



Memorandum

To: Honorable Mayor and Members of the City Council
CC: Members of Administration and Public Works Committee
From: Shane Cary, Architect/Project Manager
CC: Edgar Cano - Interim Public Works Agency Director; Lara Biggs - City Engineer
Subject: Approval of Change Order No. 2 to the Contract with AECOM for the Civic Center and Police/Fire Headquarters Relocation Feasibility Study (RFP No. 21-27)
Date: June 13, 2022

Recommended Action:

Staff recommends approval of Change Order No. 2 to the contract with AECOM (303 East Wacker Drive, Suite 1400, Chicago, Illinois 60601) for the Civic Center and Police/Fire Headquarters Feasibility Study (RFP No. 21-27) in the amount of \$31,025.41. This will increase the overall contract amount from \$367,249.30 to \$398,274.71.

Funding Source:

Funding will be provided from the 2022 General Obligation Bonds line item for Facilities Contingency (Account No. 415.40.4122.62145-621012) which has an FY 2022 budget of \$600,000, with \$536,669.35 remaining.

CARP:

Municipal Operations

Council Action:

For Action

Summary:

On October 25, 2021, City Council approved a contract with AECOM for feasibility consulting services. The Lorraine H. Morton Civic Center and the Police/Fire Headquarters buildings have significant capital improvement needs and AECOM was hired to investigate relocation options and the associated costs. Specific items examined include:

1. Assessment of space needs (interior, site, parking, etc.) for the consolidated facility including development of design recommendations in response to the pandemic.

2. Identification of potential private institutional, educational, commercial, and/or affordable housing partners and feasibility of co-locating those partners through a Public Private Partnership (PPP).
3. Identification and evaluation of potential relocation sites.
4. Assessment of estimated costs for the relocation/consolidation and PPP as well as potential cost savings from service consolidation.
5. Evaluation of the possible economic benefits of a new facility and its potential to serve as a catalyst to downtown's stability and growth.

There has been one prior change order to this contract extending the time by 3 months, from May 2, 2022 to August 26, 2022.

Analysis:

At the beginning of the project the team reorganized tasks based on recommendations from the AECOM team. This included a significant engagement of elected officials to understand the project goals, potential partnerships, and public engagement strategies. During this engagement it was determined that the evaluation needed to expand to include a detailed programming effort and the existing Civic Center location needed to be evaluated as an option.

The additional fee will be used to produce a cost estimate for renovating the entire Civic Center building in alliance with CARP goals. It will also include constructing a properly sized addition to house the Police operation and Fire Department operation currently located in the Police/Fire Headquarters building. This will provide a holistic option that is comparable to relocating these operations into a new building.

Legislative History:

On April 6, 2021, City Council approved Resolution 50-R-21, Directing the City Staff to Issue an RFP to Study the Feasibility of Relocating the Civic Center.

On October 25, 2021, City Council approved a contract with AECOM for the Civic Center and Police/Fire headquarters Relocation Feasibility Study (RFP 21-17).

On May 25, 2021, Change Order 1 was approved authorizing a 3 month time extension.

Attachments:

[Change Order Form](#)

[AECOM Proposal for Additional Services](#)

**CITY OF EVANSTON
CHANGE ORDER**

Order No. 002
Date: 06/13/2022
Agreement Date: 11/10/2021

PROJECT: Civic Center Police/Fire Headquarters Relocation Study RFP 21-27
OWNER: City of Evanston
CONSULTANT: AECOM

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

1. Civic Center Renovation Cost Estimating	Add	\$31,025.41
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Total Change	\$ 31,025.41
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Change to CONTRACT PRICE: \$31,025.41

Original TOTAL CONTRACT PRICE:	\$ 367,249.30
Current CONTRACT PRICE adjusted by previous CHANGE ORDERS	\$ 367,249.30
Total change in CONTRACT PRICE for this CHANGE ORDER	\$ 31,025.41
The CONTRACT PRICE including this CHANGE ORDER will be	\$ 398,274.71

Original Date for Contract Completion	<u>05/27/2022</u>
Current Date for Contract Completion	<u>05/27/2022</u>
Time Extension (in calendar days)	<u>0 days</u>
Modified Date for Contract Completion	<u>08/26/2022</u>

Approved by (Owner): _____ Date _____
City of Evanston

Accepted by (Contractor):  _____ Date _____
AECOM Frank Louis, AVP
AECOM Services of Illinois, LLC.



