



**City Council
Agenda Item Summary Report**

Meeting Date: April 5, 2022			
Submitted by: Karl Zook, P.E. Candy McQuiston, Capital Improvement Program Manager			
Consent X	Discussion Only	Public Hearing	Action/Discussion
Item Title: Consider a Resolution approving a Professional Services Agreement with Fitzpatrick Design Construction Services Group LLC and all related issues.			
Attachments: Resolution Professional Services Agreement – Reviewed by Legal			

Item Summary: The City is seeking to engage with Fitzpatrick Design Construction Services Group LLC (FDCS) to provide professional project management services. Due to the rapid growth currently being experienced in the City, FDCS will serve to assist and supplement City Staff with multiple CIP projects involving ground-up construction and renovations to City-owned facilities.

Scope of Services:

- Project Planning & Development - Assist with the development of project scope, preliminary pricing information, and conceptual design
- Project Design Coordination - Attend all design meetings on behalf of the City. Conduct constructability reviews prior to bid issue
- Bid Coordination – Review/analysis of bids received, assist with Contractor interviews/award
- Pre-Construction – Coordinating with city purchasing/engineering departments to ensure all contracts, certificates of insurances, bonds, and state-required documents are complete
- Construction – Project oversight, quality control, and reporting to City
- Project Close-Out – Punch list, O&M manuals, Systems Start-up & Commissioning, Bonds/Warranties

Each individual project will be governed under terms and conditions as set forth in the attached Professional Services Agreement and only initiated by Task Authorization Form clearly stating scope of services per project, duration, and not to exceed cost. Any additional services beyond the original scope of work are subject to review and acceptance by the City Manager before any additional costs are incurred. Task Authorization Form can only be modified by written mutual agreement.

Each individual project will be evaluated to see if these services are needed; if so, they will be established as part of the project budget.

Staff recommends approval of the Resolution.