



**PURCHASING ITEM
FOR
COUNCIL AGENDA
Memo No. CP17-017**

1. Agenda Item Number:
55

2. Council Meeting Date:
September 15, 2016

TO: MAYOR & COUNCIL

3. Date Prepared: August 24, 2016

THROUGH: CITY MANAGER

4. Requesting Department:
Transportation & Development

5. SUBJECT: Contract Amendment No. 1 extending Annual Civil Engineering Services with Aztec Engineering Group, Inc.

6. RECOMMENDATION: Staff recommends City Council approve Contract Amendment No. 1 extending Annual Civil Engineering Services, Contract No. EN1505.101, with Aztec Engineering Group, Inc., in an amount not to exceed \$300,000 per year, for a two (2) year term.

7. BACKGROUND/DISCUSSION: Staff anticipates needing services related to Civil Engineering Services in support of the Capital Improvement Program. City Council approved the initial contract on September 11, 2014, with the option to renew for a single two (2) year term. Dependent upon the project civil engineering needs, work will rotate among two (2) firms based on availability and expertise. This action will save on the cost of the selection process and time to bring individual projects forward.

8. EVALUATION: Consultant selection was conducted in accordance with established City policies and procedures. On June 24, 2014, staff received Statements of Qualifications from twenty-one (21) firms for Engineering/Consultant Services for Civil Engineering Services. The Selection Committee reviewed the qualifications and chose two (2) firms for recommendation.

Staff recommends a contract extension to AZTEC Engineering Group, Inc. The term of this extension is September 25, 2016, through September 24, 2018. Work pursuant to this contract will be issued by individual project agreements. Project agreements exceeding \$30,000 will require City Council approval.

9. FINANCIAL IMPLICATIONS: Staff anticipates up to \$300,000 per year, for two (2) years, will be spent on Civil Engineering Services. The owner/user department shall provide funding for each individual project requiring Civil Engineering Services. The contract amendment includes a proposed average four percent increase in hourly rates.

10. PROPOSED MOTION: Move City Council approve Contract Amendment No. 1 extending Annual Civil Engineering Services, Contract No. EN1505.101, with Aztec Engineering Group, Inc., in an amount not to exceed \$300,000 per year, for a two (2) year term.

ATTACHMENTS: Contract Amendment

APPROVALS

11. Requesting Department

13. Department Head

Bob Fortier, Capital Projects Manager

R. J. Zeder, Transportation & Development

12. Transportation & Development

14. City Manager

Daniel W. Cook, City Engineer

Marsha Reed

AMENDMENT NUMBER ONE
ANNUAL CONTRACT FOR ENGINEERING SERVICES
PROJECT NUMBER EN1505.101

The City Council authorized the City of Chandler (hereinafter referred to as "CITY") and **Aztec Engineering Group, Inc.**, an Arizona corporation (hereinafter referred to as "ANNUAL CONSULTANT") to enter into an Annual Contract for Civil Engineering services (hereinafter referred to as "CONTRACT") which was approved by the City Council on September 11, 2014 and executed on September 25, 2014.

WHEREAS, the CITY and ANNUAL CONSULTANT intend pursuant to this Amendment to amend and extend this CONTRACT for a term from September 25, 2016 through September 24, 2018.

NOW, THEREFORE, in consideration of the mutual covenants and provisions contained herein and other good and valuable consideration, the parties agree as follows:

1. This amendment is hereby incorporated to the CONTRACT and must be filed with the City Clerk of the City of Chandler.
2. Sections 1.1 and 4.2 of this CONTRACT shall remain unchanged. CITY shall pay ANNUAL CONSULTANT an amount not to exceed Three Hundred Thousand Dollars (\$300,000) for each year of the Term of the CONTRACT. Project Agreements exceeding Thirty Thousand Dollars (\$30,000) shall require City Council approval.
3. Section 5.1 of this CONTRACT is amended to extend the CONTRACT for an additional term from September 25, 2016 through September 24, 2018.
4. City shall pay ANNUAL CONSULTANT for each Project an amount not to exceed that specified in each Project Agreement based on the rates shown on the Fee Schedule attached to this Amendment One as "REVISED EXHIBIT B FEE SCHEDULE RATES – EFFECTIVE 2016".
5. All other terms and conditions of the above referenced CONTRACT shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties have hereunto subscribed their names this _____ day of _____, 2016.

CITY OF CHANDLER:

By: _____
MAYOR Date

APPROVED AS TO FORM: _____
City Attorney by: *[Signature]*

ATTEST: _____
City Clerk

ANNUAL CONSULTANT:
By: *[Signature]*
Title: CEO

ATTEST: (If corporation)
[Signature]
Secretary

WITNESS: (If Individual or Partnership)

SEAL

C: Project Mgr. / Consultant / File

REVISED EXHIBIT B
FEE SCHEDULE RATES – EFFECTIVE 2016

Classification	Hourly Rate
Project Principal	\$180.00
Project Manager	\$175.00
Resident Engineer	\$160.00
Project Engineer/Inspector	\$140.00
Engineer/Designer	\$115.00
Drafter/Technician	\$95.00
Sec/Clerical	\$60.00
Project Surveyor	\$120.00
2 - Person Survey	\$160.00
3 - Person Survey	\$180.00
Reimbursable Expenses To Be Billed At Cost	