



TO: Mayor Linda Gorton  
FROM: Kristin Chilton, Fire Chief  
DATE: October 3, 2019

SUBJECT: Amendment to the consultant services agreement for design services for the renovation of Fire Station #9 with Brandstetter Carroll, Inc.

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The Division of Fire and Emergency Services request authorization to execute an agreement with Brandstetter Carroll, Inc. for the design services for the renovation of Fire Station #9. The first phase of this work was competitively bid under RFP #20-2019. \$43,000.00 was approved by Council to complete the Phase A programming and design on November 15, 2018 per Resolution 700-2018. The project budget has now been established and additional funding has been secured. The remaining design fees for design, development, and construction documents have been calculated at an additional cost of \$31,750.00. The total contract amount will then be \$74,750.00.

Why are you requesting? The Division of Fire and Emergency Services is requesting this to complete the design, development, and construction administration of Fire Station #9.

Department needs this action completed because: To complete the design, development, and construction administration of Fire Station #9.

What is the cost in this budget year and future budget years?

The cost for this FY is: \$74,750.00

The cost for future FY is:

Are the funds budgeted? Yes

The funds are budgeted or a budget amendment is in process: Yes

Account number: 2608-505704-5742-91017

File Number:

Director/Commissioner: Chilton/Armstrong

