



**PURCHASING ITEM
FOR
COUNCIL AGENDA
Memo No. CP15-159**

1. Agenda Item Number:
25

2. Council Meeting Date:
January 22, 2015

TO: MAYOR & CITY COUNCIL

3. Date Prepared: January 7, 2015

THROUGH: CITY MANAGER

4. Requesting Department: Municipal Utilities

5. SUBJECT: Project Agreement with Carollo Engineers, Inc., for Water-Wastewater Infrastructure Design Services for Downtown Sites 3, 4, 5, 6, and 7

6. RECOMMENDATION: Staff recommends City Council award a Project Agreement to Carollo Engineers, Inc., for water-wastewater infrastructure design services for Downtown Sites 3, 4, 5, 6, and 7, pursuant to On-call Water/Wastewater Services Contract No. EN1518.101, Project No. WW1506.201, in an amount not to exceed \$346,740.

7. BACKGROUND/DISCUSSION: The City is currently negotiating development agreements for Sites 3, 4, 5, 6, and 7 with private developers. Previous assessments of the water and wastewater system in the Downtown area recommend improvements that are necessary to provide adequate levels of service for proposed developments.

The project scope of work consists of: coordination with developers, stakeholders and utilities, checking hydraulic models for infrastructure sizing, production of construction documents and technical specifications, permit assistance, and cost estimating.

Construction will be completed using a Construction Manager at Risk Contractor with anticipated selection and award by March 2015. An independent public outreach contract is also anticipated by March 2015.

8. EVALUATION: This project is being performed under the On-call Water/Wastewater Services Contract No. EN1518.01, 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 210 calendar days following Notice to Proceed.

9. FINANCIAL IMPLICATIONS:

Cost: \$346,740
Savings: N/A
Long Term Costs: N/A

Fund Source:

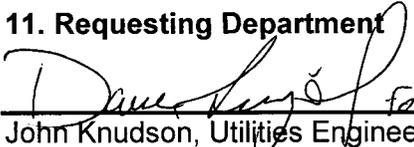
<u>Account No.:</u>	<u>Fund Name:</u>	<u>Program Name:</u>	<u>CIP Funded:</u>	<u>Amount:</u>
601.3820.6714.6WA110	Water Bond	Water System Upgrades w/Street Projects	Yes	\$256,740
611.3910.6813.6WW332	Wastewater Bond	Wastewater System Upgrades w/Street Projects	Yes	\$ 90,000
			Total:	\$346,740

10. PROPOSED MOTION: Move City Council award a Project Agreement to Carollo Engineers, Inc., for water-wastewater infrastructure design services for Downtown Sites 3, 4, 5, 6, and 7, pursuant to On-call Water/Wastewater Services Contract No. EN1518.101, Project No. WW1506.201, in an amount not to exceed \$346,740.

