



**PURCHASING ITEM  
FOR  
COUNCIL AGENDA  
Memo No. CP15-204**

**1. Agenda Item Number:**  
**14**  
**2. Council Meeting Date:**  
April 30, 2015

**TO: MAYOR & CITY COUNCIL**

**3. Date Prepared:** April 14, 2015

**THROUGH: CITY MANAGER**

**4. Requesting Department:** Municipal Utilities

**5. SUBJECT:** Project Agreement with Carollo Engineers, Inc., for Construction Management Services, for the Pecos-McQueen Lift Station Abandonment

**6. RECOMMENDATION:** Staff recommends City Council award a Project Agreement to Carollo Engineers, Inc., for construction management services, for the Pecos-McQueen Lift Station Abandonment, pursuant to On-Call Water/Wastewater Services Contract No. EN1518.101, Project No. WW1417.451, in an amount not to exceed \$52,545.

**7. BACKGROUND/DISCUSSION:** The Pecos-McQueen Lift Station, located at 993 East Pecos Road, has been in operation since 1999. With further development of the wastewater collection system, the lift station is no longer required for operations. Removal of the lift station facility will encourage development of the surrounding property. The City will salvage existing equipment for reuse at other wastewater facilities.

The project scope of work consists of construction management services to abandon and remove the existing lift station. The work includes project management services, reviewing requests for information and submittals, site visits, project closeout, and warranty assistance.

A Construction Contract for the Pecos-McQueen Lift Station Abandonment, Project No. WW1417.401, to Degan Construction, LLC, is also scheduled for this Council meeting.

**8. EVALUATION:** This project is being performed under the On-Call Water/Wastewater Services Contract No. EN1518.101, 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 120 calendar days following Notice to Proceed.

**9. FINANCIAL IMPLICATIONS:**

Cost: \$52,545  
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>
611.3910.6815.6WW196	Wastewater Bonds	Collection System Facility Improvements	Yes	\$52,545

**10. PROPOSED MOTION:** Move City Council award a Project Agreement to Carollo Engineers, Inc., for construction management services, for the Pecos-McQueen Lift Station Abandonment, pursuant to On-Call Water/Wastewater Services Contract No. EN1518.101, Project No. WW1417.451, in an amount not to exceed \$52,545.

