



**PURCHASING ITEM
FOR
COUNCIL AGENDA
Memo No. CP14-149**

1. Agenda Item Number:
14

2. Council Meeting Date:
March 27, 2014

TO: MAYOR & CITY COUNCIL

3. Date Prepared: March 10, 2014

THROUGH: CITY MANAGER

4. Requesting Department: Municipal Utilities

5. SUBJECT: Project Agreement with Sunrise Engineering, Inc., for Frye Road Water Production Facility Wall Design Services.

6. RECOMMENDATION: Staff recommends City Council award a Project Agreement to Sunrise Engineering, Inc., for Frye Road Water Production Facility Wall Design Services, pursuant to Annual Contract No. EN1310-101, Project No. WW1415-201, in an amount not to exceed \$36,949.

7. BACKGROUND/DISCUSSION: The Frye Road Water Production Facility (WPF) is located at 592 West Frye Road within a residential community. Currently, the WPF is enclosed by a wrought iron fence on the east side along Essex Street, and on the south side, along Frye Road. Construction of an eight foot concrete masonry wall is proposed as a replacement to improve neighborhood aesthetics and site security.

The project scope of work consists of surveying and base-mapping of the area, two wall rendering options, construction drawings, onsite drainage analysis, utility coordination, technical specifications, permitting, and bidding assistance for the Frye Road WPF wall.

8. EVALUATION: This project is being performed under the Annual Permitting, Study, Design, and Post-Design Services for Water and Wastewater facilities Contract, No. EN1310-101, to Sunrise Engineering, Inc. The costs proposed for this project have been evaluated by staff and are determined to be reasonable. The contract completion time is 240 calendar days following Notice to Proceed.

9. FINANCIAL IMPLICATIONS:

Cost: \$36,949
Savings: N/A
Long Term Costs: N/A
Fund Source:

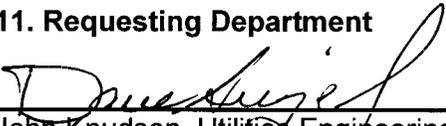
<u>Account No.:</u>	<u>Fund Name:</u>	<u>Program Name:</u>	<u>CIP Funded:</u>	<u>Amount:</u>
601.3820.6716.6WA230	Water Bond	Water Production Facility Improvements	Yes	\$36,949

10. PROPOSED MOTION: Move City Council award a Project Agreement to Sunrise Engineering, Inc., for Frye Road Water Production Facility Wall Design Services, pursuant to Annual Contract No. EN1310-101, Project No. WW1415-201, in an amount not to exceed \$36,949

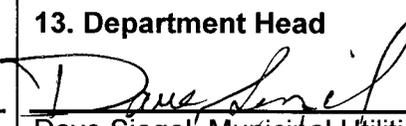
ATTACHMENTS: Project Agreement, Location Map

APPROVALS

11. Requesting Department


John Knudson, Utilities Engineering Manager

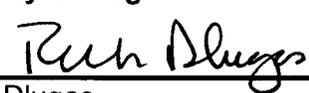
13. Department Head


Dave Siegel, Municipal Utilities Director

12. Transportation & Development


Bob Fortier, Capital Projects Manager

14. City Manager


Rich Dlugas

**PROJECT AGREEMENT
PURSUANT TO ANNUAL CONTRACT NO. EN1310-101**

PROJECT AGREEMENT NO: WA1415-201

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 **Sunrise Engineering, Inc., a Utah Corporation licensed to do business in the State of Arizona**, (hereinafter referred to as "Annual Consultant") and is a project agreement entered into pursuant to Annual Contract No. EN1310-101.

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

ARTICLE 1 - DESCRIPTION OF WORK:

This project is Frye Road Water Production Facility (WPF) Wall, Project Number WA1415-201. The scope of work consists of providing design services for Frye Road Water Production Facility Wall, 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 Six Thousand Nine Hundred Forty Nine Dollars (\$36,949) determined and payable as set forth in Annual Contract EN1310-101 and Exhibit B attached hereto and made a part hereof by reference.

ARTICLE 3 - CONTRACT TIME:

The contract time is Two Hundred Forty calendar days and Annual Consultant agrees to complete all work within Two Hundred Forty (240) 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. EN1310-101 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.

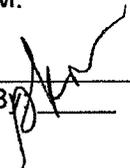
This Project Agreement will be effective on this _____ day of _____, 2014.

