



**PURCHASING ITEM  
FOR  
COUNCIL AGENDA  
Memo No. CP15-097**

**1. Agenda Item Number:**  
*20*

**2. Council Meeting Date:**  
October 23, 2014

**TO: MAYOR & CITY COUNCIL**

**THROUGH: CITY MANAGER**

**3. Date Prepared:** September 22, 2014

**4. Requesting Department:** Community and Neighborhood Services

**5. SUBJECT:** Project Agreement with Gavan and Barker Inc., for Landscape Design Consulting Services

**6. RECOMMENDATION:** Staff recommends City Council award a Project Agreement to Gavan and Barker Inc., for Landscape Design Consulting Services, Project No. PR1502.201, pursuant to Annual Landscape Design Consulting Services Contract, No. EN1511.101, in an amount not to exceed \$49,074.00.

**7. BACKGROUND/DISCUSSION:** Harris Park is a 0.81-acre neighborhood park that is located south of the Alta Steelyard Loft project and serves the residents of the square mile bordered by Chandler Boulevard, McQueen Road, Pecos Road and Arizona Avenue. Harris Park was purchased in 1966 and originally developed in 1967. The park was renovated in 1994. Formerly known as Elgin Park, the park was re-named in 2002 in honor of Mr. N. J. Harris.

On July 10, 2014, a development agreement between the City of Chandler and PR III/Wood Chandler Apartments, LLC was approved by the City Council. As a part of this agreement, the City is responsible for renovating Harris Park at a future date when funding becomes available. The agreement also states that the City shall proceed to undertake and complete the design work for said renovations on or before January 2015.

This project will consist of providing design development, construction documents and bidding assistance. The renovation of Harris Park will include demolition of the existing features and creating a new park layout that will include sidewalks, a ramada, a shaded playground, area lighting, turf/landscaping and associated irrigation.

**8. EVALUATION:** This project is being performed under the Annual Landscape Design Consulting Services Contract, No. EN1511.101, to Gavan and Barker Inc. The costs proposed for this project have been evaluated by staff and are determined to be reasonable. The contract completion time which includes bidding assistance is 120 calendar days following Notice to Proceed.

**9. FINANCIAL IMPLICATIONS:**

Cost:	\$49,074.00
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>
401.4580.661	General Fund	Harris Park	Existing	\$49,074.00
1.0.6PR049			Neighborhood Park Improvements	

**10. PROPOSED MOTION:** Move City Council award a Project Agreement to Gavan and Barker Inc., for Landscape Design Consulting Services, Project No. PR1502.201, pursuant to Annual Landscape Design Consulting Services Contract, No. EN1511.101, in an amount not to exceed \$49,074.00.

**ATTACHMENTS:** Project Agreement, Location Map

**APPROVALS**

**11. Requesting Department**

*Mickey Ohland*  
Mickey Ohland, Park Development and Operations Mgr.

**13. Department Head**

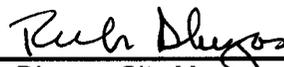
*Jennifer Morrison*  
Jennifer Morrison, Community and Neighborhood Services Director

**12. Transportation & Development**



Bob Fortier, Capital Projects Manager

**14. City Manager**



Rich Dlugas, City Manager

**PROJECT AGREEMENT  
PURSUANT TO ANNUAL CONTRACT NO. EN1511.101**

**PROJECT AGREEMENT NO: PR1502.201**

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. EN1511.101.

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 Harris Park Improvements, Project Number PR1502.201. The scope of work consists of design services, including new 8-ft sidewalks; replacement of an existing Ramada with a new pre-manufactured Ramada; a new playground and relocation of existing swings; new shade canopies at the playground; new area lighting and Ramada lighting; new turf and landscape areas, and associated irrigation; and other associated functions, 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 Forty Nine Thousand Seventy Four Dollars (\$49,074) determined and payable as set forth in Annual Contract EN1511.101 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. EN1511.101 and the terms and conditions contained therein are incorporated herein by reference as if set forth in full.

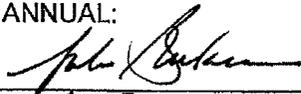
IN WITNESS WHEREOF, the parties hereto have executed this Project Agreement on the day and year first written above.

