

88
City of Las Cruces[®]
 PEOPLE HELPING PEOPLE

Council Action and Executive Summary

Item # 7

Ordinance/Resolution# 13-14-354

For Meeting of _____
 (Ordinance First Reading Date)

For Meeting of November 4, 2013
 (Adoption Date)

Please check box that applies to this item:

QUASI JUDICIAL

LEGISLATIVE

ADMINISTRATIVE

TITLE: A RESOLUTION TO AUTHORIZE A CHANGE ORDER TO THE CONTRACT FOR THE ALAMEDA ARROYO RECREATIONAL TRAIL ARCHITECTURAL AND ENGINEERING DESIGN PROJECT WITH ASA ARCHITECTS FOR ADDITIONAL SERVICES INCLUDING A DRAINAGE STUDY, COORDINATION AND PLAN REVISIONS, INCREASING THE CONTRACT BY \$17,625.00 PLUS NMGRRT IN THE AMOUNT OF \$1,332.89 FOR A TOTAL PROJECT AUTHORIZATION INCREASE OF \$18,957.89.

PURPOSE(S) OF ACTION:

Authorize a change order.

COUNCIL DISTRICT: 6		
<u>Drafter/Staff Contact:</u> Cathy Mathews <i>CM</i>	<u>Department/Section:</u> Public Works/Facilities Management	<u>Phone:</u> 541-2592
<u>City Manager Signature:</u>	<i>[Signature]</i>	

BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:

On May 15, 2012, the City entered into an agreement with ASA Architects under the Architectural and Engineering Services Contract of July 19, 2011, for design services for the Alameda Arroyo Recreational Trail Architectural and Engineering Design Project (Project) for a total contract amount of \$43,000.00, including design fees and reimbursable expenses, plus New Mexico Gross Receipts Tax.

During the course of design, it became apparent that a drainage study would be required to fully analyze the drainage aspects of the project needed to complete the trail design. Also, upon completion of the construction documents, it was determined that value engineering and plan revisions would be required to balance the design and maintenance requirements with anticipated costs. To bring the construction costs within available budget, plan revisions were required to bring the trail down closer to existing grades. The cost for the drainage study, architect coordination and value engineering/plan revisions is \$17,625.00, plus New Mexico Gross Receipts Tax in the amount of \$1,332.89 for a total change order amount of \$18,957.89.

(Continue on additional sheets as required)

The Resolution calls for approval of a change order to the contract for the Project for additional services for a drainage study, architect coordination and value engineering/plan revisions in the amount of \$17,625.00 and New Mexico Gross Receipts Tax of \$1,332.89.00 for a total change order authorization of \$18,957.89. This change order will bring the contract total amount to \$60,625.00 plus New Mexico Gross Receipts Tax of \$4,584.77 for a project total of \$65,209.77.

SUPPORT INFORMATION:

1. Resolution.
2. Exhibit "A", Purchasing Manager's Request to Contract.
3. Exhibit "B", Change Order Number One.
4. Attachment "A", Existing Contract Agreement with ASA Architects.

SOURCE OF FUNDING:

Is this action already budgeted?	Yes	<input checked="" type="checkbox"/>	See fund summary below
	No	<input type="checkbox"/>	If No, then check one below:
	<i>Budget Adjustment Attached</i>	<input type="checkbox"/>	Expense reallocated from: _____
		<input type="checkbox"/>	Proposed funding is from a new revenue source (i.e. grant; see details below)
		<input type="checkbox"/>	Proposed funding is from fund balance in the _____ Fund.
Does this action create any revenue?	Yes	<input type="checkbox"/>	Funds will be deposited into this fund: _____ in the amount of \$ _____ for FY _____.
	No	<input checked="" type="checkbox"/>	There is no new revenue generated by this action.

BUDGET NARRATIVE:

The Recreational Trails Program Grant will be used to fund this change order. The grant is supported by City funds designated as the required match for the grant funding.

FUND EXPENDITURE SUMMARY:

Fund Name(s)	Account Number(s)	Expenditure Proposed	Available Budgeted Funds in Current FY	Remaining Funds	Purpose for Remaining Funds
Park Development	41803070-854222-62010	\$14,694.82	\$14,694.82	\$0.00	N/A
Flood Control	44806010-854222-62010	\$4,263.07	\$35,497.69	\$31,234.62	To be used to fund construction of the Alameda Arroyo Recreational Trail.

OPTIONS / ALTERNATIVES:

1. Vote "Yes"; this will approve the Resolution and authorize the change order to the agreement with ASA Architects for additional services including a drainage study, coordination and plan revisions, increasing the contract by \$17,625.00.
2. Vote "No"; this will deny the Resolution and will not authorize the Change Order and will require staff to find another method of paying for the design services rendered. This action may subject the City to a claim from the contractor for payment due for services rendered.
3. Vote to "Amend"; this will direct staff to proceed as amended by City Council. This may result in the delay of the completion of the project, violating the terms of the grant agreement.
4. Vote to "Table"; City Council could provide staff with further direction. This could delay the completion of the project, violating the terms of the grant agreement.

