

MEMORANDUM

TO: Gregg Mandsager, City Administrator
FROM: Richard Klimes, Director of Parks and Recreation 
DATE: July 12, 2012
RE: Golf Course Irrigation Project – Agreement for Design Services

INTRODUCTION:

Please accept this memo and the attached information as a request for approval to enter into an agreement for Golf Course Irrigation Professional Design Services.

BACKGROUND:

The requested Professional Services will be used to design and develop bid specifications for the Golf Course Irrigation Project as approved in the recent budget by the City Council. The project will consist of replacing the original 1969 golf course single row fairway irrigation system with a double row new system.

RECOMMENDATION:

Due to the Iowa State Code, public improvement projects such as this with a cost estimate over \$100,000.00 must use a State of Iowa licensed designer.

In adhering to the State Code and the City's Purchasing Policy, five (5) qualified vendors were requested to submit a proposal. The timely responsive and responsible submitted results of the Design Professional Services are as follows:

Irrigation Design Associates	\$26,500.00
E.C. Design Group, LTD	\$20,000.00

The design services will be for complete plans, specifications, cost estimate, bid phase, and construction observation. This is a previously identified City Council Capital Improvement Project.

At this time, City Staff would request that the City Council approve a design services agreement with E.C. Design Group, LTD in the amount of \$20,000.00 plus incidentals not to exceed \$1,500.00 for the Golf Course Irrigation Project.

References were checked with positive results received.

BACKUP INFORMATION:

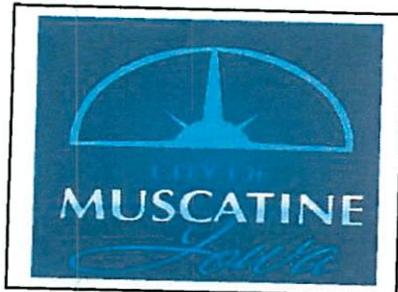
1. E.C. Design Group LTD, Proposal

Thank you for your time and attention to this matter. Please contact me if you have any questions, comments, or concerns.

C. Randy Moeller, Golf Course Supervisor
Nick Gow, Athletic Facilities Manager
Nancy Leuck, Finance Director

REQUEST FOR PROPOSAL (RFP)

Request for Proposal (RFP)
Design Phase Services for Muscatine Municipal
Golf Course Fairway Irrigation System



To:

City of Muscatine - Muscatine Parks &
Recreation Department
Attn: Mr. Richard Klimes
215 Sycamore Street
Muscatine, IA 52761



By:

Erik Christiansen - ASIC
EC Design Group, Ltd.
400 - 5th Street
West Des Moines, IA 50265
Phone: 515-225-6365
Fax: 515-225-6366
Website: ecdesigngroup.com

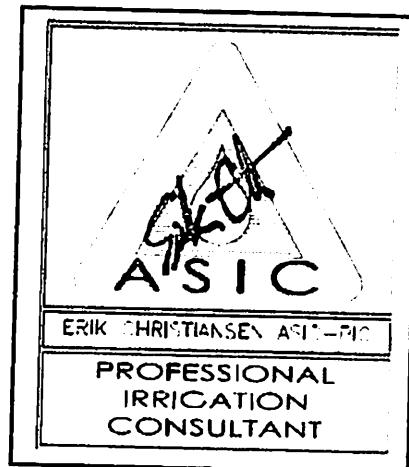


Cover Letter

EC Design Group, an Iowa based certified ASIC irrigation design firm that concentrates on specific golf related projects, utilizing the latest in efficient and effective design applications.

Erik Christiansen will be the primary consultant from start to finish giving full attention to all phases of the design and construction process. We feel that this is beneficial to our clients in having qualified personnel involved with all phases of work. In doing this we are bringing together a high level of communication and continuity from start to finish, resulting in a quality, on time, on budget golf project.

