

**TOWN OF PRESCOTT VALLEY
REQUEST FOR COUNCIL ACTION
Date: April 25, 2013**

SUBJECT: Agreement for Professional Design and Construction Administration Services for 2nd Street Waterline Installation Project, CIP # W352

SUBMITTING DEPARTMENT: Utilities Department

PREPARED FOR: Neil Wadsworth, Director

AGENDA LOCATION: Comments/Communications , Consent , Work/Study ,
New Business , Public Hearing , Second Reading

ATTACHMENTS: a) Professional Services Agreement with Exhibit A Scope

SUMMARY BACKGROUND: This utility water enterprise project is for installation of a new 8 inch waterline and fire hydrants on E. 2nd Street between N. 3rd Street and N. Lake Valley Road, where a waterline does not currently exist. Historically, properties along E. 1st Street, adjacent to E. State Route 69, have been served by a water transmission line installed by the Shamrock Water Company in 1982. Over time, a number of those properties have split such that some properties are now fronted by E. 2nd Street and water is provided via deeded easements. A new waterline in 2nd Street is beneficial for a number of reasons. It will: 1) provide a looped system for customers in the area, thus enhancing the reliability of water supply, 2) provide additional firefighting capability by increasing the number of fire hydrants, and 3) provide additional flexibility for the development of properties along 2nd Street. The dashed lines per Figure 1 below represent the proposed new waterline.

Figure 1



Professional design services are required and Town staff is requesting approval of an agreement with Granite Basin Engineering, Inc. based on their expertise. It is anticipated that bidding for construction will follow at the start of the next fiscal year (FY13-14) provided that project funding is approved during the budget process.

Funding for this agreement is planned to come from funds currently allocated for a similar “water loop” project, 7th Street Water Line, CIP # W350, that was approved for the current fiscal year. The 7th Street project is still needed; however, the 2nd Street project has been determined to be of higher and more immediate value. As both projects have the same account number, a budget transfer is not required.

OPTION ANALYSIS: The Council may vote to:

- 1.) Approve this Agreement, **OR**
- 2.) Not approve this Agreement, **AND/OR**
- 3.) Direct staff to pursue other options

ACTION OPTION: Motion to approve this Agreement with Granite Basin Engineering, Inc. to provide professional design and construction administration services in the amount of \$45,000 for the 2nd Street Waterline Installation Project, CIP # W352, **OR** Motion not to approve this Agreement. **VOTE**

RECOMMENDATION: Town staff recommends approval of this Agreement with Granite Basin Engineering, Inc. to provide design and construction administration services for this project.

FISCAL ANALYSIS: The current status of the budget for this project is outlined in Tables 1 and 2. Costs for design services are shown in table 1. Construction period services in the amount of \$19,950 will be performed in FY 13/14 and are not shown below. A line item budget transfer is not required, but a project level transfer is shown for accounting purposes only.

Table 1 Enterprise Water

| 2nd Street Waterline Installation Project, CIP # W352 | | |
|---|------------------------|------------------------------|
| HTE Code(s): 511-7020-700-7413 | | Finance Proj. # tbd |
| FISCAL YR 2012/2013 | Approved Budget: | \$0.00 |
| | Expended & Encumbered: | \$0.00 |
| | Design Agreement: | -\$25,050.00 < (this action) |
| | 10% Contingency | -\$2,505.00 |
| | Project Transfer | <u>\$40,000.00</u> |
| | Balance: | <u>\$12,445.00</u> |
| | | FISCAL YR 2012/2013 |

Table 2 Enterprise Water

| 7th Street Water Line Project, CIP # W350 | | |
|---|------------------------|------------------------|
| HTE Code(s): 511-7020-700-7413 | | Finance Proj. # tbd |
| FISCAL YR 2012/2013 | Approved Budget: | \$40,000.00 |
| | Expended & Encumbered: | \$0.00 |
| | Project Transfer | <u>-\$40,000.00</u> |
| | Balance: | \$0.00 |
| | | FISCAL YR 2012/2013 |

REVIEWED BY:

Management Services Director _____

Town Clerk _____

Town Attorney _____

Town Manager _____

COUNCIL ACTION:

Approved Denied Tabled/Deferred Assigned to _____