**ATTACHMENTS:** Location Map, Agreement

**APPROVALS**

**11. Requesting Department**

  
John Knudson, Utilities Engineering Manager

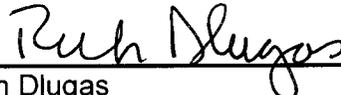
**13. Department Head**

  
Dave Siegel, Municipal Utilities Director

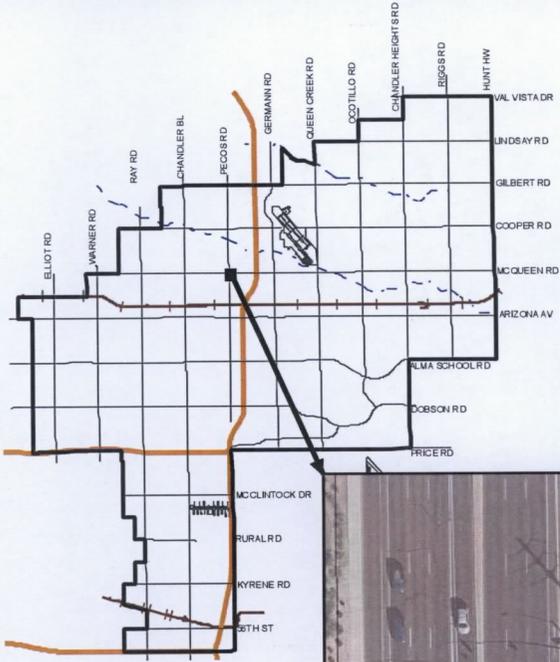
**12. Transportation & Development**

  
Bob Fortier, Capital Projects Manager

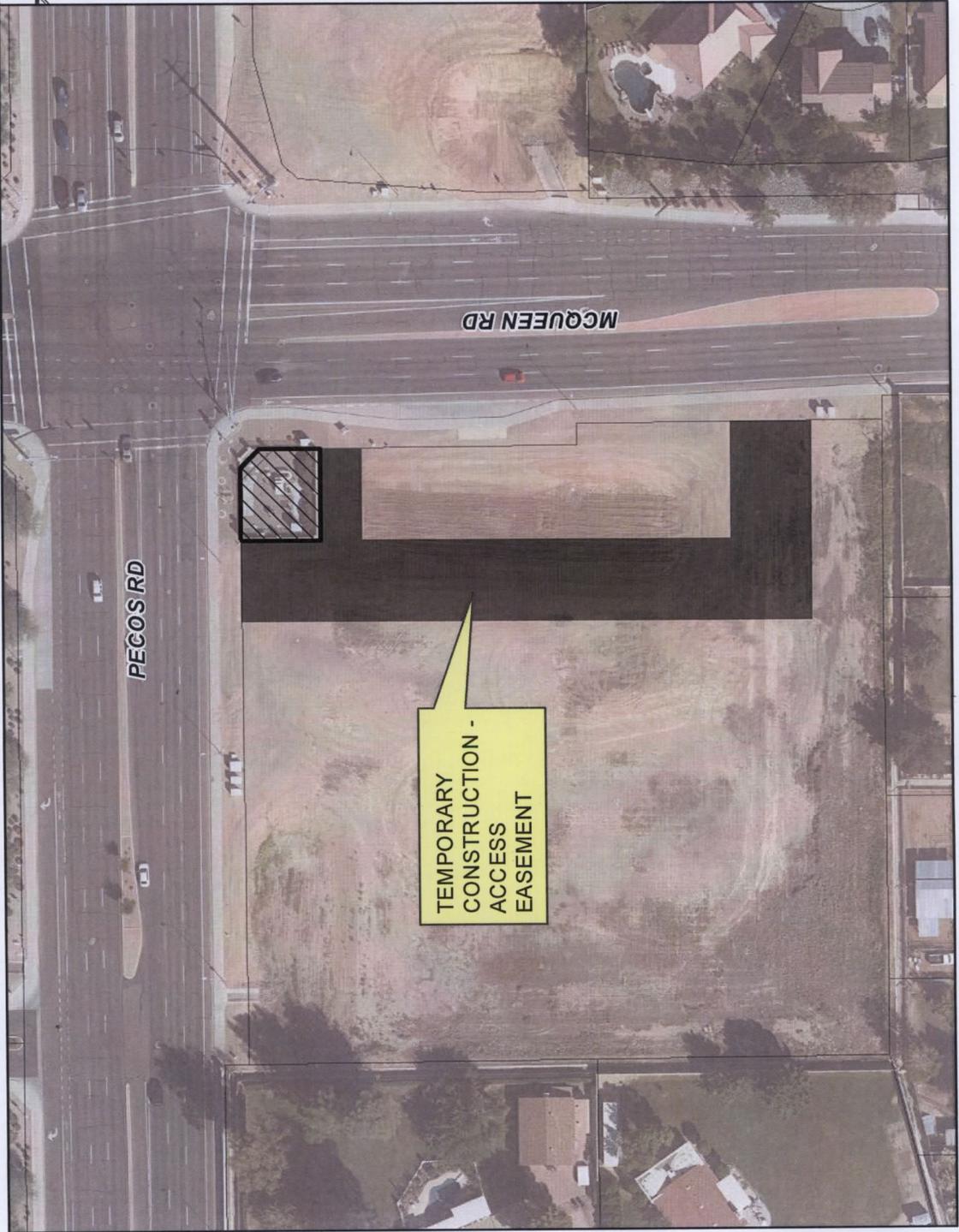
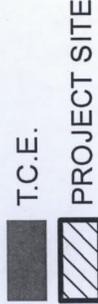
**14. City Manager**

  
Rich Dlugas

# PECOS - MCQUEEN LIFT STATION ABANDONMENT PROJECT NO. WW1417.451



MEMO NO. CP15-204



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

**PROJECT AGREEMENT NO: WW1417.451**

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 Pecos McQueen Lift Station Abandonment Construction Management Services, Project Number WW1417.451. The scope of work consists of abandoning and removing the existing Pecos McQueen Wastewater Lift Station located in the southwest quadrant of the intersection of Pecos Road and McQueen Road, 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 Fifty Two Thousand Five Hundred Forty Five Dollars (\$52,545) 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 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. EN1518.101 and the terms and conditions contained therein are incorporated herein by reference as if set forth in full.

