ITEM #:	16	
DATE:	03-25-25	
DEPT:	P&R	

COUNCIL ACTION FORM

SUBJECT:

PARKS MAINTENANCE FACILITY PROJECT

BACKGROUND:

The Parks and Recreation Department uses a maintenance building located at 700 E. 13th Street to store equipment and materials. This building also includes an office, restrooms, and a break/meeting room for staff. Several other buildings located at this site, northeast of the main building near the Skunk River, and at the Ames Municipal Cemetery, are also used to store equipment. The goals of this project are to: 1) complete interior renovations of the existing Park Maintenance Building, which includes expanding the break room, constructing additional parking, and creating staff workspaces, 2) consolidate the parks equipment and attachments onto one site, and 3) discontinue storing equipment in buildings that are either near the end of life or in the flood plain.

To accomplish these goals, an additional cold storage structure is needed, in addition to renovations to the existing break room at the Park Maintenance Building. At its November 12, 2024, meeting, City Council awarded a contract to SVPA Architects to provide design services, bidding assistance, and construction administration.

The original scope for this project included a 5,130 square foot cold storage building and renovations to increase the size of the break/meeting room. Through the design process, staff increased the scope of the project to include the following:

- 1. Larger Cold Storage Structure Staff determined the 5,130 sf building will not be big enough to house all parks equipment and materials so staff directed SVPA to increase the cold storage building by 2,610 sf. This will also allow room for future growth.
- 2. Bulk Water Station The current location of the water station interferes with the location of the cold storage building and additional parking needed to accommodate the increase in staff parking at this site. Staff asked SVPA to design the relocation of the water station.
- 3. Code Compliance Through the Development Review Process, several items were identified that needed to be added to the scope. These include 1) adding a fire hydrant close to the new cold storage building, 2) adding fire sprinklers below the mezzanines in the park maintenance building, and 3) upgrading the fire alarm system in the park maintenance building.
- 4. HVAC After review of this system, staff directed SVPA to include a new furnace, air conditioner, and reroute the ductwork as the current duct work in the Park Maintenance Building is in the concrete floors.
- 5. Site Survey An additional survey was needed which staff authorized to be conducted.

Due to the increase in scope identified above, the contract with SVPA does include a section allowing for an adjustment in fees for design services. A summary of the original contract, change order, and new contract value are shown below.

	Original Contract	Change Order #1	New Contract Value
Design Services	\$46,000	\$21,850	\$67,850
Reimbursable	\$ 4,200	\$ 1,400	\$ 5,600
Total	\$50,200	\$23,250	\$73,450

There is \$642,764 remaining in the project budget to cover the cost of this change order.

ALTERNATIVES:

- 1. Approve Change Order #1 for the Park Maintenance Complex Expansion Project to SVPA Architects in the amount of \$23,250.
- 2. Do not approve Change Order #1 for the Park Maintenance Complex Expansion Project.
- 3. Refer back to staff with direction as to how to proceed.

CITY MANAGER'S RECOMMENDED ACTION:

The Park Maintenance Complex Expansion Project is much needed and will improve the efficiency and effectiveness of the Park Maintenance activities since staff, equipment, and materials will be housed within one complex. The various components of the increased scope of the project have been directed by staff for SVPA to include in the design and are necessary so the final project addresses the needs and/or requirements of the Parks Department and City. Therefore, it is the City Manager's recommendation that City Council approve Alternative #1 as described above.