EVERETT CITY COUNCIL AGENDA ITEM COVER SHEET

PROJECT TITLE:

Amendment No.1 to the Professional Services Agreement with the DLR Group for the design of the Service Center Redevelopment Project

		Briefing
		Proposed Action
		Consent
	X	Action
		First Reading
		Second Reading
		Third Reading
		Public Hearing

COUNCIL BILL #	
Originating Department	Public Works
Contact Person	Dave Davis
Phone Number	425-257-8913
FOR AGENDA OF	October 19, 2016

Initialed by:
Department Head
CAA
Council President

Location	Preceding Action	Attachments	Department(s) Approval
3200 Cedar Street	Professional Services Agreement	Amendment No.1	Public Works

Amount Budgeted	$413,117	
Expenditure Required	$173,117	Account Number(s):
Budget Remaining	-0-	Public Works – Fund 401
Additional Required	$173,117	

DETAILED SUMMARY STATEMENT:

The original scope of work for the Professional Services Agreement with the DLR Group provided design services for a Master Plan for both the Public Works Department and the Transit Department along with cost estimates for the Service Center Redevelopment Project.

Amendment No.1 will extend the length of the contract and provide additional scope of work as was required to complete the GC/CM Approval Process, revise the Master Plan, Initiate the Schematic Design and review possible Design Options.

A breakdown of the contract amount is as follows:

Original Contract Amount	$240,000
Amendment No.1	$173,117
Revised Contract Amount	$413,117

RECOMMENDATION (Exact action requested of Council):

Authorize the Mayor to sign Amendment No.1 to the Professional Services Agreement with the DLR Group for the design of the Service Center Redevelopment Project in the amount of $173,117.

AMENDMENT NO. 1
PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF EVERETT
AND DLR GROUP

This Amendment No.1 is dated for reference purposes October 19, 2016. It is by and between the City of Everett, a municipal corporation under the laws of the State of Washington ("City") and DLR Group ("Service Provider").

RECITALS

A. The City and Service Provider are parties to the Professional Services Agreement dated May 17, 2016 (the "Agreement").

B. The City and the Service Provider desire to amend the Agreement for the purpose of adding design services for the Service Center Redevelopment Project.

AGREEMENT

The City and Service Provider agree as follows:

1. The Agreement is modified so that time of beginning and completion are as follows:

   Time of Beginning and Completion of Performance: This Agreement shall commence as of the date of execution of this Agreement and shall be completed by December 31, 2016.

2. The Agreement is modified so that total compensation, including all services and expenses, shall not exceed $413,117.

3. The Work is modified to add the Work shown on Exhibit A to this Amendment.

4. Regardless of the date(s) on which this Amendment is signed by the parties, the parties agree that the Agreement has been continuously in effect since May 17, 2016.

5. All provisions in the Agreement shall remain in effect except as expressly modified by this Amendment.

CITY OF EVERETT
WASHINGTON

By: _____
Ray Stephanson, Mayor

_____
Date

ATTEST:

_____
Sharon Fuller, City Clerk
Date: _____

DLR GROUP

Signature: _____
Typed/Printed Name: _____
Title: _____

_____
Date

APPROVED AS TO FORM:

_____
James D. Iles, City Attorney
Date: _____

EXHIBIT A
AMENDEMENT NO. 1
SCOPE OF WORK

PROFESSIONAL SERVICES SCOPE

The scope of services for Amendment No. 1 for the Service Center Redevelopment Project shall include GC/CM Approval Process, Master Plan Revisions, Initial Schematic Design, and Design Options

GC/CM APPROVAL PROCESS

Provide the following work to take the GC/CM form initial conception through completion of the Request for Proposals.

1. Attend additional meetings as required
2. Coordinate the City of Everett GC/CM Consultant – Michael E. Purdy Associates, LLC
3. Provide project information and graphics as required for State of Washington – Capital Project Advisory Review Board (CPARB) Application
4. Provide project information and graphics as required for Project Review Committee – Oral Presentation
5. Attend oral presentation preparation meetings as required
6. Attend Project Review Committee – Oral Presentation September 22, 2016 – Kent, WA
7. Coordinate project information and schedule meetings in support of the GC/CM – Request for Proposals

MASTER PLAN REVISIONS

1. Attend additional meetings as required
2. Revise Master Plan to as required to reflect City comments
3. Provide an additional design charrette to review Master Plan Revisions with City Staff
4. Finalize Master Plan as required following design charrette
5. Provide Master Plan graphics as required in support of Council Briefing August 31, 2016
6. Attend meetings as required following Council Briefing

INITIAL SCHEMATIC DESIGN

1. Coordinate Schematic Design schedule of meetings with City
2. Tour Public Works facilities with design team
3. As Built existing Shop and Warehouse building areas
4. Attend and run 3 Schematic Design charrettes
5. Provide project information and initial schematic design concepts

DESIGN OPTIONS

1. Attend meetings as required to review project site and design options

Amendment No.1 - Compensation

A breakdown of Amendment No.1 compensation is as follows:

GC/CM Approval Process	$ 15,637
Master Plan Revision	$ 21,974
Initial Schematic Design	$130,506
Design Options	$ 5,000 (Hourly not to exceed)
Amendment No.1 - Compensation	$173,117

Completion of Performance
Design services shall be completed by December 31, 2016