



Town of Fountain Hills
16705 East Avenue of the Fountains
Fountain Hills, Arizona 85268
Phone: 480-816-5100
Fax: 480-837-3145

**REQUEST FOR QUOTATION
FOR
Topographic Survey Services**

2019-080

All quotes due by May 13, 2019, 3:00 P.M., Local Time, Phoenix, Arizona.

The Town of Fountain Hills (the "Town") is seeking a licensed and qualified Vendor to provide all material and labor required as described below on an as-needed basis for a period of one year, with up to four renewable one-year options.

Section I – Project Information

Contract holder will provide labor and materials to provide a topographic survey services.

The Contract created by this request and the resulting quotation will automatically renew for up to four successive one-year terms, unless the Vendor notifies the Town in writing of its desire to terminate the Contract. If extended, the then-current prices shall be applicable during the subsequent renewal year unless the Vendor notifies the Town in writing of any rate increase and the Town approves the increase with an authorized signature, prior to the end of the then-current term.

Section II – Instructions and Conditions

1. This is an indefinite quantity and indefinite delivery Agreement for Services, which shall only be provided when the Town chooses to move forward with a pending project and proper authorization and documentation have been approved. The Town does not guarantee any minimum or maximum amount of Services will be requested under this Agreement. However, the maximum amount of this Agreement shall not exceed \$9,900.00.
2. Vendors must state the manufacturer of each product quoted on in conformity with the specifications.
3. All quotations must contain the quoting firm's name and be signed by an authorized agent, officer or employee.
4. Award will be made to the Vendor whose quotation is the most advantageous to the Town.
5. Please attach your Quotation behind the Exhibit A cover sheet and submit this document to the address above.

If you need additional information or have questions please contact Kevin Snipes by email ksnipes@fh.az.gov.

Section III – Pricing

The Quotation shall be attached hereto as Exhibit A and shall contain pricing unless a separate price sheet is required, in which case the Price Sheet shall be submitted in the form attached hereto as Exhibit B and incorporated herein by reference.

Section IV – Execution and Submission

By executing this document and submitting a quotation to the Town of Fountain Hills, the authorized agent agrees (i) he/she has read the Town's Standard Terms and Conditions, dated April 14, 2016, as set forth on the Town of Fountain Hills website (<http://www.fh.az.gov/po-terms>), which are incorporated into and become a part of the company's quotation offer as if set forth fully herein and (ii) the company shall be bound by the Standard Terms and Conditions, dated April 14, 2016. By signing below, the company is offering to provide the services set forth in Exhibit A and upon written acceptance of the company's offer by the Town, it will have entered into a binding agreement. The offer shall be considered held open for 60 days from the quotes due date set forth above.

Signature: Carl Sitterley Date: 4/30/19
Printed Name: Carl Sitterley Title: President
Company Name: Consultant Registered Surveying, Inc
Address: 8732 E. Piccadilly Rd.
City: Scottsdale State: AZ Zip: 85251
Email Address: csitterley-crs@cox.net Telephone No. 480-620-1382

The total contract amount, including all renewal terms, may not exceed \$9,900.00. Contracts for \$50,000 or more will not be authorized and will require a formal procurement process.

ACCEPTANCE OF OFFER AND CONTRACT AWARD (For Town of Fountain Hills Use Only)

The Vendor's Offer is hereby accepted. The Vendor shall not commence any billable work or provide any materials or service under this Contract prior to the date this Contract is executed.

Town of Fountain Hills, an Arizona municipal corporation

CR
5/1/19

Grady E. Miller Date: 5.2.2019
Grady E. Miller, Town Manager

Town Attorney Approval: 4830-9363-7012

EXHIBIT A
TO
REQUEST FOR QUOTATION
FOR

[Vendor's Quotation]



CONSULTANT REGISTERED SURVEYING INC.
CARL SITTERLEY, R.L.S.

MAILING ADDRESS: 3370 N. Hayden, Suite #123, P.M.B. 567
Scottsdale, Arizona 85251

PHONE: (480) 620-1382

E-mail:

OFFICE ADDRESS: 8732 E. Piccadilly Rd.
Scottsdale, Arizona 85251

csitterley-crs@cox.net

Attn: Anh Harambasic, P.E., Civil Plans Reviewer
Town of Fountain Hills
16705 E. Avenue of the Fountains
Fountain Hills, AZ 85268

April 16, 2019

RE: Four Peaks Park, Town of Fountain Hills, Arizona—
Partial Site, limits defined by attached aerial map.
Topographic Survey and Ground horizontal and vertical surveying control.
Located in Section 11, T3N, R6E, G&SRM, APN 176-04-354d.

