



**PURCHASING ITEM
FOR
COUNCIL AGENDA
Memo No. CP15-003**

1. Agenda Item Number:

18

2. Council Meeting Date:
July 10, 2014

TO: MAYOR & CITY COUNCIL

3. Date Prepared: June 24, 2014

THROUGH: CITY MANAGER

4. Requesting Department: Municipal Utilities

5. SUBJECT: Project Agreement with Carollo Engineers, Inc., for Pecos McQueen Lift Station Abandonment Design Services.

6. RECOMMENDATION: Staff recommends City Council award a Project Agreement to Carollo Engineers, Inc., for Pecos McQueen Lift Station Abandonment Design Services, pursuant to Annual Contract, No. EN1309.101, Project No. WW1417.201, in an amount not to exceed \$114,434.

7. BACKGROUND/DISCUSSION: The Pecos McQueen Lift Station is located at 993 East Pecos Road. This project will abandon this lift station and two miles of 18-inch ductile iron pipe. The lift station and pipeline are no longer necessary components of the City's wastewater collection system.

The project scope of work consists of a preliminary design report, demolition design documents, and bid phase services.

Demolition of the Pecos McQueen Lift Station will be awarded separately.

8. EVALUATION: This project is being performed under the Annual Permitting, Studies, Design, and Post-Design Services Contract, No. EN1309.101, to Carollo Engineers, Inc. The costs proposed for this project have been evaluated by Staff and are determined to be reasonable. The contract completion time is 120 calendar days following Notice to Proceed.

9. FINANCIAL IMPLICATIONS:

Cost: \$114,434
Savings: N/A
Long Term Costs: N/A
Fund Source:

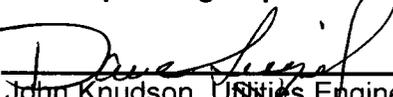
<u>Account No:</u>	<u>Fund Name:</u>	<u>Program Name:</u>	<u>CIP Funded:</u>	<u>Amount:</u>
615.3910.6815.6WW196	Wastewater Operating	Collection Systems Facility Improvements	Yes	\$114,434

10. PROPOSED MOTION: Move City Council award a Project Agreement to Carollo Engineers, Inc., for Pecos McQueen Lift Station Abandonment Design Services, pursuant to Annual Contract, No. EN1309.101, Project No. WW1417.201, in an amount not to exceed \$114,434.

ATTACHMENTS: Project Agreement, Location Map

APPROVALS

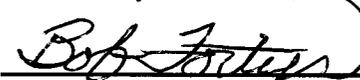
11. Requesting Department


John Knudson, Utilities Engineering Manager

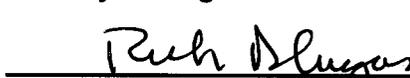
13. Department Head


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. EN1309-101**

PROJECT AGREEMENT NO: WW1417.201

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 Carollo Engineers, Inc. a Delaware 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. EN1309-101.

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

ARTICLE 1 - DESCRIPTION OF WORK:

This project is Pecos McQueen Lift Station Abandonment, Project Number WW1417.201. The scope of work consists of abandoning and removing the existing Pecos McQueen Wastewater Lift Station located in the southeast quadrant of the intersection of Pecos Road and McQueen Road. The project will include the abandonment of the associated 2-mile long 18-inch ductile iron pipe (DIP) that extends from the lift station to a junction box located south of the intersection of McQueen Road and Queen Creek Road, 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 One Hundred Fourteen Thousand Four Hundred Thirty Four Dollars (\$114,434) determined and payable as set forth in Annual Contract EN1309-101 and Exhibit B attached hereto and made a part hereof by reference.

ARTICLE 3 - CONTRACT TIME:

The contract time is One Hundred Twenty calendar days and Annual Consultant agrees to complete all work within One Hundred Twenty (120) 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. EN1309-101 and the terms and conditions contained therein are incorporated herein by reference as if set forth in full.

