



DDA ACTION SUMMARY SHEET

MEETING DATE: September 5, 2025

TOPIC Architectural Services – Consider and Award

BACKGROUND BRIEF:

As has been explained on several occasions, the process of rebuilding the public space structures on the Lumber Yard site has been by coordinating contractor expertise with building official review and oversight. This now results in the need to complete final field review, analysis and an as built construction set to satisfy the closing of the permit open for the foundation, roof and structural repairs conducted to date.

We had originally bid this work in overall Architectural services proposals, but elected to pursue a quicker and more efficient construction process and held open the bids from prior firms interested in the work. Pursuant to the adopted procurement policy for the project, leadership obtained affirmation of fee proposals related to the needed work, and an additional quote, targeted at the expertise sought to complete the open permit needs and blend design services as required.

Previous and New Fee proposals require the following estimated costs:

Minimus:	\$33,900 +
Nature:	\$74,701 +
Faber:	\$35,000 +
Davis	\$24,500, flat fee

RECOMMENDATION: Award the contract to Howard Davis at a cost not exceed \$24,500.

FINANCIAL IMPACT:

The funds would be expended from the Grant. Using GL 248-726-980-002

RECOMMENDED MOTION:

Move to approve a contract for Field Review and As Built Construction Drawings to Davis & Davis at a cost not to exceed \$24,500 with funding from GL 248-726-980-002