



CITY OF LAKE FOREST PARK

CITY COUNCIL

AGENDA COVER SHEET

Meeting Date	November 14, 2024
Originating Department	Public Works
Contact Person	Katie Phillips, Project Manager
Title	Resolution 24-1988/Authorizing the Mayor to Sign the Professional Services Agreement with Southwest Solutions Group, Inc. for the Personal Duty Lockers Project

Legislative History

- First Presentation November 7, 2024, Work Session
 - Second Presentation November 14, 2024 Special Meeting
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Attachments:

1. Resolution 24-1988
 2. Professional Services Agreement with Southwest Solutions Group, Inc.
 3. Exhibit A – Plans for Personal Duty Lockers
 4. Exhibit B – Quote for Personal Duty Lockers
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Executive Summary

The Department of Public Works (DPW), in collaboration with the Lake Forest Park Police Department (LFPPD), advertised the Personal Duty Lockers Project (Project) through the Small Work Roster and received one bid, from Southwest Solutions Group, Inc. (SSG). It is our recommendation that the City contract with SSG for the design, build, and installation of the Project.

Background

The LFPPD has been working with SSG since 2022 on the development and eventual implementation of new lockers for the LFPPD's Men's and Women's locker rooms, offices, and armory storage facilities. As Chief Harden has presented to City Council in the past, there is a need for new locker facilities for the LFPPD.

Following the City’s purchasing policy, this project was bid through the Small Works Roster to five contractors. The City received one bid from SSG for \$110,443.05. The DPW finds the bid proposal, including the plans for the Project and the quote for the Project to be acceptable. The DPW recommends contracting with SSG for the Project this year.

Fiscal & Policy Implications

The 2023-2024 budget allocated \$93,000 for this project. The total project cost of \$110,443.05 will be supported by the Capital Facilities Fund.

Alternatives

<i>Options</i>	<i>Results</i>
<ul style="list-style-type: none"> • Adopt Resolution 	<p>The City will contract with Southwest Solutions Group, Inc. for the Personal Duty Lockers Project.</p>
<ul style="list-style-type: none"> • No Action 	<p>The City will not contract with Southwest Solutions Group, Inc. for the Personal Duty Lockers Project.</p>

Staff Recommendation

Move to adopt Resolution 24-1988 - Authorizing the Mayor to Sign the Professional Services Agreement with Southwest Solutions Group, Inc. for the Personal Duty Lockers Project