I
N WITNESS WHEREOF, the parties hereto have executed this Project Agreement on the day and year first written above.

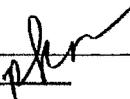
This Project Agreement will be effective on this ____ day of _____, 2014.

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

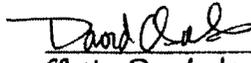
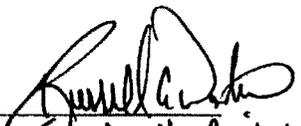
APPROVED AS TO FORM:

City Attorney By: 

ATTEST:

City Clerk

FOR THE ANNUAL:

By:  
Title: SE Vice President Executive Vice President

ADDRESS FOR NOTICE

Carollo Engineers, Inc.
4600 E. Washington St., Ste. 500
Phoenix, AZ 85034

Phone: 602-263-9500

Fax: 602-265-1422

EXHIBIT A SCOPE OF WORK

ANNUAL CONSULTANT shall provide the following services:

- Task 1 – Project Management and Meetings
- Task 2 – Data Review and Site Visits
- Task 3 – Preliminary Design Report (PDR)
- Task 4 – 65% Demolition Documents
- Task 5 – 95% Demolition Documents
- Task 6 – 100% Demolition Documents
- Task 7 – Bid Phase Services

PROJECT ASSUMPTIONS

1. The CITY will provide access to the Lift Station, including confined space equipment, if required.
2. ANNUAL CONSULTANT is not required to perform field surveying to develop its Construction Documents. Should it later be determined by the City or ANNUAL CONSULTANT that field surveying services are required, those services will be added as a change order to this contract.
3. ANNUAL CONSULTANT will rely on the As-Built information received from the City, and will not be required to perform potholing or other intrusive exploration to confirm the information received.

TASK 1 - PROJECT MANAGEMENT AND MEETINGS

ANNUAL CONSULTANT shall perform project management and monitoring activities throughout the Project duration, as delineated in the following tasks.

1.1 Kickoff Meeting

ANNUAL CONSULTANT shall coordinate scheduling the Kickoff Meeting with CITY Stakeholders at the Municipal Utilities Department (MUD) Complex conference room. At this meeting, the CITY shall provide a list of equipment and materials from the Pecos McQueen LS they want:

- Salvaged and delivered to their maintenance yard.
- Demolished and removed from the property.
- Abandoned in place.

1.2 Project Management

ANNUAL CONSULTANT shall provide project management services to include directing the activities of the project team members, regularly monitoring progress of the work and the budget, preparing progress and activity reports, communicating with the City staff on technical issues and problems encountered, schedule updates, and monitoring and updating the project schedule as appropriate.

TASK 2 – DATA REVIEW AND SITE VISITS

ANNUAL CONSULTANT will review data provided by the City (such as As-Builts, property lines and easements) and conduct the following site visits:

- Initial visit to inventory equipment to be salvaged and to ascertain limits of demolition.
- Visit to confirm PDR

TASK 3 – PRELIMINARY DESIGN REPORT (PDR)

ANNUAL CONSULTANT will prepare both a Draft and Final Preliminary Design Report (PDR) that contains the following elements (as a minimum):

- List of Equipment and Materials to be Salvaged
- Listing of Activities Performed by the City
- Limits of Demolition of all Structures, including Perimeter Fencing
- Repair / Replacement Approach of Existing 48-inch Sewer Pipeline in Pecos Road (that diverts wastewater to Pecos McQueen LS)
- Approach for Abandonment of 2-miles of 18-inch DIP Force Main
- Sheet Count and Draft Table of Contents (TOC) for Technical Specifications for Construction Documents
- Engineer's Opinion of Probable Construction Cost

TASK 4 - 65% DEMOLITION DOCUMENTS

ANNUAL CONSULTANT will prepare 65% detailed demolition documents and deliver to the City for review and comment.

Deliverable: Five (5) sets of 1/2 sized drawings, TOC and Engineer's Cost Estimate.

