


# COUNCIL COMMUNICATION

	Number:	<b>24-045</b>	Meeting:	<b>February 5, 2024</b>
	Agenda Item:	<b>9</b>	Roll Call:	<b>24-0166</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 Supplemental Agreement No. 3 to Professional Services Agreement (PSA) with SystemWorks, LLC for additional building commissioning services for the Animal Control Building, for an amount not to exceed \$12,503.

## SYNOPSIS:

Recommend approval of Supplemental Agreement No. 3 to the PSA with SystemWorks, LLC (Andrew Bennett, Principal, 409 Fifth Street, West Des Moines, Iowa, 50265) for an additional amount not to exceed \$12,503, based on hourly rates and reimbursable costs, to provide additional professional services for Animal Control Building Commissioning, including additional building enclosure functional performance water leakage testing.

## FISCAL IMPACT:

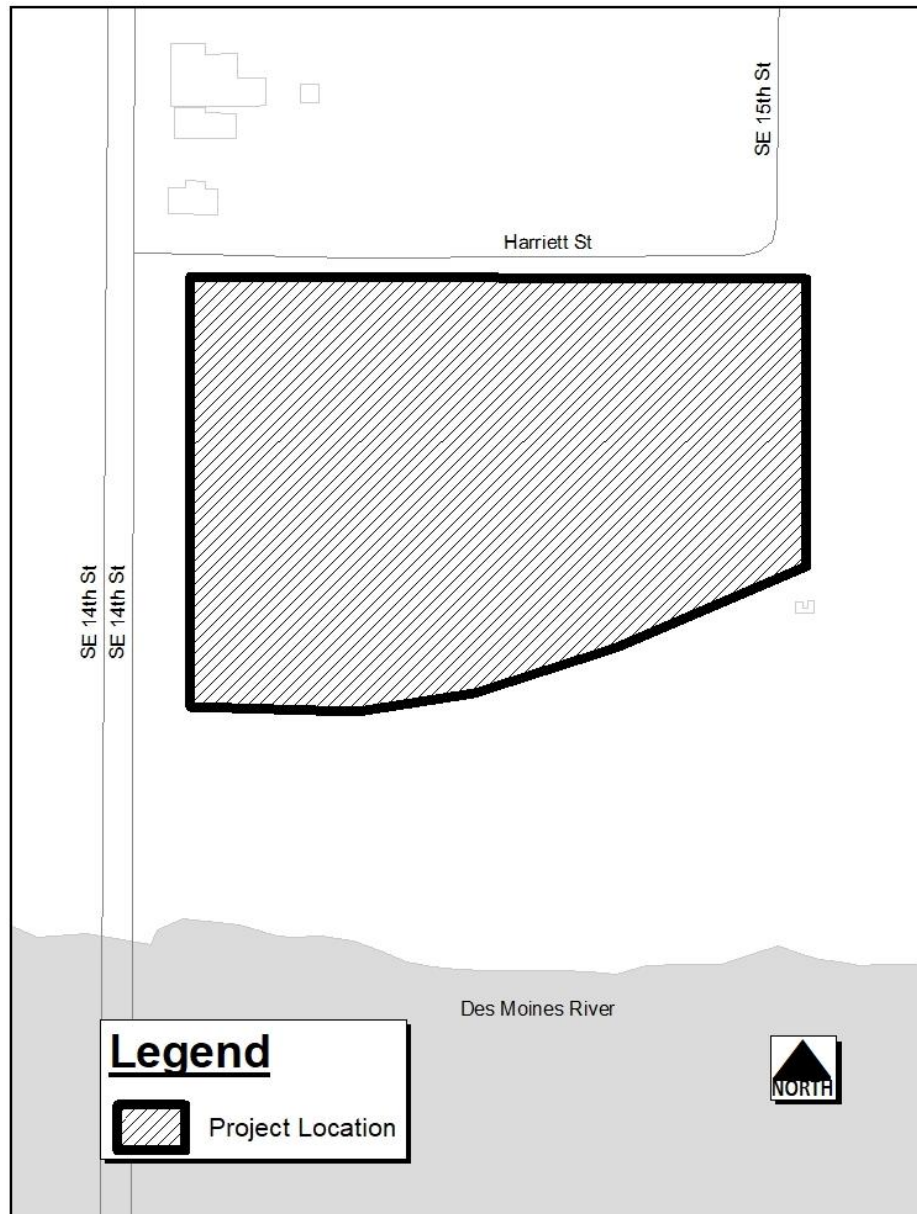
Amount: \$12,503

Funding Source: Fiscal Year (FY) 2023-2024 Capital Improvement Program (CIP), Page 60, Animal Control Facility, BL130

## ADDITIONAL INFORMATION:

- The Animal Control Facility project included the construction of an approximately 21,900 square feet sustainable animal control facility operated by the City's current animal control services contractor, Animal Rescue League of Iowa. The new facility is located on a 5.5-acre site at 1441 Harriet Street.
- Building Commissioning is the professional practice that ensures buildings are delivered according to the building owner's (in this case City's) requirements and specifications, which includes testing of systems such as mechanical, electrical, and plumbing systems. Building Commissioning is being conducted to fulfill requirements for Fundamental Commissioning prerequisites, 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 designation.

- On April 8, 2019, by Roll Call No. 19-0539, the City Council approved a Professional Services Agreement (PSA) with SystemWorks, LLC for professional services for the Animal Control Building Commissioning, not to exceed \$63,960. Commissioning services included design phase (commissioning review of design documents, preparation of a commissioning plan) and construction phase services (including site visits and field testing and reporting). The systems to be commissioned include:
  - Heating, ventilation, and air conditioning.
  - Plumbing (domestic hot water system, pump, and controls).
  - Electrical (service and distribution, lighting, and lighting controls).
  - Building pressure control.
