


COUNCIL COMMUNICATION

	Number:	24-214	Meeting:	May 20, 2024
	Agenda Item:	11	Roll Call:	[]
	Submitted by:	James M. Hoff, Assistant City Manager, Steven L. Naber, P.E., City Engineer, and Dana Wingert, Chief of Police		

AGENDA HEADING:

Approving Supplemental Agreement No. 4 to the Professional Services Agreement (PSA) with SystemWorks, LLC for additional building commissioning services for the Animal Control Building, for an amount not to exceed \$5,240.

SYNOPSIS:

Recommend approval of Supplemental Agreement No. 4 to the PSA with SystemWorks, L.L.C. (Andrew Bennett, Principal, 409 Fifth Street, West Des Moines, Iowa 50265) for an additional amount not to exceed \$5,240, based on hourly rates and reimbursable costs, to provide additional professional services for Animal Control Building Commissioning, including additional testing, adjusting, and balancing (TAB) services and Commissioning services for geothermal system modifications.

FISCAL IMPACT:

Amount: \$5,240.

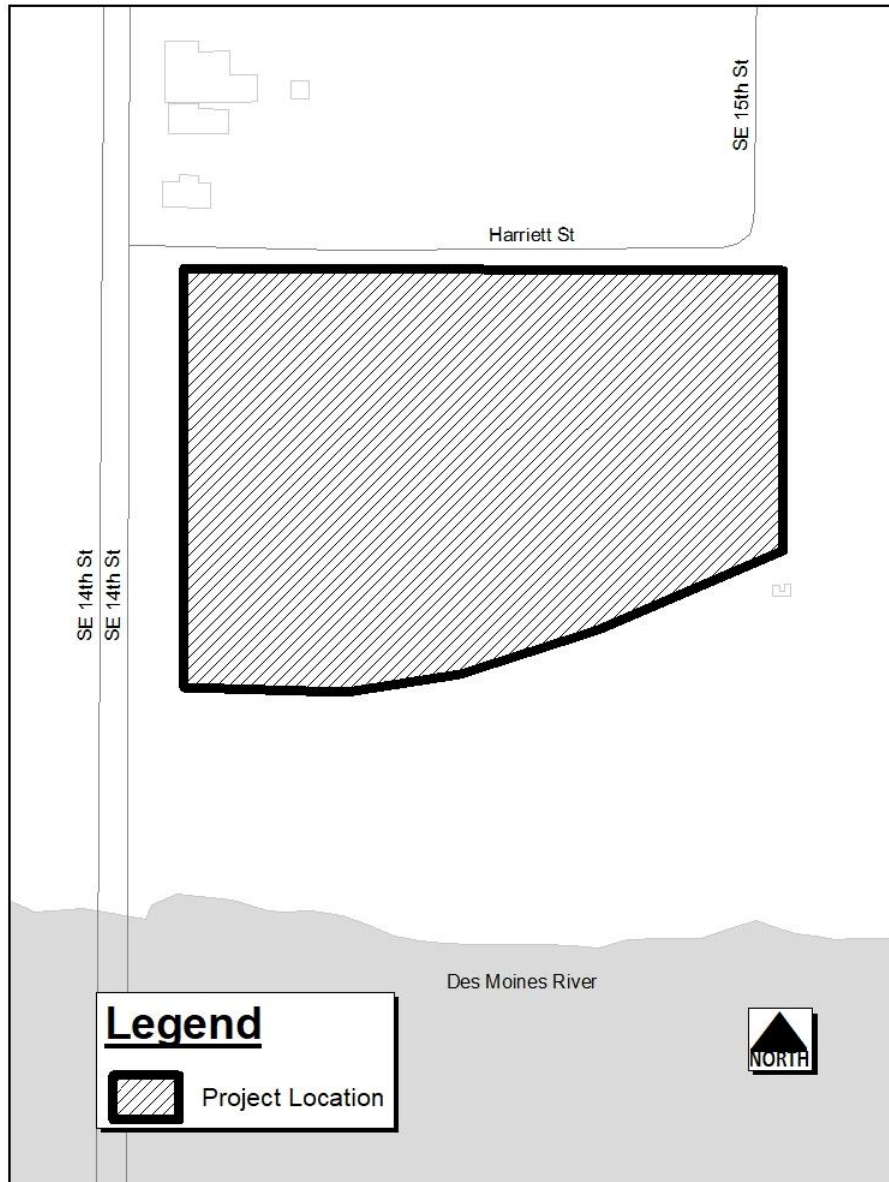
Funding Source: Fiscal Year (FY) 2024-2025 Capital Improvement Program (CIP), Page 30, Animal Control Facility, BL130, G.O. Bonds

