# CITY OF WEST DES MOINES
# CITY COUNCIL MEETING COMMUNICATION

**DATE:** July 1, 2019

**ITEM:** Motion – Approval of Agreement Amendment – Raccoon River Park Boathouse

**FINANCIAL IMPACT:** Expense of not-to-exceed $84,250.00 including reimbursable expenses to be paid from G/L account 500.000.000.5250.490. Funding will be covered out of available funds in FY 18-19 and 19-20 CIP for the Boathouse construction (Project No. 0525 044.0510 024 2018).

**BACKGROUND:** The Council previously approved an agreement with OPN Architects on 9/4/18 in the amount of $199,250 for services related to design development, preparation of final construction documents and bidding for the Boathouse. Council is asked to approve an amendment to the existing agreement with OPN Architects for professional services related to Resident Services including construction administration required to ensure the project is constructed according to requirements of the construction documents. These services include site observation of progress, monthly construction meetings, review of shop drawings, punchlist and review for substantial completion.

The amendment to the agreement with OPN Architects is attached along with their scope of services, schedule and fees.

**OUTSTANDING ISSUES:** None

**RECOMMENDATION:** That the City Council approve the amendment to the agreement with OPN Architects.

**Lead Staff Member:** David Sadler, Superintendent of Parks DS

**STAFF REVIEWS**

| | |
|---|---|
| Department Director | Sally Ortgies, Director of Parks & Recreation So by DS |
| Appropriations/Finance | Tim Stiles, Finance Director |
| Legal | Richard Scieszinski, City Attorney |
| Agenda Acceptance | |

**PUBLICATION(S)** (if applicable)

| | |
|---|---|
| Published In | |
| Dates(s) Published | |

**SUBCOMMITTEE REVIEW** (if applicable)

| | | | |
|---|---|---|---|
| Committee | | | |
| Date Reviewed | | | |
| Recommendation | Yes | No | Split |

## VICINITY MAP

## LEGEND

Project Location

0 300 600 Feet

THE CITY OF WEST DES MOINES

PROJECT:

# RACCOON RIVER PARK BOATHOUSE

LOCATION:

# 2500 GRAND AVENUE

| DRAWN BY: MAA | DATE: 9/14/2017 | PROJECT NO.: - | SHT. 1 of 1 |
|---|---|---|---|

# AMENDMENT No. 1
# TO THE AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES
## WDM Project # 0510-091-2017
## Raccoon River Park Boathouse

This AMENDMENT made and entered into this 1st day of July, 2019, by and between the CITY OF WEST DES MOINES, a municipal corporation, hereinafter referred to as "City", and OPN Architects, Inc., (Fed. I.D. # 42-1043334), a professional corporation incorporated and licensed under the laws of the State of Iowa, party of the second part, hereinafter referred to as "Consultant" as follows, hereby amends the original Agreement dated 28th August, 2018:

1. SCOPE OF SERVICES

   Services as described in the Agreement for the Raccoon River Park Boathouse (Project No. 0510 095 2017), Attachment A, Scope of Services are amended as follows:

   I. Resident Services – Add task to project scope. Full list of scope listed in revised Attachment A.

2. COMPENSATION

   In consideration of the additional professional services provided, the City agrees to pay the Consultant the additional fee to increase the original fee NOT-TO-EXCEED, including any authorized reimbursable expenses, pursuant to the Schedule of Fees set forth in The Agreement.

| Task No. | Task Description | Total Fee |
|---|---|---|
| C | Resident Services | $84,250.00 |
| | | |
| | Total | $84,250.00 |

This AMENDMENT is subject to all provisions of the original agreement. This AMENDMENT together with the Agreement represents the entire and integrated AGREEMENT between the City and Consultant, as executed on the date written above.

