

## Request for Committee Action

**To:** Ways & Means  
**Date:** 9/21/2014  
**From:** Finance & Property Services  
**Prepared by:** Bob Friddle  
**Presented by:** Bob Friddle  
**File type:** Action  
**Subcategory:** Contracts & Agreements

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**Subject:**

Architectural and Engineering Design Services – Hamilton School Facility

**Description:**

Authorizing proper City officials to negotiate and execute an Architectural and Engineering Design Services Agreement with Hagen, Christensen & McIlwain Architects for the Hamilton School Facility Improvements in the amount not to exceed \$254,660 (Fund 04100 9010000 51307 MPD03).

**Previous Actions:**

- 4/3/2015 – Council Resolution 2015R-154 approval to enter into a new ten (10) year lease with Minneapolis Public Schools to for Hamilton School
  - 12/10/14 - Council Resolution 2014R-522 approving \$2 million in Net Debt Bonds for MPD03 Hamilton School Facility Improvements
  - 12/11/13 – Council Resolution 2013R-573 approving \$1 million in Net Debt Bonds for MPD03 Hamilton School Facility Improvements
  - 3/6/09 - Authorizing the proper City Officers to determine a potential purchase price for the acquisition of Hamilton School
  - 6/30/06 – Council approval to lease Hamilton School for Police Dept. needs
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**Ward/Neighborhood/Address:**

Ward 4  
Webber-Camden  
4131 Dupont Avenue North

**Background/Analysis:**

The Hamilton School Facility Renovation Project is a multi-phase project to renovate and bring the existing Hamilton School building up to code. The City has leased the former Hamilton Elementary School from Minneapolis Public Schools since December of 2006.

The Minneapolis Police Department utilizes the facility for In-Service training, Cadet training, Reserves, Special Operations, SWAT, Community Engagement, and the Police Athletic League. The project is envisioned to reconfigure and improve the Hamilton School for the duration of the new 10 year lease.

On July 21, 2006 the City Council and Mayor approved Resolution 2006R-381 that adopted LEED® standards for planning, design, construction, and commissioning of all municipal facilities

financed by the City. Subsequently, per the requirements of this Council Direction, this Project shall, as a goal, be designed and constructed to a LEED® Silver level of quality under the LEED®

Proposals from eleven (11) Architectural firms were received on July 28, 2015. Representatives from Finance and Property Services reviewed and evaluated all proposals and a “short list” of three (3) firms were selected for formal presentation/interviews on August 10, 2015. An evaluation team made up of representatives of Finance and Property Services and the Minneapolis Police Department conducted formal presentation/interviews. Based upon the results of the formal presentation/interviews, the evaluation team selected the professional design team headed by the firm of Hagen, Christensen, & McIlwain Architects to provide the requested design services. Therefore, we are requesting authorization to negotiate and execute an Architectural and Engineering Design Services Agreement for the Hamilton School Facility Improvements with Hagen, Christensen, McIlwain Architects, in the amount of \$254,660. The cost of these services has been accounted for within the budget for this Project (Fund 04100 9010000 51307MPD03), approved by City Council in December 2014, and therefore no additional appropriation is required.

**Financial Review:**

**No additional appropriation required, amount included in current budget.**

**Future budget impact anticipated.**

**Approved by the Permanent Review Committee.**

**Meets Small and Underutilized Business Program goals.**

Minneapolis Department of Civil Rights Contract Compliance Division Approved 8/31/2015