



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

Requested Board Meeting Date: 3/7/17

or Procurement Director Award ☐

**Contractor/Vendor Name (DBA):** HDR Engineering, Inc.

**Project Title/Description:**

Santa Cruz River Maintenance Easements: Cortaro Road and Avra Valley Road

**Purpose:**

Amendment of Award: Contract No. CT-FC-16-170, Amendment No. Two (2). This amendment increases the contract amount by \$62,556.69 for a total contract amount of \$301,058.53, increasing the number of parcels to be reviewed and extending the contract term from March 31, 2017 to June 30, 2017. Administering Department: Regional Flood Control District.

**Procurement Method:**

Pursuant to Direct Selection authority of A.R.S. §34-103 and Pima County BOS Policy D 29.1 (C) (I), the Procurement Director awarded a contract on December 11, 2015 in the amount of \$238,501.84 for a contract term of December 11, 2015 to December 31, 2016. Amendment No. One (1) approved by the Procurement Director on December 9, 2016 extended the contract to March 31, 2017.

Attachment: Amendment No. Two (2)

**Program Goals/Predicted Outcomes:**

To determine updated property boundaries and ownership in order to assure RFCD has property agreements and ownership in place for asset management.

**Public Benefit:**

This information will assist the District in the management and maintenance of its assets.

**Metrics Available to Measure Performance:**

Legal descriptions and reports associated for the parcels within the project areas.

**Retroactive:**

No

To: COB - 2.21.17 (1)  
yjs. 9

Procure Dept 02/21/17 PM09:06

**Original Information**

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

Cost to Pima County General Fund: \_\_\_\_\_

Contract is fully or partially funded with Federal Funds? ☐ Yes ☐ No ☐ Not Applicable to Grant Awards  
Were insurance or indemnity clauses modified? ☐ Yes ☐ No ☐ Not Applicable to Grant Awards  
Vendor is using a Social Security Number? ☐ Yes ☐ No ☐ Not Applicable to Grant Awards

If Yes, attach the required form per Administrative Procedure 22-73.

**Amendment Information**

Document Type: CT Department Code: FC Contract Number (i.e., 15-123): 16-170  
Amendment No.: Two (2) AMS Version No.: Six (6)  
Effective Date: 3/7/17 New Termination Date: 6/30/17  
☒ Expense ☐ Revenue ☒ Increase ☐ Decrease Amount This Amendment: \$62,556.69  
Funding Source(s): Flood Control Tax Levy

Cost to Pima County General Fund: \$0.00

Contact: Anthony V. Schiavone

Department: Procurement

Department Director Signature/Date:

Deputy County Administrator Signature/Date:

County Administrator Signature/Date:

(Required for Board Agenda/Addendum Items)

Telephone: 724-3245

2/16/17

2/17/17

2/17/17

<b>PIMA COUNTY REGIONAL FLOOD CONTROL DISTRICT</b>		
<b>PROJECT:</b>	Santa Cruz River Maintenance Easements: Cortaro Road and Avra Valley Road	<div style="border: 2px solid red; padding: 5px;"> <p style="text-align: center; color: red; font-weight: bold;">CONTRACT</p> <p style="color: blue;">NO. <u>CT-FC-16-170</u></p> <p style="color: red;">AMENDMENT NO. <u>02</u></p> <p style="color: red; font-size: small;">This number must appear on all invoices, correspondence and documents pertaining to this contract.</p> </div>
<b>CONSULTANT:</b>	HDR Engineering, Inc. 1 South Church Ave, Suite 625 Tucson, AZ 85701	
<b>CONTRACT NO:</b>	CT-FC-16-170	
<b>AMENDMENT NO:</b>	Two (2)	
<b>FUNDING:</b>	Flood Control Tax Levy	
		(stamp here)

<b>CONTRACT TERM:</b> 12/11/2015 to 12/31/2016	<b>ORIGINAL CONTRACT AMOUNT:</b>	\$	238,501.84
<b>TERMINATION PRIOR AMENDMENT:</b> 3/31/2017	<b>PRIOR AMENDMENTS:</b>	\$	-
<b>TERMINATION THIS AMENDMENT:</b> 6/30/2017	<b>AMOUNT THIS AMENDMENT:</b>	\$	62,556.69
	<b>REVISED CONTRACT AMOUNT:</b>	\$	301,058.53

### CONTRACT AMENDMENT

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

**WHEREAS,** DISTRICT has requested CONSULTANT to prepare easement legal descriptions and exhibits for additional parcels along the Santa Cruz River; and

**WHEREAS,** CONSULTANT requires additional time to perform the said work and complete the project; and

**WHEREAS,** CONSULTANT submitted the additional scope of work and fee schedule that has been reviewed and accepted by the DISTRICT.