REFERENCE INFORMATION:

The resolution(s) and/or ordinance(s) listed below are only for reference and are not included as attachments or exhibits.

1. Resolution 11-12-303.

(Continue on additional sheets as required)

RESOLUTION NO. 13-14-354

A RESOLUTION TO AUTHORIZE A CHANGE ORDER TO THE CONTRACT FOR THE ALAMEDA ARROYO RECREATIONAL TRAIL ARCHITECTURAL AND ENGINEERING DESIGN PROJECT WITH ASA ARCHITECTS FOR ADDITIONAL SERVICES INCLUDING A DRAINAGE STUDY, COORDINATION AND PLAN REVISIONS, INCREASING THE CONTRACT BY \$17,625.00 PLUS NMGRY IN THE AMOUNT OF \$1,332.89 FOR A TOTAL PROJECT AUTHORIZATION INCREASE OF \$18,957.89.

The City Council of the City of Las Cruces is informed that:

WHEREAS, on May 15, 2012, the City entered into an agreement with ASA Architects under the Architectural and Engineering Services Contract of July 19, 2011, for design services for the Alameda Arroyo Recreational Trail Architectural and Engineering Design Project (Project); and

WHEREAS, during the course of design, it became apparent that a drainage study would be required to fully analyze the drainage aspects of the project needed to complete the trail design; and

WHEREAS, it was determined that value engineering and plan revisions would be required to balance the design and maintenance requirements with anticipated construction costs; and

WHEREAS, the cost for the drainage study, architect coordination and value engineering/plan revisions is \$17,625.00, plus New Mexico Gross Receipts Tax in the amount of \$1,332.89.00 for a total change order amount of \$18,957.89.

NOW, THEREFORE, Be it resolved by the governing body of the City of Las Cruces, New Mexico:

(I)

THAT Change Order Number One, attached hereto as Exhibit "B", to the contract

between the City and ASA Architects for the Project is authorized in the amount of \$17,625.00 plus New Mexico Gross Receipts Tax in the amount of \$1,332.89 for a total change order authorization of \$18,957.89.

(II)

THAT the Purchasing Manager is authorized to contract with ASA Architects as outlined in the signed Exhibit "A", Purchasing Manager's Request to Contract Form.

(III)

THAT City staff is hereby authorized to do all deeds necessary in the accomplishment of the herein above.

DONE AND APPROVED this _____ day of _____, 20_____.

APPROVED:

Mayor

ATTEST:

City Clerk

(SEAL)

Moved by: _____

Seconded by: _____

APPROVED AS TO FORM:



City Attorney

VOTE:
Mayor Miyagishima: _____
Councillor Silva: _____
Councillor Smith: _____
Councillor Pedroza: _____
Councillor Small: _____
Councillor Sorg: _____
Councillor Thomas: _____

CITY OF LAS CRUCES

PURCHASING MANAGER'S REQUEST FOR CHANGE ORDER

For Meeting of: November 4, 2013

Resolution No.: 13-14-354

Change Order to Existing Contract For Alameda Arroyo Recreational Trail A/E Design Services

The Las Cruces City Council is provided the following information concerning this request:

BID/RFP SOLICITATION INFORMATION:

- | | |
|--------------------------------------|--|
| 1. Original Bid/RFP & Due Date: | RFP No. 11-12-303 / May 13, 2011 |
| 2. Description of Bid/RFP: | A/E Services Price Agreement |
| 3. Contract Award: | Resolution No. 11-12-303 / July 18, 2011 |
| 4. Contract Revision: | |
| Previous Award Amount Including Tax: | \$46,251.88 |
| Change Order Amount Including Tax: | \$18,957.89 |
| New Award Amount Including Tax: | \$65,209.77 |
| 5. Contractor: | ASA Architects PA |
| 6. Using Department: | Public Works |
| 7. Contract Duration: | November 30, 2013 |

PROCUREMENT CODE COMPLIANCE:

The City of Las Cruces Procurement Code was administered in the conduct of this procurement and approval to change the above contract is hereby requested pursuant to **Section 24-228.**


Purchasing Manager

10/14/13
Date

CONFIRMATION OF FUND ENCUMBRANCE:

REQUISITION OR PURCHASE ORDER NUMBER:

14200408

CHANGE ORDER

OWNER	x
ARCHITECT	—
CONTRACTOR	x
FIELD	—
OTHER	—

PROJECT:	Alameda Arroyo Recreational Trail Architectural & Engineering Design PO Box 20000 Las Cruces, NM 88004	CHANGE ORDER NUMBER One (1) DATE: September 25, 2013
TO CONTRACTOR:	ASA Architects PO Box 146 Las Cruces, NM 88004	PROJECT NO. : PO No. 13200445 CONTRACT DATE: July 31, 2012 CONTRACT FOR: Design

