



PLANNING
ARCHITECTURE
ENGINEERING
INTERIORS

January 6, 2025

Stephanie Hanson & Sean Sullivan

City of Ramsey

7550 Sunwood Dr. NW

Ramsey, MN 55303

Email: shanson@ci.ramsey.mn.us // ssullivan@ci.ramsey.mn.us

RE: Request for Modified Quote on MN Town Hall Preservation

Stephanie Hanson and Sean Sullivan,

LEO A DALY is honored to be asked by you to submit a quote for renovations to the 1892 Ramsey Town Hall. The Ramsey Town Hall is a beautiful, well-maintained asset to the City of Ramsey as well as the State of Minnesota. It's history as a one room schoolhouse and then a Town Hall is important in telling the history of Ramsey's development and the architectural design of schoolhouses in Minnesota. It's continued rehabilitation and reuse is a worthy investment for the State of Minnesota.

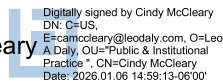
LEO A DALY offers you a team of **highly experienced and qualified historic specialists** that have been entrusted with some of our nation's most highly valued resources, but we especially treasure working on historic resources in our own home area. Our staff has extensive experience doing adaptive reuse and rehabilitation on historic structures. We have maintained strong relationships with Minnesota's local, city, and state review regulatory staff.

Our staff are **passionate about working on treasured resources**. We have staff that have dedicated their careers to working with historic and existing buildings. That passion comes from a deep appreciation of history and a passion for sustainable reuse of the already built environment.

We appreciate this opportunity to get to know your team and to hear more about the future for the Ramsey City Hall. It would be an honor to work with you to help facilitate the vitality of this City of Ramsey icon. If there are any questions regarding our proposal, please do not hesitate to contact us.

Sincerely,

Cindy McCleary

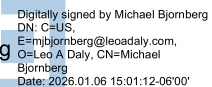
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LEO A DALY

Firm Introduction

For more than 110 years, our dedication to design excellence has produced exceptional spaces that enhance and enrich the human experience. We are a team-focused organization, committed to empowering innovation, creativity, and talent.

Client-centered approach

Working side-by-side with every level of stakeholder, we collaborate to serve your operational and strategic goals. Your vision, paired with our creativity and expertise, produces exceptional results.

ASSESSMENT TEAM

We have assembled a team of professionals with experience in historic renovations like yours. Our knowledge includes the Secretary of the Interior's Standards for the Treatment of Historic Properties, the National Park Service Preservation Briefs, and best practices for buildings listed in the National Register of Historic Places. Our architecture team members are qualified in the Secretary of Interior's Standards Professional Qualifications for Historic Architecture. The team will be managed and coordinated by Senior Project Manager, Michael Bjornberg. The LEO A DALY engineering work will be led by our Engineering Lead, Mark Bradby.

LEO A DALY

- Project Management – Michael Bjornberg
- Architectural Designer – Julia Larson
- Structural Engineering – Thomas Kendrick
- Plumbing/Mechanical Engineering – Mark Bradby

PROJECT METHODOLOGY

Having provided construction documents for a variety of owners and facility types – we have found that having a plan before starting provides an efficient process for you and our team. Throughout this process we will maintain regular scheduled communication to update you on our progress. This includes understanding the timeline and process for the MN Legacy Grants.

OBJECTIVES

- Design and Document a Concrete Path and ADA ramp to Old Town Hall
- Design and Document Heating and Air Conditioner Installation
- Design and Document an ADA Bathroom
- Assess the Structural Floor Connections and Design a Retrofit
 - While touring the site, we noticed there might need to be work on the beam that was installed below the floor joists. American Society of Civil Engineers (ASCE) 7-16 Chapter 1 states that the load force from the floor needs to be transferred via a positive connection to the foundation. The beam did not appear to have a positive connection to its supporting elements.



SCOPE OF WORK

We understand the Scope of Work and deliverables for the Construction Documents to be as follows:

- **Visual Inspection** – Conduct an on-site review of the exterior and interior of your facility.

- **Construction Documents** – Prepare construction documents for a concrete path and ADA ramp, heating and air conditioning installation, ADA bathroom, and structural floor connections retrofit as required. This includes specifications and complete documents and providing progress updates as requested by the owner and as necessary by the grant process.
 - Scope does not include replacing plumbing services.
 - Scope will include two sketch options for the ADA ramp. The option chosen will be documented.
 - ADA bathroom will include standard restroom finishes. This does not include additional research for finishes to match a historic time period.
 - Structural scope of work will include one site visit to assess the floor connections to design a retrofit.
 - Client to provide topography of the existing site.
 - Cost estimating is not included.

- **Participation** – Three virtual owner update meetings throughout the documentation process.

DELIVERABLES

The following are the deliverables we will provide to the City of Ramsey as part of the Construction Documents process.

- Documents for the stated work: a concrete path and ADA ramp, heating and air conditioning installation, ADA bathroom, and structural floor connections retrofit. This includes specifications and construction documents.

We are prepared to start once we are given the Notice To Proceed.

SCHEDULE MILESTONES*

- | | |
|-------------------------------|------------------------|
| • Submit Proposal | January 2026 |
| • Project Activity Start | Upon Notice to Proceed |
| • Targeted Project Completion | April 2026 |

**Note we will coordinate our activities around your schedule and other grant requirements.*

January 6, 2026

City of Ramsey

Page 4

FEE PROPOSAL

We are proposing a fee of **\$39,500**, including expenses for the Ramsey Town Hall Renovation Construction Documents. We propose to complete all the tasks outlined in the "Scope of Work" section above as part of that fee. While we can anticipate some conditions on an older building, there are inevitably some unforeseen conditions when working with older structures. These potential items include underground conditions currently hidden and local regulatory requirements that may impact our work effort. Should such events occur, we will present them and discuss options with you to proceed.