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

**CHANGE** the first sentence of *ARTICLE 1 – TERM AND EXTENSION/RENEWAL/CHANGES*, as previously amended in Amendment No. 1, as follows:

From: This Contract as approved by the Procurement Director commences on the date of the Procurement Director's Signature, and terminates on March 31, 2017, unless sooner terminated or further extended pursuant to the provisions of this Contract.

To: This Contract as approved by the Procurement Director commences on the date of the Procurement Director's Signature, and terminates on June 30, 2017, unless sooner terminated or further extended pursuant to the provisions of this Contract.

**CHANGE** the first sentence of *ARTICLE 2 – SCOPE OF SERVICES* as follows:

From: CONSULTANT agrees to provide survey services for the Project for DISTRICT as described in **EXHIBIT A: SCOPE OF WORK** (4 pages), attached to this Contract.

To: CONSULTANT agrees to provide survey services for the Project for DISTRICT as described in **EXHIBIT A: SCOPE OF WORK** (4 pages) and **EXHIBIT A-1: SCOPE OF WORK** (5 pages), attached to this Contract.

**CHANGE** the first paragraph of **ARTICLE 3 – COMPENSATION AND PAYMENT** as follows:

From: In consideration of the services specified in this Contract, DISTRICT agrees to pay CONSULTANT Not to Exceed Two Hundred Thirty-Eight Thousand, Five Hundred One Dollars, Eighty-Four Cents (\$238,501.84). CONSULTANT'S fees will be as stated in **EXHIBIT B: CONSULTANT FEE PROPOSAL** (2 pages), attached to this Contract. Hourly rates and all other rates included under this Contract will remain fixed throughout the term of the Contract. DISTRICT may consider adjustments to rates in connection with any extensions of the Contract term.

To: In consideration of the services specified in this Contract, DISTRICT agrees to pay CONSULTANT Not to Exceed Three Hundred One Thousand, Fifty-Eight Dollars, and Fifty-Three Cents (\$301,058.53). CONSULTANT'S fees will be as stated in **EXHIBIT B: CONSULTANT FEE PROPOSAL** (2 pages) and **EXHIBIT B-1: CONSULTANT FEE PROPOSAL** (2 pages), attached to this Contract. Hourly rates and all other rates included under this Contract will remain fixed throughout the term of the Contract. DISTRICT may consider adjustments to rates in connection with any extensions of the Contract term.

**ADD** attached:

**EXHIBIT A-1: SCOPE OF WORK** (5 pages) and **EXHIBIT B-1: CONSULTANT FEE PROPOSAL** (2 pages)

This Amendment shall be effective on March 7, 2017.

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

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

APPROVED:

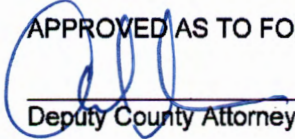
\_\_\_\_\_  
Chair, Board of Directors

\_\_\_\_\_  
Date

ATTEST:

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

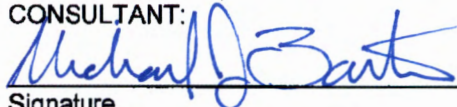
APPROVED AS TO FORM:

  
Deputy County Attorney

**ANDREW FLAGG**  
Name (Please Print)

2/8/2017  
Date

CONSULTANT:

  
Signature

Michael J. Barton, VP, Managing Principal  
Name and Title (Please Print)

2/9/17  
Date



## EXHIBIT A-1: SCOPE OF WORK (5 pages)

### SCOPE OF WORK

CONTRACT NO. CT-FC-1600000000000000170

CONTRACT AMENDMENT NO. 2: ADDITIONAL PARCELS AND LEGALS

PIMA COUNTY REGIONAL FLOOD CONTROL DISTRICT

SANTA CRUZ RIVER MAINTENANCE EASEMENTS: CORTARO ROAD AND AVRA VALLEY ROAD

HDR Project No. 10027652

December 15, 2016

Task
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#### **1. CORTARO ROAD AREA: Additional Santa Cruz River Parcel Research and Survey Services**

Additional work and parcels shall be added to the original scope. See detailed task items below for specific additions.

