



## BOARD OF SUPERVISORS AGENDA ITEM REPORT AWARDS / CONTRACTS / GRANTS

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: 09/19/23

\* = Mandatory, information must be provided

or Procurement Director Award: ☐

**\*Contractor/Vendor Name/Grantor (DBA):**

Westland Resources, Inc.

**\*Project Title/Description:**

SELC – Water District Formation

**\*Purpose:**

Amendment: Contract No. CT-PW-21-161, Amendment No. Three (3). This amendment adds additional design, survey, and coordination services for relocation of the well, and Subconsultant, Turner Laboratories, Inc.; extends the term of the contract to 06/30/24, and increases the amount of the contract by \$17,375.36 for a cumulative not-to-exceed amount of \$419,465.98. Administering Department: Project Design and Construction.

**\*Procurement Method:**

Pursuant to Direction Selection authority of A.R.S. §34-103, the Procurement Director awarded a contract for Requisition No. 389847, on 09/30/20, in the amount of \$223,341.64 for a contract term from 09/30/20 to 09/30/23.

Amendment No. One (1) was approved by the Procurement Director, on 03/16/22, to add water system assets, Subconsultant ConformaTech, Inc., and increase the amount of the contract by \$6,554.98 for a cumulative not-to-exceed amount of \$229,896.62.

Amendment No. Two (2) was approved by the Board of Supervisors, on 09/20/22, to modify the scope of work to close Tasks 2-5, 8, and 9, add Task 10 – Contingency and Task 11 – Permitting and Agency Coordination; reallocate funds among major tasks; add 60-100 percent well design and equipping, which include, Project Management, Pre-Design, Detailed Design, ADEQ Permitting and Construction Services; add Subconsultants, Canfield Engineering and Integration, JE Fuller Hydrology and Geomorphology, Inc., and Hess-Rountree, Inc.; and increase the amount of the contract by \$162,194.00 for a cumulative not-to-exceed amount of \$402,090.62.

Attachment: Amendment No. Three (3).

**\*Program Goals/Predicted Outcomes:**

Completion of additional design services to relocate the SERP well site, due to drainage improvements in the area.

**\*Public Benefit:**

Additional design services will allow for continued water services to the uses of the existing facilities.

**\*Metrics Available to Measure Performance:**

This contract is subject to the evaluation of performance utilizing BOS D29.1(E).

**\*Retroactive:**

No.

To: COB 8-31-23  
Vers: 13  
Pgs: 8

AUG31'23 PM 01:22 PD

**THE APPLICABLE SECTION(S) BELOW MUST BE COMPLETED**

Click or tap the boxes to enter text. If not applicable, indicate "N/A". Make sure to complete mandatory (\*) fields

**Contract / Award Information**

Document Type: \_\_\_\_\_ Department Code: \_\_\_\_\_ Contract Number (i.e., 15-123): \_\_\_\_\_  
 Commencement Date: \_\_\_\_\_ Termination Date: \_\_\_\_\_ Prior Contract Number (Synergen/CMS): \_\_\_\_\_  
☐ Expense Amount \$ \_\_\_\_\_ \* ☐ Revenue Amount: \$ \_\_\_\_\_

**\*Funding Source(s) required:** \_\_\_\_\_

Funding from General Fund? ☒ Yes ☐ No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

Contract is fully or partially funded with Federal Funds? ☐ Yes ☐ No

If Yes, is the Contract to a vendor or subrecipient? \_\_\_\_\_

Were insurance or indemnity clauses modified? ☐ Yes ☐ No  
 If Yes, attach Risk's approval.

Vendor is using a Social Security Number? ☐ Yes ☐ No  
 If Yes, attach the required form per Administrative Procedure 22-10.

**Amendment / Revised Award Information**

Document Type: CT Department Code: PW Contract Number (i.e., 15-123): 21-161  
 Amendment No.: 3 AMS Version No.: 13  
 Commencement Date: 09/19/23 New Termination Date: 06/30/24  
 Prior Contract No. (Synergen/CMS): \_\_\_\_\_

☒ Expense ☐ Revenue ☐ Increase ☐ Decrease

Amount This Amendment: \$ 17,375.36

Is there revenue included? ☐ Yes ☒ No If Yes \$ \_\_\_\_\_

**\*Funding Source(s) required: General Fund**

Funding from General Fund? ☒ Yes ☐ No If Yes \$ 17,375.36 % 100

**Grant/Amendment Information** (for grants acceptance and awards)

☐ Award ☐ Amendment

Document Type: \_\_\_\_\_ Department Code: \_\_\_\_\_ Grant Number (i.e., 15-123): \_\_\_\_\_  
 Commencement Date: \_\_\_\_\_ Termination Date: \_\_\_\_\_ Amendment Number: \_\_\_\_\_  
☐ Match Amount: \$ \_\_\_\_\_ ☐ Revenue Amount: \$ \_\_\_\_\_

