



**PURCHASING ITEM
FOR
COUNCIL AGENDA
Memo No. CP17-026**

1. Agenda Item Number:
59

2. Council Meeting Date:
September 15, 2016

TO: MAYOR & COUNCIL

THROUGH: CITY MANAGER

3. Date Prepared: August 24, 2016

4. Requesting Department:
Transportation & Development

5. SUBJECT: Contract Amendment No. 1 extending Annual Landscape Services with Environmental Planning Group, LLC

6. RECOMMENDATION: Staff recommends City Council approve Contract Amendment No. 1 extending Annual Landscape Services, Contract No. EN1512.101, with Environmental Planning Group, LLC, in an amount not to exceed \$150,000 per year, for a two (2) year term.

7. BACKGROUND/DISCUSSION: Staff anticipates needing services related to Landscape 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 landscape needs, work will rotate among four (4) 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 eleven (11) firms for Engineering/Consultant Services for Landscape Services. The Selection Committee reviewed the qualifications and chose four (4) firms for recommendation.

Staff recommends a contract extension to Environmental Planning Group, LLC. The term of this extension is September 26, 2016, through September 25, 2018. Work pursuant to this contract will be issued by individual project agreements. Project agreements exceeding \$30,000 will require City Council approval.

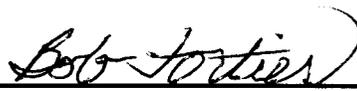
9. FINANCIAL IMPLICATIONS: Staff anticipates up to \$150,000 per year, for two (2) years, will be spent on Landscape Services. The owner/user department shall provide funding for each individual project requiring Landscape Services. The contract amendment includes a proposed average three percent increase in hourly rates.

10. PROPOSED MOTION: Move City Council approve Contract Amendment No.1 extending Annual Landscape Services, Contract No. EN1512.101, with Environmental Planning Group, LLC, in an amount not to exceed \$150,000 per year, for a two (2) year term.

ATTACHMENTS: Contract Amendment

APPROVALS

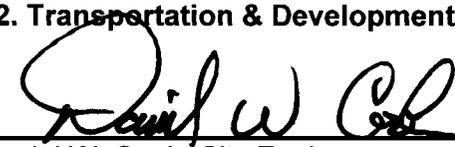
11. Requesting Department


Bob Fortier, Capital Projects Manager

13. Department Head


R. J. Zeder, Transportation & Development Director

12. Transportation & Development


Daniel W. Cook, City Engineer

14. City Manager


Marsha Reed

AMENDMENT NUMBER ONE
ANNUAL CONTRACT FOR ENGINEERING SERVICES
PROJECT NUMBER EN1512.101

The City Council authorized the City of Chandler (hereinafter referred to as "CITY") and **Environmental Planning Group, LLC.**, (hereinafter referred to as "ANNUAL CONSULTANT") to enter into an Annual Contract for landscape services (hereinafter referred to as "CONTRACT") which was approved by the City Council on September 11, 2014 and executed on September 26, 2014.

WHEREAS, the CITY and ANNUAL CONSULTANT intend pursuant to this Amendment to amend and extend this CONTRACT for a term from September 26, 2016 through September 25, 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 are amended to provide that CITY shall pay ANNUAL CONSULTANT an amount not to exceed One Hundred Fifty Thousand Dollars (\$150,000) 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 26, 2016 through September 25, 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: DIRECTOR OF LANDSCAPE ARCHITECTURE

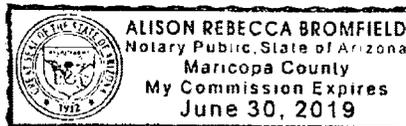
ATTEST: (If corporation)

Secretary

WITNESS: (If Individual or Partnership)

[Signature]

SEAL



C: Project Mgr. / Consultant / File

**REVISED EXHIBIT B
FEE SCHEDULE – EFFECTIVE 2016**

Classification	Hourly Rate
Project Director	\$195.00/hr.
Senior Project Manager	\$185.00/hr.
Project Manager	\$175.00/hr.
Senior Landscape Architect	\$125.00/hr.
Project Landscape Architect	\$95.00/hr.
Landscape Architect	\$85.00/hr.
Landscape Designer 2	\$75.00/hr.
Landscape Designer 1	\$65.00/hr.
Administration 2	\$110.00/hr.
Administration 1	\$75.00/hr.
Clerical/ Technician	\$55.00/hr.
Reimbursable expenses to be billed at cost	