CONSULTANT

BY:_____
Rick Seely, OPN Architects, Inc

CITY OF WEST DES MOINES

BY:_____
Ryan T. Jacobson, City Clerk

OPN ARCHITECTS

Cedar Rapids
200 Fifth Avenue SE Ste. 201
Cedar Rapids, Iowa 52401
(319) 363-6018

Des Moines
100 Court Avenue Ste. 100
Des Moines, Iowa 50309
(515) 309-0722

Iowa City
24 ½ S. Clinton Street
Iowa City, Iowa 52240
(319) 363-6018

Madison
301 N. Broom Street Ste. 100
Madison, Wisconsin 53703
(608) 819-0260

opnarchitects.com

# Attachment A

June 25th, 2019 (Orginal agreement date August 28, 2018)

Mr. Kevin Conn, ASLA
City of West Des Moines Parks & Recreation Department
4200 Mills Civic Parkway, PO Box 65320
West Des Moines, IA 50265

RE: Raccoon River Park Boathouse, West Des Moines

Kevin:

We appreciate the opportunity to continue design on a new boathouse facility at Raccoon River Park and offer a proposal for Design Development through Construction. Our previous Schematic Design effort on the project proved helpful in understanding the potential opportunities as well as challenges for this project, and we look forward to continuing work together with your team.

**We propose the following team:**

OPN Architects – Architecture

Confluence – Landscape Architecture

Resource Consulting Engineers – Mechanical, Electrical, and Plumbing Engineering

Raker Rhodes Engineering – Structural Engineering

Civil Design Advantage – Civil Engineering

DCI Group – Cost Estimation

**Project Understanding:**

- Site location has been determined.
  - During Schematic Design, the team studied and provided site analysis for (3) locations. Based on several strengths, a site located near the existing boat ramp and parking lot was selected.
- Schematic Design Services have been completed per our previous contract.
  - Building programming has been completed.
  - A site plan has been developed and preliminary site utilities have been examined. Confirm SD assumptions.

OPN ARCHITECTS

- An SD cost opinion has been performed by DCI Group for the current design.
  - Confirm Cost estimate numbers and reassess scope and budget expectations with current design.
- This proposal will pertain to the completion of Design Development, Construction Documents, Bidding/Negotiation, and finally see the Boathouse project through the Construction Observation Phase.

**Services Provided:**

Pre-Design and Schematic Design Services have already been performed under previous contract.

Architectural Services:

- Design Development:
  - Refine design decisions, materials, and confirm project understanding.
  - Prepare DD documents.
  - Prepare and deliver Cost Estimation at 100% DD
  - Deliverables:
    - A 100% DD presentation will be given to the City Steering Committee.
    - A 100% DD drawing package will be provided as well as outline specifications.
- Construction Documentation:
  - Prepare CD documents and materials.
  - Coordinate documents with Confluence and other consultants.
  - Prepare milestone cost exercises at 65% CD and 95% CD.
  - City Site Plan review and approval.
  - Issue 100% Construction Documents for bid purposes.
  - Deliverables:
    - The team will deliver a 95% CD Owner Review Package. At this point our team will ask for any comments and questions and will go through all of these with a page turn. Comments will be incorporated into the Bid Set.
    - A full set of construction specifications will also be part of the contract documents for bid.
- Bidding/Negotiation:
  - Assess and confirm optimal bid period based on an end of June/July 1st construction start.
  - Assist with Bidding Procedures and Evaluation.
  - Respond to Bidder's questions and requests.

OPN ARCHITECTS

**Project Assumptions:**

- $2,157,877 Schematic Design cost estimate for total construction cost provided early Spring 2018. The proposed construction budget for this project is $2,100,000.
- The Schematic Design for the building includes:
  - 2,450 total building sf, including 1,668 of vessel storage that is designed to be resilient to flooding on the lower level. A concessions / transaction area and restrooms are located on the upper level.
  - Site features include: Accessible boat launches, stone shore protection, removable dock, as well as a reconfiguration of the existing parking to create more stalls closer to the building.
  - The foundation and lower level will be cast in place concrete, while the upper level will consist of a combination of precast concrete panels, and additional steel structure for the canopy overhead.
  - The upper level will consist of concrete masonry as well accent materials of wood and metal panel.
- A site survey will be required and coordination with DNR may be required.
- (6-7) Design Meetings:
  - Kick-off to confirm SD findings and determine goals and expectations for the project.
  - Following the Kick-off, the team will reconvene to go through the DD presentation and drawing package to seek approval to proceed into CD phase.
  - A 50% CD meeting will be a mid/touch base point for the Steering Committee and Design Team. The goals for this meeting will be to ensure the team is on the right track prior to the heavy lifting documentation portion of this project. Any comments stemming from the 100% DD cost estimation will be discussed at this time and the team will seek approval to continue with 100% CD's.
  - 95% CD Owner Page Turn is a final opportunity to go discuss owner comments and questions and review the current drawing package.
  - Final CD presentation and drawing package deliverable and review of final cost opinion prior to bidding.
- Cost estimates at 100% DD, 65% CD, and 95% CD.
- Resident Services [Construction Administration] are not included within this proposal and is anticipated to be added as a later phase. It is noted in this proposal as an Optional Service. These services include: 1) Resident Services throughout the duration of construction and meeting on site or with contractors monthly. The proposed construction duration for this proposal is 9 months. 2) Preparation of Record Documents that will be completed by