##### **1A. Control Survey**

No additional scope items are required for this task.

##### **1B. Right-Of-Way/Record Of Survey**

Historic easements identified as a result of performing tasks described in Tasks 1C (Parcel Research and Layout) of this scope of work, shall be shown on this plan set with docket / page callouts. The recorded docket / page callouts for proposed easements shall not be shown on plan sheets to expedite project completion. Proposed maintenance easements to include in plans sheets shall be for 3 additional parcels: 226-23-027A, 226-28-013B, and 226-27-0100. HDR shall prepare 2 additional notes and data table sheets to provide details, easement information, and coordinate data. One originally scoped Right-of-Way/Record of Survey plan sheet is not required. HDR shall perform a field survey to look for and locate existing property corners for parcels: 226-23-027A, 226-27-0100, and 226-28-013B.

##### **1C. Parcel Research and Layout**

Pima County shall provide title reports including their supporting record instruments of Schedule 'A' and Schedule 'B' items required for this area with electronic PDF copies. HDR shall incorporate parcel boundary and easement information from research and title reports for 6 additional parcels: 226-23-027A, 226-27-0100, 226-28-013B, 226-28-011D, 226-27-0210, and 226-27-0240.

##### **1D. Legal Descriptions and Depictions**

HDR shall perform additional field surveys to locate handrail, wall, and access facilities to linear path located at the east corner of parcel 226-27-0100. Proposed maintenance easements with legal descriptions and exhibits shall be provided for 3 additional parcels: 226-23-027A, 226-27-0100, and 226-28-013B. Three originally scoped legal descriptions and exhibits are not required due to combining adjacent parcels that have the same owner for parcels: 226-23-012E/226-25-004K, 221-05-2790/221-05-2790, and the unnamed parcel flanking both sides of the Cortaro Road Bridge over the river. In summary, the original scope accounted for 9 legal descriptions and depictions, and with the removals and additions of this scope of work remains at a total of 9.

SCOPE OF WORK

CONTRACT NO. CT-FC-16000000000000000170

CONTRACT AMENDMENT NO. 2: ADDITIONAL PARCELS AND LEGALS

PIMA COUNTY REGIONAL FLOOD CONTROL DISTRICT

SANTA CRUZ RIVER MAINTENANCE EASEMENTS: CORTARO ROAD AND AVRA VALLEY ROAD

HDR Project No. 10027652

December 15, 2016

Task
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**2. AVRA VALLEY ROAD AREA: Additional Santa Cruz River Parcel Research and Survey Services**

Additional work and parcels shall be added to the original scope. See detailed task items below for specific additions.

**2A. Control Survey**

No additional scope items are required for this task.

**2B. Right-Of-Way/Record Of Survey**

Historic easements identified as a result of performing tasks described in Tasks 2C (Parcel Research and Layout) of this scope of work, shall be shown on this plan set with docket / page callouts. The recorded docket / page callouts for proposed easements shall not be shown on plan sheets to expedite project completion. Proposed maintenance easements to include in plans sheets shall be for 5 additional parcels: 226-08-007Q, 226-08-009E, 216-14-001E, 216-14-0030, and 216-14-0040. HDR shall prepare 2 additional notes and data table sheets to provide details, easement information, and coordinate data. HDR shall perform a field survey to look for and locate existing Interstate 10 right-of-way markers and property corners for parcels: 216-14-001E, 216-14-0030, 216-14-0040, 226-08-007Q, and 226-08-009E.

**2C. Parcel Research and Layout**

Pima County shall provide title reports including their supporting record instruments of Schedule 'A' and Schedule 'B' items required for this area with electronic PDF copies. HDR shall incorporate parcel boundary and easement information from research and title reports for 18 additional parcels: 216-14-001D, 216-14-001E, 216-14-0030, 216-14-0040, 225-01-032B, 226-01-0080, 226-01-0180, 226-01-032B, 226-08-007L, 226-08-007Q, 226-08-009E, 226-08-007H, and 6 extra well site parcels for 16C1, 16D1, 16E, 16F1, 16F2, and MUSD well site. HDR shall research and layout portions of Interstate 10 to determine the northeasterly boundary of the added State of Arizona parcel 226-08-009E.

