



**PURCHASING ITEM
FOR
COUNCIL AGENDA
CP15-245**

1. Agenda Item Number: 17

2. Council Meeting Date:
May 11, 2015

TO: MAYOR & COUNCIL

3. Date Prepared: April 28, 2015

THROUGH: CITY MANAGER

4. Requesting Department: Municipal Utilities

5. SUBJECT: Project Agreement with Wilson Engineers, LLC, for Permitting and Design Services, for the Airport Water Reclamation Facility Grit System

6. RECOMMENDATION: Staff recommends City Council award a Project Agreement to Wilson Engineers, LLC, for permitting and design services, for the Airport Water Reclamation Facility Grit System, pursuant to On-Call Water and Wastewater Services Contract No. EN1517.101, Project No. WW1512.201, in an amount not to exceed \$278,980.

7. BACKGROUND/DISCUSSION: The Airport Water Reclamation Facility (AWRF), located at 905 East Queen Creek Road, currently does not have grit removal facilities. Grit removal systems have been previously planned and evaluated for this facility as part of the site master plan.

The project scope of work consists of preparing design reports, updating existing geotechnical and drainage reports, modifying the Aquifer Protection Permit, preparing construction documents, and bid assistance.

8. EVALUATION PROCESS: This project is being performed under the On-Call Water and Wastewater Services Contract No. EN1517.101, to Wilson Engineers. 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: \$278,980
Savings: N/A
Long Term Costs: N/A

Fund Source:

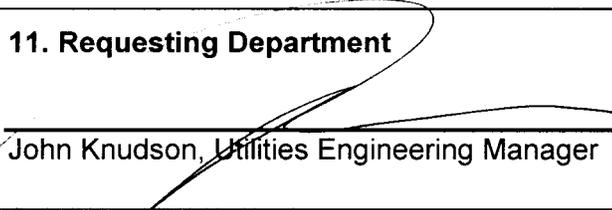
| <u>Account No.:</u> | <u>Fund Name:</u> | <u>Program Name:</u> | <u>CIP Funded:</u> | <u>Amount:</u> |
|-----------------------|-------------------|---|--------------------|----------------|
| 611.3910.6817.6VWV621 | Wastewater Bonds | Water Reclamation Facility Improvements | Yes | \$278,980 |

10. PROPOSED MOTION: Move City Council award a Project Agreement to Wilson Engineers, LLC, for permitting and design services, for the Airport Water Reclamation Facility Grit System, pursuant to On-Call Water and Wastewater Services Contract No. EN1517.101, Project No. WW1512.201, in an amount not to exceed \$278,980.

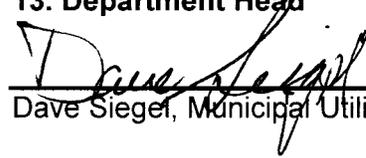
ATTACHMENTS: Location Map, Agreement

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



**AIRPORT WATER RECLAMATION FACILITY (AWRF)
GRIT SYSTEM PERMITTING & DESIGN
PROJECT NO. WW1512.201**



MEMO NO. CP15-245

PROJECT SITE



**PROJECT AGREEMENT
PURSUANT TO ANNUAL CONTRACT NO.: EN1517.101**

PROJECT AGREEMENT NO: WW1512.201

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 Wilson Engineers, LLC, registered in the state of Arizona (hereinafter referred to as "Annual Consultant") and is a project agreement entered into pursuant to Annual Contract No. EN1517.101.

CITY and Wilson Engineers, LLC, in consideration of the mutual covenants herein set forth, agree as follows:

ARTICLE 1 - DESCRIPTION OF WORK:

This project is Airport Water Reclamation Facility (AWRF) Grit System Permitting and Design Services, Project Number WW1512.201. The scope of work consists of design services for grit removal facilities at the Airport Water Reclamation Facility, 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 Two Hundred Seventy Eight Thousand Nine Hundred Eighty Dollars (\$278,980) determined and payable as set forth in Annual Contract EN1517.101 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. EN1517.101 and the terms and conditions contained therein are incorporated herein by reference as if set forth in full.