The Contract is changed as follows:

Additional design services for drainage study, architect coordination, and value engineering/plan revisions.	\$ 17625.00 plus NMGRT
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TOTAL CHANGE ORDER COST	\$ 17,625.00 plus NMGRT
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Original Contract Sum was for.....	\$ 43,000.00 plus NMGRT
Net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 43,000.00 plus NMGRT
The Contract Sum will be (increased) (decreased) (unchanged) by this Change Order in the amount of	\$ 17,625.00 plus NMGRT
The new Contract including this Change Order will be	\$ 60,625.00 plus NMGRT
The Contract Time will be (increased) (decreased) (unchanged) by	(151) days
The date of Substantial Completion as of the date of this Change Order therefore is:	November 30, 2013

NOTE: This summary does not reflect changes in the Contract Sum, Contract Time, or Guaranteed Maximum Price which have been authorized by Construction Change Directive.

Not valid until signed by the Project Manager, Contractor/Vendor, and Owner

PROJECT MANAGER Catherine B Mathews Address 700 N. Main Street Suite 2300 Las Cruces, NM 88001	CONTRACTOR/VENDOR ASA Architects Address PO Box 146 Las Cruces, NM 88004	OWNER City of Las Cruces Address P.O. Box 20000 Las Cruces, NM 88004
BY _____	BY _____	BY _____
DATE _____	DATE _____	DATE _____
		BY _____
		DATE _____

**EXISTING CONTRACT AGREEMENT
PURCHASE
ARCHITECTURAL AND ENGINEERING SERVICE AGREEMENT
RFP No.: 11-12-303**

**ALAMEDA ARROYO RECREATIONAL TRAIL ARCHITECTURAL AND ENGINEERING DESIGN
PROJECT**

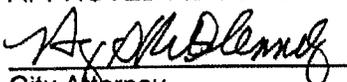
Pursuant to terms and conditions of the RFP No. 11-12-303, between ASA Architects (Contractor), and the City of Las Cruces (City), as amended and incorporated herein by reference, the City and Contractor, hereby agree on this 15th day of May, 2012, as follows:

1. In a satisfactory and proper manner, the CONTRACTOR shall perform SERVICES as proposed in response to the City's Request for Quotation Scope of Work incorporated herein by reference and as set forth in the Scope of Work, Exhibit A, and in the cost proposal dated May 3, 2012 as set forth in the Cost Proposal, Exhibit B, attached hereto and made a part of this Contract. That the entire Contract Documents; including Contract; Special Conditions; General Conditions; Request for Quotation Scope of Work and other content including drawings, surveys, easements, and forms are hereby made a part of this Agreement.
2. The estimated completion date is 6 months after a Notice to Proceed is issued by the City.
3. In consideration for the satisfactory completion of the scope of work agreed to herein, including the Fee Group 1 services: Preliminary Site Analysis identifying Major Design Parameters, Preparation of a Preliminary Construction Cost Estimate, and Development of a Conceptual Plan; Fee Group 2 services: Design Development and Construction Documents, Preparation of a Detailed Construction Cost Estimate; and Fee Group 3 services: Construction Contract Administration through substantial completion; ASA Architects shall be compensated \$ 35,000.00, plus NMGRT. Reimbursables, including Architect's Consultant expenses for obtaining a survey of the project area (\$8,000.00, plus NMGRT), shall be compensated according to RFP No. 11-12-303, and must be pre-approved by the City. Invoices issued by the Contractor shall be made according to proposal and/or at completion of project with payment by the City being made to ASA Architects within 30 days upon receipt of undisputed invoice.

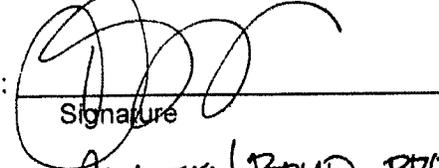
CITY OF LAS CRUCES

By:  7/31/12
Robert Telles
Purchasing Manager

APPROVED AS TO FORM:


City Attorney

ASA Architects

By: 
Signature

Colleen Bond, PRO. ARCHITECT
Print Name and Title

Requisition No. ~~Number~~ 1310 0058
12103115



Project Order Proposal
Term contract for Architectural and Engineering Services
Contract Number 11-12-303 / Purchase Order _____

Project Order Number:	<u>Three (3)</u>	Architect/Engineer:	_____
Fee Proposal Request:	<u>✓</u>	A/E's project manager:	_____
Date Requested:	<u>April 26, 2012</u>		<i>(to be completed by A/E)</i>
Notice to Proceed:	_____	Project Manager e-mail:	_____
Date Issued:	_____		<i>(to be completed by A/E)</i>
Project Order Title:			
Alameda Arroyo Recreational Trail – Design			

This Project Order, Number Three is issued pursuant to the Agreement Between Owner and Architect, AIA Document B102-2007, dated July 19, 2011, between the City of Las Cruces and the above listed Architect, inclusive of pages 1 through 16, which is incorporated herein by reference.

