

**Item**

Owner’s Representative/Program Services Proposal from NV5 for the Douglas Community Center

**Responsible Staff Contact**

J. D. Cox, City Manager

**Recommendation**

Approve Owner’s Representative/Program Services Proposal from NV5 for the Douglas Community Center

**Executive Summary**

On May 13, 2024, the City Council formally approved Amundsen Associates, LLC, to design the new Douglas Community Center for \$834,600. In addition, Amundsen has partnered with RB+B Architects. Other parties that Amundsen has brought on board include West Plains Engineering, Lower & Co., Tallgrass Landscape Architecture, DL Adams Associates, JB Engineers (GeoTechnical), and K-Mack Consulting.

From the City’s perspective, the following have served on the City’s design committee: Councilmember Ron McNare, Councilmember John Bartling, City Manager J. D. Cox, Community Development Director Clara Chaffin, Public Works Director John Harbarger, and Parks Supervisor Brandon Frye.

Shortly after beginning weekly design committee meetings with the architects, the City’s Design Committee wished to fully consider and evaluate the possibility of the utilization of geothermal technology. Fully realizing that the technology would cost more initially, the City Manager made contacts with two other government agencies and learned that indicated that the geothermal payback of the additional cost was between 10-12 years. The same research also yielded how crucial it would be to properly evaluate, design and construct the geothermal technology.

Through various interactions with the architects and engineers on the project, the City’s Design Committee has become concerned that the geothermal expertise available on the current design team lacked experience and expertise in this area. Further exacerbating the concerns are recent submittals from the architects that changed the estimated cost from \$18-\$20M to \$28M and also submissions that Geo Thermal study (not the actual install) would cost \$64,250 and that additional design fees would be \$87,000-120,000.

Finally, the City’s Design Committee has been interested in having a competent Owner’s Representative for the construction project as well. It follows and will flow nicely that the same firm will represent us throughout the Project.

NV5 came highly recommended by Montana State University as an excellent Owner’s Rep that saved the University far more than it had spent on the design and construction. Following



subsequent conversations/interviews with NV5, the City Design Committee invited NV5 to submit a proposal.

The proposal for \$269,816.00 submitted by NV5 includes the following phases and timelines:

1. Concept Development (ongoing and evolving)
2. Design – SD due July 30th
3. Bidding – 30-45 days to implement a traditional bid process
4. Construction – Starting June 2025 & 12-14 months in duration
5. Project Closeout – typically 60 days in duration
6. Warranty – anticipate a 2-year period commencing @ Substantial Completion of the Work

**Alignment to Strategic Doing (SD) and/or Other Plans**

<u>SD24 Outcome</u>	Fun, Uplifting, Neat & Tidy Community
<u>SD24 Strategy</u>	
<u>SD24 KPI</u>	FUN-09B; FUN-10B
<u>2014 Master Plan</u>	Parks, Recreation, and Trails. Goal A1. Maintain a City-wide system of parks and recreation system that serves residents of all ages, abilities, income, and location within the community. Goal A5. Encourage diverse, affordable, and year- round recreation opportunities for all age groups.
<u>2015 Downtown Master Plan</u>	n/a

**Budget/Fiscal Impact**

<u>Fund/Department</u>	57-5571-2153
<u>Project/Line Item(s)</u>	1000
<u>Budgeted Amount</u>	\$ 601,575.00 *
<u>Anticipated Amount</u>	\$ 269,816.00

*\*Budget/Financial Note: A total of \$10M was budgeted between this line for architect/engineering (#2153) as well as construction (#6542), which has a budget of \$9,398,425. The selection of the architects noted above for \$834,600 and then the Owner’s Rep for \$269,816 will bring this item to a total of \$1,104,416. This amount is over the \$601,575 originally budgeted for line #2153, but is well under the \$10,000,000 budgeted for the Community Facility.*

**Action Requested/Recommended Motion**

Approve the Owner’s Representative/Program Services Proposal with NV5 in the amount not to exceed \$269,816 and authorize the City Manager to sign all associated documents.

**Reviewed/Approved**

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|--------------------------------------------------|--------------------------------------------------------|
| <input type="checkbox"/> Community Development   | <input checked="" type="checkbox"/> Public Works       |
| <input type="checkbox"/> Law Enforcement         | <input checked="" type="checkbox"/> Legal              |
| <input checked="" type="checkbox"/> City Manager | <input checked="" type="checkbox"/> Finance/City Clerk |