



Chandler - Arizona
Where Values Make The Difference

**PURCHASING ITEM
FOR
COUNCIL AGENDA
Memo No. CP14-131**

1. Agenda Item Number:

18

2. Council Meeting Date:
February 13, 2014

TO: **MAYOR & COUNCIL**

3. Date Prepared: January 21, 2014

THROUGH: **CITY MANAGER**

4. Requesting Department: Community Services

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

6. **RECOMMENDATION:** Staff recommends that City Council award a project agreement to Gavan & Barker, Inc., for Folley Park Improvements, Project No. PR1408-201 pursuant to the annual contract for park design services, EN1305-101 in an amount not to exceed \$65,739.00.

7. **BACKGROUND/DISCUSSION:** Folley Memorial Park was constructed in 1976 and is one of the City's oldest community parks. This park site is 23.92 acres and is located in the square mile bordered by Arizona Avenue, Chandler Boulevard, McQueen and Pecos roads. The City's system of community parks is intended to serve the residents of Chandler with a variety of recreational facilities including lighted ballfields, ramadas for small and large groups, parking, and restroom facilities. Additional amenities included in community parks are lighted pathways, shaded playgrounds, sport courts, ramadas, open space, and landscaping.

The design of new improvements to the park will include parking lot renovations including new curb, gutter and sidewalk, replacement of six existing ramadas and new ramadas at the basketball court and softball areas, removal of existing basketball courts and replacement with post-tensioned courts, lighting for the new basketball courts and ramadas, hardscape and landscape improvements at the park's north pedestrian entry, restroom area, and softball area, new shade canopies at the softball bleachers, landscape conversion of turf areas in proximity to the new improvements, and associated irrigation. This contract includes all necessary work related to the planning, surveying, 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.

The term of this design services contract is 180 days from the 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: \$65,739.00
Savings: N/A
Long Term Costs: N/A

Fund Source:

Acct. No.:	Fund Name:	Program Name:	CIP Funded:	Amount:
420.4580.5219.0000.6PR530	Park Bonds	Existing Community Park Improvements	FY 13/14	\$65,739.00

10. **PROPOSED MOTION:** Move that City Council award a project agreement to Gavan & Barker, Inc., for Folley Park Improvements, Project No. PR1408-201 pursuant to annual contract for park design services, EN1305-101 in an amount not to exceed \$65,739.00 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 M. Eynatten, Community Services Director

12. Transportation & Development

Bob Fortier, Capital Projects Manager

14. City Manager

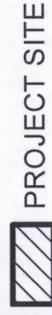
Rich Dlugas, City Manager



FOLLEY PARK IMPROVEMENTS PROJECT NO. PR1408-201



MEMO NO. CP14-131



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

PROJECT AGREEMENT NO: PR1408-201

This PROJECT AGREEMENT is made this _____ day of _____, 2014, 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 Folley Park Improvements, Project Number PR1408-201. The scope of work consists of designing, permitting and development of construction documents, for improvements to existing Folley 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 Sixty Five Thousand Seven Hundred Thirty Nine Dollars (\$65,739) 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 One Hundred Eighty 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 _____, 2014.

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 improvements to existing Folley Park, located in the square mile bordered by Arizona Avenue, Chandler Boulevard, Pecos Road, and McQueen Road in Chandler, Arizona, all as more specifically described herein below.

Folley Park is located at 601 East Frye Road. The design of new improvements to the park may include, but not be limited to, parking lot renovations, including pavement resurfacing or replacement, new curb, gutter and sidewalk; replacement of six existing ramadas with new pre-manufactured ramadas; two new pre-manufactured ramadas at the basketball court and softball areas; removal of existing basketball courts and replacement with new post-tensioned basketball courts; new lighting for the new basketball courts and ramadas; hardscape and landscape improvements at the park's north pedestrian entry, restroom area, and softball area; new shade canopies and adjustments at the softball bleachers; and landscape conversion of turf areas in proximity to the new improvements, and associated 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. Utility company as-builts/records;
- 2.3. Investigate existing conditions;
- 2.4. Topographic survey – Annual Consultant shall provide a topographic survey of the project areas which include new improvements. Design shall utilize established City of Chandler benchmarks and reference locations of benchmarks on the plans. Plans shall clearly define the benchmark location and elevation that will be utilized for construction of this facility.
- 2.5. Records review / easements.

