

REQUEST FOR COUNCIL ACTION

SUBJECT: Approval of Amendment #1 to add Civil Engineering services to the Professional Services Agreement with Think Architecture for Design and Construction Administration Services for the reconstruction of Fire Station 54 and Police Substation.

SUMMARY: Civil Engineering services were not included in the original scope of work for the Architectural RFP advertised for the reconstruction of Fire Station #54. This is to approve Amendment #1 to add Civil Engineering services to the Professional Services Agreement with Think Architecture for Fire Station 54 and Police Substation design and construction administration.

FISCAL

IMPACT: Funding for this project is available through account number 42-4738031.

STAFF RECOMMENDATION:

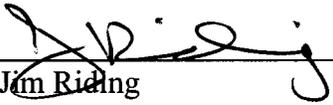
Staff recommends approval of Amendment #1 to the Professional Services Agreement with Think Architecture to add Civil Engineering services for Fire Station 54 and Police Substation design in an amount not-to-exceed \$14,580.00.

MOTION RECOMMENDED:

"I move to adopt Resolution No. B-15 authorizing the Mayor to execute Amendment #1 to the Professional Services Agreement with Think Architecture to add Civil Engineering services for Fire Station 54 and Police Substation design in an amount not-to-exceed \$14,580.00.

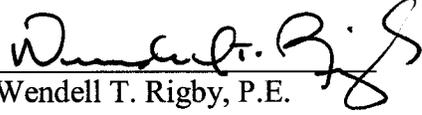
Roll Call vote required.

Prepared by:



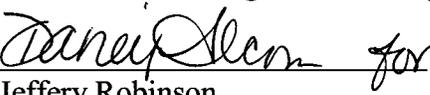
Jim Riding
Construction Manager

Reviewed by:



Wendell T. Rigby, P.E.
Director of Public Works

Reviewed as to Legal Sufficiency:



Jeffery Robinson
City Attorney

Recommended by:



Richard L. Davis
City Manager

BACKGROUND DISCUSSION:

City Council had previously approved an agreement with Think Architecture for the design of Fire Station 54 / Police substation. The original scope of work requested on the RFP for the Architectural services did not include Civil Engineering services. Civil Engineering services need to be included with the Architectural services so that the consistency, close coordination required and responsibility remain with the Architect. Think Architecture provided the scope of work required of the Civil Engineering firms responding to their requests and three quotes were received with Perigee Consulting being selected. The Architect has added their standard 10% coordination mark up. The quotes are:

Perigee Consulting	\$13,255.00
Ensign Engineering	\$17,700.00
Forsgreen Associates	\$33,250.00

Attachments:

Amendment #1
Resolution

THE CITY OF WEST JORDAN, UTAH
A Municipal Corporation

RESOLUTION NO. 13-151

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AMENDMENT NO. 1 TO THE
PROFESSIONAL SERVICES AGREEMENT WITH THINK ARCHITECTURE FOR THE FIRE STATION 54
AND POLICE SUBSTATION PROJECT**

Whereas, the City Council of the City of West Jordan has reviewed the attached Amendment No. 1 to the Professional Services Agreement between the City of West Jordan and Think Architecture (a copy of which is attached as **Exhibit A**) to provide additional master planning, design and surveying services for the Fire Station 54 and Police Substation Project, in an amount not to exceed \$14,580.00; and

Whereas, the City Council of the City of West Jordan desires to enter into the attached Amendment No. 1 to the Professional Services Agreement with Think Architecture for an amount not to exceed \$14,580.00.

NOW, THEREFORE, IT IS RESOLVED BY THE CITY COUNCIL OF WEST JORDAN, UTAH:

Section 1. After approval as to legal form, the Mayor is hereby authorized and directed to execute Amendment No. 1 between the City of West Jordan and Think Architecture for an amount not to exceed \$14,580.00.

Section 2. This Resolution shall take effect immediately.

