

Action:  Approved |  Denied |  Other  
 Date Action Taken: May 24, 2021  
 Verified By: [Signature]  
 Clerk's Note: NA

**City of Wasilla  
 Action Memorandum No. 21-25**

Contract Award To Architects Alaska In The Amount Of \$72,200 For City Hall Remodel Professional Services.

Originator: Public Works Director  
 Date: 5/12/2021

Agenda of: 5/24/2021

Route to:	Department Head	Signature	Date
X	Public Works Director	[Signature]	5/12/21
X	Finance Director	[Signature]	5-12-21
X	Deputy Administrator	[Signature]	5/12/21
X	City Clerk	[Signature]	5/12/2021
X	Mayor	[Signature]	5/12/2021

**Fiscal Impact:**  yes or  no

**Funds Available:**  yes \$72,200

**Account name/number:** City Hall Remodel/110-4330-433.45-78

**Attachments:** Architects Alaska Proposal (2 pages)

**Summary Statement:** This contract award is in response the City's Request for Proposal No. 0113-0-2021/AG that was advertised on January 13, 2021. Three proposals were received and evaluated, and the Architects Alaska proposal was ranked number one by the evaluation committee. The scope of work for this project is to remodel the south portion of city hall with the primary purpose of improving public interactions as is relates to COVID-19. In addition to this objective, other spaces, offices, and workstations will be evaluated for existing and future needs. The attached floor plan shows the south portion of city hall as of 2000 with highlighted areas where the remodel is to occur with the following objectives:

- The public counter within the finance department will be expanded to provide greater spacing for customer service.
- The open space west of the finance department will be converted into multiple office space.
- The main hallway and bathrooms will remain the same.
- Some office space will be converted into cubicles, and some cubicles will be converted into office space.
- A key card system for some of the doors will be considered.
- Asbestos abatement will be part of the project.

**Staff Recommendation:** Approve the Action Memorandum.



00/00/2021

**Wasilla Public Works Remodel 2021**

TBD

City of Wasilla  
290 E. Herning Ave.  
Wasilla, AK 99654-7091

Design Services (Lump Sum)	ARCH	MECH	ELECT	COST	HAZMAT	TOTALS
Hazmat Inspection & Survey	\$ -	\$ -	\$ -	\$ -	\$ 10,439	\$ 10,439
35% Design	\$ 5,430	\$ 1,496	\$ 1,958	\$ 3,685	\$ 7,005	\$ 19,574
Final Design	\$ 7,630	\$ 858	\$ 4,681	\$ 4,341	\$ 4,804	\$ 22,313
<b>Subtotal Design Services (Lump Sum)</b>	<b>\$ 13,060</b>	<b>\$ 2,354</b>	<b>\$ 6,639</b>	<b>\$ 8,026</b>	<b>\$ 22,248</b>	<b>\$ 52,326</b>

Construction Services (Lump Sum)	ARCH	MECH	ELECT	COST	HAZMAT	TOTALS
Permitting	\$ 1,010	\$ -	\$ -	\$ -	\$ -	\$ 1,010
Bidding	\$ 1,190	\$ -	\$ 550	\$ -	\$ 1,540	\$ 3,280
Contract Administration	\$ 4,200	\$ 1,958	\$ 2,365	\$ -	\$ 5,793	\$ 14,316
<b>Subtotal Construction Services (Lump Sum)</b>	<b>\$ 6,400</b>	<b>\$ 1,958</b>	<b>\$ 2,915</b>	<b>\$ -</b>	<b>\$ 7,333</b>	<b>\$ 18,606</b>

