Staff Summary Report

Tempe

Council Meeting Date: 10/02/08 **Agenda Item Number:** _____

SUBJECT: Request approval of an addendum to a professional services contract with Stantec Consulting, Inc., for additional construction administration and design services for the City Hall parking garage project.

DOCUMENT NAME: 20081002PWDR03 **PARKING (0503-19) PROJECT NO. 6702971.**

SUPPORTING DOCS: Yes.

COMMENTS: Total cost of the addendum is $78,540.

PREPARED BY: DONNA RYGIEL, ENGINEERING CONTRACT ADMIN. (x8520)

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

APPROVED BY: Glenn Kephart, Public Works Manager (x8205)

LEGAL REVIEW BY: Judi Morgan, Assistant City Attorney (x8227)

FISCAL NOTE: Sufficient funds are available in Capital Improvement Fund No. 6702971.

RECOMMENDATION: Approve addendum.

ADDITIONAL INFO: This addendum provides for additional construction administration and design services required to finalize the City Hall parking garage. The scope of work includes electrical design changes, canopy revisions and additional public safety features, including closed circuit television and emergency phones.

The fee was negotiated by staff and is considered reasonable for the scope of services. The original contract amount was $150,000. This addendum will increase the total contract amount to $228,540.

COPY

CITY OF TEMPE, ARIZONA
PUBLIC WORKS DEPARTMENT
DIVISION OF ENGINEERING

ADDENDUM NO. 1
To Contract (C2008-38) for Professional Services for City Hall Parking Garage and Retail Building Shell

PROJECT NO. 6702971

PROJECT NAME: City Hall Parking Garage and Retail Building Shell

This Addendum No. 1 ("Addendum") is made and entered into on the 2nd day of October 2008, by and between the City of Tempe, a municipal corporation, ("City") and Stantec Consulting, Inc., an Arizona corporation, ("Consultant").

RECITALS:

A. The parties hereto entered into that certain Contract for Professional Services on or about February 21, 2008 ("Contract"), defining certain rights and obligations between the parties in order to provide construction administration and post design services for the City Hall parking garage.

B. The parties desire to further define their respective rights and obligations with respect to the services of the Consultant, period of service and compensation.

C. The parties intend that the following sections shall be integrated into the Contract in place of the former similarly identified section, and that this addendum be given the full force and effect of law as the Contract.

Now therefore, in consideration of the mutual promises and covenants as more particularly set forth below, the parties do hereby amend the Contract to read as follows:

I. The Consultant shall perform additional design services to incorporate design changes requested by the City, as described in Exhibit "A" attached hereto and incorporated herein by this reference.

II. The Consultant shall proceed with the work immediately upon execution of this Addendum and all services shall be completed by December 31, 2008.

III. For services described herein, the method of payment shall be payment by installments. Total compensation for services performed shall not exceed $78,540.00, which shall constitute payment in full for all labor, equipment, materials and supplies needed to perform these services. This fee includes an allowance of $8,000.00 for reimbursable expenses, which in no event will ever be more than actual cost.

Cost Analysis:	Professional Services	Reimbursables	Total
Initial Contract Amount	$142,443.00	$7,577.00	$150,000.00
Addendum No. 1	$70,540.00	$8,000.00	$78,540.00
NEW CONTRACT AMOUNT			$228,540.00

All other provisions of the Contract not inconsistent with this Addendum shall remain binding on the parties hereto.

[SIGNATURE PAGE TO FOLLOW]

City Hall Parking Garage and Retail Building Shell
Project No. 6702971

DATED 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
Stantec Consulting, Inc.

By:_____
Name

_____
Title

_____
Federal I.D. No./Social Security No.

Certified to be a true and exact copy.

_____
Karen M. Fillmore
Records Specialist

EXHIBIT A

Stantec Architecture
1201 J Street Studio 100
Sacramento CA 95814
Tel: (916) 442-3230
Fax: (916) 442-3249

Stantec

July 17, 2008

File: 184700371

City of Tempe
31 East 5th Street, Tempe AZ 85281

Attention: **Mark Weber**

Dear Mark :

Reference: **Tempe Parking Garage Additional Services**

Stantec has included a number of items in the final design that were not included in the original scope of work. I have reviewed the list and believe it to be reasonable.

1. Additional Electrical Design Services

Item	Hours	Projected Cost
Electrical Demolition Site Plan. Field Research and coordination with utility companies.	30	$3960
Qwest off-site telephone conduit system with service laterals added to electrical site plan. Coordination with Qwest	12	$1584
Cox Communication off-site cable TV conduit system with service laterals added to site plan. Coordination with Cox.	12	$1584
APS 15kV (primary) off-site power conduit system added to site plan. Two (2) revisions. Coordination with APS and their sub-consultant.	24	$3168
City of Tempe Information Technology Department service lateral conduits added to site plan. Coordination with COT ITD.	4	$528
Telecommunication System conduit system within the building added to building plans. Multiple sheets.	20	$2640
Security System conduit system for CCTV, vehicle access control and personal access control added to plan. One revision completed the other forthcoming.	32	$4224
Satellite Communication System conduit system and grounding added to the building plan.	4	$528
Bi-Directional Communication Amplification System conduit system added to the building plan.	4	$528
Coordination with Hotel Electrical Drawings.	4	$528
Total	146	$19,272

