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**PURCHASING ITEM
FOR
COUNCIL AGENDA
Memo No. CP16-130**

1. Agenda Item Number:
23
2. Council Meeting Date:
January 14, 2016

TO: MAYOR & CITY COUNCIL

3. Date Prepared: December 22, 2015

THROUGH: CITY MANAGER

4. Requesting Department: Fire

5. SUBJECT: Project Agreement with Perlman Architects of Arizona, Inc., for Fire Training Center Expansion – Burn Building

6. RECOMMENDATION: Staff recommends City Council award a Project Agreement to Perlman Architects of Arizona, Inc., for construction management services, for Fire Training Center Expansion – Burn Building, Project No. FI1503.451, pursuant to Annual Architectural Services Contract, No. EN1504.101, in an amount not to exceed \$65,294.

7. BACKGROUND/DISCUSSION: This project is for the Fire Training Center Burn Building located at the Fire Training Center on South Dobson Road. The construction work consists of masonry construction of new burn building with three floors and one basement. Work includes, electrical, plumbing, HVAC, and site civil improvements to retention basins with drywells, concrete, and asphalt paving.

The scope of work consists of pre-construction services, construction administration, engineering services, and project close-out.

A Construction Contract, Project No. FI1503.401, to Danson Construction, LLC, is also scheduled for this City Council Meeting.

8. EVALUATION: This project is being performed under the Annual Architectural Services Contract, No. EN1504.101, to Perlman Architects of Arizona, Inc. The costs proposed for this project have been evaluated by Staff and are determined to be reasonable. The contract completion time is 255 calendar days following Notice to Proceed.

9. FINANCIAL IMPLICATIONS:

Cost: \$65,294
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>
470.2250.5219.0.6FI634	General Obligation Bond - Fire	Training Center Expansion	FY15/16	\$65,294.00

10. PROPOSED MOTION: Move City Council award a Project Agreement to Perlman Architects of Arizona, Inc., for construction management services, for Fire Training Center Expansion – Burn Building, Project No. FI1503.451, pursuant to Annual Architectural Services Contract, No. EN1504.101, in an amount not to exceed \$65,294.

ATTACHMENTS: Project Agreement, Location Map

APPROVALS

11. Requesting Department

Tom Carlson, Assistant Fire Chief

13. Department Head

Jeff Clark, Fire Chief

12. Transportation & Development

Bob Fortier, Capital Projects Manager

14. Acting City Manager

Marsha Reed

**PROJECT AGREEMENT
PURSUANT TO ANNUAL CONTRACT NO. EN1504.101**

PROJECT AGREEMENT NO: FI1503.451

This PROJECT AGREEMENT is made this day of 2016, by and between the City of Chandler, a municipal corporation (hereinafter referred to as "CITY") and Perlman Architects of Arizona, Inc. a Corporation of the State of Nevada 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. EN1504.101.

CITY and Perlman Architects of Arizona, Inc., in consideration of the mutual covenants herein set forth, agree as follows:

ARTICLE 1 - DESCRIPTION OF WORK:

This project is Fire Training Center Expansion, Project Number FI1503.451. The scope of work consists of construction management services, 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 Sixty Five Thousand Two Hundred Ninety Four Dollars (\$65,294) determined and payable as set forth in Annual Contract EN1504.101 and Exhibit B attached hereto and made a part hereof by reference.

ARTICLE 3 - CONTRACT TIME:

The contract time is Two Hundred Fifty Five calendar days and Annual Consultant agrees to complete all work within Two Hundred Fifty Five (255) 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. EN1504.101 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.

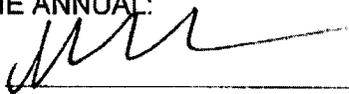
This Project Agreement will be effective on this _____ day of _____, 201.

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. Ken Powers
Perlman Architects of Arizona, Inc.
4808 N. 24th St., Ste. 100
Phoenix, AZ 85016

APPROVED AS TO FORM:

Phone: 480-951-5900

City Attorney By: 
ATTEST:

City Clerk

EXHIBIT A SCOPE OF WORK

Project Description

Construction of Fire Training Center Expansion - Burn Building a three level burn building with basement located at 3350 South Dobson Road in Chandler, Arizona on parcels 303-37-004K and 303-37-004M.

Project Tasks:

ANNUAL CONSULTANT shall provide construction management professional services to ensure construction is performed in conformance with the contract documents. Services include architectural, structural engineering, mechanical and plumbing engineering, electrical engineering, fire protection engineering, and civil engineering consisting of the following tasks:

Task 1.1 Pre-Construction Services

Provide pre-construction services consisting of the following:

- Assist in preparation of meeting agenda and minutes
- Attend pre-construction meetings
- Identify and implement appropriate coordination procedures
- Assist in response to any pre-construction question

Task 1.2 Construction Administration

Provide construction administration consisting of the following:

- Prepare meeting agenda and minutes and attend weekly progress meetings
- Perform site visits and prepare construction observation reports
- Perform special inspections
- Review and respond to Contractor Request For Information (RFI)
- Issue Architectural Supplemental Instructions (ASIs)
- Review, evaluate, and respond to Contractor Requests For Change (RFCs) and prepare Requests For Proposals (RFPs) for use of Owner's Allowances
- Review submittals and shop drawing
- Maintain logs for RFIs, ASIs, RFCs, RFPs
- Review and monitoring of contract payments and project budget
- Review and monitoring of contractor 3 week and Critical Path Model (CPM) schedule