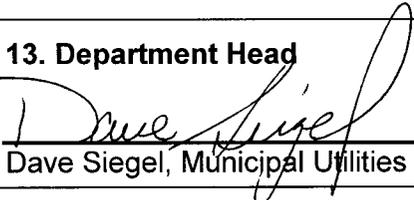
ATTACHMENTS: Agreement, Location Map

APPROVALS

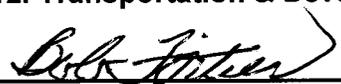
11. Requesting Department


John Knudson, Utilities Engineering Manager

13. Department Head


Dave Siegel, Municipal Utilities Director

12. Transportation & Development

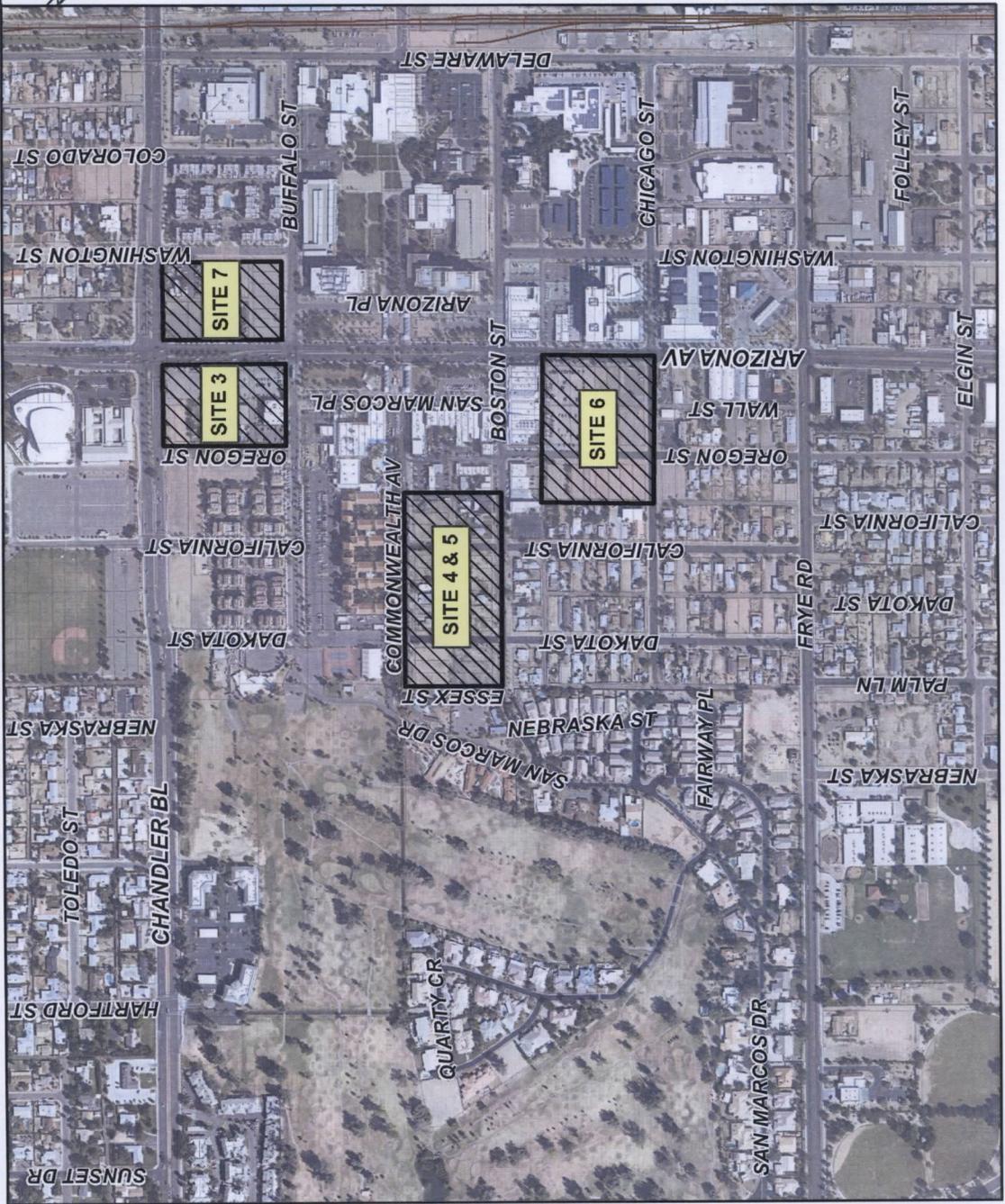

Bob Fortier, Capital Projects Manager

14. City Manager

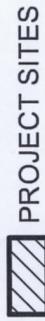

Rich Dlugas



DOWNTOWN SITE 3, 4, 5, 6, AND 7 WATER-WASTEWATER INFRASTRUCTURE PROJECT NO. WW1506.201



MEMO NO. CP15-159



**PROJECT AGREEMENT
PURSUANT TO ANNUAL CONTRACT NO. EN1518.101**

PROJECT AGREEMENT NO: WW1506.201

This PROJECT AGREEMENT is made this ____ day of _____, 2015, 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. EN1518.101.

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 Downtown Sites 3, 4, 5, 6, and 7 Water-Wastewater Infrastructure, Project Number WW1506.201. The scope of work consists of design services of water and wastewater infrastructure to support the downtown development of Sites 3, 4 & 5, 6, and 7, 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 Three Hundred Forty Six Thousand Seven Hundred Forty Dollars (\$346,740) determined and payable as set forth in Annual Contract EN1518.101 and Exhibit B attached hereto and made a part hereof by reference.

ARTICLE 3 - CONTRACT TIME:

The contract time is Two Hundred Ten calendar days and Annual Consultant agrees to complete all work within Two Hundred Ten (210) 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. EN1518.101 and the terms and conditions contained therein are incorporated herein by reference as if set forth in full.

EXHIBIT A SCOPE OF WORK

ANNUAL CONSULTANT shall provide the following services relating to Downtown Sites 3, 4, 5, 6, and 7 Water-Wastewater Infrastructure:

- Task 1 – Project Management and Meetings
- Task 2 – Data Review and Site Visits
- Task 3 – Preliminary Design Report (PDR)
- Task 4 – 65% Design Documents
- Task 5 – 95% Design Documents
- Task 6 – 100% Design Documents
- Task 7 – Application to Construct (ATC)

PROJECT ASSUMPTIONS

The following assumptions are considered inclusive to the Scope of Work:

1. ANNUAL CONSULTANT will develop base mapping for the project area using new field survey obtained by its subconsultant.
2. ANNUAL CONSULTANT will locate utilities at crossings of new infrastructure to existing, and at critical connection points.
3. CITY will deliver this project using the Construction Manager @ Risk (CM@Risk) method.
4. CITY will take the lead on Public Relations and retain an outside firm, as appropriate. ANNUAL CONSULTANT will support the CITY's public outreach efforts through preparation of Exhibits and Displays as requested. Assume total of 3 public meetings during design.
5. CM@Risk will perform utility location (potholing) at the Preliminary Design Report (PDR) and 65% design intervals.

