

 <p style="text-align: center;"><b>Council Communication</b> Office of the City Manager</p>	<b>Date:</b>	May 8, 2017
	<b>Agenda Item No.</b>	<b>13</b>
	<b>Roll Call No.</b>	<b><u>17-743</u></b>
	<b>Communication No.</b>	<b><u>17-419</u></b>
	<b>Submitted by:</b>	<b>Pamela S. Cooksey, P.E., City Engineer</b>

**AGENDA HEADING:**

Approving Change Order No. 8 with Henning Paric Commercial, LLC for additional work on the City Hall Improvements project to complete Phase 2 improvements, and increase project budget by \$950,000.

**SYNOPSIS:**

Recommend increasing project budget by \$950,000, which includes Change Order No. 8 in an amount not to exceed \$831,000 with Henning Paric Commercial, LLC, Kevin Walker, President, 5800 Merle Hay Road, Suite 14, Johnston, Iowa, 50131, for Phase 2 improvements, which include restoring the historical nature of 1<sup>st</sup> floor City Hall and locating all staff in City Hall on floors 1, 2, and 3, and \$119,000 for furniture to be purchased through Procurement.

**FISCAL IMPACT:**

Amount: \$950,000

Funding Source: 2017-2018 CIP, Page Municipal Building-6, City Hall Improvements, BL127, \$831,000 from the debt service reserve fund.

**ADDITIONAL INFORMATION:**

On June 13, 2016, by Roll Call No. 16-1008, City Council awarded a contract to Henning Paric Commercial, LLC for the City Hall Improvements project.

Previous Change Orders

- Change Order No. 1 Furniture removal from City Hall to clear space for construction operations. (\$24,840)
- Change Order No. 2 Off-site storage of furniture removed from City Hall. (\$13,320)
- Change Order No. 3 Replacement of deteriorated sewer pipe and increase of electrical panel sizes. (\$16,744.36)
- Change Order No. 4 Fire suppression and plumbing modification. (\$149,244.10)
- Change Order No. 5 Telecom and IT infrastructure. (\$192,115.21)
- Change Order No. 6 Roof drain and other repairs. (\$23,304.08)
- Change Order No. 7 (*PENDING*) for additional work that was not visible during design, required by authorities having jurisdiction, or condition was reassessed after being exposed after demolition. (\$544,679)

Change Order No. 8 includes the following Phase 2 improvements, which include restoring the historical nature of 1<sup>st</sup> floor City Hall and locating all staff in City Hall on floors 1, 2, and 3:

#### AREA B1 – Conference Space

- Add and enlarge conference space in City Hall
- Better accommodation for staff break room
  - Increase seating from three (3) to eight (8) plus
  - Access to daylight

#### AREA B2 Mother's Room & Finance/Audit Conference Room

- Better accommodation for Mother's room including sink (Previously located in storage room behind Office of Economic Development {OED})
- Better security for Auditor's conference room

#### AREA 1 OED

- Move OED to first floor for greater efficiency and effective communication with City Manager's Office (CMO) and Human Resources staying in the Armory
- Acoustic separation between public corridor and OED office suite

#### AREA 2 Clerk's Office

- Improved separation between Clerk staff and public
- After hours security to Clerk's staff & office area
- Enlarge area for public waiting

#### AREA 3 Accounting

- Greater efficiency and effective communication between controller, deputy controller, and Accounting
- Better acoustic separation between staff and public

#### AREA 4 Treasury

- Greater efficiency and effective communication between controller, deputy controller, and Treasury
- Better acoustic separation between staff and public
- Improves security of Treasury and Treasury window
- Adds small conference room, which can become a private office

#### AREA 5 Finance - Research/Budget (RB) & Purchasing

- Adds small conference room for bid openings by Procurement and interdepartmental meetings with RB staff
- Improves RB workstation layout
- Access to daylight and views for more staff

Due to the additional scope of work, a total of 112 calendar days will be added to the contract completion date placing the new completion date at January 26, 2018.

Approving this Change Order No. 8 will also require approximately \$119,000 in furniture to be purchased through Procurement (separate from this public improvement contract with Henning Paric Commercial, LLC) to accommodate the new building configurations from the Phase 2 improvements.

**PREVIOUS COUNCIL ACTION(S):**

Date: February 6, 2017

Roll Call Number: [17-0171](#)

Action: [Approving](#) Change Order No. 5 with Henning Paric Commercial, LLC for additional work on City Hall Improvements, not to exceed \$192,115.21. ([Council Communication No. 17-059](#)) Moved by Hensley to adopt. Motion Carried 7-0.

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

**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:**

- Supplemental Agreements to Professional Services Agreements for the City Hall Improvements related to added work. The total costs are estimated to be less than \$20,000.
- Partial payments to the contractor and final acceptance of work.

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 first floor of City Administration Building, 400 E. Court Avenue Ste.116. 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).