



**PURCHASING ITEM
FOR
COUNCIL AGENDA**

1. Agenda Item Number:

31

2. Council Meeting Date:

January 17, 2008

TO: MAYOR & COUNCIL

3. Date Prepared: January 2, 2008

THROUGH: CITY MANAGER

4. Requesting Department: Management Services

5. SUBJECT: Amend agreement for Water and Wastewater Rate Study with Red Oak Consulting in an amount not to exceed \$22,439.

6. RECOMMENDATION: Recommend amending agreement for Water and Wastewater Rate Study with Red Oak Consulting in an amount not to exceed \$22,439.

7. HISTORICAL BACKGROUND/DISCUSSION: The number of meetings included in the scope of work for the agreement was exceeded. An additional meeting of the Water/Wastewater Rate Design Committee was needed in order to finalize their recommendations. Final adoption of the ordinance to increase water and wastewater rates also required an additional Council Meeting. Although there was an agreed-upon rate of \$2,696 for additional meetings, the preparation time needed exceeded the 10 hours included in that rate.

8. EVALUATION PROCESS: The City issued a Request for Proposals (MS7-918-2322) for consultants to perform a water and wastewater rate study to consider different rate philosophies and structures for both water and wastewater and awarded an agreement to Red Oak Consulting at the September 14, 2006 Council Meeting in the amount of \$143,293. Staff is requesting an amendment to the agreement in the amount of \$22,439.

9. FINANCIAL IMPLICATIONS: Funding for this agreement amendment will come from 101.1290.0000.5219, General Fund, Non-departmental Professional and Consulting Services. Details of the contract amendment are:

Additional Meeting of Water/Wastewater Rate Design Committee	\$2,696
Additional preparation time for Water/Wastewater Rate Design Committee meeting	16,557
Additional Council Meeting for final adoption of new rates	2,696
Additional preparation time for Council Meeting	490
Total contract amendment	<u>\$22,439</u>

10. PROPOSED MOTION: Move to amend agreement for Water and Wastewater Rate Study with Red Oak Consulting in an amount not to exceed \$22,439.

APPROVALS

11. Requesting Department

Julie Buelt, Senior Financial Analyst

12. Department Head

Dennis Strachota, Management Services Director

13. Procurement Officer

Mike Mandt, CPPB

14. City Manager

W. Mark Pentz

AMENDMENT NUMBER ONE,
TO AGREEMENT BETWEEN THE CITY OF CHANDLER AND RED OAK
CONSULTING, A DIVISION OF MALCOLM PIRNIE INC.
FOR A WATER/WASTEWATER RATE STUDY, AGREEMENT NO. MS7-918-2322

This Amendment number one to that certain Agreement Between the City of Chandler (CITY) and Red Oak Consulting, a division of Malcolm Pirnie, Inc. (CONSULTANT) for a Water/Wastewater Rate Study dated September 14, 2006 is entered into this 17th day of January, 2008.

WHEREAS, on September 14, 2006 the CITY entered into an agreement for a Water/Wastewater Rate Study with CONSULTANT;

NOW THEREFORE, the parties agree as follows:

1. Section 4 is hereby amended in the amount of \$22,439 to include two additional meetings and the preparation time necessary to conduct and attend these meetings.
2. All terms and conditions in the original Agreement not specifically amended herein shall be incorporated by reference in its entirety and shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have hereunto subscribed their names this _____ day of _____, 2008.

CITY OF CHANDLER:

CONSULTANT:

By: _____
Mayor

By: _____
Title: _____

APPROVED AS TO FORM:

MDH

City Attorney

ATTEST: (If corporation)

ATTEST:

Secretary

City Clerk

WITNESS: (If individual or
Partnership)

[SEAL]

**EXHIBIT B
FEE SCHEDULE - Additional Meetings**

Instructions:

1. Insert additional columns as needed to cover all personnel assigned to the project. Replace "Title" with the title of the person assigned to the contract.
2. Replace "Hourly Rate" with the rate to be charged per hour for the personnel assigned to the project.
3. Indicate the number of hours estimated to be spent on each task. Add any additional tasks you feel are necessary for completion of the project.