Our commitment - To provide consulting and design services for Muscatine Municipal Golf Course 18 hole fairway irrigation conversion. We will work with staff to create detailed plans and specifications for an effective, efficient and improved operation of their irrigation system with the least amount of disruption to the course itself. The renovated system will be designed such that bids can be obtained using competitive irrigation products while employing the latest construction applications for golf course applications. All while paying attention to budget constraints specific to the course and City of Muscatine.



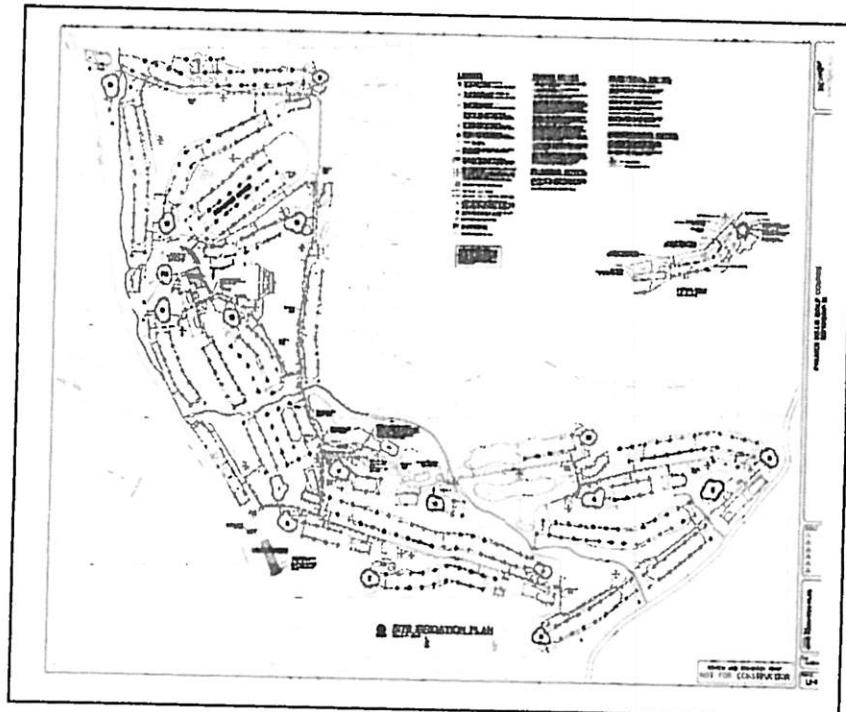
References & Sample of Past Performance

**City of Bettendorf
Palmer Hills Golf Course**

**Contact: Steve Grimes
Phone: 563-344-4115**

Scope of services for renovation of city golf course:

Provided design documents, contract documents, bid support, construction observation, GPS/GIS mapping and central programming for existing 18 hole municipal course.



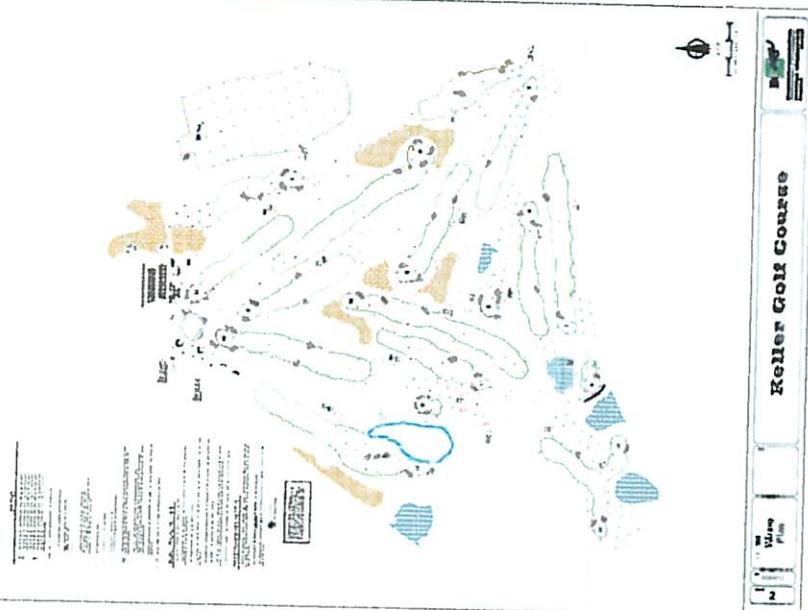
References & Sample of Past Performance

Keller Golf Course
Maplewood, MN

Contact: Kevin Finley
Phone: 651-748-2500

Scope of services for renovation of irrigation system:

