CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION

DATE: November 18, 2024

ITEM:

Motion – Approving Amendment No. 2 to Professional Services Agreement
SE Fire Training Facility

FINANCIAL IMPACT:

The original Professional Services Agreement included a maximum fee of $50,175.00 for Basic Services of the Consultant. Amendment No. 1 increased the Basic Services of the Consultant by $78,500.00 and added Resident Consultant Services at $32,900.00. Amendment No. 2 increases the Resident Consultant Services by $6,625.00. The new maximum not-to-exceed fee thus becomes $168,200.00. All costs for these services can be paid from account no. 500.000.000.5250.495 using Tax Increment Financing (TIF) revenue collected from within the Microsoft Alluvion Urban Renewal Area TIF.

BACKGROUND:

Farnsworth Group, Inc. is working under an existing Agreement dated March 21, 2022 to perform the professional services necessary for the master planning of the City-owned property southwest of the intersection of Veterans Parkway & SE Maffitt Lake Road to accommodate the construction of the SE Fire Training Facility and a future SE Fire Station. The SE Fire Training Facility includes a fire training tower and associated props, storage, boat ramp, driving course, partial interior roadways, parking, and landscaping. Construction of the SE Fire Training Facility has reached substantial completion and will likely be accepted by the end of 2025. Similarly, the Fire Training Tower is tentatively scheduled to be complete by the end of 2025.

Amendment No. 1 was approved by City Council on June 5, 2023 and included additional Basic Services of the Consultant and Resident Consultant Services to accommodate the design and construction of the site improvements necessary for the SE Fire Training Facility.

Amendment No. 2 includes additional Resident Consultant Services to accommodate the construction of the fire training tower by WHP Trainingtowers (separate contract).

The Engineering Services Department retains professional consultants based on their past work experience, qualifications of their staff, familiarity with the project, staffing availability, and past performance. Once a firm has been selected based on the above criteria, City staff then negotiates a fee with the consultant for performing the desired scope of services. City staff attempts, whenever feasible, to distribute professional services work on an equitable basis to qualified firms maintaining local metropolitan area offices who have expressed interest in working for the City of West Des Moines.

OUTSTANDING ISSUES:

None.

RECOMMENDATION:

City Council Adopt:

- Motion Approving Amendment No. 2 to Professional Services Agreement for the SE Fire Training Facility.

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	Greta Truman, City Attorney
Agenda Acceptance	

PUBLICATION(S) (if applicable)

Published In	
Dates(s) Published	

SUBCOMMITTEE REVIEW (if applicable)

Committee	Public Services		
Date Reviewed	November 11, 2024		
Recommendation	**Yes**	No	Split

AMENDMENT NO. 2
TO THE AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES

This AMENDMENT is made and entered into this 18th day of November, 2024, by and between the CITY OF WEST DES MOINES, a municipal corporation, hereinafter referred to as "City", and FARNSWORTH GROUP, INC., (Fed. I.D. #37-1123236), a professional corporation incorporated and licensed under the laws of the State of Iowa, party of the second part, hereinafter referred to as "Consultant", hereby amends the original Agreement dated March 21, 2022 as follows:

1. SCOPE OF SERVICES

   The Scope of Services as described in the original Agreement for the West Des Moines SE Fire Training Facility (Project No. 0510-026-2021), Attachment 1 are amended as shown in Attachment 1A included herein.

2. SCHEDULE

   The Project Schedule of the professional services as described in the original Agreement and Amendment 1, are amended as shown in Attachment 2A included herein.

3. COMPENSATION

   In consideration of the additional professional services provided, the City agrees to pay the Consultant the additional fees to increase the original sum NOT-TO-EXCEED, including any authorized reimbursable expenses, pursuant to the revised Schedule of Fees set forth in Attachment 3A included herein.

	Original Fee	Previously Amended Fee	Additional Fee	Total Fee
I. Basic Services of the Consultant	$50,175.00	$78,500.00	$0.00	$128,675.00
II. Resident Consultant Services	$0.00	$32,900.00	$6,625.00	$39,525.00
Total Services	**$50,175.00**	**$111,400.00**	**$6,625.00**	**$168,200.00**

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.