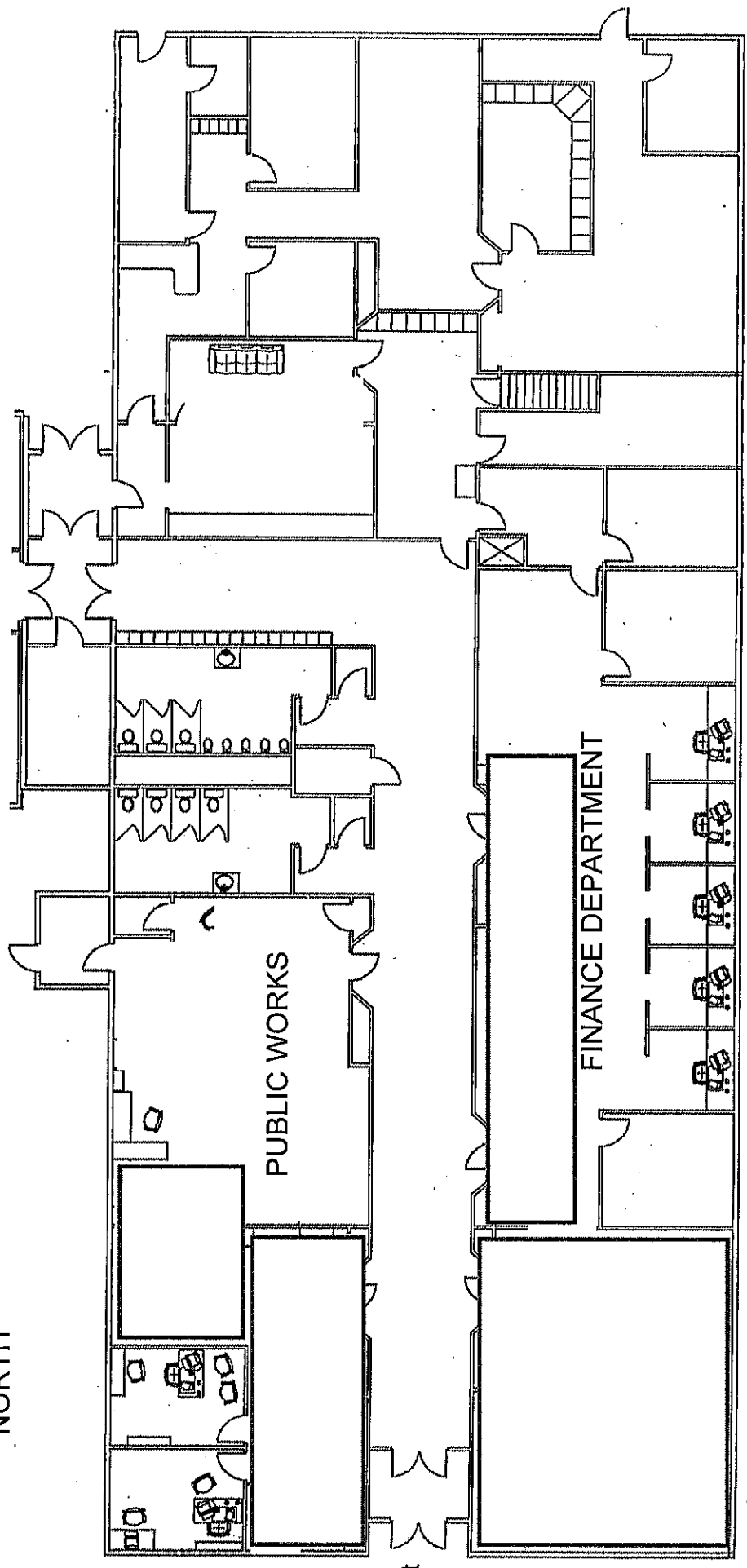
<b>SUBTOTAL</b>	<b>\$ 19,460</b>	<b>\$ 4,312</b>	<b>\$ 9,554</b>	<b>\$ 8,026</b>	<b>\$ 29,580</b>	
<b>TOTAL PROFESSIONAL SERVICES FEE (LUMP SUM)</b>	<b>(excludes Allowances and Additional Services)</b>					<b>\$ 70,931</b>

Allowances		
(Amount shown is the estimated actual cost plus 10%. Allowances are billed at cost plus 10%.)		
CMSFD Plan Review Fee:	\$	941
City of Wasilla Use Permit (UP) Fee:	\$	275
<b>SUBTOTAL</b>	<b>\$</b>	<b>1,216</b>

<b>TOTAL CONTRACT AMOUNT (NTE)</b>	<b>\$ 72,147</b>
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Design Team	
ARCH	Architects Alaska, Inc.
MECH	Jernstrom Engineering
ELECT	BR Engineering
COST	HMS, Inc.
HAZMAT	EHS, Inc.

NORTH  
↑



68 ft

160 ft

REMODEL AREAS

