



**PURCHASING ITEM
FOR
COUNCIL AGENDA
Memo No. CP15-127**

1. Agenda Item Number:
39
2. Council Meeting Date:
November 20, 2014

TO: MAYOR & CITY COUNCIL
THROUGH: CITY MANAGER

3. Date Prepared: October 23, 2014
4. Requesting Department: Transportation & Development

5. SUBJECT: Project Agreement with Aztec Engineering Group, Inc., for civil engineering professional design services, to provide enhanced communications high speed fiber optic service to various remote City facility locations

6. RECOMMENDATION: Staff recommends City Council award a Project Agreement to Aztec Engineering Group, Inc., for civil engineering professional design services, to provide enhanced communications high speed fiber optic service to various remote City facility locations, Project No. IT088.201, pursuant to On-call Civil Engineering Services Contract No. EN1505.101, in an amount not to exceed \$128,220.

7. BACKGROUND/DISCUSSION: City Staff has identified remote City facilities that require enhanced communications high speed fiber optic service. These locations include Fire Station 2, Fire Station 3, Fire Station 4, Fire Station 5, Fire Station 6, Fire Station 7, Fire Station 8, Fire Station 10, Parks McCullough/Price House, Parks Snedigar Recreation Center, Hamilton Aquatic Center, Nozomi Aquatic Center, and Arrowhead Aquatic Center.

The project scope of work consists of the design services to provide enhanced communications high speed fiber optic service to these various remote City facility locations.

8. EVALUATION: This project is being performed under the On-call Civil Engineering Services Contract, No. EN1505.101, to Aztec Engineering Group, Inc. The costs proposed for this project have been evaluated by Staff and are determined to be reasonable. The contract completion time is 180 calendar days following Notice to Proceed.

9. FINANCIAL IMPLICATIONS:

Cost: \$128,220
Savings:
Long Term Costs:

Fund Source:

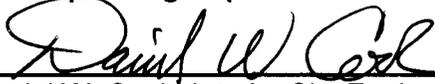
<u>Account No.</u>	<u>Fund Name:</u>	<u>Program Name:</u>	<u>CIP</u>	<u>Funded:</u>	<u>Amount:</u>
401.1287.5219.0.6IT088.0	General Funds	Remote Locations High Speed Connectivity	Yes		\$128,220

10. PROPOSED MOTION: Move City Council award a Project Agreement to Aztec Engineering Group, Inc., for civil engineering professional design services, to provide enhanced communications high speed fiber optic service to various remote City facility locations, Project No. IT088.201, pursuant to On-call Civil Engineering Services Contract No. EN1505.101, in an amount not to exceed \$128,220.

ATTACHMENTS: Location Map, Project Agreement

APPROVALS

11. Requesting Department



Daniel W. Cook, Interim City Engineer /
Transportation Manager

13. Department Head



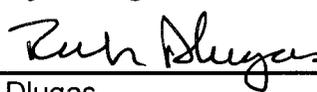
R.J. Zeder, Transportation & Development Director

12. Transportation & Development



Bob Fortier, Capital Projects Manager

14. City Manager



Rich Dlugas

**PROJECT AGREEMENT
PURSUANT TO ANNUAL CONTRACT NO. EN1505.101**

PROJECT AGREEMENT NO: IT088.201

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 Aztec Engineering Group, Inc. an Arizona corporation (hereinafter referred to as "Annual Consultant") and is a project agreement entered into pursuant to Annual Contract No. EN1505.101.

CITY and Aztec Engineering Group, Inc., in consideration of the mutual covenants herein set forth, agree as follows:

ARTICLE 1 - DESCRIPTION OF WORK:

This project is Enhanced Communications Speed for Remote Sites, Project Number IT088.201. The scope of work consists of design services for enhanced communications speed for remote sites, 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 Twenty Eight Thousand Two Hundred Twenty Dollars (\$128,220) determined and payable as set forth in Annual Contract EN1505.101 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. EN1505.101 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: Robert L Lemke, Jr.
Title: CEO

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

ADDRESS FOR NOTICE
Mr. Robert Lemke
Aztec Engineering Group, Inc.
4561 E. McDowell Rd.
Phoenix, AZ 85508

APPROVED AS TO FORM:

Phone: 602-454-0402

City Attorney By: [Signature]

ATTEST:

City Clerk

EXHIBIT A SCOPE OF WORK

ANNUAL CONSULTANT shall prepare 90% Design Development, Pre-Final Construction Documents, and 100% Final (Sealed) Plans on City of Chandler standard sheets using AutoCAD format for reclaimed waterline plans associated with the project. Hard copies and electronic PDF copies will be submitted at each milestone. The ANNUAL CONSULTANT will also assist with the encroachment permit submittal to the CITY.

