



**PURCHASING ITEM
FOR
COUNCIL AGENDA
Memo No. CP17-034**

1. Agenda Item Number: 16

2. Council Meeting Date:
August 11, 2016

TO: MAYOR AND COUNCIL

3. Date Prepared: July 27, 2016

THROUGH: CITY MANAGER

4. Requesting Department: Municipal Utilities

5. SUBJECT: Project Agreement with Wilson Engineers, LLC, for the Lone Butte Wastewater Treatment Plant Screen Replacement

6. RECOMMENDATION: Staff recommends City Council award a Project Agreement to Wilson Engineers, LLC, for design services, for the Lone Butte Wastewater Treatment Plant Screen Replacement, pursuant to Annual Water and Wastewater Services Contract No. EN1517.101, Project No. WW1609.201, in an amount not to exceed \$49,550.

7. BACKGROUND/DISCUSSION: The Lone Butte Wastewater Treatment Plant (WWTP), located near Maricopa Road and Interstate 10, was put into service in the 1960s. The plant is operated by the City under a lease agreement with the Gila River Indian Community. The screen unit at the Lone Butte WWTP removes large debris from the wastewater before it enters the treatment process. Staff identified the need to replace the screen unit as it is in poor condition, and there is no redundant screen unit.

This project includes design services for the replacement of the existing screen and any accessories associated with the screen system such as the washer compactor, the discharge chute, and the control panel.

The project scope of work consists of: preparing a preliminary design report and construction documents, permitting assistance, and bid services.

8. EVALUATION PROCESS: This project is being performed under the Annual Water and Wastewater Services Contract No. EN1517.101, to Wilson Engineers, LLC. The costs proposed for this project have been evaluated by staff and are determined to be reasonable. The contract completion time is 150 calendar days following Notice to Proceed.

9. FINANCIAL IMPLICATIONS:

Cost: \$49,550
Savings: N/A
Long Term Costs: N/A

Fund Source:

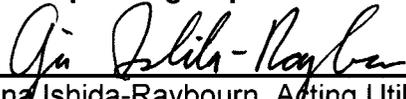
<u>Account No.:</u>	<u>Fund Name:</u>	<u>Program Name:</u>	<u>CIP Funded:</u>	<u>Amount:</u>
615.3940.5219.0.0	Wastewater Operating	Other Professional Services/Contracts	No	\$49,550

10. PROPOSED MOTION: Move City Council award a Project Agreement to Wilson Engineers, LLC, for design services, for the Lone Butte Wastewater Treatment Plant Screen Replacement, pursuant to Annual Water and Wastewater Services Contract No. EN1517.101, Project No. WW1609.201, in an amount not to exceed \$49,550.

