

REQUEST FOR PURCHASE IN EXCESS OF \$20,000/CHANGE ORDER



To: Mayor and City Council

From: Ann Kattreh
Parks & Recreation Director

Date: January 21, 2014

Subject: Request for Purchase – Contract - Construction Management Services, Pamela Park Renovation Project, RJM Construction

Date Bid Opened or Quote Received:
Thursday, December 12, 2013

Bid or Expiration Date:
NA

Company:
RJM Construction

Amount of Quote or Bid:
2.85% of total construction cost or
approximately \$87,552

Recommended Quote or Bid:
RJM Construction

General Information:

On October 14, 2013 the City Council directed staff to proceed with the development of plans and specifications for the renovation of Pamela Park. An AIA Document C132 – 2009 contract for construction management services for the Pamela Park renovation project has been reviewed and approved by City Attorney Roger Knutson. The fee represents approximately \$87,552, which is 2.85% of the estimated \$3,072,000 project construction cost. This project cost includes the park shelter building but does not include project contingency, design fees, survey, soil borings, testing, permits, etc.

In addition to Pamela Park and the Sports Dome, Ice Rink and Arena improvement projects, RJM Construction provided construction management services to the City of Edina Parks & Recreation Department for the Hornets Nest and Golf Dome construction projects.

Staff began working with Mark Ruff, Senior Financial Advisor/Principal from Ehlers regarding the financing for this project. This contract would be paid as part of the funding package for the Sports Dome, outdoor rink, Arena improvements and Pamela Park renovation projects.

Attachments:

Pamela Park Improvement Project Cost Estimates

Exhibit A – Fee Proposal

Agenda Item #: IV. M.

The Recommended Bid is

Within Budget

Not Within Budget



October 8, 2013

Ann Kattreh, Parks & Recreation Director
Parks & Recreation Department
4801 W. 50th Street
Edina, MN 55424

RE: **Proposed Improvements at Pamela Park**
4301 W 58th St., Edina, MN 55424

Dear Ann:

As requested, we are pleased to provide this updated Opinion of Probable Construction Cost for the proposed improvements at Pamela Park. Also attached is the Schematic Plan which generally illustrates the proposed improvements and serves as the basis for the cost estimate. As noted, we've included survey and soil boring costs in each "project cost". If projects are combined, the overall cost for survey and borings will likely be lower.

Also, it is worth noting that a wetland delineation will be necessary as the proposed field construction may directly or indirectly impact adjacent wetlands. The 'window' for accomplishing wetland delineation services has 'closed' for the season, so it is important to understand that final permit approval from the watershed may not be able to occur until next May. We recommend bidding the project(s) this Winter/ Spring, however, there may be revisions required due to based on final review comments by the watershed.

OPINION OF PROBABLE CONSTRUCTION & PROJECT COSTS

1. Grass (South) Athletic Field Renovation

Construct a sand-peat athletic field (160' x 300') north of the South Parking Lot to support football, soccer, lacrosse and rugby. The field would be smaller than a regulation football field and would be used primarily as a practice field (which is how the area is currently used); however, this smaller field can also be scheduled for younger athletic game events.

As a note, due to the existence of delineated wetlands and taking into account the elevation of the established storm water flood plain it has been determined that the field can be constructed, although the field size would need to be smaller in size than the existing field to the east.

Estimated Construction Cost	\$ 440,000.
5% Contingency:	\$22,000.
Engineer's Design Fees (6%):	\$26,000.
Survey, Soil Borings:	\$8,000.
Testing, Permits, Etc.:	<u>\$2,000.</u>
Estimated Project Cost	\$ 498,000.

2. Synthetic Turf at Southeast Athletic Field

Construct artificial turf over the footprint of the existing (380' x 225') natural grass athletic field with lights. Install perimeter protection around the field to deter vehicles- the preferred protection barrier would be either a stone bench system (similar to that at the Edina High School artificial turf field) or bollard system (similar to bollards with chains at Arden Park and Creek Valley Park).

Estimated Construction Cost	\$ 1,250,000.
5% Contingency:	\$62,500.
Engineer's Design Fees (5.5%):	\$68,500.
Survey, Soil Borings:	\$11,000.
Testing, Permits, Etc.:	<u>\$4,000.</u>
Estimated Project Cost	\$ 1,396,000.

