



# City of Olathe

## COUNCIL AGENDA ITEM

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**MEETING DATE:** 6/4/2024

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**FOCUS AREA:** Infrastructure (Facilities Management)

**STAFF CONTACT:** Mary Jaeger, Zach Hardy

**SUBJECT:** Agreement with Project Advocates, LLC for contracted project management services for vertical construction projects.

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**TITLE:**

Consideration of an agreement with Project Advocates, LLC for project management services.

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**SUMMARY:**

Due to staffing changes within the Facilities Management Division, and the workload associated with the vertical construction projects currently approved for design and construction, staff determined it is necessary to seek project management services from firms specializing in providing these services for vertical construction projects. A contracted project management firm(s) will provide the project management services required throughout all phases of the project, as if the project were being managed by staff.

On March 1, 2024, staff issued a Request for Qualifications seeking qualification submittals from firms interested in providing project management services for vertical construction projects. On April 1, 2024, seven firms responded by submitting a statement of qualifications for staff consideration. Staff reviewed the qualification submittals and interviewed both Benson Method, LLC and Project Advocates, LLC for the project. Both firms demonstrated they are highly qualified to provide the project management services required by the City. Based on each firm's qualifications, as well as the project workload, staff determined it would be appropriate to contract with both firms for the project management services. Staff is recommending both Benson Method, LLC and Project Advocates, LLC for project management services.

Attachment A is the proposed agreement with Project Advocates, LLC. Project Advocates will be responsible for the management of the following projects:

- Fire Station No. 9, Project No. 6-C-013-23
- Fire Station No. 1 Replacement, Project No. 6-C-016-24
- 2024 Modernization of Fire Stations, Project No. 6-C-031-24 (Fire Sta. No. 2)
- Animal Shelter, Project No. 6-C-007-23

Within the agreement, Exhibit A identifies the anticipated project schedules as developed by staff. Project Advocates prepared scope and fee proposals for each project based on these schedules, and the services to be provided throughout all phases of the projects. The individual scope and fee proposals are Exhibit B within the agreement. The total cost of all anticipated services for these projects is \$1,085,000. The cost of services for a specific project will be paid from the project budget.

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Pending Council approval of this agreement, Project Advocates personnel are ready to immediately begin working with staff and assuming management responsibilities for these projects.

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**FINANCIAL IMPACT:**

Costs for the project management services will be charged to the respective project.

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**ACTION NEEDED:**

Approval of an agreement with Project Advocates, LLC for contracted project management services for vertical construction projects.

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**ATTACHMENT(S):**

A. Agreement