



January 31, 2025

Deb Nelson, City Administrator
City of Pipestone
119 2nd Avenue SW, STE 9
Pipestone MN, 56164

Pipestone Senior Center Proposal for Additional Work Scope

LHB is pleased to provide this proposal letter to continue our restoration partnership with the City of Pipestone on the historic 1904 Carnegie Library, most recently serving as the community's senior center. In 2019, LHB completed a Minnesota Historical Society (MNHS) Legacy Grant-funded condition assessment report of the property. The roof and east wall were identified as areas of the highest priority for repair. In March of 2020 a portion of the east wall collapsed. LHB was hired by the city to prepare drawings to address the area of damage. In late 2024/early 2025 the City was awarded an MNHS grant to obtain construction services to implement repairs. When the State Historic Preservation Office (SHPO) reviewed the project, they recommended that the project not proceed without simultaneously addressing the failing roof.

Moving Forward

In late 2024 we executed a contract with the City of Pipestone to provide construction administration (CA) services for the exterior wall repair only. Following the execution of that contract we received comments from SHPO that tied significant changes to that scope of work to the release of the MNHS construction grant. We propose to amend our existing contract to include the following items.

Our services will include:

- Address and respond to the SHPO regarding their comments on the previous design documents.
- Provide design documents (drawings and specifications) for restoration of the building envelope as indicated in our 2019 condition assessment report. This will include:
 - In-kind replacement of the wood shingle roof.
 - Repairs to the failed masonry at the east elevation.
 - Disassembly and reconstruction of 4 parapets that are leaning in towards the roof.
 - Disassembly and reconstruction of the bulging area on the north façade.
 - Disassembly and reconstruction of the masonry sidewalls at the main entrance stairs.
 - Replacement of the failing non-historic windows.
 - Spot repointing of mortar where required.
 - And repair of interior wall damage at the area where a portion of the east wall collapsed.
- Update previous cost estimates to address new scope.
- Provide assistance in the preparation and issuance of bid documents and owner/contractor contract for the construction work.
- Provide construction administration services including: review of submittals, respond to the contractor's requests for information, review pay applications, create observation reports, and provide a punch list at substantial completion.
- We are assuming 4 trips to Pipestone as part of this process. One to gather additional information for your design documents. One for a pre-bid walk through with interested contractors, one during construction, and a punch walk at substantial completion. Virtual meetings will be used for Owner, Architect, Contractor (OAC) meetings as required.

Schedule and Deliverables

This schedule should be considered flexible and is subject to client comment and approval.

Late February 2025 – Provide responses to SHPO comments.

March 2025 – Perform site work to inform design documents.

May 2025 – Provide draft design documents to the city for review.

June 2025 – Issue Bid Documents

July 2025 – Select contractor, execute contract with contractor. execute contract – Construction begins

November 2025 – Construction completed. Any delay in this schedule will likely push things into a time of year where it is too cold to perform masonry work, which would extend the project into the following spring.

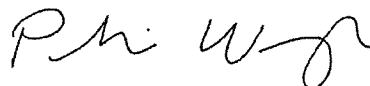
Fee

For work described above, we propose a fee of **\$42,400**. This includes expenses. Please note that this fee would replace the previously contract \$5,500 (8/15/2024). It would not be in addition.

Please let us know if you have any questions or comments. We look forward to the opportunity to continue our work with the City of Pipestone!



Mike Lovato, Senior Historical Architect
LHB, INC.



Phil Waugh, Vice President
LHB, INC.