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

CITY OF CHANDLER

FOR THE ANNUAL:

\_\_\_\_\_  
MAYOR DATE:

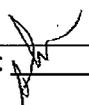
By:   
Title: Vice President

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

\_\_\_\_\_  
City Attorney By: 

ATTEST:

\_\_\_\_\_  
City Clerk

**EXHIBIT A  
SCOPE OF WORK**

**DESIGN SCOPE OF SERVICES:**

Annual Consultant shall provide all design services for Harris Park Improvements 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 area. 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 meeting with City staff on 9/2/14, the concept will include:

- a. **Removals:** All existing features will be removed or salvaged with the exception of the existing trees, which will remain in place. Other items that will remain in place or be relocated in the park include the park sign, drinking fountain, and history kiosk.
- b. **Playground improvements:** The existing playground will be removed and relocated away from the adjacent street to provide a buffer from the street. The existing playground structure will be removed and replaced with a new structure. The existing arch swings will be salvaged and relocated into the new playground.
- c. **Ramada replacement:** New pre-manufactured ramada will be selected and sighted to replace the existing ramada. The placement of the new ramada, concrete pad, and sidewalks will consider accessibility, existing trees, and adjacent neighborhood connections.
- d. **Sidewalks:** The existing narrow sidewalks will be removed and replaced with 8-ft wide sidewalks.
- e. **Lighting:** The existing lighting including the area lights and basketball lights will be removed, and new LED area lighting will be installed.
- f. **Landscaping:** New landscaping will incorporate the existing trees, and a new irrigation system will be designed, including a new larger water service for the turf areas.

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 and water systems.

5. **Geotechnical Investigations** - Annual Consultant will provide Geotechnical reconnaissance and recommendations for the 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 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 plans.
- 6.8. Landscape details
- 6.9. Water plan (if necessary for the drinking fountain relocation)
- 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.

