

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date:	September 24, 2012
	Agenda Item No.	8
	Roll Call No.	<u>12-1488</u>
	Communication No.	<u>12-515</u>
	Submitted by:	Jeb E. Brewer, P.E., City Engineer

AGENDA HEADING:

Approving professional services agreement with SystemWorks, LLC for professional services in connection with MSC Commissioning, not to exceed \$174,000.

SYNOPSIS:

Recommend approval of the Professional Services Agreement between the City of Des Moines and SystemWorks, LCC, Garry W. Caldbeck, Principal, 409 Fifth Street, West Des Moines, Iowa, 50265, for a total cost not to exceed \$174,000, based on hourly rates, to provide professional services in connection with the MSC Commissioning.

FISCAL IMPACT:

Amount: \$174,000

Funding Source: 2012-13 CIP, Page Municipal Building Improvements – 10, Municipal Service Center, BLD124, TIF Bonds.

ADDITIONAL INFORMATION:

On March 26, 2012, by Roll Call No. 12-0497, City Council approved a professional services agreement with Neumann Monson, P.C. for design and construction phase services for a new Municipal Services Center. The service center is approximately 88,000 SF of interior vehicle parking, workshops, offices, and support spaces located at 1550 Scott Avenue. The facility will be designed and submitted for LEED certification. The professional services agreement with SystemWorks, LLC provides full commissioning services to obtain LEED certification.

A request for proposals for commissioning services was sent to several consultants, posted on the City’s website and published notice in the Des Moines Register. Ten (10) proposals were received in response to the RFP. A selection committee, composed of representatives from the Engineering Department and the Mechanical Engineer of Record, rated the proposals. SystemWorks, LLC was selected by the committee based on their qualifications and previous performance on other City projects.

Staff has negotiated a Professional Services Agreement with SystemWorks, LLC, for a total cost not to exceed \$174,000, based on hourly rates, to provide professional services in connection with the MSC Commissioning.

PREVIOUS COUNCIL ACTION(S):

Date: September 10, 2012

Roll Call Number: [12-1468](#)

Action: [On](#) Municipal Service Center Preliminary Site Grading: Resolution approving plans, specifications, form of contract documents, engineer's estimate, receive and file bids, and designating lowest responsible bidder as Corell Contractor, Inc., (Grant S. Corell, President), \$1,183,474.50. ([Council Communication No. 12-481](#)). Moved by Meyer to adopt. Motion Carried 7-0.

Date: June 25, 2012

Roll Call Number: [12-1034](#)

Action: [On](#) request to rezone 1540 Scott Avenue from "M-2" (Heavy Industrial) to "PUD" (Planned Unit Development) and approve the "City of Des Moines Municipal Services Center PUD Conceptual Plan" to allow the initial phase of development of a municipal services campus with approximately 85,000-square foot facility for offices, shops, and storage; and a 50,000-square foot outdoor storage yard for combined functions of the Parks and Recreation, Public Works, and Engineering Departments of the City. ([Council Communication No. 12-326](#)). Moved by Meyer to adopt and approve the rezoning to the PUD District classification and Conceptual Plan, subject to final passage of the rezoning ordinance. Motion Carried 7-0.

Date: March 26, 2012

Roll Call Number: [12-0497](#)

Action: [Approving](#) Professional Services Agreement with Neumann Monson Architects for design and construction phase services for the Municipal Services Center – Phase 1, not to exceed \$1,098,000. ([Council Communication No. 12-134](#)). Moved by Meyer to adopt. Motion Carried 7-0.

Date: December 19, 2011

Roll Call Number: [11-2153](#)

Action: [Municipal](#) Services Center Master Plan and authorizing the City Manager to proceed with an RFP for design and construction services for Phase 1 of the project and directing staff to prepare the PUD Conceptual Plan and initiate the rezoning. ([Council Communication No. 11-770](#)). Moved by Meyer to adopt. Motion Carried 7-0.

Date: August 8, 2011

Roll Call Number: [11-1390](#)

Action: [On](#) intent to acquire property for Municipal Services and authorize acquisition of necessary property interests from affected property owners for the Municipal Service Center – Phase 1. ([Council Communication No. 11-527](#)). Moved by Meyer to adopt. Motion Carried 7-0.

Date: July 25, 2011

Roll Call Number: [11-1323](#)

Action: [Resolution](#) approving components of the Executive Summary of the Draft Municipal Services Center Master Plan, and directing the City Manager to proceed with specific actions to advance the Municipal Services Center Project. Moved by Moore to adopt. Motion Carried 7-0.

Date: June 13, 2011

Roll Call Number: [11-1048](#)

Action: [Urban](#) Renewal Development Agreement with Kemin Industries, Inc. for expansion of World-wide Corporate Headquarters and Corporate Campus, 2100 Maury Street. ([Council Communication No. 11-391](#)). Moved by Meyer to adopt. Motion Carried 7-0.

BOARD/COMMISSION ACTION(S):

Board: Urban Design Review Board

Date: July 17, 2012

Action: N/A – Informational Review

Board: Plan and Zoning Commission

Date: May 27, 2012

Action: Recommended by a vote of 11-0 that the proposed rezoning and PUD conceptual plan be approved, subject to the conditions.

Board: Plan and Zoning Commission

Date: December 1, 2011

Action: Public Hearing at the Plan and Zoning Commission regarding the City Council initiated request for review and recommendation regarding the Municipal Services Center Master Plan.

Board: Joint information session with the Plan and Zoning Commission, Urban Design Review Board, Park and Recreation Board, and Neighborhood Revitalization Board was held.

Date: July 21, 2011

Action: N/A – Information Presentation

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

Normal Council actions on consultant services for design and construction administration, and construction contracts.

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