

City of Fayetteville Staff Review Form

2016-0303

Legistar File ID

7/5/2016

City Council Meeting Date - Agenda Item Only
N/A for Non-Agenda Item

Tim Nyander

6/10/2016

Utilities Director /
Utilities Department

Submitted By

Submitted Date

Division / Department

Action Recommendation:

Approval of the agreement with McClelland Consulting Engineers, Inc. to in the amount of \$93,900.00 to provide Surveying services for the Garden Park Apartments Water Line Project, the Poplar Street/Easy Street Sewer Line Project, the Gregg Street/Fulbright Sewer Project, the Kitty Creek Sewer Line Project and on-call surveying associated with these design projects

Budget Impact:

5400.5600.5314.00/5400.5700.5314.00

Water/Sewer

Account Number

Fund

12009.1 and 02017.1

Water System Rehab/Replacement & Sanitary
Sewer Rehab

Project Number

Project Title

Budgeted Item? Yes

Current Budget \$ 9,111,335.00

Funds Obligated \$ 1,219,243.34

Current Balance **\$ 7,892,091.66**

Does item have a cost? Yes

Item Cost \$ 93,900.00

Budget Adjustment Attached? No

Budget Adjustment \$ -

Remaining Budget **\$ 7,798,191.66**

V20140710

Previous Ordinance or Resolution # _____

Original Contract Number: _____

Approval Date: _____

Comments:

MEETING OF JULY 5, 2016

TO: Mayor and City Council
THRU: Don Marr, Chief of Staff
FROM: Tim Nyander, Utilities Director
DATE: June 14, 2016
SUBJECT: Survey Agreement with McClelland Consulting Engineers

RECOMMENDATION:

Staff recommends approval of the agreement with McClelland Consulting Engineers, Inc.(MCE) to in the amount of \$93,900.00 to provide Surveying services for the Garden Park Apartments Water Line Project, the Poplar Street/Easy Street Sewer Line Project, the Gregg Street/Fulbright Sewer Project, the Kitty Creek Sewer Line Project and on-call surveying associated with these design projects.

BACKGROUND:

The City conducted a formal professional service selection committee meeting (RFQ-10-01, April 1, 2016) and selected McClelland Consulting Engineers to provide surveying services for City of Fayetteville in-house design and construction projects as noted above.

DISCUSSION:

The Engineering Division has a two-person survey crew as part of the design team. The survey crew provides surveying services to multiple City Divisions in addition to the surveys needed for the in-house projects designed by the City engineers. As a result, the current workload for the survey crew is quite large. In order to allow design for the above mentioned projects to begin in 2016, City staff requested that McClelland Consulting Engineers (MCE) provide a quote for the survey work needed. The design for these projects is planned to be done in-house by the Engineering design team.

BUDGET/STAFF IMPACT:

Budgeted CIP funds are available in the Sewer Rehabilitation Project and the Water Rehabilitation Project. The surveying costs that will be coming out of the Sewer Rehabilitation Project is \$77,800.00 and \$16,100.00 will be coming out of the Water Rehabilitation Project.

Attachments:

Staff Review Form
PO Request
MCE Agreement

City of Fayetteville - Purchase Order Request (PO)
 (Not a Purchase Order)
All PO Requests shall be scanned to the Purchasing e-mail: Purchasing@fayetteville-ar.gov.
Purchase shall not be made until an actual PO has been issued.

Requisition No.: _____ Date: **6/15/2016**
 P.O Number: _____

Vendor #: **74660** Vendor Name: **McClelland Consulting Engineers**

Mail YES NO
 Legistar#: **2016-0303**

Address: **1810 N. N. College Ave.** FOB Point: _____

Taxable YES NO
 Expected Delivery Date: _____

City: **Fayetteville** AR Zip Code: **72702** Ship to code: _____

Quotes Attached YES NO

Requester: **Matt Casey** Requester's Employee #: **2119**

Extension: **3429**

Item	Description	Quantity	Unit of Issue	Unit Cost	Extended Cost	Account Number	Project.Sub#	Inventory #	Fixed Asset #
1	Surveying for In-House CIP Design Projects	1	Each	77,800.00	\$77,800.00	5400.5700.5314.00	02017.1		
2	Surveying for In-House CIP Design Projects	1	Each	16,100.00	\$16,100.00	5400.5600.5314.00	12009.1		
3					\$0.00				
4					\$0.00				
5					\$0.00				
6					\$0.00				
7					\$0.00				
8					\$0.00				
9					\$0.00				
10					\$0.00				
*	Shipping/Handling		Lot		\$0.00				

Special Instructions: _____

Subtotal: **\$93,900.00**
 Tax: **\$0.00**
 Total: **\$93,900.00**

Approvals:

Mayor: _____ Department Director: _____ Purchasing Manager: _____
 Chief Financial Officer: _____ Budget Director: _____ IT Director: _____
 Dispatch Manager: _____ Utilities Manager: _____ Other: _____

May 27, 2016

Mr. Jim Beavers, P.E.
Utilities Engineer
City of Fayetteville
113 West Mountain
Fayetteville, Arkansas 72701

Re: Proposal for providing surveying services for the design of water and sewer projects in Fayetteville, AR.

Dear Mr. Beavers:

As requested, we are presenting herewith a proposed engineering services contract between McClelland Consulting Engineers, Inc., hereinafter referred to as the ENGINEER, and The City of Fayetteville, hereinafter referred to as the OWNER, which is associated with the provision of professional services as defined in Article 1 and for the consideration defined in Article 2 hereinafter.