TASK 5 - 95% DEMOLITION DOCUMENTS

ANNUAL CONSULTANT will prepare 95% detailed demolition documents and deliver to the City for review and comment.

Deliverable: Five (5) sets of 1/2 sized drawings, technical specifications, and Engineer's Cost Estimate.

TASK 6 - 100% DEMOLITION DOCUMENTS

ANNUAL CONSULTANT will prepare 100% detailed demolition documents and deliver to the City for review and comment.

Deliverable: Five (5) sets of 1/2 sized drawings, technical specifications, and Engineer's Cost Estimate.

TASK 7 – BID PHASE SERVICES

ANNUAL CONSULTANT will assist the City during the advertisement and bidding of this project by providing the 100% Demolition Documents in the format required for making bid sets available to bidders.

ANNUAL CONSULTANT will also attend the Pre-Bid conference, answer technical questions, and prepare Addenda for issuance to bidders.

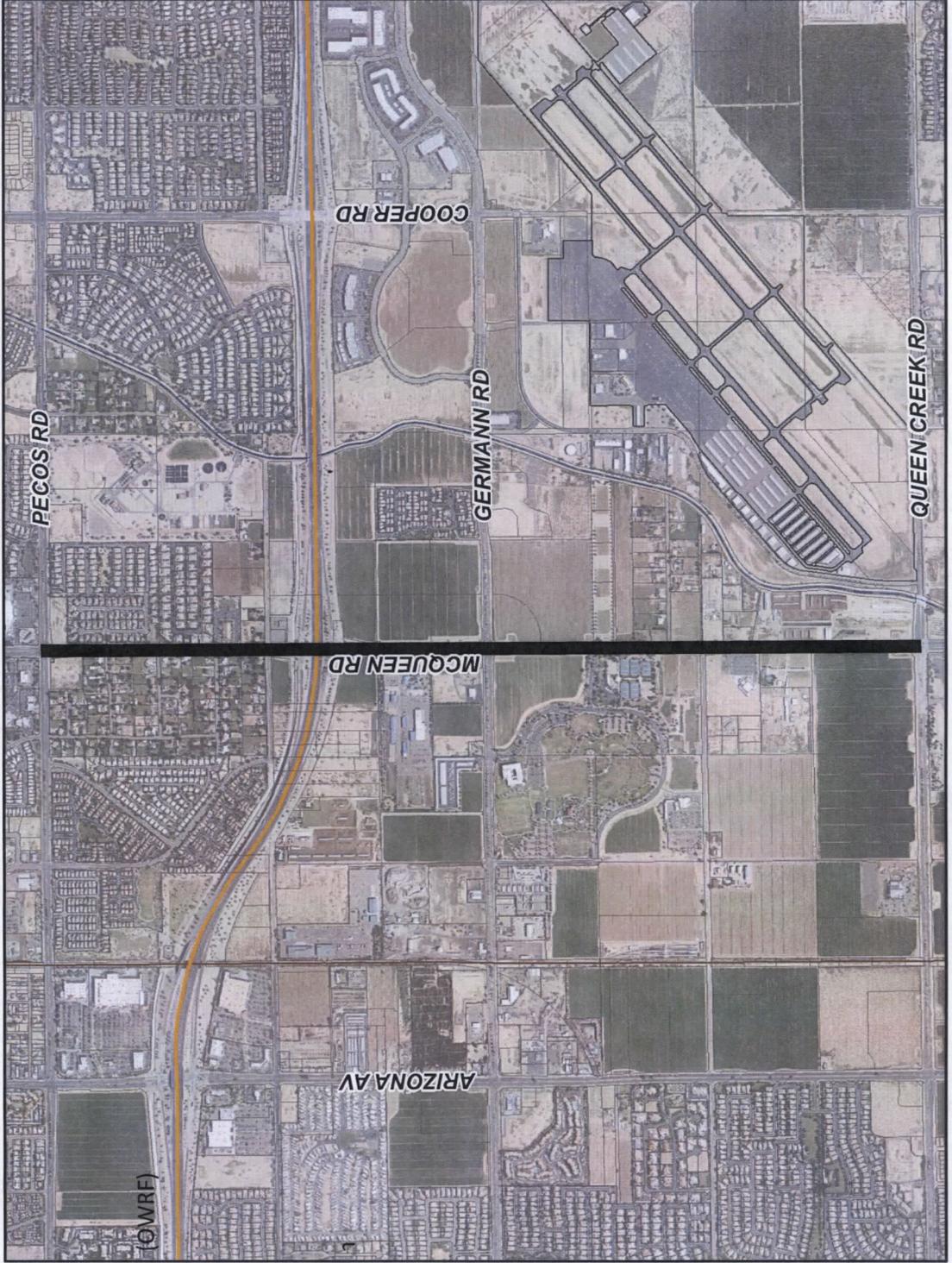


**EXHIBIT B
FEE SCHEDULE**

TASKS	Categories						
	Senior Professional	Lead Project Professional	Professional	Assistant Professional	Technician	Document Control	Material
<i>Hourly Rates</i>	\$ 225.00	\$ 188.00	\$ 170.00	\$ 145.00	\$ 135.00	\$ 85.00	
Task 1 Project Management and Meetings							
1.1 Kickoff Meeting	0	8	8	8	0	0	24
1.2 Project Management	4	28	0	0	0	0	32
Subtotal Task 1	4	36	8	8	0	0	64
Task 2 Data Review and Site Visits							
2.1 Initial Site Visit to Inventory Equipment	0	8	8	8	0	0	24
2.2 Site Visit to Confirm PDR	0	8	8	8	0	0	24
Subtotal Task 2	0	16	16	16	0	0	48
