



Chandler · Arizona  
Where Values Make The Difference

**PURCHASING ITEM  
FOR  
COUNCIL AGENDA  
Memo No. CP15-126**

**1. Agenda Item Number:**  
**31**  
**2. Council Meeting Date:**  
November 20, 2014

**TO: MAYOR & CITY COUNCIL**  
**THROUGH: CITY MANAGER**

**3. Date Prepared:** November 7, 2014  
**4. Requesting Department:** Community and  
Neighborhood Services Department

**5. SUBJECT:** Project Agreement with Perlman Architects, for Kingston Duplex

**6. RECOMMENDATION:** Staff recommends City Council award a Project Agreement to Perlman Architects, for Kingston Duplex, Project No. HO1403.201, pursuant to On-Call Architectural Services Contract, No. EN1504.101, in an amount not to exceed \$35,775.

**7. BACKGROUND/DISCUSSION:** The Kingston property is located on the west side of Kingston Street between Chandler Boulevard and Buffalo Street. This property was previously used as a potable well site facility by the Municipal Utilities Department (MUD) from 1961 to 2013, until the well was abandoned. At the Council meeting of August 14, 2014 Council approved the transfer of the property from MUD to the Housing Division as well as a \$300,000 budget to develop and construct a duplex on the property.

The project scope is to provide architectural, structural engineering, mechanical plumbing, electrical engineering, and civil engineering professional services for the design of the Kingston Duplex for permit approval and construction bidding. The housing to be developed is a single story, "ranch style" duplex with stucco finish. Each unit will include two bedrooms, and one bathroom. Units will include single car garages (see conceptual floor plan and locational map attached).

**8. EVALUATION:** This project is being performed under the On-Call Architectural Services Contract, No. EN1504.101, to Perlman Architects. The costs proposed for this project have been evaluated by staff and are determined to be reasonable. The contract completion time is 135 calendar days following Notice to Proceed.

**9. FINANCIAL IMPLICATIONS:**

Cost: \$35,775  
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>
236.4650.5219.5KDPLX	Proceeds Reinvest	Kingston Duplex	No	35,775

**10. PROPOSED MOTION:** Move that City Council award a Project Agreement to Perlman Architects, for Kingston Duplex, Project No. HO1403.201, pursuant to On-Call Architectural Services Contract, No. EN1504.101, in an amount not to exceed \$35,775.

**ATTACHMENTS:** Project Agreement, Location Map

**APPROVALS**

**11. Requesting Department**

Kurt Knutson, Housing and Redevelopment Manager

**13. Department Head**

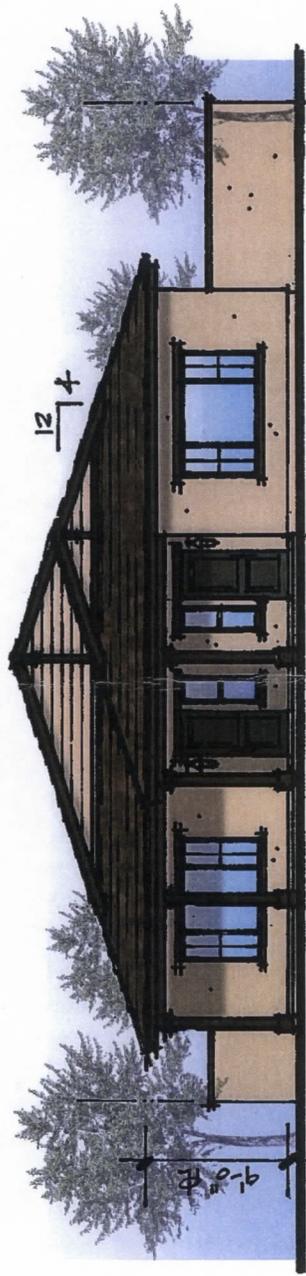
Jennifer Morrison, Community and Neighborhood Services Director