**2D. Legal Descriptions and Depictions**

HDR shall perform additional field surveys to locate handrail, fences, walls, and soil cement for parcels: 216-14-001E, 216-14-0030, 226-08-007Q, and 226-08-009E. Proposed maintenance easements shall be shown on 5 additional legal descriptions with depictions, for 5 additional parcels: 216-14-001E, 216-14-0030, 216-14-0040, 226-08-007Q, and 226-08-009E. Two originally scoped legal descriptions and depictions are not required for parcels 226-01-032A and 226-08-001C. Two originally scoped legal descriptions and depictions are not required due to combining adjacent parcels that have the same owner for parcels: 216-12-009D/216-12-009K and 226-01-032D/226-08-007P. Two additional legal descriptions and depictions are required for parcel 226-08-009E. In summary, the original scope accounted for 7 legal descriptions and depictions, and with this scope of work additions and removals an extra 3 are required. This makes a total of 10 required legal description and depictions.

MANHOUR ESTIMATE

CONTRACT NO. CT-FC-1600000000000000170

CONTRACT AMENDMENT NO. 2: ADDITIONAL PARCELS AND LEGALS

PIMA COUNTY REGIONAL FLOOD CONTROL DISTRICT

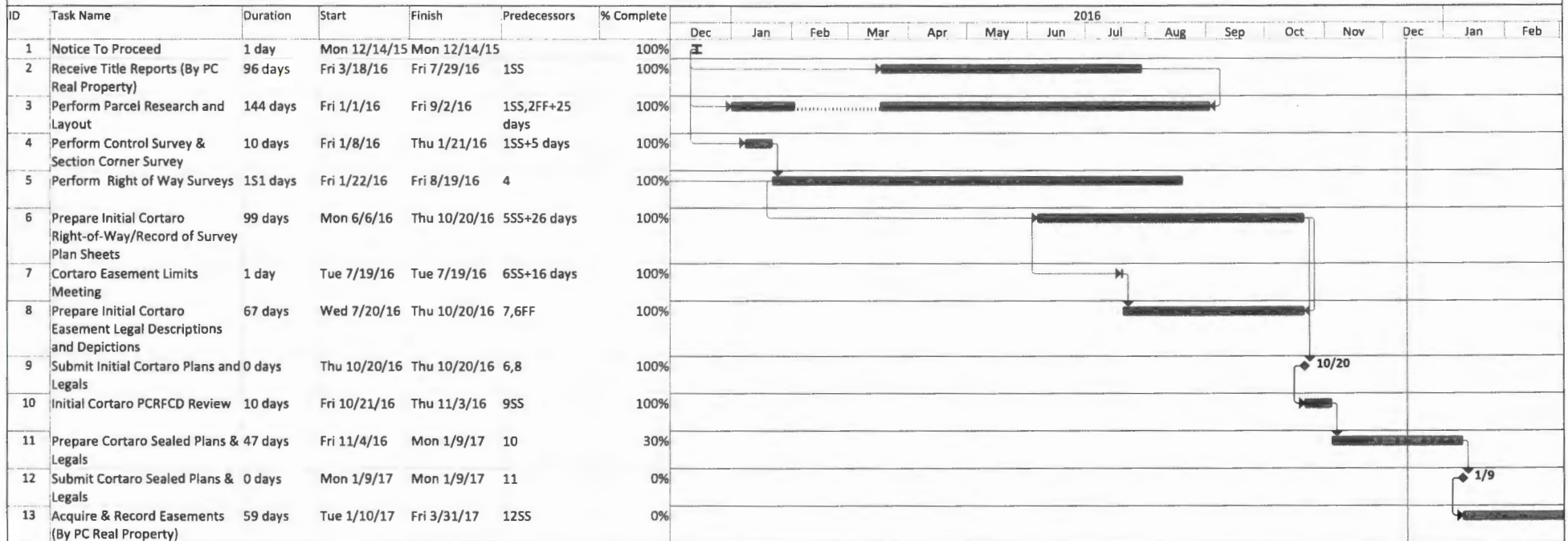
SANTA CRUZ RIVER MAINTENANCE EASEMENTS: CORTARO ROAD AND AVRA VALLEY ROAD

HDR Project No. 10027652

December 15, 2016

Task	Survey Manager	Project Manager	Land Surveyor	Survey Party Chief	Survey Technician	CADD Technician	Admin.	Clerical
<b>1. CORTARO ROAD AREA:</b>								
<b>Additional Santa Cruz River</b>								
<b>Parcel Research and Survey Services</b>								
1B. Right-Of-Way/Record Of Survey	2	2	6	6	6	9	2	2
1C. Parcel Research and Layout	5	4	48	-	-	48	2	2
1D. Legal Descriptions and Depictions	1	-	-	4	4	1	-	-
<b>Activity 1. Cortaro Road Area</b>	<b>8</b>	<b>6</b>	<b>54</b>	<b>10</b>	<b>10</b>	<b>58</b>	<b>4</b>	<b>4</b>
<b>Subtotal</b>								
<b>2. AVRA VALLEY ROAD AREA:</b>								
<b>Additional Santa Cruz River</b>								
<b>Parcel Research and Survey Services</b>								
2B. Right-Of-Way/Record Of Survey	5	4	10	10	10	25	2	2
2C. Parcel Research and Layout	10	8	110	-	-	100	2	4
2D. Legal Descriptions and Depictions	5	3	18	10	10	24	2	2
<b>Activity 2 Avra Valley Road Area</b>	<b>20</b>	<b>15</b>	<b>138</b>	<b>20</b>	<b>20</b>	<b>149</b>	<b>6</b>	<b>8</b>
