



Request for City Council Committee Action from the Department of Community Planning and Economic Development

Date: March 24, 2015

To: Council Member Lisa Goodman, Chair, Community Development & Regulatory Services Committee

Referral to: Council Member John Quincy, Chair Ways & Means Committee

Subject: Conurbation LLC Contract Extension

Recommendation: Authorize appropriate City staff to execute an amendment for \$50,000 to an existing contract for continued project management services

Previous Directives: On July 19, 2013, the City Council authorized staff to negotiate term sheets consistent with the general conceptual framework for the broader Downtown East project. On October 4, 2013, the City Council established a Park Committee to formulate a vision for the new green space. On December 13, 2013, the City Council approved a term sheet with Ryan Companies and the Minnesota Sports Facilities Authority for the Downtown East project and adopted resolutions related to the financing. On August 29, 2014, the City Council accepted a Pre-Development grant (LCDA-TOD) from the Met Council for design work of the Commons. December 11, 2014, the City Council approved a Memorandum of Understanding with the Minneapolis Park & Recreation Board providing for the conveyance and lease back of the Commons. January 16, 2015, the City Council authorized staff to enter into a contract with Hargreaves Associates for the design of the Downtown East Commons.

Prepared by: Miles Mercer, 612-673-5043

Approved by: D. Craig Taylor, Executive Director _____

Funding Source Language Reviewed by Development Finance: X

Presenter in Committee: Miles Mercer

Reviews

Permanent Review Committee (PRC): Approval X Date 2/26/15

Financial Impact

Sufficient funding for this contract amendment is available in the 2015 approved budget in Fund 00100 Department 8900110

Community Impact

Neighborhood Notification: The kick-off public meeting for the design process of the Commons was February 24, 2015 with over 150 people, including many downtown neighborhood residents, in attendance. The next public meetings are scheduled for April 8 and May 27, 2015.

City Goals: Great Places, Living Well, A Hub of Economic Activity

Supporting Information

One component of the broader Downtown East project is the development of a green space on one and two-thirds of the blocks. This space is currently referred to as the "Downtown East Commons."

Conurbation LLC (principal Peter Brown) has been providing project management and owner's representative services on the Commons project since August 2014. Duties have included helping to formulate a Request for Proposals for landscape architect design services, coordinate the selection process for the design team, negotiate the contract with the lead design firm, organize project kick-off meetings with stakeholders and organize the first public meeting for the design process. Conurbation has been working under a Standard Agreement Form contract for \$50,000, which is now fully expended.

However, the design process for the Commons continues. Staff and Conurbation are preparing for the design team's next visit to Minneapolis, which will include the second public meeting for the project. Over the next several months, the design team will develop concept alternatives for the design of the Commons, leading to a schematic design targeted for late May, and design development targeted for early September.

Staff recommends that Conurbation continue its services helping to coordinate these design activities on behalf of the City while staff develops a request for proposals (RFP) to procure future assistance. Staff requests an extension of Conurbation's contract for an additional \$50,000. A new contract resulting from an RFP is anticipated to be executed around June 30, 2015. With Conurbation continuing its work on the project, staff is able to complete an RFP for future owner's representative services. Future phases of the project would include development of construction drawings, administering a construction bid process, and construction oversight. Those future phases are expected to unfold through 2017.