MAW

Reference: Tempe Parking Garage

2. Plan drawings of IT Room with lay out for equipment in the Room; IWO-3

Item	Hours	Projected Cost
Obtain list of equipment and determine quantity and dimensions	6	$756
Prepare Plan drawing for room	8	$1008
QA/ QC of drawing	2	300
Copy and transmit drawings	2	$192
Incorporate review comments	4	$504
Project administration and Task management	2	$300
Total	24	$3,060

3. Additional design during Review of plans. IWO-4

Item	Hours	Projected Cost
Revise Site Utility plans to reflect changes requested by the City	4	$504
Prepare photometric plans for each level including roof.	16	$2016
Provide 120 v power to the security camera locations	8	$1008
Revise trash compactor area	2	$252
Provide power and controls for an Owner requested Blue Light Phone system.	8	$1008
QA / QC	2	300
Review and Seal Drawings	2	300
Project administration and Task Management	2	300
Total	42	$5688

4. Revise lighting levels for roof to 3fc and drive aisles to 1 fc.

Item	Hours	Projected Cost
Prepare Photometric plans for roof @ 3fc under canopy and 1 fc drive aisles	6	$756
Revise panel schedules to include additional lighting circuits	2	$252
Revise fixture schedule to include additional wall mounted llight fixtures	2	$252
Revise Load calculations	2	$252
Project administration and task management	2	$300
Total	14	$1812

MAD

Reference: Tempe Parking Garage

5. Change Canopies to pre-manufactured and prepare for Planning review.

Item	Hours	Projected Cost
Canopy plan showing column location and canopy outline	8	$878
Canopy plan showing canopies	5	$538
Exterior elevations in color	9	$934
Canopy section showing fascia and light fixtures	10	$1076
Material samples board	8	$878
Letter of explanation	4	$568
Presentation prep	10	$1162
Consultant coordination	6	$852
Working drawings- architectural	18	$2040
No Travel time & presentation time	0	0
Lighting revisions @ canopy	20	$2520
Structural review	6	$852
Project management and permit revisions	32	$3840
Total	136	$16138.00

6. Civil revisions at Storm Line

Civil requests $1,254 to address the comments generated by the City of Tempe Planning Department received on 4/25/08. These comments created the need to have a separate building outlet for a proposed 4-inch line from the elevator sump. This line was originally combined with the storm water pipe outlet on the west side of the building. In the event of a hydraulic oil line break, storm water breach, or the activation of the fire sprinkler head in the elevator sump a line is necessary to drain the area. Due to the possibility of hydraulic oil contaminating the underground retention pipe a sand/oil separator was added to the plans between the underground retention and the building outlet. The underground retention pipe shown on the plans was revised to have an additional inlet for the 4-inch line. By separating the lines the size of the sand/oil interceptor was able to be minimized.	14	$1254
Project administration and task management	2	$300
Total	16	$1554

7. Water meter changes

Civil: modify the civil utility plan per the meeting minute notes "Week 26 of 53", July 10, 2008. The water meter size dedicated for the garage structure will be changed from a 2-inch meter to a 1.5-inch meter. The service line on both sides of the meter will be	7	$632

BOW

called out as 2-inches. The size of the meters and service lines to the retail suites within the garage will remain the same, but will be labeled "future-to be installed with tenant improvements". ULE will reissue sheet C104 as Delta 9.		
Plumbing will still show a 2" RPBP, water line and valves sized to handle the (3) hose bibbs per floor green roof and trees. Changing the other 2" meter for the office/retail floors to show as future.	4	$504
Project administration and task management	2	$300
Total	14	$1436.00

8. Delete Green roof and change to balasted EPDM roof.

Delete Green roof features, specify and detail balasted EPDM roof system.	8	$1,120
Project administration and task management	2	$300
Total	10	$1,420.00

9. Construction administration services

Architectural construction administration services required to complete project. 26 weeks @ 6 hours per week equals 144 hours @ $140 / hr.	144	$20,160
Total	144	$20,160

Summary:

1. Additional Electrical Design Services	$19,272
2. Plan drawings of IT Room with lay out for equipment in the Room; IWO-3	$ 3,060
3. Additional design during Review of plans. IWO-4	$ 5,688
4. Revise lighting levels for roof to 3fc and drive aisles to 1 fc.	$ 1,812
5. Change Canopies to pre-manufactured and prepare for Planning review.	$16,138
6. Civil revisions at Storm Line	$ 1,554
7. Water meter changes	$ 1,436
8. Change roof to balasted EPDM	$ 1,420
9. Construction administration services	$20,160
Reimbursable expenses for Mylars and travel.	$ 8,000
Total	**$ 78,540**

Reference: Tempe Parking Garage

Please let me know if you have any questions.

Sincerely,

STANTEC ARCHITECTURE

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Managing Principal Architect
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rick.harper@stantec.com