Provided design documents and contract documents to date. When construction begins we will provide full construction observation, GPS/GIS mapping and central programming for the course.



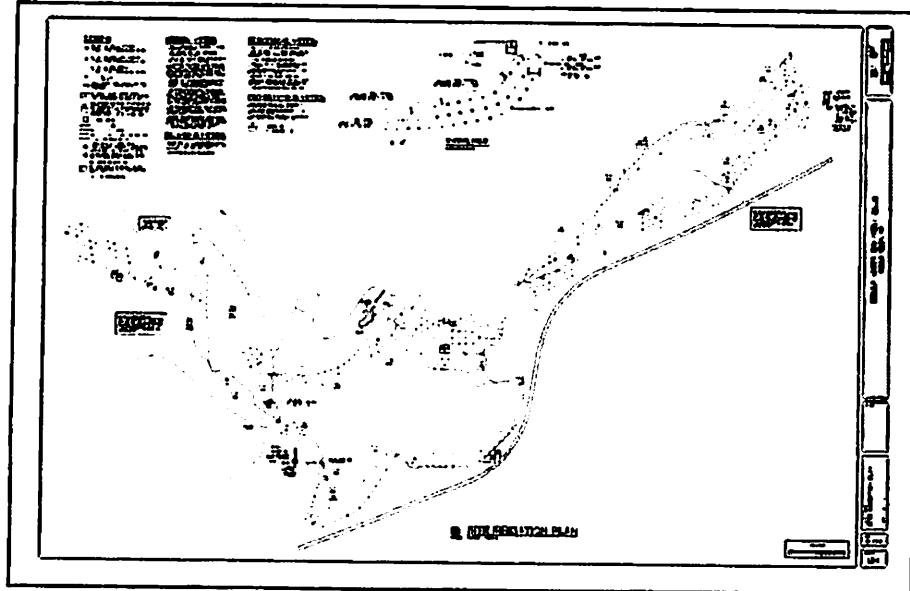
References & Sample of Past Performance

**Bella Vista Village
Bella Vista, AR**

**Contact: Casey Crittenden
Phone: 479-855-8127**

Scope of services for renovation of irrigation system:

Provided design documents, contract documents, bid support and construction observation to date. When construction is finished we will provide GPS/GIS mapping and central programming for existing 18 hole community owned course.



