



MEMORANDUM

To: Mayor and Coppel City Council

From: Kevin Richardson, Fire Chief

Date: October 9, 2018

Reference: Consider approval to the agreement with Gallagher Construction to allow Program Manager Services for the construction of Fire Station 4, relocation of Fire Station 1 and Fire Resource Storage Facility in the amount of \$403,000.00 and authorizing the City Manager to sign.

2030: Community Wellness and Enrichment

Introduction:

Extensive growth and development experienced within the City of Coppel has led to a Fire/Rescue/EMS model that no longer meets safe and effective emergency response levels. The Coppel Fire Department is unable to meet the National Fire Protection Association's NFPA 1710, Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations.

For the past twenty-two (22) months, actions have been taken to address Fire/Rescue/EMS service needs culminating in a formal Standards of Cover Study conducted by Emergency Services Consultants International. On August 29, 2017, City Council chose to move forward with implementing the addition of Fire Station #4, relocation of Fire Station #1, and relocation of the Resource Storage Facility. A multi-year plan was developed, and City Council has already approved to move forward with Architectural Design and Land Acquisition. This request is seeking authorization to approve the Program Manager Services with Gallagher Construction.

Background:

A committee comprised of the Noel Bernal, Deputy City Manager, Tim Oates, Deputy Fire Chief, Mike Garza, Assistant Director of Public Works and Jamie Brierton, Public Works Project Manager, reviewed submitted construction management RFQ's and subsequently interviewed 3 firms before selecting Gallagher Construction Company.

Gallagher Construction Company will provide services related to design, value engineering, management of design professionals, construction manager at risk coordination, project tracking and documentation, construction administration and inspections, substantial completion, acceptance, and closure of each Fire Station project.

Gallagher will also assist in providing consulting in the design of the project during the pre-bidding and bid stages, assist in setting project deadlines and establish relationships with the project architect. Gallagher will provide guidance regarding the selection of the construction company to provide the best facility at the best price in compliance with state procurement laws. Once a construction method and contractor are selected, the Program Manager will fully participate in the pre-construction scheduling and construction coordination between the construction entity and the City. Gallagher will be responsible for construction reports and project schedule reporting. Also, Gallagher shall execute all change orders, amendments and field changes within scope of authority. Gallagher will oversee the Fire Station projects through full acceptance.

Analysis:

Basic services provided by Gallagher as described within the "Program Management Agreement Fire Station #4 and Resource Center Fire Station #1" to include and are not limited to:

- Act as the Owners Agent throughout the life of the design and construction project
- Producing Monthly Reports
- Keeping the project on schedule and within budget
- Document control
- Project reviews with Architects and Construction Managers
- Generating with Architects and Construction Manager project cost savings
- Services during the bidding process
- Project and Contract Administration
- Field Observation throughout the project
- Reviewing Pay Requests
- Change order review
- Review of As-Built Drawings, punch lists, Certificates of Completion and Transfer of Project to Owner

The overall budget established for the Fire Station projects is a total of \$12,400,000, including professional services and fees. Gallagher's proposed program service fee is \$403,000.00. The equivalent of 3.25% of the total cost. This fee is a not-to-exceed amount unless approved change orders to the PM's Project Order are approved by City Manager and/or City Council.

Attached is the Agreement for Program Management Services between the City of Coppell and Gallagher Construction Company, LP, D/B/A Gallagher Construction Services.

Legal Review:

The attached agreement was reviewed by Coppell's Legal Counsel.

Fiscal Impact:

The services included for the PM Services for the Fire Station projects total \$403,000.00.

Recommendation:

The Fire Department recommends approval of the Program Management Agreement with Gallagher Construction Company for the Fire Station projects in the amount of \$403,000.00.