



**PURCHASING ITEM
FOR
COUNCIL AGENDA
Memo No. CP14-086**

1. Agenda Item Number: 17
2. Council Meeting Date: October 24, 2013

TO: MAYOR & CITY COUNCIL
THROUGH: CITY MANAGER

3. Date Prepared: October 6, 2013
4. Requesting Department: Economic Development

5. SUBJECT: Project Agreement with Dibble Engineering, for Airport Santan Apron Pavement Improvements services.

6. RECOMMENDATION: Staff recommends City Council award a Project Agreement to Dibble Engineering, for Airport Santan Apron Pavement Improvements services, Project No. AI1302-451, pursuant to Annual Planning Services, Design Services, and Construction Management for Airport Design Services Contract, No. EN1005-101, in an amount not to exceed \$34,912.00.

7. BACKGROUND/DISCUSSION: This contract is for construction management services for the improvements to the Santan Apron. The designed method of repair to the serious cracks in the apron pavement will require full time inspection supplimented by City Staff. This agreement will provide the full time inspection services.

These projects are in the current 5-year Capital Improvement Program (CIP). Federal grants represent 91.06% of total project costs. An Arizona Department of Transportation (ADOT) grant is anticipated for 4.47% of the project costs. Staff has identified the remaining 4.47% local matching share in the Airport Operating Fund.

8. EVALUATION: On August 25, 2011, the consultant was selected for the on-call contract for airport projects in accordance with State law. Since the selection of Dibble Engineering for the annual on-call services, the contract has been extended two of the four years allowed on this contract. The costs proposed for this project have been evaluated by staff and are determined to be reasonable. The contract completion time is ninety (90) calendar days following Notice to Proceed.

9. FINANCIAL IMPLICATIONS:

Cost: \$34,912.00
Savings:
Long Term Costs:
Fund Source:

<u>Account No.:</u>	<u>Fund Name:</u>	<u>Program Name:</u>	<u>CIP Funded:</u>	<u>Amou t:</u>
417.4110.6910	Airport Grant Capital		Yes	\$34,912.00

10. PROPOSED MOTION: Move City Council award a Project Agreement to Dibble Engineering, for Airport Santan Apron Pavement Improvements, Project No. AI1302-451, pursuant to Annual Planning Services, Design Services, and Construction Management for Airport Design Services Contract, No. EN1005-101, in an amount not to exceed \$34,912.00.

ATTACHMENTS: Project Agreement, Location Map

APPROVALS

11. Requesting Department

Lori Quan

Lori Quan, Economic Development Specialist

13. Department Head

Christine Mackay

Christine Mackay, Economic Development Director

12. Transportation & Development

Bob Fortier

Bob Fortier, Capital Projects Manager

14. City Manager

Rich Dlugas

Rich Dlugas

**PROJECT AGREEMENT
PURSUANT TO ANNUAL CONTRACT NO. EN1005-101**

PROJECT AGREEMENT NO: AI1302-451

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 Dibble Engineering, (hereinafter referred to as "Annual Consultant") and is a project agreement entered into pursuant to Annual Contract No. EN1005-101.

CITY and Dibble Engineering, in consideration of the mutual covenants herein set forth, agree as follows:

ARTICLE 1 - DESCRIPTION OF WORK:

This project is Airport Santan Apron Pavement Improvements Construction Management Services, Project Number AI1302-451. The scope of work consists of providing construction management services for the Airport Santan Apron Pavement Improvement project, 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 Thirty Four Thousand Nine Hundred Twelve Dollars (\$34,912) determined and payable as set forth in Annual Contract EN1005-101 and Exhibit B attached hereto and made a part hereof by reference.

ARTICLE 3 - CONTRACT TIME:

The contract time is Ninety days and Annual Consultant agrees to complete all work within Ninety (90) days of the date CITY issues a Notice to Proceed.

