



# Council Communication

Office of the City Manager

Date

October 9, 2006

Agenda Item No. 9  
Roll Call No. 06-  
Communication No. 06-640  
Submitted by: **Jeb E. Brewer, P.E.**  
City Engineer

## AGENDA HEADING:

Approving Professional Services Supplemental Agreement No. 1 with Shiffler Associates Architects, P.C., for additional design services for the West Zone Maintenance Facility, not to exceed \$19,700.

## SYNOPSIS:

Recommend approval of Professional Services Supplemental Agreement No. 1 with Shiffler Associates Architects, P.C., Bryan Shiffler, Manager, 4717 Grand Avenue, Des Moines, IA, 50312, for additional design services for the West Zone Maintenance Facility, for compensation not to exceed \$19,700. The consultant will pursue additional opportunities to provide Leadership in Energy and Environmental Design (LEED) certification for this new facility to ensure it meets energy performance and environmental responsibility standards.

## FISCAL IMPACT:

Amount: \$19,700

Funding Source: 2006-07 CIP, Page Park-13, PKS143, Park Building Improvements, G.O. Bonds

## ADDITIONAL INFORMATION:

The proposed West Zone Maintenance Facility will be located at Glendale Cemetery and will house the combined Parks & Recreation Department's maintenance staff and equipment currently located in Greenwood Park and Glendale Cemetery. Combining the two maintenance operations will reduce operating costs and improve maintenance equipment utilization. The adopted Greenwood Park Master Plan recommends relocating the Greenwood Park maintenance operation and demolishing the existing maintenance facility.

The existing maintenance buildings at Glendale Cemetery and Greenwood Park are wood-framed buildings constructed in the early 1930s; they have deteriorated over the years. Neither building meets current building codes. The buildings do not provide adequate covered storage for expensive mowing and maintenance equipment.

On January 23, 2006, by Roll Call No. 06-123, Council approved a professional services agreement with Shiffler Associates Architects for design of this facility. An RFP for design services was advertised in the newspaper and posted on the City's web site. Seven firms attended the pre-proposal meeting, with five proposals being received from qualified architectural/engineering firms. A selection committee, composed of two people from the Parks Department and one from the Engineering Department, rated the firms. Shiffler Associates Architects was the highest rated firm.

LEED is an independent third-party rating system that allows the City to evaluate the sustainability of new construction projects. The proposed additional services under this supplemental are intended to certify the facility under LEED criteria.

**PREVIOUS COUNCIL ACTION(S):**

Date: January 23, 2006

Roll Call Number: 06-123

Action: Approving Professional Services Agreement with Shiffler Associates Architects for new West Zone Maintenance Facility, not to exceed \$37,500. ([Council Communication No. 06-039](#)) Moved by Brooks to adopt. Motion Carried 7-0.

**BOARD/COMMISSION ACTION(S): NONE**

**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:**

Normal Council actions on consultant services and construction contracts.