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PURCHASING ITEM FOR COUNCIL AGENDA
TDA15-059

1. Agenda Item Number: 12

2. Council Meeting Date: March 12, 2015

TO: **MAYOR & COUNCIL**

THROUGH: **CITY MANAGER**

3. Date Prepared: February 23, 2015

4. Requesting Department: Transportation & Development

5. SUBJECT: Amendment No. 2 to Agreement No. 3359 for Civil Plan Review and Civil Planning Services

6. RECOMMENDATION: Staff recommends City Council approve Amendment No. 2 to extend Agreement No. 3359 with W.C. Scoutten, Inc., now EPS Group, Inc., for Civil Plan Review and Civil Planning Services, in an amount not to exceed $50,000, for a one-year term of March 15, 2015, through March 14, 2016.

7. BACKGROUND/DISCUSSION: The Civil Plan Review Group within the Transportation & Development Department is responsible for reviewing all engineering design plans, plats, and requests for minor land divisions for private development projects and design plans for City funded capital projects.

Staff vacancies have created a short-term workload issue within the group. Senate Bill 1598, which was passed by the State legislature, mandates all permit reviews be completed within a fixed portion of time or the City may risk having to refund fees for reviews that exceed published deadlines. In addition, we strive to maintain a high level of customer services where private development projects with tight deadlines are reviewed in half the normal time frame.

8. EVALUATION PROCESS: Interviews and consultations were conducted with various engineering firms. This consultant was selected based upon the criteria of having Staff with the technical ability and experience providing plan review services for other cities within the Phoenix Metro area. The selection process was conducted in accordance with established City policy and procedures for professional services.

Staff recommends extension of this agreement for the term of March 15, 2015, through March 14, 2016. This is the first extension of the contract, with three (3) additional one-year renewal options available.

9. FINANCIAL IMPLICATIONS:

Cost: $50,000

Fund Source:

Acct. No.:	Fund Name:	Program Name:	CIP Funded:	Amount:
101.3010.5219.0000	General Fund	No	No	$50,000

10. PROPOSED MOTION: Move City Council approve Amendment No. 2 to extend Agreement No. 3359 with W.C. Scoutten, Inc., now EPS Group, Inc., for Civil Plan Review and Civil Planning Services, in an amount not to exceed $50,000, for a one-year term of March 15, 2015, through March 14, 2016.

ATTACHMENT: Amendment No. 2

APPROVALS

11. Requesting Department

FOR

Daniel W. Cook, City Engineer

13. Department Head

R.J. Zeder, Transportation & Development Director

12. Procurement Officer

Juan Martinez

14. City Manager

Rich Dlugas

AMENDMENT NUMBER TWO
TO AGREEMENT BETWEEN THE CITY OF CHANDLER
AND
W.C. SCOUTTEN, INC., NOW EPS GROUP, INC.
FOR CIVIL PLAN REVIEW AND CITY PLANNING SERVICES
PROJECT NO. 3359

This Amendment No. Two to that certain Agreement Between the City of Chandler (CITY) and W.C. Scoutten Inc. (CONTRACTOR) for Civil Plan Review and City Planning Services dated March 5, 2014 and is entered into this _____ day of _____, 2015.

WHEREAS, a one year AGREEMENT with four (4) additional one year renewal options was awarded to W.C. Scoutten, Inc. for Civil Plan Review and City Planning Services;

WHEREAS, the parties executed the first amendment for additional funds on April 25, 2014;

WHEREAS, on October 1, 2014, W.C. Scoutten, Inc. was acquired by EPS Group, Inc.;

NOW THEREFORE, the parties agree as follows:

1. EPS Group, Inc. assumes the contractual obligations of W.C. Scoutten, Inc. with CITY pursuant to the Agreement dated March 5, 2014.

2. The Agreement between W.C. Scoutten, Inc. and now EPS Group, Inc. is extended for a one-year period, from March 15, 2015 through March 14, 2016 as authorized pursuant to Section 5 of the Agreement dated March 5, 2014 between W.C. Scoutten Inc. and CITY described above.

3. All other terms and conditions of the above referenced Agreement shall remain unchanged and in full force and effect. All terms and conditions in the original Agreement and any Amendments not specifically amended herein shall be incorporated by reference in its entirety and shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have hereunto subscribed their names this _____ day of _____, 2015.

CITY OF CHANDLER:

By: _____
Mayor

APPROVED AS TO FORM:

_____
City Attorney

ATTEST:

_____
City Clerk

CONTRACTOR:

By: _____
Title: PRESIDENT

ATTEST: (If corporation)

_____
Secretary

WITNESS: (If individual or Partnership)

_____