Scope of Work:

The scope of work for which architectural/engineering services are to be performed under this Project Order is generally described as providing the services of a landscape architect for the following:

- Prepare a recreational trail plan for the Alameda Arroyo between Roadrunner Ave and Sonoma Ranch Blvd; consisting of the following tasks:
- Within the limits of the existing and proposed easements, prepare a conceptual layout for a 10' wide asphalt recreational trail, including concepts for erosion control, stormwater handling, and ADA compliance; trail heads at Roadrunner Ave and Sonoma Ranch Blvd, including site furnishings, planting, and hardscape; trail head monument signage, based on standard CLC Park monument signage; and ADA compliant signage for the trail, including signage for visually impaired persons.
 - Prepare schematic design plan at 35% complete level.
 - Prepare design development plan at 50% complete level.
 - Prepare full, 100% complete construction documents including contract documents for bidding.

A/E personnel and sub-consultants:

The A/E staffs the project orders as generally identified by function and/or discipline in the proposal and as specifically listed herein to work on this Project Order. *(to be completed by A/E)*

_____	_____
Landscape Architect:	_____
_____	_____

Schedule:

Number of calendar days required to provide basic architectural services through the completion of construction documents:

(to be completed by A/E)

Compensation:

The A/E shall perform all architectural and engineering services, including providing the services of a New Mexico registered Landscape Architect, as required for the completion of this Project Order's scope of work for the basic compensation computed as follows:

Fee Group 1: For services up to the completion of a preliminary site analysis, identifying major design parameters; the preparation of a preliminary construction cost estimate; and the development of a conceptual plan; a lump sum of	_____ (\$ _____)
	(to be completed by A/E)
Fee Group 2: For services from the delivery of a conceptual plan to the completion of design development and construction documents, including a detailed construction cost estimate; a lump sum of	_____ (\$ _____)
	(to be completed by A/E)
Fee Group 3: For services from the delivery of the construction documents through the completion of construction contract administration, i.e. substantial completion; a lump sum of	_____ (\$ _____)
or, based on the hourly rates listed in the fee proposal, a fixed not-to-exceed amount of	_____ (\$ _____)
	(to be completed by A/E)

The basic

compensation proposed above shall be subject to negotiation and revision. Any such revision made by the Owner shall be agreed to by the A/E prior to this Proposal Request becoming a Notice to Proceed.

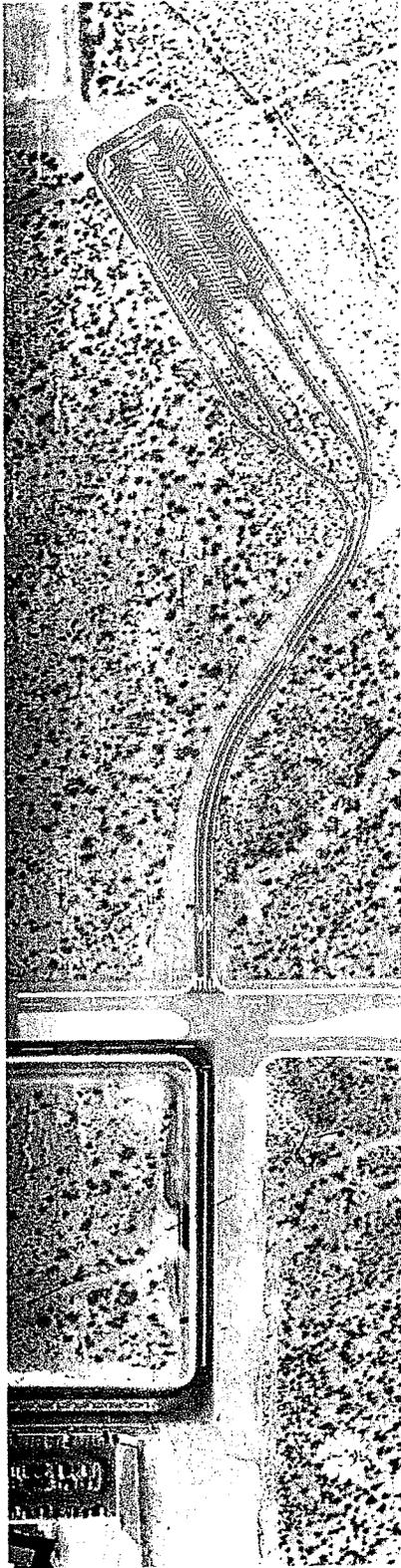
Fee proposal revisions:

Proposed Fee	Revised Fee	Revised by (Owner)	Accepted by (A/E)
_____	_____	_____	_____

