



SPECIAL BOARD MEETING

December 17, 2015
5:30 p.m.
Polk County Administration Bldg., Room 120
111 Court Ave., Des Moines

AGENDA

- 1) Roll Call

ACTION ITEMS

- 2) **Public Hearing & Award of Bid: Easter Lake Contract #2 Dredging:** Approving plans, specifications, form of contract documents, engineer estimate and designating lowest responsible bidder for Easter Lake Contract #2 Dredging.
- 3) **Easter Lake Park Lodge, Fundraising Assessment and Feasibility RFP:** Approving Fundraising Assessment and Feasibility Study RFP award for Easter Lake Park Lodge.

ADJOURNMENT

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Date

December 17, 2015 Special Mtg

Agenda Item No. 2 ACTION

Roll Call No. 15-1202

**Submitted by: Douglas C. Romig
Deputy Director**

AGENDA HEADING:

Public Hearing approving plans, specifications, form of contract documents, engineer estimate and designating lowest responsible bidder for Easter Lake Contract #2 Dredging.

SYNOPSIS:

Approval of contract with Dredge America for Easter Lake restoration contract 2; dredging. Engineer estimate: \$5,877,083.

FISCAL IMPACT:

Amount: **\$5,877,083**
Base Contract: \$5,165,526
Add Alternates/Contingency: \$ 711,557

Funding Source: Polk County Water & Land Legacy bond (30%) and Iowa Department of Natural Resources (70%).

ADDITIONAL INFORMATION:

On September 9, 2015, by Roll Call No. 15-0908, the Polk County Conservation Board authorized the Director or his designee to issue competitive bids for Easter Lake, lake and watershed improvements for an estimated cost of \$19,070,000 and in an amount not to exceed \$3.2 million in Agency funds towards these efforts. On October 14, 2015, by Roll Call No. 15-1012, the Board entered into a cooperative funding agreement with the Iowa Department of Natural Resources (IDNR) to aid in financing contracts 1a, 1b and contract 2 in the amount of \$4,982,196.

The cost sharing between Polk County Conservation and IDNR is 30% to 70% respectively. Sealed bids were issued per the Polk County Conservation Procurement Policy and sent to 26 companies with 4 bids received. The lowest bidder was J-Way Southern, Inc. at a bid price of \$4,121,926.91 including all add alternates. This bid came in at \$1.75 million under the Engineer's estimate including all add alternate dredging locations raising concerns from the review team. Upon follow-up with J-Way Southern, Inc. they indicated that they had made an egregious error in calculating their bid proposal and asked to withdraw their bid from consideration. The second lowest bidder was Dredge America whose bid came in at just under \$82,000 including all add alternates below the engineer's estimate base bid amount.

While contract 1b came in over the Engineers estimate by \$96,450.00, Polk County Conservation and the IDNR recommended and the Board approved award of contract 1b with the same cost sharing percentage (30% PCC and 70% IDNR). Due to the lower than estimated cost for contract 2, Polk County Conservation and the IDNR are recommending approval of contract 2 including up to an additional \$71,557 in add alternate and contingency funding. Since Contract 1a and 1b have been awarded but work has not been completed, staff wants to evaluate the fiscal impacts of any change orders within those two contracts prior finalizing the approvals for the add alternates in order to maintain the overall appropriation approval from our Cooperative Agreement with the Iowa Department of Natural Resources.

On Tuesday, December 15, 2016, Polk County Conservation received the necessary permits from the Army Corps of Engineers allowing us to proceed with executing contract 1b and contract #2 for Easter Lake restoration work. Additionally, Polk County Conservation has entered into an agreement with

Elder Corporation for the hauling of limestone capstone (sole source) from a non-county private construction site they are working on. Polk County Conservation will only pay hauling cost and shall receive approximately 350 ton of stone to aid in subsurface and shoreline stabilization for a contract cost of \$9,900.

