



City of Pflugerville

Legislation Text

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Approving a Professional Services Agreement with ECM International, Inc. in the amount of \$135,440.00 to provide Owner's Representative Services for the City of Pflugerville's Multi-Generational Recreation Center, and authorizing the City Manager to execute the same.

This agenda item is a follow up to the December 14, 2021 City Council meeting, approval of the selection of ECM as an Owner's Representative (OR) associated with the Multi-Generational and City Hall project. The role of the OR as defined in the Request for Qualifications considers the firms recommendation to serve in the role to provide management and oversight for one of two proposed projects from planning, procurement of design services, bidding, and construction oversight as the City's representative. The collaborative process begins with an assessment and will progress accordingly with all Interested Parties planned methodically.

City Staff Team has collaborated with all the consultant teams to be involved with development of information related to the 29-acre tract (Pfluger Tract land purchase) at the intersection of FM 685 and FM 1825 (Pecan Street). ECM has been selected for the role of Pre-Development Planning for both Multi-Generational Recreation Center and City Hall providing a Preliminary Project Status Assessment and Project Activities.

City Staff requests City Council approval of a professional services agreement (PSA) between the City of Pflugerville and ECM International, Inc. for Pre-Development Planning Services in relation for the initial pre-planning phase of the project for the City of Pflugerville. This proposal covers the initial planning services that will be executed in conjunction with Hayat Brown, the P3 Financial Advisor consulting firm who will be investigating the public private partnership opportunities which may be available for the anticipated City Hall Complex which will be sited on the aforementioned 29-acre site. ECM's tasks will be as follows and support the other team members efforts as they unfold.

Preliminary Project Status Assessment

- Review existing baseline data and identify required information or financial data
- Perform initial review of master plan and programming documents, geotechnical reports and environmental assessments
- Review cost estimates and incurred costs associated with the project
- If necessary, ECM will issue a report identifying any shortfalls in the information that may impact the execution of the projects

Detail Initial Project Activities

- Develop a Total Project Cost (TPC) budget for the Recreation Center based on alternate delivery methods
- Following development of the TPC budget ECM, provide a high-level comparative cost analysis based on historical costs of similar projects appropriately adjusted for current market

conditions

- Develop a Master Project Milestone Schedule which will be coordinated with the master schedule for overall development of the site
- Work directly with Hayat Brown to coordinate siting of the Recreation Center and provide necessary information for proper financial feasibility analysis of the overall development
- Should the need arise during the feasibility analysis ECM will assist the Project Team with site assessments
- Utilize Project Definition Rating Index (PDRI) process to develop detailed project information
- To assist in refining the programmatic requirements of the Recreation Center, conduct public and community involvement meetings, administer public polls, and compile the data for use by the project team
- Assist the Project Team in reviewing all available utility information and discerning current capacities and future requirements to support the anticipated buildout of the site
- Facilitate meetings with the third-party utility stakeholders to determine required permitting, easements, MOU's, etc.
- During this initial phase, initiate the development of a Project Execution Plan which will identify the key stakeholders, their roles, the appropriate lines of communication and dispute resolution methodology; And
- Assist the City with identifying the best method of sharing information and if requested will implement the use of web-based project management program for documentation archiving and sharing

The Pre-Development Planning of the proposed new Multi-Generational Recreation Center and Pflugerville City Hall delivery process generally consists of multiple phases to be executed individually as each phase has been completed. This first contract, ECM will perform the Professional Services based on billing rate for services as defined as a "Not-to-Exceed," NTE amount based on assumed initial phase of 13 weeks (90 days), based on Exhibit 1 - Rates and Labor Schedule provided. Additional Services will be performed as requested and will require discussion and new scoping accordingly.

Upon completion of the Preliminary Project Status Assessment and Initial Project Activities, City Staff intends to collaborate with other teams, present findings, and updates to City Council.

Prior City Council Action

December 14, 2021 City Council meeting, approval of the selection of ECM International, Inc as an Owner's Representative (OR) associated with the Multi-Generational and City Hall project.

Deadline for City Council Action

Action is requested on February 8, 2022.

Funding Expected: Revenue Expenditure N/A

Budgeted Item: Yes No N/A

*Project included in the Facility CIP as Recreation and Senior Center.

Amount: \$135,440.00

1295 Form Required? Yes No

Legal Review Required: N/A Required Date Completed: 02/03/2022

Supporting documents attached:

ECM Professional Services Agreement

Draft Presentation

Recommended Action

Approving a Professional Services Agreement with ECM International, Inc. in the amount of \$135,440.00 to provide Owner's Representative Services for the Multi-Generational Recreation Center and City Hall Project and authorizing the City Manager to execute the same.