CITY OF CHANDLER

MAYOR DATE:

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

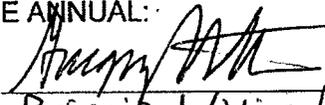
APPROVED AS TO FORM:

City Attorney By 

ATTEST:

City Clerk

FOR THE ANNUAL:

By: 
Title: Principal/Vice President

ADDRESS FOR NOTICE
Mr. Greg Potter
Sunrise Engineering, Inc.
2152 S. Vineyard, Ste. 123
Mesa, AZ 85210

Phone: 480-768-8600

Fax: 480-768-8609

EXHIBIT A SCOPE OF WORK

ANNUAL CONSULTANT shall provide the following services:

PHASE 1 –DESIGN, CONSTRUCTION DOCUMENTS & PERMITTING

The purpose of this phase is to prepare final construction drawings, specifications and construction cost estimates (engineer's preliminary opinion of probable costs). This phase will include submittals and reviews at 60% and 90% -complete and Final Construction Documents. ANNUAL CONSULTANT shall complete the specifications using the ANNUAL CONSULTANT's master specifications (City of Chandler's as directed) and in accordance with the City's General Conditions for construction. ANNUAL CONSULTANT will prepare drawings using AutoCAD Civil 3D 2014 software.

For the 60% submittal, ANNUAL CONSULTANT shall prepare:

- Design Development Drawings
- Preliminary Cost Estimate

For the 90% submittal, ANNUAL CONSUTLANT shall prepare:

- Detailed Design Drawings
- Technical Specifications
- Engineer's Cost Estimate

ANNUAL CONSULTANT shall provide five (5) copies true half-size (11" x 17") of the 60% and 90% deliverables to the City.

ANNUAL CONSULTANT shall conduct workshops to review the City's comments at the 60% and 90% submittal phases.

ANNUAL CONSULTANT shall modify the contract documents to reflect all agreed-upon final review comments from the City, and ANNUAL CONSULTANT's quality control review team.

ANNUAL CONSULTANT shall submit one reproducible set of 100% complete (Final) Mylars and five (5) copies of the final Bid Documents (full-size drawings and specifications) to the City. ANNUAL CONSULTANT shall deliver electronic drawings to the City in AutoCAD format.

TASK 1.1 Meetings, Project Management & Coordination: This task includes meetings attendance, project management, administration and correspondence by ANNUAL CONSULTANT. Four (4) meetings have been budgeted for this task which include the following:

1. 60% Submittal Comment Review Meeting/ Meeting with Downtown
2. 90% Submittal Comment Review Meeting/ Meeting with Downtown
3. Final Construction Documents Review Meeting
4. One Public Meeting

TASK 1.2 Topographic Surveying & Base-mapping: ANNUAL CONSULTANT shall prepare a topographic survey for the site containing detailed topographic information at the proposed wall locations and less detailed/schematic topographic information throughout the rest of the site in order to prepare a base-map used for design. Survey to include verification of benchmarks, spot elevations, contours, depiction of existing utilities, drainage features, facilities, visual property information and major vegetation.

TASK 1.3 Rights-of-Way/Easements Determination: ANNUAL CONSULTANT will determine existing rights-of-ways boundaries and easements by researching online information from the county.

TASK 1.4 Renderings: ANNUAL CONSULTANT will prepare rendering exhibits for two (2) different options or two (2) different perspectives along Frye Road. These renderings will be used to meet with Downtown Chandler City Officials and a Public Meeting (Task 1.1). Two (2) renderings have been budgeted for this task. Additional renderings can be prepared on a T&M (time and materials) basis or through a contract amendment.

TASK 1.5 Landscape Architect Coordination (w/City's LA): This project may require some minor landscape architecture design. This work will be performed by the city's Landscape Architect (LA). Under this task ANNUAL CONSULTANT shall coordinate project plans and details with the city's LA and include the LA's plans in the construction documents.

TASK 1.6 Construction Drawings: ANNUAL CONSULTANT shall design and prepare construction documents. The design will be submitted and reviewed at three (3) stages: 60%, 90% and 100% (Final). Plans may be prepared on 22" x 34" or 24" x 36". These plans are anticipated to include:

1. Cover Sheet
2. Legend, Index & Notes
3. Horizontal Control Plan
4. Existing Topo/Demolition
5. Wall Plan/Profile Sheets
6. Detail Sheets

TASK 1.7 Drainage Memo: ANNUAL CONSULTANT shall prepare a drainage memorandum to address the onsite storm drainage.