**\*All Funding Source(s) required:** \_\_\_\_\_

\*Match funding from General Fund? ☐ Yes ☐ No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

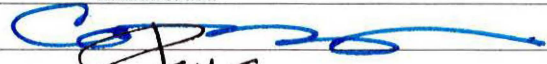

\*Match funding from other sources? ☐ Yes ☐ No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

\*Funding Source: \_\_\_\_\_

\*If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)? \_\_\_\_\_

Contact: Procurement Officer Dawn Dargan Digitally signed by Dawn Dargan, DN: cn=Dawn Dargan, o=Perla County, ou=Procurement, email=dawn.dargan@perla.gov, c=US, Date: 2023.08.27 16:23:37 -0700 Division Manager Scott Loomis Digitally signed by Scott Loomis, Date: 2023.08.22 23:37:03 -0700

Department: Procurement Director Terri Spencer Digitally signed by Terri Spencer, Date: 2023.08.23 09:09:46 -0700 Telephone: 724-9071

Department Director Signature: Sheila Holben Digitally signed by Sheila Holben, DN: cn=Sheila Holben, o=Perla County, ou=Department of Public Works, email=sheila.holben@perla.gov, c=US, Date: 2023.08.28 12:51:54 -0700 Date: \_\_\_\_\_  
 Deputy County Administrator Signature:  Date: 8/30/2023  
 County Administrator Signature:  Date: 8/30/2023

**PIMA COUNTY PROJECT DESIGN AND CONSTRUCTION**

**PROJECT:** SELC – Water District Formation

**CONTRACTOR:** Westland Resources, Inc.  
4001 East Paradise Falls Drive  
Tucson, Arizona 85712

**CONTRACT NO.:** CT-PW-21-161

**AMENDMENT NO.:** Three (3)

**FUNDING:** General Fund

<b>CONTRACT TERM:</b> 09/30/20 - 09/30/23	<b>ORIGINAL CONTRACT AMOUNT:</b>	\$	233,341.64
<b>TERMINATION PRIOR AMENDMENT:</b> 09/30/23	<b>PRIOR AMENDMENT(S):</b>	\$	168,748.98
<b>TERMINATION THIS AMENDMENT:</b> 06/30/24	<b>AMOUNT THIS AMENDMENT:</b>	\$	17,375.36
	<b>REVISED CONTRACT AMOUNT:</b>	\$	419,465.98

**CONTRACT AMENDMENT**

**WHEREAS,** COUNTY and CONSULTANT have entered into the Contract referenced above; and

**WHEREAS,** COUNTY and CONSULTANT have agreed to add additional design, survey, and coordination services for relocation of the well, and SUBCONSULTANT, Turner Laboratories, Inc., at a cost acceptable to COUNTY; and

**WHEREAS,** COUNTY intends to increase the amount of the Contract; and

**WHEREAS,** COUNTY and CONSULTANT have agreed to extend the term of the Contract for an additional nine months; and

**WHEREAS,** COUNTY and CONSULTANT have agreed to the above modifications.

**NOW, THEREFORE,** it is agreed as follows:

**CHANGE: ARTICLE 1 – TERM AND EXTENSION/RENEWAL/CHANGES**

From: "This Contract,...terminates on September 30, 2023,..."

To: "This Contract,...terminates on June 30, 2024,..."

**CHANGE: ARTICLE 4 – COMPENSATION AND PAYMENT, second and third paragraphs as follows:**

From: "The total of all payments to CONSULTANT for services provided under this Contract will not exceed Four Hundred Two Thousand Ninety Dollars and Sixty-Two Cents (\$402,090.62).

CONSULTANT's total CPFF will be allocated among the major tasks contemplated by this Contract in such manner that each major deliverable will have associated with it a not-to-exceed cost, plus a fixed fee amount, incorporated herein as EXHIBIT "B" – COMPENSATION SCHEDULE (20 pages)....."

To: "The total of all payments to CONSULTANT for services provided under this Contract will not exceed Four Hundred Nineteen Thousand Four Hundred Sixty-Five Dollars and Ninety-Eight Cents (\$419,465.98).

