

## Memorandum

To: Honorable Mayor and Members of the City Council  
Administration and Public Works Committee

From: Martin Lyons, Assistant City Manager / CFO  
Lara Biggs, Bureau Chief – Capital Planning / City Engineer  
Stefanie Levine, Senior Project Manager

Subject: Robert Crown Community Center, Ice Complex and Library  
RFP No. 16-61  
Consulting Contract Amendment #1, Design Development and  
Construction Document Services

Date: September 25, 2017

### Action:

Staff recommends City Council authorize the City Manager to amend an existing architectural services contract for design development and construction document services for the Robert Crown Community Center, Ice Complex and Library Project (RFP No. 16-61) with Woodhouse Tinucci Architects LLC, (230 W. Superior Street, 6<sup>th</sup> Floor, Chicago, Illinois 60654), in the amount of \$1,632,833.00. This amendment will modify the existing agreement from \$514,000.00 to \$2,146,833.00 and extend the existing contract deadline from June 30, 2017 to June 30, 2018.

### Funding Source:

Funding will be provided from General Obligation Bonds and expenses will be tracked in the Capital Improvements Fund, Accounts 415.40.4116.62145 – 616017, 415.40.4117.62145 – 616017 and 415.40.4118.62145 – 616017(pending)). Friends of Robert Crown have also committed to funding a portion of this phase of the project and currently have approximately \$1.5 million in received funds. This alternative will be more clearly identified in the final 2018 Adopted Budget.

### Livability Benefits:

Built Environment: Enhance public spaces

Education Arts & Community: Incorporate art and cultural resources, Provide quality education from cradle to career

Health & Safety: Promote healthy, active lifestyles

### Background Information:

Over the past seven months, consultants Woodhouse Tinucci Architects, LLC (WTA) have worked with staff and the public to develop and prepare a schematic design for the new Robert Crown Community Center, Ice Complex and Library. The schematic design for the new facility and redeveloped site contains the following improvements:

1. Ice Rinks
  - a. Two NHL regulation size ice sheets, one with seating for approximately 1200 spectators and the second with seating for approximately 175 spectators.
  - b. Ice support spaces including: ten locker rooms, referee/judges rooms, storage, refrigeration/mechanical equipment space and an ice resurfacer room.
  - c. One 200 meter running track above one of the ice sheets.
2. Gymnasium
  - a. One gymnasium large enough to accommodate two full court basketball games and designed for a wide range of sports activities including basketball, volleyball, indoor soccer, batting practice and gymnastics.
  - b. Retractable seating for 300 spectators, two locker rooms and storage.
3. Community Branch Library
  - a. One 6000 square foot community branch library including a variety of meeting and study rooms.
  - b. One exterior reading garden accessible through the library.
4. Preschool Facility
  - a. One dedicated pre-school/afterschool facility including four separate rooms for different age group programs.
  - b. Dedicated office, restrooms, kitchen and storage facilities.
5. Multipurpose Rooms
  - a. Four multipurpose rooms designed to accommodate a variety of community programming activities, art classes and events.
6. Miscellaneous Rooms and Features
  - a. Lobby space.
  - b. Administrative offices / registration desk.
  - c. Pro-shop and skate rental / sharpening.
  - d. One fitness / dance room.
  - e. One commercial kitchen.
  - f. One concession area.
  - g. Restrooms.
  - h. Storage.
  - i. Mechanical, electrical, plumbing and fire protection support spaces.
  - j. Vending areas.
7. Site Improvements
  - a. Surface parking for approximately 225 cars with access off of Main Street.
  - b. Three exterior, lighted, artificial turf fields accommodating a variety of sports including baseball, soccer, football and lacrosse.
  - c. The existing four tennis courts shall be protected.
  - d. The site shall also include additional features such as pedestrian / vehicular circulation, maintenance and delivery access off of Lee Street,

spectator seating, perimeter fencing, site furnishings, drinking fountains, lighting and landscaping.

At this time the project is ready to proceed to the design development and construction document development phase. This phase will prepare the detailed design documents necessary to construct the project.

Analysis:

A copy of the consultant's design development and construction document fee, broken out by task and subtask is attached for reference. It is currently anticipated that design development and construction document work will be completed in spring 2018. Please note when WTA was originally hired for the project, professional fees were initially estimate at \$2,497,983. At this time, total projected professional fees have increased to \$2,892,483 as a result of scope modifications developed during the schematic design process. Final professional service costs which include other consultants including geotechnical engineering for site work, and other engineering services will fluctuate based on final costs of the project.

