CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION

DATE: February 17, 2020

ITEM:

Resolution - Ordering Construction
Human Services Improvements – Phase 2

FINANCIAL IMPACT:

The Engineering Estimate of Construction Cost for the Human Services Improvements – Phase 2 is $83,404.00. Payments will be made from account no. 500.000.000.5250.490 with the ultimate funding intended to come from General Funds.

BACKGROUND:

A Bid Letting should be scheduled for 2:00 p.m. on Wednesday, March 11, 2020 and a Public Hearing on the project should be scheduled for 5:35 p.m. on Monday, March 16, 2020. The contract would be awarded on Monday, March 16, 2020 and work will begin shortly thereafter.

The project includes renovation of the reception and waiting areas of the Human Services Facility located at 139 6th Street. Improvements will also aid in improving security and visibility within the reception area. The project is anticipated to be completed from May 15 to June 30, 2020.

This agenda item was distributed to the Public Services Subcommittee by e-mail only since there was no meeting.

OUTSTANDING ISSUES: None.

RECOMMENDATION:

City Council Adopt:

- Resolution Ordering Construction of the Human Services Improvements – Phase 2.
- Fixing 2:00 p.m. on Wednesday, March 11, 2020 as the time and date for project Bid Letting.
- Ordering the City Clerk to publish notice of Letting and Public Hearing.

Lead Staff Member: Brian J. Hemesath, P.E., City Engineer

STAFF REVIEWS

Department Director	Brian J. Hemesath, P.E., City Engineer
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	Public Services		
Date Reviewed			
Recommendation	Yes	No	Split

RESOLUTION ORDERING CONSTRUCTION AND NOTICE OF PUBLIC HEARING ON PLANS, SPECIFICATIONS, FORM OF CONTRACT, ESTIMATE OF COST, AND DIRECTING ADVERTISEMENT FOR BIDS

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST DES MOINES, IOWA, that the following described public improvement:

Human Services Improvements – Phase 2
Project No. 0510-050-2015

is hereby ordered to be constructed according to the Plans and Specifications prepared by OPN Architects, Inc. of Des Moines, Iowa and now on file in the office of the City Clerk.

BE IT FURTHER RESOLVED, that the detailed Plans and Specifications, Form of Contract, Bid Security, and Notice to Bidders are hereby approved, subject to hearing thereon, and that the same are now on file in the office of the City Clerk for public inspection.

BE IT FURTHER RESOLVED, that the City Clerk is hereby directed to publish notice of hearing on the Plans and Specifications, Form of Contract, Bid Security and Estimate of Costs for said project to be held at 5:35 p.m. on Monday, March 16, 2020, with said notice published not less than four (4) days nor more than twenty (20) days prior to the date heretofore fixed.

BE IT FURTHER RESOLVED, that the City Clerk is hereby directed to publish Notice to Bidders for said project with publication not less than thirteen (13) days nor more than forty-five (45) days prior to the date for receiving bids. Said bids are to be filed prior to 2:00 p.m. on Wednesday, March 11, 2020.

BE IT FURTHER RESOLVED, that the bids received for construction of said improvements will be opened, publicly read and tabulated by the City Clerk, Deputy City Clerk, or City Clerk designee at 2:00 p.m. on Wednesday, March 11, 2020 and the results of said bids shall be considered at a meeting of this Council on Monday, March 16, 2020 at 5:35 p.m. and acted upon at said time, or such time as may then be fixed.

PASSED AND APPROVED on this **17th** day of **February, 2020.**

_____
Steven K. Gaer, Mayor

ATTEST:

_____
Ryan T. Jacobson, City Clerk

OPN ARCHITECTS

City of West Des Moines
Human Services Phase 2 - Reception Remodel
Opinion of Probable Cost

City Project No. 0510-050-2015 *OPN Project No. 19.8240.00*

2/10/2020

Construction Costs	*Base Bid*	*Alternates*
Base Bid	$83,404.00	
Alternates - None		N/A
Subtotal	**$83,404.00**	**$0.00**
Total (Base Bid plus all Alternates)		**$83,404.00**