**12. Transportation & Development**

Bob Fortier, Capital Projects Manager

**14. City Manager**

Rich Dlugas

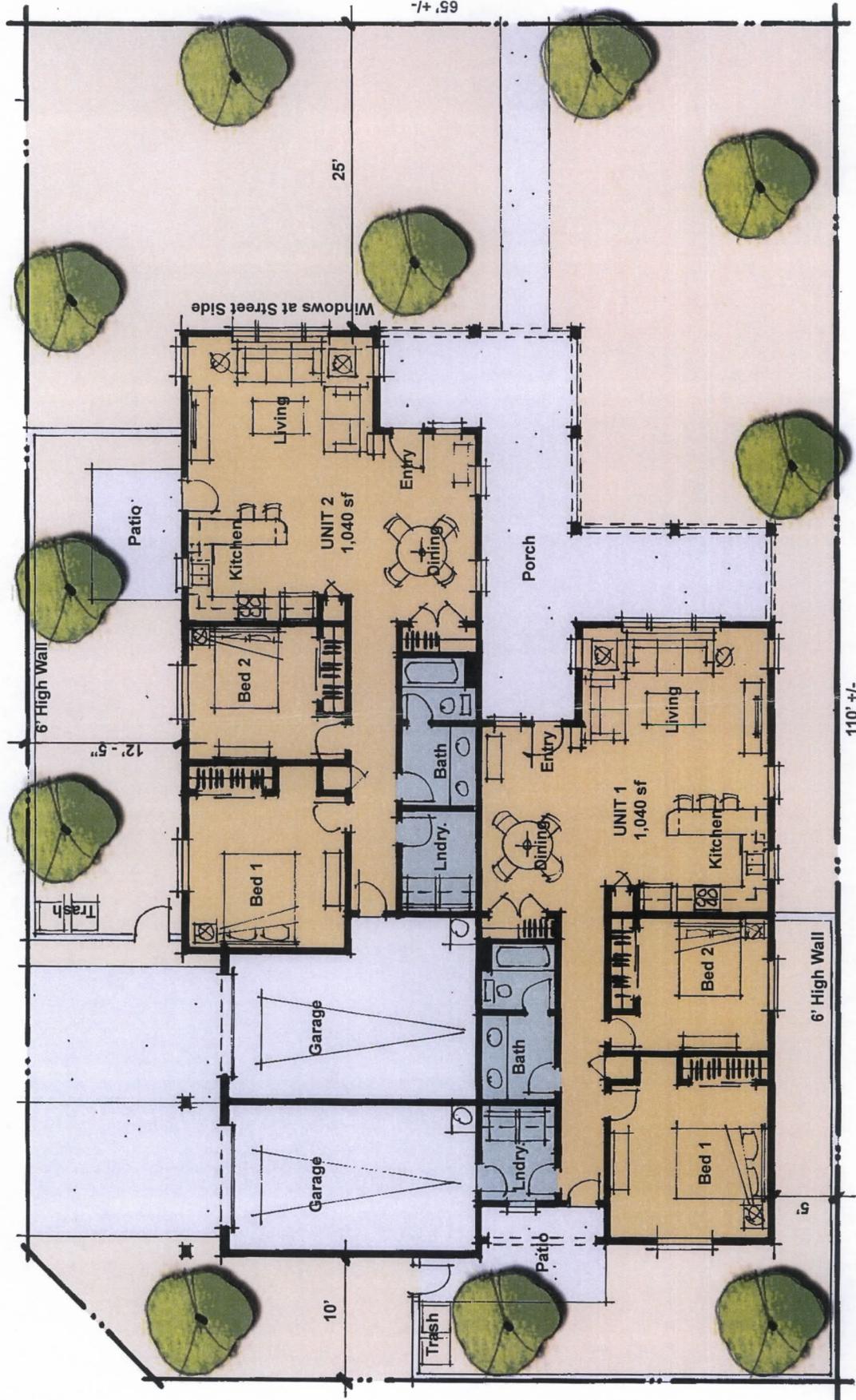


FRONT ELEVATION



ALLEY ELEVATION

ALLEY  
(20' Wide)



Kingston Street  
(60' R.O.W.)

ALLEY  
(16' Wide)

DUPLEX CONCEPT 1

**PROJECT AGREEMENT  
PURSUANT TO ANNUAL CONTRACT NO. EN1504.101**

**PROJECT AGREEMENT NO: HO1403.201**

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 Periman Architects of Arizona, Inc. a Corporation of the State of Nevada 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. EN1504.101.