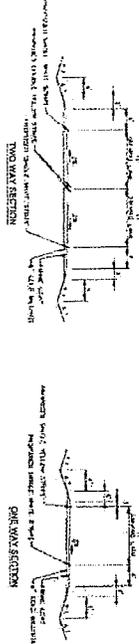
<p>Project Order Proposal Submitted By:</p> <p style="text-align: center;">Architect/Engineer</p> <p>By: _____</p> <p style="text-align: center;">(signature) (date)</p> <p>Name: _____</p> <p>Title: _____</p>	<p>Project Order Proposal Accepted By:</p> <p style="text-align: center;">Owner</p> <p>By: _____</p> <p style="text-align: center;">(signature) (date)</p> <p>Name: _____</p> <p>Title: _____</p>
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Attachments:

1. Authorization to Enter – Temporary Construction Easement (parking lot and access drive)
2. Plat of Survey by Moy Surveying, Job No. 10-0452 (for LCPS/Alameda Arroyo Recreational Trail easement)
3. Plat of Survey (60' Wide Road and Utility Easement (near Roadrunner Ave)
4. Schematic Plan showing Alameda Arroyo Recreational Trail route from Roadrunner Ave to Sonoma Ranch Blvd.
5. Sketch, typical CLC Park monument sign



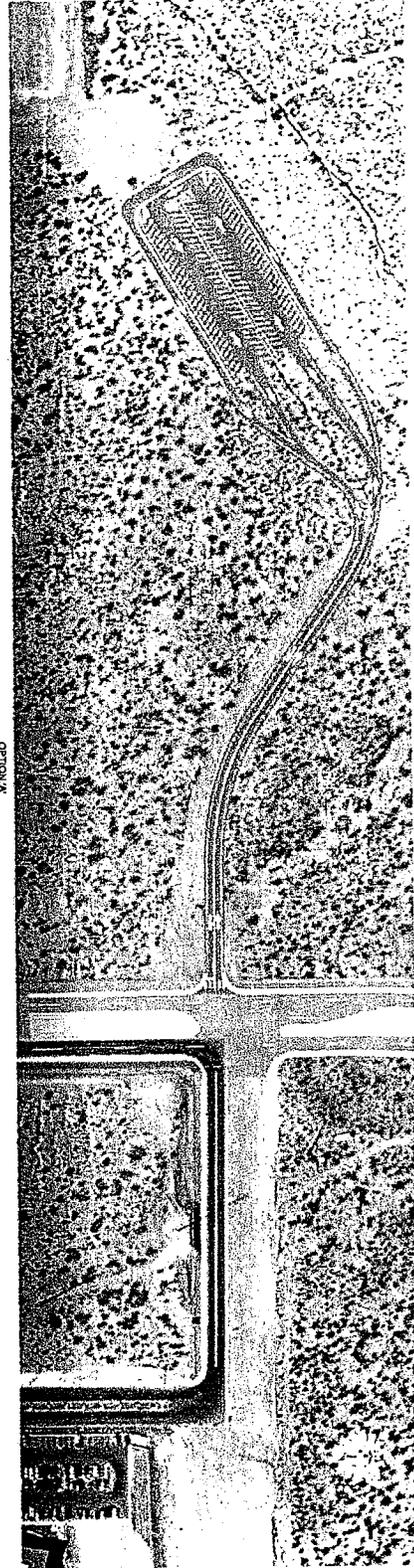
OPTION B



LEGEND



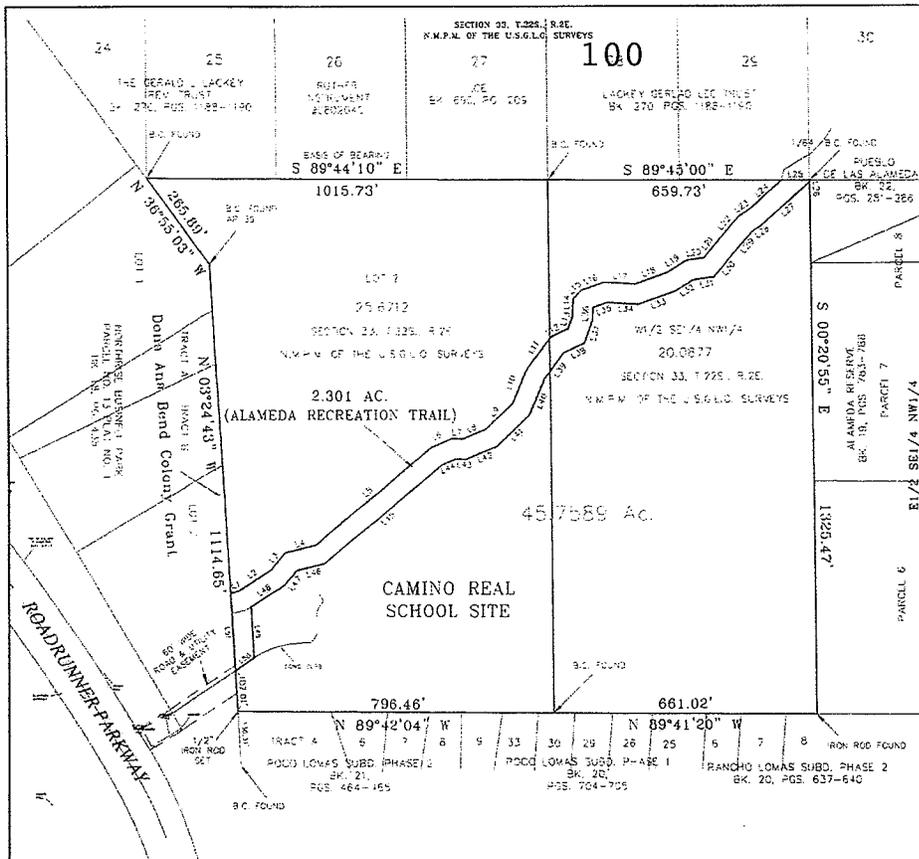
OPTION A



CANTINO REAL ESTATE PARTNERSHIP
 PROJECT NO. 0474
 PROPOSED OPTIONS

