



Agenda Item Summary

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Submitted By

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Reviewed By

LKS

Agenda Item Title

A Resolution Approving an Agreement with FGM Architects, Inc. for Architectural and Engineering Schematic Design Services for the Oak Park Police Department in an Amount Not to Exceed \$322,600 and Authorizing its Execution

Overview

The Police Department Space Needs Assessment was presented and discussed at the November 25, 2019, Special Meeting of the Village Board. Subsequently, the FY20 Capital Fund Budget was adopted to include funding for the professional services necessary to move forward with the next steps and determine the scope of repair, re-purposing and/or replacement of the Oak Park Police Department Facility. This Agreement will authorize the next phase of Schematic Design which will begin with a Village Board Special Meeting (tentatively scheduled for the March 9, 2020) to gather Village Board input and direction on the proposed project's scope and costs.

Staff Recommendation

Approve the Resolution.

Fiscal Impact

The FY20 Capital Budget provides for \$4 million for architectural and engineer design work. The recommended Professional Services Agreement with FGM authorizes Phase 1 Schematic Design and provides for additional Phases as described below to be authorized by the Village Board:

1.	Schematic Design	\$322,600
2.	Design Development	\$428,800
3.	Construction Documents	\$750,400
4.	Bidding	\$107,200

If the Village Board were to authorize each phase, total of the Agreement with FGM would be for \$1,609,000.

The Agreement is in the standard form of agreement as recommended by the American Institute of Architects (AIA) and contains additional services (such as construction management) and identifies those related costs as

a best practice to present a comprehensive picture of the potential professional services - even though some of the services are not imminent and therefore authorization is not being sought as a part of the Village Board's actions at this meeting. The resolution before the Board at this time will only authorize Schematic Design and additional Phases or services as quoted in the AIA document would require formal Village Board approval in the future.

Background

It is recommended the Village continue working with FGM via a Professional Services Agreement to begin Schematic Design work related to the Oak Park Police Department. Schematic Design architecture and engineering work would begin with FGM presenting proposed design concepts as outlined in the Space Needs Assessment as presented on November 25, 2019 (attached) along with cost estimates during a Village Board Special Meeting (tentatively scheduled for the March 9, 2020) to gather Village Board input and direction on the proposed project's scope and costs.

As a part of this Special Meeting, a detailed report of the Village's bonded indebtedness, future obligations and revenue projections will be reviewed in order for the Board to evaluate the financing options for a project.

Subject to the Village Board's direction, FGM would then complete the architectural and engineering schematic design within the authority of the recommended Professional Services Agreement. At completion of the Schematic Design work, Village Board approval to proceed to Design Development, Construction Documents and Bidding would be sought. The work (from Board direction to bidding) will take an estimated 9 months. Subsequently, the project could be bid and Village Board authorization for a construction contract would be sought. Subject to the scope of the project authorized, the construction could take 18-24 months.

As background, the Village issued a Request for Proposals in August of 2018 for the services for a space needs assessment for the Oak Park Police Department located on the lower level of Village Hall at 123 Madison Street in Oak Park. The Village received ten (10) responses.

On November 19, 2018, the Village Board approved a Professional Services Agreement with FGM Architects, Inc., for a Space Needs Assessment for the Oak Park Police Department in an Amount Not to exceed \$53,680. FGM was deemed the most qualified responded following review of all ten respondents in part due to their responsiveness to RFP in regards to the ability to perform the scope of required services, their qualifications (experience and relevant knowledge) and their interview which detailed experience with similar communities on public safety projects as well as their understanding of the Oak Park space needs assessment scope of services.

On November 25, 2019, Ray Lee, Principal-in-Charge of the FGM Architects Team and Police Chief Reynolds reviewed the Oak Park Police Station Space Needs Assessment. A copy of that document is attached. The Needs Assessment as a planning mechanism for developing or re-purposing the outdated facility into a building that supports the Police Department's organization's mission and objectives.

Village Hall was originally constructed in 1975. It consists of three floors with a total approximate square footage of 74,000. At any given time, there has been between 130 and 160 total employees at Village Hall during working hours. During evening/overnight hours there are approximately 45 employees scheduled to work. Presently, there are approximately 140 Village Hall employees on a daily basis. When Village Hall was

originally conceived, Village officials contemplated that the area on the extreme south end of the site could be used as a future building site to house various community agencies or units of local government. Off-street parking for Village Hall and the Police Department is contiguous to the south. The parking lot is roughly 275 feet wide by 210 long for a total of 57,750 sq. ft.

The Oak Park Police Department is headquartered in the lower level of Village Hall at 123 Madison Street in Oak Park.

Alternatives

The Village Board can defer action and seek additional information.

Previous Board Action

On November, 19, 2018, the Village Board approved a Professional Services Agreement with FGM Architects, Inc., for a Space Needs Assessment for the Oak Park Police Department in an amount not to exceed \$53,680.

On November 25, 2019 as part of the FY20 budget process, the Village Board discussed the Space Needs Assessment.

Citizen Advisory Commission Action

N/A.

Anticipated Future Actions/Commitments

N/A.

Intergovernmental Cooperation Opportunities

N/A.