CITY and Periman Architects of Arizona, Inc., in consideration of the mutual covenants herein set forth, agree as follows:

**ARTICLE 1 - DESCRIPTION OF WORK:**

This project is Kingston Duplex, Project Number HO1403.201. The scope of work consists of design services for a duplex residential building located at 146 North Kingston Street, Chandler, Arizona 85225, Parcel 303-03-018, 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 Five Thousand Seven Hundred Seventy Five Dollars (\$35,775) determined and payable as set forth in Annual Contract EN1504.101 and Exhibit B attached hereto and made a part hereof by reference.

**ARTICLE 3 - CONTRACT TIME:**

The contract time is One Hundred Thirty Five calendar days and Annual Consultant agrees to complete all work within One Hundred Thirty Five (135) 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. EN1504.101 and the terms and conditions contained therein are incorporated herein by reference as if set forth in full.

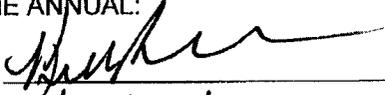
IN WITNESS WHEREOF, the parties hereto have executed this Project Agreement on the day and year first written above.

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

CITY OF CHANDLER

FOR THE ANNUAL:

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

By:   
Title: Principal

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

ADDRESS FOR NOTICE  
Mr. Ken Powers  
Perلمان Architects of Arizona, Inc.  
4808 N. 24<sup>th</sup> St., Ste. 100  
Phoenix, AZ 85016

APPROVED AS TO FORM:

Phone: 480-951-5900

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

ATTEST:

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

## EXHIBIT A SCOPE OF WORK

ANNUAL CONSULTANT shall provide architectural, structural engineering, mechanical, plumbing, electrical engineering, and civil engineering professional services for the design of the Kingston Duplex. The design will refine the Duplex Concept 1, Elevations, and Roof Plan Conceptual Plans dated 7-16-14, previously prepared by ANNUAL CONSULTANT under a separate Contract, for permit approval and construction bidding. The Duplex Concept is for a residential "ranch style" duplex (two unit) building cohesive with the surrounding homes, single story, stucco finish, consisting of two (2) bedrooms, one (1) bathroom with privacy door between sink and tub/toilet area, great room kitchen/dining/living room area, laundry room/area, with single car garages with access from alley to the north, with approximately 1,040 square feet on lot approximately 0.16 acres in size.

**Design Development (DD):** Refine floor plans, refine front exterior elevations and develop exterior side and rear elevations; refine Roof Plans, develop building sections and input them into CAD format. Design Development also includes: Design Development level drawings and information, value engineering, and establishment of structural materials, layout, and preliminary member sizes. For Heating, Cooling, Ventilation, Exhaust and Controls (HVAC) a complete and operational system shall be designed including cooling and heating system types(s), cooling and heating efficiencies required, air distribution style desired, exhaust system type and requirements, and ventilation requirements will be determined. For Plumbing, complete and operational domestic water and sewer shall be designed including water heater system type and locations, plumbing fixture types and styles, and special water/needs requirements determined. For electrical, a complete and operational system for power, lighting, phone and basic data shall be designed including power distribution sizing of equipment and fault current, light fixture types and styles, lighting control types, , site electrical, special reports or energy compliance documentation, telephone, and cable television and computer requirements determined. For civil engineering, perform topographic survey, geometric design for site, grading and drainage plans including site generated runoff and outfall on the site where the water flows to the street and utility plans showing water tap with two meters and sanitary sewer connecting to City infrastructure and to within 5' of building limits.

Up to two meetings at the City of Chandler for the purposes of Owner input and to review the Design Development drawings are included. The Civil Engineer shall provide a Topographic Survey for the referenced project site.

### **Deliverables:**

- CAD and PDF reproducible format electronic files and hardcopy of Preliminary Floor Plans, Front Exterior Elevations and Roof Plans including specifications
- PDF and hardcopy format of structural calculations
- PDF and hardcopy format of heat loss calculations
- City of Chandler Building Permit Application with Water Meter Application and Certification.

**Construction Documents (CD):** Address and incorporate comments from plan reviewers and City staff included final details to obtain plan approval, construction permits, and construction documents suitable for public bidding.

