


## COUNCIL COMMUNICATION

	Number:	<b>21-366</b>	Meeting:	<b>August 23, 2021</b>
	Agenda Item:	<b>30</b>	Roll Call:	<b>21-1339</b>
	Submitted by:	<b>James M. Hoff, Facilities Manager Benjamin R. Page, Parks and Recreation Director</b>		

### AGENDA HEADING:

Accepting proposal of MA Architecture, Inc. for consultant services for Grubb Community Recreation Center Programming and Planning, approving Agreement for the same, and authorizing City Manager to execute Agreement.

### SYNOPSIS:

Recommend accepting proposal of MA Architecture, Inc. (Melinda Aust, AIA, LEED AP, President and Principal, 900 Keosauqua Way, Studio 431, Des Moines IA 50309), for consultant services for the Grubb Community Recreation Center Programming and Planning for a fee of \$137,800, including reimbursable expenses, with optional services that may be provided at the City's sole discretion of \$25,000 for website services and \$10,000 for statistical survey tool services for a total of \$172,800; also, approving Agreement for the same, and authorizing City Manager to execute Agreement.

The primary purpose of the project is to establish a program and conceptual design for the Grubb Community Recreation Center (CRC) and to develop a comprehensive vision for the project site, culminating in a final Program Report and associated tools to support future fundraising, design, and construction.

### FISCAL IMPACT:

Amount: \$172,800

Funding Source: 2021-2022 CIP, Page 58, Grubb Community Recreation Center, BL135, G.O. Bonds Issued.

### ADDITIONAL INFORMATION:

- The project site is east of 11<sup>th</sup> Street, between College and Jefferson Avenues. The site includes existing Grubb YMCA, Brian Melton Field, and adjacent City-owned property.



- The City has committed \$12 million over four (4) years (Fiscal Year {FY}2022-FY2025) to this project.
- A Request for Proposal (RFP) for consulting services was sent to 19 firms and was posted on the City Engineering Department’s website, which provided broad access to firms that typically provide the desired services. Seven (7) proposals were received in response to the RFP. The selection committee included representatives from the City Manager’s Office, Parks and Recreation Department, and Facilities Division. The team led by MA Architecture was selected based on their qualifications, their experience with similar projects, and an approach that supports the City’s project goals.
- Staff has negotiated a Professional Services Agreement (PSA) with MA Architecture for a fee of \$137,800, including reimbursable expenses, to provide planning and programming services for the Grubb Community Recreation Center project, with optional services that may be provided at the City’s sole discretion of \$25,000 for website services and \$10,000 for statistical survey tool services for a total of \$172,800.

- Needs identified through the planning/programming process and conceptual design options will be documented in a Program Report, a tool that will aid the City of Des Moines in communicating an inclusive, relevant vision for the Grubb CRC and in fundraising to support the recommended project scope. As such, the Program Report shall include clear recommendations, based on analysis and in support of confirmed goals. Identified priorities, defined scopes of work, probable cost information, and anticipated schedule implications shall be associated with each recommendation, in order to fully support fundraising, budgeting, and future design and construction.
- Community engagement and equity are key priorities for the project.
  - This project shall contribute to the goals outlined in the City's Parks and Recreation Comprehensive Plan, LiveDSM (<https://livedsm.org>), part of the vision established in 2016 by the City's Comprehensive Plan, PlanDSM (<https://plandsm.dsm.city>).
  - The process shall include public community engagement efforts designed to reach a broad range of stakeholders and to maximize participation in the process.
  - This process shall incorporate methods that support equity and inclusion, and the resulting conceptual design shall guide equitable access to planned activities and services.
- The timeline for the Grubb CRC Programming/Planning phase is for completion in early 2022, six (6) to eight (8) months from the date the contract is approved to proceed by City Council. The overall project will then move into future fundraising, design, and construction phases, not included in the scope of work defined in this RFP, and some of which may require additional professional services. The anticipated schedule for future phases culminates with a completed facility in 2025. The program and conceptual design that results from the programming/ planning phase will be used during the project's fundraising phase, planned for 2022. The outcomes of a year-long fundraising effort will aid the City in defining project scope prior to project design, anticipated in 2023, and construction, planned for 2024-2025.

**PREVIOUS COUNCIL ACTION(S): NONE**

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

**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:**

- City staff do 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.
- Future project actions associated with design and construction, including PSA, will be presented to Council for consideration.

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