Alternate: Construct Southeast Athletic Field with sand-peat in lieu of synthetic turf: Renovate the existing field including excavation and import of new sand/peat topsoil. Provide new drain tile system, irrigation system and seed (*Similar to Items 1 and 3*).

Estimated Project Cost	\$ 500,000.
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3. Senior (North) Athletic Field Renovation

Renovate the existing field including excavation and import of new sand/peat topsoil. Provide new drain tile system, irrigation system and seed.

Estimated Construction Cost	\$ 460,000.
5% Contingency:	\$23,000.
Engineer's Design Fees (6%):	\$27,500.
Survey, Soil Borings:	\$8,000.
Testing, Permits, Etc.:	<u>\$2,500.</u>
Estimated Project Cost	\$ 521,000.

4. North Parking Lot Renovation and Expansion

Reclaim and re-pave the North Drive (off 58th Street) and Parking Lot. Construct new concrete curbing along the drive and around the perimeter of the lot to improve the flow of traffic into the north parking lot (near the park shelter building), create more parking capacity where possible and stripe the lot to make parking safer and more efficient. Expand the lot immediately west of the park building to gain an additional 15 stalls.

Estimated Construction Cost	\$ 115,000.
5% Contingency:	\$5,000.
Engineer's Design Fees (6%):	\$7,000.
Survey, Soil Borings:	<u>\$3,000.</u>
Estimated Project Cost	\$ 130,000.

5. West Parking Lot Renovation and Expansion

Reclaim and re-pave the West Parking Lot (off Oaklawn Avenue) including new concrete curbing around the perimeter of the lot and a short (~2' high) retaining wall to transition grade along the west edge of the lot. The improvements will afford ~37 more parking stalls.

Estimated Construction Cost	\$ 75,000.
5% Contingency:	\$4,000.
Engineer's Design Fees (6%):	\$4,500.
Survey, Soil Borings:	<u>\$3,500.</u>
Estimated Project Cost	\$ 87,000.

6. South Parking Lot Renovation and Expansion

Repair, crack seal and seal coat the South Parking Lot and Drive (off 62nd Street). Redesign the existing lot configuration to be more efficient (add about 20-23 stalls) and expand the lot northward and westward to gain an additional 43 stalls. Note, young trees would have to be relocated.

Estimated Construction Cost	\$ 95,000.
5% Contingency:	\$5,000.
Engineer's Design Fees (6%):	<u>\$6,000.</u>
Estimated Project Cost	\$ 106,000.

7. Paved Trail Access to Playground

Construct a paved trail between the south and west parking lots and to the playground equipment.

Estimated Construction Cost	\$ 35,000.
5% Contingency:	\$2,000.
Engineer's Design Fees (8%):	<u>\$3,000.</u>
Estimated Project Cost	\$ 39,000.

8. Paved and Environmental Trails

Construct a paved and 'environmental' trail around the perimeter of the park for better, easier, and accessible access to the park amenities and to support environmental discovery and learning.

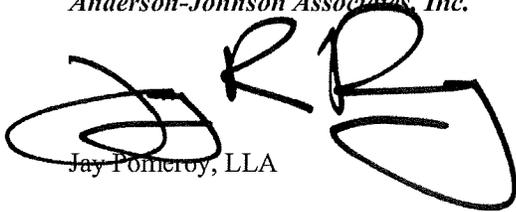
Estimated Construction Cost	\$ 102,000.
5% Contingency:	\$5,000.
Engineer's Design Fees (8%):	<u>\$8,000.</u>
Estimated Project Cost	\$ 115,000.

9. Park Shelter Building Improvements

In 2009, four concept drawings were proposed for consideration, all of which included much needed additional storage, plus a larger and more user-friendly room for community gatherings, meetings and skate changing, plus a kitchen/concessions area, drinking fountain and outdoor picnic patio space. If funding is available, the expansion will require more study and community input before a final plan is selected.

Ann, we trust the above information is clear and understandable. If you have any questions, please do not hesitate to contact me.

Respectfully Submitted,
Anderson-Johnson Associates, Inc.



Jay Pomeroy, LLA

Attachment - Pamela Park Master Plan Study (updated October 8, 2013)

ANDERSON - JOHNSON
ASSOCIATES,
INC.