ATTACHMENTS: Location Map, Agreement

APPROVALS

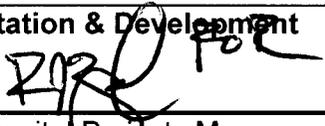
11. Requesting Department


Gina Ishida-Raybourn, Acting Utilities Engineering Manager

13. Department Head


John Knudson, Municipal Utilities Director

12. Transportation & Development

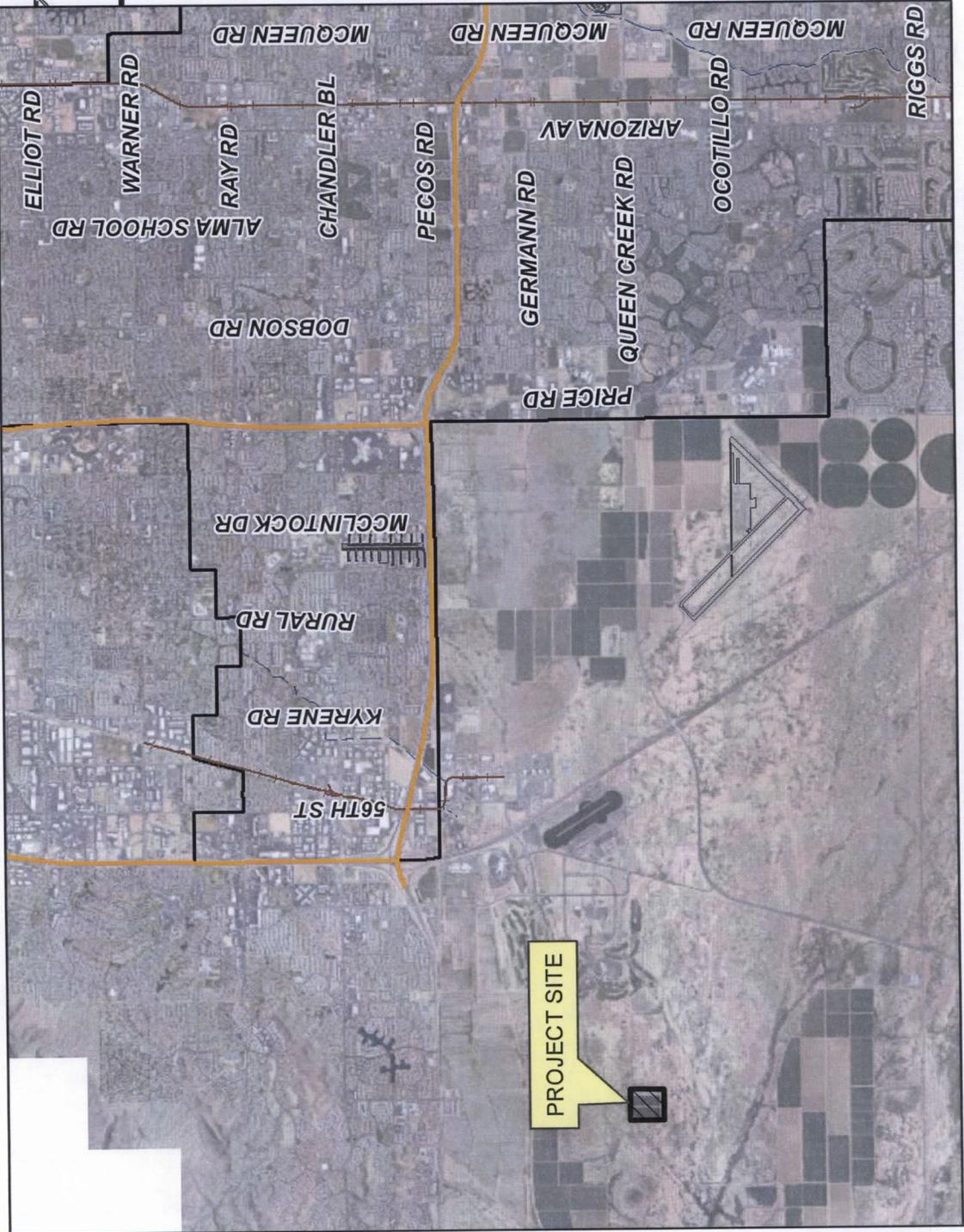
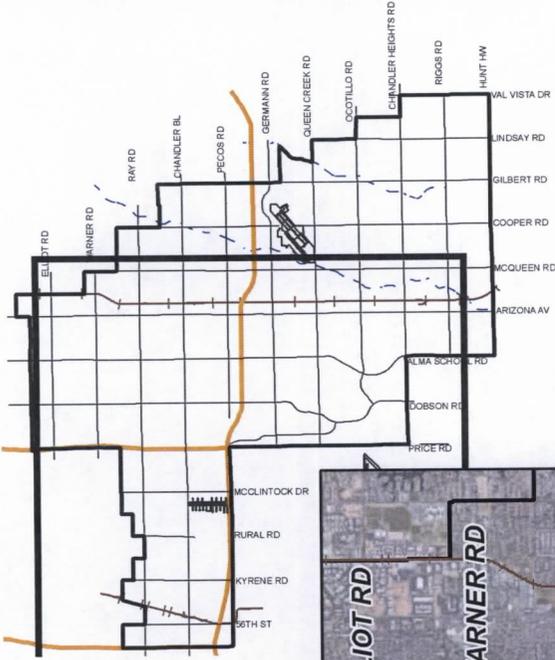

Bob Fortier, Capital Projects Manager

14. City Manager


Marsha Reed



**LONE BUTTE WASTEWATER TREATMENT PLANT
SCREEN REPLACEMENT
PROJECT NO. WW1609.201**



MEMO NO. CP17-034



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

PROJECT AGREEMENT NO: WW1609.201

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 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 **Lone Butte Wastewater Treatment Plant Screen Replacement**, Project Number **WW1609.201**. The scope of work consists of design services to replace an existing screen at the Lone Butte Wastewater Treatment Plant (WWTP) headworks 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 Forty Nine Thousand Five Hundred Fifty Dollars (\$49,550) 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 Twenty calendar days and Annual Consultant agrees to complete all work within One Hundred Fifty (150) 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.

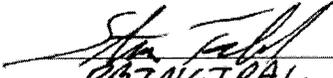
IN WITNESS WHEREOF, the parties hereto have executed this Project Agreement on the day and year first written above.

This Project Agreement will be effective on this _____ day of _____, 2016.

CITY OF CHANDLER

FOR THE ANNUAL:

MAYOR DATE:

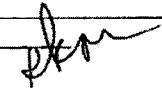
By: 
Title: PRINCIPAL

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:

TASK 1.0 PRELIMINARY DESIGN

The ANNUAL CONSULTANT shall review and identify a screen that will be appropriate for the Lone Butte WRF and can be exposed to and withstand the outside elements.

