


## COUNCIL COMMUNICATION

	Number:	<b>19-155</b>	Meeting:	<b>April 8, 2019</b>
	Agenda Item:	<b>9</b>	Roll Call:	<b>19-539</b>
	Submitted by:	<b>James M. Hoff, Facilities Manager, Steven L. Naber, P.E., City Engineer and Dana Wingert, Chief of Police</b>		

### AGENDA HEADING:

Approving Professional Services Agreement (PSA) with SystemWorks, L.L.C. for professional services for the Animal Control Building Commissioning, not to exceed \$63,960.

### SYNOPSIS:

Approving the PSA with SystemWorks, L.L.C., Andrew Bennett, Principal, 409 Fifth Street, West Des Moines, Iowa, 50265, for a total cost not to exceed \$63,960, based on hourly rates, to provide design and construction phase services for the Animal Control Building Commissioning.

### FISCAL IMPACT:

Amount: \$63,960

Funding Source: 2019-2020 CIP, Page Municipal Building Improvements – 6, Animal Control Facility, BL130

### ADDITIONAL INFORMATION:

- The new Animal Control Building will be located on a 5-acre, City-owned site at 1125 S.E. 14<sup>th</sup> Street. The facility is anticipated to be approximately 16,000 square feet.
- On January 14, 2019, by Roll Call No. 19-0017, City Council approved a PSA with Hartman Trapp Architecture Studio LLC to provide design and construction phase services for the Animal Control Building for an amount not to exceed \$452,000.
- Design of the project is anticipated to be completed in the fourth quarter of 2019 with construction anticipated to commence in the first quarter of 2020. Occupancy of the Animal Control Building is anticipated by the third quarter of 2021.
- A Request for Proposals (RFP) for professional services for the Animal Control Building Commissioning was issued, posted on the City's website, and publicized in the newspaper. A selection committee of Police Department, Facilities Division, and Engineering Department staff reviewed and rated the three (3) proposals received in response to the RFP. SystemWorks, L.L.C. was selected based upon the selection criteria in the RFP and SystemWorks, L.L.C.'s project approach and similar previous experience.

- Staff has negotiated a PSA with SystemWorks, L.L.C. for a total cost not to exceed \$63,960, based upon hourly rates, for building commissioning services for the Animal Control Building Commissioning.
- Building Commissioning is being conducted to fulfill requirements for Fundamental Commissioning Pre-requisites, as well as acquire Enhanced Commissioning Credits, which are necessary in the City's attempt in obtaining a Leadership in Energy and Environmental Design (LEED) v4-certified building.

**PREVIOUS COUNCIL ACTION(S):**

Date: January 14, 2019

Roll Call Number: [19-0017](#)

Action: [Approving](#) Professional Services Agreement with Hartman Trapp Architecture Studio, LLC for Animal Control Building Design, not to exceed \$452,000. ([Council Communication No. 19-011](#)) Moved by Gatto 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 PSA at this time; however, unanticipated changes to this PSA will 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 Hall, 400 Robert D Ray Drive. 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).