  - Building automation system features graphics, alarming, and operations.
  - Building envelope.
- Supplemental Agreement No. 1 to the Agreement for Professional Services with SystemWorks, LLC for an additional amount not to exceed \$8,580, based on hourly rates, was approved by City Engineer on July 12, 2021, to provide additional design and construction phase commissioning services necessary to include additional design improvements which included:
  - Enlargement of the proposed new building located at 1425 Harriet Street from 16,800 SF to 19,800 SF for increased animal control officer support spaces, community outreach spaces, and animal housing to meet the preferred 14-day/21-day 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.
- Supplemental Agreement No. 2 to the Agreement for Professional Services with SystemWorks, LLC for an additional amount not to exceed \$18,815, based on hourly rates and reimbursable costs, was approved by City Council on March 21, 2022, by Roll Call No. 22-0395, to provide testing, adjusting, and balancing (TAB) services for the Animal Control Facility, as opposed to verifying the TAB services were conducted by the mechanical contractor, who will not be required to perform this work as part of the construction contract.
- Staff has negotiated Supplemental Agreement No. 3 to the Agreement for Professional Services with SystemWorks, LLC for an additional amount not to exceed \$12,503, based on hourly rates and reimbursable costs, to provide additional building enclosure function performance water leakage testing at all exterior windows. Additional testing was required at all windows as the windows were incorrectly installed and did not pass the initial water leakage tests. All windows were removed, corrected, and re-installed. There will be no net cost to the City as the cost for this Supplemental Agreement 3 will be reimbursed to the City through a deduct change order item with the responsible contractor.



**PREVIOUS COUNCIL ACTION(S):**

Date: March 21, 2022

Roll Call Number: [22-0395](#)

Action: [Approving](#) Supplemental Agreement No. 2 to the Professional Services Agreement with SystemWorks L.L.C. for additional professional services for Animal Control Building Commissioning, not to exceed \$18,815. ([Council Communication No. 22-115](#)) Moved by Boesen to adopt. Second by Gatto. Motion Carried 7-0.

**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 would 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).