Subtask 1.1 Project Meetings. The ANNUAL CONSULTANT shall conduct a kick off meeting, monthly design meetings, and submittal review meetings during the course of the project. A total of four meetings are anticipated for this project.

Subtask 1.2 Preliminary Design Letter Report. The ANNUAL CONSULTANT shall prepare a very brief letter report summarizing the alternatives investigated for the existing screens replacement. The purpose of the letter report is to document the engineering design basis for the facilities to be constructed as a part of this project. The Letter Report will be finalized after obtaining review comments from the City.

Task 2.0 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 the Lone Butte WRF Screen Replacement Project. Due to the size of the project, a 60% design submittal is not planned and a 90% and final submittals are planned as part of this task. The drawings of the existing screens are not available, therefore, the ANNUAL CONSULTANT will need to create drawings of the screens facility.

Subtask 2.1 Preparation of 90% Plans and Specifications (Agency Review Set). Prepare preliminary (90%) construction documents including plans, specifications, and a construction cost estimate for the Screen Replacement. The plans shall incorporate the comments received on the Design Letter Report. The 90% set of drawings shall include the following detailed design areas.

- Civil: Site plan.
- Minor Structural and Mechanical
- Electrical and Instrumentation: Power supply requirements, control descriptions and Electrical and Process and Instrumentation drawings.

Three copies of the 90% plans and specifications will be submitted for review to the City. One review meeting will be conducted to discuss any comments received from the City.

Subtask 2.3 Preparation of Final Plans and Specifications. The final 100% plans and specifications shall be prepared incorporating the City'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
- Cost Estimate

Task 3.0 CITY PERMITTING

Building, Grading and Drainage Permit. The ANNUAL CONSULTANT 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 ANNUAL CONSULTANT 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 ANNUAL CONSULTANT 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 4.0 BID SERVICES

Subtask 4.1 Pre-Bid Conference. ANNUAL CONSULTANT shall attend the pre-bid conference to answer bidder questions pertaining to the Contract Documents.

Subtask 4.2 Questions/RFI Responses. ANNUAL CONSULTANT shall receive and respond to bidder inquiries after the pre-bid conference.

Subtask 4.3 Prior Approval Review/Addenda. ANNUAL CONSULTANT shall 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 4.4 Bid Opening. ANNUAL CONSULTANT shall attend the bid opening, review bids, and make recommendation for award.

**EXHIBIT B
FEE SCHEDULE**

Task	Task Description	Principal \$ 205.00	Sr Project Mgr \$ 195.00	Project Eng \$ 140.00	Sr Dsgr II \$ 135	CADD Tech III \$ 85.00	Admin. Assist III \$ 75.00	Total Hours	Total Fee
Task 1.0 - Preliminary Design									
1.1	Project Meetings	2	4	12	4			22	\$ 3,410
1.2	Preliminary Design Letter Report	2	4	12	4	8	4	34	\$ 4,390
	Subtotal - Preliminary Design	4	8	24	8	8	4	56	\$ 7,800
Task 2.0 - Construction Documents									
2.2	Preparation of Agency Review(90%) Plans	2	16	48	24	40	20	150	\$ 18,390
2.3	Preparation of Final Plans and Specifications	2	8	24	16	12	8	70	\$ 9,110
	Subtotal - Final Design	4	24	72	40	52	28	220	\$ 27,500
Task 3.0 - CITY Permitting									
3.1	City Permitting	0	2	4				6	\$ 950
	Subtotal - Final Design	0	2	4	0	0	0	6	\$ 950
Task 4.0 - Bid Services									
4.1	Pre-Bid Conference		2	2	2			6	\$ 940
4.2	Questions / RFI Response		4	8	12			24	\$ 3,520
4.3	Equipment Prequalification Review/ Issue Addenda		2	4	4		4	14	\$ 1,790
4.4	Attend Bid Opening			2	2			4	\$ 550
	Subtotal - Bid Services	0	8	16	20	0	4	48	\$ 6,800
Iowanc Owner's Allowance									\$ 4,000
Subtotal - Wilson Labor Summary		8	42	116	68	60	36	330	\$ 47,050
II. Other Direct Costs									
Task N	Expense Description	Unit	Total Units	Cost / Unit	Total				
1.5	Topographic Site Survey (Allowance)	LS	1	\$ 1,000	\$ 1,000				
2.0	Structural Design (Allowance)	LS	1	\$ 1,500	\$ 1,500				
Subtotal - Other Direct Costs					\$ 2,500				
III. TOTAL FEE PROPOSAL									
I LABOR SUMMARY		\$ 47,050							
II OTHER DIRECT COSTS		\$ 2,500							
III TOTAL FEE		\$ 49,550							