

**SUBJECT****DISCUSSION ITEM**

Agreement with MacDonald & Mack Architects to provide bidding, inspection, and contract administration services for the repairs of the Board's Highland Park Water Tower.

**BACKGROUND INFORMATION**

The General Manager intends to enter into an agreement with MacDonald & Mack Architects to perform inspections and contract administration work at a cost not to exceed \$40,500.

This agreement will follow earlier agreements with MacDonald & Mack Architects. In 2017 MacDonald & Mack Architects performed a condition assessment of the Highland Park Water Tower. This assessment was paid for by a Historical Society Grant.

In 2018 MacDonald & Mack Architects were hired to provide plans and specifications for repair work on the tower, as well to assist in applying for a grant to perform the repair work. With their assistance, the Board was able to secure a \$250,000 MN Historical Society Grant.

Entering a new agreement with MacDonald & Mack Architects is being done per the recommendation of the City's Procurement division. The duties of this agreement differ enough from their existing contract that an amendment is not advised.

This agreement is being brought to the attention of the Board because had it been an amendment the total dollar amount would require Board approval.

Cost of Agreements

2018 Construction Documents Agreement	\$ 45,000.00
<b>2019 Construction Admin. and Inspection Agreement</b>	<b><u>\$ 40,500.00</u></b>
Total MacDonald & Mack Architects Agreements	<u>\$ 85,500.00</u>

See attached MacDonald & Mack Architects estimate of March 8, 2019.

**RECOMMENDATION**

Tim,

As we discussed, I have developed a "worst case" scenario both for Bidding and for Construction Administration, and here are the numbers:

- Bidding (pre-bid conference, addenda as needed, bid opening, review of low-bidder recommendations, recommendation of award)
  - NTE \$13,000
- Construction administration (pre-construction conference, paperwork review, site visits, addenda as needed, contract closeout)
  - NTE \$27,500

Both of these include time for the structural engineer as well as for Sarah and me. You had said that RWA personnel might do much of the CA, and if you can tell me a bit more about that I can revise my numbers.

As the numbers stand, we clearly could do the bidding within the current contract. That would mean a separate contract with a 2020 completion date for the CA.

**Robert C. Mack, FAIA, FAPT, NCARB**

**MacDonald & Mack Architects**

Registered Architect: DC, FL, MI, MN, MT, SD, WI

400 South Fourth Street, Suite 712

Minneapolis, Minnesota 55415

p 612-341-4051 / f 612-337-5843

[www.MMArchLtd.com](http://www.MMArchLtd.com)

[bobm@marchltd.com](mailto:bobm@marchltd.com)

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