Adopted by the City Council of West Jordan, Utah, this 13th day of November 2013.

CITY OF WEST JORDAN

MELISSA K. JOHNSON
Mayor

ATTEST:

MELANIE BRIGGS, MMC
City Clerk

Voting by the City Council

Judy Hansen
Clive M. Killpack
Chris McConnehey
Chad Nichols
Ben Southworth
Justin D. Stoker
Mayor Melissa K. Johnson

"AYE"

"NAY"

AMENDMENT NO. 1
TO AN AGREEMENT
FOR PROFESSIONAL SERVICES
BETWEEN THE CITY OF WEST JORDAN
AND
Think Architecture

THIS AMENDMENT, made and entered into this 13th day of November 2013 by and between the CITY OF WEST JORDAN, a municipal corporation (hereinafter referred to as "City"), and Think Architecture (hereinafter referred to as "Consultant").

The City and Consultant agree as to amend the following sections of the original Professional Services Agreement to provide for additional engineering services for the Fire Station 54 and Police Substation Project.

2. **DESCRIPTION OF SERVICES**

The services to be performed by Consultant are as follows:

Provide additional master planning, design and surveying services for the Project as described in the attached Consultant's proposal date September 30, 2013.

3. **COMPENSATION AND PAYMENT**

The total compensation payable to Consultant by City for the services described in Paragraph 2 shall not exceed the sum of **\$14,580** for Amendment No. 1 bringing the total not-to exceed fee to \$154,880.00 for services under this contract and fee shall be earned on an hourly basis as indicated in the Professional Services Agreement.

In concurrence and witness whereof, this Agreement has been executed by the parties effective on the date and year first above written.

CITY OF WEST JORDAN

Melissa K. Johnson, Mayor

APPROVED AS TO ADMINISTRATION:

Melanie Briggs, MMC
City Recorder

CONSULTANT

By: Kenny P. Nichols

Its: Principal

STATE OF Utah)

COUNTY OF Salt Lake) :SS

On this 7th day of November, 20 13, personally appeared before me, Kenny P. Nichols, who being by me duly sworn did say that he is the Principal of Think Architecture a Utah corporation, and that the foregoing instrument was signed in behalf of said corporation by authority of its Board of Directors, and he acknowledged to me that said corporation executed the same.

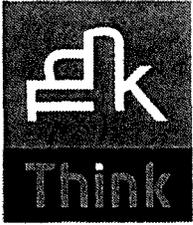
Julee A Mori
NOTARY PUBLIC

My Commission Expires: July 1, 2014

Residing in Salt Lake City County, Utah



EXHIBIT A
(Consultant Proposal)



Architecture

- + Architecture
- + Landscape Architecture
- + Land Planning
- + Construction Management
- + Interior Design

Additional Work Authorization (AWA)

Date: November 6, 2013

PROJECT: West Jordan Fire Station

AWA # 1

CLIENT: West Jordan City c/o Jim Ridling, Public Services Director

Client Address: 8000 South Redwood Rd.
(Billing Address) West Jordan, Utah 84088

DESCRIPTION OF SERVICES:

Add civil engineering services into our scope of services. These services will be provided by Perigee Consulting Engineers. We have added our standard 10% coordination mark up.

TERMS OF PAYMENT:

- | | | |
|--|--------------------|-------------|
| <input type="checkbox"/> TIME AND MATERIAL | ESTIMATED AMOUNT: | |
| <input type="checkbox"/> NOT TO EXCEED | MAXIMUM AMOUNT: | |
| <input checked="" type="checkbox"/> LUMP SUM | CONTRACTED AMOUNT: | \$14,580.00 |

ACCEPTED AND AGREED:

Kennedy P. Nichols 11/6/13

 THINK ARCHITECTURE

Date: Kenney P. Nichols, Principal

OWNER/OWNER AGENT:

Signed _____
 Please Print Name _____
 Title _____
 Date _____

PLEASE REVIEW AND SIGN THE ADDITIONAL WORK AUTHORIZATION AND RETURN TO THINK ARCHITECTURE, SO THAT THE WORK MAY BE COMPLETED. NOT VALID UNLESS SIGNED BY BOTH THE OWNER AND THE ARCHITECT. SIGNATURE OF THE OWNER THEIR AGREEMENT HEREWITH, INCLUDING ANY ADJUSTMENT IN THE CONTRACT SUM OR CONTRACT TIME.