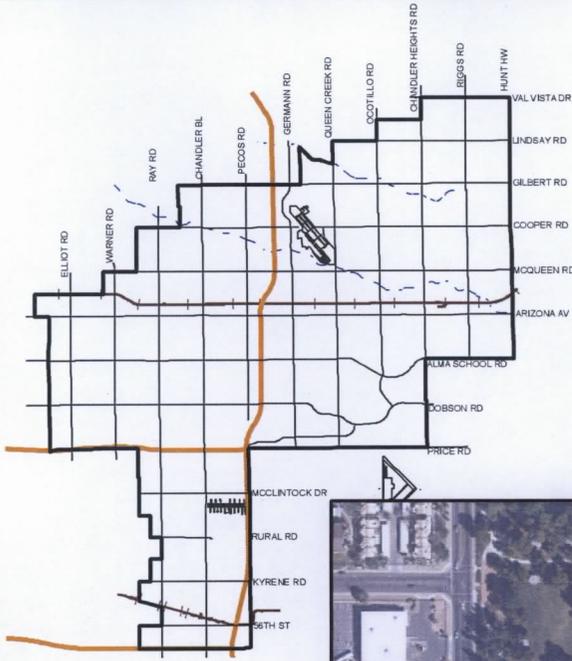
**EXHIBIT B  
FEE SCHEDULE**

	Principal Civil	Principal Landscape	Senior Project	Project	Landscape	Senior	Designer	Civil	Total Direct	Direct	Total						
	Hrs 151.03	Hrs 125.85	Hrs 119.56	Hrs 100.69	Hrs 94.40	Hrs 83.78	Hrs 77.23	Hrs 62.83	Hrs Dollars								
1. Administrative	4	604.12	8	1,006.80	0	0	0	0	12	1,610.92		\$ 1,611					
2. Research / Data Collection												\$ -					
2.1. CoC: Utility as-builts	0	-	1	125.85	0	0	2	167.56	3	293.41		\$ 293					
2.2. Utility company as-builts/records	0	-	0	-	0	0	2	167.56	2	167.56		\$ 168					
2.3. Investigate existing conditions	0	-	8	1,006.80	0	0	8	670.24	16	1,677.04		\$ 1,677					
2.4. Topographic survey	1	151.03	1	125.85	0	0	12	1,005.36	14	1,282.24	a.	2,490.00 \$ 3,772					
2.5. Records review / easements	1	151.03	0	-	2	201.38	0	-	3	352.41		\$ 352					
3. Programming / Schematic Design												\$ -					
3.1. Preliminary concept preparation	1	151.03	4	503.40	0	0	8	755.20	24	2,010.72		\$ 3,420					
3.2. Review / Public meetings (1)	0	-	3	377.55	0	0	0	-	3	377.55		\$ 378					
3.3. Revise concept / schematic design	1	151.03	2	251.70	0	0	4	377.60	8	670.24		\$ 1,451					
3.3.1. Sections / elevations sketches	0	-	0	-	0	0	2	167.56	2	167.56		\$ 168					
3.3.2. Landscape	0	-	1	125.85	0	0	2	188.80	4	335.12		\$ 650					
3.3.3. Hardscape	0	-	1	125.85	0	0	2	188.80	4	335.12		\$ 650					
3.3.4. Preliminary drainage calculations	2	302.06	0	-	8	805.52	0	-	14	1,442.70		\$ 1,443					
3.3.5. Preliminary cost estimates	1	151.03	2	251.70	0	0	0	-	7	737.85		\$ 738					
3.3.6. Schematic design submittal	0	-	1	125.85	0	0	0	-	3	293.41		\$ 293					
4. Utility/Agency Coord./Conflict Review	0	-	1	125.85	0	0	2	188.80	4	335.12		\$ 650					
5. Geotechnical Investigations	1	151.03	1	125.85	0	0	0	-	2	276.88	b.	2,400.00 \$ 2,677					
6. Design Development (60%)												\$ -					
6.1. Site plan refinement	0	-	1	125.85	0	0	2	188.80	8	670.24		\$ 985					
6.2. Outline specifications	1	151.03	2	251.70	0	0	4	377.60	0	-		\$ 780					
6.3. Construction plans	1	151.03	1	125.85	0	0	2	188.80	16	1,340.48		\$ 1,806					
6.4. Site details	0	-	1	125.85	0	0	4	377.60	4	335.12		\$ 839					
6.5. Grading plans	1	151.03	0	-	1	100.69	1	94.40	12	1,005.36		\$ 1,351					
6.6. Planting plans	0	-	2	251.70	0	0	1	94.40	6	502.68		\$ 849					
6.7. Irrigation plans	0	-	1	125.85	0	0	0	-	0	-		\$ -					
6.8. Landscape details	0	-	0	-	0	0	1	94.40	1	83.78	c.	3,840.00 \$ 3,966					
6.9. Water plan	0	-	1	125.85	0	0	1	83.78	0	-		\$ 178					
6.10. Electrical plans	0	-	1	125.85	0	0	0	-	3	310.32		\$ 310					
6.11. Cost estimate	1	151.03	1	125.85	0	0	2	188.80	4	335.12	d.	1,893.00 \$ 2,019					
6.12. Design Development Submittal	1	151.03	1	125.85	0	0	0	-	8	800.80		\$ 801					
7. Construction Documents (95%)												\$ 444					
7.1. Final construction plans	1	151.03	2	251.70	0	2	201.38	2	188.80	8	670.24		\$ 1,463				
7.2. Final grading plans	1	151.03	1	125.85	0	4	402.76	1	94.40	8	670.24		\$ 1,444				
7.3. Final horizontal control plans	1	151.03	1	125.85	0	1	100.69	0	-	8	670.24		\$ 1,048				
7.4. Final site details	0	-	1	125.85	0	0	-	2	188.80	4	335.12		\$ 650				
7.5. Final planting plans & details	0	-	1	125.85	0	0	-	2	188.80	4	335.12		\$ 650				
7.6. Final irrigation plans & details	0	-	1	125.85	0	0	-	1	83.78	0	-	c.	2,560.00 \$ 2,770				
7.7. Final electrical plans	0	-	1	125.85	0	0	-	0	-	1	125.85	d.	1,262.00 \$ 1,388				
7.8. Final technical specifications	1	151.03	1	125.85	0	0	-	8	755.20	0	-		\$ 1,032				
7.9. Final drainage report	2	302.06	0	-	4	402.76	0	-	2	167.56		\$ 872					
7.10. Final cost estimate	1	151.03	1	125.85	0	0	-	4	335.12	0	-		\$ 612				
7.11. Construction Document Submittal	1	151.03	1	125.85	0	0	-	2	167.56	0	-		\$ 444				
8. Final Comments / Bid Documents (100%)												\$ -					
8.1. Respond to Plan Review comments	1	151.03	2	251.70	0	1	100.69	2	188.80	4	335.12		\$ 1,027				
8.2. Plan Review resubmittal	1	151.03	1	125.85	0	0	-	1	94.40	1	83.78		\$ 455				
<b>Subtotal</b>												14,445.00 \$ 48,574					
<b>ALLOWANCES</b>																	
Reimbursables: Printing & Deliveries												500.00 \$ 500					
<b>Total</b>	<b>27</b>	<b>4,077.81</b>	<b>60</b>	<b>7,551.00</b>	<b>0</b>	<b>24</b>	<b>2,416.56</b>	<b>53</b>	<b>5,003.20</b>	<b>180</b>	<b>15,080.40</b>	<b>0</b>	<b>0</b>	<b>344</b>	<b>34,128.97</b>	<b>14,945.00</b>	<b>\$ 49,074</b>



Chandler + Arizona

# HARRIS PARK RENOVATIONS PROJECT NO. PR1502.201



MEMO NO. CP15-097

