



To: MAYOR AND COUNCIL MEMBERS

Agenda Item #: VII. E.

From: Bill Neuendorf, Economic Development Manager

Action

Discussion

Date: November 19, 2013

Information

Subject: Authorizing Professional Services – Parking Ramp Inspections.

Action Requested:

Authorize City Manager to sign professional services agreement with Kimley-Horn Associates to conduct annual inspections of the City-owned public parking ramps.

Information / Background:

The Building Code requires all parking ramps to be inspected annually so that necessary repairs can be made. These inspections are completed by an independent inspection company with reports filed with the Building Department for review. The City owns four parking ramps: three at 50th and France and the “Jerry’s” ramp in the Grandview District.

Kimley-Horn Associates is nearly complete with their Feasibility Study of each of the public parking ramps at 50th and France. Due to their familiarity with these ramps and in anticipation of the variety of repairs and improvements that the Study will call for, Kimley-Horn Associates are well suited to conduct the annual inspections in the future years.

A multi-year contract is preferred so that a consistent team of inspectors remains involved in the future maintenance and repairs.

Kimley-Horn’s proposal includes annual visual inspections of the four City-owned parking ramps as well as testing of the concrete every three years. Inspections will be completed in the Fall so that annual permits can be re-issued in January and so that essential repairs can be identified and budgeted in the following year.

The total 5-year cost will be \$33,200.00. This is an operational cost of the parking ramps and will be distributed among the property owners included in the Grandview and 50th & France Special Assessment Districts.

Staff Recommendation:

Staff recommends approval of this proposal.

Attachments:

Proposal for Annual Parking Ramp Inspections – Kimley-Horn Associates dated November 2013

November 14, 2013

Mr. Bill Neuendorf
Economic Development Manager
City of Edina
4801 W. 50th Street
Edina, MN 55424

Re: City of Edina Annual Parking Ramp Inspections
Supplemental Agreement to Master Agreement for
Professional Engineering Services

Dear Mr. Neuendorf:

Kimley-Horn is pleased to submit this letter describing our Project Understanding, Scope of Services, Additional Services, Schedule and Compensation for the annual inspection of the parking ramps owned by the City of Edina (City). The work will be performed in accordance with Kimley-Horn's Master Services Agreement with the City.

Project Understanding

The City of Edina requires an annual inspection and report for each parking structure located in the city. The City owns four parking ramps which are located at:

- 4050 West 51th Street (South Ramp)
- 3925 West 49 ½ Street (Middle Ramp)
- 3936 West 49 ½ Street (North Ramp)
- Vernon Avenue South and Gus Young Lane (Jerry's Ramp)

The first three ramps listed above are in the 50th and France Business District.

Scope of Services

Kimley-Horn will provide the services specifically set forth below.

- Perform visual inspection of each structure
- Coordinate chloride ion testing in each structure with an independent testing agency
- Prepare a "Parking Ramp Annual Inspection Report" for each ramp.

We will use the plans previously provided to us for three ramps located in the 50th & France Business District. The City will provide us with plans for the Jerry's Ramp in both hardcopy form and electronic (AutoCad) form if available.

The annual inspections will be performed in 2013 thru 2017. Chloride ion testing will be performed every three years starting in 2013.

Additional Services

Any services not specifically provided for in the above scope will be billed as additional services and performed at our then current hourly rates. Additional services we can provide include, but are not limited to, the following:

- Design and plan preparation of recommended repairs or maintenance work.

Schedule

We will provide our services as expeditiously as practicable with the goal of completing the reports by December 10th of each year.

Fee and Billing

Kimley-Horn will provide the services described in the Scope of Services for the total lump sum fee each year as stated below. Additional services will be billed according to our hourly rate schedule in effect at the time. All permitting, application and similar project fees will be paid directly by the Client. The lump sum fees, including expenses for the work tasks included in this Agreement are:

<u>Inspection Year</u>	<u>Lump Sum Fee</u>
2013	\$7,950*
2014	\$5,000
2015	\$5,150
2016	\$9,600*
2017	\$5,500

*Includes cost of chloride ion testing at a total of ten (10) locations in the four ramps.

Fees will be invoiced monthly based upon the overall percentage of services performed. Payment will be due within 35 days of the date of the invoice.

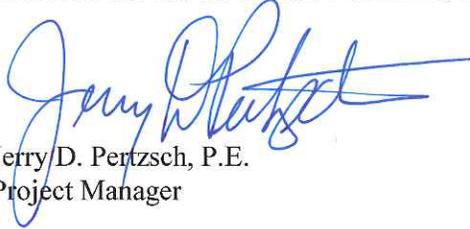
In addition to the matters set forth herein, our Agreement shall include and be subject to, and only to, the terms and conditions of the Master Agreement for Professional Engineering Service between the City and Kimley Horn and Associates, Inc. dated August 16, 2013, except that sections 2.2 through 2.6 are deleted.

If you concur in all the foregoing and wish to direct us to proceed with the services, please have authorized persons execute both copies of this Agreement in the spaces provided below, retain one copy, and return the other to us.

We appreciate this opportunity to continue our services to the City of Edina. Please contact me at 651-643-0411 if you have any questions.

Very truly yours,

KIMLEY-HORN AND ASSOCIATES, INC.



Jerry D. Pertzsch, P.E.
Project Manager

Jon B. Horn, P.E.
Vice President

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Agreed to this ____ day of _____, 2013.

CITY OF EDINA

BY: _____
James Hovland, Mayor

BY: _____
Scott Neal, City Manager