



## Resolution 2023-110

### **RESOLUTION APPROVING AMENDMENT NO. 2 TO PROFESSIONAL SERVICES AGREEMENT #COM0003660 WITH BENTZ THOMPSON REITOW ARCHITECTS (BTR ARCHITECTS) RELATED TO DESIGN SERVICES FOR SPARK'D STUDIOS IN THE AMOUNT OF \$109,070 FOR A NEW CONTRACT TOTAL OF \$361,580.00**

Whereas, The Minneapolis Park & Recreation Board (MPRB) is the steward of Minneapolis parks and lakes;

Whereas, The MPRB is authorized to contract with public and private entities in the performance of its functions;

Whereas, A consultant team led by Bentz Thompson Reitow Architects (BTR Architects) was selected to provide architecture and related engineering services for the Spark'd Studios Project, involving the creation or renovation of spaces at Harrison Recreation Center, Luxton Recreation Center, and Whittier Recreation Center;

Whereas, MPRB entered into a Professional Services Agreement (PSA) with BTR Architects on March 1, 2021 in the amount of \$132,000, an amount which allows for the Superintendent to directly approve the expenditure under current MPRB policy;

Whereas, The Board of Commissioners approved PSA Amendment #1 in the amount of \$120,510 to address design and engineering services associated with expanded scopes for heating, ventilation, and air conditioning, and relocation or renovation of spaces outside of the defined Spark'd Studios spaces;

Whereas, A review of building codes for the Spark'd Studio at the Luxton Recreation Center revealed a need to upgrade restrooms at that facility;

Whereas, BTR Architects has submitted a proposal for the required additional services at the Luxton Recreation Center in the amount of \$19,070.00, which includes a scope of service and an amount which MPRB staff have reviewed and have determined to be comprehensive and appropriate;

Whereas, The MPRB has determined Phillips Community Center as a Spark'd Studio, requiring design services for its implementation;

Whereas, BTR Architects has submitted a proposal for the required programming and pre-design services for the Spark'd Studio proposed for the Phillips Community Center in an amount of



\$15,000.00, which includes a scope of service and an amount which MPRB staff have reviewed and have determined to be comprehensive and appropriate;

Whereas, BTR Architects has submitted a proposal for design, bidding, and construction administration related to the implementation of the Spark'd Studio proposed for the Phillips Community Center in an amount estimated to be \$85,000.00, pending completion of the programming and pre-design services, which includes scopes of service and amounts which MPRB staff have reviewed and have determined to be comprehensive and appropriate;

Whereas, It is necessary to make a change to the PSA for additional design and engineering services related to the expanded scopes for Spark'd Studios at Luxton Recreation Center and Phillips Community Center;

Whereas, Funding allocated to the Spark'd Studios is sufficient to cover PSA Amendment #2 as requested by BTR Architects; and

Whereas, This resolution is supported by the is supported by Parks for All, MPRB Comprehensive Plan 2021-2036, which envisions in Goal #1, Foster belonging and equity; Goal #3, Provide core services with care; and Goal #7, Connect through communications and technology;

RESOLVED, That the Board of Commissioners approves Amendment No. 2 to Professional Services Agreement #COM0003660 with Bentz Thompson Reitow Architects (BTR Architects) related to Design Services for Spark'd Studios in the amount of \$109,070 for a new contract total of \$361,580; and

RESOLVED, That the President of the Board and Secretary to the Board are authorized to take all necessary administrative actions to implement this resolution.



TO: Minneapolis Park and Recreation Board

FROM: Michael Schroeder, Assistant Superintendent, Planning

DATE: 7 June 2023

SUBJECT: RESOLUTION APPROVING AMENDMENT NO. 2 TO PROFESSIONAL SERVICES AGREEMENT #COM0003660 WITH BENTZ THOMPSON REITOW ARCHITECTS (BTR ARCHITECTS) RELATED TO DESIGN SERVICES FOR SPARK'D STUDIOS IN THE AMOUNT OF \$109,070 FOR A NEW CONTRACT TOTAL OF \$361,580.00

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## **BACKGROUND**

This resolution considers Amendment #2 and approval of an increase in the amount of \$109,070 to Professional Services Agreement (PSA) #COM0003660 with Bentz Thompson Reitow Architects (BTR Architects) related to an expanded scope of work required for implementation of the Spark'd Studios Project. BTR Architects was engaged in a PSA directly by the Superintendent's actions allowed under the MPRB expenditure policy. Fees were previously increased through Amendment #1 in the amount of \$120,510.00, which resulted in contract amount greater than allowed under Minneapolis Park and Recreation Board (MPRB) Finance policies for direct approval by the Superintendent and was, therefore, considered and approved by the Board of Commissioners. The new contract value, should Amendment #2 be approved, will be \$361,580.00.

Please note that BTR Architects was originally hired under the City of Minneapolis Target Market Program (TMP). TMP is a gender and race neutral program that promotes business opportunities to small businesses within the seven-county metropolitan area. BTR Architects offices in Minneapolis and is led by a team of architects with the president being a woman. The MPRB uses the TMP when hiring consultants, businesses, and contractors for project that are under the \$175,000 threshold and comes to the Board of Commissioners for approval of purchases when they exceed the threshold. While BTR Architects' current contract has exceeded the TMP threshold, we are executing exactly the goals intended by the TMP.

