

## **City Council Agenda Summary Sheet (Purchases)**

**Agenda No:** 2004-0609  
**Date:** July, 2004  
**Prepared By:** Scott Cope, Roger Rouse, Jean Farris  
**City File No:**

**Meeting Date:** July 21, 2004

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### **PURPOSE:**

City Council approval for the continuation of architectural services for construction documentation for the new DPS Facility to Yamasaki Associates, Troy, Michigan, in the amount of \$373,940 for a new contract total of \$494,440.

### **DISCUSSION:**

The DPS Facility Project Team, which includes Staff, Council Members, Holder and Barnett, Yamasaki Associates, Inc. (architects) and DeMattia (construction management) spent significant time and resources researching options for the space and operational needs of the Department of Public Service. During the pre-construction phase of the project viable solutions for the most effective use of the site and its structures were sought and achieved. City Council was informed through a presentation on June 2<sup>nd</sup> of the Project Team's progress.

With the completion of the pre-construction or schematic design phase of the project, the Project Team wishes to commence activities related to the development of construction documents. These activities include the refinement of the schematic design, full technical and engineering services to complete construction documentation for bid and site plan review and approval. It is estimated that 4 months will be required to complete these tasks.

The major portion of architectural services are required for the construction documentation segment of the project. Yamasaki's proposal of \$368,440, plus an estimate of \$5,000 for reimbursables for a total \$373,940 is requested to maintain the continuation of the project. This amount will increase the existing contract of \$120,500 for the pre-construction phase to a new total of \$494,440.

In the meantime, the project team will continue to present Council with the details of viable funding options as developments occur with the sale of Leticia and prepare to present a project budget for approval near the end of the fourth quarter. City Council authorization is necessary to continue with the construction documentation phase, eliminating suspension of the project and maintaining its current momentum.

**FISCAL INFORMATION:**

2004 budget indicates funds would come from the sale of Letica property and bonds, neither has occurred to date.

<b>Fund Name</b>	<b>Fund Account #</b>	<b>Description</b>	<b>Budget Amount</b>	<b>Cost</b>	<b>Remaining Budget</b>
592 Water/Sewer	510.975000	Building-Capital	6,500,000	\$186,970	\$6,313,030
592 Water/Sewer	530.975000	Building-Capital	6,500,000	\$186,970	\$6,313,030

**Vendor Name and Address:**

Yamasaki Associates  
900 Tower Drive  
Plaza Level  
Troy, MI 48098

**Reason for Selection:**

Best Value; Most Qualified

**Method of Purchase:**

Contract/Blanket Purchase Order

**RECOMMENDATION:**

It is recommended that City Council approve the continuation of architectural services for construction documentation to Yamasaki Associates, Troy, Michigan, in the amount of \$373,940 for a new total contract total of \$494,440.

**ATTACHMENTS:**

Architectural Services for Phase II

Department Authorization: Roger Rousse, Director of Department of Public Services

Reviewed by:

Fiscal: *Julie Jenuwine*

Purchasing: *Jean Farris*

Clerks: *Susan Koliba-Galeczka*

Approved by: *Pat Somerville*

**RESOLUTION**

**NEXT AGENDA ITEM**

**RETURN TO AGENDA**