PREVIOUS BOARD ACTION(S):

Date: November 4, 2015

Roll Call Number: 15-1109

Action: Approved plans, specifications, form of contract documents, engineer estimate and designating lowest responsible bidder as C.L. Carroll Company, Inc. for an estimated cost of \$462,820 plus a 10% contingency for Easter Lake Restoration Contract 1a, spillway and fish rearing pond and authorizing the Board Chair to sign said agreement upon approval by Legal as to form. **(4 Yeas and 0 Nays, 1 Absent)**

Date: November 4, 2015

Roll Call Number: 15-1110

Action: Approved plans, specifications, form of contract documents, engineer estimate and designating lowest responsible bidder as Jasper Construction Services, Inc. for an estimated cost of \$495,775 plus a 10% contingency for Easter Lake Restoration Contract 1b, sediment basin clearing, grubbing, excavation and stabilization and authorizing the Board Chair to sign said agreement upon approval by Legal as to form and receiving appropriate permits. **(4 Yeas and 0 Nays, 1 Absent)**

Date: October 14, 2015

Roll Call Number: 15-1012

Action: Approved Cooperative Agreement with Iowa Department of Natural Resources to support Easter Lake Park lake restoration improvements . **(4 Yeas and 0 Nays, 1 Absent)**

RECOMMENDATION:

Approving plans, specifications, form of contract documents, engineer estimate (\$5,877,083) and designating lowest responsible bidder as Dredge America in the amount of \$5,165,526 (base bid) plus an amount not to exceed of \$711,577 for the add alternates and contingency for work as a part of Easter Lake Restoration Contract 2, dredging and authorizing the Board Chair to sign said agreement upon approval by Legal as to form.

For more information on this and other agenda items, please Polk County Conservation Office at 515-323-5300 or visit the office (11407 NW Jester Drive, Granger, Iowa). Polk County Conservation Board agendas are available to the public at the Polk County Conservation Office on Monday afternoon preceding Wednesday's Board meeting. Citizens can also view the Board agenda on Agency's website at pccb_info@polkcountyiowa.gov or request to receive meeting notices and agendas by email by calling the office or sending their request via email to cynthia.lentz@polkcountyiowa.gov



Date

December 17, 2015 Special Mtg.

Agenda Item No. 3 ACTION
Roll Call No. 15-1203
Submitted by: Douglas C. Romig
Deputy Director

AGENDA HEADING:

Approving Fundraising Assessment and Feasibility study RFP award for Easter Lake Park Lodge.

SYNOPSIS:

Approving the Fundraising assessment and feasibility RFP award for evaluation on the potential to privately fundraise for the construction of a rental event center (lodge) at Easter Lake Park to Amperage Fundraising Advisors.

FISCAL IMPACT:

Amount: \$21,995 + travel and final report costs

Funding Source: Polk County Board of Supervisor's Easter Lake Fund

ADDITIONAL INFORMATION:

The proposed first phase of the Easter Lake event center is a 13,000 square foot lodge within Easter Lake Park. Located just outside of Des Moines' downtown this venue will serve as an event space for weddings, special events and business meetings. The Center's vision was established by area Southside residents in conjunction with Polk County Conservation staff during the park master planning process.

Polk County Conservation has secured \$650,000 in funding to date for the Lodge project. The Polk County Water & Land Legacy bond referendum will fund \$400,000 of the estimated \$8 million project with Polk County currently investing \$250,000. Additional bond funds may be considered for this project if needed to match/leverage private contributions but are recommended not exceed a combined total of \$1 million.

We believe that a comprehensive public fundraising analysis must be completed to determine the feasibility to establish a capital campaign that can garner financial support for the project. The total estimated capital campaign will need to raise \$7 million based on the location and current scope of this project.

The purpose of this Request for Proposal is to obtain a Fundraising Consultant who will:

- Determine feasibility of a \$7 million dollar campaign goal
- Determine Community Receptivity & Potential for Support
 - Identify existing fundraising efforts within Polk County (competing interests for local dollars)
 - Recommend cultivation and engagement strategies, and identification of potential key donors
 - Establish a Standards of Giving table
- Assist in development of a compelling case for support statement

The RFP responses were scored by the following individuals:

Richard Leopold, Director
Doug Romig, Deputy Director
Kami Rankin, Community Outreach Supervisor
Stan Thompson, Easter Lake Lodge Steering Committee
Jim Bollard, Easter Lake Lodge Steering Committee

The Committee's combined and individual scoring rated Amperage Fundraising Advisors as the best overall proposal and are recommending award of this contract to them.

PREVIOUS BOARD ACTION(S): .

Date: September 9, 2015

Roll Call Number: 15-0904

Action: Received and Filed preliminary Easter Lake Lodge design plans and directed staff to complete fundraising feasibility study. **(4 Yeas, 0 Nays, 1 Absent)**

RECOMMENDATION:

RFP Review Committee recommends awarding the Fundraising Assessment and Feasibility RFP to Amperage Fundraising Advisors in the amount of \$21,995 plus travel and final report production costs and authorizes the Director or his designee to sign the contract upon Legal review and approval.

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