LANDSCAPE ARCHITECTURE • SITE PLANNING • CIVIL ENGINEERING
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FAX (763) 544-0531 • PH (763) 544-7129

December 10, 2013

Ann Kattreh, Parks & Recreation Director
Parks & Recreation Department
4801 W. 50th Street
Edina, MN 55424

RE: Professional Services - Site Planning, Landscape Architecture and Civil Engineering
Proposed Improvements at Pamela Park
4301 W 58th St., Edina, MN 55424

Dear Ann:

As requested, we are pleased to provide this fee proposal for design services for the proposed improvements of the fields at the Pamela Park. Below, we have included a tentative project schedule for your review. Also attached is our letter defining the construction and project costs estimated for each project along with a sketch which generally illustrates the proposed improvements.

THE PROJECT (S)

We originally studied several field and parking lot improvements at Pamela Park in 2009. We updated the scope of work and costs this past June and are refining costs now that, we understand, the City Council may be close to moving ahead with the ball field-related work, and they may package these improvements with “a sports dome deal”.

The projects, as summarized with the attached “Opinion of Probable Construction & Project Costs” letter and sketch are as follows:

1. South Athletic Field Renovation (Sand-Peat)	Estimated Construction Cost.	\$440,000.
2. Synthetic Turf at Southeast Athletic Field	Estimated Construction Cost.	\$1,250,000.
3. Senior/North Athletic Field Renovation (Sand-Peat)	Estimated Construction Cost.	\$460,000.
4. North Parking Lot Renovation and Expansion	Estimated Construction Cost.	\$115,000.
5. West Parking Lot Renovation and Expansion	Estimated Construction Cost.	\$75,000.
6. South Parking Lot Renovation and Expansion	Estimated Construction Cost.	\$95,000.
7. Paved Trail Access to Playground	Estimated Construction Cost.	\$35,000.
8. Paved and Environmental Trails	Estimated Construction Cost.	<u>\$102,000.</u>

Sub-Total Construction: \$2,572,000.

ANTICIPATED PROJECT APPROACH

Anderson-Johnson Associates, Inc. (AJA) proposes to render landscape architecture, site planning, and civil engineering services as follows:

A. Data Collection

- Obtain topographic and partial boundary survey of the development site. *Costs for this data is not included in this proposal, therefore shall be paid direct by the Owner.*
- Obtain wetland delineation report for the project site. *Costs for this data is not included in this proposal, therefore shall be paid direct by the Owner.*
- Obtain soil boring data with analysis and report on structural capabilities of soils to support proposed improvements. *Costs for this data is not included in this proposal, therefore shall be paid direct by the Owner.*
- Visit project site to identify natural constraints/ opportunities which may affect the proposed project.
- Gather data from City, where applicable.
- Meet jointly with Owner to obtain input on design and to establish a preliminary program for improvements.
- Refine, with Owner, the Program Facility proposed improvements.

B. Project Analysis, Conceptual Layouts and Schematic Designs

- Analyze data gathered from above phase, including a review of the Owner's program.
- Accomplish preliminary site schematic design(s).
- Review designs with Owner and redefine, if necessary, parameters and objectives.
- Meet with City staff to understand current site design requirements including Planning and Zoning requirements and time lines, storm water management requirements and guidelines and associated procedures for review.
- Revise design, in accordance with requirements prescribed by Owner.

C. Design Development

- Prepare Design Development Plans.
- Prepare/ Refine Opinion of Probable Construction Costs.
- Review Design Development Plans and Opinion of Probable Construction Costs with Owner and obtain approval to proceed to construction documents phase.
- Meet with Nine-Mile Creek Watershed District to review the project.

D. Construction Documents

- Prepare Construction Documents based on approved Design Development Plans, including working drawings and technical specifications.
- Attend Park & Recreation, Planning Commission and City Council meetings to support the Owner for approval of the project, as necessary; Attend watershed meeting to obtain approval for the project.
- Prepare Proposal and Bidding Documents.
- Prepare General, Supplemental and Special Conditions of the Contract.
- Submit Construction Documents to Owner for review and approval for bidding.

E. Bidding

- Prepare Advertisement for Bids.
- Assist Owner in obtaining Proposals.
- Analyze proposals, make recommendations to Owner.