City of Las Cruces
 PEOPLE HELPING PEOPLE
 Public Works / Project Development

DATE: 11/11/11
 APP'D: [Signature]
 DESIGNED BY: [Signature]
 TX: [Signature]
 EIT: [Signature]

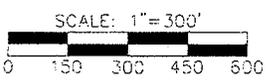


NOTES:

FLOOD ZONE "AO": AREAS DETERMINED TO BE OUTSIDE 500-YEAR FLOOD PLAIN, IN MAP NO. 3501300037 F, EFFECTIVE SEPTEMBER 6, 1995
 THIS SURVEY MAKES NO GUARANTEES AS TO THE ACCURACY OF THE ABOVE INFORMATION. THE LOCAL F.E.M.A. AGENT SHOULD BE CONTACTED FOR VERIFICATION.

LINE	LENGTH	BEARING
L1	25.08	N 24°28'41" E
L2	36.26	N 57°50'45" E
L3	28.94	N 39°23'53" E
L4	78.53	N 76°34'45" E
L5	378.25	N 30°12'28" E
L6	46.73	N 68°45'17" E
L7	27.56	S 57°26'15" E
L8	53.87	N 69°25'21" E
L9	33.25	N 45°54'09" E
L10	22.75	N 23°30'05" E
L11	15.53	N 26°58'56" E
L12	43.44	S 55°58'25" E
L13	74.56	N 30°06'05" E
L14	43.23	N 61°55'25" E
L15	33.27	N 48°45'08" E
L16	60.06	N 77°56'11" E
L17	76.27	S 85°42'26" E
L18	82.44	N 25°46'53" E
L19	22.29	N 58°40'03" E
L20	46.58	N 81°55'57" E
L21	62.74	N 42°28'24" E
L22	7.52	N 41°03'10" E
L23	31.82	N 36°23'52" E
L24	109.50	N 49°56'11" E
L25	53.63	S 85°45'53" E