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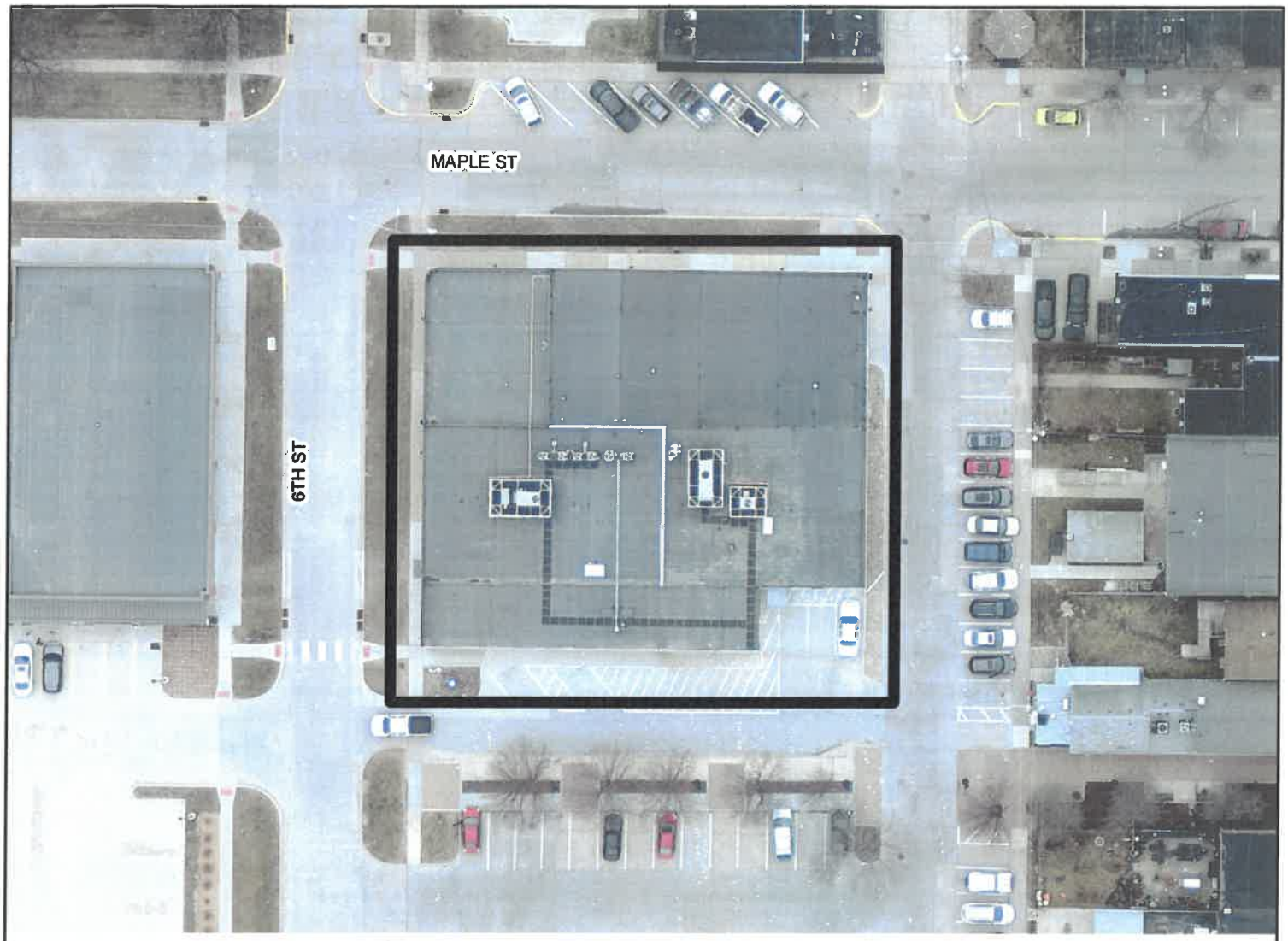
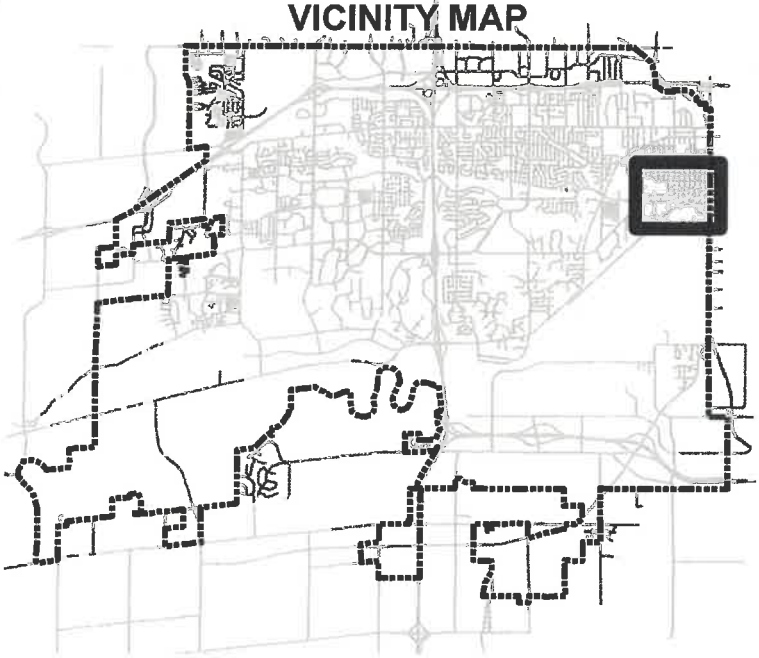
LICENSED PROFESSIONAL ARCHITECT
RICHARD S. SEELY
02981
IOWA



VICINITY MAP



LEGEND

PROJECT LOCATION

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THE CITY OF WEST DES MOINES

PROJECT:

Human Services Improvements - Phase 2

LOCATION: 139 6th Street

DRAWN BY: JDR	DATE: 7/25/2019	PROJECT NUMBER/NAME: 0510-050-2015	SHT. 1 of 1