<b>Subtotal</b>								
<b>TOTAL PROJECT HOURS:</b>	<b>28</b>	<b>21</b>	<b>192</b>	<b>30</b>	<b>30</b>	<b>207</b>	<b>10</b>	<b>12</b>

**SPRSCR - SANTA CRUZ RIVER SURVEY & EASEMENTS:  
At Cortaro Road and Avra Valley Road  
Pima County Contract No. CT-FC-16\*170**



Santa Cruz River Survey & Easements:  
At Cortaro Road and Avra Valley Road  
Schedule: Tue 12/13/16

Task		Project Summary		Inactive Milestone		Manual Summary Rollup		Deadline	
Split		External Tasks		Inactive Summary		Manual Summary		Progress	
Milestone		External Milestone		Manual Task		Start-only			
Summary		Inactive Task		Duration-only		Finish-only			



**SPRSCR - SANTA CRUZ RIVER SURVEY & EASEMENTS:  
At Cortaro Road and Avra Valley Road  
Pima County Contract No. CT-FC-16\*170**

ID	Task Name	Duration	Start	Finish	Predecessors	% Complete	2016															
							Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	
14	Complete Avra Valley Control Survey and Section Corner Survey	0 days	Fri 5/27/16	Fri 5/27/16	55S+46 days	100%																
15	Prepare Initial Avra Valley Right-of-Way/Record of Survey Plan Sheets	112 days	Fri 6/3/16	Mon 11/7/16	14FS+5 days	100%																
16	Avra Valley Easement Limits Meeting	1 day	Mon 10/10/16	Mon 10/10/16	155S+34 days	100%																
17	Prepare Initial Avra Valley Legal Descriptions and Depictions	20 days	Tue 10/11/16	Mon 11/7/16	16	100%																
18	Submit Initial Avra Valley Plans and Legals	0 days	Tue 11/8/16	Tue 11/8/16	15,17	100%																
19	Initial Avra Valley PCRCD Review	5 days	Tue 11/8/16	Mon 11/14/16	18SS	100%																
20	Prepare Avra Valley Sealed Plans & Legals	45 days	Tue 11/15/16	Mon 1/16/17	19	30%																
21	Submit Avra Valley Sealed Plans & Legals	0 days	Mon 1/16/17	Mon 1/16/17	20	0%																
22	Acquire & Record Easements (By PC Real Property)	59 days	Tue 1/17/17	Fri 4/7/17	21SS	0%																

Santa Cruz River Survey & Easements:  
At Cortaro Road and Avra Valley Road  
Schedule: Tue 12/13/16

Task		Project Summary		Inactive Milestone		Manual Summary Rollup		Deadline	
Split		External Tasks		Inactive Summary		Manual Summary		Progress	
Milestone		External Milestone		Manual Task		Start-only			
Summary		Inactive Task		Duration-only		Finish-only			

