



**PURCHASING ITEM
FOR
COUNCIL AGENDA**

1. Agenda Item Number:

20

2. Council Meeting Date:

May 8, 2014

TO: MAYOR & COUNCIL

3. Date Prepared: April 21, 2014

THROUGH: CITY MANAGER

4. Requesting Department:

Transportation & Development

5. SUBJECT: Agreement Amendment for Building Plan Review Services with Madara Engineering, Inc., and Willdan Engineering

6. RECOMMENDATION: Approval of Amendment No. 2 to Agreement TD2-925-3046 with Madara Engineering, Inc., and Willdan Engineering, for Building Plan Review Services, in a combined amount not to exceed \$131,000, for total contract amount not to exceed \$160,000 for a two-year period.

7. BACKGROUND/DISCUSSION: The Building Plan Review Group, within the Transportation & Development Department, is responsible for reviewing all architectural and structural calculations and drawings for private development projects and design plans for City funded capital projects.

Building Plan Review Services fees for both Madara Engineering, Inc., and Willdan Engineering are based on a percentage of the building plan review recovery fees the City collects from the applicants. See their individual contracts, Exhibit C, for each negotiated fee.

Increased public construction activity and a recent extended medical leave created a workload issue within the group. Senate Bill 1598, which was passed by the State legislature, mandates that permit reviews be completed within a fixed period of time or the City shall refund fees for reviews that exceed published deadlines. In addition, we strive to maintain a high level of customer service where private development projects with tight deadlines are reviewed in half the normal time frame.

The contract was initially executed in the amount of \$29,000 to ensure that we could maintain current service levels. The additional funding being requested will allow us to continue to serve our customers at the high level they expect.

8. EVALUATION PROCESS: In November 2011, an award was approved for Building Plan Review Services with Madara Engineering, Inc., and Willdan Engineering for a two-year period, December 1, 2011, through November 30, 2013, with options to extend for one additional two-year period, for a total amount not to exceed \$29,000 per year. Evaluations of eight (8) proposals received from various engineering firms were conducted and these two consultants were selected based upon personnel and firm qualifications. Because the original amount was below Council approval limit, the City Manager signed and approved the agreement. Amendment No. 1 to extend the original agreement through November 30, 2015, was signed and approved by the City Manager in November 2013. Due to the increase in the number of projects, workload, and unplanned staff absences, an increase in the amount of \$131,000, for a total contract amount of \$160,000, now requires City Council approval.

9. FINANCIAL IMPLICATIONS:

Cost:

Original Contract	\$ 29,000.00
Amendment No. 1	\$ 0.00 (time extension only)
<u>Amendment No. 2</u>	<u>\$131,000.00</u>
Revised Contract Amount	\$160,000.00

Fund Source:

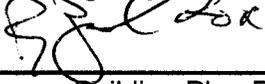
<u>Acct. No.:</u>	<u>Fund Name:</u>	<u>Program Name:</u>	<u>CIP Funded:</u>	<u>Amount:</u>
101.3010.5219.0.0	General Fund	Professional Services	No	\$131,000.00

10. PROPOSED MOTION: Move to approve Amendment No. 2 to Agreement TD2-925-3046 with Madara Engineering, Inc., and Willdan Engineering, for Building Plan Review Services, in a combined amount not to exceed \$131,000, for total contract amount not to exceed \$160,000 for a two-year period.

ATTACHMENT: Amendment No. 2 – Madara, Amendment No. 2 - Willdan, Exhibit C - Madara, Exhibit C - Willdan

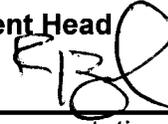
APPROVALS

11. Requesting Department



Martin Perez, Building Plan Review Supervisor

12. Department Head



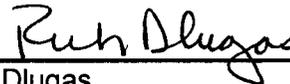
R.J. Zeder, Transportation & Development Director

13. Procurement Officer



Kristy Garcia, CPPB

14. City Manager



Rich Dlugas

AMENDMENT NUMBER TWO
TO AGREEMENT BETWEEN THE CITY OF CHANDLER
AND
MADARA ENGINEERING, INC.
FOR BUILDING PLAN REVIEW SERVICES
AGREEMENT NO. TD2-925-3046

This Amendment No. Two to that certain Agreement between the City of Chandler (CITY) and Madara Engineering, Inc., a corporation of the State of Arizona (CONTRACTOR) for Building Plan Review Services dated November 14, 2011 is entered into this ___ day of _____, 2014.