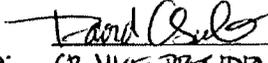
IN WITNESS WHEREOF, the parties hereto have executed this Project Agreement on the day and year first written above.

This Project Agreement will be effective on this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

CITY OF CHANDLER

FOR THE ANNUAL:

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

By:   
Title: SR. VICE PRESIDENT  Executive V.P.

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

ADDRESS FOR NOTICE  
Mr. David Sobek  
Carollo Engineers, Inc.  
4600 E. Washington St., Ste. 500  
Phoenix, AZ 85034

APPROVED AS TO FORM:

Phone: 602-263-9500

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

ATTEST:

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

**EXHIBIT A  
SCOPE OF WORK**

ANNUAL CONSULTANT shall provide construction management services to abandon and remove the existing Pecos McQueen Wastewater Lift Station located in the southwest quadrant of the intersection of Pecos Road and McQueen Road, and abandon the associated 2-mile long 18-inch ductile iron pipe (DIP) that extends from the lift station to a junction structure located southwest of the intersection of McQueen Road and Queen Creek Road, including the following tasks:

**TASK 1 - PROJECT MANAGEMENT**

ANNUAL CONSULTANT shall perform project management and monitoring activities throughout the Project duration, as delineated in the following task.

**1.1 Pre-construction Meeting**

ANNUAL CONSULTANT shall coordinate scheduling the Pre-construction Meeting with CITY and Contractor at the Municipal Utilities Department (MUD) Complex conference room. ANNUAL CONSULTANT shall prepare the Agenda and provide meeting minutes within 5 calendar days after the meeting:

**1.2 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 construction issues, problems encountered, and monitoring and updating the project schedule as appropriate.

**TASK 2 – REVIEW SUBMITTALS**

ANNUAL CONSULTANT will receive and process submittals from the Contractor using ANNUAL CONSULTANT's document archiving and processing software. For the purposes of estimating level of effort for this Task, it is assumed that up to fifteen (15) submittals will be received, reviewed and processed during this project

**TASK 3 – RESPOND TO REQUESTS FOR INFORMATION (RFIs)**

ANNUAL CONSULTANT will receive and process requests for information (RFIs) from the Contractor in the same manner as described in Task 2. It is assumed that up to fifteen (15) RFIs will be received, answered, and processed during this project.

**TASK 4 – PERIODIC SITE VISITS**

ANNUAL CONSULTANT will make periodic site visits to ascertain that the work is proceeding in accordance with the Drawings and Specifications. It is assumed that ANNUAL CONSULTANT will conduct up to twenty (20) site visits.

**TASK 5 – RECORD DRAWINGS AND CLOSEOUT**

ANNUAL CONSULTANT will prepare Record Drawing documents and deliver to the City for review and comment. Upon approval by the City of final Record Drawings, ANNUAL CONSULTANT will issue letter of abandonment of Lift Station and force main to MCESD.

**EXHIBIT B  
FEE SCHEDULE**

TASKS		Project Principal	Senior Professional	Senior Construction Manager	Inspector	Senior Technicians	Document Processing / Clerical	Subtotals
<i>Hourly Rates</i>		\$245	\$225	\$200	\$124	\$135	\$85	
Task 1	Project Management	2	12	0	0	0	0	
Task 2	Project/Submittal Reviews	0	6	15	0	0	30	
Task 3	RFI Response - Processing	0	5	15	0	0	30	
Task 4	Site Visits	0	16	100	0	0	0	
Task 5	Record Drawings and Closeout with MCESD	2	2	24	0	24	0	
<b>Sub Totals Hours</b>		4	41	154	0	24	60	
<b>Sub Total Labor</b>		\$980	\$9,225	\$30,800	\$ -	\$3,240	\$5,100	\$49,345
Task 6	<b>Allowances</b>							
6.1	Direct expenses, Mileage, reproduction, etc. NTE							\$1,200
6.2	Owners Allowance NTE							\$2,000
<b>Project Total NTE</b>								\$52,545