ARTICLE 4 - GENERAL:

This Project Agreement is entered into pursuant to Annual Contract No. EN1005-101 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: *Kent H. Dibble*
Title: *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. Steve Rex
Dibble Engineering
7500 N. Dreamy Draw Dr., Ste. 200
Phoenix, AZ 85020

APPROVED AS TO FORM:

Phone: 602-957-1155
Fax: 602-957-2838

City Attorney By: *[Signature]*
ATTEST:

City Clerk

**EXHIBIT A
SCOPE OF WORK**

ANNUAL CONSULTANT shall provide Construction-Phase Services for the rehabilitation of the Santan Ramp at Chandler Municipal Airport, including:

A. Construction Administration Support Services

1. Construction-Phase Services: Annual Consultant will provide overall coordination with of the team and coordination with the City of Chandler/Airport. Annual Consultant staff will provide the following services:
 - a. Attend Preconstruction Conference.
 - b. Review and respond to the following Contractor requests:
 - i. Shop Drawings, estimated at a total of 8.
 - ii. Requests for Information (RFI's), estimated at a total of 8.
 - iii. Change Order Requests (COR's), estimated at a total of 3.
 - c. Weekly site visits and construction meeting attendance, or as needed or required by the City of Chandler. The anticipated construction duration for this project is 30 calendar days; therefore, the estimated total number of construction meetings is four (4).
 - d. Attend the Pre-Final (Substantial Completion) and Final walk-through meetings and generate the Preliminary and Final Punchlists.
 - e. Prepare Final Record Drawings based on Contractor redlines and field changes issued during construction. Record Drawing submittal will include 1-full size set of mylars and electronic (PDF) versions of the final Record Drawings and the Contractor redlines.

B. Construction Management and Inspection Services

ANNUAL CONSULTANT shall provide day-to-day Construction Administration and Inspection Services, including:

1. Preconstruction Coordination.
2. Construction monitoring and documentation.
3. Construction Inspection.
4. Quality Assurance Testing coordination
5. Project Close-out documentation.

C. Miscellaneous

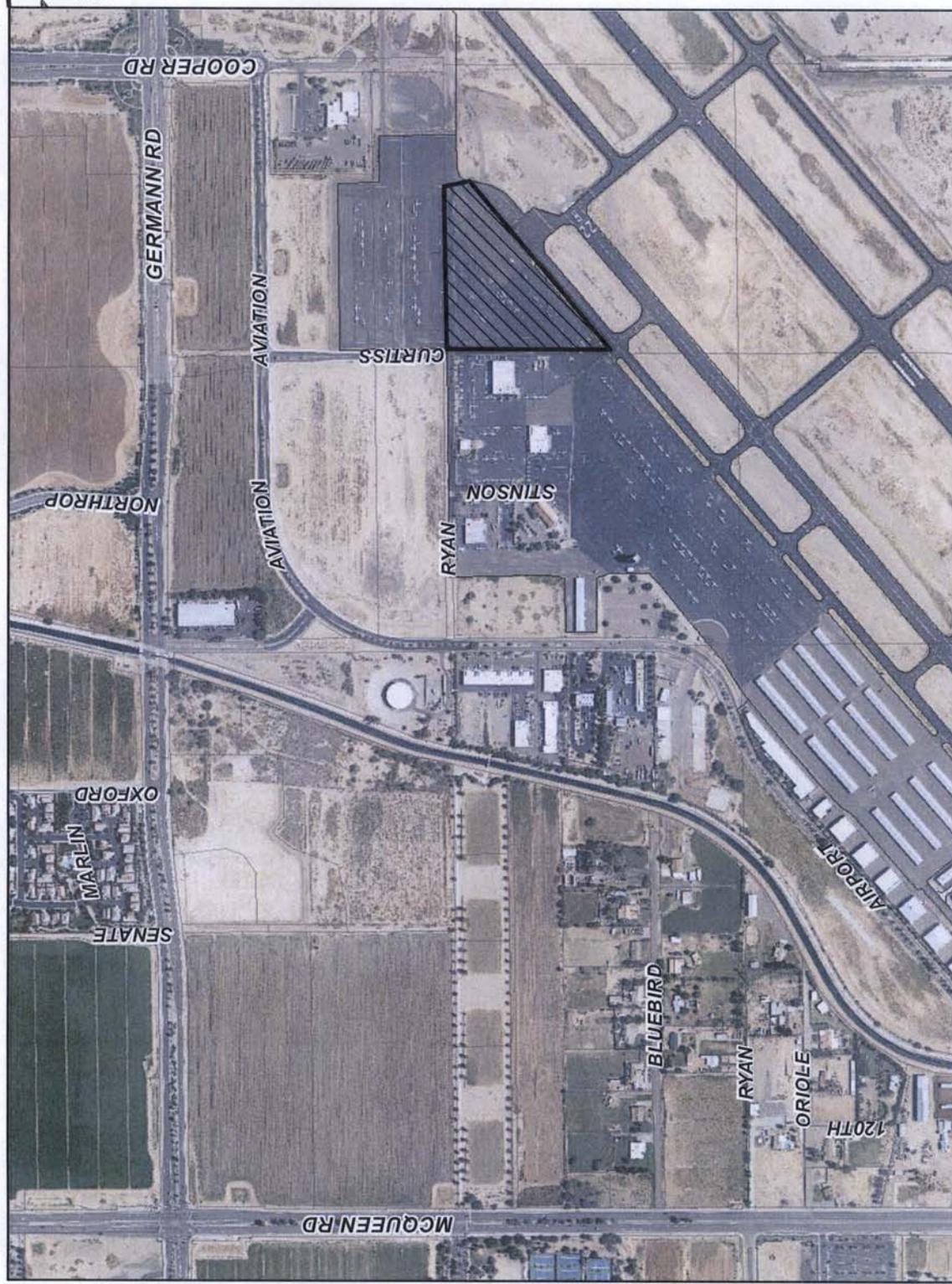
1. Construction staking is not included in this Scope of Work.
2. The successful Contractor will be responsible for performing his own Quality Control.

