



## Request for City Council Committee Action From the Department of Public Works

**Date:** February 28, 2006  
**To:** Honorable Sandra Colvin Roy, Chair Transportation & Public Works Committee  
**Subject:** Architectural and Engineering Design Services – Addition & Alteration for Fire Station No. 17

**Recommendation:**

The proper city officials are authorized to negotiate and execute an Architectural and Engineering Design Services Agreement with Hagen, Christensen & McLwain Architects for the Addition & Alteration for Fire Station No. 17 in the amount not to exceed \$95,000.

**Previous Directives:**

- The project (FIR02) has been approved in the 2006 Capital Budget
- On January 13, 2006 City Council authorized Property Services to issue a Request for Proposals for Architectural and Engineering Services

**Prepared by:** Lisa Vokovan Otto, Project Manager, Property Services, 673-2279

**Approved by:**

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Klara Fabry, P.E., City Engineer, Director of Public Works

**Presenters:** Lisa Vokovan Otto, Project Manager, Property Services

Permanent Review Committee (PRC)      Approval   X        Not applicable         
Policy review Group (PRG)              Approval             Not applicable   X  

**Financial Impact** (Check those that apply)

- X   No financial impact - or - Action is within current department budget (If checked, go directly to Background/Supporting Information)  
       Action requires an appropriation increase to the Capital Budget  
       Action requires an appropriation increase to the Operating Budget  
       Action provides increased revenue for appropriation increase  
       Action requires use of contingency or reserves  
       Business Plan:        Action is within the plan.             Action requires a change to plan.  
       Other financial impact (Explain):  
  
       Request provided to department's Finance Dept. contact when provided to the Committee Coordinator

**Community Impact**

Neighborhood Notification: Not Applicable

City Goals: 1-8

Comprehensive Plan: Not Applicable

Zoning Code: Not Applicable

**Background/Supporting Information**

Fire Station No. 17, at 330 East 38<sup>th</sup> Street, is owned and operated by the City of Minneapolis. The current facility was built in 1992 and serves the south central neighborhoods of the city. The proposed expansion is to add on an apparatus bay, 4 bedrooms, bathrooms, and showers. Currently the station is incapable of supporting all of the department's needs for fire and emergency responses to the City's south side due to consolidation of personnel and equipment from other stations in 2003. The project (FIR02) has been approved in the 2006 Capital Budget.

The Public Works requested proposals for Architectural and Engineering Design Services for the Addition & Alteration for Fire Station No. 17 in January 2006. Proposals from three Architectural firms were received on January 31. An evaluation team composed of representatives from the Fire Department and Property Services reviewed and evaluated all proposals on February 2. Presentation/interviews for all three were conducted on February 14.

Based upon the results of the formal presentation/interviews, the evaluation team selected the Architectural firm of Hagen, Christensen & McLwain Architects to provide the requested services. Therefore, we are requesting authorization to negotiate and execute an Architectural and Engineering Design Services Agreement for the Addition & Alteration for Fire Station No. 17 with Hagen, Christensen & McLwain Architects, in the amount of \$95,000.