The OWNER would like for the ENGINEER to provide surveying services for 4 water and sewer design projects in Fayetteville, Arkansas. The projects are:

- (a) water line rehabilitations at Garden Park Apartments, Mount Comfort Road, Fayetteville.
- (b) mapping for sewer line design at Poplar Street and Easy Street, Fayetteville.
- (c) mapping for sewer line design at Gregg Street and the Fulbright Expressway, Fayetteville.
- (d) mapping for sewer line analysis for Kitty Creek sewer line from Mud Creek Trail to Zion Road.

The ENGINEER will complete the tasks as outlined in Article 1.

ARTICLE 1

Task 1-Garden Park Apartments Water Line Mapping

- Conduct topographic survey of 30 foot wide corridor of existing waterline route at apartment complex. Length of existing waterline is approximately 2350 feet. Research existing easement(s) for existing waterline. Make property boundary survey ties for plotting existing water line easement(s). Plot existing easements and right of way lines on topographic survey. Provide electronic file of completed work to the City of Fayetteville. Exhibit "A" maps for additional easements are not included under this task.

Task 2-Poplar Street and Easy Street Sewer Line Mapping

- Conduct topographic survey of a 50 foot wide corridor for design of new sewer line. Length of proposed mapping route is 950 feet. Proposed sewer line route may be within the existing platted, but undeveloped Elm Street. Make property boundary survey ties for easement preparation. Research existing easement along proposed route. Plot existing easements and right of way lines on topographic survey. Provide electronic file of completed work to the City of Fayetteville. Exhibit "A" maps for additional easements are not included under this task.

Task 3-Gregg Street and Fulbright Expressway Sewer Line Mapping

- Conduct topographic survey along existing 25 foot sewer easement route for sewer line analysis. Length of proposed mapping route is approximately 1300 feet. Map approximately twenty three (23) sanitary sewer manholes for sewer design analysis. Review and plot existing easements in area of sewer line route (approximately 13). Make property boundary survey ties for plotting existing easement(s) and to establish right of way lines of the Fulbright Expressway. Plot existing easements and right of way lines on topographic survey. Provide electronic file of completed work to the City of Fayetteville Exhibit "A" maps for additional easements are not included under this task.

Task 4-Kitty Creek Sewer Line from Zion Road to Mud Creek Trail Mapping

- Conduct topographic survey of 50 foot wide corridor, along the existing sewer line easement route for sewer line analysis. Length of proposed mapping route is approximately 5400 feet. Route contains approximately 29 sanitary sewer manholes. Review and plot existing easements in area of sewer line route (approximately 13). Make property boundary survey ties for plotting existing easement(s). Plot existing easements and right of way lines on topographic survey. Provide electronic file of completed work to the City of Fayetteville. Exhibit "A" maps for additional easements are not included under this task.

Task 5-On Call Professional Services

- Provide additional topographic/boundary survey services as the owner develops the design of the above utility projects.
- Provide construction staking as requested by the owner.
- Provide other assistance as requested by the owner.
- Prepare Exhibit "A" maps as needed for any additional easements.
- Any and all requests under this task must be requested in writing.

ARTICLE 2

Task 1–Garden Park Apartments Water Line Mapping

- Payment for surveying services shall be based upon an hourly rate, plus expenses, to not exceed \$6,100 payable to the ENGINEER on a monthly basis as the work progresses.

Task 2–Poplar Street and Easy Street Sewer Line Mapping

- Payment for the surveying services shall be based upon an hourly rate, plus expenses, to not exceed \$6,550 payable to the ENGINEER on a monthly basis as the work progresses.

Task 3–Gregg Street and the Fulbright Expressway Sewer Line Mapping

- Payment for the surveying services shall be based upon an hourly rate, plus expenses, to not exceed \$15,750 payable to the ENGINEER on a monthly basis as the work progresses.

Task 4–Kitty Creek Sewer Line from Mud Creek Trail to Zion Road

- Payment for the surveying services shall be based upon an hourly rate, plus expenses, to not exceed \$41,000 payable to the ENGINEER on a monthly basis as the work progresses.

Task5-On Call Professional Services

- Payment for on call professional services shall be an hourly rate basis, plus expenses, not to exceed \$20,000, payable to the ENGINEER on a monthly basis as the services are provided. Hourly rates will be based upon the latest hourly rate schedule.

Reimbursable expenses:

- Easement search by WACO Title: Estimated fee: \$2500
- Utility locate by utility locate service: Estimated fee: \$2000

ARTICLE 3

It is understood that time is of essence and that the ENGINEER shall endeavor to plan and provide his services in a timely manner.

ARTICLE 4

It is further mutually agreed by the parties hereto:

1. That the OWNER shall make available to the ENGINEER all technical data in the OWNER's possession including maps and other information required by the ENGINEER and relating to his work.
2. That, the ENGINEER shall maintain a level of competency presently maintained by other practicing professional surveyors in the same type of work for the professional and technical soundness and accuracy of all drawings, and other work and materials furnished under this Agreement.
3. All documents including drawings, specifications, estimates, field notes and other data pertaining to the work or to the project shall become the property of the OWNER.

We appreciate the opportunity to present this proposal to you. If you are in agreement, please sign and date in the spaces provided below and return a copy to our office.

Sincerely,
McClelland Consulting Engineers, Inc.



Paul Walla, P.L.S.
Survey Department Supervisor

McClelland Consulting Engineers, Inc is hereby authorized to proceed in accordance with the foregoing proposal.

Name	Title	Date
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