

**TOWN OF PRESCOTT VALLEY  
REQUEST FOR COUNCIL ACTION  
Date: June 12, 2014**

**SUBJECT:** Amendment to Engineering Agreement for Professional Design Services, and Budget Transfers for Ortiz Sewer Rehabilitation, CIP # S370

**SUBMITTING DEPARTMENT:** Utilities Department

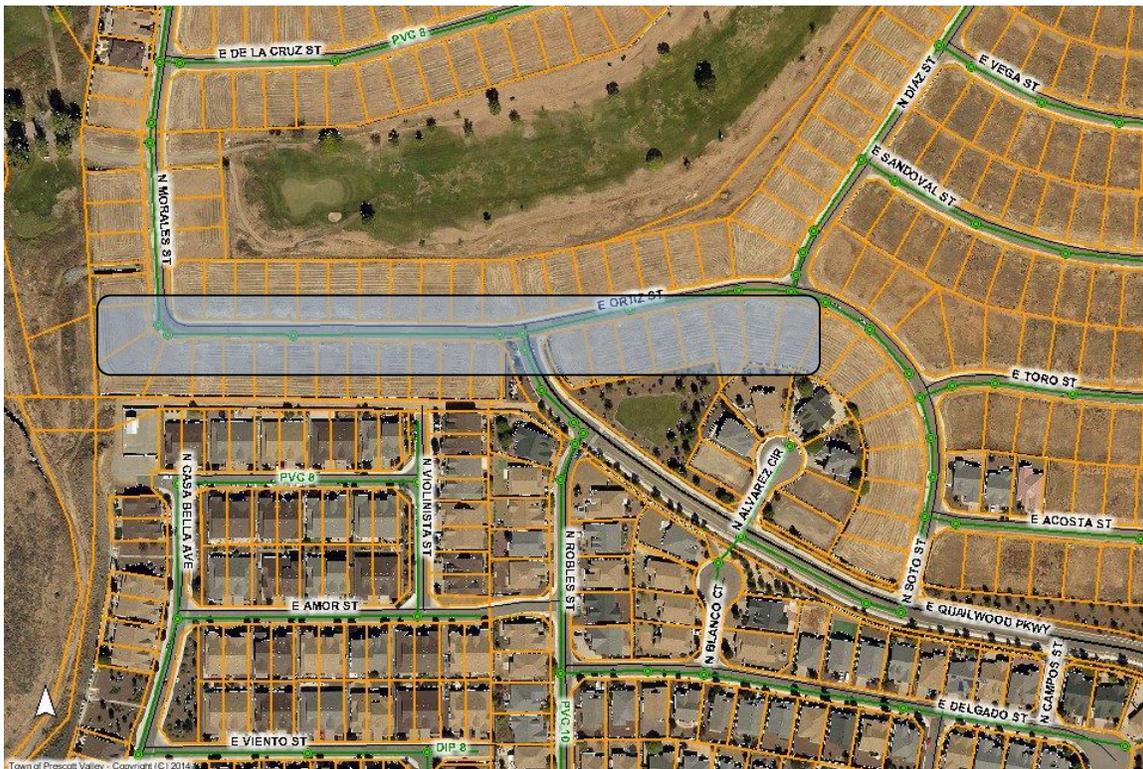
**PREPARED BY:** Neil Wadsworth, Utilities Director  
Kimberly Moon, Capital Projects Coordinator

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

**ATTACHMENTS:** a) Amendment to Professional Services Agreement with Lyon Engineering

**SUMMARY BACKGROUND:** Lyon Engineering is providing professional services to the Town's Public Works Department for repairs on Ortiz Street in Quailwood Meadows. It has been determined that some repairs to the sewer mainline and sewer taps is also warranted and this work needs to be completed before repairing the street.

The repairs will be made between Morales and N. Diaz Street, as shown in the figure below. There are no homes on this street, and of the 7 repairs to be made; only one requires excavation. The others will be made from inside the pipe. The relatively deep sewer along this road will require a sizeable excavation to make the one repair.



The attached amendment addresses costs to provide design services related to sewer repairs that will be added to the construction plans prior to bidding. The original agreement with Lyon Engineering was signed under the Town Manager’s signature authority, however with this amendment; the overall cost exceeds the administrative authority.

This action is also for consideration of Budget Transfers from operations accounts to the capital project account in HURF and in Enterprise Sewer budget accounts to for correct financial tracking of town-owned assets.

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**OPTION ANALYSIS:** The Council may vote to:

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

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**ACTION OPTION:** Motion to approve this Amendment with Lyon Engineering to provide professional design services in the amount of up to \$3,400 for Ortiz Street Sewer and Street Repairs for a total project cost of \$16,800, CIP # S370, and Budget Transfers for this project as detailed in the Fiscal Analysis, **OR** Motion not to approve this amendment, and budget transfers. **VOTE**

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**RECOMMENDATION:** Town staff recommends approval of this Amendment with Lyon Engineering to provide design services for this project, and approve of budget transfers from operations accounts to the capital project account.

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**FISCAL ANALYSIS:** The recommended budget transfers are detailed in the tables below:

Table 1		Enterprise Wastewater Fund	
<b>Ortiz Street Rehabilitation Project, CIP # S370</b>			
HTE Code(s): 501-7010-700.73-25		Finance Proj. # CS1402	
FISCAL YR 2013/2014	FY13/14 Approved Budget:	\$0.00	
	Budget Transfer (501-7010-642.34-15):	\$3,400.00	< (this action)
	Expended & Encumbered:	\$0.00	
	Amendment to Add Design for Sewer:	<u>-\$3,400.00</u>	< (this action)
	Balance:	\$0.00	

Table 2

Highway Users Revenue Fund (HURF)

<b>Ortiz Street Rehabilitation Project, CIP # S370</b>		
HTE Code(s): 202-5510-700.73-40		
Finance Proj. # CS1402		
<b>FISCAL YR</b> <b>2013/2014</b>	FY13/14 Approved Budget:	\$0.00
	Budget Transfer (202-5510-631.31-74):	\$2,179.00 < (this action)
	Budget Transfer (202-5510-631.32-05):	\$500.00 < (this action)
	Budget Transfer (202-5510-631.32-75):	\$10,726.00 < (this action)
	Expended & Encumbered To-Date:	-\$13,405.00
	Engr Amendment (Sewer):	<u>\$0.00</u> < (this action)
	Balance:	<u>\$0.00</u>

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**REVIEWED BY:**

Management Services Director \_\_\_\_\_

Town Clerk \_\_\_\_\_

Town Attorney \_\_\_\_\_

Town Manager \_\_\_\_\_

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**COUNCIL ACTION:**

Approved     Denied     Tabled/Deferred     Assigned to \_\_\_\_\_