	Project		Deputy Project		Quality	Technical			Total	Total	
	Manager	Meetings	Manager	Meetings	Control	Analyst	Consultant	Meetings	Admin	Hours	Fees
	\$245		\$149		\$225	\$213	\$129		\$85		
Task <i>(Include the Number of Anticipated Trips to be Charged to the Contract for the Task)</i>											
Meetings - Base	5		5							10	\$1,970
Additional Meetings at Hourly Rates										0	\$0
										0	\$0
										0	\$0
Total Hours/Fees	5		5		0	0	0		0	10	\$1,970
Total Fees	\$1,225		\$745		\$0	\$0	\$0		\$0	\$0	\$1,970
Other Expenses ^(a)											
Travel Expenses ^(b)	\$363		\$363								\$726
Total Expenses	\$363		\$363		\$0	\$0	\$0		\$0	\$0	\$726
Total Fees & Expenses	\$1,588		\$1,108		\$0	\$0	\$0		\$0	\$0	\$2,696

^(a) If applicable, state the type of expenses to be included.

^(b) Includes # of trips as detailed in the description of tasks.

Prompt Payment Terms, if any:

EXHIBIT B
FEE SCHEDULE - Additional Water/Wastewater Rate Design Committee Preparation

Instructions:

1. Insert additional columns as needed to cover all personnel assigned to the project. Replace "Title" with the title of the person assigned to the contract.
2. Replace "Hourly Rate" with the rate to be charged per hour for the personnel assigned to the project.
3. Indicate the number of hours estimated to be spent on each task. Add any additional tasks you feel are necessary for completion of the project.

	Project		Deputy Project		Quality	Technical			Total	Total	
	Manager	Meetings	Manager	Meetings	Control	Analyst	Consultant	Meetings	Admin	Hours	Fees
	\$245		\$149		\$225	\$213	\$129		\$85		
Task <i>(Include the Number of Anticipated Trips to be Charged to the Contract for the Task)</i>											
Meetings - Base	12		78		2		10		3	102	\$16,557
Additional Meetings at Hourly Rates										0	\$0
										0	\$0
										0	\$0
Total Hours/Fees	12		78		2	0	10		3	102	\$16,557
Total Fees	\$2,940		\$11,622		\$450	\$0	\$1,290		\$255	\$0	\$16,557
Other Expenses ^(a)											
Travel Expenses ^(b)	\$0		\$0								\$0
Total Expenses	\$0		\$0		\$0	\$0	\$0		\$0	\$0	\$0
Total Fees & Expenses	\$2,940		\$11,622		\$450	\$0	\$1,290		\$255	\$0	\$16,557

^(a) If applicable, state the type of expenses to be included.

^(b) Includes # of trips as detailed in the description of tasks.

Prompt Payment Terms, if any:

EXHIBIT B
FEE SCHEDULE - Additional Council Meeting Preparation

Instructions:

1. Insert additional columns as needed to cover all personnel assigned to the project. Replace "Title" with the title of the person assigned to the contract.
2. Replace "Hourly Rate" with the rate to be charged per hour for the personnel assigned to the project.
3. Indicate the number of hours estimated to be spent on each task. Add any additional tasks you feel are necessary for completion of the project.

	Project		Deputy Project		Quality	Technical			Total	Total	
	Manager	Meetings	Manager	Meetings	Control	Analyst	Consultant	Meetings	Admin	Hours	Fees
	\$245		\$149		\$225	\$213	\$129		\$85		
Task <i>(Include the Number of Anticipated Trips to be Charged to the Contract for the Task)</i>											
Meetings - Base	2									2	\$490
Additional Meetings at Hourly Rates										0	\$0
										0	\$0
										0	\$0
Total Hours/Fees	2		0		0	0	0		0	2	\$490
Total Fees	\$490		\$0		\$0	\$0	\$0		\$0	\$0	\$490
Other Expenses ^(a)											
Travel Expenses ^(b)	\$0		\$0								\$0
Total Expenses	\$0		\$0		\$0	\$0	\$0		\$0	\$0	\$0
Total Fees & Expenses	\$490		\$0		\$0	\$0	\$0		\$0	\$0	\$490

^(a) If applicable, state the type of expenses to be included.

^(b) Includes # of trips as detailed in the description of tasks.

Prompt Payment Terms, if any:

**AMENDMENT NUMBER ONE,
TO AGREEMENT BETWEEN THE CITY OF CHANDLER AND RED OAK
CONSULTING, A DIVISION OF MALCOLM PIRNIE INC.
FOR A WATER/WASTEWATER RATE STUDY, AGREEMENT NO. MS7-918-2322**

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2. All terms and conditions in the original Agreement not specifically amended herein shall be incorporated by reference in its entirety and shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have hereunto subscribed their names this _____ day of _____, 2008.

CITY OF CHANDLER:

By: _____
Mayor

CONSULTANT:

By: _____
Title: Vice President

APPROVED AS TO FORM:

M D H
City Attorney

ATTEST: (If corporation)

Richard O. Brand
Asst. Secretary

ATTEST:

City Clerk

WITNESS: (If individual or Partnership)

[SEAL]