DEFINITIONS OF EXTRAS:

- A. Extras are revisions or additions to the plans and items not included in the original scope of work, which are requested by the client. The client will be informed before any extra work is performed.
- B. Extras are requests by Owner and /or Contractor for additional items to be completed during the course of construction.

HOURLY RATES:

Each project provided by THINK ARCHITECTURE with an hourly negotiated fee shall be billed with the following hourly billing rates.

Principal Architect	\$155.00/Hr
Associate Principal Architect	\$125.00/Hr
Associate Architect	\$115.00/Hr
Architect I/Planner I	\$ 95.00/Hr
Architect II/Planner II/ Project Manager	\$ 85.00/Hr
Architect III/ Planner III/ Job Captain	\$ 75.00/Hr
Cadd Operator I/Interior Architect	
Graphic Design	\$ 75.00/Hr
Cadd Operator II/ Intern Architect	\$ 65.00/Hr
Interior Designer I	\$ 95.00/Hr.
Interior Designer II	\$ 85.00/Hr
Interior Designer III	\$ 75.00/Hr
Administrator	\$ 45.00/Hr
Cad Operator Clerical	\$ 30.00/Hr

REIMBURSABLE EXPENSES:

THINK ARCHITECTURE shall be paid for all reimbursable expenses including postage, long distance telecommunications, reproductions, and mileage and travel associated with the project. An Administrative handling fee of 10% shall be added to all reimbursable expenses.

INVOICING:

THINK ARCHITECTURE invoices on a regular monthly schedule. Invoices shall be delivered via mail, facsimile, and email on or near the tenth of every month for services rendered the previous month.

Payments for invoices are to be paid in full and received within 30 days of invoice date. Overdue invoices are subject to finance charges outlined below.

PAST DUE PAYMENTS:

A finance charge of 18% annually (computed by a single periodic rate of 1 1/2% per Month) will be charged to all balances over 30 days past due

SCOPE OF WORK
West Jordan Fire Station
9351 S. 5600 W.
Master Planning, Design and Surveying Services

On Site Engineering Services

01 Project Management

1. Weekly coordination meetings between Think and Perigee Consulting.
2. Coordination meetings with all affected agencies and support for dry utilities.
3. Total of all meetings shall not exceed 6 1-hour meetings

02 Project Improvement Plans

Perigee will prepare final site improvement plans and construction drawings for the West Jordan Fire Station at 9351 S. 5600 W. in West Jordan, UT. The price for the work is included in the fee schedule below. Plans will be prepared in accordance with West Jordan City, South Valley Sewer District and applicable reviewing agency standards. The plans will include the following elements:

1. Existing and Demolition
 - a. Existing as-built plans showing existing improvements and demolition of existing features as required by the proposed improvement plans.
2. Roadway, Grading and Drainage Design
 - a. Parking lot site plan design coordinated with preliminary site plan from Think Architecture.
 - b. Overall grading and drainage design including: storm water inlets, existing and proposed contours for site. Perigee will optimize the grading design to minimize the amount of storm drain inlets, storm drain pipe and cut/fill.
 - c. Lot mass grading
 - d. Cut/fill quantities will be provided to Think and West Jordan.
 - e. Perigee will coordinate the grading and drainage design with existing and future improvements.
 - f. Drainage calculations that meet West Jordan City standards.
3. Overall Utility Plan & Design
 - a. Culinary water design including:
 - i. Piping, fittings, bends, valves, fire hydrants, service laterals, meters, and PRV's (as required)
 - b. Secondary water design including:
 - i. Piping, fitting, bends, POC's and PRV's (as required). Plan view only.
 - c. Sewer collection design including:
 - i. Piping, manholes, and service laterals

