



---

# Le Sueur County, MN

Tuesday, October 25, 2016

Board Meeting

## Item 4

**9:30 a.m. Don Reak, Parks Director (5 min)**

*RE: Geldner Saw Mill*

*RE: Carryover Forfeit Tax Sales Money Request*

*RE: Ney Center New Addition Request*

Staff Contact:



October 17, 2016

Kathy Burns, Coordinator  
 Le Sueur County Historical Society  
 P.O. Box 123  
 Le Center, MN 56057

Don Reak, County Parks Director  
 Le Sueur County  
 88 S. Park Avenue  
 Le Center, MN 56057

**Proposed Project Schedule**  
**Geldner Saw Mill Preservation**  
**Cleveland, Minnesota**

Dear Kathy and Don:

The following project schedule is based on our telephone conversation today with you and Eugene Dwyer, LSE. This is based on the January 27, 2016 proposal by CPAi and LS Engineers.

- Start of Construction documents: November 1, 2016
- CPAI and LSE Verification Site Visit: November, 2016
- Completion of 75% CD: December 15, 2016  
 (Specifications and drawings scope complete except for final review and verification)
- Submit to MHS for review: December 16, 2016
- Receipt of MHS comments: January 16, 2017
- CD Completion and Bid Adv. February 1, 2017
- Pre-Bid Meeting at site: February 15, 2017
- Receipt of Bids: February 23, 2017
- Contract award & Notice to Proceed: March 1, 2017
- Submit mortar & repointing samples: March 15, 2017
- MHS approval of mortar & repointing: April 15, 2017
- Substantial Completion: June 1, 2017
- Final Completion & invoicing: June 12, 2017
- Final payment by County: June 15, 2017

Submitted by,  
 CLAYBAUGH PRESERVATION ARCHITECTURE INC  
 Robert J. Claybaugh AIA, President  
 File:GSM-KB-101716  
 Copy: Eugene Dwyer



January 27, 2016

Kathy Burns, Coordinator  
Le Sueur County Historical Society  
P.O. Box 123  
Le Center, MN 56057

**Geldner Saw Mill Preservation  
Cleveland, Minnesota**

Dear Kathy:

Based on your conversation with Gene Dwyer, we are submitting this proposal for completion of design and construction services on the Geldner Saw Mill restoration. This assumes that the existing boiler is left in place as is. Design of a future separate boiler structure is not part of this proposal.

The October 31, 2013 proposal that was the basis for our current contract should be voided with the remaining fees unspent. This proposal would start the project at this point and take it to completion.

**I. Project Scope:**

- A. The scope of our work would follow the scope of work described in the LS Engineers September 20, 2012 report.
- B. The scope of the project does not include any boiler restoration or the construction of a separate boiler building.

**II. Client Responsibilities:**

- A. Provide Access to the building.
- B. Provide electrical power at the building.
- ✓ C. Provide mortar analysis for development of masonry restoration specifications.

**III. Structural Engineering:**

- A. Structural Engineering services will be provided by LS Engineers as detailed in the attached January 20, 2016 proposal letter.

**IV. Construction Documents:**

- A. We would use LS Engineers drawings developed for the 2012 report as the basis for our construction drawings with the addition of details required to describe the scope of work.
- B. We will develop construction drawings and specification for masonry restoration, wood siding and roof shingle replacement scope of work.
- C. We would anticipate that the Le Sueur County Park Department would provide

the front end bidding and contract requirements for the project.

D. We would conduct 75% design stage walk through at the site for discussion of proposed solutions and details with you.

**V. Bidding:**

A. CPAi would conduct a pre-bid meeting at the site in conjunction with Le Sueur County Park Department for prospective bidders.

B. We would develop addenda as a result of the pre-bid meeting and answer any questions or clarifications from prospective bidders.

**VI. Construction Administration:**

A. We would review contractor submittals and on site masonry samples.

B. We would review contractor pay applications.

C. CPAi would provide three site visits during construction in addition to the pre-bid meeting.

**VII. Schedule:**

A. We would start design work during March 2016 and would schedule a 75% design review in late April.

B. Completion of the construction documents would be by June 1, 2016.

**VIII. Compensation:**

A. Architectural Services:	\$10,680
B. Structural Services:	\$10,200
C. Total Services Compensation:	\$20,880
D. Estimated Reimbursable Expenses:	\$500

**IX. Reimbursable Expenses:**

A. Mileage to the site is included in the fee.

B. Printing of drawings and specification are reimbursable at direct cost.

C. Mailing or delivery costs are reimbursable of direct cost.

X. **Additional Services:** Services other than those described above would be at the following rates:

A. CPAi principal:	\$140/hour
B. CPAi drafting:	\$100/hour
C. LSE Structural:	\$150/hour
D. LSE drafting:	\$105/hour
E. Additional LSE site visits:	\$380/visit
F. Additional CPAi site visits:	\$844/visit

XI. **Terms:** Invoices will be on a monthly basis for work to date and are due upon receipt. Balances outstanding after 30 days are subject to a 1.5% per month finance charge.

Reimbursable expenses will be invoice as accrued.

We will proceed with design work when we have a written agreement and notice to proceed.

Submitted by,  
CLAYBAUGH PRESERVATION ARCHITECTURE INC



Robert J. Claybaugh AIA, President

File:GSM-KB-012716

Copy: Eugene Dwyer

## Commissioners Meeting

### Things to be discussed

1. I mentioned at the budget meeting about coming before the board to ask if I can carry over the Forfeit Tax Sales money that the Parks Department gets. It is hard to budget in this money because you never know how much there will be from year to year. **So I am asking if it would be OK to carry over this money from year to year?**
  
2. I met with the Ney Center Board about the possibility of adding an addition on to the Ney Center. The group has some space issues and we would like to see if we can take care of them. The space issues are offices, storage and meeting room. We also are thinking of putting in a restroom with just an outside door for people that use the park. I would like to hire an architect firm to help with the plans and see what it might cost. A few places we could pull money out of for the new addition: Grants, Aggregate account, The Forfeit tax sales account, capital improvement bonding money.

**So I am asking for your approval to hire an Architect firm to help with designing a new Addition?**

Thank You

Don Reak  
Parks Department