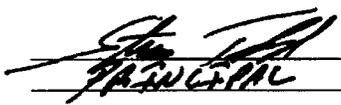
IN WITNESS WHEREOF, the parties hereto have executed this Project Agreement on the day and year first written above.

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

CITY OF CHANDLER

FOR THE ANNUAL:

MAYOR DATE:

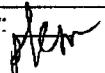
By: 
Title: PRINCIPAL

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

ADDRESS FOR NOTICE
Mr. Steve Todd
Wilson Engineers, LLC
9633 S. 48th St., Ste. 290
Phoenix, AZ 85044-5658

APPROVED AS TO FORM:

Phone: 480-893-8860

City Attorney By: 

ATTEST:

City Clerk

**EXHIBIT A
SCOPE OF WORK**

ANNUAL CONSULTANT shall provide the following services related to Airport Water Reclamation Facility (AWRF) Grit System Permitting and Design:

TASK 1.0 PRELIMINARY DESIGN

Grit System Evaluation: Grit removal systems have already been evaluated previously for the currently ongoing Ocotillo WRF Expansion Project and the City has determined to utilize the stacked tray system at the Airport WRF. The detailed design will be based on the stacked tray type of grit removal system.

Subtask 1.1 Draft Preliminary Design Report. Six (6) copies of the draft report shall be submitted to the City and MCESD for review. The purpose of the report is to document the engineering design basis for the facilities to be constructed as a part of this project.

Subtask 1.2 Final Design Report. Incorporate comments received from the City and MCESD on the Draft Design Report and submit six (6) copies of the Final Design Report.

Subtask 1.3 Geotechnical Report. Geotechnical investigation reports for last three projects shall be utilized for the design of the expansion project. However, additional investigation is anticipated for new structures at the Airport WRF. After the completion of the geotechnical investigation, a report shall be submitted with recommendations for the design of new structures and trench backfill requirements.

Subtask 1.4 Drainage Report. The Engineer shall update the current drainage report following requirements outlined by the City of Chandler. The drainage report shall be submitted to the City for review and approval.

Subtask 1.5 Topographic Survey. Topographic survey for the area is currently available and some surface and structure elevations will be surveyed under this Project. A survey control sheet will be provided and established based on the existing City of Chandler datum used for the project site.

Task 2.0 ADEQ PERMITTING

It is anticipated that the addition of new grit removal facilities will require a minor amendment to the Airport WRF's Aquifer Protection Permit (APP). The following tasks identify scope associated with this permitting.

Subtask 2.1 ADEQ Pre-Application Meeting. The Engineer shall arrange for and attend a pre-application meeting with ADEQ and discuss the upgrades to the treatment process proposed as part of the project. The Engineer shall prepare and distribute minutes of the pre-application meeting.

Subtask 2.2 APP Application. The Engineer shall prepare the necessary minor permit modification application and technical materials necessary to modify the existing Airport WRF APP.

Subtask 2.3 ADEQ Coordination. The Engineer shall attend the Administrative Completeness Review Meeting, monitor the status of the permitting process, and submit additional requested information, review and comment on the draft permit.

Task 3.0 CONSTRUCTION DOCUMENTS

The purpose of this Task is to define the level of engineering design services to be provided for the preparation of Construction Documents for grit removal facilities at the Airport WRF.

Subtask 3.1 Preparation of 60% Plans. Prepare preliminary (60%) construction documents including plans, and table of contents for specifications. The 60% plans shall include the following detailed design areas:

- Civil: Site plan and piping locations.
- Mechanical: Grit Removal Systems including the stacked tray system, grit dewatering and conveyance system
- Electrical and Instrumentation: Preliminary Process & Instrumentation Diagrams.

