



**PERFORMANCE  
DRIVEN DESIGN.**  
LHBcorp.com

November 14, 2018

Mark Riverblood,  
City of Ramsey  
7550 Sunwood Drive NW  
Ramsey MN 55303

## **PUMPHOUSE BUILDING IMPROVEMENT PROPOSAL FOR ARCHITECTURAL DESIGN SERVICES**

Dear Mark:

As we have worked together on the master plan for Ramsey’s park system and on the plan for The COR Parks, it has become apparent how closely tied Ramsey’s identity is with its unique park and open spaces. We also know that even simple built forms, like the Pumphouse, can contribute to the character and utility of these public spaces and are therefore excited to provide you with this proposal for its façade improvements.

The following scope of work is for existing conditions analysis, concept design for the pumphouse, and architectural design guidelines for other structures, based on the concept for the pumphouse. The collaborative design team, subsequently referred to as LHB/Jacobson, will be led by LHB with Bruce Jacobson providing planning context. Please review this proposal and let me know if you need any modifications to our scope, schedule, or fee—we are happy to make adjustments to better meet your needs.

### **SCOPE OF SERVICES**

#### ***Project description and purpose***

Define architectural design aesthetic for Municipal Pumphouse #3 both as a stand-alone project, and also to provide a precedent model for future public realm buildings within the COR.

#### ***Overview and project context***

The City of Ramsey is presently in the process of design for the remaining major public realm elements in The COR; the two connected park spaces—Municipal Plaza and The Waterfront. Both of these parks are along or near, Center Street and across from Pumphouse #3, with the Ramsey Municipal Center at the southern terminus of this same street. Center Street, as the name implies, is at the very center of Ramsey’s pedestrian and transit orientated downtown. The existing and future municipal buildings represent an archipelago of visually and physically interconnected places within the community along this armature and axis of streets, trails, sidewalks and parks—and as such, care should be taken to define and embrace this sense of place through appropriate architecture.

Together with the Municipal Center, the Pumphouse was one of the very first buildings in the COR. However, unlike the Municipal Center, an intentional decision was made to not finish the exterior, preferring to do so at the time that all the public realm elements could be understood and contextualized—in other words, concurrent with the aforementioned park design work now underway.

21 West Superior Street, Suite 500		Duluth, MN 55802		218.727.8446
701 Washington Avenue North, Suite 200		Minneapolis, MN 55401		612.338.2029
200 Third Avenue Northeast, Suite 100		Cambridge, MN 55008		763.689.4042
63 East Second Street, Suite 150		Superior, WI 54880		715.392.2902

As a key component of this approach, the City and the LHB Design Team will review information (existing building plans, proposed building concepts, etc.) in order to evaluate potential methods and materials that will inform a functional aesthetic for the pumphouse. This materials palette, and other elements that provide the preferred/desired 'look and feel', will also serve to effectively inform future design of proposed public structures in nearby COR parks.

The LHB Design Team will also prepare a perspective rendering and assemble other exhibits such as precedent photos, as needed to illustrate design intent for the preferred pumphouse exterior finishes and other improvements as defined by this process. Based on information from construction partners and our in-house construction team, we will develop a preliminary order-of-magnitude cost opinion for the pumphouse, suitable for internal decision making at this early stage.

### ***Work plan and approach***

Our scope of work will focus on existing conditions analysis, concept design for the Pumphouse, along with architectural design guidelines for other COR park buildings, based on the concept for the Pumphouse. The collaborative design team, subsequently referred to as LHB/Jacobson, will be led by LHB, with Bruce Jacobson providing planning context and design critique.

### **Task 1: Analysis and Initial Concepts**

- Stakeholder/ client meeting #1: Tour site; Confirm project scope and goals; Focus discussion on preliminary design direction, context
- Review existing building plans and other design precedent/examples to help inform our work;
- Develop initial concepts, quick sketch studies to help 'bracket' study options;
- Outline and discuss initial guidelines outline, content, and application to future building types.

### **Task 2: Concept and Guideline Development**

- Stakeholder/ client meeting #2: Review and discuss initial concepts; Review and discuss initial guidelines and application to future building types
- Further develop 1-2 concepts for additional detailed study;
- Further refine guidelines content, organization and format.

### **Task 3: Preferred Concept, Material Specifications, and Guideline Refinement**

- Stakeholder/ client meeting #3: Review developed concepts; Select preferred concept; Review and distill draft guidelines into preferred organization and content
- Refine preferred concept and determine final deliverable content, graphics and narrative;
- Refine preferred guidelines and determine final deliverable content, graphics and narrative;
- Identify building façade specifications and materials
- Create rendering of preferred concept;
- Develop order-of-magnitude level cost estimate;
- Review and confirm content and time frame for all final deliverables.

### **Exclusions:**

- Preparation of Construction Documents, Plans and Specification are not included. A request-for-proposals for detailed design will be issued separately following completion of the work outlined below.
- Public, agency, focus group, or stakeholder meetings beyond those described above are excluded. City staff will conduct all presentations to commissions, councils, or the public.
- Survey and Geotechnical explorations will be separate, directly contracted with the Owner.
- If the scope of services identified by this proposal has not been completed within Twelve (12) months of the date of this proposal, through no fault of LHB, additional compensation will be negotiated for an extension of LHB's services.

PUMPHOUSE BUILDING IMPROVEMENT  
PROPOSAL FOR ARCHITECTURAL DESIGN SERVICES

Page: 3

Date: November 14, 2018

- If the project commences later than three months past the date of this proposal, LHB reserves the right to review and renegotiate compensation.
- If the project is placed on hold after initial commencement for a period more than 30 days, LHB reserves its right to adjust its fees to reflect re-startup costs.
- If other services are required, LHB will work with you to determine a fee before beginning this work to provide a more accurate estimate, based on the type of service and level of staff involvement anticipated.

**SCHEDULE**

LHB/Jacobson can begin to work on this project immediately. We will complete all concept design and guideline work by April 2019.

**PROPOSED FEE**

LHB/Jacobson proposes the following for Compensation:

<b>Task 1: Analysis and Initial Concepts</b>	<b>\$ 8,400.00</b>
<b>Task 2: Concept and Guideline Development</b>	<b>\$ 9,800.00</b>
<b><u>Task 3: Preferred Concept, Material Specifications and Guideline Refinement</u></b>	<b><u>\$ 6,100.00</u></b>
<b>TOTAL</b>	<b>\$24,300.00</b>

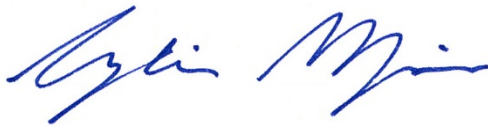
Reimbursable expenses shall be additional, per LHB's Standard Reimbursables Schedule. Reimbursable expenses include printing, messenger and delivery expenses, and mileage.

**TERMS AND CONDITIONS**

Upon your approval of this proposal, LHB will prepare an agreement consistent with the terms and conditions of our standard agreement form.

Please contact me at 612.752.6956 with any questions. I am excited to have the opportunity to work with you as you imagine the future of this site.

LHB



Lydia Major  
Project Manager



Mike Fischer  
Project Principal