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June 7, 2022

Mr. Shane Cary
Architect/Project Manager
Public Works Agency
Lorraine H. Morton Civic Center
2100 Ridge Avenue
Evanston, IL 60201

Subject: Proposal for Construction Cost Estimate (Rev. 02)

Dear Mr. Cary,

Following in step with the elected officials, the City of Evanston has requested AECOM to provide a proposal for the provision of a cost estimate for 1) a renovation to the existing civic center, 2) increase the size of the existing civic center to accommodate the combined (civic plus police and fire) building space needs, and 3) increase the amount of parking (parking structure) needed to accommodate the total requested parking. A detailed scope of services is provided below:

1.1 Detailed Scope of Services

The estimate will be based on a visual inspection of the Civic Center, please note that the visual inspection will not include the removal of ceiling tiles, flooring, or wall surfaces. Nor will AECOM rent scaffolding or lifting devices for façade and/or roof observation. In addition to the visual inspection a series of workshops, assumed two, will be held between the estimation team and the City of Evanston to understand recent improvements or the existing condition of building elements. The estimate will be based on:

- 1) A total program square footage of 308,879 SF will be estimated in this exercise; a breakdown of the areas is below:
 - a) 149,191 SF of building programming, as the team is not designing solutions for programming the total SF of the existing Civic Center will be assumed to be utilized and the remaining SF will form the area for the building addition. The addition will be placed to the south of the existing Civic Center and have a frontage on Ridge Road.
 - b) 159,688 SF of parking, the team has assumed the use of a parking structure which will be placed above the existing parking lot located at the southwest corner of the current Civic Center plot.
- 2) Cost associated with any renovations to the Civic Center will account for an escalation associated with a building which has been placed on the historic registry.
- 3) It has been assumed that the existing exterior structure will remain where possible. It has also been assumed that interior structural elements will remain where possible; e.g. floor slabs and columns.



**Proposal
Extension of Time and Construction Cost Estimate
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- 4) Interior renovations will align with modern standards for space use and finishes, compliant with Evanston building codes.
 - a) Buildings will be assumed to be brought up to all permit standards; new vertical circulation including elevators and egress stairs, bathrooms on all floors, fire protection system, and the like.
- 5) All building systems are to be electrically powered; we understand that the renovation costs should consider the renovation project as being net zero carbon emissions on site. We have also assumed that the project will achieve a LEED Silver certification.
- 6) The police programming elements will be brought to modern standards for detention, firing ranges, evidence storage, and the like.
- 7) Estimates will include updated data, communications, security, and audio/visual capabilities.
- 8) Estimates shall include estimated General Requirements and General Condition, insurance, bonds, and escalated to 2024 dollars.
- 9) The building estimate will be delivered to an AACE Class 4 level of estimate, order-of-magnitude estimate typically used for feasibility studies where design information is anywhere from 1 -15%.
- 10) AECOM will generate a planning overlay for the existing Civic Center site clarifying where on the site estimated work will be occurring; identifying locations of work aligned with item 1, above.
- 11) The team has assumed two site visits for the lead estimator to review site conditions and meeting with the building architect and building engineer, assumed 4 hours each. As a part of the proposal the team has included reimbursable costs for travel associated with the two visits.
- 12) The team has assumed a weekly 30-minute meetings with the City of Evanston during the four-week period of performance to discuss progress, questions, and the like.

The estimate will provide a summary, a basis of estimate (assumptions), and a detailed cost estimated.

1.2 Cost Estimate Period of Performance

AECOM will require four weeks from executed agreement to complete the requested cost estimate. These services are intended to be executed in parallel with those of the base agreement. However, should the award of these services be delayed, then AECOM may seek an extension to the contract period in order to have four weeks to complete this new task.



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1.3 Cost Estimate Compensation

AECOM is proposing an additional fee of \$31,025.41 for the provision of a Civic Center renovation cost estimate.

After review, please advise if both, either, or neither is accepted.

Respectfully yours,
AECOM Technical Services, Inc.

A handwritten signature in blue ink, appearing to read "Frank Louis".

Frank Louis, PMP, LEED BD+C
Assoc. Vice President and Operations Manager

Attachments:

1)None