

Item # 4-5

**CARSON CITY, NEVADA
REQUEST FOR BOARD ACTION**

Date Submitted: April 20, 2007

Agenda Date Requested: May 3, 2007

Time Requested: Consent Agenda

To: Mayor and Supervisors

From: Public Works

Subject Title: Action to accept Public Works recommendation on the "Construction Management and Inspection Services for the Timberline/Combs Drainage Project", Contract #2005-140 and authorize Public Works to issue payment for an Amendment No. 2 amount of \$22,000.00 and to authorize the Contracts Division to issue additional amendments for a not to exceed amount of \$5,000, from the Construction Projects Timberline/Combs Fund as provided for in FY2006/2007.

Staff Summary: On March 2, 2006, the Board of Supervisors approved Contract #2005-140 in the amount of \$180,697 and authorized amendments not to exceed \$18,000. Amendment No. 1 was issued for \$18,000 on January 23, 2007. Harris & Associates has been performing the construction management and inspection services for the Timberline/Combs Drainage Project. The Project's contractor has worked more than 40 hours per week in order to complete the Project within the contract time limit. Also, the contract time has been extended for various approved Change Orders and due to winter shut down of paving operations. These things combined have created the need for an additional amendment to the Harris & Associates contract to provide for their services to complete the administration and inspection of this construction contract.

Type of Action Requested: (Check One)

☐ Resolution

☐ Ordinance

☒ Formal Action/motion

☐ Other (Specify)

Does this Action Require a Business Impact Statement: ☐ Yes ☒ No

Recommended Board Action: I move to accept Public Works recommendation on the "Construction Management and Inspection Services for the Timberline/Combs Drainage Project", Contract #2005-140 and authorize Public Works to issue payment for an Amendment No. 2 amount of \$22,000.00 and to authorize the Contracts Division to issue additional amendments for a not to exceed amount of \$5,000, from the Construction Projects Timberline/Combs Fund as provided for in FY2006/2007.

Explanation for Recommended Board Action: This is a professional services contract. This consultant was selected using the guidelines of NRS as indicated below. Although not required by law, a Statement of Qualification process was used to select this consultant. SOQ number 2005-003 for Contract Administration and/or Inspection Augmentation Services was issued and lists of firms were found to be qualified to perform these types of services. Harris & Associates was selected as the one of the firms best qualified for this project.

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Applicable Statute, Code, Policy, Rule or Regulation: Architects, Engineers and Surveyors are considered professional services contracts pursuant to the requirements of N.R.S., Chapters 332 and 625; therefore, a formal bidding process is not required.

Fiscal Impact: Not to exceed \$27,000.00

Explanation of Impact: If approved the referenced account(s) could be decreased by an additional \$27,000.00.

Funding Source: 505-3705-437-7802 Construction Projects Timberline/Combs Fund as provided for in FY 2006/2007.

Prior Board of Supervisors action: March 2, 2006, approved a Contract amount of \$180,697.00 and Amendments not to exceed \$18,000.

Alternatives: Provide Other Direction Pursuant to Board Action.

Supporting Material:

Amendment No. 2 with Proposal from Consultant

Prepared by: Sandy Scott, Contract Coordinator

Reviewed By: _____ Date: ____/____/____

John Benzing, Construction Manager

Reviewed By: (C/M) *[Signature]* Date: 4/24/07

Reviewed By: (Finance Dir) *[Signature]* Date: 4/24/07

Reviewed By: (DA) *[Signature]* Date: 4/24/07

Reviewed By: (Public Works) *[Signature]* Date: 4/24/07

BOARD ACTION:

Motion _____ 1: _____ (Aye)

2: _____ (Nay)

(Vote Recorded By)

AMENDMENT NO. 2

Contract No. 2005-140

THIS AMENDMENT is made and entered into this 3rd day of May, 2007 by and between the City and County of Carson City, of the State of Nevada, hereinafter referred to as the "CITY", and **Harris & Associates**, hereinafter referred to as the "**CONSULTANT**", and is made to amend the existing contract known as "**CONTRACT #2005-140**", and titled "**Construction Management and Inspection Services for the Timberline/Combs Drainage Project**"