TASK 1.8 Utility Coordination: This task will include researching public and private utilities and submitting plans to utility providers for conflict review after 60% plans are prepared. Coordination will occur between 60% and 90% submittals. The City of Chandler will provide utility maps of the City's utilities and ANNUAL CONSULTANT will obtain private utility maps through request letters.

TASK 1.9 Technical Specifications: ANNUAL CONSULTANT shall prepare the required technical specifications for the project. The technical specifications will be included with the 90% and 100% (Final) plan submittals.

TASK 1.10 Permitting: ANNUAL CONSULTANT shall submit plans to/address comments from the City's Planning and Development Department.

TASK 1.11 Cost Estimates: ANNUAL CONSULTANT shall prepare a preliminary cost estimate at the 60% design phase and an engineering cost estimate at the 90% and 100% (Final) design phases.

TASK 1.12 QA/QC: This task will be used by the ANNUAL CONSULTANT to perform quality control review of the construction documents (plans, specifications and estimate) prior to final submittals that will be used for bidding.

TASK 1.13 Bidding Services: ANNUAL CONSULTANT shall attend one pre-bid meeting to answer any questions during the meeting and will respond to other design inquiries during the bidding period. It is assumed that contractor inquiries will be routed through the City and ANNUAL CONSULTANT will respond directly to the City. It has been

assumed that the City will communicate directly with all contractors. ANNUAL CONSULTANT shall also support the City in the evaluation of qualified bid submittals.

PHASE 2 –ALLOWANCES

The tasks in this phase will be used as allowances as described below:

- TASK 2.1 Reimbursable Expenses:** This will be an allowance used for reimbursable expenses which may include, but are not limited to, reprographics (documents, plans, reports, maps, mileage, etc.), including one (1) Final Mylar Set of plans for the City of Chandler.
- TASK 2.2 Legal Descriptions/Exhibits:** This project may require legal descriptions for land acquisition, permanent easements or Temporary Construction Easements (TCE's). If authorized by the City, ANNUAL CONSULTANT will prepare a legal description and exhibit for these scenarios. The preparation of up to two (2) legal descriptions/exhibits is budgeted for this task. The City will be responsible for obtaining signatures from home/business owners for these land acquisitions and/or easements.
- TASK 2.3 Utility Potholing:** After the City comments from the 60% plan submittal are received by ANNUAL CONSULTANT, utility potholing will be performed by a subcontractor of the ANNUAL CONSULTANT. ANNUAL CONSULTANT will prepare a pothole request order (exhibit and list for needed pothole locations) and coordinate with the subcontractor and the City. Blue Stake will be called in prior to any potholing. The City will send plans to utility owners for conflict review and arrange for any relocation with the respective owners (of non-City owned utilities) as necessary. After the utility potholing information is received it will be incorporated into the 90% plan submittal. Five (5) utility potholes have been budgeted for this task allowance. Only minor traffic control is anticipated as being necessary, such as traffic cones and a truck mounted message board provided by subcontractor. All permitting requirements and expenses will be the responsibility of the City.
- TASK 2.4 Geotechnical Investigation:** If the City does not have existing geotechnical information for the site or cannot otherwise provide information such as the soil bearing capacity for this site, then this task will be used by ANNUAL CONSULTANT to obtain such information.
- TASK 2.5 Additional Services for Unforeseen Conditions:** Due to the nature of this project additional services may be required during the course of design and/or construction from the ANNUAL CONSULTANT. Additional services (detailed description to be defined later) will be provided upon written authorization from the City.

Scope of Work Conditions & Exclusions

- A. The City of Chandler shall be responsible for providing the following:
 - a. As-Builts (Record Drawings) of the existing site/facility
 - b. Geotechnical information for the existing site/facility
 - c. City quarter section utility maps and electronic GIS map files
 - d. Access to the city's Land Base (GIS)
- B. The following are responsibilities of the City during the project:
 - a. Pay City permit fees
 - b. Reproduce bidding documents
 - c. Distribute bidding documents to prospective bidders
- C. Any items not specifically included within the scope of this proposal are excluded. If additional items are added to the contract, they will be performed in accordance with the fees, terms and conditions contained in the aforementioned contract.
- D. The scope of work for the services to be performed as part of this contract has been summarized in the attached Cost Summary shown in Exhibit B. These services shall be

performed on a lump sum basis.

