CITY ADMINISTRATOR'S OFFICE MEMO
cityadmin@hiawatha-iowa.com
319-393-1515 ext.523

To: Mayor and City Council

From: City Administrator, Kim Downs

Date: January 9, 2020

RE: Future Fire Station (2020) Site Study and Schematic Design Services Proposal

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As per our CIP discussion staff as met with Al Buck from Solum Lang to create a service contract to study various sites for a future fire station. The contract includes the following scope of work for schematic design as well:

1) Schematic Site Plan Design including conceptual floor plan(s) and parking;
2) Three-dimensional massing models;
3) Civil engineering scope of work:
    a. Prepare base map of existing site utilizing 2018 aerial imagery and Linn County assessment lines;
    b. Make a design information request of utility maps from impacted utility companies
    c. Review schematic site plans and make design recommendations.
4) Rough order of magnitude cost opinion.

Once the project is ready to move forward, Solum Lang would then submit a proposal for complete design services for our consideration.

I would like to point out Solum Lang has greatly reduced their traditional fees from $22,000 to the lump sum of $9,500. At your January 15 meeting I will ask council to consider approval of the contract as submitted to begin our first steps of determining the best site for a station and begin site plan design.

Thank you for your consideration.

Kim

SOLUM LANG
architects, llc

January 7, 2020

Honorable Mayor and City Council, 101 Emmons Street, Hiawatha, Iowa 52233

RE: Hiawatha Fire Station Site Study
Hiawatha, Iowa
Schematic Design Services Proposal

Honorable Mayor and City Council:

As a follow up to previous discussions, Solum Lang Architects is pleased to have the opportunity to submit this proposal letter for your consideration. Thank you for this opportunity.

We would provide Schematic Design services to assist with site selection for a future fire station. The fire station would be approximately 25,000 SF and contain eight apparatus bays, ten dorm rooms and support spaces. The three sites to be studied are at or around 98 Emmons St, 502-504-506 N Center Point Rd and/or 406-408 N Center Point Rd, and land bounded by N Center Point Rd, Parson Dr and Northwood Dr. The Schematic Design would be used in preparing a preliminary budget and selecting a site for purchase.

Based on the above, Solum Lang Architects would typically propose providing architectural Schematic Design services for the lump sum fee of Twenty-Two Thousand Dollars. Because of our past great relationship with the Hiawatha Fire Department, we propose providing Schematic Design services for the lump sum fee of Nine Thousand Five Hundred Dollars ($9,500.00).

Our scope of work would include the following:

1) Schematic Site Plan design including conceptual floor plan(s) and parking
2) Three-dimensional massing models
3) Civil Engineer scope of work:
   a) Prepare base map of existing site utilizing 2018 aerial imagery and Linn County assessment lines
   b) Make a design information request for utility maps from impacted utility companies
   c) Review schematic site plans and make design recommendations
4) Rough order of magnitude cost opinion

Once the project is ready to move forward, we would then submit a proposal for complete design services for your consideration.

We thank you for this opportunity and look forward to helping on this project. If this proposal is acceptable, please sign and date the bottom of this letter and return one copy. If you have any questions, please do not hesitate to call.

Respectfully,

A. Buck

Al Buck, AIA + LEED AP BD+C
Partner + Architect
SOLUM LANG ARCHITECTS, LLC

Accepted by:

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Kim Downs, City Administrator Date

RESOLUTION NO. 20-
City Council

RESOLUTION AUTHORIZING STAFF TO PROCEED WITH THE SITE STUDY AND SCHEMATIC DESIGN SERVICES PROPOSAL AGREEMENT WITH SOLUM LANG ARCHITECTS FOR THE FUTURE FIRE STATION

WHEREAS, a Future Fire Station is one of council's top 2018 Strategic Plan Goals, and

WHEREAS, staff began the site study and initial work for schematic design and cost estimates of $9,500.00 with Al Buck of Solum Lang Architects who specialize in public safety facilities, and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HIAWATHA, IOWA, directs staff to proceed with the Future Fire Station and approves and authorizes staff to sign the Site Study and Schematic Design Services Proposal with Solum Lang Architects in the amount of $9,500.00.

AYES:
NAYS:
ABSENT:

PASSED AND APPROVED this 15th day of January, 2020.

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Bill Bennett, Mayor

ATTEST:

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Kari Graber, City Clerk