



Agenda Item:
49

## COUNCIL COMMUNICATION City Manager's Office

### GENERAL INFORMATION

Agenda Date: 10/24/05  
Agenda Item Type: Resolution

Communication No.: 05-594  
Roll Call No.:

Submitted by: Larry Hulse, Community Development Director  
Jeb E. Brewer, P.E., City Engineer

### SUBJECT—

Professional Services Agreement with Douglas Hoerr Landscape Architecture, Inc., for the Ingersoll Avenue Streetscape project, not to exceed \$238,655.

### SYNOPSIS—

This action would approve a Professional Services Agreement with Douglas Hoerr Landscape Architecture, Inc., Douglas Hoerr, Principal, 850 West Jackson Boulevard, Suite 800, Chicago, Illinois, 60607, for design of the Ingersoll Avenue Streetscape project from 28<sup>th</sup> Street to 31<sup>st</sup> Street, for compensation not to exceed \$238,655 and authorization to proceed with Phases 1 and 2 of the Scope of Services for survey work, schematic design development, and fund raising services.

### FISCAL IMPACT—

Compensation to the consultant for the initial phase of this project is not to exceed \$238,655. Funds are available in the 2005/06 Capital Improvements Program, Account 521020, Fund CP038, Organization ENG990000, Project STR221. The Ingersoll Area Association-Restoration Ingersoll Committee is providing \$4,000 to the City at this time to cover 50% of the fee associated with the preparation of graphics that will be vital for the fund raising effort.

The total project cost will not be known until the private fund raising effort has been completed. Below is an estimated budget based on donations matching the City's contribution.

#### **Estimated Project Budget**

\$500,000 City (FY 2005 & FY 2006 CIP)\*  
\$150,000 FFY 2006 STP-TE Grant (DM MPO/ IDOT)  
\$500,000 Anticipated Private Donations  
**\$1,150,000 Total Budget**  
(\$238,655) Consultant Design Contract  
(\$150,000) Estimated Consultant Construction Administration

(\$70,000) Estimated City Expenses  
**\$675,345 Remaining Budget for Construction**

\*The City has allocated a total of \$500,000 in City funds to this project, which includes the \$238,655 approved in this action and the \$70,000 for estimated City Expenses.

**RECOMMENDATION—**

Approval of the contract and permission to proceed with Phases 1 and 2 of the Scope of Services with the understanding that the City Council will be asked for approval to proceed for Phases 3 and 4 at a later date. This will allow the City to revisit available funding raised privately for this project.

**BACKGROUND—**

This streetscape project is the outcome of an ongoing planning effort with the Ingersoll Area Association (IAA) and the surrounding neighborhoods. The development and implementation of a plan for Ingersoll Avenue was specifically mentioned in the Woodland Heights Neighborhood Plan (1990), the North of Grand Neighborhood Plan (1998), the Sherman Hill Neighborhood Plan (1999), and the Greenwood Historic Neighborhood Plan (2002). In the past few years, the IAA has developed into an energetic promoter and leader of the Ingersoll corridor. They have done this by strengthening their relationship with business owners and reaching out to surrounding neighborhoods. With this rebirth has come the desire to develop and implement a comprehensive plan for Ingersoll Avenue. The IAA started working with Council Member Hensley in 2001 to raise \$25,000 to challenge the City to put resources towards the development of a comprehensive plan for the entire corridor.

On December 8, 2003 the City Council approved Roll Call No. 03-2690 hiring RDG Planning & Design to prepare a comprehensive plan for the Ingersoll Avenue corridor from the 17<sup>th</sup> Street intersection to the 42<sup>nd</sup> Street intersection. The City, the Ingersoll Area Association and the North of Grand Neighborhood shared the cost of this plan. After a nine-month planning effort and public comment period, the City Council received and filed the Ingersoll Avenue Improvement Plan on November 8, 2004 by Roll Call No. 04-2400. This plan provides general direction for the improvement of Ingersoll Avenue and includes a variety of suggestions from public art to redevelopment concepts to parking improvements. Roll Call No. 04-2400 also directed the City Manager to review the plan and to recommend implementation activities.

After reviewing the plan, staff and the Ingersoll Area Association (IAA) agreed to pursue a pilot streetscape project between 28<sup>th</sup> Street and 31<sup>st</sup> Street. On October 25, 2004, by Roll Call No. 04-2273, the City Council authorized the City Manager to submit an application to Des Moines Metropolitan Planning Organization for Transportation Enhancement (TE) funds for the Ingersoll Avenue Streetscape Project. On February 17, 2005, the Des Moines Area Metropolitan Planning Organization approved Surface Transportation Program (STP) Transportation Enhancement (TE) funding in the amount of \$150,000. During this time the City Council also approved the 2005-06 Capital Improvements Program, which includes \$500,000 for the project spread out over fiscal years 2005-06 and 2006-07. The IAA has also agreed to raise private funds to match the City's contribution. The IAA will begin their fund raising effort once the selected consultant has developed a schematic design for the streetscape, but prior to the development of the construction documents.

On May 26, 2005 a request for proposals (RFP) for the preparation of a schematic design and construction documents for the pilot project area was sent to thirteen consultants and posted on the City's web site. Five proposals were received in response to the RFP. A selection committee composed of representatives from the Ingersoll Area Association, the Engineering Department, the Community Development Department and the Office of Economic Development rated the proposals. The consultants with the three top scoring proposals were selected to interview with the selection committee. After much consideration, the selection

committee selected the Douglas Hoerr Landscape Architecture, Inc. team to recommend to the City Council based on the strength of their proposal, interview and consultant team.

The contract that staff and the consultant have developed breaks the services down into four phases. Phase 1 is the development of a schematic design, which includes all of the necessary site survey work and the identification of existing utilities. This phase is scheduled to be completed by January 31, 2006. Phase 2 is the community fundraising period. During this phase the Ingersoll Area Association and the consultant will work together to raise matching funds for the construction of the improvements. This phase is scheduled to be completed by May 31, 2006. Phase 3 consists of the development of construction documents and the coordination of the Iowa Department of Transportation review process. This phase is scheduled to be completed by October 31, 2006. Phase 4 consists of the bidding process. This phase is scheduled to be completed in February 2007.

Each phase must be completed to the satisfaction of the City before the consultant can proceed to the next phase. Once Phase 1 (schematic design) and Phase 2 (private fund raising) have been completed, the project will be brought back to the City Council for authorization to proceed with Phase 3, which is the development of the final design and construction documents. It is also at this time that the final budget for the project will be known. Following Council approval, the consultant will proceed with the development of the construction documents based on the approved schematic design and the final budget. The construction documents, Engineer's estimate of construction cost, and bid documents will be brought back to the City Council for the normal bid authorization process. This process includes the authorization to receive bids and the subsequent award of a contract to the lowest bidder. At this point the scope of work as defined in this agreement with Douglas Hoerr Landscape Architecture, Inc. will be complete.

The proposed contract with Douglas Hoerr Landscape Architecture, Inc. is a lump sum contract that cannot exceed \$238,655. This lump sum is further broken down to the following maximums for each of the phases; Phase 1 - \$100,000, Phase 2 - \$15,000, Phase 3 - \$106,655, and Phase 4 - \$17,000. If for whatever reason it becomes necessary to cancel this contract, the City is only responsible for paying the consultant for completed work.