



City of Ketchum

CITY COUNCIL MEETING AGENDA MEMO

Meeting Date: Staff Member/Dept:

Agenda Item:

Recommended Motion:

“Council approves the contract with Superbloom for construction services for the Warm Springs Preserve Project”

Reasons for Recommendation:

- Superbloom has been integral to getting the Warm Springs Preserve Master Plan to the construction phase
- The remaining scope for Superbloom includes, but not limited to, the following:
 - Final design & value engineering services
 - Drawing completion, 95% -> 100% in coordination with Contractors
 - Submittal Review & Management
 - Subgrade & Vertical Landscape Review
 - Fine Grading & Large Tree Placement
 - Punchlist & Final Walkthrough
 - As-Built Final Drawings
 -
- Greg Baer designed the irrigation system up to this point. He will continue as a subcontractor under Superbloom
- Baer will review the relevant submittals as well as consult on irrigation system programming

Policy Analysis and Background (non-consent items only):

Sustainability Impact:

No impact

Financial Impact:

None OR Adequate funds exist in account:	Adequate WSP donations and grants exist to fund this scope. Cost was represented in the WSP Master Plan Update reviewed by Council on 5/5/25
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Attachments:

1. 250522_Warm Springs Preserve Construction Phase Superbloom Services
2. PO 25131

SUPERBLOOM

Scope & Fee Proposal Construction Phase Services

Project: Landscape Architecture & Design Services –
Warm Springs Preserve | Ketchum, ID

Date: May 22, 2025

Client/Owner: City of Ketchum

Scope of Work: Construction Phase Services include IFC, Construction Observation,
Irrigation and Restoration Planting

Assumptions: This task order provides additional design services as requested by the Client below. Any additional work beyond the original agreement can be provided under a separate task order as needed.

Client: City of Ketchum
Ben Whipple bwhipple@ketchumidaho.org

CC: Aly Swindley aswindley@ketchumidaho.org

Services

A Construction Phase
This proposal provides for design services and value engineering strategy by Studio Superbloom, Baer Design Group and North Fork Natives to support the Construction Administration of the preserve. The original project scope did not assume Construction Administration, IFC documentation and program scheduling (value engineering strategy & building permit) for proposed Landscape Architecture design, irrigation systems design and restorative wetland planting design. The current scope includes 95% drawings. We're excited to move this project through CA and get it built. Please see Superbloom's current proposal attached (Exhibit 1).

Consultant	Fee
Superbloom	\$85,585
Baer Design Group	\$ 8,700
North Fork Natives	\$ 2,500
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Total	\$96,785

This exhibit is attached to and made a part of the Client's master agreement dated June 09, 2022, between the Client and Superbloom to provide professional landscape services. Additional services will be provided as a lump sum amount or hourly (as noted above), at the current 2025 professional rates provided in the task order.

IN WITNESS WHEREOF, the Parties have executed this Agreement.

Studio Superbloom, LLC (dba "Superbloom")

City of Ketchum

By:

By:



Printed Name/Title:

Printed Name/Title:

Diane Lipovsky or Stacy Passmore, Principal

Date:

5/22/25

Date:

By signing, Client acknowledges that they have read and understand this proposal, any additional scope of work and material selections and all documents referenced therein, along with the terms and conditions attached hereto. Client agrees that upon signature this Proposal becomes the sole contract between Client and Superbloom. By signing, Client confirms that it is the owner or duly authorized representative of the owner, of the property where work is to be performed and has full, binding, legal authority to enter into this Agreement.

Exhibit 1. Superbloom Construction Phase cost estimate(s) for IFC, Building Permit & Construction Administration, per City’s request.

Warm Springs Preserve

Revised April 21,2025

Summary of IFC + Building Permit, Construction Observation, LOMR

Firm	Location	Role	IFC Set or Building Permit Set	Construction Observation	FEMA LOMR (Includes Survey)	Subtotal by Consultant	NOTES:
Superbloom	Denver, CO	Landscape Architecture/ Project Manager/ Prime	\$11,350	\$74,235	\$0	\$85,585	See Detailed Fee Projections. *Does not include additional Value Engineering Coordination or Revisions to Welcome Building Footprint
Baer Design Group	Boise, ID	Irrigation Design	\$0	\$8,700	\$0	\$8,700	See Detailed Proposal Attached. *Includes Reimbursable Travel Expenses (Assume \$500/trip, 3 trips total). No Change in Drawings or Specs for IFC Set. Includes Irrigation As-Built.
North Fork Natives	Idaho	Native Revegetation	\$2,500	\$0	\$0	\$2,500	Work connected to Value Engineering Strategy
			\$13,850	\$82,935	\$0		
Total of All Phases, All Consultants						\$96,785	

