



CONSENT AGENDA ITEM NO. 7.J.

FOR COUNCIL: June 10, 2024

WARD IMPACTED: City-Wide Impact

SUBJECT: Consideration and Action on A Resolution Authorizing a Change Order for the Contract with Bailey Edward Design, Inc., for Architectural Services for the Economic & Community Development Remodeling Project, in the Amount Not to Exceed \$8,000, as requested by the Department of Operations & Engineering Services.

RECOMMENDED MOTION: The proposed Resolution be approved.

STRATEGIC PLAN LINK:

Goal 2. Upgrade City Infrastructure and Facilities

STRATEGIC PLAN SIGNIFICANCE:

Objective 2d. Well-designed, well maintained City facilities emphasizing productivity and customer service

BACKGROUND: If approved, the City will execute a change order to the contract with Bailey Edward for the Economic & Community Development Remodeling project for additional services related to the project. In September 2021, the City entered into an agreement with Bailey Edward for professional architectural and engineering services to evaluate the Economic & Community Development Department office layout and design improvements in an amount not to exceed \$28,000.

Bailey Edward's initial proposal for Construction Administration ("CA") services as part of the contract, in the amount of \$6,750, were based on limited effort due to the City's involvement in the day-to-day process of the project. The fee was based on a construction duration of six (6) months. However, the project is expected to be completed by July 22, 2024, which is nearly double the original anticipated duration.

Bailey Edward's efforts have exceeded their initial CA fee primarily due to the excessive number of Requests for Information ("RFI") submitted by the construction contractor. To date, 42 RFIs have been submitted, all of which required Bailey Edward to provide an official written response even though many of the questions were already addressed in the original plans and specifications. Bailey Edward has requested an additional \$8,000 to complete the anticipated remaining CA work for this project. Staff have reviewed their request and believe it is warranted and should be approved.

COMMUNITY GROUPS/INTERESTED PERSONS CONTACTED: N/A

FINANCIAL IMPACT: If approved, the City will process a Change Order for the Contract with Bailey Edward Design, Inc., for Architectural Services for the Economic & Community Development Remodeling Project, in the Amount Not to Exceed \$8,000. Funding is available in the Fiscal Year FY 2025 Budget under the Economic Development-Other Professional &

Technical Services account (10019170-70220) This is the same account the original \$28,000 contract was paid out of. Stakeholders can locate this in the FY 2025 Budget Book titled "Budget Overview & General Fund" on pages 275.

AMERICAN RESCUE PLAN FUNDING IMPACT: N/A

COMMUNITY DEVELOPMENT IMPACT: This request meets the following goals and objectives of the Bloomington Comprehensive Plan 2035: N/A

Respectfully submitted for consideration.

Prepared by: Russ Waller, Facility Manager

ATTACHMENTS:

[DOES 2B Resolution](#)

[DOES 2C Change Order](#)