F. Contract Administration and Construction Observation

- Prepare and issue Notice to Proceed to successful bidder.
- Conduct Preconstruction Conference.
- Make periodic on-site observations.
- Provide interpretation of contract documents as required.
- Review testing of construction materials.
- Prepare and process change orders, if necessary.
- Certify Contractor's requests for partial payment.
- Make pre-final inspection, with Owner and Contractor.
- Make final inspection, with Owner and Contractor.
- Prepare letter of substantial completion.
- Certify Contractor's request for final payment.

ANTICIPATED PROJECT SCHEDULE

Anderson-Johnson Associates staff members are available immediately to work with you on this project. We understand it the intent of the City of Edina to accomplish design work this Fall/ Winter to afford construction during the Summer of 2014. With that, we proposed the following project schedule. Please keep in mind, this design and construction-related schedule may change as agency review timing becomes more clear and may depend on bidding climate, weather delays during construction, and other factors outside of our control. We will update the schedule as we move ahead.

Planning and Design

- October 2013: Authorization to proceed with Pamela Park Field Improvements.
- November 2013: Authorization for survey, wetland delineation and soil boring services (by others). Receive early-December.
- December 2013: Meet with the Owner, Associations, Coaches, etc. to review the intended scope of work and to refine design.
- January 2014: Complete Design Development documents for Owner review and acceptance. Proceed with Construction Document preparation. Meet with Nine-Mile Creek Watershed staff to review the project.
- Early-February 2014: Provide/ submit Preliminary (90%) Construction Documents for Agency Plan Review. Meet with Watershed staff to review the project.
- Mid-February 2014: Submit Final Plans to City and Nine-Mile Creek Watershed District for review/ approval.
- Jan / Feb 2014: Park & Recreation, Planning Commission and City Council meetings.

- Mid-February 2014: Advertisement for Bids issued. Bid documents printed and available to qualified contractors.
- Mid-March 2014: Bid Opening and City Council Approval
- May 2014: Commence construction.
- Mid-August 2014: Substantial Completion- ready for seed, synthetic turf complete. Seed will require an establishment period of approximately 12 months.

FEE PROPOSAL FOR PROFESSIONAL SERVICES

Understanding the above, and based on a projected site-related construction cost of approximately \$2.572 million, Anderson-Johnson Associates, Inc. proposes to provide Site Planning, Landscape Architecture and Civil Engineering services described herein for a **lump sum fee of \$147,890.00** (or approximately 5.75% of the construction cost estimate).

For invoicing purposes, our phase breakdown of fee will be as follows:

Schematic Design	15%
Design Development	20%
Construction Documents	40%
Bidding	5%
Construction Administration and Observation	20%

Reimbursable expenses, such as mileage, copies, printing, etc., will be invoiced per the Fee Schedule below. Likewise, if additional services are requested of Anderson-Johnson Associates, Inc., we can either provide an amended proposal or invoice at the hourly rates described.

Our hourly rates are as follows:

Secretary	\$ 56 per hour
Civil / CADD Technician	\$ 75 per hour
Civil Engineer, EIT	\$ 84 per hour
Landscape Architect	\$103 per hour
Landscape Architect, ASLA	\$118 per hour
Civil Engineer, PE	\$118 per hour
Senior Civil Engineer, PE	\$143 per hour
Senior Landscape Architect, ASLA	\$143 per hour

Photocopies	\$0.15 / page
Plotting	\$2.75 / page
Color Plotting (on photo paper)	
24x36	\$10.50 / page
30x42	\$11.25 / page
Postage	Equal to cost
Mileage	\$0.75 per mile
Outsourced Reproduction	At Cost + 20%

We trust the above information is clear and understandable. If you have any questions, please do not hesitate to contact me. I will be happy to review the Plan(s) with you and your colleagues at your convenience.

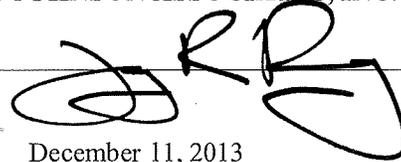
ACCEPTANCE BY OWNER - SIGNATURE

This Agreement is entered into as of the day and year written below and is executed in at least two original copies, one of which is to be delivered to the Consultant and one to the Owner.

ANDERSON-JOHNSON ASSOCIATES, INC.

FEE PROPOSAL

By: _____



Date: December 11, 2013

CITY OF EDINA

By: _____

Date: _____

Attachment - Pamela Park Master Plan Study (updated October 8, 2013)

FEE PROPOSAL