

REQUEST FOR ARCHITECTURAL SERVICES-KNUTE NELSON MEMORIAL PARK

The City of Alexandria is requesting architectural services proposals for two structures at Knute Nelson Memorial Park; 1)restrooms/concession stand/ticket booth and 2) press box. The location of the park is 305 5th Avenue West. Architectural services are requested in two phases. **Phase I** includes a preliminary cost estimate, preliminary floor plans, roof plans and elevation drawings. **Phase II** detailed construction design drawings, advertisement for bids, contract documents, construction inspections, pay estimates, and project closeout. Bill Thoennes, Park and Facilities Division Director, will be the primary contact. This project will also have input from the Alexandria Youth Baseball Association. Construction could take place as soon as the winter of 2023-2024. Please submit this request for architectural services to City of Alexandria, Attn: Park Department, 704 Broadway, Alexandria, MN 56308 no later than 4:30 p.m. on Friday, June 2, 2023 at which time the bids will be opened. Project proposers are encouraged to include information on similar projects they have performed. Following review of the proposals, the City may conduct in-person interviews of the candidates.

Fixed Fee Amount – Phase I	\$ _____
Proposed Fee – Phase II	\$ _____
Architect Name/Firm	_____
Architect Address	_____ _____ _____
Contact Person	_____
Phone Number	_____
Signature	_____
Date	_____

The City of Alexandria has the right to reject any and all bids in the best interest of the city