



Council Agenda Item

Meeting Date: 02/20/2025

Agenda Item: PD Evidence Garage Design Consultant Selection

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BACKGROUND

(Enter the who, what when, where, why)

On January 22, 2025, the Police Department publicly posted a request for proposals for design services for a police department evidence garage. Seven proposals were received by the February 11, 2025 due date. Proposals were submitted by the following companies:

- Angus-Young
- Dimension IV Madison Design Group LLC
- FEH Design
- FGM Architects Inc.
- Jewell Associates Engineers, Inc.
- Senga Architects
- Thrive Architects, LLC

The proposals were reviewed by an evaluation panel that independently scored the proposals. The scores were based on a 100-point scale, evaluating each firm's past design experience with similar projects, financial and organizational capacity to fund, oversee, manage and complete the project, experience and technical competence, consultant approach and proposed timeframe, ability to perform within City ordinances and policies, and financial feasibility/reliability of budget estimates. The firms were ranked according to their aggregate score. The evaluation panel felt that all firms submitting proposals were capable of completing the work outlined in the request for proposals. Generally, all firms had highly rated design experience and technical competence.

Evaluation Panel Recommendation

The firm receiving the highest score by the evaluation panel was Angus-Young. Angus-Young's proposal included topographic, geotechnical, and survey work as well as contract preparation. Furthermore, Angus-Young clearly stated which entities would be responsible for providing those services. Angus-Young also provided a clearly broken-down total fee of \$52,995, which was one of the lowest estimates provided by the seven firms.

PREVIOUS ACTIONS – COMMITTEE RECOMMENDATIONS

(Dates, committees, action taken)

On January 21, 2025, the Common Council affirmed the decision to pursue design work for a new police department evidence garage.

FINANCIAL IMPACT

(If none, state N/A)

\$180,000 is currently allocated for police department evidence garage design and construction.

STAFF RECOMMENDATION

Recommended Motion: **Move to enter into a contract with Angus-Young for design services for the police department evidence garage.**

ATTACHMENT(S) INCLUDED

(If none, state N/A)

1. Angus-Young Proposal
 2. Jewell Proposal
 3. Dimension IV Proposal
 4. FGM Architects Proposal
 5. Senga Proposal
 6. Thrive Proposal
 7. FEH Proposal
 8. PD Evidence Storage Garage RFP
 9. PD Evidence Garage Design Proposal Scoring Matrix
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