECT SITES



**PROJECT AGREEMENT
PURSUANT TO ANNUAL CONTRACT NO. EN1306-101**

PROJECT AGREEMENT NO: WW1405-101

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 Wilson Engineers, LLC, registered in the state of Arizona (hereinafter referred to as "Annual Consultant") and is a project agreement entered into pursuant to Annual Contract No. EN1306-101.

CITY and Wilson Engineers, LLC, in consideration of the mutual covenants herein set forth, agree as follows:

ARTICLE 1 - DESCRIPTION OF WORK:

This project is Tumbleweed ASR Wells and Monitor Wells As-Builts, Project Number WW1405-101. The scope of work consists of providing As-builts of all ASR wells and monitoring wells located within Tumbleweed 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 Fifty Five Thousand Six Hundred Eight Dollars (\$55,608) determined and payable as set forth in Annual Contract EN1306-101 and Exhibit B attached hereto and made a part hereof by reference.

ARTICLE 3 - CONTRACT TIME:

The contract time is One Hundred Fifty calendar days and Annual Consultant agrees to complete all work within One Hundred Fifty (150) 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. EN1306-101 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: *Steve Todd*
Title: PRINCIPAL

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

ADDRESS FOR NOTICE
Mr. Steve Todd
Wilson Engineers, LLC
9633 S. 48th St., Ste. 290
Phoenix, AZ 85044-5658

APPROVED AS TO FORM:

Phone: 480-893-8860
Fax: 480-893-8968

City Attorney By: *[Signature]*

ATTEST:

City Clerk

EXHIBIT A SCOPE OF WORK

ANNUAL CONSULTANT shall provide the following services:

- Collection and consolidation of record drawings developed for Tumbleweed ASR Wells 1 – 10.
- Due to the history of projects at Tumbleweed Park, perform topographic survey of the overall ASR Well Facility to document the current conditions and surface features.
- Contact utility companies known to have utilities within the confines of Ryan Road and Hamilton Street and collect as-built information.
- Meet and interview City Staff to determine changes made to the ASR Well Facility. Provide field investigations to document changes.
- Prepare draft overall record drawing package for the Recharge Facility.
- Prepare final overall record drawing package for the Recharge Facility.

Specific services not included in this Scope are as follows:

- No permitting services have been assumed.
- No design services have been assumed.

TASK 1.0 RECORD DRAWINGS

Subtask 1.1 Data Collection & Utility Coordination. Collect and review previous record drawings for ASR Wells 1 – 10. In addition, contact all of the utility companies with existing or planned buried utilities within the project area and acquire utility as-builts.

Subtask 1.2 Site Survey. Perform a field survey of the recharge facility area as defined in the attached Figure 1.

Subtask 1.3 Coordinate Utility Investigations. Field locate any underground utilities, if necessary. An allowance is included for potholing exact locations of underground utilities in question. This task assumes a maximum of eight (8) utility potholes will be conducted.

Subtask 1.4 ASR Recharge Facility – Field Investigations / As-built Verification. After evaluating the existing record drawing information, the ANNUAL CONSULTANT will interview the City's Municipal Utilities Department personnel in order to determine the extent of modifications made to each ASR Well Facility following their final completion. The ANNUAL CONSULTANT shall also visit each ASR Well Facility to observe the operating equipment and to document specific modifications within reasonable view with the intent being to incorporate the facility modifications into the overall record drawings package. For purposes of this project, visible modifications to the mechanical, electrical, and instrumentation and control systems will be documented.

Subtask 1.5 Draft – Overall Record Drawings Package. Consolidate the record drawings for all previous ASR Well Facility Projects (No's 1 – 10). Prepare an updated site plan documenting the as-built condition of all ASR projects to date, other known buried utility infrastructure, and incorporating all ASR Well Facility modifications discovered in Task 1.4. Five copies of the Draft Overall Record Drawings Package will be submitted for review to the City's Engineering and Municipal Utilities Department. One review meeting will be conducted to discuss any comments received from the City.

**EXHIBIT A (cont.)
SCOPE OF WORK**

Subtask 1.6 Final – Overall Record Drawings Package. Incorporate the City's comments on the Draft Overall Record Drawings Package. Five hard copies of the Final Overall Record Drawings Package, one electronic copy in pdf format on CD, and the electronic CADD based site plan will be submitted to the City.

Subtask 1.7 Project Coordination Meetings with the City. The ANNUAL CONSULTANT will conduct meetings with City staff as necessary and shall prepare agendas and minutes.

**EXHIBIT B
FEE SCHEDULE**

TASK No.	TASK DESCRIPTION	Principal E-7 \$ 195	Project Manager E-5 \$ 150	Project Engineer E-4 \$ 125	CADD Tech T-3 \$ 70	Clerical A-3 \$ 65	TOTAL HOURS	Wilson Labor COST
Task 1.0 - Record Drawings								
1.1	Consolidate Previous Record Drawings		8	24			32	\$ 4,200
1.2	Site Survey Coordination		4	4			8	\$ 1,100
1.3	Utility Coordination / Investigation		4	16			20	\$ 2,600
1.4	ASR Recharge Facility - Field Investigations / As-built Verification		8	40	24		72	\$ 7,880
1.5	Draft - Overall Record Drawings Package	4	16	48	40		108	\$ 11,980
1.6	Final - Overall Record Drawings Package	4	12	24	32		72	\$ 7,820
1.7	Meetings	4	8	16			28	\$ 3,980
Subtotal - Wilson Labor Summary		12	60	172	96	0	340	\$ 39,560
II. OTHER DIRECT COSTS								
Task No(s).	Expense Description	Unit	Total Units	Cost / Unit	Total			
1.2	Surveying Services (SIG Survey)	LS	1	\$ 9,048	\$ 9,048			
1.3	Potholing Services Allowance	EA	8	\$ 750	\$ 6,000			
	Printing Allowance	LS	1	\$ 1,000	\$ 1,000			
Subtotal - Other Direct Costs					\$ 16,048			
III. TOTAL FEE PROPOSAL								
I	LABOR SUMMARY	\$	39,560					
II	OTHER DIRECT COSTS	\$	16,048					
III	TOTAL FEE	\$	55,608					