CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION

ITEM:

DATE: February 9, 2015

Motion – Approving Amendment #2 - Professional Services Agreement
318 5th Street Building Renovation
Benjamin Design Collaborative

FINANCIAL IMPACT:

Contract Summary:

Description	Amount	Date Approved	Remarks
Professional Services Contract	$46,000.00	December 29, 2014	Basic & Resident services for roof, HVAC and chimney
Amendment #1	$21,000.00	January 26, 2015	Basic services for the interior (Incubator)
Amendment #2	$4,600.00	Pending	Basic services for roof replacement at the Parks Maintenance building, Resident services provided as part of the original contract.
Total	**$71,600.00**		

Professional fees for Amendment #2 can be paid from budgeted account number 6576.75.840.6.7910 with ultimate funding intended to come from the General Fund.

BACKGROUND:

The roof at the Parks Maintenance building, located at 1421 Maple Street has reached its useful life and is in need of replacement.

Approval of this action authorizes Benjamin Design Collaborative to provide design and construction documentation for the roof replacement. Staff is proposing to combine this roof replacement project with the work occurring at 318 5th Street to provide savings in professional services and assemble a more attractive project size for prospective bidders. Should for some reason the construction process for this project be spilt from the 318 5th Street project, there will be additional professional fees to provide Resident services for this project.

OUTSTANDING ISSUES: None

RECOMMENDATION:

City Council Adopt:
- Motion Approving Amendment #2 to the Professional Services Agreement.

Lead Staff Member: Linda Schemmel, AIA, Planner

STAFF REVIEWS

Department Director	Duane Wittstock, City Engineer
Finance	Tim Stiles, Finance Director
Legal	Richard Scieszinski, City Attorney
Agenda Acceptance	RTJ

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	Public Works		
Date Reviewed	February 2, 2015		
Recommendation	Yes	No	Split

January 26, 2015

Amendment 2
Revised Scope of Services

Exterior Remodeling and HVAC Replacement
Former Human Services Building at 318 5th Street
City of West Des Moines

Professional Services

In addition to the approved scope of services for this project, we have been asked to provide Design, Documentation, Bidding and Construction oversight for the:

Parks Maintenance Building Roof Replacement
1421 Maple Street, West Des Moines.

We will complete these services in tandem with the main building remodel at 318 5th Street and include the Work within the same set of documents, to encourage bidding contractors to bid more favorably for both projects.

Services will be provided on an hourly basis with a not to exceed cap of Forty-six Hundred Dollars ($4,600). These hours will be identified on invoices separately.

Ryan T. Jacobson, City Clerk
City of West Des Moines

John Lott, President
Benjamin Design Collaborative, P.C.

Benjamin Design Collaborative
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Location Map
Parks Maintenance Building

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0 40 80 160 240 320 Feet