Amendment #2 results from two areas of work:

- At Luxton Recreation Center, the addition of Spark'd Studio resulted in the need to upgrade restrooms, essentially providing a minimum number of fully code compliant fixtures. The amendment provides BTR Architects and its consulting team the fees necessary to accomplish the design and construction documents. This work is necessary to support Spark'd Studio and would be accomplished through a construction contract concurrent with Spark'd Studio implementation.



- At Phillips Community Center, the sixth of six planned Spark'd Studios would be implemented. In this case, the BTR Architects team is proposing two general scopes of work. First, the team would prepare programming and preliminary design documents for review by staff and to ensure the design aligns with anticipated program needs. That work would be accomplished for an amount of \$15,000.00. Once the preliminary design is accepted, the BTR Architects team would prepare final design and construction documents to allow for the implementation of the Spark'd Studio at Phillips Community Center. BTR Architects is proposing an amount of \$85,000.00 for the work related to final design and construction documents, although staff notes it is an estimate based on work conducted at other Spark'd Studio locations. The scope of the final design will only be fully known after completion of the preliminary design and its associated code review. The resulting total for the Spark'd Studio at Phillips Community Center is \$100,000.00.

Staff has reviewed both proposals and find the costs associated with each to be reasonable. For the proposal at Luxton Recreation Center, the proposal offers a fair and reasonable allocation of additional funds to various disciplines within the BTR Architects team. While a similar breakdown is not offered for the work at Phillips Community Center, the proposed fees are very similar to the amounts allocated for the preliminary design, final design, and construction documents for Spark'd Studios at Harrison Recreation Center, Whittier Recreation Center, and Luxton Recreation Center (prior to code reviews).

### FUNDING / COST SUMMARY

<b>Sources</b>	<b>\$2,825,000.00</b>
2020 General Fund - Harrison Park	\$300,000.00
2022 General Fund Spark'd Studio Budget Harrison	\$300,000.00
Parkland Dedication Fund - Harrison Park	\$125,000.00
NPP20 - Harrison Park	\$100,000.00
2020 General Fund - Luxton Park	\$450,000.00
Parkland Dedication - Luxton Park	\$370,000.00
NPP20 - Luxton Park	\$480,000.00
2020 General Fund - Whittier Park	\$300,000.00
Parkland Dedication Fund - Whittier Park	\$300,000.00
NPP20 - Whittier Park	\$100,000.00
<b>Uses</b>	<b>\$1,635,917.99</b>
BTR - Professional Services	\$252,510.00
BTR - Professional Services Amendment #2	\$109,070.00
Administrative	\$2,308.89
Consultant - Storied Creative	\$16,720.00



Other Consultant / Engineering	\$2,417.85
MPRB Staff Time	\$57,232.00
NPP20 Administrative	\$14,506.80
Harrison Park - Ebert Construction Contract	\$597,858.92
Harrison Park - Low Voltage/Security	\$23,665.61
Harrison Park - FFE	\$35,000.00
Whittier Park -Versacon Construction Contract	\$455,478.14
Whittier Park - Low Voltage/Security	\$11,693.99
Whittier Park - Abatement	\$16,696.00
Whittier Park - FFE	\$40,759.79
<b>Balance</b>	<b>\$1,189,082.01</b>

*This change in the PSA amount to BTR Architects will not result in the need for additional program or operational funds being spent as staffing for Spark'd Studios was wholly addressed in earlier annual budgeting for the Spark'd Studios initiative.*

**PRIOR BOARD ACTIONS:**

March 2, 2021                      Resolution 2022-134: Resolution Approving Amendment No. 1 to Professional Services Agreement #COM0003660 With BTR Architects Related to Design Services for Spark'd Studios in the Amount of \$120,510 For a New Contract Total of \$252,510

**RECOMMENDATION**

Staff recommends that the Board of Commissioners approve Amendment No. 2 to Professional Services Agreement #COM000366 with Bentz Thompson Reitow Architects (BTR Architects) relate to design services for Spark'd Studios in the amount of \$109,070 for a new contract total of \$361,580.00.

This action is supported by the following goals and strategies in Parks for All, the MPRB Comprehensive Plan 2021-2036:

**Goal:**

01. Foster belonging and equity

**Strategy:**

01. Recognize parks as a unique venue to support the creative sector, emerging and established artists and cultural practitioners, and to celebrate the diversity of our city as anchoring institutions.



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| 01. Foster belonging and equity                   | 04. Provide a wide variety of programs in the parks and activities at events to promote social, multi-generational and cross-cultural interaction and that create shared community experiences to bring diverse residents together in joyful, artful, and playful purpose. |
| 03. Provide core services with care               | 09. Implement programming that sets the standard for all other youth-serving organizations in the city, and strategically align youth programming and childcare to fill gaps in city and other partner agency offerings.   |
| 07. Connect through communications and technology | 18. Invest in technology in park buildings to support computer skill building, job access, creative projects, digital and remote programs, and to reduce the digital divide.   |

**Attachments:**

1. Attachment A - BTR Scope - Request for Addt'l Compensation -Spark'd Studio - Luxton
2. Attachment B - BTR Scope - Request for Addt'l Compensation - Sparkd Studio - Phillips

*Jbr 6.7.2023.*