



## Request for Council Action

**TO:** Mayor and City Council  
**THROUGH:** Tim Murray, City Administrator  
**FROM:** Dustin Dienst, Fire Chief  
**MEETING DATE:** February 26, 2019  
**SUBJECT:** Approve Proposal for Professional Services for the Fire Station Roof Replacement Project

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### **Background:**

As a part of the 2019 Capital Improvement Plan, the Faribault Fire Station is scheduled for a roof replacement. We have budgeted \$130,000 to tear off and replace the entire roof of the Fire Station. The existing roof was installed in 2001 and is in need of replacement.

The first step in the roof replacement project is to select an architectural firm to provide professional services to ensure we get a quality product for our building.

Staff requested a quote from Wold Architects and Engineers as Staff have recent experience working with them. Wold Architects were utilized for the Fire Station remodel and they have knowledge of our facility. We have a good working relationship with Wold from the station renovation and Staff is confident that they will help us get a good roof placed on the Fire Station.

Wold has proposed a fixed fee of 7.5% of the construction of the project. The budget for the project is set at \$130,000; 7.5% of \$130,000 is \$9,750.

### **Recommendation:**

Staff recommends hiring Wold Architects and Engineers to provide professional services for the Fire Station reroofing project for a fixed fee of 7.5% of construction cost.

### **Attachment:**

- Proposal from Wold Architects



Re: Fire Station Roof Replacement Commission No. 9999

Dear Dustin:

February 4, 2019

Dustin Dienst, Fire Chief  
Faribault Fire Department

122 2<sup>nd</sup> St. NW

Faribault, MN 55021

Thank you for reaching out to me about helping you with architectural design services and construction administration for re-roofing the Fire Station.

- Kick-off meeting with the City to review the project scope and schedule.
- Field verification of the roof to ensure accuracy of the plans.
- Discuss various type of roofing solutions and recommend a solution that meets the City's goals.
- Develop construction documents and details for estimating.
- Develop bidding documents and receive approval from Council.
- Assist the City in soliciting bids for the work and manage the construction process.

You have indicated that you have a budget of \$130,000 for the work. We would propose a fixed fee of 7.5% of the cost of construction. Our fee for this work would calculate as follows:

$\$130,000$  (construction cost)  $\times$  7.5% = \$9,750 Fixed Fee

Reimbursable expenses would be in addition to this fixed fee and are estimated to be approximately \$500.

A handwritten signature in black ink, appearing to read "John McNamara".

Wold Architects and Engineers

John  
McNamara |  
AIA, LEED AP  
Partner

cc: Jake Wollensak, Wold  
Architects & Engineers Matt  
Mooney, Wold Architects &  
Engineers

**Wold Architects and Engineers**  
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ENGINEERS**