To: "The total of all payments to CONSULTANT for services provided under this Contract will not exceed Four Hundred Nineteen Thousand Four Hundred Sixty-Five Dollars and Ninety-Eight Cents (\$419,465.98).

CONSULTANT's total CPFF will be allocated among the major tasks contemplated by this Contract in such manner that each major deliverable will have associated with it a not-to-exceed cost, plus a fixed fee amount, incorporated herein as EXHIBIT "B" – COMPENSATION SCHEDULE (20 pages), EXHIBIT "B" – COMPENSATION SCHEDULE, ATTACHMENT 1 (9 pages), EXHIBIT "B" – COMPENSATION SCHEDULE, ATTACHMENT 2 (34 pages), and **EXHIBIT "B" – COMPENSATION SCHEDULE, ATTACHMENT 3 (5 PAGES).....**"

**ATTACH: EXHIBIT "B" – COMPENSATION SCHEDULE, ATTACHMENT 3 (5 PAGES)**

**(The remainder of this page intentionally left blank.)**

All other provisions of the Contract, not specifically changed by this Amendment, shall remain in effect and be binding upon the Parties.

IN WITNESS THEREOF, the Parties have affixed their signatures to this Amendment on the dates written below.

PIMA COUNTY:

\_\_\_\_\_  
Chair, Board of Supervisors


\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
Date

CONSULTANT:



\_\_\_\_\_  
Signature

Craig Cannizzaro, Vice President

\_\_\_\_\_  
Name and Title (Please Print)

08/23/2023

\_\_\_\_\_  
Date

This contract template has been approved as to form by the Pima County Attorney's Office.

## EXHIBIT "B" – COMPENSATION SCHEDULE, ATTACHMENT 3 (5 PAGES)



**WestLand**  
100% EMPLOYEE OWNED

Engineering &  
Environmental  
Services

4001 E. Paradise Falls Drive  
Tucson, Arizona 85712  
520-206-9585

August 16, 2023

Mr. Tony Somers  
Pima County Project Management Office  
201 N. Stone Avenue  
Tucson, Arizona 85701

**Re: ADDITIONAL ENGINEERING SERVICES FOR PIMA COUNTY DWID PROJECT  
WESTLAND PROJECT NO. 1398.31 | CHANGE PROPOSAL 04**

Dear Mr. Somers:

Due to planned drainage improvements in the area of the new well site unknown to WestLand Engineering & Environmental Services (WestLand), it was recently necessary to relocate the new SERP well site from its original location. Relocating the site will incur additional costs that are not in the existing scope and budget. As such, WestLand is requesting additional budget to Pima County's existing Domestic Water Improvement District (DWID) project (contract number CT-PW-21-161 dated 9/30/2020) to cover the costs of additional engineering design services required due to relocation of the well site. The additional services required are described in more detail below.

### **Task 1. Project Management**

Additional project coordination between WestLand and multiple entities is essential due to relocating the well site on short notice in order to avoid delaying the well drilling start date. WestLand needs to obtain an understanding of the existing Pima County drainage project plans to establish where it would be appropriate to relocate the well site utilities. To do so, the land surveyors need to make a return trip to survey the area. A list of additional project management and coordination tasks included the following.

- Additional meetings, phone calls, and emails to coordinate with various entities involved regarding drainage project plans, relocating well site, and approval of new site.
- Re-staking well site (additional trip with equipment expenses).

The additional project management and coordination that is necessary due to the last-minute change in well location results in 48.9 additional hours of labor totaling **\$5,570.27** that will be allocated to Task 1. Project Management.

### **Task 6. New Well Design and Drilling**

Clear Creek Associates (Clear Creek) is contracted with WestLand to conduct well drilling oversight and new source sampling. Under its scope of work, Clear Creek is to collect the sample and drop off at an Arizona-certified analytical laboratory for testing. The sample will be analyzed for the constituents required on Arizona Department of Environmental Quality's (ADEQ) Drinking

Water Source Approval form. The results of the new source sampling will accompany the ADEQ Approval to Construct application upon completion of the final design of the well equipping. As outlined in the original scope and budget, and per WestLand's contract with Pima County, fees for new source sampling were to be paid by Pima County.

As requested, WestLand will pay the lab fees directly for the new source sampling. The cost of the new source sampling lab analysis is **\$3,313.60** and will be allocated to Task 6. New Well Design and Drilling.