**Deliverables:**

- CAD and PDF reproducible format electronic files and hardcopy of Preliminary Floor Plans, Front Exterior Elevations and Roof Plans including specifications
- PDF and hardcopy format of structural calculations, if revised
- PDF and hardcopy format of heat loss calculations, if revised
- Upon plan review approval, signed and sealed Mylar print of plans coversheet.

**CLARIFICATIONS AND ASSUMPTIONS**

- Construction is anticipated to be conventional 2" by 6" wood framing with prefabricated roof trusses and slab-on-grade foundation, not pre or post tension foundation.
- Design shall be in accordance with the 2012 International Building Code, National Electrical Code, Plumbing Code, Mechanical Code, Residential Code, Fuel Gas Code, Energy Conservation Code, Fire Code, and Existing Building Code.
- It is also understood that the CITY will only use plans developed under this contract at this single location. Use of these plans at another location would require notification and consent by ANNUAL CONSULTANT.
- City shall provide available reports, as-builts, and project information at no cost to ANNUAL CONSULTANT
- Up to two (2) meetings at the City are included, one prior to start of DD, and one prior to start of CDs.
- It is further understood that the Owner will hold the Architect harmless for any changes made by the Owner to the documents without prior knowledge or consent of the Architect.
- ANNUAL CONSULTANT shall provide general coordination and provide background drawings and disks to sub-consultants and facilitate coordination against sub-consultants with each other:
  - Structural Engineer: Wright Engineers
  - Mechanical, Plumbing, and Electrical Engineer: ASEI Engineering
  - Civil Engineer: RCC Design Group, LLC
- Specifications consisting of call outs for materials, finishes, devices, etc. shall be included on plan sheets rather than as stand alone 8 1/2" by 11" specifications.
- All review fees, Permit fees/costs, and development fees, etc. are not included in our services and/or fees.
- Work associated with City of Chandler separate sign submittals, rezoning submittals, use permits, variances, etc. are not included in the Basic Services.
- Geotechnical report to be performed by others, Western Technologies, under separate contract, but information shall be provided by City to ANNUAL CONSULTANT
- Exclusions:
  - Preparation of geotechnical report including: sample borings, soils analysis/recommendations, pavement and building foundation analysis/recommendations, percolation tests and general soil condition findings.

- Preparation of responses and clarifications to contractor Request For Information (RFI), shop drawings and submittal reviews, progress site visits and meetings and substantial completion and final acceptance punch-list inspections/reports.
- Environmental studies required for the purchase of the property or any other reason.
- Services required to obtain zoning changes, use permits, variances, etc.
- Changes to the plans facilitated by changes in the site layout.
- Retention calculations, assume property exempt from on-site and off-site retention requirements
- Legal descriptions
- Letter of Map revisions for Floodplain
- Retaining wall design
- Traffic control plans
- Fire line design
- Hydrant flow tests
- Storm Water Prevention Pollution (SWPP) or Erosion Control and Sediment Plans (ECSP)
- Landscape Architectural services, except decomposed granite ground cover shall be included in plans
- Construction Cost estimates
- Reimbursable expenses such as reproduction printing of drawings and mileage shall be billed at direct cost with no additional mark-up against the Direct Expense Allowance.
- Owner's Allowance shall only be utilized with prior written direction from the CITY.

**EXHIBIT B  
FEE SCHEDULE**

<b>Design Development Phase (DD)</b>	<b>\$13,070.00</b>
Architecture	\$5,750.00
Structural Engineering	\$3,600.00
Mechanical, Plumbing, Electrical Engineering	\$870.00
Civil Engineering	\$1,800.00
Specifications	\$1,050.00
<b>Construction Documents Phase (CD)</b>	<b>\$20,055.00</b>
Architecture	\$11,600.00
Structural Engineering	\$2,400.00
Mechanical, Plumbing, Electrical Engineering	\$580.00
Civil Engineering	\$3,900.00
Specifications	\$1,575.00
<b>Allowances</b>	<b>\$2,650.00</b>
Reimbursable Expense Allowance	\$650.00
Owner's Allowance	\$2,000.00
<b>Total Fee</b>	<b>\$35,775.00</b>