This project anticipates completing a topographic survey for the defined park area; the limits of which will include walks/paths, half street on adjoining roadway. Survey limits on the south side will be to existing parking paving and the north side of building as defined. Survey will include all visible improvements, visible utilities if marked, light poles, dug-out structures, concrete pads, drainage facilities, trees, sufficient ground shots for competent DTM, and any town marked sprinkler heads. CRS will make observations on all visible topographic items within defined area and will locate any visible irrigation sprinkler heads and valve boxes in the area marked by the Town of Fountain Hills parks people on the morning(s) of the survey. The topographic survey will be completed in Autodesk 2007 format with a DTM data base, 3D lines, and 0.2' contours provided. CRS will also provide a comma delimited point ASCII file for the site point observations. A sealed rough plot and printed survey points will be provided with the survey package as professional deliverable of the electronic files stated to be provided. The CAD and plot of the site will be completed to a general scale of 1"=40' unless a more desirable scale is determined.

This project will be referenced to the Town of Fountain Hills horizontal and vertical published datum. CRS anticipates using the local control points in the Section 11 area. CRS will set 5-10 local control points, both horizontal and vertical, around the site/park area for future plan/construction control reference and will locate any available street monuments on the adjoining El Sobrante Avenue. Plat for park site reference is MCR 141-18.

This scope of work does not include any kind of boundary survey and any found surveying monuments provided as control are assumed to already be of record.

(continued next page)

CRS anticipates:

- 01 hours of office time for pre-project communications and research (research completed);
- 02 hours of 1-man crew travel time to the site;
- 09 hours of 1-man crew site robotic topo-survey observations;
- 04 hours of 1-man crew establishing surveying control;
- 10 hours of office time complete data processing in CAD and complete a Survey Package to Town of Fountain Hills.

CRS invoices \$105 per hour for both a 1-man crew and office land surveying services.

With the stated assumptions, the itemized cost is as follows:

1-Man Crew time 15 hours =	\$1,575.00
Office Land Surveying Services 11 hours	<u>\$1,155.00</u>
Total lump-sum fee =	\$2,730.00

CRS is fully insured with general liability, professional liability, commercial auto, and workers compensation insurance, and will provide insurance certificates on request.

Map with topo-survey limits shown attached for reference.

Thank you for this opportunity to be of service to the Town of Fountain Hills.

This proposal to be attached to any contract.

Proposed:
CONSULTANT REGISTERED SURVEYING, INC.