- d. Provide street lighting locations for onsite
4. Wet Utility Submittals (Modeling)
 - a. Prepare culinary water model and submit for review and approval by West Jordan City
 - b. Prepare sewer model and submit results submit for review and approval by West Jordan City
 - c. Prepare a storm drain report for review and approval by West Jordan City
 - d. Coordinate secondary water connections with master plan and landscape architect as necessary.
5. Dry Utility Support
 - a. Perigee will coordinate dry utility locations and conduits as necessary and design wet and dry utilities to avoid conflicts where possible.
 - b. Prepare conduit utility map
6. Signage, Striping and Lighting
 - a. Signage and striping plan for the fire station to include parking signs, traffic signs, parking markings, cross walks and stop bar markings.
7. Details
 - a. Provide all details as required by reviewing agencies.

Survey Services

01 Preliminary and Final Plats

We will prepare a final plat for the fire station parcels. Exceptions are any fees, affidavits, title reports, and the design guidelines. The final subdivision plat is to be prepared for final review by Think and West Jordan City (5 full size and 2 - 11" X 17"). Upon staff and agency approval, submit the final subdivision plat on Mylar to West Jordan City, to collect signatures.

Plat will consist of 1 lot:
1 Commercial/Civic Lot

Also include are 5 full size and 1 - 11" X 17" copies for West Jordan City and contractor construction issue sets.

02 Records of Survey

Prepare a record of survey for each plat as required by Utah State statute and file with the Salt Lake County Surveyor's office.

Survey Services

01 Design & Boundary Survey

1. Perform boundary survey

2. Submit record of survey as required by Utah State Law
3. Locate existing improvements and generate exiting topography of plat area.
Locate existing utilities and verify inverts.

02 Construction Staking

Provide the following construction survey staking services:

1. Sanitary Sewer – stake sanitary sewer lateral if required.
2. Storm Drain – Stake storm drain with two 10' offsets along TBC from centerline of box. One stake for center of cleanout boxes with 10' offset with reference to rim and invert.
3. Water Line – stake water lateral for fire line and water service line if required.
4. Curb and Gutter – Stake line and grade with 5' offset at 50' stations in tangents, at all angle points, at points of curvature and at radius points on curves of less than 60 feet with grade reference to top back of curb.
5. Light Poles – Stake center of light pole with 10' offset.

Note: Staking is intended for one (1) time only and does not include extra staking due to stakes being removed, destroyed or lost. Additional staking will be at the expense and written approval of the contractor.

03 Sewer Certification

Field locate the sewer manholes after they have been constructed and prepare a letter to certify where they are located horizontally and vertically within the plat.

Exclusions and Clarifications (all services)

1. Postage or delivery charges associated with reimbursable expenses.
2. Meetings beyond the quantity specified in this proposal will be charged at our hourly rate.
3. Mileage will be billed at the current rate as specified by the IRS.
4. Any service not specifically listed in this proposal.

FEE SCHEDULE:

West Jordan Fire Station	\$95	\$75	\$145				
 SCOPE/TASKS	Engineer/ Surveyor	CADD	Survey Crew	Total Hours	Sub Fee	Expense	Total Fee
Project Management	6			6			\$570
Improvement Plans	40	24					\$5,600
Platting (If Required)	8	15		23			\$1,885
Design Survey (If Required)	16						\$1,520
Staking (If Required)			24				\$3,480
Record of Survey (If Required)						200	\$200
Total Hours	70	39		109			
Total Fee	\$6,650	\$2,925			\$0	\$200	\$13,255