

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date: January 11, 2016
	Agenda Item No. 8 Roll Call No. <u>16-0020</u> Communication No. <u>16-015</u> Submitted by: Pamela S. Cooksey, P.E., City Engineer

AGENDA HEADING:

Approving Supplemental Agreement No. 1 to the Agreement for Professional Services with Modus Engineering, Ltd. for design and construction services for audio/visual and broadcasting equipment relocation for interim City Council Chambers as part of the City Hall Building Systems Design, for an additional amount not to exceed \$16,500.

SYNOPSIS:

Recommend approval of Supplemental Agreement No. 1 to the Professional Services Agreement with Modus Engineering, Ltd., Harry C. Doyle, P.E., President, 214 4th Street, Waterloo, Iowa 50703, for a total cost not to exceed \$16,500 to provide additional design and construction phase services for City Hall Building Systems Design.

FISCAL IMPACT:

Amount: \$16,500

Funding Source: ND405643 – General Fund Non Departmental, FY2016 Operating Budget Page 91. (All related costs for the temporary relocation, including rent, will be tracked under project: OP204 – City Hall – Temporary Relocation). Funding for the temporary relocation is being recommended in the fiscal year (FY) 2016 Amended Operating Budget.

ADDITIONAL INFORMATION:

Supplemental Agreement No. 1 includes additional design and construction engineering phase services needed for:

- (1) Relocation and potential replacement of the existing Council Chamber equipment to the interim City Council Chamber at the Municipal Services Center (MSC); and
- (2) Following the completion of the City Hall Building System improvements, the relocation of the equipment back to the City Hall Council Chambers.

The equipment is used for council voting; recording official public meetings; sound system; presentation and display of documents; and live broadcasting. The removal and re-installation of this specialized equipment requires trained technicians. The design also includes additional power and data infrastructure at the interim site to connect the equipment.

The breakdown of additional design and construction engineering phase services is as follows:

City Clerk's Office Audio/Visual Equipment Relocation – Engineering	\$5,750
Public Information Office's Broadcasting Equipment Relocation – Engineering	\$10,750
Total Additional Engineering Cost	\$16,500

Modus Engineering was the engineer of record for the original mechanical, electrical, fire protection, and technology of the facility. Modus Engineering was also hired to assist with the audio visual equipment specifications for the meeting rooms in the MSC.

On March 18, 2014, Modus Engineering, Ltd. was hired to provide professional engineering services for the City Hall Heating Ventilating Air Conditioning (HVAC) Schematic Design. This initial phase included documentation of the existing boiler and AHUs, piping, and radiators.

On September 28, 2015, Modus Engineering, Ltd. was hired to provide professional engineering services for the City Hall Building Systems Design. Design and construction phase services under this agreement include (1) new sprinkler system and upgrade fire detection and alarms, (2) interior and exterior lighting improvements and reconfiguring some of the interior building power distribution and look at sizing a new generator with capacity to back up the entire building, (3) replace the air-handling units in the north and south attics and in the basement, (4) add variable air volume terminal boxes in zones throughout the building and recondition existing radiators for perimeter heating in select areas of the building, (5) replacement of the steam boiler with two (2) high efficiency condensing hot water boilers and the rebuild of the chiller.

A Request for Proposal (RFP) for these professional services was advertised in the newspaper and posted on the City's website. Five (5) proposals were received in response to the RFP. A selection committee composed of representatives from the Engineering and Park & Recreation Department reviewed the proposals. Modus Engineering, Ltd. was selected by the committee based on their qualifications and defined approach to this project.

Staff has negotiated a Supplemental Agreement with Modus Engineering, Ltd., for a lump sum amount not to exceed \$16,500 to provide professional services to provide additional design and construction phase services.

PREVIOUS COUNCIL ACTION(S):

Date: September 28, 2015

Roll Call Number: [15-1591](#)

Action: [Approving](#) Professional Services Agreement with Modus Engineering, Ltd. for City Hall Building Systems Design, not to exceed \$230,000. ([Council Communication No. 15-511](#)) Moved by Hensley to adopt. Motion Carried 7-0.

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

Normal Council actions on construction contracts.

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