

A G E N D A
WORK SESSION MEETING
City of Moberly
November 20, 2023
6:00 PM

Requests, Ordinances, and Miscellaneous

- [1.](#) Kiwanis Park Engineering Addendum.

City of Moberly City Council Agenda Summary

Agenda Number: WS #1.
 Department: Parks and Recreation
 Date: November 20, 2023

Agenda Item: Kiwanis Park Engineering Addendum.

Summary: The Kiwanis Park project will be developed in two phases. The first phase is the hardscape (driveway, parking, sidewalk, pavilion, and restroom). The second phase is the playground.

Attached is the addendum to the Bartlett & West contract for the first phase to expand the scope to allow for the design, bid process, and construction administration of the second phase. There is significant lead time currently on playground equipment and installation, so the goal is to begin the engineering process early 2024 and bid out by late spring to allow for construction of the playground tentatively in spring 2025 with plenty of notice to contractors.

Recommended

Action: Move forward to the December 4, 2023, meeting for ratification.

Fund Name: Parks > Contracted Services

Account Number: 115.044.5406

Available Budget \$: \$120,946.36

ATTACHMENTS:		Roll Call	Aye	Nay
<input type="checkbox"/> Memo	<input type="checkbox"/> Council Minutes	Mayor		
<input type="checkbox"/> Staff Report	<input type="checkbox"/> Proposed Ordinance	M__ S__ Brubaker	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Correspondence	<input type="checkbox"/> Proposed Resolution			
<input type="checkbox"/> Bid Tabulation	<input type="checkbox"/> Attorney's Report	Council Member		
<input type="checkbox"/> P/C Recommendation	<input type="checkbox"/> Petition	M__ S__ Lucas	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> P/C Minutes	<input type="checkbox"/> Contract	M__ S__ Kimmons	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Application	<input type="checkbox"/> Budget Amendment	M__ S__ Jeffrey	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Citizen	<input type="checkbox"/> Legal Notice	M__ S__ Kyser	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Consultant Report	<input checked="" type="checkbox"/> Other: <u>Addendum</u>		<input type="checkbox"/>	<input type="checkbox"/>
		Passed	Failed	

BARTLETT & WEST, INC.
MASTER SERVICES AGREEMENT
FOR PROFESSIONAL SERVICES

AMENDMENT NO. 2
TO TASK ORDER NO. 19

WHEREAS, the city of Moberly, Mo.(Client) and Bartlett & West, Inc. (Consultant) have entered into an Agreement dated March 3, 2020, hereinafter referred to as the “MSA,” for professional services, and

WHEREAS, Client and Consultant have entered into Task Order No. 2

NOW THEREFORE, Client and Consultant agree to amend Task Order No. 19 as follows:

1. **SCOPE OF WORK:** The Consultant shall perform services defined in this section consistent with the Client’s desire to complete the project defined above.

Schematic Design

- Client meeting #1 (virtual)
- Develop playground layout options for review.
- Identify preferred playground layout and equipment types including associated fall height requirements.
- Develop project budget and cost estimates for safety surface and play equipment options ensuring proposed footprint/size allows for adequate play equipment that fulfills LWCF grant requirements for inclusive play.

Design Development

- Client meeting #2 to review schematic design drawings (virtual)
- Finalize site layout and preferred equipment types per feedback from the client.
- Develop site grading for an inclusive playground area and connecting pedestrian paths/sidewalks.

Construction Documents

- Client meeting #3 to review 100% construction documents (virtual)
- Site Layout & Dimension Plan
- Site Grading Plan
- Erosion Control Plan
- Site Details for Playground Area

Construction Administration & Department of Natural Resources Review

- Shop drawing review
- Responses to RFI’s, questions from the contractor
- Assist with DNR bid document review and revisions

Excluded Services

- Landscaping design.
- No meetings beyond those specifically noted in this scope of are included. All additional meetings will be handled by the client.
- No construction administration bidding services beyond what is stated.

- Site lighting
- Irrigation design
- On-site visits
- Public presentations

FEE AND PAYMENT PROVISIONS: For the services covered by this Amendment, the Client agrees to pay the Consultant as follows:

Schematic Design	\$2,840.00
Design Development	\$3,145.00
Construction Documents	\$5,565.00
<u>Construction Administration & DNR Bid Document Review</u>	<u>\$2,450.00</u>
Total Fee	\$14,000.00

2. SCHEDULE:

The design schedule will be developed upon approval of the amendment.

Except as provided in this or previous Amendments, all other terms and conditions of the MSA shall remain in full force and effect. In the event of any conflict between the terms and conditions of the MSA and the terms and conditions of this or previous Amendments, the MSA shall control unless otherwise stated.

IN WITNESS WHEREOF, the parties hereto agree to modify the above-referenced Agreement as set forth in this Amendment, effective this 3rd day of November, 2023.

CLIENT:

CITY OF MOBERLY, MISSOURI

By: _____

Print Name: _____

Title: _____

Date Signed: _____

CONSULTANT:

BARTLETT & WEST, INC.

By: _____

Print Name: _____

Title: _____

Date Signed: _____