3. Programming / Schematic Design (30%) – Annual Consultant shall prepare a preliminary layout for the park improvements in a conceptual form for City review and use in a public meeting (if required) to gather input and ideas for the new park improvements. As identified in site meetings with City staff on 11/13/13 and 12/16/13, the concept will include:

- a. **Parking lot improvements:** The existing parking lots will be evaluated in terms of pavement conditions for resurfacing or replacement; and in terms of drainage conditions to accommodate perimeter curb, gutter, and sidewalks. It is anticipated that a City Pre-Technical Review will be conducted for the project to determine the suitability of the existing vehicular circulation for emergency vehicles. Parking lot drive widths and turning radii will be reviewed if the Pre-Technical Review requires geometric modifications to the existing parking lot layout.
- b. **Basketball court improvements:** Two new courts with either high school or collegiate dimensions shall be designed to replace the three existing basketball courts. New shaded seating areas will be added to the basketball court area. New lighting will be designed for the new courts utilizing the existing concrete poles if feasible.
- c. **Ramada replacements:** New pre-manufactured ramadas will be selected and sighted to replace the six existing small ramadas. The placement of the new ramadas and new concrete pads and sidewalks will consider accessibility, existing trees, and the flood irrigation influence on the ramada locations.
- d. **Frye Road pedestrian entry Improvements:** The existing planter and decorative sidewalk will be removed and replaced with a new park entry treatment including site walls, new sidewalk, and

landscaping. The existing memorial signage will be incorporated into the new design. Portions of existing turf along Frye Road, under dense tree canopy, and near the parking lots will be converted to landscaping with decomposed granite.

- e. **Restroom area improvements:** The existing planter in front of the existing restroom will be removed and replaced with new hardscape, landscaping and/or sidewalk. A strip of existing turf area around the existing group ramada will be converted to decomposed granite with new concrete header.
- f. **Softball area improvements:** A new pre-manufactured ramada and sidewalk will replace the existing planters at the circle area. New shade structures for the softball bleachers will be selected and the sidewalk and bleachers will be modified to correct accessibility issues and accommodate the new shade structures.

The preliminary concept shall be revised based on the City's review, and any input from the public meetings. Tasks included in programming/schematic design include:

- 3.1. Preliminary concept preparation
- 3.2. Review and/or 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.
- 5. **Geotechnical Investigations** - Annual Consultant will provide Geotechnical reconnaissance and recommendations for the pavement overlay and/or new pavement, site grading, post tensioned courts, structure foundations, 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.
- 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
 - 6.8. Landscape details
 - 6.9. Water plan
 - 6.10. Electrical plans
 - 6.11. Cost estimate
 - 6.12. Design Development Submittal

- 7. Construction Documents (95%)** 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
 - 7.7. Final electrical plans
 - 7.8. Final technical specifications
 - 7.9. Final drainage report - Preliminary calculations will be prepared (schematic phase) including documentation of the required storm water retention volume for approval by the City. 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.
 - 7.10. Final cost estimate
 - 7.11. 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 (100%)**
- 8.1. Respond to Plan Review comments – Annual Consultant shall address plan review comments, adjusting the plans, specifications, & cost estimate as necessary to obtain plan approvals.
 - 8.2. Plan Review resubmittal to obtain plan approvals.

PRODUCTION ASSIGNMENTS

Prime Design Consultant: Gavan & Barker, Inc.
Principal LA / Project Manager: John Barker, RLA, ASLA
Principal/Senior Engineer: Mark Gavan, P.E., R.L.S
Project Engineer: Omer Karovic, P.E.
Landscape Designer: Joel Hormann
Engineering Designer: Alfred Abalos

Electrical Engineering: Wright Engineering Corporation
Electrical Engineer: Scott Wright, P.E.

Irrigation Design: Carl Kominsky, RLA

Geotechnical Engineering: Ricker, Atkinson, Mcbee, Mormon & Associates
Project Engineer: Kip Reese, P.E.

