



**CITY COUNCIL  
COMMUNICATION:**

**ITEM \_\_\_\_\_**

**OFFICE OF THE CITY MANAGER  
CITY OF DES MOINES, IOWA**

**98-517**

**SYNOPSIS -**

**AGENDA:**

NOVEMBER 16, 1998

Agreement for Professional Services with Adamson + Associates, Inc. (1200 Grand Avenue, West Des Moines, Iowa, 50265, Douglas Adamson, President) provides for the design of new entrances at Glendale Cemetery and the Waveland Golf Course, and for schematic design of fencing along University Avenue from the entrances to Glendale Cemetery and the Waveland Golf Course, west to 56th Street, and for schematic design of pedestrian connections along University Avenue from 56th Street to Polk Boulevard.

**SUBJECT:**

GLENDALE CEMETERY  
AND WAVELAND GOLF  
COURSE ENTRANCE  
DESIGNS AGREEMENT  
FOR PROFESSIONAL  
SERVICES

**FISCAL IMPACT -**

**TYPE:**

**RESOLUTION  
ORDINANCE  
RECEIVE/FILE**

Compensation to the consultant for work covered by the Agreement shall not exceed \$35,000. Funds are provided in the approved 1997/98 Capital Improvements Program, page 214, Cemetery Infrastructure, Fund Code 403949.

**RECOMMENDATION -**

**SUBMITTED BY:**

HAROLD E. SMITH, P.E.  
CITY ENGINEER

**Approval of Agreement with Adamson + Associates, Inc.**

**BACKGROUND -**

On May 4, 1998, by Roll Call No. 98-1366, City Council approved authorization to proceed on this project.

A Request for Proposals (RFP) in accordance with the City's standard procedure for soliciting professional services was developed for the design of new entrances at Glendale Cemetery and the Waveland Golf Course, and for schematic design of fencing and pedestrian

connections along University Avenue, and was sent to the following firms:

- Schiffler Associates Architects
- Larson Architecture, LLC
- Environmental Design Group
- Dunbar-Jones Partnership
- RDG Crose Gardner Shukert, Inc.
- Brian Clark and Associates
- Arterra Group Ltd.
- Adamson + Associates, Inc.
- Herbert Lewis Kruse Blunck Architecture

Proposals were received in response to the RFP from:

- Larson Architects, LLC
- Arterra Group Ltd.
- RDG Crose Gardner Shukert, Inc.
- Adamson + Associates, Inc.
- Herbert Lewis Kruse Blunck Architecture

A selection committee was organized to evaluate the proposals received to rank the candidates to determine the most qualified based on experience, qualifications, expertise, development of the work plan, schedule, project assignments, cost of service, references, and quality of an interview. The committee consisted of Don McLaughlin and Bud Ward from the Park and Recreation Department, and Larry Ciarimboli from the Engineering Department.

After thorough evaluation, the committee placed the respondents in ranking order and selected the top ranking firm, Adamson + Associates, Inc., to be the consultant.