

TOWN OF PRESCOTT VALLEY REQUEST FOR COUNCIL ACTION

Date: May 9, 2013

SUBJECT: Professional Services (Design) Agreement, for Loos Drive Widening Project Phase III, from Robert Rd. to Hoffman Rd., CIP # S339.3 (CDBG)

SUBMITTING DEPARTMENT: Town Management

PREPARED BY: Ryan Judy, Deputy Town Manager
Kimberly J. Moon, P.E., Capital Projects Coordinator

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

ATTACHMENTS: a.) Agreement for Professional Services, including Exhibit A, b.) Map

SUMMARY BACKGROUND: The approved Budget for Fiscal Year 2012-13 includes the Loos Drive Widening Project Phase III from Robert Rd. to Hoffman Rd., CIP # S339.3. The project consists of widening the street section pavement along the north side of Loos Drive from Robert Rd. to the Acorn Montessori School, including sidewalk, curb & gutter. The project also widens the street and completes the underground storm water drainage infrastructure along the remaining Mountain Valley Park frontage. Funding for this phase of Loos Drive is provided by a Community Development Block Grant (CDBG) in the amount of \$296,084.



Recently, the Town received permission from the Arizona Department of Housing (ADOH) to combine Loos Phase II and Loos Phase III into one project for bid purposes. This consolidation of projects will lessen the construction burden of residents and park visitors, save costs by offering a larger project and receiving more competitive bids, and ensure a better end product with seamless construction.

The Town previously conducted a competitive selection process for professional engineering services for Loos Phase II and selected Shephard Wesnitzer, Inc. ADOH gave the Town permission to use the same engineer for Loos Phase III. This will ensure that one engineer is responsible for the final design and inspection along the entire roadway. Staff requested a proposal from Shephard Wesnitzer for these additional services, and their proposal is attached. The proposal falls within the budget we allocated for professional design services for this project.

This action is for consideration of approval of an Agreement for Professional Services with Shephard Wesnitzer, Inc. Professional Services for this Agreement include Design Services, Bidding Phase Services, Construction Administration and Oversight Services, and Close-Out Services. This agreement is in an amount not to exceed \$38,340.00.

OPTION ANALYSIS: The Council may vote to:

- 1.) Approve the Agreement for Professional Services with Shephard Wesnitzer, Inc., **OR**
- 2.) Reject the Agreement, **AND/OR**
- 3.) Direct staff to pursue other options

ACTION OPTION: Motion to approve the Agreement for Professional Services with Shephard Wesnitzer, Inc. for engineering design and construction administration services in an amount not to exceed \$38,340.00 for the Loos Drive Widening Project Phase III (CIP #S339.3), **OR** motion to reject the Agreement. **VOTE.**

RECOMMENDATION: Town staff recommends approval of the Agreement.

FISCAL ANALYSIS: The budget for the current fiscal year is shown in the table below:

| Loos Drive Improvements Ph III, Robert Rd to Hoffman Rd, CIP # S339.3 | | |
|---|------------------------|--|
| HTE Code(s): 240-5510-700.73-20 | | Finance Proj. # |
| FISCAL YEAR 2012/2013 | Approved Budget: | \$296,084.00 |
| | Expended & Encumbered: | \$0.00 |
| | Prof. Serv. Agreement: | <u><u>-\$38,340.00</u></u> < (this action) |
| | Balance: | \$257,744.00 |
| FISCAL YEAR 2012/2013 | | |

The engineering and construction costs associated with this project are fully reimbursable through the CDBG grant and there are no matching requirements.

REVIEWED BY:

Management Services Director _____

Town Clerk _____

Town Attorney _____

Town Manager _____

COUNCIL ACTION:

Approved Denied Tabled/Deferred Assigned to _____