OPN ARCHITECTS

the design team and turned over to the City of West Des Moines upon receipt of information from the Contractor.

- Once authorized, Resident Services [Construction Administration] will begin as soon as the bid is awarded and continue through punchlist and substantial completion. This will consist of submittal review, monthly meetings on site with the contractor, and punchlist. Anticipated construction start: June/July 1st, 2019. Anticipated Construction duration is 9 months with a completion of early Spring 2020.
- Limited telecommunications design is included within this proposal and is anticipated to support staffing and Point-of-Sale.
- No security design is included. If this is desired, the team can provide these services for an additional fee.
- Limited fire alarm design is included. No fire sprinklers are anticipated for this design.
- Approximately 450 sf of removable Dock design is included within this proposal.
- Parking lot reconfiguration and restriping design as indicated in the SD documents is included in the design and construction. Existing parking lighting will be maintained and is not included.
- Flood Plain Documents have been included. The property currently lies within floodplain. Floodplain mapping information and a letter of map will be submitted to FEMA in an effort to reduce the impact of the floodplain on the project site. An as-built topography survey will need to be completed on those areas that have been filled within the existing floodplain area to show that the buildable areas are higher than the 100-year flood elevations. This task assumes that the floodplain has been previously studied and elevations have already been established by FEMA. If an unstudied area exists, the team will have to prepare a full flood study. Preparation of a flood studies, if required, are not included. Estimate of services if required: $4,000.00
- Surface and underground detention and retention of storm water is assumed unnecessary based on the site. Site Storm water detention adjustments will be limited and will remain in the pond with no outlet or structure revisions. If needed additional services may be required.
- Existing city Storm Water Management Plan is to be updated by providing information, by letter, to the city on changes to quantities of impervious area and a summary of impact to the overall function and post-development release of the pond.
- If required, all soil borings, geotechnical services, abatement services for hazardous materials, traffic studies, structural testing, and material testing will be provided by others.
- FF&E services are not included but OPN can provide these services if desired.

OPN ARCHITECTS

**Proposal Summary:**

Schedule: The OPN and consultant team is prepared to begin the design immediately. We anticipate 9 months of construction with completion in early Spring 2020.

Preliminary Schedule:

- SD completed early 2018
- DD starts Sept 4, 2018 – 6-7 weeks
- CD starts October 2019
- B/N starts April/May 2019 (depends on optimal bid timing and City Review)
- Approximate Construction Start is end of June/July 1st, 2019 through completion early Spring 2020.

Compensation: Professional fees to complete design and construction services as outlined for each scope of services of this proposal will be a stipulated sum as follows:

**Primary Project Scope**

**Basic Services:**

| | |
|---|---|
| Architectural Services – OPN Architects | |
| Design Development thru Bid Phase | $ 94,500 |
| Structural Engineering – Raker Rhodes Engineering | |
| Design Development thru Bid Phase | $ 8,250 |
| MEP Engineering - Resource Consulting Engineers | |
| Design Development thru Bid Phase | $ 13,500 |
| Subtotal | **$ 116,250** |

**Additional Services Requested:**

| | |
|---|---|
| Landscape Architectural – Confluence | $ 67,000 |
| Civil Engineering Services included - CDA | |
| Topographic Site Survey - CDA | $ 4,000 |
| Cost Estimation – DCI Group | $ 6,000 |
| Subtotal | **$ 77,000** |

| | |
|---|---|
| Professional Fee | $193,250 |
| Estimated Reimbursable Expenses | $ 6,000 |
| **Total Fee + Expenses** | **$ 199,250** |

OPN ARCHITECTS

**Optional Services:**

Should more developed renderings or models be desired beyond what is provided above, we offer the following Additional Services for your consideration:

**A. High-Resolution Promotional Graphics/Models:**

Rendering/Graphics Services – OPN Architects

| | |
|---|---|
| Per Additional High-Resolution Rendering | $ 1,000 |

Physical Model – OPN Architects

| | |
|---|---|
| 3D printing and laser cutting | $ 3,600 – 5,500 |

**B. Construction Logistics and Sequencing**

Due to the flexible bid schedule, our team can offer Construction sequencing and sequencing to maximize the budget and deliver the project during the optimal bid market. Our team will work closely with the construction market to support the design team documentation if applicable including: bid packages, competitive bid markets, as well as construction sequencing.

| | |
|---|---|
| DCI Group | $ 1,000 |

Section Revised June 25, 2019

**C. Resident Services**

Construction Administration services are required to ensure the project is constructed according to the requirements of the Construction Documents. These services include site observation of progress, monthly construction meetings, review of shop drawings, punchlist, and review for Substantial Completion. Services are included for up to 9 months of construction. Record Documents will be prepared upon receipt of As-Built set from Contractor(s).

Construction Administration

| | | |
|---|---|---|
| OPN Architects | | $ 60,000 |
| Raker Rhodes Engineering | | $ 2,750 |
| Resource Consulting Engineers | | $ 4,500 |
| Confluence / CDA | | $ 8,000 |
| Record Documents | | $ 4,000 |
| | Subtotal | **$ 79,250** |
| Estimated Reimbursable Expenses | | $ 5,000 |
| | Total | **$ 84,250** |

OPN ARCHITECTS

**D. LEED Certification and Coordination**

LEED certification (level to be determined) is feasible on this project. The project location in the flood plain and less than 50 feet to a body of water preclude sustainable sites credits, however do not limit a pursuit of LEED. An energy model will be included with this optional service, which will illustrate energy compliance with many of the credits. The OPN and consultant team is well-versed in LEED projects and has completed several LEED certified projects to date. OPN also employs one of the best building sustainability experts in the country as a resource for this project.

| | |
|---|---|
| OPN Architects | $ 30,000 |
| RCE MEP | $ 2,500 |
| RCE Energy Model | $ 2,000 |
| Confluence | $ 6,000 |
| Subtotal | **$ 40,500** |

Some Additional LEED Certification expenses will be required. Below is an approximate estimation of these fees with USGBC:

| | |
|---|---|
| Registration, Design, and Construction Review | $ 4,300 |
| Commissioning | $ 2,200 |

**E. Living Building Challenge**

Living Building Challenge is an alternative to LEED and may also be feasible on this project given its size, program, and passive energy saving opportunities. Below is an estimate and potential costs vary based on full or partial participation. Should LBC be desired, further exploration of approximate fees will be completed.

| | |
|---|---|
| Stipulated Sum | $ 29,400-$ 69,400 |

Some Additional LBC Certification expenses will be required. Below is an approximate estimation of these expenses:

| | |
|---|---|
| Registration expenses and Review Costs | $ 2,150 - 5,500 |
| Commissioning | $ 2,200 - $3,500 |

**F. Net Zero**

After brief study, OPN believes net-zero (or zero carbon) is feasible. The team will provide a gap analysis to determine potential costs and coordination to pursue further. Additional certification fees and commissioning may be required. OPN shall provide an addendum to this

OPN ARCHITECTS

proposal indicating findings and the professional fees associated with net-zero should this be of interest.

Professional Fee $ TBD

Reimbursable expenses are an estimate and include: authorized travel, courier services, express mail, plan review fees, reproduction of project documents during design, photography, out-of-house digital processing, and mileage. Bid Printing is not included.

OPN will invoice monthly based on a percentage of work completed-to-date. Payment is due to the Architect within (30) days from the date of invoice.

Contract will be City of West Des Moines - AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES [v.2018]

Again, we thank you as well as the City of West Des Moines Parks and Recreation Department for offering us the opportunity to present our proposal. The impacts of this project will undoubtedly better serve your staff and the community.

If you find you have any questions or desire additional information, please do not hesitate to call. Should you find our proposal acceptable, I would welcome the opportunity to schedule a start date and formalize our agreement.

We thank you for considering OPN Architects and I look forward to your response.

OPN ARCHITECTS, INC.

Rick Seely AIA

Principal

CC: Joe Wallace Project Architect