Five copies of the 60 percent plans will be submitted for review to the City's Engineering and Operations Departments. One review meeting will be conducted to discuss any comments received from the City.

Subtask 3.2 Preparation of 90% Plans and Specifications (Agency Review Set). Prepare preliminary (90%) construction documents including plans, specifications, and a construction cost estimate for the Grit System. The plans shall incorporate the comments received on the Design Report / 30% submittal and comments received from 60% drawings. Three packages of 90% set of drawings shall include the following detailed design areas.

- Civil: Site plan, piping locations, grading, and drainage.
- Structural and Mechanical
- Electrical and Instrumentation: Power supply requirements, control descriptions and instrumentation.

Five (5) copies of the preliminary, 90 percent, plans and specifications will be submitted for review to the City's Municipal Utilities Department. One review meeting will be conducted to discuss any comments received from the City.

Subtask 3.3 Preparation of Final Plans and Specifications. The final 100% plans and specifications shall be prepared incorporating the City's and Maricopa County's comments. One (1) reproducible set of plans and specifications shall be prepared to produce bid sets. Final plans shall be prepared for all three packages as described below.

- Civil: Site plan, partial grading, and yard piping
- Structural and Mechanical
- Electrical and Instrumentation Drawings
- Final Specifications

Task 4.0 MCESD / CITY PERMITTING

Subtask 4.1 Maricopa County Environmental Services Department Approval to Construct (ATC). The Engineer shall prepare the ATC application and submit the appropriate paperwork (consisting of Agency Review Plans, Specifications, and Design Report) for the Grit System Design at the Airport WRF to the MCESD and obtain approval. The Engineer shall meet with MCESD staff to discuss the modifications at the Airport WRF and address any questions or comments.

Subtask 4.2 City Permitting

4.2.1 Building, Grading and Drainage Permit. The Engineer shall complete the Building Permit application and submit four copies (4) of the Agency Review Plans and

Specifications to the City Building Department for review and approval. The Engineer shall complete the Grading and Drainage Permit Application and submit four copies (4) of the Agency Review Plans to the City Development Services Department. The Engineer shall revise the drawings as necessary to address City's comments and if necessary, make additional submittals for obtaining approvals from the City.

****NOTE:** It is assumed that the City of Chandler will pay all review fees directly.

TASK 5.0 BID SERVICES

Subtask 5.1 Pre-Bid Conference. Attend the pre-bid conference to answer bidder questions pertaining to the Contract Documents.

Subtask 5.2 Questions/RFI Responses. Receive and respond to bidder inquiries after the pre-bid conference.

Subtask 5.3 Prior Approval Review / Addenda. Review equipment submittals presented for prior approval (according to the City's requirements) and prepare addenda required to clarify or modify the Contract Documents.

Subtask 5.4 Bid Opening. Attend the bid opening, review bids, and make recommendation for award.

