


COUNCIL COMMUNICATION

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|  | Number: | 23-438 | Meeting: | October 2, 2023 |
| | Agenda Item: | 11 | Roll Call: | 23-1295 |
| | Submitted by: | Steven L. Naber, P.E., City Engineer | | |

AGENDA HEADING:

Approving a Professional Services Agreement with RDG Planning & Design, Inc. for professional services for the Skywalk Wayfinding Improvements project, not to exceed \$146,100.

SYNOPSIS:

Recommend approval of the Professional Services Agreement with RDG Planning & Design, Inc. (John Sova, CEO, 301 Grand Avenue, Des Moines, IA 50309) for a total cost not to exceed \$146,100, based on hourly rates and reimbursable costs to provide professional design services for the Skywalk Wayfinding Improvements project.

FISCAL IMPACT:

Amount: \$146,100

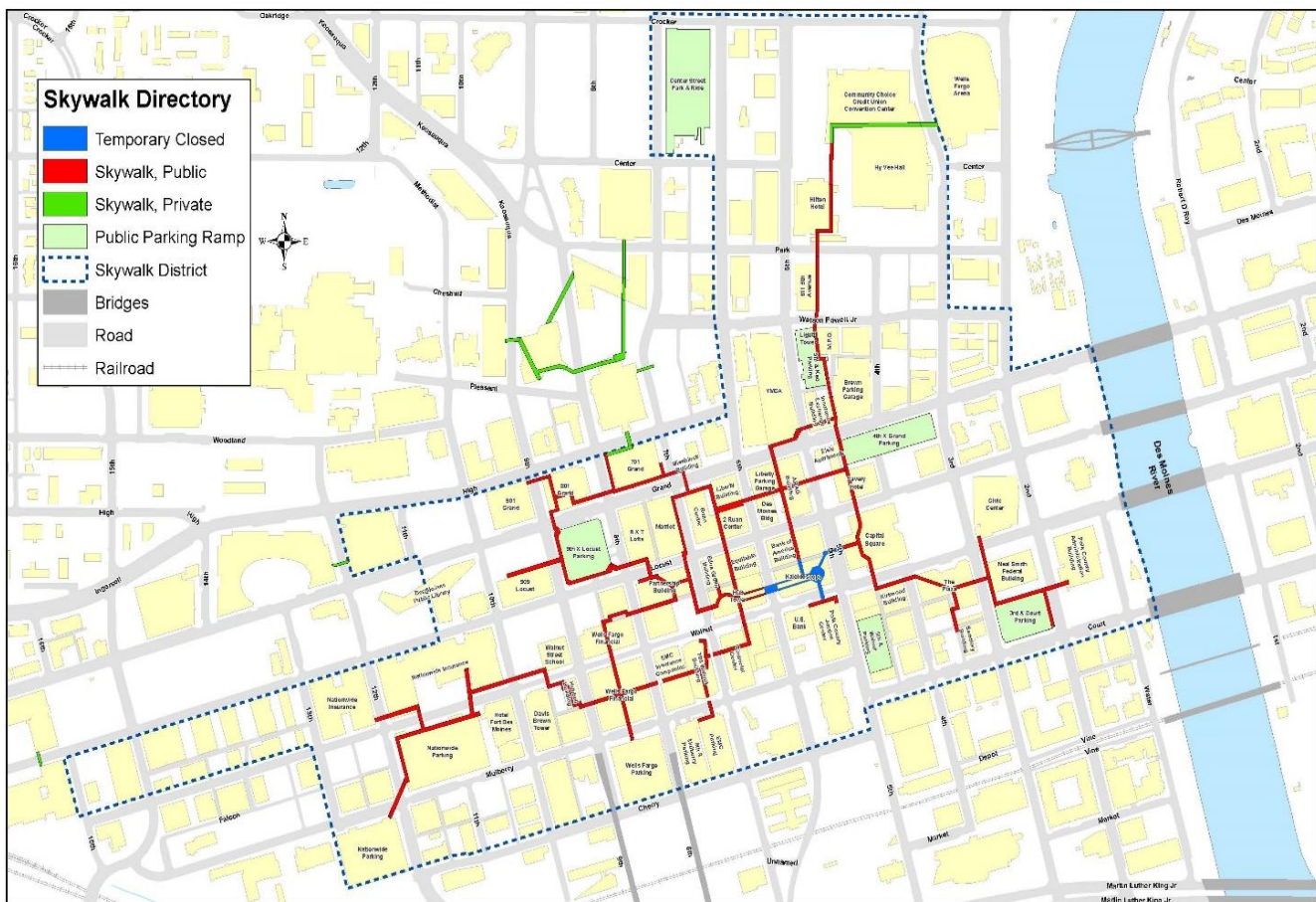
Funding Source: 2024-2025 Capital Improvement Program (CIP), Page 174, Skywalk System, SW094, Tax Increment Funding Bonds

ADDITIONAL INFORMATION:

- The purpose of this project is to improve the wayfinding system for the City of Des Moines' Skywalk System, including digital information kiosks with possible audio and video capabilities, mobile application development, and equipment and electrical service improvements.
- A Request for Proposals (RFP) for professional services for the Skywalk Wayfinding Improvements project was issued, posted on the City's website. A selection committee of Engineering Department and Information Technology (IT) Department staff reviewed and rated the single proposal received in response to the RFP. RDG Planning & Design, Inc. demonstrated a good understanding of the project issues and was determined to be qualified to perform this work. As a result, RDG was selected based on the selection criteria in the RFP and their extensive experience in the previous Skywalk Signage projects.
- City staff have negotiated a Professional Services Agreement with RDG Planning & Design, Inc. for a total cost not to exceed \$146,100, based on hourly rates and reimbursable costs to provide conceptual design services, for the Skywalk Wayfinding Improvements project.

- RDG Planning & Design, Inc. will provide the following scope of work as part of this project:
 - Project/Contract Management.
 - Project Coordination and public engagement, including meetings with the Skywalk Association, Skywalk Committee, Access Advisory Board, individual businesses, and holding a public information meeting/open house.
 - Review existing signage for accuracies and relevance, including directory kiosks, overhead directional signs, vertical access signs, Americans with Disabilities Act (ADA) plaques, and street identifiers.
 - Design Phase Services including development of plans and technical specifications.
 - Design Phase Services are expected to be completed in mid-2024 with construction to begin shortly after.

Skywalk Map



Last Update: 2/22/2023

City of Des Moines Engineering

PREVIOUS COUNCIL ACTION(S): NONE

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

City staff anticipate a Supplemental Agreement for the Consultant to provide construction phase services for an amount to be determined once the design of the project is further along and the scope of construction work is further defined.

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