90% Submittal - The following material will be developed and submitted for review:

- Preliminary design cover sheet with index and general notes and summary sheets.
- Preliminary Conduit Run Plans
- Preliminary Special Details
- Preliminary Building Connection Plans
- Quantities and bid item numbers
- Technical specifications
- 90% construction cost estimate

Pre Final Submittal - The following final material will be completed, checked and submitted for review:

- Final design cover sheet with index and general notes and summary sheets.
- Pre-Final Conduit Run Plans
- Pre-Final Special Details
- Pre-Final Building Connection Plans
- Quantities and bid item numbers
- Technical specifications
- Pre Final construction cost estimate

100% Final Sealed) Submittal - The following material shall be submitted to the CITY for bid documents:

- Signed and sealed contract plans necessary for permit to construct the improvements. Electronic versions of all plan sheets in AutoCAD compatible format on compact disk (CD) in CD-R format and PDF format.
- Signed and sealed special provisions for permit necessary to construct the improvements. Special provisions will be provided in both Microsoft word and PDF format.
- Final and complete quantity summaries/bid tabulations.
- 100% construction cost estimate in both excel and PDF format

Listed below are the specific locations and the anticipated fiber optic installation requirements. The locations are broke down into anticipated Fiscal Year of construction.

FY 14/15

- Fire Station 2
 - Install 200 LF of conduit and fiber optic
 - Install Pull Box
 - Pull fiber optic through existing conduit (quantity only)
- Fire Station 3
 - Install 1,200 LF (Requires and Arterial Street Crossing)
 - Install Pull Box
 - Pull fiber optic through existing conduit (quantity only)
- Fire Station 4
 - Install 1,100 LF of conduit and fiber optic
 - Install Pull Box
 - Pull fiber optic through existing conduit (quantity only)
- Fire Station 5
 - Install 150 LF of conduit and fiber optic
 - Install Pull Box
 - Pull fiber optic through existing conduit (quantity only)

- Fire Station 6
 - Install 1,000 LF of conduit and fiber optic
 - Install Pull Box
 - Pull fiber optic through existing conduit (quantity only)
- Fire Station 8
 - Install 800 LF conduit and fiber optic (Requires Arterial Street Crossing)
 - Install Pull Box
 - Pull fiber optic through existing conduit (quantity only)
- Fire Station 10
 - Assume all conduit will be included with the current CIP project
 - Pull fiber optic through existing conduit (quantity only)
- McCullough/Price House
 - Install 1,000 LF conduit an fiber optic
 - Install Pull Box
 - Pull fiber optic through existing conduit (quantity only)
- Hamilton Aquatic Center
 - Install 200 LF of conduit and fiber optic
 - Install Pull Box
 - Pull fiber optic through existing conduit (quantity only)
- Snedigar Recreation Center
 - Install 3,100 LF of conduit and fiber optic (Requires Collector Road Street Crossing)
 - Install Pull Box
 - Pull fiber optic through existing conduit (quantity only)

FY 15/16 (Bid Alternate will be prepared for FY 14/15)

- Fire Station 7
 - Install 2,100 LF of conduit and fiber optic
 - Install Pull Box
 - Pull fiber optic through existing conduit (quantity only)
- Nozomi Aquatic Center
 - Install 100 LF of conduit and fiber optic
 - Install Pull Box
 - Pull fiber optic through existing conduit (quantity only)
- Arrowhead Aquatic Center
 - Install 1,000 LF of conduit and fiber optic
 - Install Pull Box
 - Pull fiber optic through existing conduit (quantity only)

Task 2.0 - General Items

This Task includes coordination, meetings, communications with the CITY and topographic survey.