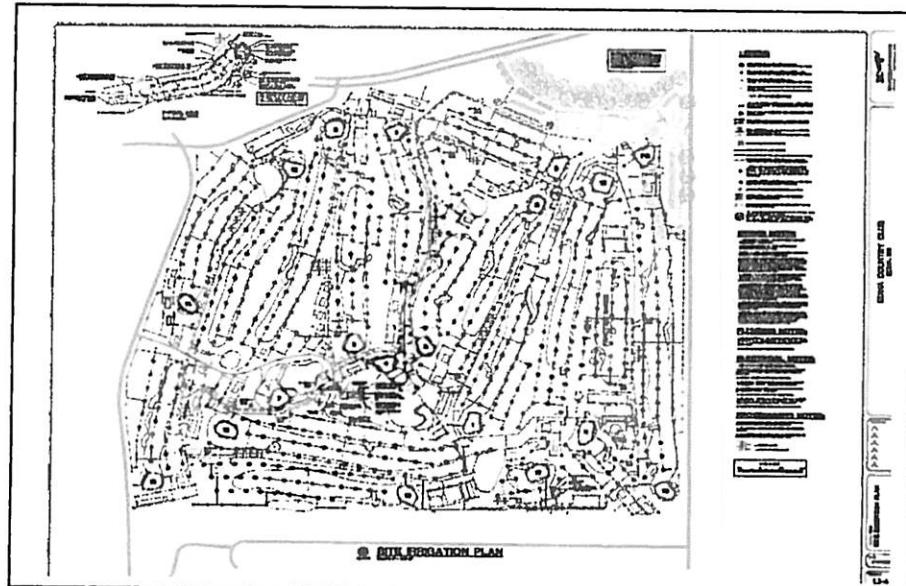
References & Sample of Past Performance

Edina Country Club
Edina, MN

Contact: Brandon Schindeler
Phone: 952-922-9012

Scope of services for the renovation of an irrigation system:

Provided design documents, contract documents, bid support, construction observation, GPS/GIS mapping and central programming for the club.



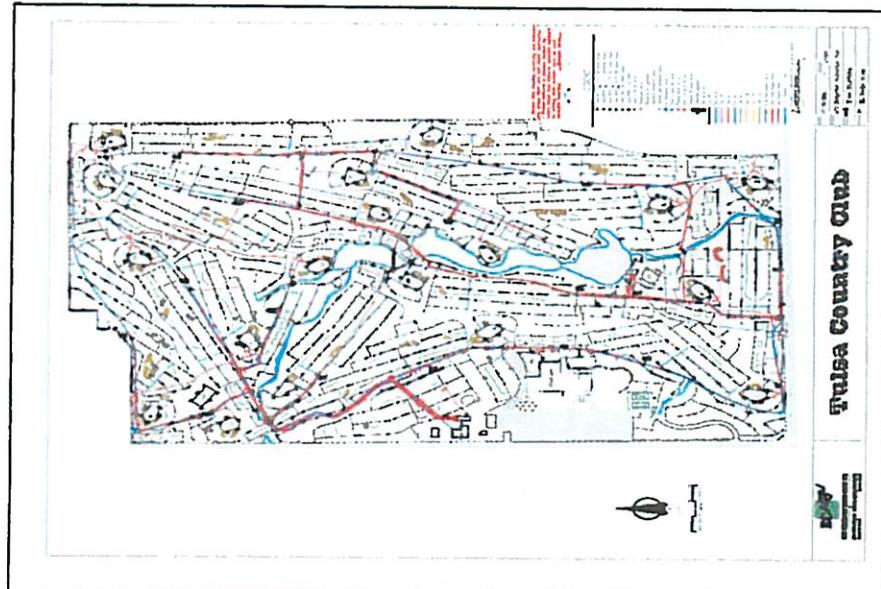
References & Sample of Past Performance

Tulsa Country Club
Tulsa, OK

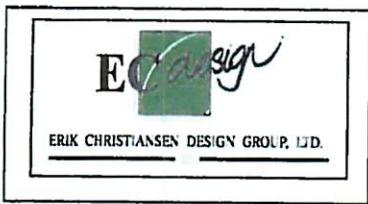
Contact: Brady Finton
Phone: 918-585-9570

Scope of services for the renovation of irrigation system:

Provided design documents, contract documents, bid support, construction observation, GPS/GIS mapping and central programming for existing 18 hole golf course.



Project Organization & Staff Experience



ERIK CHRISTIANSEN DESIGN GROUP, LTD.

Project Manager

Erik Christiansen - ASIC (Professional)
President – EC Design Group, Ltd.

POSITION



President

Erik Christiansen is the founder of EC Design Group, Ltd. For over 30 years Erik has been actively involved in the golf and irrigation industry. He started out as a golf course superintendent at Willow Creek Golf Club (Des Moines, IA), a 27-hole operation, moving onto irrigation contracting and distribution of golf and commercial irrigation products before finally organizing EC Design Group, Ltd. in 1993.

