

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date:	August 28, 2017
	Agenda Item No.	9
	Roll Call No.	<u>17-1450</u>
	Communication No.	<u>17-626</u>
	Submitted by:	Jim M. Hoff, Facilities Manager, and Pamela S. Cooksey, P.E., City Engineer

AGENDA HEADING:

Approving Professional Services Agreement with System Works, LLC for design phase and construction phase services for the Municipal Services Center Phase 2 Commissioning, not to exceed \$431,850.

SYNOPSIS:

Recommend approval of the Professional Services Agreement with System Works, LLC (Scott Talbot, Principal, 409 5th Street, West Des Moines, Iowa, 50265), for a total cost not to exceed \$431,850, based on hourly rates to provide design phase and construction phase services for Municipal Services Center Phase 2 Commissioning.

FISCAL IMPACT:

Amount: \$431,850

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

ADDITIONAL INFORMATION:

- 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.
- On June 26, 2017, by Roll Call Number No. 17-1110, City Council approved a Professional Services Agreement with OPN Architects, Inc. to provide design and construction services for Municipal Services Center – Phase 2 project.
- On July 24, 2017, by Roll Call Number No. 17-1219, City Council approved a Professional Services Agreement to provide environmental and geotechnical services for the design and construction of the Municipal Services Center – Phase 2 project.
- A Request for Proposals (RFP) was issued, posted on the City’s website, and printed in the newspaper to provide commissioning services during the design and construction of the Municipal Services Center - Phase 2.

- A selection committee of Facilities and Engineering staff reviewed and rated the two (2) proposals received in response to the RFP. System Works, LLC was selected based on their qualifications and the selection criteria in the RFP. City staff has negotiated a Professional Services Agreement with System Works, LLC for a total cost not to exceed \$431,850, based on hourly rates to provide commissioning services during the design and construction of the Municipal Services Center – Phase 2.

PREVIOUS COUNCIL ACTION(S):

Date: July 24, 2017

Roll Call Number: [17-1219](#)

Action: [Approving](#) Professional Services Agreement with Terracon Consultants, Inc. for Municipal Services Center (MSC) - Phase 2 Environmental and Geotechnical Services, not to exceed \$30,450. ([Council Communication No. 17-556](#)) Moved by Hensley to adopt. Motion Carried 7-0.

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.

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