

ITEM #:	35
DATE:	07-22-25
DEPT:	POLICE

COUNCIL ACTION FORM

SUBJECT: **ANIMAL SHELTER FACILITY PROJECT**

BACKGROUND:

The City's Animal Shelter, located at 325 Billy Sunday Road, is in need of replacement. The existing facility is undersized and experiences challenges related to weatherization, mechanical equipment, and other aging systems. City staff has been working through the planning stages to develop a new animal shelter facility for the past several years.

In November 2024, staff became aware that the property at 2715 Dayton Ave, which recently housed Eagle's Loft daycare, was for sale. The City Council obtained an option to purchase the property following an assessment of the potential to renovate it into a new animal shelter.

On December 26, 2024, the City Council approved an agreement not to exceed \$66,360 with INVISION Architecture LTD (INVISION), Des Moines, Iowa, to analyze the existing conditions and needs and identify future requirements for a modern animal shelter facility. Following that evaluation, INVISION was to provide the City a conceptual design and a preliminary cost estimate that would be approved as a change order.

After receiving the conceptual design report, on February 18, 2025, City Council approved the purchase of 2715 Dayton Avenue in the amount of \$1.1 million. At that same meeting, staff notified City Council that an anonymous lead donation of \$3 million had been obtained.

Staff solicited a proposal from INVISION to proceed with the remaining design steps in the project. These include completion of schematic design, design development, and construction documents, bidding phase and construction administration. **INVISION has submitted a fee for \$588,000 for these services.** INVISION's fee also includes developing specifications for fixtures, furniture and equipment (FF&E), including items such as kennels and surgical equipment. These specifications can then be used by the City to bid items separately.

A change order to INVISION's initial contract has been prepared to incorporate this additional work. The proposed change order utilizes standardized design contract documents produced by the American Institute of Architects (AIA), with amendments negotiated between INVISION and City staff. The contract incorporates references to best practices outlined by the American Society of Veterinarians (ASV) Guidelines for Sheltering, and the need to meet the requirements for Animal Welfare of the Iowa Department of Agriculture and Land Stewardship (IDALS).

In addition, the contract outlines the City's interest in reducing greenhouse gas emissions. The architect will evaluate and present options to incorporate geothermal heating and cooling, ensuring that the building is ready to install future solar panels, LED lighting, variable frequency drives for pumps, and a heat recovery system. Additionally, the building design contains elements to address acoustics (particularly important for the dog kennel area) and keyless entry systems compatible with the City's existing equipment.

Moving forward with this change order will allow for schematic drawings to be completed. These drawings will be a helpful visual aid for the fundraising campaign to utilize in soliciting donations for individual elements within the project. Proceeding with the change order will also allow the project to move towards bidding and construction this winter.

The fee will also cover the cost of designing add-alternates valued at up to an additional \$1 million to include in the bid package. These alternates could be exercised if fundraising exceeds its goals or if there are favorable bids. If the alternates cannot be awarded at the time of bidding, the design work could be referenced in the future for later expansion or improvements as the community grows.

The project budget contains a combination of City funds and donations for private individuals. The budget is shown in the following table:

EXPENSES		FUNDING SOURCES	
Previous Site Investigation	\$ 4,075		
2715 Dayton Purchase Option	5,000		
Land Acquisition	1,100,000		
Conceptual Design	66,360		
Change Order No. 1 (Detailed Design/Construction Specs)	588,000		
Construction/Renovation (including FF&E/Permits)	5,401,565		
Contingency (10%)	250,000		
3rd Party Testing/Geotechnical	40,000		
		FY 2023/24 General Fund Savings	\$ 100,000
		Council Priorities Capital Fund	2,855,000

		Lead Donation	3,000,000
		Donation Campaign	1,500,000
TOTALS	\$ 7,455,000		\$ 7,455,000

ALTERNATIVES:

1. Approve Change Order No. 1 to INVISION Architecture, LLC, Des Moines, Iowa for Architectural and Engineering Services for the Ames Animal Shelter Facility Project in an amount not-to exceed \$588,000.
2. Do not approve Change Order No. 1 for the Ames Animal Shelter and direct staff to solicit proposals for the next phases of the Animal Shelter Relocation Project design process.
3. Refer this item back to staff for further information.

CITY MANAGER'S RECOMMENDED ACTION:

Architectural and Engineering Services are required to develop the Animal Shelter Relocation project, support fundraising, and prepare construction documents for bid. INVISION has successfully developed the conceptual design for the facility and understands the City's interests in the development of a completed project. The firm is reputable and has performed similar work for comparable communities in the past. Therefore, it is the recommendation of the City Manager that the City Council approve Alternative #1 as described above.

ATTACHMENT(S):

[B101-2017 - Working Draft - Animal Shelter.pdf](#)