Agreed:
TOWN OF FOUNTAIN HILLS

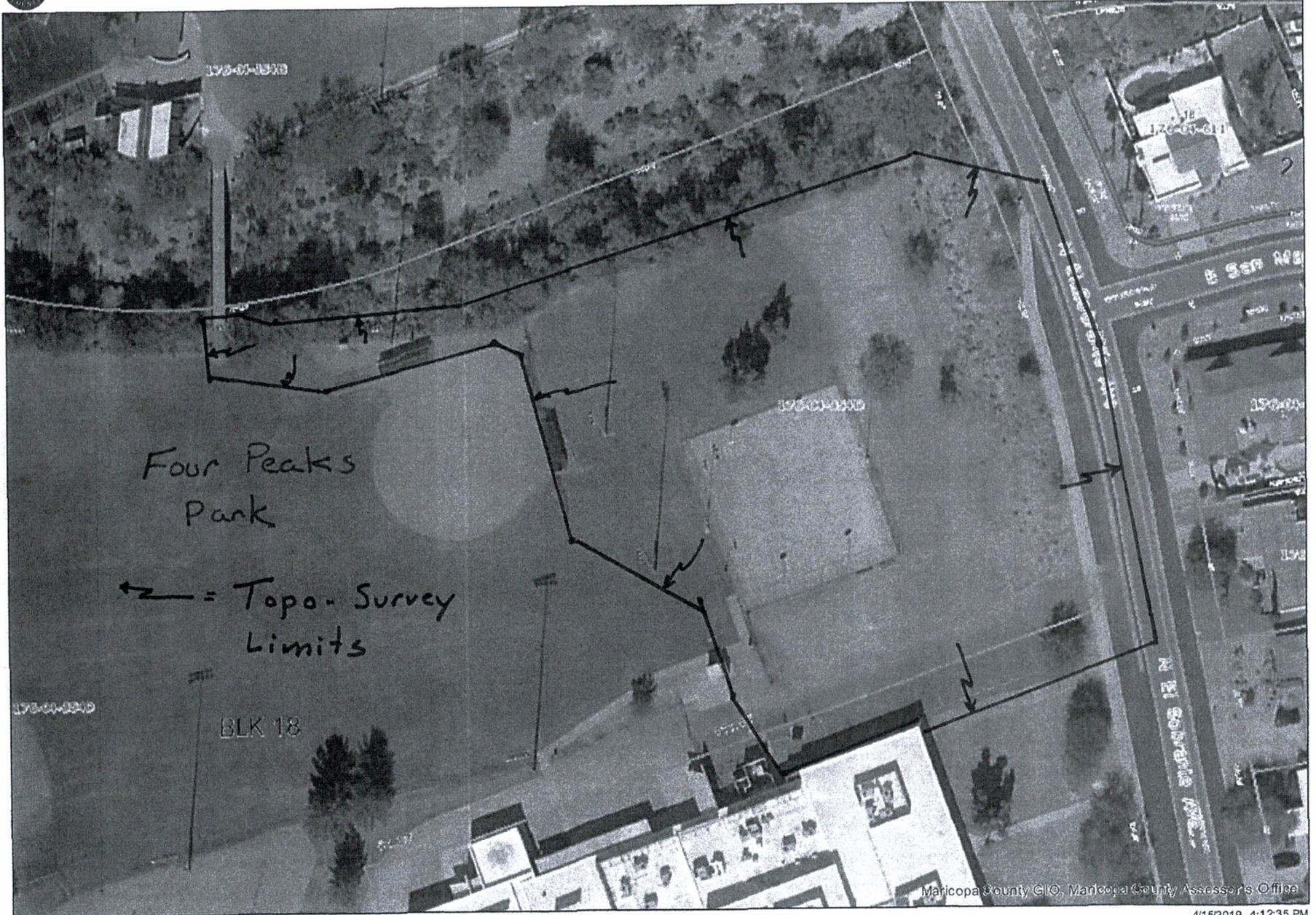


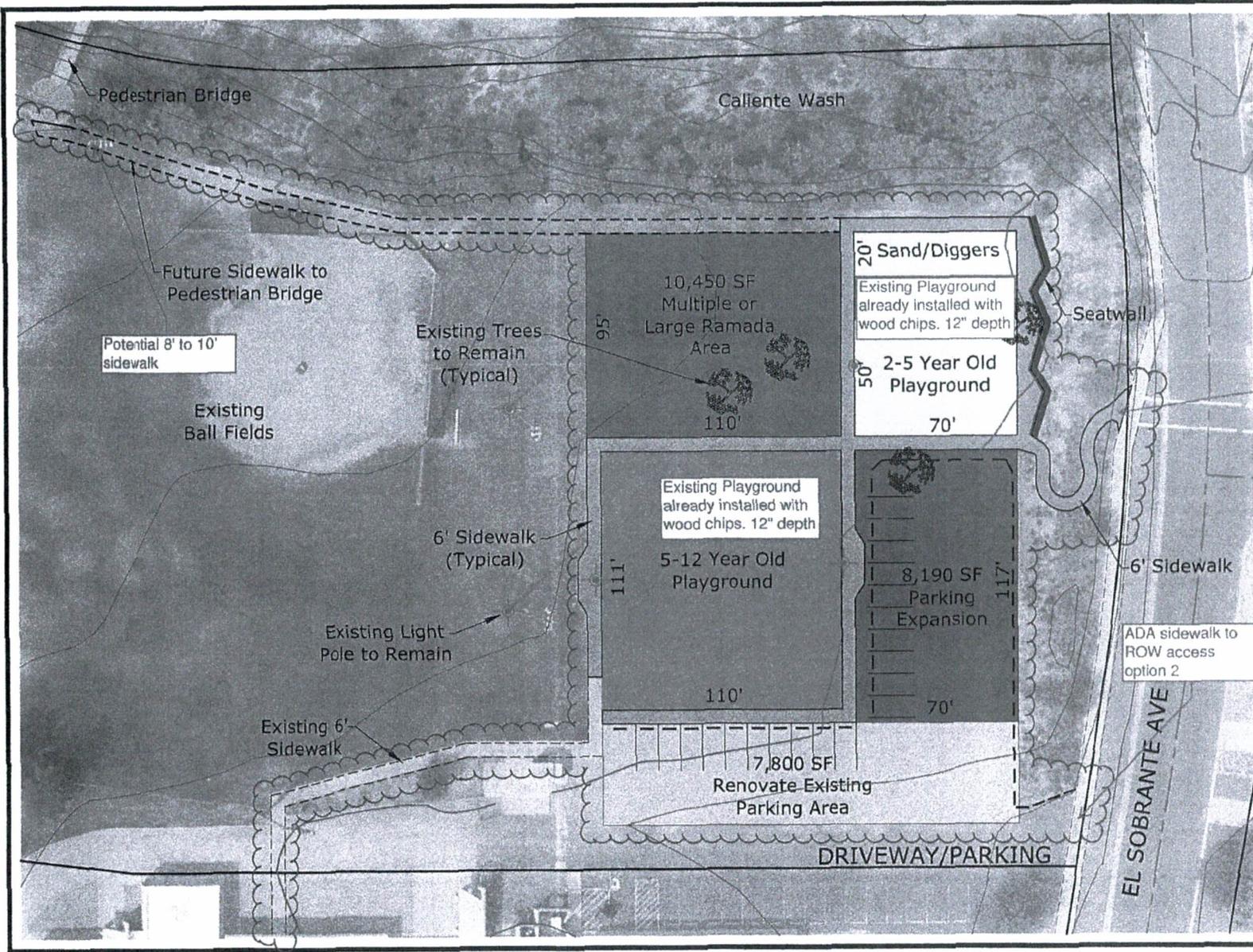
Carl Sitterley, RLS 28742
President

Name: _____

Title: _____

Map





DEVELOPMENT SERVICES

2017 AERIAL
SITE PLAN
FOUR PEAKS PARK
CONCEPT PLAN

ADA sidewalk to
ROW access
option 2

LEGEND:

- LOTLINE
- ROW
- CENTERLINE
- EASEMENT
- CONTOUR 2ft
- CONTOUR 10ft
- FLOODPLAIN



- AERIAL PHOTO FLIGHT: 10/15
- TOPOGRAPHICAL MAP: 9/91
- FEMA FLOOD DELINIATION: 10/13

THIS TOPO/AERIAL MAPPING IS
SUITABLE FOR GENERAL PLANNING
PURPOSES, BUT SHOULD NOT BE
USED FOR DESIGN.

EXHIBIT B
TO
REQUEST FOR QUOTATION
FOR

[Price Sheet]

PRICE SHEET
FOR

Labor Rate(s) at Vendor Facility		
	Days and Hours of Operation	Hourly Rate
Regular Business Hours	8 am - 5 pm	See Rate Sheet
Weekends	Closed	
Holiday	Closed	
After Hours	Closed	
Emergency	480-620-1382	
Distance from Worksite (Town of Fountain Hills use only.) 25 miles		
Flat Rate Pricing Offered?		Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Pickup/Deliver Provided	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Charge: \$ 105 per hour.

Parts	