**EXHIBIT B
FEE SCHEDULE**

	PRINCIPAL	SR. PROJECT MANAGER	PROJECT MANAGER	SENIOR ENGINEER	ENGINEER (P.E.)	ASSISTANT ENG. (E.I.T.)	TECHNICIAN	ADMIN. ASSISTANT	TOTAL HOURS
CONSTRUCTION PHASE SERVICES									
1. Project Management and Admin.		2	4						6
2. Pre-Construction Conference		4	4						8
3. Submittal/Shop Drawing Reviews			4		4				8
4. Contractor RFI's			4		4				8
5. Construction Meetings/Site Visits (4)		4	16						20
6. Final Walkthrough		4	4						8
7. Record Drawings		2	2		4	4	4		16
TOTAL CONSTRUCTION PHASE HOURS	0	16	38	0	12	4	4	0	74
LABOR FEE BY TASK									
	\$154.00	\$146.00	\$137.00	\$126.00	\$121.00	\$95.00	\$82.00	\$49.00	
	PRINCIPAL	SR. PROJECT MANAGER	PROJECT MANAGER	SENIOR ENGINEER	ENGINEER (P.E.)	ASSISTANT ENG. (E.I.T.)	TECHNICIAN	ADMIN. ASSISTANT	TOTAL TASK FEE
CONSTRUCTION PHASE SERVICES									
1. Project Management and Admin.		\$292.00	\$548.00						\$840.00
2. Pre-Construction Conference		\$584.00	\$548.00						\$1,132.00
3. Submittal/Shop Drawing Reviews			\$548.00		\$484.00				\$1,032.00
4. Contractor RFI's			\$548.00		\$484.00				\$1,032.00
5. Construction Meetings/Site Visits (4)		\$584.00	\$2,192.00						\$2,776.00
6. Final Walkthrough		\$584.00	\$548.00						\$1,132.00
7. Record Drawings		\$292.00	\$274.00		\$484.00	\$380.00	\$328.00		\$1,758.00
TOTAL CONSTRUCTION PHASE FEE	\$0.00	\$2,336.00	\$5,206.00	\$0.00	\$1,452.00	\$380.00	\$328.00	\$0.00	\$9,702.00
DIRECT COSTS					ALLOWANCE (SUB-CONSULTANT) COSTS				
DESIGN & CONSTRUCTION PHASE SERVICES					CONSTRUCTION PHASE SERVICES				
1. Submittal Printing	\$400.00								\$18,980.00
2. Mileage	\$350.00								\$5,480.00
Total - Design Phase Services	\$750.00								
									Total - Construction Phase Services \$24,460.00
FEE SUMMARY									
Construction Phase Services Labor Fee	\$9,702.00								
Direct Costs	\$750.00								
Allowance (Sub-Consultant) Costs	\$24,460.00								
TOTAL CONTRACT AMOUNT	\$34,912.00								



**PROFESSIONAL SERVICES FOR
AIRPORT SANTAN APRON PAVEMENT
PROJECT NO. A1302-451**



MEMO NO. CP14-086

