

# REQUEST FOR ACTION

**Department Head**

Luke Fischer,  
Assistant to the City Administrator

**City Council Date**

March 16, 2010

**Agenda Item**

Authorize staff to seek quotes for Delano Village Hall Improvements

**ACTION REQUESTED**

Authorize staff to seek quotes for the Delano Village Hall Re-Roof and Fire Suppression improvements.

**BACKGROUND**

The City of Delano was awarded funding from the Minnesota Historical Society (MHS) Capital Grant-in-Aid fund in 2009 to install a new roof and fire suppression system at the Delano Village Hall. The work was originally to be completed by June 2009, but due to budget considerations, an extension was granted to do the work in 2010. The City commissioned MacDonald and Mack, architects, to complete a construction plan for these improvements and were recently given the final product along with recommendations. Staff would now like to seek bids to do the work in two separate and distinct projects of 1) Re-Roof and 2) Fire Suppression.

The architect estimated that each of these projects would fall within the anticipated budget of \$50,000. Because of this estimated project cost, the City is able to seek quotes, rather than the more formal bidding process. Staff is seeking approval to proceed with this process and bring results back to the Council the second meeting in May.

As an additional condition to this project, the sprinkler design plan was submitted to the Minnesota Historical Society for a final review. Staff is seeking final approval from the MNHS to seek quotes for the work. Staff is also seeking an extension for this portion of the project if the approval cannot be granted in a timely fashion to ensure the City does not lose access to the grant funds it was awarded.

**ATTACHMENTS**

Roof Plans  
Sprinkler Plans