

ITEM #: 28  
DATE: 01-24-23  
DEPT: W&PC

**COUNCIL ACTION FORM**

**SUBJECT: ARCHITECTURAL SERVICES FOR WATER POLLUTION CONTROL FACILITY ADMINISTRATION BUILDING RENOVATION**

**BACKGROUND:**

The Water Pollution Control Facility (WPCF) Administration Building was constructed in 1988. Most of the interior finishes to the building are original and showing significant wear and deterioration. The building originally housed the Laboratory Services Division, which is now located in the Technical Services Complex on E. 5th Street.

On April 29, 2022, a request for proposals (RFP) for architectural services was issued for the WPCF Administration Building Renovations. On May 27, 2022, the City received ten proposals in response to the RFP. City staff reviewed the proposals and on July 26, 2022, City Council awarded a contract to SVPA Architects Inc. of West Des Moines, Iowa, in an amount not to exceed \$86,100.

SVPA had been working through the initial design process through mid-October. At that time, staff requested that SVPA pause work on the project. This request was made in order to allow Strand Associates to assess the feasibility of using the area occupied by the WPCF Administration Building for construction of future wastewater treatment infrastructure as part of the WPCF Nutrient Modifications Phase 1.

In late December, Strand Associates made the recommendation to City staff that the Administration Building be relocated, freeing up space for the new activated sludge aeration basins. The cost of relocating the Administration Building is almost entirely offset by avoided construction costs to relocate large diameter process piping, electrical duct banks, fuel tanks, and roadways; and also avoid costly dirt work. Placing the aeration basins in this area provides a much cleaner, more compact footprint for the modifications and leaves space for future capacity expansions adjacent to the aeration basins that will be constructed in the near future.

A Change Order is necessary to cancel the remaining architectural services and reimbursable expenses from the contract with SVPA.

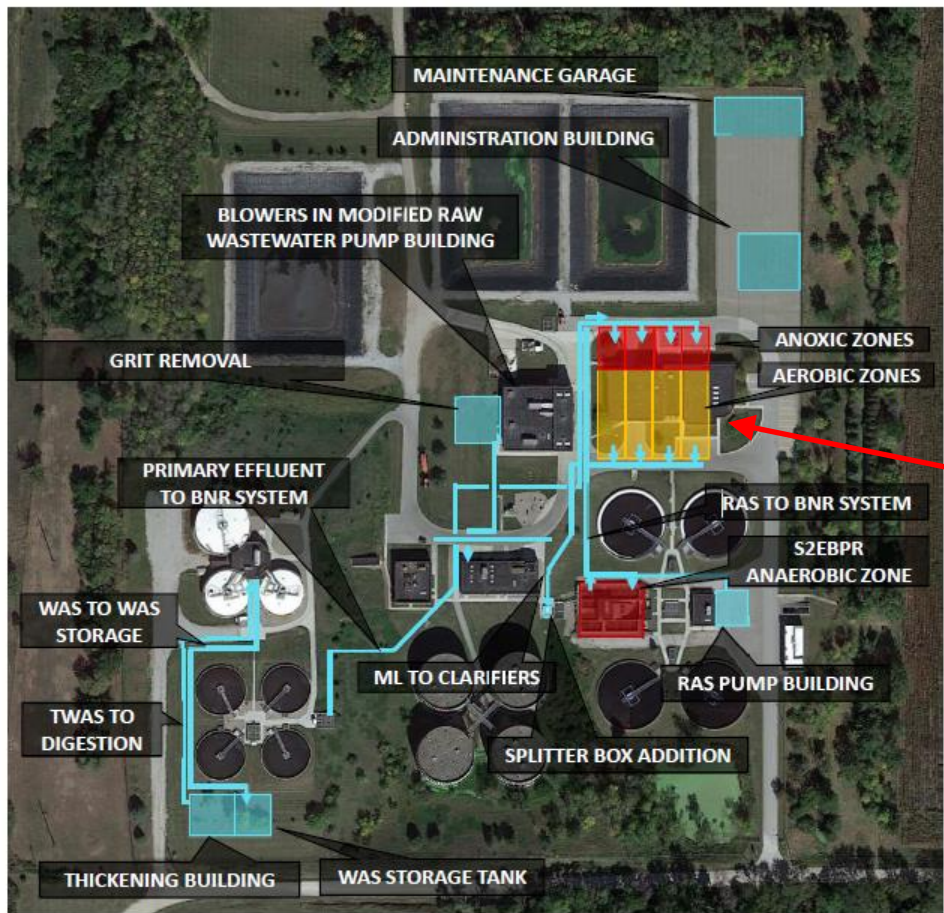
Original Contract Amount	\$86,100.00
Change Order #1 Design Services/Reimbursables	(\$65,065.03)
Revised Contract Amount	\$21,034.97

**ALTERNATIVES:**

1. Approve Change Order No. 1 deducting \$65,065.03 from the contract with SVPA Architects Inc. of West Des Moines, Iowa.
2. Do not approve the change order at this time.

**CITY MANAGER’S RECOMMENDED ACTION:**

Relocation of the Water Pollution Control Facility Administration Building to another location on site will allow the current footprint of the building to be used for wastewater treatment infrastructure. This will also allow a more cohesive layout for the Water Pollution Control Facility Nutrient Modifications project. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.



New aeration basins (red and yellow) shown over the outline of the existing Administration Building.

Conceptual layout of nutrient modification infrastructure