WITNESSETH:

WHEREAS, the City desires to amend the original contract to include that which is contained herein; and

WHEREAS, said amendment is at the City/Consultants request, and that significant benefit will be derived by the City from such adjustments; it is

NOW, THEREFORE, mutually agreed by both parties to Amend the original contract to address:

1 **SCOPE OF WORK**

1.1 Unchanged, but amended per attached proposal from **CONSULTANT** dated April 3, 2007 and addressed to John Benzing.

2 **TIME OF COMPLETION:**

2.1 **CONSULTANT** shall complete the Scope of Work on or before July 1, 2007, however, this contract continues as long as funding exists to continue. The contract may be terminated after this date by either party giving five (5) days written notice to terminate the contract.

3 **COMPENSATION:**

3.1 **CITY** shall pay **CONSULTANT** compensation based upon time and materials not to exceed a maximum amount of \$22,000.00 for this Amendment No. 2. The Original Agreement was issued for \$180,697.00 + Amendment No. 1 for 18,000.00. With the inclusion of this Amendment No. 2, the revised contract sum is not to exceed \$220,697.00.

IT IS ALSO AGREED, that all unaffected conditions, requirements and restrictions of the Original Contract document remain in full force and effect for the duration of the Contract term.

AMENDMENT NO. 2

Contract No. 2005-140

4 ACKNOWLEDGMENT AND EXECUTION:

CITY'S CONTRACTING AGENT

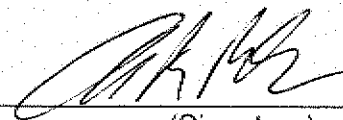
BY: Sandy Scott, Contract Administrator
Carson City Public Works
Contracts Division
3505 Butti Way
Carson City, Nevada 89701
Telephone: 775-887-2355


(Signature)

DATED this 23 day of April, 2007

CITY'S DEPARTMENT

BY: Andrew Burnham, Public Works Director
Carson City Public Works
Address: 3505 Butti Way
Carson City, NV 89701
Telephone: 775-887-2355


(Signature)

DATED this 23 day of April, 2007

CONSULTANT/CONTRACTOR

BY: Darren L. Schulz, PE

Title: Regional Manager

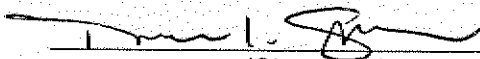
Firm: Harris & Associates

Address: 1817 Moody Street, Suite 30

City/State: Carson City, NV

& Zip Code: 89706

Telephone: 775-841-2225


(Signature)

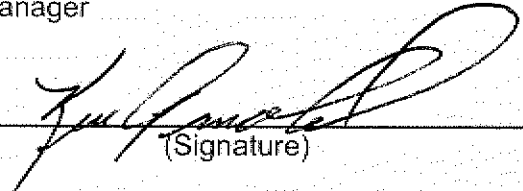
DATED this 19 day of April, 2007

I certify that the funds are available for this project.

FUNDING SOURCE: 505-3705-437-7802

BUDGET ALLOCATION: \$220,697.00

By: Ken Arnold, Public Works Operations Manager


(Signature)

CITY CONTACT PERSON

NAME: John Benzing, PE

PHONE: 775-887-2355

AMENDMENT NO. 2

Contract No. 2005-140

5. CONTRACT AMENDMENT ACCEPTANCE AND EXECUTION:

5.1 The Board Of Supervisors for Carson City, Nevada at their publicly noticed meeting of May 3, 2007 approved the acceptance of the attached Amendment hereinbefore identified as **Amendment No. 2 to Contract No. 2005-140** and titled "**Construction Management and Inspection Services for the Timberline/Combs Drainage Project**". Further, the Board of Supervisors authorizes the Mayor of Carson City, Nevada to set his hand to this document and record his signature for the execution of this contract amendment in accordance with the action taken.

CARSON CITY, NEVADA

MARV TEIXEIRA, MAYOR

Dated this 3rd day of May 2007

ATTEST:

ALAN GLOVER, CLERK-RECORDER

Dated this 3rd day of May, 2007

*** END OF DOCUMENT ***