



MEMORANDUM

TO: CITY COUNCIL

FROM: GEOFF ENGLISH, PUBLIC WORKS DIRECTOR

BY: MIKE LINN, ASSISTANT CITY ENGINEER

SUBJECT: CONSIDERATION OF A FIRST AMENDMENT TO AGREEMENT FOR CONSULTANT SERVICES WITH LENHARDT ENGINEERING (ROAD SCOUTS) FOR 2013 PAVEMENT MANAGEMENT PROJECTS

DATE: MARCH 25, 2014

RECOMMENDATION:

It is recommended the City Council:

1. Approve a First Amendment to the Agreement for Consultant Services ("First Amendment") with Lenhardt Engineering (Road Scouts) to increase the "not to exceed" amount from \$22,298 to \$37,470 for additional inspection services for the subject projects; and
2. Authorize the Mayor to execute the First Amendment.

IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:

The Capital Improvement Budget includes \$1,734,667 for pavement management projects. The 2013 pavement management projects, the 2013 Citywide Digout Project and the 2013 Street Resurfacing Project are complete and have been accepted by Council. The additional payment can be made from funds remaining in the project budgets and there are no additional impacts anticipated to staff time or resources.

BACKGROUND:

On August 13, 2013, Council approved a Qualified Vendor List for Capital Improvement Inspection Consultant Services. On August 22, 2013, staff selected Lenhardt Engineering for the approved list and requested a proposal to perform inspection services for the 2013 Citywide Digout Project. Lenhardt Engineering's services included a subcontractor, Road Scouts, to perform inspection services. Following negotiations and document preparation, the City Manager executed a Consultant Services Agreement (CSA) with Lenhardt Engineering, Inc. on September 30, 2013 in the amount of \$22,298.

Two pavement management projects were performed in 2013; the 2013 Citywide Digout Project, and the 2013 Street Resurfacing Project. Both projects were satisfactorily completed and were accepted by the City Council at their February 25, 2014 meeting.

ANALYSIS OF ISSUES:

During the course of the paving projects, staff directed Road Scouts to perform additional inspection and management services that exceeded the original scope of the

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CSA. Since the two pavement management projects were performed concurrently (the 2013 Citywide Digout Project and the 2013 Street Resurfacing Project) staff directed Road Scouts to perform inspection work for the 2013 Street Resurfacing Project as well, which exceeded the original scope of work projections. Road Scouts performed and billed all work on an hourly basis in accordance with the pre-established terms and hourly rates expressed in the CSA.

Staff has verified and documented Road Scouts' expended hours and incorporated the information into the First Amendment with Lenhardt Engineering. Staff recommends approval of the First Amendment and subsequent execution by the Mayor.

ALTERNATIVES:

The following alternatives are provided for the Council's consideration:

- Approve staff's recommendations;
- Do not accept the recommendations; or
- Provide direction to staff.

ADVANTAGES:

Approval of the First Amendment will enable staff to complete payments to Road Scouts for work performed during the 2013 Citywide Digout Project and 2013 Street Resurfacing Project.

DISADVANTAGES:

No disadvantages have been identified.

ENVIRONMENTAL REVIEW:

Not applicable.

PUBLIC NOTIFICATION AND COMMENTS:

The Agenda was posted in front of City Hall on Thursday, March 20, 2014. The Agenda and report were posted on the City's website on Friday, March 21, 2014. No public comments were received.

Attachments:

1. Consultant Services Agreement Amendment No. 1

CONSULTANT SERVICES AGREEMENT

AMENDMENT NO. 1

This First Amendment ("First Amendment") to Consultant Services Agreement ("CSA") by and between the **CITY OF ARROYO GRANDE** and **LENHARDT ENGINEERING, INC.** is made and entered into this _____ day of March 2014.

WHEREAS, the parties entered into a CSA dated September 30, 2013 to provide inspection services for the 2013 Citywide Digout Project, PW 2013-07; and

WHEREAS, the parties desire to further modify the CSA as set forth herein.

NOW THEREFORE, for valuable consideration the receipt and sufficiency of which is acknowledged, the parties agree as follows:

1. Increase the "not to exceed" cost from \$22,298 to \$37,470.
2. Except as modified herein, all other terms and conditions set forth in the CSA, as amended, shall remain unchanged and in full effect.

IN WITNESS WHEREOF, **CITY** and **CONSULTANT** have executed this First Amendment the day and year first above written.

LENHARDT ENGINEERING, INC.

By: _____

CITY OF ARROYO GRANDE

By: _____

Tony Ferrara
Mayor

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