



Memorandum

To: Mayor Nelson and Members of the City Council

From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

Date: November 27, 2024

Subject: Overview of Release

Please find attached a release agreement between the City of Spring Lake Park and Stantec Consulting Services Inc. This release resolves an issue arising from the design of the holding cell in the Spring Lake Park City Hall renovation project.

Stantec designed the holding cell but was unaware that the plans required review and approval by the Minnesota Department of Corrections (DOC) as stipulated under Minnesota Statute 642.02, subdivision 1. Unfortunately, the review occurred after the cell was constructed, and deficiencies were identified by DOC.

To rectify these, Stantec has agreed to cover the additional costs necessary to bring the holding cell into compliance with DOC standards. These costs will be reimbursed to the City as a credit of \$3,422.81 on Stantec's December 2024 invoice for architectural services. The release ensures that no further claims or actions will be pursued related to this issue, with Stantec denying any liability as part of this settlement.

The City Attorney has reviewed the release and recommends approval.

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