

## Briana Anderson - City of Coleraine

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**From:** Liv Mostad-Jensen <liv.mostad-jensen@alslib.info>  
**Sent:** Friday, March 5, 2021 11:14 AM  
**To:** Briana Anderson - City of Coleraine  
**Subject:** Library Board recommendation for MNHS Grant



Hi Briana,

The Coleraine Public Library Board is recommending that Collaborative Design Group (CDG) be awarded the contract to conduct the Coleraine Public Library Building Assessment. They are recommending CDG because they provided the lowest bid, had a strong track record and are already familiar with Coleraine.

Best regards,  
Liv Mostad-Jensen on behalf of the Coleraine Public Library Board

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Liv Mostad-Jensen  
Library Director

Coleraine Public Library  
PO Box 225  
203 Cole Street  
Coleraine, MN 55722  
218-245-2315

## 5. FEES AND METHOD OF PAYMENT

### PROJECT SCOPE OF WORK

Collaborative Design Group will provide a building condition assessment of the Coleraine Carnegie Library, located in Coleraine, Minnesota. Work will include building research, on site assessment, and photographic documentation of the interior and exterior of the building, including evaluations of the building's site, structure, electrical system, and indoor air quality. Non-destructive testing—including drone photography, thermal imaging, and RILEM tube testing—will be performed, as necessary. Following the site assessment, a report will be produced that includes a discussion of building information and history, photographic observations, assessment findings, recommendations, and cost estimates.

### PROJECT BUDGET

The lump sum fee estimate for the project is \$8,850, including expenses, as outlined below:

Site Assessments		\$2,500
Report	Building Information & History	\$ 750
	Assessment Findings/Discussions	\$3,000
	Recommendations	\$1,300
	Cost Estimates	\$ 800
Project Task Total		\$8,350
Expenses		\$ 500
<b>Project Total</b>		<b>\$8,850</b>