

August 8, 2017 Revised

Robert Therres
City of Blaine
10801 Town Square Drive NE
Blaine, Minnesota 55449

Re: Proposal for Consulting Services for an Update of the Blaine
Senior Center Feasibility Study conducted in 2007.

Dear Bob:

We are pleased to submit our proposal for planning and feasibility study services for the Blaine Senior Center. The proposal is based upon the study prepared for the City in 2007.

Scope of Services

The scope of services for the Senior Center Feasibility Study Update within this proposal would include:

- An initial meeting to discuss objectives, study process and schedule
- Review the previous study conclusions
- Conduct meetings with the designated steering committee to review input and space needs
- Update and revise the previous building program, including future usage and growth opportunities
- Evaluate the current site within Aquatore Park for potential sites for the senior center
- Prepare conceptual layout options for the facility including phased expansion
- Prepare conceptual cost estimates for these options
- Develop a draft and final planning and feasibility report
- Present the report to the Blaine City Council and staff

Compensation for Services

The fee for the **Space Planning Study** shall be completed on an hourly basis, **not to exceed \$8,800** plus reimbursable expenses, which are estimated **not to exceed \$750**. These fees have been determined based upon a schedule of hours by staff person and their hourly rates. Please let me know if you have any questions. We look forward to the opportunity to work with the City of Blaine.

Sincerely,

292DesignGroup



Mark Wentzell, AIA
Partner