EXHIBIT B FEE SCHEDULE

I. LABOR SUMMARY

| Task | Task Description | Principal \$ 206.00 | Senior Project Manager \$ 196.00 | Project Engineer \$ 146.00 | Senior Designer II \$ 136 | CADD Technician III \$ 86.00 | Admin. Assistant III \$ 76.00 | Total Hours | Total Fee |
|--|---|------------------------|--|----------------------------------|---------------------------------|------------------------------------|-------------------------------------|----------------|-------------------|
| Task 1.0 - Preliminary Design | | | | | | | | | |
| 1.1 | Draft Preliminary Design Report | 8 | 24 | 80 | 40 | 40 | 8 | 200 | \$ 26,620 |
| 1.2 | Final Design Report | 4 | 16 | 48 | 16 | 24 | 4 | 112 | \$ 15,160 |
| 1.3 | Geotechnical Investigation | | | 4 | | | | 4 | \$ 580 |
| 1.4 | Drainage Report | | 4 | 8 | | 4 | | 16 | \$ 2,240 |
| 1.5 | Topographical Survey | | | 4 | | 4 | | 8 | \$ 900 |
| Subtotal - Preliminary Design | | 12 | 44 | 144 | 86 | 72 | 12 | 340 | \$ 45,780 |
| Task 2.0 - ADEQ Permitting | | | | | | | | | |
| 2.1 | Pre-Application Meeting | 2 | 8 | 8 | | 4 | 4 | 26 | \$ 3,730 |
| 2.2 | APP Application | 4 | 24 | 40 | | 16 | 4 | 88 | \$ 12,760 |
| 2.3 | ADEQ Coordination | 8 | 24 | 40 | | 4 | | 76 | \$ 12,280 |
| Subtotal - ADEQ Permitting | | 14 | 56 | 88 | 0 | 24 | 8 | 190 | \$ 28,760 |
| Task 3.0 - Construction Documents | | | | | | | | | |
| 3.1 | Preparation of 60% Plans | 8 | 80 | 120 | 88 | 88 | 8 | 400 | \$ 55,080 |
| 3.2 | Preparation of Agency Review (80%) Plans | 8 | 120 | 156 | 80 | 120 | 40 | 524 | \$ 70,880 |
| 3.3 | Preparation of Final Plans and Specifications | 4 | 40 | 64 | 40 | 40 | 20 | 208 | \$ 27,880 |
| Subtotal - Final Design | | 20 | 240 | 340 | 216 | 248 | 68 | 1132 | \$ 153,840 |
| Task 4.0 - MCESD/CITY Permitting | | | | | | | | | |
| 4.1 | Middlesex County Environmental Services ATC | 4 | 4 | 8 | | | | 16 | \$ 2,720 |
| 4.2 | City Permitting | 2 | 8 | 16 | | 4 | | 30 | \$ 4,550 |
| Subtotal - Final Design | | 6 | 12 | 24 | 8 | 4 | 8 | 46 | \$ 7,270 |
| Task 5.0 - Bid Services | | | | | | | | | |
| 5.1 | Pre-Bid Conference | | 2 | 2 | 2 | | | 6 | \$ 940 |
| 5.2 | Questions / RFI Response | | 8 | 20 | 20 | | | 48 | \$ 7,060 |
| 5.3 | Equipment Prequalification Review / Issue Addenda | | 4 | 4 | 4 | 8 | 4 | 24 | \$ 2,860 |
| 5.4 | Attend Bid Opening | | | 2 | 2 | | | 4 | \$ 550 |
| Subtotal - Bid Services | | 0 | 14 | 28 | 28 | 8 | 4 | 82 | \$ 11,410 |
| Subtotal - Labor Summary | | 62 | 366 | 624 | 380 | 366 | 92 | 1790 | \$ 239,780 |

II. Other Direct Costs

| Task No(s) | Expense Description | Unit | Total Units | Cost / Unit | Total |
|--------------------------------------|--|------|-------------|-------------|------------------|
| 1.5 | Topographic Site Survey (Allowance) | LS | 1 | \$ 1,800 | \$ 1,800 |
| 1.3 | Geotechnical Investigation (Allowance) | LS | 1 | \$ 3,400 | \$ 3,400 |
| 3.0 | Structural Design (Allowance) | LS | 1 | \$ 27,500 | \$ 27,500 |
| 4.1 | MCESD Review Fees - Non-expedited | LS | 1 | \$ 1,800 | \$ 1,800 |
| | Owner Allowance | LS | 1 | \$ 5,000 | \$ 5,000 |
| Subtotal - Other Direct Costs | | | | | \$ 39,200 |

III. TOTAL FEE

| | | |
|-----|--------------------|------------|
| I | LABOR SUMMARY | \$ 238,780 |
| II | OTHER DIRECT COSTS | \$ 39,200 |
| III | TOTAL FEE | \$ 278,980 |