



Memorandum

To: Mayor Nelson and Members of the City Council
From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer
Date: January 12, 2023
Subject: City Hall Renovation/Expansion

The City has received a quote from Stantec for the City Hall Renovation and Expansion Design and Construction Services. The proposal is included with this memorandum for your review and discussion.

A summary of the quotation is below:

Task	Not to Exceed Fee	Reimb. Expenses
Public Presentations	\$ 8,500.00	\$1,000.00
Design Phase	\$221,800.00	\$2,500.00
Bidding Phase	\$ 12,600.00	\$1,500.00
Construction Phase	\$175,800.00	\$3,000.00
Total	\$418,700.00	\$8,000.00

The proposed timeline for the City Hall project would be:

Start Design	January 17, 2023
Issue for Bidding	November 10, 2023
Start Construction	February 2024
Substantial Completion	October 2024
Final Completion	November 2024

The preliminary opinion of probable construction costs for the City Hall renovation/expansion project is \$8,106,000. Design and construction services, as outlined in the quote, would represent approximately 5.25% of construction costs. For purposes of comparison, the 2017 space needs study estimated design and construction costs at 7.8% of the total project cost.

The City Council discussed the quotation at the January 9 work session and recommended forwarding the proposal for formal approval.

If you have any questions, please do not hesitate to contact me at 763-784-6491.