



Request for Council Action

TO: Mayor and City Council
THROUGH: Tim Murray, City Administrator
FROM: Paul J. Peanasky, Parks & Recreation Director
MEETING DATE: February 9, 2021
SUBJECT: Approve Proposal from ISG for Professional Design Services for Shelter, Restroom Facility, and Overlook at Former Public Works Site Park

Background:

Attached is a proposal from ISG for professional design services for the picnic shelter, restrooms, and overlook improvements at the former public works site park. It does not include the archway design, as no specific ideas were available. They will assist in determining an arch plan.

The proposal includes site work, design, permitting and bidding. The proposed cost for these services is \$28,500.00. Funds will be allocated from the parkland dedication fund budget for these park improvements.

Recommendation:

Approve Proposal from ISG for professional services for \$28,500.

Attachments:

- Proposal from ISG

February 4, 2021

Paul Peanasky
Director of Parks and Recreation
City of Faribault
15 West Division Street
Faribault, MN 55021
507.334.2064
ppeanasky@ci.faribault.mn.us

**RE: Professional Design Services Proposal for
Straight River Park
Faribault, Minnesota**

ISG

Paul,

As the City of Faribault (City) looks to make improvements to Straight River Park, ISG stands eager to assist as your dedicated design partner. ISG understands that professional design services are required for a new restroom, picnic shelter, and scenic overlook deck that will extend out from the river bank edge approximately 10 feet. The overlook deck design will require structural services for footings, framing, and railing attachment. The location identification and selection of remote benches along the trail are also included as part of this proposal scope.

Backed by 300+ in-house, multi-disciplinary professionals, vast industry experience, and a sound project understanding, ISG proposes to provide the following scope of services to meet project needs.

300+
EMPLOYEES

43
STATES LICENSED

ZWEIG GROUP
HOT FIRM LIST FOR 2020

TOP 500
2020 ENR FIRM

SCOPE OF SERVICES

Design Development

ISG will investigate building system and material options and work closely with the City to make appropriate selections. The overall design will be further refined and ongoing constructability reviews will be conducted throughout this phase. These documents will be the basis for subsequent construction documents.

Construction Documents

Upon receiving the appropriate approvals from the City, ISG will use architecture and engineering disciplines to develop the following:

CIVIL ENGINEERING

- Site plan
- Grading, drainage
- Hardscaping and pedestrian access plans from the existing paved areas to the new building.
- Design of remote bench detail to be placed in selected areas within the park.
- Restoration plans
- Site notes, details, and specifications

ARCHITECTURE

- Design of remote bench detail to be placed in selected areas within the park
- Building elevations and sections
- Roof, floor, and reflected ceiling plans
- Interior elevations, wall types, and sections
- Window, door, and hardware schedules
- Finish schedules
- Architectural notes, details, and specifications

ISG will also provide a code analysis, code record plan, the required plan review submittals, and any necessary responses to the local code official. All plan review fees will remain the responsibility of the City.

STRUCTURAL ENGINEERING

- Footing and foundation plans
- Framing design
- Miscellaneous structural steel design
- Concrete and masonry design
- Lintel design
- Sections, details, and specifications

MECHANICAL ENGINEERING (HVAC + PLUMBING)

ISG will provide HVAC plans and equipment specifications, sizing, and location needed to serve the facility. ISG will also prepare and coordinate the required plumbing plan submittal to the applicable review agencies, and provide plumbing design, including water and sanitary sewer, piping layout and design, plumbing isometrics, and miscellaneous details, schedules, and specifications. Associated review and permit fees will be the responsibility of the City.

ELECTRICAL ENGINEERING

- New electric service
- Power distribution
- Panelboard layout schedules
- Interior and site lighting
- Wiring diagrams
- Equipment and fixture specifications

Geotechnical Evaluation

Should the City elect to hire a geotechnical firm to evaluate soils, or if the City is already in possession of the report, ISG will coordinate with those efforts. Should a report not be obtained, we will discuss with you appropriate soil bearing allowances and potential risks the City will need to assume without a report.

Permitting + Plan Review

ISG is prepared to assist with coordination of the permitting and approvals process, as needed. It is anticipated that this will involve development and submittal of preliminary site plans, as well as assistance with applicable permit applications, project narratives, and other supplemental information that may be required.

Bidding Administration

ISG will prepare an advertisement to assist with solicitation of competitive general contractor bids. ISG is prepared respond to contractor questions and issue clarifications via addendum if necessary. ISG will also provide assistance with bid evaluation, issuance of a recommendation of award, and preparation of the Notice to Proceed and Agreement between the Owner and Contractor.

Construction Administration

This proposal anticipates that ISG will provide construction administration services for this project. These services will involve shop drawing and submittal review, site visits and observations, review and approval of change orders and payment requests, and project close-out activities, including a site walk-through and preparation of a final punchlist.

COMPENSATION

ISG proposes to provide the scope of services described within this proposal for compensation in the amount of **\$28,800**, and time and material not to exceed this amount. Construction administration is estimated at \$1,500 per month on an hourly basis.

Reimbursable Expenses

Anticipated reimbursable expenses such as travel, mileage, and printing are included within the compensation listed above.

ADDITIONAL SERVICES

ISG's goal for this proposal, like its services, is to be flexible to accommodate the requirements of this project. Upon request, ISG is able to provide the City with a subsequent proposal to assist with any additional professional design, and construction phase services that will be necessary to facilitate construction of this project as it moves forward.

ISG appreciates the opportunity to provide a solution tailored to the needs of the City of Faribault. Upon acceptance of this proposal, please sign the acknowledgment box below and return a copy to our office. We look forward to providing you with responsive service, a collaborative approach, and timely delivery.

Sincerely,



Bob Mickelson
Senior Project Manager

ACKNOWLEDGMENT OF ACCEPTANCE

Accepted this _____ day of _____, 2021.

Name: _____

Title: _____

Signature: _____

This proposal is valid for 30 days.