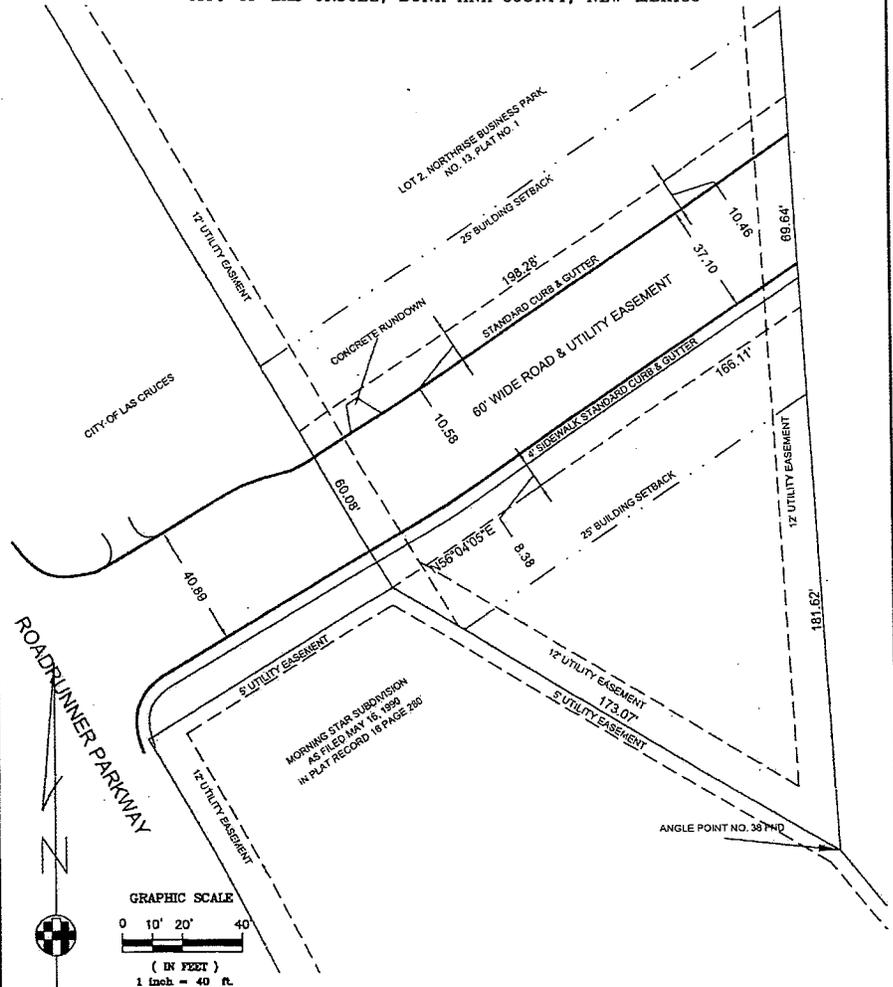
LINE	LENGTH	BEARING
L26	5.16	S 00°20'55" E
L27	161.87	S 41°32'11" W
L28	28.51	S 25°35'20" W
L29	66.37	S 41°32'11" W
L30	80.24	S 40°28'54" W
L31	15.53	S 81°46'27" W
L32	63.20	S 58°46'23" W
L33	26.43	S 23°46'23" W
L34	78.65	N 86°42'26" W
L35	36.81	S 78°49'11" W
L36	27.75	S 31°25'25" W
L37	51.14	S 20°18'25" W
L38	52.56	S 25°28'28" W
L39	82.49	S 36°36'50" W
L40	47.27	S 23°30'05" W
L41	127.25	S 46°54'09" W
L42	65.10	S 68°33'21" W
L43	26.97	N 87°26'16" W
L44	39.23	S 66°45'17" W
L45	282.65	S 82°11'24" W
L46	75.43	S 76°34'45" W
L47	48.29	S 29°25'21" W
L48	93.88	N 87°54'28" E
L49	156.64	S 03°24'43" E
L50	38.27	S 36°05'36" E
L51	193.18	N 03°24'43" W



<p>NOTES:</p> <p>FLOOD ZONE "AO": AREAS DETERMINED TO BE OUTSIDE 500-YEAR FLOOD PLAIN, IN MAP NO. 3501300037 F, EFFECTIVE SEPTEMBER 6, 1995 THIS SURVEY MAKES NO GUARANTEES AS TO THE ACCURACY OF THE ABOVE INFORMATION. THE LOCAL F.E.M.A. AGENT SHOULD BE CONTACTED FOR VERIFICATION.</p>	<p align="center"> PLAT OF SURVEY ON A 2.301 ACRE TRACT BEING PART OF LOT 2 AND THE W½ SE¼ NW¼ OF SECTION 33, T.22S., R.2E., N.M.P.M. OF THE U.S.G.L.O. SURVEYS CITY OF LAS CRUCES DONA ANA COUNTY, NEW MEXICO </p> <p> <small> I, JUAN GARCIA, A NEW MEXICO PROFESSIONAL SURVEYOR, CERTIFY THAT I CONDUCTED AND SUPPLIED THE SERVICES HEREIN AND CONSENT TO THE BEST OF MY KNOWLEDGE AND BELIEF, AND THAT THIS SURVEY AND PLAT MEET THE MINIMUM STANDARDS FOR SURVEYS IN NEW MEXICO. </small> </p>	<p align="center"> MOY SURVEYING INC.  414 N. DOWNTOWN MALL LAS CRUCES, NEW MEXICO 88601 </p> <p> PHONE: (505) 525-9683 FAX: (505) 524-3238 </p> <hr/> <p> JOB NO. 10-0452 DRAWN BY JUAN GARCIA FIELD BY KENNY VICTOR DATE 2/27/10 SCALE: 1"=300' </p>
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101 DESIGN SURVEY EXHIBIT

SHOWING A 60' WIDE UTILITY & ROAD EASEMENT
 LOCATED IN SECTION 32 & 33, T.22S., R.2E., N.M.P.M. U.S.R.S. SURVEYS
 AS PART OF LOT 2, NORTHRISE BUSINESS PARK, PARCEL NO. 13, PLAT NO. 1
 AS FILED MARCH 18, 1996 PLAT RECORD 18 PAGE 435
 IN THE RECORDS OF DONA ANA COUNTY
 CITY OF LAS CRUCES, DONA ANA COUNTY, NEW MEXICO



THIS SURVEY IS FOR USE BY THE CITY OF LAS CRUCES. THIS IS NOT A BOUNDARY SURVEY AND MAY NOT REVEAL ENCROACHMENTS, OVERLAPS, CONFLICTS IN BOUNDARY LINES, SHORTAGES IN AREA OR OTHER MATTERS WHICH WOULD BE DISCLOSED BY AN ACCURATE SURVEY.

