

# Marquette



## the Superior location

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DATE: November 26, 1984

TO: Honorable Mayor and City Commission

FROM: David A. Svanda, City Manager

SUBJECT: Retaining Architectural and Engineering Services for the Downtown Parking Structure and Public Works Facility

Background: Proposals for providing professional services for the above projects were received in early November, evaluated, and interviews conducted with four responsive firms. The interview process for the Downtown Parking Structure included the Main Street Coordinator to represent Downtown interests, and various City Representatives. Evaluations of the interviews for the Public Works Facility were carried out by City Representatives only. Additional information and proposed Agreements for both projects are attached. The major difference between the two proposed Agreements is that City crews will be doing much of the field work required for the Public Works Facility, while the Consultant will be totally responsible for the entire Parking Structure project. The anticipated fee for the Parking Structure is \$100,110. The anticipated fee for the Public Works Facility is \$100,620.

Recommendations: The RFP review Task Force and I recommend that Sundberg, Carlson, and Associates be retained to provide professional services for both projects. We recommend that the two attached proposed Agreements be approved, and that the Mayor and Clerk be authorized to execute the Agreements on behalf of the City.

Fiscal Effects: Sufficient funds have been Appropriated in the Current Year for these purposes.

Alternatives: As suggested by the Commission.

Respectfully submitted,

David A. Svanda  
City Manager

DAS:tl

Attachments

# Marquette



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### MEMORANDUM

November 19, 1984

TO: David A. Svanda, City Manager

FROM: Michael A. Etelamaki, Public Works Director

SUBJECT: Architectural Services Agreement with Sundberg, Carlson and Associates for the Public Works Service Center and Bluff Street Parking Structure.

Background: A request for proposals (RFP) was issued by the Purchasing Agent for the above projects. Several firms responded to the request and submitted proposals by the November, 1984 deadline. Four local firms were selected for interviews and were evaluated by a selection committee based on presentation, qualifications, local office and past firm experience. Combined and separate proposals were considered for both projects. The result of the interviews clearly indicated the order of committee preference as follows:

1. Sundberg, Carlson and Associates / Walker Parking Consultants
2. GBKB / Gourdie, Fraser and Associates
3. Poley / Mitchell / Hobbs & Black
4. Barry Polzin / U.P. Architects and Engineers

Sundberg, Carlson and Associates was selected to negotiate a final contract for both projects. The proposed contracts are attached.

Recommendation: Request City Commission authorization to have Mayor and Clerk sign the agreements.

Fiscal Effects: The \$100,000 estimated fee is budgeted in the Parking Structure CDBG Public Works Grant of \$400,000. The \$100,620 fee for the Public Works Service Center is allocated in the 1984 Transportation Bonding Loan.

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Attachments