ADDITIONAL INFORMATION:

- The Animal Control Facility project included the construction of an approximate 21,900 square-foot (SF) sustainable animal control facility operated by the City's current animal control services contractor, Animal Rescue League of Iowa. The new facility is located on a 5.5-acre site at 1441 Harriet Street.
- Building Commissioning is the professional practice that ensures buildings are delivered according to the building owner's (in this case City's) requirements and specifications, which includes testing of systems such as mechanical, electrical, and plumbing systems. Building Commissioning is being conducted to fulfill requirements for Fundamental Commissioning prerequisites, as well as acquire Enhanced Commissioning Credits, which are necessary in the City's attempt in obtaining a Leadership in Energy and Environmental Design (LEED) v4-certified building designation.
- On April 8, 2019, by Roll Call No. 19-0539, City Council approved a PSA with SystemWorks, LLC for professional services for the Animal Control Building Commissioning, not to exceed \$63,960. Commissioning services included design phase (commissioning review of design

documents, preparation of a commissioning plan) and construction phase services (including site visits and field testing and reporting). The systems to be commissioned include:

- Heating, ventilation, and air conditioning.
 - Plumbing (domestic hot water system, pump, and controls).
 - Electrical (service and distribution, lighting, and lighting controls).
 - Building pressure control.
 - Building automation system features graphics, alarming, and operations.
 - Building envelope.
- Supplemental Agreement No. 1 to the Agreement for Professional Services with SystemWorks, LLC for an additional amount not to exceed \$8,580, based on hourly rates, was approved by City Engineer on July 12, 2021, to provide additional design and construction phase commissioning services necessary to include additional design improvements which included:
 - Enlargement of the proposed new building located at 1425 Harriet Street from 16,800 SF to 19,800 SF for increased animal control officer support spaces, community outreach spaces, and animal housing to meet the preferred 14-day/21-day animal “length of stay” standards.
 - Utilize geothermal system to realize system efficiency, energy cost savings, and increased LEED classification.
 - Reconfigure Harriet Street for north side parking and new utility installation.
 - Supplemental Agreement No. 2 to the Agreement for Professional Services with SystemWorks, LLC for an additional amount not to exceed \$18,815, based on hourly rates and reimbursable costs, was approved by City Council on March 21, 2022, by Roll Call No. 22-0395, to provide TAB services for the Animal Control Facility, as opposed to verifying the TAB services were conducted by the mechanical contractor, who had this task deducted from the scope of work being performed as part of the construction contract.
 - Supplemental Agreement No. 3 to the Agreement for Professional Services with SystemWorks, LLC for an additional amount not to exceed \$12,503, based on hourly rates and reimbursable costs, was approved by City Council on February 5, 2024, by Roll Call No. 24-0166, to provide additional building enclosure functional performance water leakage testing.
 - Staff has negotiated Supplemental Agreement No. 4 to the Agreement for Professional Services with SystemWorks, LLC for an additional amount not to exceed \$5,240, based on hourly rates and reimbursable costs, to provide additional TAB services and Commissioning services related to modifications to the geothermal system. Additional re-testing and commissioning services are required due to modifications that were made during installation and start-up of the geothermal system, to ensure the system operates as intended.



PREVIOUS COUNCIL ACTION(S):

Date: February 5, 2024

Roll Call Number: [24-0166](#)

Action: [Approving](#) Supplemental Agreement No. 3 to the Professional Services Agreement with SystemWorks L.L.C. for additional professional services for Animal Control Building Commissioning, not to exceed \$12,503. ([Council Communication No. 24-045](#)) Moved by Gatto to adopt. Second by Westergaard. Motion Carried 6-0.

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

City staff do not anticipate any future Council actions on this PSA at this time; however, unanticipated changes to this PSA would require a Supplemental Agreement, which may require Council action.

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