Other partners have direct contracts with City of Ketchum for this phase: Rio ASE, Benchmark, Michael Doty Associates, Morell Engineering & IMEG

Construction Phase Site Visits

Design Time/Fee \$12,960 | Travel Expenses \$10,220 | Total for Site Visits \$23,180

Construction Visit #1

Subgrade Review + Vertical Landscape Elements, Features Review

2 nights/3 days (incl. travel)

Deliverables

Field Report #1

Fees:

Team Labor	Hours	Rate	Labor Cost
Tyler	16	\$195	\$3,120
Subtotal, Labor			\$3,120

Expenses	Cost	Qty	Subtotal
Flight	\$350	1	\$350
Car to/from Denver Airport	\$65	2	\$130
Lodging (per night/person)	\$295	2	\$590
Travel Time (avg labor hrs/person) @ 4 hrs flight + 2 hrs train	\$140	6	\$840
Per Diem	\$80	2	\$160
Subtotal, Expenses			\$2,070

Total
\$5,190

Construction Visit #3

Punch Walk

2 nights/2 days (incl. travel)

Deliverables

Field Report #3, Punchlist

Fees:

Team Labor	Hours	Rate	Labor Cost
Tyler	8	\$195	\$1,560
Subtotal, Labor			\$1,560

Expenses	Cost	Qty	Subtotal
Flight	\$350	1	\$350
Car to/from Denver Airport	\$65	2	\$130
Lodging (per night/person)	\$295	2	\$590
Travel Time (avg labor hrs/person) @ 4 hrs flight + 2 hrs train	\$140	6	\$840
Per Diem	\$80	2	\$160
Subtotal, Expenses			\$2,070

Total
\$3,630

Construction Visit #2

Fine Grading & Tree Placement, Furnishings

2 nights/3 days (incl. travel)

Deliverables

Field Report #2

Fees:

Team Labor	Hours	Rate	Labor Cost
Tyler	16	\$195	\$3,120
Stacy	16	\$225	\$3,600
Subtotal, Labor			\$6,720

Expenses	Cost	Qty	Subtotal
Flight	\$350	2	\$700
Car to/from Denver Airport	\$65	2	\$130
Lodging (per night/person)	\$295	4	\$1,180
Travel Time (avg labor hrs/person) @ 4 hrs flight + 2 hrs train	\$140	6	\$1,680
Per Diem	\$80	4	\$320
Subtotal, Expenses			\$4,010

Total
\$10,730

Construction Visit #4

Final Walkthrough

2 nights/2 days (incl. travel)

Deliverables

Field Report #4, Final Acceptance

Fees:

Team Labor	Hours	Rate	Labor Cost
Tyler	8	\$195	\$1,560
Subtotal, Labor			\$1,560

Expenses	Cost	Qty	Subtotal
Flight	\$350	1	\$350
Car to/from Denver Airport	\$65	2	\$130
Lodging (per night/person)	\$295	2	\$590
Travel Time (avg labor hrs/person) @ 4 hrs flight + 2 hrs train	\$140	6	\$840
Per Diem	\$80	2	\$160
Subtotal, Expenses			\$2,070

Total
\$3,630

SUPERBLOOM

Warm Springs Preserve Ketchum, ID		Principal, DL/SP	Sr Associate, TK	Associate, DR	Designer, tbd	
Construction Administration Fee Projection		\$225	\$195	\$145	\$105	
Task						
Construction Phase Services						
	Project Management	25	60	40	10	\$24,175
	Weekly OAC Meeting		40	0	0	\$7,800
	Submittals, RFIs	10	30	40	10	\$14,950
	Punchlist	2	12	2	10	\$4,130
	* Assumes general contractor or contractor engaged for construction					
Subtotal Hrs.		37	142	82	30	
Subtotal Fee / Staff Member		\$8,325	\$27,690	\$11,890	\$3,150	
Construction Phase Services Total						\$51,055

SUMMARY BELOW		Timing				
Site Visit 1	Subgrade Review + Vertical Landscape Elements, Features Review	0	0	0	0	\$5,190
Site Visit 2	Fine Grading & Tree Placement, Furnishings	0	0	0	0	\$10,730
Site Visit 3	Punch Walk	0	0	0	0	\$3,630
Site Visit 4	Final Walkthrough	0	0	0	0	\$3,630
Total Site Visits Fee						\$23,180

*Excludes Post-Occupancy Services (Plant Warranty Walks, etc.)