FARNSWORTH GROUP, INC.

BY: _____
Kristofer J. Orth, Architecture Principal

CITY OF WEST DES MOINES

BY: _____
Ryan T. Jacobson, City Clerk

ATTACHMENT 1A

SCOPE OF SERVICES

In addition to the original Scope of Services, the following Scope of Work shall be included:

Basic Services

- Unchanged from Amendment 1.

Resident Services

- Perform additional survey work of as-built pavement and the training tower foundation.
- Review documents provided by the training tower supplier.
- Revise grading design for area between edge of designed pavement and the tower foundation based on as-built pavement and tower foundation design to provide drainage away from the base of the tower.
- Review the revised design with the City and adjust design based on feedback.
- Issue revised design direction to the contractor.
- Review proposed grading design changes on site with prime contractor and pavement subcontractor.

ATTACHMENT 2A

PROJECT SCHEDULE

The following design and construction schedule is anticipated:

- Authorized to proceed with design – June 6, 2023
- Services associated with Schematic Design have been completed as of May31, 2023
- Services associated with Design Development shall be completed by July 31, 2023
- Services associated with Construction Documents shall be completed by November 6, 2023
- Services associated with Bidding shall be complete by December 31, 2023
- Services associated with Construction shall be completed by November 15, 2024

ATTACHMENT 3A

SCHEDULE OF FEES

Hourly rates (effective January 1, 2024 and subject to annual adjustments) are as follows:

2024 Farnsworth Group Full Service Rates

Associate I	$ 130.00
Interior Designer/ Associate II	$ 140.00
Architect/ Associate III/ Project Coordinator	$ 155.00
Senior Architect/ Senior Project Coordinator	$ 165.00
Project Architect/ Project Manager	$ 180.00
Senior Project Architect/ Senior Project Manager	$ 195.00
Architectural Manager	$ 210.00
Sr. Architectural Manager	$ 225.00
Architecture Principal/Vice President	$ 265.00

2024 Bishop Engineering Hourly Rates

Survey Coordinator	$ 125.00
Survey Crew	$ 165.00
Civil Engineer II	$ 165.00
Principal	$ 200.00

BISHOP
ENGINEERING +
3501 104th Street, Urbandale, IA 50322
Ph: 515-321-7669

WDM Fire Tower – CIVIL ENGINEERING EXTRA SERVICES DETAIL

NARRATIVE

7/22/024 – Received email from Farnsworth with concerns about the poured stair footings (piers) around the tower structure and achieving full 8" pavement depth as well as providing an expansion joint around the piers and draining away from the building.

Arranged a Teams meeting with Farnsworth to discuss and also receive the plans from WHP which also showed drainage weeps around the tower structure. Bishop was directed to get some as-built survey information and look at redesign to achieve proper drainage and maintain 8" pavement thickness around the tower structure. Survey coordinated for 7/24/2024

7/25/2024 – Initial survey complete and downloaded for review. Bishop analyzed the as-built information, compared with WHP plans and issues related to the weep elevations being lower than finish floor elevation at door locations as well as noting a slope in the slab floor draining to the weep locations.

Bishop prepared exhibit and arranged a follow-up Teams meeting with Farnsworth to discuss as-built survey findings and plan for redesign. Determined additional as-built survey was needed for recently poured extents of pavement to review grade transitions to the tower structure and avoid any pavement removals. Scheduled for 7/26/2024

7/26/2024 and 7/29/2024 – Bishop reviewed extents of as-built pavement and worked through grading redesign around the building to drain away from the door locations weeps and around the piers as well as transition from the as-built pavement extents to avoid any pavement removals. Bishop updated and distributed proposed redesign exhibit for review.

