

Meeting Date: 08/11/2014

Submitted For: Patrick Brama, Administrative Services

By: Patrick Brama, Administrative Services

Information

Title

Authorize Contract for Professional Architectural Services and Bid Letting for Parking Ramp Garage Project #14-28

Purpose/Background:

Purpose:

The purpose of this case is to take formal action on the next step in the process to construct a garage within the Ramsey Municipal Parking Ramp. Specifically, to authorize completion of final design and bid letting by *LSA Design*.

--Standard Form of Agreement Between Owner and Architect (professional services contract)

--Advertisement for Bids

Outcome:

The outcome of the proposed Council action will be completed final plans and construction specifications; and bid responses from general contractors. With final plans and bid responses in-hand, the Council will be in position to authorize construction of the proposed garage (different case, later date, separate action).

Background (case):

This case was discussed by the City Council in February and June 2014. At the June 24 worksession meeting, Staff received direction to bring back this case for formal approval. Attached to this case are minutes. Also attached is a project budget; which outlines specific steps in the process to design and construct the proposed garage.

Background (project)

Attached to this case are Staff reports from the February and June Council meetings. Both reports include detailed information related to the "need" for the proposed garage. In summary, the proposed garage would be located on the first floor, east side, of the Ramsey Municipal Parking Ramp and would enclose fourteen existing parking stalls. The proposed garage would provide heated space, with overhead door access, for the storage of building maintenance equipment, some public works equipment, some police equipment, City staff vehicles (engineering, admin, building, maintenance, etc.) and event supplies. At this point, other existing storage storage options are either at capacity/ inefficient/or short-term.

Notification:

NA

Observations/Alternatives:

ALTERNATIVES

1. Approve the proposed contract for architectural services; and authorize advertisement of bids.

The outcome of the proposed Council action will be completed final plans and construction specifications; and bid responses from general contractors. With final plans and bid responses in-hand, the Council will be in position to authorize construction of the proposed garage. If this project receives required approvals in an efficient timeframe, construction could be completed before winter.

2. Don't approve the proposed contract for architectural services; and don't authorize advertisement of bids.

The Council does have the ability to withdraw/delay/amend the proposed project. If the Council wished to withdraw from the proposed garage project completely, a different solution would be developed and presented to the Council. If the Council wished to significantly amend the proposed action, such action could delay the proposed project to the spring construction season. In either case, Staff would bring back a case for detailed discussion of alternatives.

Funding Source:

Please see attached project budget.

Recommendation:

Authorize Contract for Professional Architectural Services and Bid Letting for Parking Ramp Garage Project 14-28.

The proposed action is consistent with previous Council direction (June 24 and February 25). A strong need does exist for the proposed garage. The proposed project is an efficient use of an existing facility. A funding source for the proposed project has been identified and is consistent with previous use.

NOTE: with final plans and bid responses in-hand, the Council will be in position to authorize construction of the proposed garage (different case, later date, separate action).

Action:

Authorize Contract for Professional Architectural Services with LSA Design; contingent upon review and amendments from the City Attorney.

-and-

Authorize Bid Letting for Parking Ramp Garage Project 14-28.

Attachments

Professional Services Contract (purpose of case draft)

Bid Advertisement (purpose of case)

Preliminary Design

Project Budget

CCWS 02252014 (authorize preliminary design)

CCWS 02252014 minutes (authorize preliminary design)

CCWS 06242014 (authorize final design)

CCWS 06242014 minutes (authorize final design)

Form Review

| Inbox | Reviewed By | Date |
|---------------------------------|--------------------|---------------------------------|
| Bruce Westby | Bruce Westby | 08/07/2014 07:54 AM |
| Diana Lund | Diana Lund | 08/07/2014 07:59 AM |
| Jim Way | Jim Way | 08/07/2014 08:38 AM |
| Dan Bray | Dan Bray | 08/07/2014 11:01 AM |
| Kurt Ulrich | Kurt Ulrich | 08/07/2014 04:29 PM |
| Form Started By: Patrick Brama | | Started On: 08/01/2014 08:28 AM |
| Final Approval Date: 08/07/2014 | | |