Total Construction Phase Fee	\$74,235
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SUPERBLOOM

Warm Springs Preserve Ketchum, ID		Principal, DL/SP	Sr Associate, TK	Associate, DR	Designer, tbd	
Issued for Construction Set Fee Projection		\$225	\$195	\$145	\$105	
Task						
Issued For Construction Set						
	Project Management + QA/QC	4	20	5	0	
	Drawing + Specification Revisions		10	5	30	
Subtotal Hrs.		4	30	10	30	
Subtotal Fee / Staff Member		\$900	\$5,850	\$1,450	\$3,150	
Issued for Construction Set Fee Projection						\$11,350

Total Issued For Construction Phase Fee	\$11,350
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Diane Lipovsky, PLA
Superbloom
23 Lincoln St. | Ste. 200
Denver, CO 80203

RE: Proposal for Irrigation Construction Administration Services at Warm Springs Preserve | Ketchum, ID

Ms. Lipovsky,

We are excited to move this project into the construction phase and see the project built. Our services for this phase of work herein includes construction administration, as-built documentation, and program scheduling for all proposed and built irrigation systems.

No.	Task Item	Fees	Term
5	Construction Observation (Three total Site Visits)	\$ 7,200	Fixed Fee
6	Estimated Reimbursable Expenses (Cost +10%)	\$ 500/Trip	Budget

5. Construction Observation

BDG will participate in a Pre-Construction meeting with Client and Contractor. In the Pre-Construction meeting, **BDG** will address methods of communication, construction access, hours of operation, schedule, phasing requirements, materials storage, materials handling, spoils placement, equipment requirements, water source, power source, as-built documentation, payment application process and any other project specific items on the project.

BDG will provide site inspections (Pre-Con, 50% Completion & Substantial Completion) to coordinate installation requirements with the Contractor and Owner, review construction progress and installation. During each inspection we will observe that all products are being installed per plans and specifications, answer questions and review progress of work. Following each site inspection, **BDG** will provide the **Client** and Contractor with a punch list of items needing improved to meet specifications and schedules. All addenda items such as shop drawings, submittals, construction correspondence, pay applications, etc. will be reviewed throughout construction as required. **BDG** will additionally be available to review and comment on site inspection photo's provided by owner.

Following completion of the project, **BDG** will coordinate with contractor to provide our **Client** with Operation and Maintenance Manuals, Warranty Letters, Extra Materials, and Training on pump station and irrigation control system.

Additional Services

When specifically requested, work not described above shall be performed as additional services. This work may include, but is not limited to:

- Design revisions requested by **Client** following **Client** approval of Construction Documents. If design revisions are requested, **BDG** will perform the additional services after receiving written authorization.
- Providing any other services not specifically included in this proposal.



Reimbursable Expenses

Incidental reimbursable expenses are included in the project fees. The following costs shall be reimbursed at cost + 10% and are not included in the Fee for Professional Services:

- A. Cost of copies of drawings, specification manuals, reports and visual images; xerography and photographic reproduction of drawings and other documents furnished or prepared for submittal to approving agencies for review.
- B. Printing and Mounting.
- C. Submittal and Application Fees
- D. Travel Expenses such as airfare, rental car, mileage, room and board, meals directly associated to this project. Excludes localized travel expenses.
- E. Shipping Fees.

Ms. Lipovsky,

We are excited to be considered for this project and are looking forward to a productive working relationship with you and your team. We are confident in our abilities to provide you with the high quality, functional, and aesthetically pleasing design that you require.

Services rendered above are billed monthly as a percentage of work is completed per task. Should any portion of this work be canceled, **BDG** will not invoice for any services not yet provided. **BDG** is available to review scope of work, redefine tasks and negotiate the contract as necessary to complete the project in its entirety.

If this proposal meets your approval, please sign and return one copy for our files. A signed proposal will serve as a notice to proceed.

The **Clients'** signature below will be considered an authorization to proceed with the work contracted through **Baer Design Group, LLC** and acceptance of the Terms and Conditions outlined herein.

Sincerely,

A handwritten signature in black ink that reads "Greg Baer".

APPROVED BY:

Name (Printed): _____ Company Name: _____

Signed: _____ Date: _____

Title: _____



CITY OF KETCHUM

PO BOX 2315 * 191 5TH ST. * KETCHUM, ID 83340
Administration 208-726-3841 (fax) 208-726-8234

PURCHASE ORDER

BUDGETED ITEM? ____ Yes ____ No

PURCHASE ORDER - NUMBER: 25131

To: 5810 STUDIO SUPERBLOOM, LLC 750 N PENNSYLVANIA ST DENVER CO 80203	Ship to: CITY OF KETCHUM PO BOX 2315 KETCHUM ID 83340
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P. O. Date	Created By	Requested By	Department	Req Number	Terms
05/27/2025	CCHING	CCHING			

Quantity	Description	Unit Price	Total
1.00	WSP - Construction Phase Support 93-4900-7950	96,785.00	96,785.00
	SHIPPING & HANDLING		0.00
	TOTAL PO AMOUNT		96,785.00

Authorized Signature