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.

Task 1.1 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.

Deliverables: Monthly Progress Report (Electronic version)

Task 1.2 Kickoff Meeting

ANNUAL CONSULTANT shall prepare the Agenda for and attend the Kickoff Meeting with CITY Stakeholders at the CITY's Transportation & Development building. CITY staff will conduct this meeting. Stakeholders includes: Transportation and Development staff, Economic Development staff, Municipal Utilities staff, CM@Risk team, ANNUAL CONSULTANT's team, affected Utilities, and other invited persons.

Deliverables: Meeting Minutes (Electronic version)

Task 1.3 Biweekly Progress Meetings

ANNUAL CONSULTANT shall prepare the Agenda for and conduct a biweekly project progress meeting with CITY staff and CM@Risk team to communicate progress, identify and resolve issues, and update project schedule.

submittal, including the incorporation of applicable PDR submittal review comments provided by CITY and CM@Risk.

Deliverables: Ten (10) sets of 1/2 sized drawings, list of Technical Specifications and CM@Risk's 65% Package 2 GMP

TASK 4 - 95% DESIGN DOCUMENTS

Task 4.1 Package 1 – Site 3 Water and Sewer Improvements

ANNUAL CONSULTANT will prepare 95% detailed design documents for Package 1 and deliver to the CITY for review and comment. The 95% review submittal will include applicable updates from the 65% review submittal, including the incorporation of applicable 65% submittal review comments provided by CITY and CM@Risk.

Deliverables: Ten (10) sets of 1/2 sized drawings, complete set of Technical Specifications and CM@Risk's 95% Package 1 GMP

Task 4.2 Package 2 – Water, Sewer, and Dry Utilities for Sites 4, 5, 6 and 7

ANNUAL CONSULTANT will prepare 95% detailed design documents for Package 2 and deliver to the CITY for review and comment. The 95% review submittal will include applicable updates from the 65% review submittal, including the incorporation of applicable 65% submittal review comments provided by CITY and CM@Risk.

Deliverables: Ten (10) sets of 1/2 sized drawings, list of Technical Specifications and CM@Risk's 95% Package 2 GMP

TASK 5 - 100% DESIGN DOCUMENTS

Task 5.1 Package 1 – Site 3 Water and Sewer Improvements

ANNUAL CONSULTANT will prepare 100% detailed design documents for Package 1 and deliver to the CITY for review and comment. The 100% review submittal will include applicable updates from the 95% review submittal, including the incorporation of applicable 95% submittal review comments provided by CITY and CM@Risk.

Deliverables: Ten (10) sets of 1/2 sized drawings, four (4) sets of full sized drawings, 1 CD with PDF of drawings, four (4) complete sets of Technical Specifications and CM@Risk's 100% Package 1 GMP

Task 5.2 Package 2 – Water, Sewer, and Dry Utilities for Sites 4, 5, 6 and 7

ANNUAL CONSULTANT will prepare 100% detailed design documents for Package 2 and deliver to the CITY for review and comment. The 100% review submittal will include applicable updates from the 95% review submittal, including the incorporation of applicable 95% submittal review comments provided by CITY and CM@Risk.

Deliverables: Ten (10) sets of 1/2 sized drawings, 1 CD with PDF of drawings, list of Technical Specifications and CM@Risk's 100% Package 2 GMP

TASK 6 – APPLICATION TO CONSTRUCT (ATC)

ANNUAL CONSULTANT will assist the CITY in obtaining an Application to Construct (ATC) from the Maricopa County Environmental Services Department (MCESD) by preparing the ATC form and preparing the required number of drawing sets for review by MCESD staff. ANNUAL CONSULTANT shall prepare two ATC applications, one for Package 1 and one for Package 2.

5.3	Dry Utilities - Sites 4,5,6 and 7	0	6	12	18	32	2	70	
Subtotal Task 5		2	18	48	66	154	18	306	\$44,100
Task 6	Application to Construct (ATC)								
6.1	Package 1 ATC	0	4	4	4	0	0	12	
6.2	Package 2 ATC	0	4	8	8	8	2	30	
Subtotal Task 6		0	8	12	12	8	2	42	\$6,830
Total Labor Manhours		10	195	320	344	710	111	1,680	
Total Not to Exceed (NTE) Labor Cost		\$2,450	\$43,875	\$54,400	\$49,880	\$95,850	\$9,435	\$253,440	
OTHER DIRECT COSTS									
1)	Project mileage, mylars and reproduction								\$800
2)	Field Survey and topographic services (RPA)								\$40,000
3)	Geotechnical services (TBD)								\$7,500
4)	Owner's Allowance (10%)								\$35,000
5)	Utility Location Services (Assumes 20 potholes)								\$10,000
NOTES									\$93,300
1)	Assumes a 210 calendar day project duration.								
TOTAL NTE PROJECT COST									<u>\$346,740</u>