Field Survey: Survey innovation Group
Registered Land Surveyor: Jason Segneri, RLS

PRODUCTION SCHEDULE

Task ID	Description	2014											
		JAN	FEB	MAR	APR	MAY	JUN	JULY	AUG	SEP	OCT		
			NTP										
I	Investigation / Research / Survey		▬										
II	Schematic Design (30% Plans)		▬										
III	City Review / Public Meeting(s)			▨									
IV	Design Development (60% Plans & Reviews)				▨								
V	Const. Docs. (95% Plans & City Plan Review)					▨							
VI	Plan Approvals (100% Plans)/ Permits						▨						
VII	Bid Advertising / Award							▨					
VIII	Construction												→

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 Dollars	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					
1. Administrative	10	1,510.30	18	2,265.30	0	-	2	291.38	0	-	4	335.12	0	-	0	-	34	4,312.10		\$ 4,312	
2. Research / Data Collection																				\$ -	
2.1. CoC. Utility as-builts	0	-	1	125.85	0	-	0	-	0	-	0	-	1	77.23	4	251.32	6	454.40		\$ 454	
2.2. Utility company as-builts/records	0	-	0	-	0	-	0	-	0	-	1	83.78	0	-	2	125.66	3	209.44		\$ 209	
2.3. Investigate existing conditions	0	-	2	251.70	0	-	0	-	0	-	8	670.24	0	-	0	-	10	921.94		\$ 922	
2.4. Topographic survey	1	151.03	1	125.85	0	-	0	-	0	-	10	837.80	0	-	0	-	12	1,114.68	a.	\$ 5,407.50	
2.5. Records review / easements	0	-	0	-	0	-	1	100.69	0	-	0	-	0	-	0	-	1	100.69		\$ 101	
3. Programming / Schematic Design																				\$ -	
3.1. Preliminary concept preparation	2	302.06	8	1,006.80	0	-	8	805.52	16	1,510.40	24	2,010.72	0	-	0	-	58	5,635.50		\$ 5,636	
3.2. Review / Public meetings (2)	0	-	6	755.10	0	-	0	-	0	-	0	-	0	-	0	-	6	755.10		\$ 755	
3.3. Revise concept / schematic design	1	151.03	4	503.40	0	-	0	-	4	377.60	4	335.12	0	-	0	-	13	1,367.15		\$ 1,367	
3.3.1. Sections / elevations sketches	0	-	0	-	0	-	0	-	1	94.40	0	-	0	-	0	-	1	94.40		\$ 94	
3.3.2. Landscape	0	-	1	125.85	0	-	0	-	0	-	2	167.56	0	-	2	125.66	5	419.07		\$ 419	
3.3.3. Hardscape	0	-	1	125.85	0	-	0	-	2	188.80	4	335.12	0	-	2	125.66	9	775.43		\$ 775	
3.3.4. Preliminary drainage calculations	2	302.06	0	-	0	-	4	402.76	0	-	4	335.12	0	-	2	125.66	12	1,165.60		\$ 1,166	
3.3.5. Preliminary cost estimates	1	151.03	1	125.85	0	-	0	-	2	188.80	4	335.12	0	-	0	-	8	800.80		\$ 801	
3.3.6. Schematic design submittal	0	-	1	125.85	0	-	0	-	0	-	2	167.56	0	-	2	125.66	5	419.07		\$ 419	
4. Utility/Agency Coord. /Conflict Review	0	-	4	503.40	0	-	1	100.69	4	377.60	4	335.12	0	-	0	-	11	1,149.25		\$ 1,149	
5. Geotechnical Investigations	1	151.03	1	125.85	0	-	1	100.69	0	-	0	-	0	-	0	-	3	377.57	b.	\$ 2,730.00	
6. Design Development (60%)																				\$ -	
6.1. Site plan refinement	0	-	6	755.10	0	-	0	-	8	755.20	16	1,340.48	0	-	0	-	30	2,850.78		\$ 2,851	
6.2. Outline specifications	2	302.06	2	251.70	0	-	0	-	2	188.80	0	-	0	-	0	-	6	742.56		\$ 743	
6.3. Construction plans	2	302.06	2	251.70	0	-	2	201.38	2	188.80	16	1,340.48	8	617.84	0	-	32	2,902.26		\$ 2,902	
6.4. Site details	0	-	2	251.70	0	-	0	-	4	377.60	8	670.24	0	-	0	-	14	1,299.54		\$ 1,300	
