


COUNCIL COMMUNICATION

	Number:	21-252	Meeting:	June 14, 2021
	Agenda Item:	11	Roll Call:	[]
	Submitted by:	James M. Hoff, Facilities Manager and Steven L. Naber, P.E., City Engineer		

AGENDA HEADING:

Approving Supplemental Agreement No. 4 to the Professional Services Agreement (PSA) with Hartman Trapp Architecture Studio, LLC, for additional design and construction phase services for Animal Control Building Design, not to exceed \$300,000.

SYNOPSIS:

Recommend approval of Supplemental Agreement No. 4 to the PSA with Hartman Trapp Architecture Studio, LLC (Thomas A. Trapp, Principal, 1011 Locust Street, Suite 307, Des Moines, Iowa 50309), for an additional amount not to exceed \$300,000, based on hourly rates, to provide additional design and construction phase services for the following design revisions to the new building:

- Enlargement of the proposed new building located at 1425 Harriet Street from 16,800 square feet to 19,800 square feet for increased animal control officer support spaces, community outreach spaces, and animal housing to meet the 14/21 animal length of stay standards.
- Utilize geothermal system to realize system efficiency, energy cost savings, and increased Leadership in Energy and Environment (LEED) classification.
- Reconfigure Harriet Street for north side parking and new utility installation.

FISCAL IMPACT:

Amount: \$300,000

Funding Source: 2021-2022 CIP, Animal Control Facility, Page 54, BL130, G.O. Bonds.

ADDITIONAL INFORMATION:

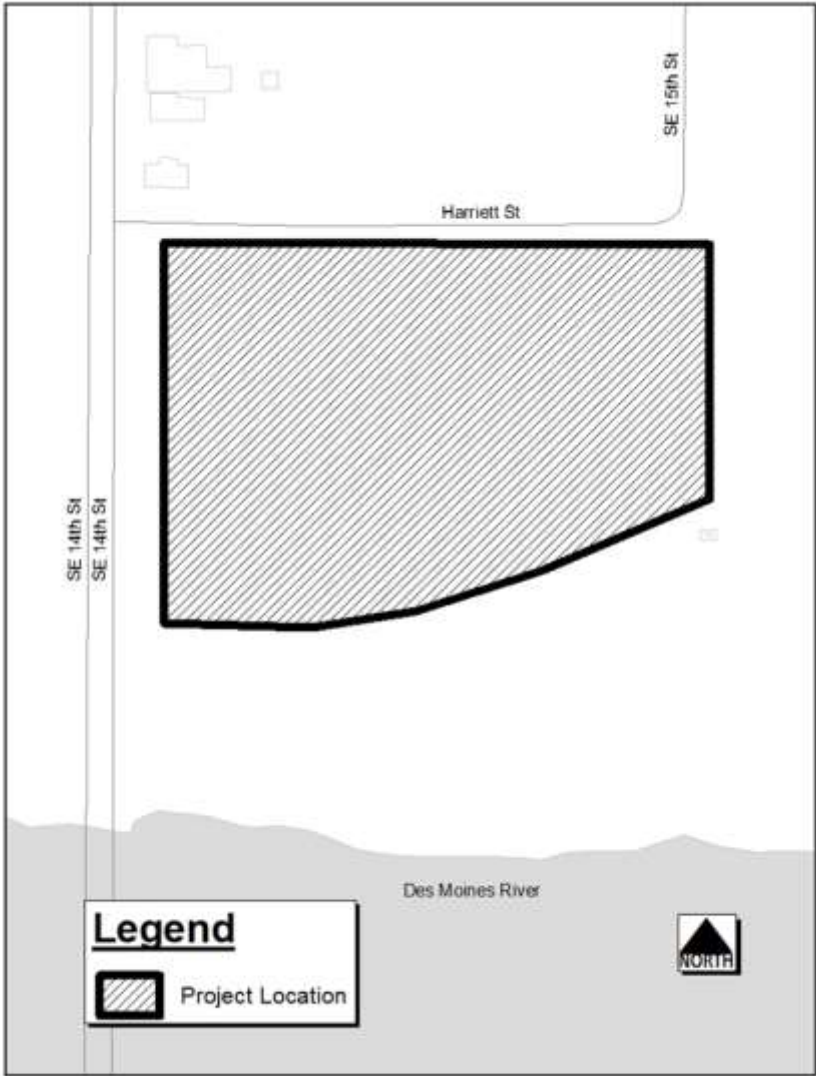
- The new Animal Control Building will be located on a 5-acre, City-owned site at 1125 S.E. 14th Street just south of Harriet Street and across the river from the existing Animal Control Facility. The new facility will replace the existing facility that is under-sized and in need of extensive repairs.
- A Request for Proposals (RFP) for professional services for the Animal Control Building Design 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 seven (7) proposals received in response to the RFP. Hartman

Trapp Architecture Studio, LLC was selected based upon the selection criteria in the RFP and Hartman Trapp’s project approach, which includes an animal shelter design consultant as part of the design team.

- Staff negotiated a PSA with Hartman Trapp Architecture Studio, LLC for a total cost not to exceed \$452,000 based upon hourly rates, for design and construction phase services for the new 16,800-square-foot Animal Control Building.
- On May 29, 2019, the City and Consultant entered into Supplemental Agreement No. 1 for additional LEED v4 services for the Animal Control Building Design, for an amount not to exceed \$12,500.
- On February 24, 2020, by Roll Call No. 20-0323, the City and Hartman Trapp Architecture Studio, LLC entered into Supplemental Agreement No. 2 in an amount not to exceed \$55,680 to provide additional value engineering and design development phase services.
- Supplemental Agreement No. 3 for \$12,100, approved by the City Engineer on July 23, 2020, included additional design phase services to incorporate a photovoltaic panel system.
- Staff has negotiated Supplemental Agreement No. 4 to the Agreement for Professional Services with Hartman Trapp Architecture Studio, LLC, for a total additional amount not to exceed \$300,000, based on hourly rates, to provide additional design and construction phase services for the following design revisions to the new building:
 - Enlargement of the proposed new building located at 1425 Harriet Street from 16,800 square feet to 19,800 square feet for increased animal control officer support spaces, community outreach spaces, and animal housing to meet the 14/21 animal length of stay standards.
 - Utilize geothermal system to realize system efficiency, energy cost savings, and increased LEED classification.
 - Reconfigure Harriet Street for north side parking and new utility installation.

ANTICIPATED SCHEDULE:

Design Development (6-weeks):	June 15, 2021 – July 31, 2021
Construction Documents (14-weeks):	August 1, 2021 – December 17, 2021
Council Approval to bid (2-weeks)	January 10, 2022
Bid and Award (4-weeks):	February 15, 2022 – March 13, 2022
Construction (18-months):	April 2022 – September 2023



PREVIOUS COUNCIL ACTION(S):

Date: February 24, 2020

Roll Call Number: [20-0323](#)

Action: [Approving](#) Supplemental Agreement No. 2 to the Professional Services Agreement with Hartman Trapp Architecture Studio, LLC for additional value engineering and design development phase services for Animal Control Building Design, not to exceed \$55,680. ([Council Communication No. 20-087](#)) 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 would require an additional 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.