Task 1.3 Engineering Services

Provide architectural and engineering services consisting of the following:

- Conversion of Training Room 105 from "Non-Burn" to "Burn" Training room: inclusive of adding Thermal Lining System, changing out door numbers 105A and 105B from hollow metal to steel plate doors/frames and mechanical exhaust system modifications.
- Conversion of Warehouse Training Room 107 (northwest corner only – approximately 17 foot by 20 foot area) from "Non-Burn" to "Burn" Training Room; inclusive of adding Thermal Lining System, relocating coil up door to the east approximately 10 feet and mechanical exhaust system modifications.
- Change concrete stairs to "Staging Area" to a concrete ramp with increased length as necessary.

- Add one (1) concrete lightweight with metal grate and ladder to the west side of the Burn Basement Training Room 001 (same as the existing one on the east side).

Task 1.4 Project Close-Out

Provide close-out services including:

- Site inspection confirmation of substantial completion, preparation of punch list, and issuance of substantial completion certificate
- Site inspection confirmation of final completion and issuance of final completion certification.
- Review of Operation and Maintenance Manuals
- Preparation of record drawing As-Builts and certification on original City signature approved cover sheet.

Assumptions, Clarification, and Exclusions

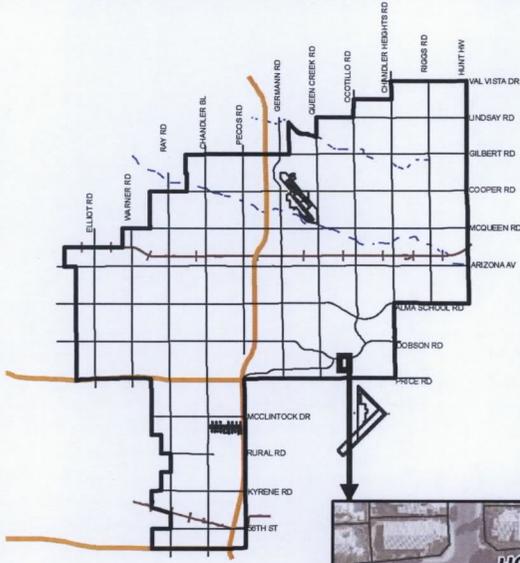
- Sub-consultant, TLCP Structural Inc., shall perform structural engineering professional services.
- Sub-consultant, Associated Mechanical Engineers, PLLC (AME) shall perform mechanical and plumbing professional services.
- Sub-consultant, Akribis Engineering, LLC shall perform electrical engineering professional services.
- Sub-consultant, EJ Engineering Group, Inc. shall perform fire protection engineering professional services.
- Sub-consultant, Dibble Engineering, shall perform civil engineering professional services.
- Sub-consultant, Speedie & Associates, shall perform geotechnical professional services.
- As-Builts shall be printed on Mylar
- Special inspections shall be billed at \$185 per inspection visit and performed by TLCP Structural Inc., as required by in coordination with contractor's construction sequence and the City's Building inspector.
- Direct Expense Allowance shall be utilized to reimburse at cost with invoices backup for items such as mileage, reproduction, and deliver expenses.
- Anticipate the following Owner Design Revisions to utilize this contracts Owner's Allowance to utilize the construction contracts Owner Allowances.
- Use of the Owner's Allowance beyond the items listed above, shall only be performed and compensated with prior written approval from the City.

**EXHIBIT B
FEE SCHEDULE**

Task	Description	Subtotal
1.1	Pre-Construction Services	\$1,830.00
1.2	Construction Administration (CA)	\$18,100.00
1.3	Engineering Services	\$3,600.00
1.4	Project Close-Out	\$2,500.00
Architectural Direct Labor Total		\$26,030.00
2.1	Construction Administration (CA)	\$1,200.00
2.2	Engineering Services	\$1,500.00
2.3	Project Close-Out	\$500.00
Structural Engineering (TLCP) Subtotal		\$3,200.00
3.1	Construction Administration (CA)	\$950.00
3.2	Engineering Services	\$800.00
3.3	Project Close-Out	\$500.00
Mechanical and Plumbing Engineering (AME) Subtotal		\$2,250.00
4.1	Construction Administration (CA)	\$3,000.00
4.2	Engineering Services	\$400.00
4.3	Project Close-Out	\$500.00
Electrical Engineering (Akrabis) Subtotal		\$3,900.00
5.1	Construction Administration (CA)	\$1,264.00
5.2	Project Close-Out	\$350.00
Fire Protection Engineering (EJ) Subtotal		\$1,614.00
6.1	Construction Administration (CA)	\$3,500.00
6.2	Project Close-Out	\$800.00
Civil Engineering (Dibble) Subtotal		\$4,300.00
Special Inspection (TLCP) Allowance		\$12,000.00
Quality Assurance Materials Testing Allowance		\$10,000.00
Reimbursable Expenses Allowance		\$2,000.00
Owner's Allowance		\$10,000.00
Sub-Consultants and Allowances Total		\$39,264.00
Total Fee		\$65,294.00



FIRE TRAINING CENTER EXPANSION BURN BUILDING PROJECT NO. F11503.401



MEMO NO. CP16-126

PROJECT SITE

