City of Carroll

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

MEMO TO: Honorable Mayor and City Council Members

FROM: Mike Pogge-Weaver, City Manager MSP-W

DATE: May 23, 2019

SUBJECT: Carroll City Hall East Stoop and Entry Stairs Design Services

Due to unforeseen issues that were encountered with the east wall of the future City Hall site, the east stoop and entry stairs were required to be removed. Plans for the replacement stairs are needed and there are design services required from OPN Architects, Inc and their structural engineer to complete these plans. Attached is a proposed amendment to the professional services agreement with OPN Architects, Inc for this work in the amount of $2,900.

The cost for this work will be covered out of the miscellaneous costs area of the overall Library/City Hall budget which is currently below what was budgeted and unless an unforeseen item is encountered it is expected this area will be under what was budgeted.

RECOMMENDATION: Mayor and City Council consideration and approval of resolutions approving the amendment to the professional services agreement with OPN Architects, Inc for the design of the entry stoop and stairs at a cost of $2,900.

1869 Carroll 2019
150 YEARS

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Amendment to the Professional Services Agreement

Amendment Number: 004

TO: Mike Pogge-Weaver
(Owner or Owner's Representative)

In accordance with the Agreement dated: December 18, 2017

BETWEEN the Owner:
(Name and address)
City of Carroll
112 E. 5th Street
Carroll, Iowa 51401

and the Architect:
(Name and address)
OPN Architects, Inc.
100 Court Avenue, Suite 100
Des Moines, Iowa 50309

for the Project:
(Name and address)
Carroll City Hall
627 N. Adams Street
Carroll, Iowa 51401

Authorization is requested
☒ to proceed with Additional Services.
☐ to incur additional Reimbursable Expenses.

As follows:
Entry Stoop and Stairs - Additional Services

The following adjustments shall be made to compensation and time.
(Insert provisions in accordance with the Agreement, or as otherwise agreed by the parties.)

Compensation:
Total Add Fee: $2,900

Time:
N/A

SUBMITTED BY:	**AGREED TO:**
(Signature)	*(Signature)*
Danielle Hermann, AIA, Associate Principal	Dr. Eric Jensen, Mayor
(Printed name and title)	*(Printed name and title)*
05/21/19	
(Date)	*(Date)*

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RESOLUTION NO. _____

A RESOLUTION APPROVING AN AMENDMENT NUMBER 4 TO THE PROFESSIONAL SERVICES AGREEMENT WITH OPN ARCHITECTS TO COMPLETE ENTRY STOOP AND STAIRS AT THE CITY OF CARROLL CITY HALL LOCATED AT 627 N. ADAMS ST., CARROLL, IA 51401

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

WHEREAS, the G802-2007 Amendment Number 4 to the Professional Services Agreement between Owner and Architect with OPN Architects for construction at the City of Carroll City Hall is attached hereto as Exhibit "A"; and

WHEREAS, it is determined that the approval of the attached agreement is in the best interest of the City of Carroll, Iowa;

NOW, THEREFORE, BE IT RESOLVED that the G802-2007 Amendment Number 4 to the Professional Services Agreement between Owner and Architect with OPN Architects for construction at the City of Carroll City Hall, attached as Exhibit "A", be authorized and approved, and that the Mayor is authorized to execute the agreement on behalf of the City of Carroll.

PASSED AND APPROVED by the City Council of the City of Carroll, Iowa, this 28th day of May, 2019.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

BY:_____
Eric P. Jensen, Mayor

ATTEST:

By:_____
Laura A. Schaefer, City Clerk