7/30/2024 – Teams meeting with the City and Farnsworth to review and discuss preliminary thoughts of proposed grading and pavement redesign around the tower structure. Also discussed other options including adding storm sewer versus surface grading and varying pavement thickness as well as expansion joints around pier footing locations

7/31/2024 and 8/01/2024 – Adjusted redesign per meeting comments and prepared updated exhibit. Review with contractor and issued ITC

8/05/2024 – Bishop met with Farnsworth, City, Elder and Jordison onsite to discuss proposed redesign and schedule

8/12/2024 and 8/15/2024– Bishop prepared, reviewed and provided proposed Extra Services Detail for change order review consideration

BILLING SUMMARY

RFI, AS BUILT SURVEYS, REVIEW AND ANALYISIS = $2,022.50

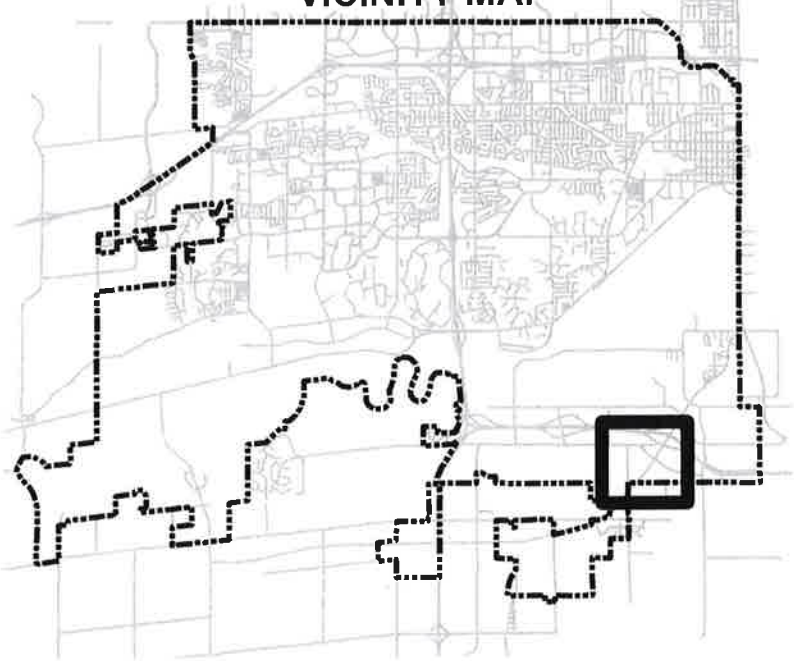
Survey Coordinator	7/22/2024	0.25 hrs @$125/hr = $31.25
	7/26/2024	0.25 hrs @$125/hr = $31.25
Survey Crew	7/24/2024	3.00 hrs @$165/hr = $495.00
	7/26/2024	1.00 hr @$165/hr and 1 hr@40/hr = $205.00
Principal	7/22/2024	1.00 hr @$200/h= $200.00
	7/25/2024	2.00 hrs @$200/hr= $400.00
Civil Eng II	7/22/2024	1.00 hr @$165/hr= $165.00
	7/25/2024	3.00 hrs @$165/hr= $495.00

REDESIGN, REVIEW MEETINGS AND ITC = $4,600.00

Principal	7/29/2024	2.5 hrs @$200/hr = $500.00
	7/30/2024	1.5 hrs @$2.50/hr = $300.00
	7/31/2024	0.50 hrs @$200/hr = $100.00
	8/01/2024	1.00 hrs @200/hr = $200.00
	8/12/2024	0.25 hrs @200/hr = $50.00
	8/15/2024	0.75 hrs @200/hr = $150.00
Civil Eng II	7/26/2024	2.00 hrs @$165/hr = $330.00
	7/29/2024	6.00 hrs @$165/hr = $990.00
	7/30/2024	4.00 hrs @$165/hr = $660.00
	7/31/2024	4.00 hrs @$165/hr = $660.00
	8/01/2024	2.00 hrs @$165/hr = $330.00
	8/05/2024	1.00 hrs @$165/hr = $165.00
	8/15/2024	1.00 hrs @$165/hr = $165.00

TOTAL AS-BUILT SURVEY, ANALYSIS, REVIEW MEETNGS, REDESIGN AND ITC $ 6,622.50

VICINITY MAP



LEGEND

PROJECT LOCATION

N
W E
S

THE CITY OF WEST DES MOINES

PROJECT:

SE Fire Training Facility

LOCATION: **Veterans Parkway & SE Maffitt Lake Road**

DRAWN BY: JPM	DATE: 3/7/2022	PROJECT NUMBER/NAME: 0510-026-2021	SHT. 1 of 1