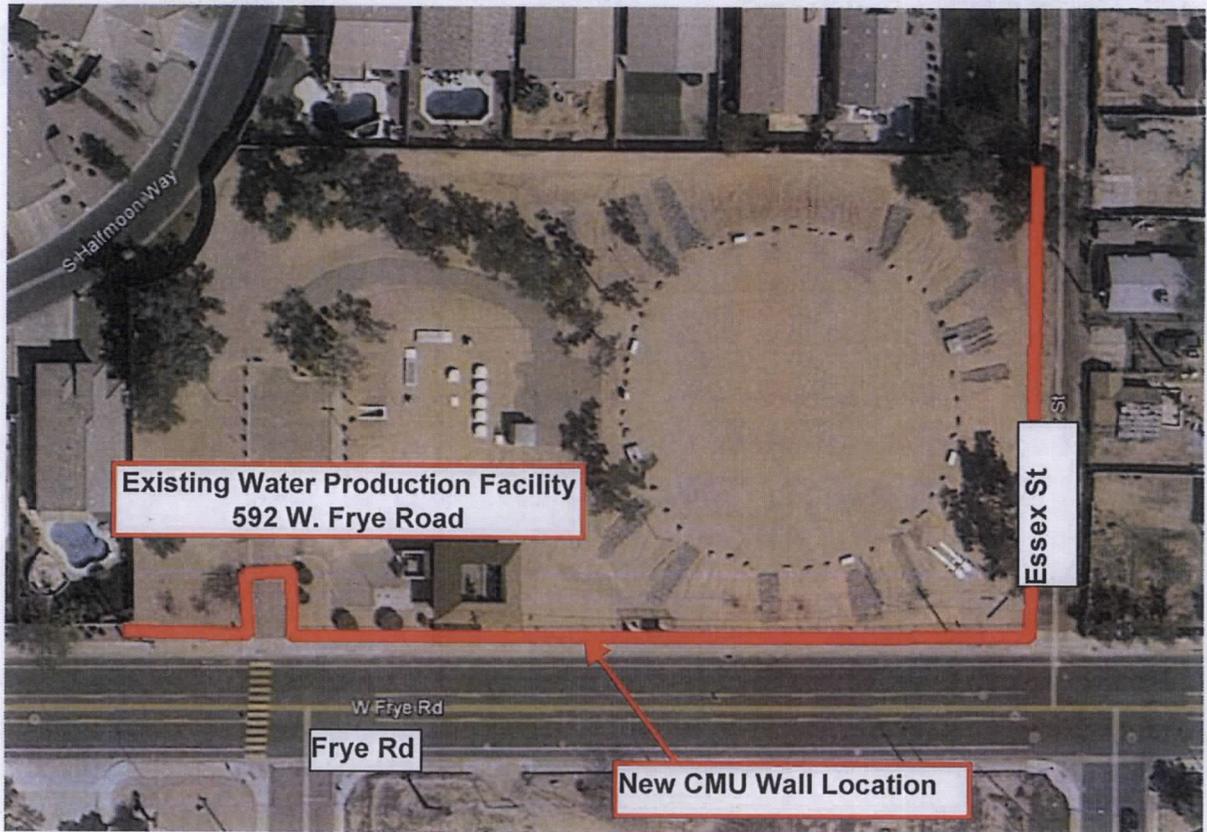


Figure 1 - Project Area Limits

- NTP from City of Chandler TBD
- Kick-off Meeting NTP + 2 weeks
- Complete Survey NTP + 3 weeks
- Prepare Renderings NTP + 5 weeks
- Downtown/Public Meetings NTP + 9 weeks
- Submit 60% Design NTP + 11 weeks
- Utility Coordination/Review NTP + 14 weeks
- City Review of 60% Complete NTP + 14 weeks
- Submit 90% Design & Specifications NTP + 18 weeks
- City Review of 90% Complete NTP + 20 weeks
- Submit 100 % (Final) Contract Documents NTP + 22 weeks
- City Planning and Development Department Permitting NTP + 24 weeks



**FRYE ROAD WATER
PRODUCTION FACILITY WALL
PROJECT NO. WA1415-201**



MEMO NO. CP14-149

PROPOSED WALL

