



Agenda Item: Contract

Title

Approval of Contract with Arete Design Group for Architectural Services, Engineering Design Documents, and described phases for the Laramie Fire Department Public Safety Training Center Renovation

Recommended Council MOTION:

I move that Council approves the contract with Arete Design Group in the amount of \$380,158.80 (three-hundred-eighty thousand, one-hundred-fifty-eight dollars and 80 cents) for architectural services, engineering design documents, and all phases described in the RFQ for the Laramie Fire Department Public Safety Training Center Renovation; and authorize the Mayor and City Clerk to sign.

Administrative or Policy Goal:

Rehabilitation of the Laramie Fire Department Training Center (drill-grounds) funded by the Special Purpose Tax.

Background:

The City of Laramie Fire Department has been funded at \$3,050,000.00 (three-million-fifty-thousand dollars) for the purpose of rehabilitating the LFD Training Center through funding provided by the Special Purpose Tax approved in August of 2018. A Request for Qualifications was drafted and advertised in November of 2019 seeking qualified architectural and design firms (or teams of professionals), licensed in Wyoming, for the purpose of pre-design, schematic design, design development, construction manager at risk selection assistance, construction document development, bidding assistance, and contract/construction administration. A pre-proposal meeting was held on December 19, 2019 for interested parties to participate in discussion and ask questions regarding the project. The site was also made available for tour purposes. The department received 5 (five) proposals from interested parties by the deadline of January 16, 2020. A team of 3 (three) COL representatives scored the 5 submissions according to the Evaluation of Proposals detailed in the RFQ. Three submissions were advanced to the interview round where a team of 5 (five) COL representatives evaluated presentations and asked questions regarding the proposals. The selection and recommendation of Arete Design Group was a unanimous choice by the COL representatives. Price proposals were submitted in a separate sealed envelope outlining the scope of services as specified in the RFQ where a maximum price for work is stated. COL representatives then negotiated the final contract, scope of services, and contract price based on the contents of the consultant’s proposal. The negotiated contract stands before Council for approval at \$380,158.80.

Legal/Statutory Authority:

Special Purpose Tax funded project for the City of Laramie Fire Department

BUDGET/FISCAL INFORMATION:**REVENUE**

Source	Amount	Type
Fees/Charges for Service		
Grants for Projects		
Loans on Project		
Other	\$3,050,000.00	SPT funded
Total	\$3,050,000.00	

EXPENSE

Proposed Cost (Approval of this item authorizes preparation of a budget revision for the proposed amount)

Expenditures	Amount	Fund
Proposed Expenditure	\$380,158.80	SPT
Current Budget	\$3,050,000.00	SPT
Additional Amount Requested		
Total Proposed Budget	\$3,050,000.00	

Responsible Staff:

Dan Johnson, Fire Chief
Todd Feezer, Assistant City Manager
Kevin Lam, Shift Commander

Attachments:

1. RFQ legal notice
2. RFQ
3. Strategic Plan
4. Contract