6.5. Grading plans	1	151.03	0	-	0	-	1	100.69	1	94.40	12	1,005.36	4	308.92	0	-	19	1,660.40		\$ 1,660	
6.6. Planting plans	0	-	2	251.70	0	-	0	-	1	94.40	4	335.12	0	-	0	-	7	681.22		\$ 681	
6.7. Irrigation plans	0	-	1	125.85	0	-	0	-	1	94.40	0	-	1	77.23	0	-	3	297.48	c.	\$ 5,337	
6.8. Landscape details	0	-	0	-	0	-	0	-	1	94.40	1	83.78	0	-	0	-	2	178.18		\$ 178	
6.9. Water plan	0	-	1	125.85	0	-	1	100.69	0	-	1	83.78	0	-	0	-	3	310.32		\$ 310	
6.10. Electrical plans	0	-	1	125.85	0	-	0	-	0	-	0	-	1	77.23	0	-	2	203.08	d.	\$ 2,521	
6.11. Cost estimate	1	151.03	1	125.85	0	-	1	100.69	3	283.20	6	502.68	0	-	0	-	12	1,163.45		\$ 1,163	
6.12. Design Development Submittal	1	151.03	1	125.85	0	-	0	-	0	-	2	167.56	0	-	0	-	4	444.44		\$ 444	
7. Construction Documents (95%)																				\$ -	
7.1. Final construction plans	1	151.03	4	503.40	0	-	0	-	1	94.40	4	335.12	0	-	0	-	10	1,083.95		\$ 1,084	
7.2. Final grading plans	1	151.03	0	-	0	-	0	-	1	94.40	2	167.56	0	-	0	-	4	412.99		\$ 413	
7.3. Final horizontal control plans	1	151.03	1	125.85	0	-	0	-	0	-	12	1,005.36	0	-	0	-	14	1,282.24		\$ 1,282	
7.4. Final site details	1	151.03	1	125.85	0	-	0	-	1	94.40	4	335.12	4	308.92	0	-	11	1,015.32		\$ 1,015	
7.5. Final planting plans & details	0	-	1	125.85	0	-	0	-	1	94.40	4	335.12	0	-	0	-	6	555.37		\$ 555	
7.6. Final irrigation plans & details	0	-	1	125.85	0	-	0	-	1	94.40	0	-	0	-	0	-	2	220.25	c.	\$ 3,360.00	
7.7. Final electrical plans	0	-	1	125.85	0	-	0	-	0	-	1	83.78	0	-	0	-	2	209.63	d.	\$ 1,755	
7.8. Final technical specifications	2	302.06	2	251.70	0	-	0	-	4	377.60	0	-	0	-	0	-	8	931.36		\$ 931	
7.9. Final drainage report	2	302.06	0	-	0	-	4	402.76	0	-	0	-	2	154.46	0	-	8	859.28		\$ 859	
7.10. Final cost estimate	1	151.03	2	251.70	0	-	0	-	0	-	4	335.12	0	-	0	-	7	737.85		\$ 738	
7.11. Construction Document Submittal	0	-	2	251.70	0	-	0	-	0	-	2	167.56	0	-	0	-	4	419.26		\$ 419	
8. Final Comments / Bid Documents (100%)																				\$ -	
8.1. Respond to Plan Review comments	1	151.03	4	503.40	0	-	1	100.69	1	94.40	0	-	0	-	0	-	7	849.52		\$ 850	
8.2. Plan Review resubmittal	1	151.03	1	125.85	0	-	0	-	1	94.40	1	83.78	0	-	0	-	4	455.06		\$ 455	
Subtotal																				\$ 20,401.50	\$ 62,239
ALLOWANCES																					
10. Post Tension Basketball Court - Site Adapt Structural Engineering Services																				1,000.00	\$ 1,000
11. Reimbursables: Printing & Deliveries; Additional Geotechnical Soil Percolation Testing																				2,500.00	\$ 2,500
Total	36	5,437.08	88	11,074.80	0	-	27	2,718.63	63	5,947.20	169	14,158.82	21	1,621.83	14	879.62	418	41,837.98		23,901.50	\$ 65,739

- a. Survey Innovation Group (survey) \$5,150 (+5% handling) = \$5,407.50
- b. Ricker Atkinson McBee Morman & Associates (Geotechnical) \$2,600 (+5% handling) = \$2,730.00
- c. Carl Kominsky (Irrigation Design) \$8,000 (+5% handling) = \$8,400.00
- d. Wright Engineering (Electrical Design) \$3,680 (+5% handling) = \$3,864.00