



**PURCHASING ITEM
FOR
COUNCIL AGENDA
Memo No. CP15-047**

1. Agenda Item Number: 24
2. Council Meeting Date: August 14, 2014

TO: MAYOR & COUNCIL
THROUGH: CITY MANAGER

3. Date Prepared: July 28, 2014
4. Requesting Department: Airport

5. SUBJECT: Project Agreement with Dibble Engineering for Construction Management of Airport Runway/Taxiway Erosion Control improvements.

6. RECOMMENDATION: Staff recommends that Council approve a project agreement with Dibble Engineering for the Construction Management of Airport Runway/Taxiway Erosion Control improvement project AI1305-451, pursuant to Annual Engineering Services Contract No. EN1005-101, in an amount not to exceed \$94,780.00.

7. BACKGROUND/DISCUSSION: On September 27, 2012, City Council approved Resolution No. 4642, which authorized acceptance of Arizona Department of Transportation (ADOT) Grant No. E3S1Z in the amount of \$928,800 for Airport Runway/Taxiway Erosion Control. In this particular portion of the project, Dibble Engineering will provide daily construction inspection, construction monitoring and documentation, and conduct weekly progress meeting with the contractor

These improvements are necessary to maintain Federal Aviation Administration standards for Runway and Taxiway Safety Area (RSA) grading and smoothness. The intent of the project is to provide stability and protection of the soils adjacent to the runway and taxiway pavements and to improve grading and drainage in the northeastern-most infield areas. Because these improvements occur within the airport movement area and involve significant phasing and temporary runway closures, resident construction management and inspection services are required.

8. EVALUATION: Staff reviewed the scope of work, billing rate and total fee for the project and determined them to be reasonable. This project is within the parameters of the annual contract for civil design services with this firm.

The contract completion time is 180 calendar days following the Notice to Proceed.

9. FINANCIAL IMPLICATIONS:

Fund Source: Under this grant, ADOT pays 90% of the total project cost and the City is responsible for 10%.

<u>Acct. No.:</u>	<u>Fund Name:</u>	<u>CIP Funded:</u>	<u>Amount:</u>
417.4110.5219.AI264	Airport Grant Capital	Yes	\$85,302.00
635.4110.5219.AI264	Airport Operating		\$9,478.00

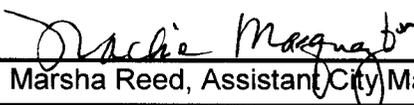
10. PROPOSED MOTION: Move that Council approve a project agreement with Dibble Engineering for the Construction Management of Airport Runway/Taxiway Erosion Control improvement project AI1305-451, pursuant to Annual Engineering Services Contract No. EN1005-101, in an amount not to exceed \$94,780.00.

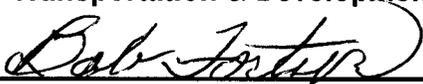
ATTACHMENTS: Project Agreement

APPROVALS

11. Requesting Department

Lori Quan, Airport Administrator

13. Department Head

Marsha Reed, Assistant City Manager

12. Transportation & Development

Bob Fortier, Capital Projects Manager

14. City Manager

Rich Dlugas, City Manager

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

PROJECT AGREEMENT NO: AI1305.451

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 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 Runway Taxiway Erosion Control Construction Management Services, Project Number AI1305.451. The scope of work consists of construction management services for Airport Runway Taxiway Erosion Control, 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 Ninety Four Thousand Seven Hundred Eighty Dollars (\$94,780.00) 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 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. 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 _____, 2014.

