



RAPID CITY FIRE DEPARTMENT

Prepare, Prevent, Protect



To: Legal & Finance Committee

From: Mike Maltaverne, Fire Chief

Subject: Selection Criteria for Architect

Date: April 5, 2012

The Fire Department went through the consultant selection process to obtain an architect to complete a space analysis and conceptual design of a renovation/addition to Fire Station 1 at 10 Main Street. The interview process resulted in the selection of Fennell Design to perform the work. The funding was allocated and approved in May of 2011 by the CIP Committee. Based in part on the work done by Fennell up to this point, it was determined that it might be a better alternative to build a new station rather than renovate the existing one. This conclusion led to the purchase of the property at 108 E. Main for a new facility to replace the existing Fire Station 1 at some point in the future.

The Fire Department would like to change the scope of the project to focus on the new station at the 108 Main Street location. Since Fennell was selected through a competitive process and has already conducted preliminary analysis on site needs which would give him a distinct advantage over other consultants in any future selection process, the Fire Department is seeking to obtain an exception to the consultant selection process in order to retain Fennell to do the analysis and design work on the new site. An existing funding source has been identified for the updated scope of work and subsequent contract.