

CITY OF BRAINERD
REQUEST FOR PROPOSALS

Brainerd Historic Water Tower Rehabilitation and Preservation



The City of Brainerd is requesting proposals from qualified engineering and architecture firms for the schematic design, design development, preparation of construction specifications, and construction administration as it relates to the rehabilitation and preservation of the Historic Brainerd Water Tower. This work is being funded through the City of Brainerd and a Minnesota Historical Society grant awarded to the City of Brainerd for this work.

BACKGROUND

In August 2015, the City commissioned Preservation Design Works, LLC and LHB, Inc. to evaluate the current state of the water tower and provide a Historic Structure Report for the structure. This report was made possible in part by the people of Minnesota through a grant funded by an appropriation of the Minnesota Historical Society from the Minnesota Arts and Cultural Heritage Fund. The plan identifies historical background and context, chronology of development and use, physical description, evaluation of significance, condition assessments and also lays out treatment and work recommendations such as historic preservation objectives, requirements of the work, alternatives, and phasing plans. Copies of the Historic Structure report, as referenced, can be made available upon request to Paul Sandy, City Engineer, at psandy@ci.brainerd.mn.us.

Constructed between 1919 and 1920 for the Water and Light Commission, Brainerd's historic water tower, located at Washington Street and S 6th Street, is believed to be the first poured-in-place concrete water towers in Minnesota designed by St. Paul engineer L.P Wolff. The water tower is illustrative of an "innovative use of concrete for the purposes of municipal storage and fire protection.

GENERAL SCOPE OF SERVICES

The overall general scope of services anticipated to be required will generally follow the grant agreement requirements with the Minnesota Historic society along with the provisions of the Minnesota Historical and Cultural Heritage Grants Manual and will generally consist of:

1. Conduct preliminary engineering investigations, surveys, data collection, and project scoping.
2. Coordination with City staff and Minnesota Historical Society.
3. Project initiation and site visits.
4. Schematic Design/Design Development with submission of architectural drawings at 30% and 60%. Submission of architectural drawings at 90% completion, specifications, and draft grant program Scope of Work form for review, comment, and potential edits prior to finalization of the document.
5. Preparation of Construction Documents (drawings and specifications).

All the above listed tasks, as provided by the selected consultant, shall be performed in strict accordance with the 2017 Historic Structure Report and Minnesota Historical Society guidelines, as outlines in the City's grant agreement with the Minnesota Historical Society. All work must conform to the Secretary of Interior's Standards for the Treatment of Historic Properties and all architects must be qualified and must meet Secretary of the Interior's Professional Qualifications Standards (as published in the Federal Register of September 29, 1983).

SCHEDULE

A tentative schedule for the project is as follows:

1. Proposals due by 4:30 PM on February 7, 2020.

2. March 16th – 31st, 2020 – Site visits with Architect Engineer to review water tower existing conditions and gather necessary data for schematic design/design development.
3. March – April 2020 – 30% plans completed and ready for review by Minnesota Historical Society and City of Brainerd.
4. May 2020 – Submit 30% plans to Minnesota Historical Society and City of Brainerd for comment.
5. June 2020 – Architect/Engineer adjusts plan and specification based on comments received.
6. July 2020 – 60% plans completed and ready for review by Minnesota Historical Society and City of Brainerd.
7. August 2020 – Submit 60% plans to Minnesota Historical Society and City of Brainerd for comment.
8. August – Mid-September 2020 – Architect/Engineer adjusts plan and specification based on comments received. 90% plans completed and ready for review by Minnesota Historical Society and City of Brainerd.
9. Mid-September – Mid-October 2020 - Submit 90% plans to Minnesota Historical Society and City of Brainerd for comment.
10. Mid-October – December 2020 – Minnesota Historical Society and City of Brainerd perform final plan review. Architect/Engineer adjusts plan and specification based upon comments received and completes final documents. Final plans and specifications ready for distribution to Minnesota Historical Society and City of Brainerd. Project close-out commences.

PROPOSAL REQUIREMENTS

1. A narrative describing the proposer's understanding of the project scope;
2. Identification of the principal staff and team members that will be working on the project, their role on the project, and their experience, training, qualifications, and availability;
3. Proposed work plan and approach to the project including project management techniques to deliver a high quality and high value project.
4. Project schedule;
5. Summarize the anticipated involvement from City of Brainerd staff;
6. Estimated fees for the design and construction phases of the project for providing the desired services with a "not to exceed";
7. Approach to managing cost controls on both engineering and construction services including approach to balancing the scope and cost of preliminary engineering services and controlling the unexpected construction cost overruns from change orders and supplemental agreements;
8. Past performance of key team members and firm to deliver quality work within the time constraints and budget;
9. Client references related to demonstrated competence and performance ability on similar projects;
10. Any other specific experience, knowledge, or abilities that uniquely qualify your firm and project team for this project.

CONSULTANT SELECTION

Consultant selection will be based upon qualifications, experience, and reputation of the key team members assigned to the project, the firm's structure and organization, availability of resources in personnel and experience, and demonstrated competence and performance ability in historic structures of a similar nature. The City reserves the right to reject any and all proposals if deemed to be in the City's best interest and the City will not award a contract based solely on the lowest overall cost.

PROPOSALS DUE

If you are interested in submitting a proposal to perform these services, please submit 4 copies of the proposals to the City Engineer's office no later than 4:30 PM on February 7, 2020.

Proposal and any inquiries should be directed to:

Paul Sandy, P.E.
City Engineer
501 Laurel Street
Brainerd, MN 56401
(218) 828-2307
psandy@ci.brainerd.mn.us