CITY OF CHANDLER

FOR THE ANNUAL:

MAYOR DATE:

By: Steve E. Rex
Title: COO

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 will perform the following specific services for this project:

A. Construction Administration Support Services (Annual Consultant)

1. Construction Phase Services: Annual Consultant will provide overall coordination 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 requiring Engineering review, estimated at a total of 16.
 - ii. Requests for Information (RFI's), estimated at a total of 16.
 - 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 60 calendar days; therefore, the estimated total number of construction meetings is nine (9).
 - d. Attend the Pre-Final (Substantial Completion) walkthrough after each phase of work is substantially complete (4 phases/walkthroughs) and a Final walk-through meeting and generate the Preliminary and Final Punch-lists.
 - 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 (Dibble CM)

Under the coordination of Annual Consultant, Dibble CM will provide day-to-day Construction Administration and Inspection Services, including:

1. Maintenance of project-related files and documentation, including correspondence, submittals, RFI's, inspection reports, test reports, pay applications, progress schedules, meeting minutes, change orders, and project photos.
2. Construction monitoring and documentation of quantities.
3. Conduct weekly project progress meeting, and prepare meeting minutes.
4. Review Contractor's monthly pay applications.
5. Daily construction inspection (based on a 60-calendar day duration), including providing daily reports of activities and observations, measurement and documentation of quantities on a daily basis, monitoring the Contractor's quality control testing, notifying the Contractor of deficiencies in the work, and observing and documenting unforeseen and/or changed conditions.
6. Project Close-out services, including substantial and final completion walkthroughs, review of final quantities, pay application and final close-out change order, and review of Contractor red-line as-built drawings.

See Dibble CM's Scope of Services for additional detail.

C. Quality Assurance Testing (Allowance – Speedie & Associates)

In the event that the Contractor's Quality Control Testing requires supplemental assurance testing, such testing will be provided on an as-needed basis for acceptance of the following materials:

1. Embankment/Earthwork/Grading
2. Erosion Control Material (Acrylic Polymer)
3. Crushed Aggregate Base Course
4. Asphalt Concrete Pavement
5. Structural Portland Cement Concrete

D. Miscellaneous

1. Construction staking is not included in this Scope of Work.

The successful Contractor will be responsible for performing his own Quality Control, and will provide all Quality Control results and reports to the City and Annual Consultant for review.

**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.		4	8					4	16
2. Pre-Construction Conference			4		4				8
3. Submittal/Shop Drawing Reviews (16)			4		8	16		4	32
4. Contractor RFI's (16)			4		8	16		4	32
5. Construction Meetings/Site Visits (9)			12		36				48
6. Post-Phase Substantial Completion Walks (4)			8		8				16
7. Final Completion Walkthrough			4		4				8
8. Record Drawings			4		4	8	16	2	34
TOTAL CONSTRUCTION PHASE HOURS	0	4	48	0	72	40	16	14	194

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.		\$584.00	\$1,096.00					\$196.00	\$1,876.00
2. Pre-Construction Conference			\$548.00		\$484.00				\$1,032.00
3. Submittal/Shop Drawing Reviews (15)			\$548.00		\$968.00	\$1,520.00		\$196.00	\$3,232.00
4. Contractor RFI's (15)			\$548.00		\$968.00	\$1,520.00		\$196.00	\$3,232.00
5. Construction Meetings/Site Visits (9)			\$1,644.00		\$4,356.00				\$6,000.00
6. Post-Phase Substantial Completion Walks (4)			\$1,096.00		\$968.00				\$2,064.00
7. Final Completion Walkthrough			\$548.00		\$484.00				\$1,032.00
8. Record Drawings			\$548.00		\$484.00	\$760.00	\$1,312.00	\$98.00	\$3,202.00
TOTAL CONSTRUCTION PHASE FEE	\$0.00	\$584.00	\$6,576.00	\$0.00	\$8,712.00	\$3,800.00	\$1,312.00	\$686.00	\$21,670.00

DIRECT COSTS	
DESIGN & CONSTRUCTION PHASE SERVICES	
1. Submittal Printing	\$400.00
2. Mileage	\$500.00
Total - Direct Costs	\$900.00

ALLOWANCE (SUB-CONSULTANT) COSTS	
CONSTRUCTION PHASE SERVICES	
1. Construction Management/Inspection (Dibble CM)	\$67,210.00
2. Quality Assurance Testing (Speedie - Allowance)	\$5,000.00
Total - Construction Phase Services	\$72,210.00

FEE SUMMARY	
Construction Phase Services Labor Fee	\$21,670.00
Direct Costs	\$900.00
Allowance (Sub-Consultant) Costs	\$72,210.00
TOTAL CONTRACT AMOUNT	\$94,780.00