

REQUEST FOR COUNCIL ACTION

Date: June 13, 2011
Item No.: 13.C

Department Approval

Acting City Manager Approval

Timothy O'Neill

Christopher K. Miller

Item Description: Request For Proposal (RFP) for construction Management Services

BACKGROUND

On March 21, 2011 the Fire Department Building Facility Needs Committee presented the following recommendations to the City Council regarding direction for future fire stations.

After an extensive evaluation of fire department operations, services offered, current building conditions and shortcomings, station locations, and future shared services the committee made a recommendation that the fire department move to a single new fire station on the grounds of the current Fire Station #1 at 2701 Lexington Ave. This recommendation would consolidate the departments' current three station out-dated model into a centrally located station that would better serve the community both today and into the future.

At the conclusion of the recommendations from the Building Facility Needs Committee, the Fire Department requested, and received approval to proceed with Request For Proposal (RFP) for preliminary architectural services. As part of the preparation and educational process required for developing the RFP the fire department learned that the concept of hiring a construction manager early into the project would bring the greatest value to the overall design and construction of the project. The RFP would cover aspects of Phase I of the design process.

Phase I of the process would include the following:

Project Phase I

- Construction Manager must be able to transition from phase I of the project into Phase II of the project which will include final design and construction. Construction Manager must be capable of assuring there is a consistent project management team through the full length of both phase I and II of the project.
- Develop and implement a design phase plan for Phase I & II based on information provided by the City and Architectural firm.
- Assist the City in developing RFP and selection process for Architectural & Engineering services
- Conduct, document and distribute minutes of city, architect, Engineer, and Construction Manager Team Meetings.

- Regular attendance at Planning Project Team (PPT) meetings and City Council meetings/presentations is expected. The Fire Department has developed a PPT for the purpose of assisting design professional(s) in the design development to assure departmental and community focus.
- Develop estimates of probable cost at Design Development and Construction Document stages of the project from information provided by the City and Architectural firm.
- Develop a phase II master project schedule that identifies all major project design and construction milestones.
- Ability to assure for the design, operation, and building management utilizing an environmentally friendly commercial design.
- Apply value engineering/analysis to alternate building systems including advice on “constructability” and “contractibility” decisions made during the pre-design and design phases. Capable of providing information on the trade-offs between alternative building systems as to initial costs, life cycle costs, and construction schedule.
- Verify the design is within budget and will lead to efficient, smooth flowing, and economical construction.

FINANCIAL IMPACTS

The new fire station project incorporates two phases. Phase I will include the preliminary design phase and Phase II will be the final design, planning, and construction elements.

Phase I cost are estimated to be between \$10,000 and \$20,000.

The RFP will be structured so that if Phase II is approved and the same Construction Management firm is utilized the cost of Phase I will be incorporated into the overall cost of the Construction Management Services.

Costs for Phase I will only be paid should Phase II not be approved or if a different Construction Management firm is used for Phase II.

STAFF RECOMMENDATION

Staff recommends Council authorize the fire department to issue an RFP for Construction Management Services for Phase I of the new Fire Station Project using the overall best value process.

REQUESTED COUNCIL ACTION

Motion to authorize the fire department to issue an RFP for Construction Management Services for Phase I of the new Fire Station Project using the overall best value process.

Prepared by: Timothy O'Neill, Fire Chief