CLARIFICATIONS/ASSUMPTIONS/EXCLUSIONS

It is assumed the meetings will be held at the following frequency:

- City of Chandler Coordination Meetings – 2 at 2 hrs per meeting
- Site Visits – 2 at 16 for all site visits

Direct Expense Allowance to be billed at cost for: Outside reproduction, outside messenger and mileage.

ALLOWANCES

Task A1.0 – Utility Designating / Coordination - Potholing

The ANNUAL CONSULTANT shall perform potholing and designation in locations such as arterial street crossing and corridors where parallel utilities are in close proximity to the proposed running conduit line, Coordinate with Private Utilities and resolve conflicts.

Task A2.0 – Direct Expenses

The ANNUAL CONSULTANT shall provide Direct expenses at Actual Cost (No mark – up).

- Outside Reproduction
- Outside Messenger
- Mileage

Task A3.0 - Pre Bid Services

The ANNUAL CONSULTANT shall perform the following services, as needed:

- Attendance and assistance in question answering at the Pre-Bid conference
- Assistance in development of Contract Addenda, if any
- Justification and Clarification if bids are above 20% of the Engineers Estimate

Task A4.0 – Owners Allowance

Allowance designated for unforeseen conditions.

Scope Tasks / Allowances do not include Construction Management or Post Design Services. Should the ANNUAL CONSULTANT be retained to provide Construction Management Services, it is assumed a Contract Amendment will be added to the original contract to provide these services.

**EXHIBIT B
FEE SCHEDULE**

DESIGN INSTALLATION - TASK 1.0		
DESCRIPTION		
1.1.1	Cover sheet and key map	
1.1.2	General Notes	
1.1.3	Conduit Run Sheets	
1.1.4	Building Connections	
1.1.5	Detail Sheets	
1.2.1	Conduit Run Sheets	
1.2.2	Building Connections	
1.2.3	Detail Sheet	
Subtotal Task 1.0		\$72,075.00
GENERAL TASK 2.0		
DESCRIPTION		
2.2.1	City Permitting Coordination	
2.2.2	As-built and Data Collection	
2.2.3	Topographic Survey	
2.2.4	Onsite Meetings (Assume 2 at 16 hrs)	
2.2.4	City of Chandler Coordination Meetings (Assume 2 at 2 hrs/mtg)	
2.2.7	Package Project Specifications (3 submittals, 90%, Pre-Final and 100%)	
2.2.8	Package Project Quantities (3 submittals 90%, Pre-Final and 100%)	
Subtotal Task 2.0		\$25,700.00
ALLOWANCE ITEMS		
A1.0	Utility Designation/ Coordination - Potholing Allowance	\$19,550.00
A2.0	Direct Expense Allowance	\$1,050.00
A3.0	Prebid Tasks - Allowance	\$6,720.00
A4.0	Owners - Allowance	\$3,125.00
Subtotal Allowances		\$30,445.00
Total Contract		\$128,220.00

COST BREAKDOWN

	Rate	Task 1 hours	Task 2 hours	Sub totals
Project Principal	\$180.00	-	-	-
Project Manager	\$175.00	56	52	\$18,900.00
Resident Engineer	\$160.00	-	-	-
Project Engineer/Inspector	\$140.00	183	64	\$34,580.00
Engineer/Designer	\$115.00	175	4	\$20,585.00
Drafter/Technician	\$95.00	174	4	\$16,910.00
Sec/Clerical	\$60.00	-	8	\$480.00
Project Surveyor	\$120.00	-	10	\$1,200.00
2 - Person Survey	\$160.00	-	32	\$5,120.00
3 - Person Survey	\$180.00	-	-	\$0.00
Utility Designation/ Coordination - Potholing Allowance	\$19,550.00	-	-	\$19,550.00
Direct Expenses (Actual Costs) - Allowance	\$1,050.00	-	-	\$1,050.00
Prebid - Allowance	\$6,720.00	-	-	\$6,720.00
Owner Allowance	\$3,125.00	-	-	\$3,125.00
Total Contract				\$128,220.00