

DAVA

PLANNING
ENGINEERING
SURVEYING

& ASSOCIATES, INC.

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March 21, 2013

374VPCXN/PRO

Norm Davis, Public Works Director
Town of Prescott Valley
7501 E. Civic Circle
Prescott Valley, AZ 86314

Dear Mr. Davis:

RE: Proposal for Final Design Period Engineering Services
Viewpoint Drive @ Spouse Drive Intersection Improvements, CIP S #168.2

Dava & Associates, Inc. is pleased to provide this proposal for professional engineering services for the final design of the Viewpoint Drive at Spouse Drive Intersection Improvements. Our propose work scope is enclosed with the following estimated maximum fees summarized below:

Dava & Associates Design Period Services	\$ 54,090.00
Retaining Wall Design Services	<u>\$ 6,050.00</u>
Design Period Services Total	\$ 60,140.00

The above scope of services will be provided on a Fixed Fee basis in accordance with our Town Engineer contract and will not exceed the estimated maximum fee without prior authorization. If this proposed scope of services meets with your approval, we are ready to proceed at your direction.

Should you have any questions, please contact me.

Sincerely,

DAVA & ASSOCIATES, INC.


Gordon Bowers, P.E.
Civil Engineer

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SCOPE OF PROFESSIONAL SERVICES and FEES

The introduction of the new Viewpoint Drive Connector for which the preliminary design has been completed and preliminary (30%) plans have been prepared will affect three intersections along the southern segment of the existing Viewpoint Drive; Long Look, Spouse, and Manley Drives. Separate construction contracts for the Long Look, Spouse, and perhaps Manley Drive intersections will be awarded as funds become available. Construction documents for the improvements to the intersection of Long Look at Viewpoint Drive have been prepared and a construction contract has been awarded. The next intersection project for consideration is the improvements at Spouse and Viewpoint Drive.

During the review of the preliminary design plans for the Viewpoint Connector, which presented an interim stage of improvement for the intersection at Spouse Drive, it was determined that the intersection for Spouse and Viewpoint Drives should be built to its ultimate and final configuration, the design of which should address the limited sight visibility along Spouse and provide a suitable conveyance for storm water runoff affecting properties north of Spouse between Agua Fria Drive and Viewpoint Drive. The ultimate section for Spouse and Viewpoint Drives include curb and sidewalk on each side of the roadway. Long-term planning has determined that ultimately Spouse Drive should be a 3-lane section and Viewpoint Drive will be a 5-lane section. The completed roadways will provide a template for future improvements along Spouse and Viewpoint Drives.

The following scope for professional services is proposed to provide engineering design services to prepare construction documents for the bidding and award of a construction contract to build the intersection improvements of Spouse Drive at Viewpoint Drive. The basic service tasks Dava & Associates will accomplish for this project are listed herein.

Task 1 – Preliminary Design & Survey:Fixed Fee of \$9,690

Dava & Associates, Inc. will expand field survey coverage to include additional blocks of Spouse Drive between Lobo Drive and Elk Spring Drive. Additional survey is needed on Viewpoint Drive north and south of Spouse and on Agua Fria, Calle Santa Cruz, and Verde Vista. The survey data will update and augment the detail of Town topographic mapping. Survey data will be gathered, processed, and used to prepare the background drawing of existing conditions. Analysis of profile options will be undertaken to determine impacts to connecting side streets and adjacent property. Initial plan and profile sheets of the expanded street sections will be prepared for use in informal discussions with Town Staff. We anticipate the need for retaining walls to confine the construction impacts. To illustrate the limits of retaining wall use, grading limits without the use of retaining walls will be presented with initial plan and profile design options. The preliminary Estimate of Probable Costs prepared for the 30% Viewpoint Connector Design will be updated to include the expanded scope and elements to construct Spouse in its ultimate configuration.

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Task 2 – Preliminary Storm Drain Design: Fixed Fee of \$ 3,400

A component of the Spouse Drive improvements will be a storm drain system to convey storm water runoff from the intersection of Agua Fria Drive to the basin's main water course along Viewpoint Drive. Using 100-year discharge rates established by the Prescott Valley Master Drainage Plan, Dava & Associates will provide hydraulic computations and design of the subsurface drain system. We will prepare preliminary plan and profile views to illustrate the line and grade of the drain system for review and discussion with Town Staff.

Task 3 – Preliminary Plans (60%) & Cost Estimates:Fixed Fee of \$ 24,520

Dava & Associates will prepare preliminary plans (60%) based on the conclusions elicited from discussions with Town Staff of the expanded street sections. The preliminary plans will include the storm drain system and the initial design of retaining walls anticipated for the ultimate roadway section. Impacts to affected driveways will be identified. The preliminary plans will be submitted to Town Staff for review and discussion. Final adjustments to the design and limits of construction will be determined at this stage. Right of way and property acquisition will be defined and initiated. If changes to the Preliminary Plans become significant due to input from the review process, another edition of the Preliminary Plans will be resubmitted prior to proceeding to final design. A drainage report will be prepared and submitted with the 60% plans that describes and documents the storm drain system. Copies of the Preliminary plans will be distributed to the utility companies to alert them of the pending improvements and allow time to initiate any necessary relocation of their facilities.

Task 4 – Utility Coordination:Fixed Fee of \$ 2,980

Subsequent to resolution of the preliminary plans and estimates, we will engage the utility companies and begin coordination with their representatives. We will distribute the 60% level construction drawings to each of the affected utility companies and assist them in their determinations of possible conflicts. Known conflicts will be identified as information becomes available. We anticipate marking proposed improvements in the field at various times through-out the project design process. Adjustments to avoid reported conflicts can be made during the preparation of 95% plans, which will be distributed back to each of the utility companies. Final plans will be sent out to the utility companies once they go out to bid.

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Task 5 – Preparation of 95% Construction Documents:.....Fixed Fee of \$ 12,560

Subsequent to resolution of the preliminary plans and estimates, and incorporation of utility company information, we will complete the final design and prepare 95% level construction drawings for submittal and review. A draft of the Bid Packet and technical specifications will be submitted with the drawings to assist in review. Final comments and concerns will be addressed at this time and adjustments will be made to the final construction drawings and contract bid documents. A draft of the completed package will be resubmitted for final consideration and adjustments.

Task 6 – Preparation of Final Construction Documents:.....Fixed Fee of \$ 4,720

Final comments and concerns will be addressed at this time and adjustments will be made to the final construction drawings and contract bid documents. A draft of the completed bid package will be submitted for final consideration.

Task 7 – Bid and Award:Fixed Fee of \$ 2,270

Dava & Associates will complete the bid package documents and construction drawings for distribution to potential bidders. We will attend the pre-bid meeting and prepare any addenda required to clarify bid documents. We will assist the Town in evaluating contractor bids, provide a tabulation of the bid results, and recommend an award of contract to the successful bidder.

PROJECT FEES:

The following estimated fixed fees for the above described scope of services are based on the enclosed staff hour estimate:

Task 1	\$ 9,690.00
Task 2	\$ 3,400.00
Task 3	\$24,520.00
Task 4	\$ 2,980.00
Task 5	\$12,560.00
Task 6	\$ 4,720.00
Task 7	\$ 2,270.00

FIXED FEE COST - NOT to EXCEED:.....\$60,140.00

Should additional design elements not anticipated by this scope be identified over the course of the project, we will prepare and present supplemental project scopes for consideration. Reimbursable expenses include foreseeable printing and reproduction costs normal to the work described and include 10% for administration in accordance with our Town Engineer’s contract.