PUBLIC WORKS DEPARTMENT CITY OF LAS CRUCES, NEW MEXICO			
PROJECT TITLE NORTH LAS CRUCES FLOOD CONTROL PROJECT			
PROJECT NO. 10-S-032			
SCALE 1" = 40'	DATE	REVISIONS	SHEET
SURVEYOR SCOTT FARNHAM PLS			1
DRAWN BY			OF
CHECKED BY			1

Exhibit "B"



Project Order Proposal
Term contract for Architectural and Engineering Services
Contract Number 11-12-303 / Purchase Order _____

Project Order Number:	<u>Three (3)</u>	Architect/Engineer:	<u>COLLEEN BOYD</u>
Fee Proposal Request:	<u>✓</u>	A/E's project manager:	<u>JOSE MAULDIN</u> <i>(to be completed by A/E)</i>
Date Requested:	<u>April 26, 2012</u>	Project Manager e-mail:	<u>colleen@asa-architects.com</u> <i>(to be completed by A/E)</i>
Notice to Proceed:	_____		
Date Issued:	_____		

Project Order Title:
 Alameda Arroyo Recreational Trail – Design

This Project Order, Number Three is issued pursuant to the Agreement Between Owner and Architect, AIA Document B102-2007, dated July 19, 2011, between the City of Las Cruces and the above listed Architect, inclusive of pages 1 through 16, which is incorporated herein by reference.

Scope of Work:

The scope of work for which architectural/engineering services are to be performed under this Project Order is generally described as providing the services of a landscape architect for the following:

Prepare a recreational trail plan for the Alameda Arroyo between Roadrunner Ave and Sonoma Ranch Blvd; consisting of the following tasks:

- Within the limits of the existing and proposed easements, prepare a conceptual layout for a 10' wide asphalt recreational trail, including concepts for erosion control, stormwater handling, and ADA compliance; trail heads at Roadrunner Ave and Sonoma Ranch Blvd, including site furnishings, planting, and hardscape; trail head monument signage, based on standard CLC Park monument signage; and ADA compliant signage for the trail, including signage for visually impaired persons.
- Prepare schematic design plan at 35% complete level.
- Prepare design development plan at 50% complete level.
- Prepare full, 100% complete construction documents including contract documents for bidding.

A/E personnel and sub-consultants:

The A/E staffs the project orders as generally identified by function and/or discipline in the proposal and as specifically listed herein to work on this Project Order. *(to be completed by A/E)*

Landscape Architect:	<u>JONI GUTIERREZ</u>
<u>CIVIL ENGINEER</u>	<u>GREINER ENG.</u>

DOES NOT INCL. SURVEY

Schedule:
 Number of calendar days required to provide basic architectural services through the completion of construction documents:

4-6 MONTHS
(to be completed by A/E)

Compensation:

The A/E shall perform all architectural and engineering services, including providing the services of a New Mexico registered Landscape Architect, as required for the completion of this Project Order's scope of work for the basic compensation computed as follows:

Fee Group 1: For services up to the completion of a preliminary site analysis, identifying major design parameters; the preparation of a preliminary construction cost estimate; and the development of a conceptual plan; a lump sum of (\$ 8,150)
 (to be completed by A/E)

Fee Group 2: For services from the delivery of a conceptual plan to the completion of design development and construction documents, including a detailed construction cost estimate; a lump sum of (\$ 17,500)
 (to be completed by A/E)

Fee Group 3: For services from the delivery of the construction documents through the completion of construction contract administration, i.e. substantial completion; a lump sum of (\$ 8,150)
 or, based on the hourly rates listed in the fee proposal,

a fixed not-to-exceed amount of (\$ 35,000)
 (to be completed by A/E)

The basic compensation proposed above shall be subject to negotiation and revision. Any such revision made by the Owner shall be agreed to by the A/E prior to this Proposal Request becoming a Notice to Proceed.

Fee proposal revisions:

Proposed Fee	Revised Fee	Revised by (Owner)	Accepted by (A/E)

Project Order Proposal Submitted By:

By: [Signature] Architect/Engineer
 (signature) (date)

Name: QUEEN BOLD
 Title: PROJECT ARCHITECT

Project Order Proposal Accepted By:

City of Las Cruces
 Owner

By: [Signature] 7/31/12
 (signature) (date)

Name: Robert J. Jones
 Title: Purchasing Mgr.

Attachments:

1. Authorization to Enter - Temporary Construction Easement (parking lot and access drive)
2. Plat of Survey by Moy Surveying, Job No. 10-0452 (for LCPS/Alameda Arroyo Recreational Trail easement)
3. Plat of Survey (60' Wide Road and Utility Easement (near Roadrunner Ave)
4. Schematic Plan showing Alameda Arroyo Recreational Trail route from Roadrunner Ave to Sonoma Ranch Blvd.
5. Sketch, typical CLC Park monument sign