

## Staff Summary Report

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**Council Meeting Date:** 02/07/08

**Agenda Item Number:** \_\_\_\_\_

**SUBJECT:** Request approval of a professional services contract addendum with Civil Search International, LLC for civil engineering plan review.

**DOCUMENT NAME:** 20080207PWDR04 **ENGINEERING ADMINISTRATION (0803)**

**SUPPORTING DOCS:** Yes

**COMMENTS:** Professional services contract addendum in an amount not to exceed \$29,000 with Civil Search International, LLC, subject to execution of the final written addendum. The original contract amount of \$29,900, plus approval of this addendum, will increase the contract amount to \$58,900.

**PREPARED BY:** JIM BOND, ASSISTANT CITY ENGINEER (x8897)

**REVIEWED BY:** ANDY GOH, DEPUTY PW MANAGER/CITY ENGINEER (x8896)

**LEGAL REVIEW AS TO FORM:** ANDREW CHING, CITY ATTORNEY (x8575)

**FISCAL NOTE:** Sufficient funding is available in cost center 3222.

**RECOMMENDATION:** Award professional services contract addenda.

**ADDITIONAL INFO:** The scope of work for this addendum is to provide civil engineering plan review services. The hourly fee was negotiated by staff and is considered reasonable for the scope of services.

This approval is conditioned upon execution of the final written addendum and approved submittals of any required documents.

Approved by Glenn Kephart, Public Works Manager



8104371

CITY OF TEMPE, ARIZONA  
PUBLIC WORKS DEPARTMENT  
DIVISION OF ENGINEERING

CONSULTANT AGREEMENT

ADDENDUM NO. ONE

PROJECT NO. 3222-6672

PROJECT NAME: Engineering Plan Review

This AGREEMENT made and entered into on the 7<sup>th</sup> day of February, 2008, by and between the CITY OF TEMPE, ARIZONA, a municipal corporation, hereinafter called the CITY and CIVIL SEARCH INTERNATIONAL, LLC, hereinafter called the CONSULTANT amends the original Agreement made and entered into by and between the same parties on October 26, 2007, (C2007-185).

For and in consideration of the mutual covenants and conditions hereinafter contained, it is agreed by and between the CITY and the CONSULTANT as follows:

I. The original Agreement shall be extended to cover:

Additional engineering plan review services as described in Exhibit "A" attached.

II. The services for the extension shall be the same as those stipulated under the original contract.

III. Payment for services described in this Agreement Addendum shall be based on hourly rates established in the original Agreement. Total compensation for services performed shall not exceed \$29,000.00, which shall be payment in full for all labor, equipment, materials and supplies needed to perform these services.

All other provisions of the original contract Schedule of Payment Section shall apply to this Addendum.

Cost Analysis:

Initial Contract Amount	\$29,900.00
Previous Addenda	\$0.00
This Addendum	\$29,000.00
<b>NEW CONTRACT AMOUNT</b>	<b><u>\$58,900.00</u></b>

IV. The CONSULTANT shall proceed with the work immediately upon execution of this Addendum. The CONSULTANT shall complete all services by June 30, 2008.

V. All other provisions of the original Agreement where not inconsistent with this Addendum shall remain binding on the parties hereto.

Engineering Plan Review  
Project No. 3222-6672

IN WITNESS WHEREOF, the parties hereto have executed this Agreement this \_\_\_\_\_ day  
of \_\_\_\_\_, 2008.

CITY OF TEMPE, ARIZONA

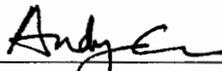
By \_\_\_\_\_  
Mayor

By \_\_\_\_\_  
Public Works Manager

ATTEST:

\_\_\_\_\_  
City Clerk

Recommended By:

  
\_\_\_\_\_  
Deputy PW Manager/City Engineer

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

**The CONSULTANT warrants that the person who is signing this Agreement on behalf of the CONSULTANT is authorized to do so and to execute all other documents necessary to carry out the terms of this Agreement.**

CONSULTANT  
Civil Search International, LLC

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Federal I.D. No. /Social Security No.

Certified to be a true and exact copy.

\_\_\_\_\_  
Karen M. Fillmore  
Records Specialist

# EXHIBIT A



December 28, 2007

City of Tempe, Public Works Department  
Attn: Jim Bond  
31 East 5<sup>th</sup> Street  
Tempe, AZ 85281

Subject: John Muehlenberg

Per your request, we will be running John Muehlenberg invoicing through Civil Search International (CSI). This is an extension to the original contract.

Extended bill rate will be \$100.00 per hour, up to a maximum of \$29,000.00

Please feel free to contact me any time at 480-820-8663 x 308.

Regards,

A handwritten signature in black ink, appearing to read 'Dan Sager', is written over the typed name and title.

Dan Sager  
Principal

Handwritten initials in the bottom right corner of the page, possibly 'DS' or similar.