### **Task 13. 60% Design**

Due to the change in well site location, the additional engineering design services that will be required include:

- CAD and GIS work to overlay Pima County drainage project with well site(s) and revise well site layout.
- Adjust well site location and manifold piping.
- Revise layout and routing of transmission main from well site to Motorsports reservoir.
- Revise layout of future Water Plant equipment at new location.
- Revise fence layout and gate location.
- Additional meetings with contracted hydrologist.
- Processing survey files for additional land area for new site.
- Additional project coordination.

The additional engineering redesign that was required when relocating the well resulted in 65.7 additional hours of labor totaling **\$8,491.49** to be allocated to Task 13. 60% Design.

### **SUMMARY**

WestLand will provide the above services for a total of **\$17,375.36**. Reimbursable expenses, as described in the scope of work, are included in the total amount. The attached budget provides a summary of additional hours and rates. **Table 1** provides a summary of the proposed budget.

**Table 1. Summary of Proposed Budget**

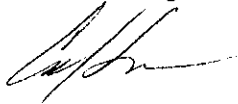
<b>Task</b>	<b>Description of Service</b>	<b>Hours</b>	<b>Fee</b>
Task 1. Project Management	Additional Project Coordination	48.9	\$5,570.27
Task 6. New Well Design and Drilling	New Source Sampling Fees	-	\$3,313.60
Task 13. 60% Design	Additional Engineering Design	65.7	\$8,491.49
	<b>TOTAL</b>	<b>114.6</b>	<b>\$17,375.36</b>

Should you find the scope of services and costs described herein to be acceptable, it is our understanding that Pima County will provide a change order for the Consultant Services Contract between WestLand and Pima County numbered CT-PW-21-161 and dated September 30, 2020.

Mr. Tony Somers  
August 15, 2023  
Page 3

If you have any questions or require additional information, please do not hesitate to call.

Respectfully,  
WestLand Engineering & Environmental Services



Cody Sauer, PE, PMP  
Project Manager



Craig Cannizzaro, PE  
Discipline Service Lead | Engineering

CS:bsh

Attachments: WestLand Hours Breakdown  
Turner Laboratories Invoice # 23D0423



Hours Breakdown										PROPOSAL CO 04	
										PROJECT: Pima County DWD	
Name: Craig Cannizzaro    Beth Bates    Amber Mackley    Corey Archer    Mark Stucky    Cody Sauer    Bethany Melendez										CLIENT: Pima County DWD	
Hourly Rate											



08/28/2023

**QUOTATION for  
ANALYTICAL SERVICES**

Company: WestLand Resources  
Contact: Accounts Payable  
Address: 4001 E Paradise Falls Drive  
Company: Tucson, AZ, 85712  
Phone: (520) 206-9585 Fax: (520) 206-9518  
Quote ID:  
Project: SERP Well CC20.1103 New Well Source

Submitted By  
Elizabeth Kasik

Expires 08/27/2024

Test ID	Test	# Sample	Unit Price	Test Total
<b>Drinking Water</b>				
Hardness, Ca	varies	1	\$7.60	\$7.60
New Well Source Approval	varies	1	\$3,300.00	\$3,300.00

**Hardness, Ca consists of:**

Ca by ICP, Total

**New Well Source Approval consists of:**

Coliform by Colilert	Fluoride by Ion Chromat	Fe by ICP, Total	Endothall by E 548
EDB and DBCP by E 50	Diquat by E549	Dioxin by 1613	Cyanide
Herbicides by E 515.3	Cr by ICP, Total	IC Prep	Chloride by Ion Chromat
Cd by ICP, Total	Carbamates by E 531.2	Ca by ICP, Total	Be by ICP, Total
Ba by ICP, Total	Asbestos	As by ICP/MS	Alkalinity
Cu by ICP, Total	PCBs by E505	Total Dissolved Solids	TI by ICP/MS
Sulfate by Ion Chromato	Semivolatile Organic Co	Se by ICP/MS	Sb by ICP/MS
Radiochemistry, Uranium	Radiochemistry, Radium	Glyphosate by E 547	pH
Volatile Organic Compou	Pb by ICP/MS	Nitrite by Ion Chromatog	Nitrate by Ion Chromato
Ni by ICP, Total	Na by ICP, Total	Mg by ICP, Total	Metals Prep ICP
Mercury, Total	Langelier Saturation Ind	Radiochemistry, Gross A	

Additional Items	Quantity		
Sample Management Fee (Sample)	2	\$3.00	\$6.00

Please note that there will be a 3.5% surcharge on all credit card transactions.

**Total: \$3,313.60**

Comments:

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
Accounts Payable