Having a balance of experience from being a superintendent, involved in irrigation installation and distribution, and servicing of irrigation products gives Erik the wide range of experience needed in today's irrigation design. The net result helps Erik bring together quality irrigation projects by a good channel of communication between not only project owners but also all parties involved, from the contractor to the suppliers.

EDUCATION

Grandview College

- B.A., Business

Des Moines, IA

PROFESSIONAL AFFILIATIONS & CERTIFICATIONS



- American Society of Irrigation Consultants (Professional Irrigation Consultant & Past Board Member)
- Texas Natural Resources Conservation Commission (Licensed Irrigator #6410)
- Golf Course Superintendents Association of America
- Golf Course Builders Association of America
- Midwest Association of Golf Course Superintendents
- Iowa Golf Course Superintendents Association
- Minnesota Golf Course Superintendents Association
- Member of Irrigation Association

Project Organization & Staff Experience

- **Kevin Norby**
Registered Iowa Landscape Architect

POSITION



Registered Architect

Kevin began his career in 1976 as a land planner and landscape architect. In 1990, while designing improvements at Superior National Golf Course, Kevin met Don Herfort, golf architect and Fellow with the American Society of Landscape Architects. Kevin worked with Don for 10 years and, since that time, has been responsible for the design of over 80 projects throughout the central United States, Canada and the Caribbean. Kevin's attention to detail and passion for golf combined with his experience in golf course design and construction has earned him a reputation for creating courses that are both enjoyable and financially successful.

- **Lisa Rudish**
Office Manager & Design Associate

POSITION



Office Manager/Design Associate

For over 30 years Lisa has been actively involved in the irrigation industry. Lisa received her degree in Horticulture at Kirkwood College. In 1984 she was introduced to the irrigation design division with both commercial and residential responsibilities while working at a nursery/garden center. Lisa started designing residential/commercial system for an independent installer in the Quad Cities before moving into a distributor branch coordinator position for an irrigation company in Des Moines and Minneapolis.

In house working relationships with suppliers and customers has given Lisa the ability to communicate throughout the entire irrigation project. She keeps current with new irrigation options by actively participating in meetings and manufacturers seminars. Lisa enjoys being involved in irrigation projects, as her passion for the outdoor environment continues.

Project Manager - Proposed Schedule & Fee Structure

Project Manager
Erik Christiansen - ASIC (Professional)
President – EC Design Group, Ltd.

Registered Architect
Kevin Norby



Schedule:

EC Design Group, Ltd. would be available to Muscatine Municipal Golf Course upon acceptance of RFP:

- Preliminary Design** shall be completed for city review within 30 days of acceptance.
- Final Design & Bid** shall be completed within 60 days of acceptance.
- Construction Observation** would be an estimate of 100 days from date of selection of qualified contractor to substantial completion.

See attached Schedule of Fees per Phase with Estimated Expenses

City of Muscatine
Muscatine Parks and Recreation Department
Golf Course Fairway Irrigation Replacement Project

Design Service fee:	\$ <u>10,500.00*</u>
Bid document Administration fee:	\$ <u>3,000.00*</u>
Construction Observation fee:	\$ <u>6,500.00*</u>

* *Estimated expenses not to exceed \$1,500.00 with (4) scheduled maximum site visits.*
Your listed fees represent your organization's proposal to complete the requested design services as outlined in this Request for Proposal. All fees are considered not-to-exceed fees necessary to complete the requested design services.

Name of Organization: EC DESIGN GROUP, LTD.

Address: 400-5th STREET
WEST DES MOINES, IA 50265

Phone Number: 515-225-1a365

Contact Person: Erik Christiansen

Authorized Signature: Erik Christiansen

Date: 7-11-12

All proposals must be delivered by July 12, 2012 at 5:00 P.M.

Muscatine City Hall
215 Sycamore Street
Muscatine, Iowa 52761