WHEREAS, a two year AGREEMENT with one (1) additional two year renewal option was awarded to Madara Engineering, Inc. for Building Plan Review Services, and the agreement was extended for a two year period on November 4, 2013 for the period from December 1, 2013 through November 30, 2015.

NOW THEREFORE, the parties agree as follows:

1. Section 4, Fee Schedule of the AGREEMENT is hereby amended to read as follows:

For the services described in Paragraph 2 of this AGREEMENT, CITY shall pay CONSULTANT a fee not to exceed the sum of One Hundred Sixty Thousand dollars (\$160,000) for the period from December 1, 2013 through November 30, 2015, including all companion Agreements, in accordance with the fee schedule outlined in Exhibit B of original agreement and incorporated by reference in its entirety and which shall remain in full force and effect.

2. All other terms and conditions of the above referenced Agreement shall remain unchanged and in full force and effect. All terms and conditions in the original Agreement, Amendment One, and Amendment Two not specifically amended herein shall be incorporated by reference in its entirety and shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have hereunto subscribed their names this ___ day of _____, 2014.

CITY OF CHANDLER:

By: _____
Mayor

APPROVED AS TO FORM:

City Attorney *CH*

ATTEST:

City Clerk

CONTRACTOR:

By: *Michael S. Hundert*
Title: *Vice President*

ATTEST: (If corporation)

[Signature]

Secretary

AMENDMENT NUMBER TWO
TO AGREEMENT BETWEEN THE CITY OF CHANDLER
AND
WILLDAN ENGINEERING
FOR BUILDING PLAN REVIEW SERVICES
AGREEMENT NO. TD2-925-3046

This Amendment No. Two to that certain Agreement between the City of Chandler (CITY) and Willdan Engineering, a corporation of the State of California (CONTRACTOR) for Building Plan Review Services dated November 14, 2011 is entered into this ___ day of _____, 2014.

WHEREAS, a two year AGREEMENT with one (1) additional two year renewal option was awarded to Willdan Engineering for Building Plan Review Services, and the agreement was extended for a two year period on November 4, 2013 for the period from December 1, 2013 through November 30, 2015.

NOW THEREFORE, the parties agree as follows:

1. Section 4, Fee Schedule of the AGREEMENT is hereby amended to read as follows:

For the services described in paragraph 2 of this AGREEMENT, CITY shall pay CONSULTANT a fee not to exceed the sum of One Hundred Sixty Thousand dollars (\$160,000) for the period from December 1, 2013 through November 30, 2015, including all companion Agreements, in accordance with the fee schedule outlined in Exhibit B of original agreement and incorporated by reference in its entirety and which shall remain in full force and effect.

2. All other terms and conditions of the above referenced Agreement shall remain unchanged and in full force and effect. All terms and conditions in the original Agreement, Amendment One, and Amendment Two not specifically amended herein shall be incorporated by reference in its entirety and shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have hereunto subscribed their names this ___ day of _____, 2014.

CITY OF CHANDLER:

By: _____
Mayor

APPROVED AS TO FORM:

City Attorney *CH*

ATTEST:

City Clerk

CONTRACTOR:

By: *Roger A. Brooks*
Title: *Principal Project Manager*

ATTEST: (If corporation)

Secretary

**EXHIBIT C
FEE SCHEDULE**

60 % of the calculated plan review fee based upon the current adopted City of Chandler Fee Schedule.

BUT IN NO EVENT WILL THIS AGREEMENT AND ALL COMPANION AGREEMENTS EXCEED TWENTY NINE THOUSAND DOLLARS (29,000.00)

**EXHIBIT C
FEE SCHEDULE**

% of the calculated plan review fee based upon the current adopted City of Chandler Fee Schedule.

Buildings with calculated valuation less than \$1 million, lump sum review rate of 75%

Buildings with calculated valuation between \$1 million and less than \$10 million, lump sum review rate of 70%.

Buildings with calculated valuation over \$10 million, lump sum review rate of 65%

BUT IN NO EVENT WILL THIS AGREEMENT AND ALL COMPANION AGREEMENTS EXCEED TWENTY NINE THOUSAND DOLLARS (29,000.00)