
AGENDA ITEM SUMMARY

Subject: Architectural Services Contract for Electrical Upgrades at North Cedar Terrace.

Recommendation: Consideration of approval of agreement for project design and management for electrical upgrades.

Background Summary:

The Housing Department is planning an upgrade to the electrical service at North Cedar Terrace. Request for Proposals were sent out to several area architectural/engineering firms to prepare specifications, bidding documents, and assist with procurement and project administration. They will be required to consult with an electrical engineering firm during the design phase and project administration.

The following proposals were received:

Atura Architecture	\$34,500
Skott and Anderson Architects	\$23,500
KCL Engineering	\$19,500

The Housing Board will review the proposals on October 15th and will make a recommendation.

The Housing Department has worked with two of the firms and have good working relationships. The plan is to do the design work over the winter, go out for bid in the spring with a completion date by fall of 2021. Most of the project will be funded through the 2021 Capital Fund Grant. Depending on the cost, it may be necessary to utilize some program reserves.

Heidi Nielsen will be attending to answer any questions.