


# COUNCIL COMMUNICATION

 CITY OF DES MOINES OFFICE OF THE CITY MANAGER	Number: <b>24-369</b>	Meeting: <b>September 16, 2024</b>
	Agenda Item: <b>10</b>	Roll Call: <b>24-1217</b>
	Submitted by: <b>Steven L. Naber, P.E., City Engineer</b>	

## AGENDA HEADING:

Approving exception to Request for Proposal (RFP) process for good cause and approving Professional Services Agreement (PSA) with Walter P. Moore and Associates, Inc. for professional services for Parking Garages Facility Condition Study, for an amount not to exceed \$135,000.

## SYNOPSIS:

Recommend approval of Engineering Department's request for exception to the RFP process for good cause and approval of the PSA with Walter P. Moore and Associates, Inc. (Dilip Choudhuri, President, 920 Main Street, 10th Floor, Kansas City, Missouri, 64105) for a total cost not to exceed \$135,000, based on hourly labor rates, for Parking Garages Facility Condition Study.

## FISCAL IMPACT:

Amount: \$135,000

Funding Source: Fiscal Year (FY) 2024-2025 Capital Improvement Program (CIP), Page 58, Parking Facility Rehabilitation/Repair Program, PG016, Parking Fund

## ADDITIONAL INFORMATION:

- The consultant will conduct a facility conditions evaluation of seven (7) parking garages. Of the seven (7) parking garages, two (2) garages are in newer condition and do not require a structural evaluation at this time and will have a "Basic Parking Structure Assessment" conducted. The other five (5) garages will require a structural evaluation be completed, via a "Comprehensive Parking Structure Assessment." As part of the evaluation, the consultant shall perform non-destructive testing, update an existing report with new findings and recommendations, including yearly rehabilitation priorities and costs for the parking garage system over a 10-year period, and provide a master plan for 25 years of maintenance, repair, demolition and replacement for the Parking Garages Facility Condition Study.
- The two (2) garages that will have a basic assessment include the following:
  - East 2nd Street Garage
  - 5th & Walnut Garage

- The five (5) other garages that will have a comprehensive assessment include the following:
  - 4th & Grand
  - 5th & Keo
  - 9th & Locust
  - 3rd & Court
  - 7th & Center
- The “Basic Parking Structure Assessment” will be comprised of the following tasks:
  - Review of original construction documents.
  - Site visits to the parking garages to review visible condition of the structures.
  - Development of a Summary Report outline description of the structures, observations made during the site visits, conclusions and recommendation for remedial actions.
- The “Comprehensive Parking Structure Assessment” will be comprised of the following tasks:
  - Review of original construction documents.
  - Site visits to the parking garages to review visible condition of the structures.
  - Non-destructive testing of floor surfaces and concrete columns, beams and ceiling surfaces.
  - Development of a Summary Report outline description of the structures, observations made during the site visits, conclusions and recommendation for remedial actions.
  - Development of a 10-year and 25-year long-range plan for future repairs and replacement costs for structural, electrical, mechanical and plumbing systems including elevator replacement, drainage system replacement, relighting, structural replacement, etc.
  - Development of an Opinion of Probable Construction Costs for budgeting purposes.
- The City Engineer recommends that “good cause” exists to exempt the procurement of these professional services from the Engineering Department’s RFP process, including advertisement, to efficiently complete the Parking Garages Facility Condition Study. Walter P. Moore and Associates, Inc. has previously provided consulting services for the City regarding its parking garage facilities and has gained a thorough knowledge of the City’s garages. Walter P. Moore has proven to be qualified to perform the professional services and is being recommended based on their qualifications, thorough understanding of the project requirements, and of City of Des Moines procedures and previous experience with the City of Des Moines projects.
- Authorizing “good cause” will allow the subsequent parking garage study report to be utilized and updated with current information. Nondestructive structural review methods can also be utilized by using the existing report.
- City staff negotiated a PSA with Walter P. Moore and Associates, Inc. for a total cost not to exceed \$135,000, based on hourly labor rates, to provide structural, mechanical, and elevator inspections to establish operation and maintenance budgets for the next 10 years.
- Work on the study shall begin after issuance of the notice to proceed, and completion of the entire study is expected by December 31, 2024.

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

**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.

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