

 <p style="text-align: center;"><b>Council Communication</b> Office of the City Manager</p>	<b>Date:</b> June 26, 2017
	<b>Agenda Item No.</b> <b>53</b> <b>Roll Call No.</b> <b><u>17-1110</u></b> <b>Communication No.</b> <b><u>17-510</u></b> <b>Submitted by:</b> <b>Pamela S. Cooksey, P.E., City Engineer and Jim M. Hoff, Facilities Manager</b>

**AGENDA HEADING:**

Approving Professional Services Agreement with OPN Architects, Inc. for design and construction services for the Municipal Services Center – Phase 2, not to exceed \$3,051,780.

**SYNOPSIS:**

Recommend approval of the Professional Services Agreement with OPN Architects, Inc., Rick Seely AIA, Principal, 100 Court Avenue, Suite 100, Des Moines, Iowa, 50309, for a total cost not to exceed \$3,051,780, based on a lump sum amount of \$2,609,183 and reimbursable costs not to exceed \$442,597, to provide design and construction services for Municipal Services Center – Phase 2.

**FISCAL IMPACT:**

Amount: \$3,051,780 (initial notice to proceed is \$1,763,452)

Funding Source: 2017-2018 CIP, Page Building-11, Municipal Services Center – Phase 2, BL128, G.O. Bonds to be issued.

**ADDITIONAL INFORMATION:**

- This project provides for the planning, design and development of the second phase of the Municipal Services Center. The need for the second phase of the Municipal Services Center is driven by:
  - The existing facilities are in need of substantial investment of maintenance and repairs (i.e. leaking roofs, mechanical and electrical systems need replacement, etc.).
  - The existing facilities do not have adequate space (i.e. vehicles are double-parked and larger vehicles do not fit in existing vehicle bays).
  - The existing facilities are outdated and functionally obsolete, including lacking indoor vehicle storage resulting in substantial increase in vehicle maintenance and fuel costs. Without the indoor vehicle storage, staff must currently plug in all diesel vehicles parked outdoors to keep them warm during the winter; workers need to idle approximately 220 vehicles for 10 to 15 minutes at the start of the workday in the winter, and clean them off and scrape them down.
  - Locating multiple City services to one (1) location increases efficiency (compared to currently where City services are spread out over multiple buildings that are a significant distance apart).

- Federal officials are considering a portion of land currently occupied by Fleet Maintenance, Vector Shed, and outdoor City vehicle storage for the location of a new federal courthouse.
- On May 8, 2017, by Roll Call Number No. 17-0827, City Council provided authorization to proceed with acquisition of the necessary property interests for the Municipal Services Center – Phase 2 by gift, negotiation, or eminent domain.
- The Municipal Services Center Phase 2 Summary of Updated programming (Dated March 29, 2017) calls for the Municipal Services Center - Phase 2 to include Site Phases 2A and 2B:
  - Site Phase 2A includes approximately 140,000 square feet of building, 97 employees, indoor storage for 65 vehicles, 130 stalls parking, 76 stalls staging, that will house Fleet Services, Solid Waste, and Radio Services, covered vehicle fueling point, and wash bay with an estimated construction budget of \$26 million. Construction of Phase 2A is proposed commence in late 2018.
  - Site Phase 2B includes approximately 250,000 square feet of building, 220 employees, indoor storage for 268 vehicles, 190 stalls parking that will house Public Works crews and equipment with an estimated construction budget of \$32 million.
- A Request for Proposals (RFP) was issued, posted on the City’s website, and printed in the newspaper to provide architectural and engineering services for the design and construction of the Municipal Services Center - Phase 2.
- A selection committee of Public Works, Fleet, Facilities, and Engineering staff reviewed and rated the nine (9) proposals received in response to the RFP. OPN Architects, Inc. was selected based on their qualifications and the selection criteria in the RFP. City staff has negotiated a Professional Services Agreement with OPN Architects, Inc. for a total cost not to exceed \$3,051,780, based on a lump sum amount of \$2,609,183 and reimbursable costs not to exceed \$442,597, to provide architectural and engineering services for the design and construction of the Municipal Services Center - Phase 2.
- The initial notice to proceed is for design sites Phase 2A and 2B through design development, and construction drawings for site Phase 2A.

#### **PREVIOUS COUNCIL ACTION(S):**

Date: May 8, 2017

Roll Call Number: [17-0827](#) and [17-0828](#)

Action: Items regarding property acquisition for the Municipal Services Center, Phase 2 project:

- (A) [Resolution](#) rescinding Roll Call No. 17-0661 of April 17, 2017. Moved by Gatto to adopt. Motion Carried 7-0.
- (B) [Resolution](#) regarding authorization to proceed with acquisition of necessary property interests. ([Council Communication No. 17-405](#)) Moved by Hensley to adopt. Motion Carried 4-3. Nays: Coleman, Gatto and Moore.

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

**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:**

City staff does not anticipate any future Council actions on this Professional Services Agreement at this time; however, unanticipated changes to this Professional Services Agreement would require a Supplemental Agreement, which may require Council action.

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).