A breakdown of funding for this project is as follows:

<b>Account Summary</b>	
Project Funding (FY 2016 and FY 2017)	\$1,500,000.00
CCS Expenses 2016 - 2017	-\$798,500.00
Schematic design contract - 2017	-\$514,000.00
Contract amendment #1 (pending)	-1,632,833.00
Pending FY 2018 Project Funding	\$1,445,333.00
Balance Remaining	\$0.00

Please note this amendment will increase WTA's M/W/EBE participation to 25%.

Legislative History:

Council approval of schematic design contract (Item A3.8, 01/23/2017)

Attachments:

Contract Amendment  
M/W/EBE Memorandum

**CITY OF EVANSTON  
CONTRACT AMENDMENT**

**Amendment No.** 001  
**Date:** 09/25/2016  
**Agreement Date:** 01/25/2017

**PROJECT:** Robert Crown Community Center, Ice Complex and Library,  
RFP 16-61  
**OWNER:** City of Evanston  
**CONSULTANT:** Woodhouse Tinucci Architects, Llc.

The following changes are hereby made to the **AGREEMENT**:

Design development and construction document services for the Robert Crown Community Center and Ice Complex Project, RFP 16-61. See attachment for additional information.

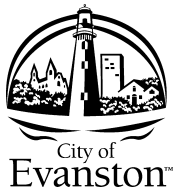
**Change to CONTRACT PRICE:** \$1,632,833.00

Original <b>BASE CONTRACT PRICE:</b>	\$ 497,500.00
Current <b>CONTRACT PRICE</b> adjusted by previous <b>CHANGE ORDER OR AMENDMENT</b>	\$ 514,000.00
Total change in <b>CONTRACT PRICE</b> for this <b>AMENDMENT</b>	\$ 1,632,833.00
The <b>CONTRACT PRICE</b> including this <b>AMENDMENT</b> will be	\$ 2,146,833.00

Original Date for Contract Completion	06/30/2017
Time Extension (in calendar days)	365 days
Modified Date for Contract Completion	06/30/2018

Approved by (Owner): \_\_\_\_\_  
City of Evanston Date

Accepted by (Consultant): \_\_\_\_\_  
Woodhouse Tinucci Architects, Llc. Date



# Memorandum

**To:** Martin Lyons, Assistant City Manager / Chief Financial Officer  
 Lara Biggs, P.E. Bureau Chief – Capital Planning / City Engineer  
 Stefanie Levine, Senior Project Manager

**From:** Tammi Nunez, Purchasing Manager

**Subject:** Robert Crown Community Center Ice Complex and Library RFP 16-61  
 Consulting Contract Amendment #1, Design Development and  
 Construction Document Services

**Date:** September 25, 2017

The goal of the Minority, Women and Evanston Business Enterprise Program (M/W/EBE) is to assist such businesses with opportunities to grow. In order to help ensure such growth, the City's goal is to have general contractors utilize M/W/EBEs to perform no less than 25% of the awarded contract. With regard to the recommendation for Robert Crown Community Center Ice Complex and Library, RFP 16-61, Consulting Contract Amendment #1, Design Development and Construction Document Services WTA.'s total base bid during tasks 1, 2 and 3 is \$2,146,833.00, and they will receive 25% credit for compliance towards the M/W/EBE goal.

Name of M/W/EBE	Scope of Work	Contract Amount	%	MB E	WBE	EBE
Stearn-Joglekar 223 W Jackson Blvd Chicago, IL 60606	Structural Engineering	\$155,000.00	7.2%	X		
CCIM 430 N Michigan Ave Ste. 800 Chicago, IL 60611	Mechanical Engineering	\$203,000.00	9.4%	X		
Terra Engineering 225 W Ohio St., Ste. 400 Chicago, IL 60654	Civil Engineering	\$98,000.00	4.5%		X	
Grumman/Butkus 820 Davis St., Ste. 300, Evanston, IL 60201	3 <sup>rd</sup> Party LEED Commission	\$30,000.00	1.3%			X
Ann Kustner Lighting 900 Isabella Street Evanston, IL 60201	Lighting Consultant	\$40,000.00	1.8%			X
Carnow, Conibear, & Assoc. 600 W Van Buren St., 500 Chicago, IL 60607	Environmental Engineering	\$8,000.00	.3%		X	
<b>Total M/W/EBE</b>		<b>\$534,000.00</b>	<b>25%</b>			