

**CITY OF PEORIA, ARIZONA  
COUNCIL COMMUNICATIONS**

CC: 17C  
Amend No. \_\_\_\_\_

Date prepared: April 17, 2008

Council Meeting Date: May 6, 2008

---

**TO:** Terrence L. Ellis, City Manager  
**FROM:** J.P. de la Montaigne, Community Services Director *J.P.*  
**THROUGH:** Chris Calcaterra, Sports Facilities Manager *CC.*  
**PREPARED BY:** Maria Traci, Management Analyst *MT*  
**SUBJECT:** Approval of the expenditure of funds for Design Services for the Sports Complex Press Level Window System Upgrade and a budget adjustment

**RECOMMENDATION:**

That Mayor and Council:

- Approve the expenditure of funds through direct select for HOK Sports in the amount of \$15,000 for providing design services for a biddable set of construction documents, estimated value and not to exceed proposal for the Peoria Sports Complex Press Level Window System Upgrade project, and
- Approve the use of reserves and budget adjustment in the amount of \$15,000 from Sports Complex Improvement Reserve Fund contingency account (2002-2022-570000) to Sports Complex Improvement Reserves Grounds/Detention R&M account (2002-2022-524004).

**SUMMARY:**

Peoria Sports Complex staff met with HOK Sport to discuss the Press Level Window System Upgrade. After visiting the project site, HOK has agreed to provide a scope of work and fee proposal for a biddable set of construction documents for the window system upgrade.

This is a unique project due to the necessity of the durability of the glass from foul ball damages, the laminate used on the glass and the weight of such glass on a mechanical system. As such, a qualified consulting firm such as HOK Sport, with experience in these kinds of issues, must provide their expertise for the Press Level Window System Upgrade project.

The Press Level Window System Upgrade project was originally approved in 2005. However, the funds were not carried over to FY08. In order to complete this project by the Spring Training 2009 season, the design portion must begin as soon as possible. Following that, a low bid RFP process for construction will ensue. Upon completion, staff will request approval from City

---

**CITY CLERK USE ONLY:**

- Consent Agenda
- Carry Over to Date: \_\_\_\_\_
- Approved
- Unfinished Business (Date heard previous: \_\_\_\_\_)
- New Business
- Public Hearing: No Action Taken

ORD. # \_\_\_\_\_ RES. # \_\_\_\_\_  
LCON# \_\_\_\_\_ LIC. # \_\_\_\_\_  
Action Date: \_\_\_\_\_

process for construction will ensue. Upon completion, staff will request approval from City Council to continue with construction, utilizing the already established funding source of the Sports Complex Improvement Reserves Fund.

The total design and construction cost for this project is available in the Sports Complex Improvement Reserves Fund. The current balance of this fund through March 2008 is \$426,470.02. The Stadium Surcharge accumulates approximately \$200,000 a season. The estimated construction cost of the replacement of the windows is \$180,000.

The Consultant's tasks, in accordance with the direct selection of HOK Sport, will include design services, scope of work and fee proposal and preparation of construction documents.

Staff recommends that Mayor and Council approve the expenditure of funds through direct select for HOK Sports in the amount of \$15,000 for providing design services for a biddable set of construction documents, estimated value and not to exceed proposal for the Peoria Sports Complex Press Level Window System Upgrade project. The expenditures will come from the Sports Complex Improvement Reserves Grounds/Detention R&M Account (2002-2022-524004), so an approval for the use of reserves and a budget adjustment is requested in the amount of \$15,000 from Sports Complex Improvement Reserve Fund contingency account (2002-2022-570000) to Sports Complex Improvement Reserves Grounds/Detention R&M account to fund the design portion of this project.