Task 3 Preliminary Design Report (PDR)							
3.1 Prepare Draft PDR	0	8	36	48	8	5	108
3.2 Incorporate City's Comments & Prepare Final PDR	2	6	16	24	8	8	64
Subtotal Task 3	2	14	52	72	16	13	172
Task 4 65% Demolition Documents							
4.1 Prepare 65% Demolition Documents	0	6	12	48	80	16	142
4.2 Initiate Obtaining MCESD Permit	0	4	0	12	0	2	18
Subtotal Task 4	0	10	12	60	80	18	160
Task 5 95% Demolition Documents							
5.1 Incorporate City's Review Comments from 65% Documents	0	8	8	8	0	0	24
5.2 Prepare 95% Demolition Documents	2	4	12	16	48	12	94
Subtotal Task 5	2	12	20	24	48	12	118
Task 6 100% Demolition Documents							
6.1 Incorporate City's Review Comments from 95% Documents	0	4	8	8	0	0	20
6.2 Submit Documents to City Development Services	0	4	0	16	4	4	28
6.3 Prepare 100% Demolition Documents	2	4	12	12	24	8	62
Subtotal Task 6	2	12	20	36	28	12	110
Task 7 Bid Phase Services							
7.1 Attend Pre-Bid Conference	0	4	10	8	4	0	26
7.2 Answer Questions and Prepare Addenda	2	4	6	8	6	12	36
Subtotal Task 7	2	8	16	16	10	12	62
Total Labor Manhours	12	108	144	230	182	70	728
Total Not to Exceed (NTE) Labor Cost	\$ 2,700	\$ 21,104	\$ 24,480	\$ 33,350	\$ 21,870	\$ 5,950	\$ 109,734
OTHER DIRECT COSTS							
1) Project mileage, mylars and reproduction							\$ 700
2) Potholing Allowance							\$ 4,000
NOTES							Total Other Direct Costs \$ 4,700
1) Assumes a 120 calendar day project duration.							TOTAL PROJECT COST \$ 114,434



PECOS MCQUEEN LIFT STATION ABANDONMENT PROJECT NO. WW1417.201



MEMO NO. CP15-003

PROJECT SITE

