City of Carroll

112 E. 5th Street Carroll, Iowa 51401-2799 (712) 792-1000 FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager MJPW

FROM: Jack Wardell, Director of Parks and Recreation JW

DATE: January 20, 2021

SUBJECT: Professional Services Agreement – Graham Park Creek Improvements – 2020

- Amendment to Agreement

With the age of the pedestrian bridges in Graham Park, city staff is recommending a review of the bridges by a structural engineer. The amended Professional Services Agreement includes having a Structural Engineer perform the following:

1. A site visit to visually inspect pedestrian bridges for visible deterioration and deficiencies such as railings or accessibility concerns.

2. Prepare a letter to the City documenting our review and findings. It will include photos and discuss observations noted along with general recommendations for corrective action if needed.

COMPENSATION:

Pedestrian Bridges Review	$3,200.00

CURRENT BUDGET

Revenue:	
City of Carroll - Local Option Sales Tax (L.O.S.T.)	$ 75,000.00
REAP Grant	$125,000.00
Interest	$ 2,011.00 – Dec 2020
Total Revenue	$202,011.00
Expenses:	
Master Plan – Report received - April 22, 2019	$ 27,000.00
Current Professional Services Agreement	$ 23,500.00
Amendment to Agreement Attached	*$ 3,200.00*
Opinion of Probable Cost (2021 Construction - 6% increase)	$137,540.00
Total Expenses	$191,240.00
Excess Revenue	$ 10,771.00

RECOMMENDATION: Mayor and City Council consideration of passage and approval of the Resolution approving the Amendment to Agreement with Shive-Hattery for the Graham Park Creek Improvements for a fee of $3,200.00.

RESOLUTION NO. _____

RESOLUTION APPROVING THE AMENDED AGREEMENT WITH SHIVE-HATTERY FOR PROFESSIONAL SERVICES FOR THE GRAHAM PARK CREEK IMPROVEMENTS – 2020 PROJECT

WHEREAS, Chapter 17 of the Code of Ordinances of the City of Carroll, Iowa, provides that contracts made by the City be approved by the City Council; and,

WHEREAS, an Amended Agreement for Professional Services for Graham Park Creek Improvements – 2020 project has been prepared with Shive-Hattery.; and,

WHEREAS, the City Council has determined that the Professional Services Agreement is in the best interests of the City and the residents thereof.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Carroll, Iowa, that the Amended Agreement for Professional Services with Shive-Hattery for Graham Park Creek Improvements – 2020 project is approved and the Mayor is authorized and directed to sign the Agreement on behalf of the City.

Passed and approved by the Carroll City Council this 25th day of January, 2021.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

SHIVEHATTERY
ARCHITECTURE + ENGINEERING

AMENDMENT TO AGREEMENT
between SHIVE-HATTERY AND THE CONSULTANT

ATTN: Jack Wardell
CLIENT: City of Carroll, IA
112 E 5th Street
Carroll, IA 51401

PROJECT: City of Carroll - Graham Park Creek Improvements

PROJECT LOCATION: Carroll, IA

ORIGINAL AGREEMENT DATE: February 13, 2020

AMENDMENT NO.: 1

AMENDMENT DATE: January 4, 2021

The City of Carroll and Shive-Hattery agree to amend the Original Agreement as follows:

PROJECT DESCRIPTION

The Project Description is added/deleted or revised as follows:

Shive-Hattery will assist with a structural and accessibility review of two existing pedestrian bridges in Graham Park.

SCOPE OF SERVICES

The services for the project are added/deleted or revised as follows:

ADD:

1. A Structural Engineer will perform a site visit to visually inspect pedestrian bridges for visible deterioration and deficiencies such as railings or accessibility concerns.
2. Prepare a letter to the City documenting our review and findings. It will include photos and discuss observations noted along with general recommendations for corrective action if needed.

COMPENSATION

The compensation for the project is added/deleted or revised as follows:

ADD:

Description	Fee Type	Fee	Estimated Expenses	Total
Pedestrian Bridges Review	Fixed Fee	$3,200	Included	$3,200
			TOTAL	**$3,200**

ADDITIONAL SERVICES

The additional services for the project are added/deleted or revised as follows:

ADD:

1. After the letter outlining the findings of our review is delivered, we can determine if there are any improvements that the City would like added to the proposed construction project. Any design efforts or construction document modifications associated with the ped bridges would be handled as an additional service.

AGREEMENT

This Amendment is subject to all other terms and conditions of the Original Agreement. Please return one signed copy to Shive-Hattery.

Sincerely,

SHIVE-HATTERY

Luke Monat

Luke Monat, PE
Project Manager
lmonat@shive-hattery.com

ACKNOWLEDGEMENT OF APPROVAL AND OF AMENDMENT

CLIENT: City of Carroll, IA

BY:_____ TITLE:_____
(signature)

PRINTED NAME:_____ DATE ACCEPTED:_____