# EXHIBIT B-1: CONSULTANT FEE PROPOSAL (2 pages)

## FEE CALCULATION WORKSHEET

CONTRACT NO. CT-FC-16000000000000000170

CONTRACT AMENDMENT NO. 2: ADDITIONAL PARCELS AND LEGALS

PIMA COUNTY REGIONAL FLOOD CONTROL DISTRICT

SANTA CRUZ RIVER MAINTENANCE EASEMENTS: CORTARO ROAD AND AVRA VALLEY ROAD

HDR Project No. 10027652

December 15, 2016

### ESTIMATED LABOR COST:

Classification	Rate	Cortaro Road Area		Avra Valley Road Area		Subtotal Cost
		Estimated Hours	Labor Cost	Estimated Hours	Labor Cost	
Survey Manager	\$ 54.98	8	\$ 439.84	20	\$ 1,099.60	\$ 1,539.44
Project Manager	\$ 45.24	6	\$ 271.44	15	\$ 678.60	\$ 950.04
Land Surveyor	\$ 45.24	54	\$ 2,442.96	138	\$ 6,243.12	\$ 8,686.08
Survey Party Chief	\$ 44.77	10	\$ 447.70	20	\$ 895.40	\$ 1,343.10
Survey Technician	\$ 20.32	10	\$ 203.20	20	\$ 406.40	\$ 609.60
CADD Technician	\$ 33.31	58	\$ 1,931.98	149	\$ 4,963.19	\$ 6,895.17
Administration	\$ 39.62	4	\$ 158.48	6	\$ 237.72	\$ 396.20
Clerical	\$ 17.41	4	\$ 69.64	8	\$ 139.28	\$ 208.92
Subtotal Labor Cost:		154	\$ 5,965.24	376	\$ 14,663.31	\$ 20,628.55
Overhead @ 175.20%			\$ 10,451.10		\$ 25,690.12	\$ 36,141.22
Subtotal Labor with Overhead:			\$ 16,416.34		\$ 40,353.43	\$ 56,769.77

### ESTIMATED DIRECT EXPENSES:

	Cortaro Road Area	Avra Valley Road Area	Subtotal
Reproduction Costs - plotting, printing, copies, etc.	\$ 5.40	\$ 10.80	\$ 16.20
Company Truck Mileage	\$ 26.25	\$ 67.50	\$ 93.75
SUBTOTAL DIRECT EXPENSES:	\$ 31.65	\$ 78.30	\$ 109.95

	Cortaro Road Area	Avra Valley Road Area	Subtotal
Estimated Labor Cost	\$ 16,416.34	\$ 40,353.43	\$ 56,769.77
Net Fee @ 10.0%	\$ 1,641.63	\$ 4,035.34	\$ 5,676.97
Estimated Direct Expenses	\$ 31.65	\$ 78.30	\$ 109.95
SUBTOTAL FEE TO CONSULTANT:	\$ 18,089.62	\$ 44,467.07	\$ 62,556.69

**TOTAL LUMP SUM FEE: \$ 62,556.69**

*Michael J. Barton*

Michael J. Barton, P.E., PTOE  
V.P. Managing Principal

December 15, 2016

Date

<b>Reproduction</b>						
ARC Reprographics						
Description	\$/Print	Cortaro Estimated No. Prints	Cortaro Subtotal Cost	Avra Valley Estimated No. Prints	Avra Valley Subtotal Cost	Subtotal Cost
B/W 24x36 Mylar Prints (\$0.90/Sq.Ft.)	\$5.400	1	\$5.40	2	\$10.80	\$16.20
	Subtotal		\$5.40		\$10.80	\$16.20
<b>Subtotal Printing/Copy Cost</b>						<b>\$16.20</b>

<b>Company Truck Mileage</b>			
	Est. Miles	Mileage Rate	Total
HDR Survey Trucks - Trips to Site: Cortaro Road Task Area	35	0.75	\$26.25
HDR Survey Trucks - Trips to Site: Avra Valley Road Task Area	90	0.75	\$67.50
<b>Total Survey Truck Mileage Cost</b>			<b>\$93.75</b>

Reproduction	\$16.20
Company Truck Mileage	\$93.75
<b>Total Direct Expenses</b>	<b>\$109.95</b>