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DEPARTMENT OF PUBLIC WORKS - Engineering Division

MEMO

TO: Municipal Services Committee
FROM: Ross Buetow, Deputy Director of Public Works
SUBJECT: Award of Contract – City Hall 5th Floor DPW Renovation Project
DATE: February 1, 2019

In response to a Request for Proposals issued by PRFMD staff, we received two proposals for Architectural and Engineering Services for the City Hall 5th Floor DPW Renovation Project. The proposals were opened on Monday, January 7, 2019. Below is a listing of the proposed fees for each of the bidders:

<u>Bidder</u>	<u>Total Bid</u>
Chet Wesenberg Architect, LLC	\$ 39,090.00
Performa Architects/Engineers	\$ 80,760.00

The scope of services for this contract includes detailed design including 30%, 60%, 90% and final construction documents, a security analysis, construction cost estimates, assistance with project bidding, project management and construction administration.

City staff from the Engineering and Facilities Management Divisions evaluated the proposals and found that both firms demonstrated a thorough understanding of the project and the ability to provide all of the required services. Based on this evaluation we feel Chet Wesenberg Architect, LLC provides the most cost-effective solution for this renovation project.

Therefore, we recommend award of this contract to Chet Wesenberg Architect, LLC in the amount of \$39,090.00 with a 15% contingency of \$6,000.00 for a project total not to exceed \$45,090.00. Funding for this contract is included in the overall project budget of \$505,000.00. The remaining elements of work to complete the overall renovations will be bid later in 2019.

Thank you for your consideration.