

 <p style="text-align: center;"><b>Council Communication</b> Office of the City Manager</p>	<b>Date:</b> July 11, 2011
	<p><b>Agenda Item No.</b> 8</p> <p><b>Roll Call No.</b> <u>11-1182</u></p> <p><b>Communication No.</b> <u>11-463</u></p> <p><b>Submitted by:</b> <b>Jeb E. Brewer, P.E. City Engineer and Judy A. Bradshaw, Chief of Police</b></p>

**AGENDA HEADING:**

Approving Professional Services Agreement with Design Alliance, Inc. for design and construction phase services for the Police Evidence Storage Facility, not to exceed \$71,901.

**SYNOPSIS:**

Recommend approval of the Professional Services Agreement with Design Alliance, Inc., David Harrison, Principal, 14225 University Avenue, Suite 110, Waukee, Iowa, 50263, for a lump sum amount of \$70,816, and reimbursable costs not to exceed \$1,085, to provide design and construction phase services for the Police Evidence Storage Facility.

**FISCAL IMPACT:**

Amount: \$71,901

Funding Source: 2011-2012 CIP, Page Building-14, Police Facility Improvements, BLD062, G.O. Bonds.

**ADDITIONAL INFORMATION:**

The Police Department is seeking to remodel areas of the Police Department to ensure employee safety, provide safe and efficient customer service, and have a centralized area for citizens to conduct business at the police station. The current assignment of personnel results in customers either being escorted through secure areas or employees making numerous trips to different locations to satisfy the customer's needs. The remodel will facilitate these needs as well as centralize property management and patrol functions.

Approximately 2,000 square feet of areas in the basement and on the first floor will be remodeled to move property management up to first floor to provide better security and improve public access. The OWI testing will be relocated to the property management office area in the basement which will improve OWI processing.

A Request for Proposals (RFP) for design and construction phase services was sent to several consultants and posted on the City's web site. Eight proposals were received in response to the RFP. A selection committee composed of representatives from the Engineering Department and the Police Department rated the proposals. Design Alliance, Inc. was the selection of the committee based on their

qualifications, technical approach to this project, and past experience with similar projects. Staff has negotiated a Professional Services Agreement with Design Alliance, Inc. for a lump sum amount of \$70,816 and reimbursable costs not to exceed \$1,085, to provide programming, design, and construction phase services.

**PREVIOUS COUNCIL ACTION(S): NONE**

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

**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:**

Normal Council actions on consultant services.

For more information on this and other agenda items, please call the City Clerk's Office at 515-283-4209 or visit the Clerk's Office on the second floor of City Hall, 400 Robert D. Ray Drive. Council agendas are available to the public at the City Clerk's Office on Thursday afternoon preceding Monday's Council meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk's Office or sending their request via email to [cityclerk@dmgov.org](mailto:cityclerk@dmgov.org).