

ITEM #: 1
DATE: 12-26-24
DEPT: POLICE

COUNCIL ACTION FORM

SUBJECT: **PROFESSIONAL CONSULTING AND PLANNING SERVICES FOR ANIMAL SHELTERING FACILITY PROJECT PHASE 1 & 2**

BACKGROUND:

The existing animal shelter was first constructed in 1994 and has not been significantly modified since. The existing facility is insufficient and is too small to meet the needs and demands of the animals served by the facility, the staff who work there, the volunteers who dedicate their time, and the residents of Ames. The consultant will review and provide details on what a new facility will require to meet these needs.

The goal of the project is to make recommendations for a remodel of an existing building into an animal sheltering facility. The City has identified an existing building at 2715 Dayton Avenue that is currently on the market. The City has acquired an option on the property for 90 days to evaluate the probable costs necessary to renovate it for animal sheltering purposes. The property consists of a single-story building containing 10,880 square feet, plus an 1,851 square foot basement, and a 26-stall parking lot on a 5.59-acre site.

Due to the building being constructed as a day care center, it has several unique features that may make it a good prospect for conversion into an animal sheltering facility. These include a reception desk, offices, and conference room space at the front of the building, kitchen, food storage, laundry facilities, and concrete floors throughout the building. There are separated classroom spaces throughout the building that contain individual exterior doors, plumbing fixtures, air handling equipment, and three directly connected fenced-in areas.

In Phase 1, the consultant will analyze the existing conditions and needs and identify future requirements for a modern animal shelter facility that utilizes best practices and state-of-the-art programs considering the City's commitment to No-Kill and the City's financial resources.

As part of Phase 2, the consultant will provide the City schematic design and design development which includes a conceptual design, including floor plans and elevations for a remodeled facility and a preliminary cost estimate based on metrics of the City and the number of staff, volunteers, and animals. If the City does not move forward with the purchase of the existing building, and upon receiving authorization to proceed, the consultant will engage in Phase 3, Schematic Design and Design Development of New Building. The Consultant will produce a conceptual design and estimated costs for a new building on City owned land, based upon the spaces scoped through Phase 1 of this project. The City has identified city-owned property adjacent to the Ames Water Treatment Plant at 1800 E 13th Street in Ames as the possible location of a new shelter facility.

The consultant will identify an appropriate timeline with milestones for the project. This will be used to consider funding and donations needed and set a timeline for occupation.

The Request for Proposal was issued November 18, 2024, through AmesBids, the City’s electronic bidding system. Eight responses were received on December 9, 2024. The ranking and costs for Phases 1, 2 and 3 are shown in the table below.

Consultant	Evaluation Rank	Proposed Cost
INVISION Architecture, LTD, Des Moines, Iowa	1	\$94,800
10FOLD Architecture & Engineering, Ltd, Ames, Iowa	2	\$95,000
Office of Hartman Spiller Trapp, Des Moines, Iowa	3	\$95,925
Simonson & Associates Architects LLC, Des Moines, Iowa	4	\$145,000
Connelly Architects & Consultants, Austin, Texas	5	\$95,580
Neumann Monson Architects, Des Moines, Iowa	6	\$85,000
Roseland Mackey Harris Architects, P.C., Ames, Iowa	7	\$56,000
FRK architect + engineers, West Des Moines, Iowa	8	\$181,560

An evaluation team reviewed proposals base on the consultant’s experience and qualifications of key personnel work on the project, the firm’s experience, past performance and experience with similar work, ability to provide the type and quality of services that best meets the needs of the City, organization, suitability, consistency and clarity of the response, proposed timeline and cost.

The evaluation team determined the top ranked consultant is INVISION Architecture, LTD (INVISION), Des Moines, Iowa. INVISION has experience with animal facilities such as Iowa State Veterinary Medicine, and the 2019 City’s Animal Shelter facility study was completed by the company. INVISION will partner with Designed Learned, Inc (DLI), a national well know animal facility specialists and will provide the necessary guidance for the current animal care standards.

The award will be for Phase 1 and Phase 2 only. If the City does not move forward with purchasing the existing building, Phase 3 will be considered.

The total budget for Phase 1, 2 and 3 design is \$95,925.

ALTERNATIVES:

1. Award a contract to INVISION Architecture LTD, Des Moines, Iowa for Professional Consulting and Planning Services to Review the Animal Sheltering Facility Project for Phase 1 & 2 in the amount not-to-exceed \$66,360.
2. Do not award a contract at this time and refer back to staff with direction as to how to proceed.

CITY MANAGER'S RECOMMENDED ACTION:

Professional Consulting and Planning Services to Review the Animal Sheltering Facility are required to develop the project for construction. The top firm submitting proposal was deemed acceptable, INVISION Architect, LTD, is reputable and has performed work for the comparable communities in the past. INVISION Architect, LTD was ranked #1 when proposals were evaluated by the evaluation team and is within budget. Therefore, it is the recommendation of the City Manager that the City Council approve Alternative 1, as described above.