

AMES TRANSIT AGENCY BOARD OF TRUSTEES

CONFERENCE CALL

February 22, 2013

1. CALL TO ORDER via Conference Call: 11:55 A.M.
2. ISU Memorandum of Agreement – Intermodal Fiber Enhancement
3. Set Time and Place of Next Meeting
 - March 11, 2013 – 5:15 pm
 - April 11, 2013 – 5:30 pm
 - May 9, 2013 – 5:30 pm pm
4. Adjourn

Information to call in for conference call at 11:55am

Dial-In Number: 1-866-244-8528

Passcode is: 576515

CITY OF AMES, Iowa

MEMO TO: Ames Transit Board of Trustees

FROM: Sheri Kyras

DATE: February 22, 2013

SUBJECT: ISU MEMORANDUM OF AGREEMENT – INTERMODAL FIBER
ENHANCEMENT

BACKGROUND: With the Intermodal Facility nearing completion and funds remaining in a federal grant for its purpose, an additional enhancement to the facility has been identified – connecting the facility to a fiber optic network allowing for increased safety within the facility through centrally accessed information and for increased automation of its functions. All grant funds must be expended and the grant closed by September 30, 2013.

INFORMATION: Iowa State University’s Facility Planning and Management Department has developed a proposal for completing work to accomplish a fiber connection and improvement of various functions operating from this fiber network. The attached Memorandum of Agreement documents the work to be accomplished and the cost of these services, which totals \$74,300. In summary, the fiber connection will allow the following functions within the facility, mainly related to safety, to be modified:

- Restroom and shower doors will be able to be remotely and automatically opened and closed at pre-determined times.
- Five additional doors in the terminal and bus garage areas will be able to be remotely opened or closed.
- Fire, elevator and intrusion alarms will be connected allowing these systems to be directly linked to Iowa State University’s Campus Police office.
- Prepay machines will be connected to Iowa State’s system.

Additionally, a water meter will be installed to separate the Executive Express garage’s water usage from the remainder of the facility to provide accurate cost allocation to the carrier.

This work will be accomplished no later than June 30, 2013, which will allow time for all invoices to be paid in time for the grant to be closed by the end of September, 2013.

The following chart identifies remaining funds and financial commitments previously made by the Transit Board of Trustees, including the ISU Fiber Project, if approved, leaving an uncommitted balance of \$9,531.77 after the fiber project commitment.

Activity	Balance To Pay
Beginning Balance as of Pay Application #19	\$442,788.00
Sales Tax Refund (est.)	+\$155,000.00
Weitz Contract (Retainage and Remaining Expenses)	-\$397,840.53
Neumann Monson Fee (Architect)	-\$12,889.70
ISU Fee (Project/Construction Management)	-\$7,226.00
ISU Fiber Project	-\$74,300.00
Art Piece	-\$30,000.00
CyRide Project Management Reimbursement	-\$60,000.00
Intermodal Equipment (Snow and Leaf Blowers, etc.)	-\$6,000.00
Balance Available	\$9,531.77

The above chart reflects a revised sales tax refund estimate based upon a City of Ames Finance Department estimate. The refund paperwork has not been submitted to date as inconsistencies are currently being resolved between the Contractor and City's Finance Department.

ALTERNATIVES:

1. Approve the Iowa State University Memorandum of Agreement for completion of the Fiber Enhancement project for a not-to-exceed total of \$74,300.00, subject to approval by the City of Ames legal counsel.
2. Delay approval of the Iowa State University Memorandum of Agreement until a future board determined date.
3. Do not approve the Iowa State University Memorandum of Agreement.

RECOMMENDATION:

The Transit Director recommends approval of Alternative #1 to proceed with project enhancements that will increase safety within the facility and provide better cost accounting for its tenants. With sufficient remaining grant funding, there is no local funding impact.

Interoffice Communication

DATE: February 1, 2013

TO: Sheri Kyras
CyRide
Director of Transportation
1700 University Blvd
Ames, Iowa 50010

FROM: Jon Harvey
Design and Construction Services
Facilities Planning and Management

RE: Ames Intermodal
Memorandum of Agreement
Installation of Fiber Telecommunications and Access Control

Iowa State University (ISU) will provide the following services to CyRide (Owner) at the Ames Intermodal Facility:

- A. Scope and Estimated Cost: Installation of fiber telecommunications to the project and access control installation as described below.

<u>Item</u>	<u>Estimated Cost</u>
1. Installation of Iowa State fiber to the site:	\$22,800.00
2. Access control on restroom doors:	\$37,000.00
3. Purchase and install water meter for garage:	\$2,500.00
4. Fire Alarm to Iowa State Fiber:	\$1,000.00
5. Intrusion Alarm to Iowa State Fiber:	\$1,000.00
6. Access control on 5 additional doors:	\$8,000.00
7. Prepay machines on Iowa State Fiber:	\$1,000.00
8. Elevator Alarm on Iowa State Fiber:	\$1,000.00

- B. This work will be performed by ISU personnel or contractors under annual time and material contract with ISU for installations for trades associated with this scope of work.
- C. Iowa State University will submit an invoice to the City of Ames for the services listed once the work has been completed. Work by ISU personnel will be invoiced to CyRide at their assigned billing rates. CyRide will be invoiced for actual costs for work performed by outside contractors under the terms of their contract with ISU. ISU will bill for the services as listed with no mark-up.
- D. Iowa State University (ISU) will Project and Construction Management services for this work in accordance with the Design and Construction Management Memorandum of Agreement for the Ames Intermodal project dated January 5, 2011.
- E. This Agreement may be terminated by either party upon not less than seven days' prior written notice. ISU shall be paid as compensation in full for services performed to the date of that termination.

Accepted by: _____

Mayor Ann Campbell
City of Ames

Date

Accepted by: _____

Warren R. Madden
Vice President for Business and Finance
Iowa State University

Date