Firm fixed discount percentage off replacement parts catalog/price list	%
Catalog/Price List Name:	N/A
Catalog/Price List Number:	N/A
Catalog/Price List Date:	N/A

FOB POINT

Town of Fountain Hills (Address)
Fountain Hills, AZ 85268



CONSULTANT REGISTERED SURVEYING INC.
CARL SITTERLEY, R.L.S.

MAILING ADDRESS: 3370 N. Hayden, Suite #123, P.M.B. 567
Scottsdale, Arizona 85251

OFFICE ADDRESS: 8732 E. Piccadilly Rd.
Scottsdale, Arizona 85251

PHONE: (480) 620-1382

E-mail:
csitterley-crs@cox.net

April 30, 2019

TOWN OF FOUNTAIN HILLS
16705 East Avenue of the Fountains
Fountain Hills, AZ 85268

RE: CRS hourly rates for 2019- End December 2019 for Land Surveying Services.

The CRS rates are as follow and will continue for the Town of Fountain Hill to end Dec. 2019.

1-man field crew = \$105 per hour (includes both robotic and GPS equipment)

Office RLS time = \$105 per hour

2-man field crew = \$138 per hour (includes both robotic and GPS equipment)

Legal descriptions with exhibit fixed fee \$660.00

RLS=Registered Land Surveyor, Arizona 28742

Submitted,
CONSULTANT REGISTERED SURVEYING, INC

Carl Sitterley, RLS, President

