



Council Action Recommendation

Meeting Date:

October 4, 2021 – City Council Work Session

Subject:

Regional Treatment Center - Phase 3

Recommendation:

- Assist and direct staff with Phase 3 Work Scope

Background/Key Points:

Pursuant to the Fergus Falls Heritage Preservation Commission (HPC) letter dated September 20, 2021, I am requesting Council direction to define the work scope for the Regional Treatment Center - Phase 3 improvement project. The remaining State Grant fund balance is the estimated at \$1.7 million dollars.

The eligibility of work items for these remaining funds as defined by the State grant language:

[Art. 1, Sec. 21, Subd. 9.](#)

Fergus Falls - Regional Treatment Center Redevelopment	3,500,000
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For a grant to the city of Fergus Falls for phases 2 and 3 of the deconstruction of the former regional treatment center campus to prepare the site for public use, redevelopment, and historic preservation purposes. This appropriation includes money for demolition of all or portions of buildings and other structures deemed unnecessary or undesirable for redevelopment or renovation, removal of debris, site preparation and remediation, hazardous materials abatement, and improvements for building envelope and structural integrity to stabilize existing buildings and structures for redevelopment or renovation. This demolition is part of a larger project to redevelop the campus of the regional treatment center. This appropriation may not be used to demolish the central tower or the U-shaped building connected to the central tower.

In addition to the recently adopted RTC Masterplan and the HPC’s letter requesting stabilization work on the remaining campus buildings, in 2015 Stantec Engineering prepared the “Selected Buildings and Tunnels Mothballing Study” report. Because of this, I contacted Stantec Engineering about developing a Phase 3 work scope if the Council decides to proceed in this direction. We reviewed the 2015 mothball report and the HPC letter to develop the attached proposal.

The attached proposal consists of various work items per building and the prioritization of buildings with the Kirkbride Tower being top priority followed by east and west detached. Please note, this proposal is subject to change based on Council direction.

Once the City Council directs staff on how to proceed. Cost estimates will need to be developed and presented to this Council to refine the Phase 3 work scope because there is insufficient funds to proceed with all the work noted in Stantec's proposal.

Budgetary Impact:

The City was awarded \$3,500,000 for Phase 2 & 3. The project expenditures to date for the Phase 2 Demolition (P.I. 9506) is \$2,447,035.65. A portion of the Phase 2 expenditures was funded with the initial Phase 1 grant balance of \$661,931.40. The remaining Phase 2 expenditures of \$1,785,104.25 will come from the Phase 2 grant. The unexpended Phase 2 grant at \$1,714,895.75 has not be allocated to date.

Originating Department:

Engineering Department

Respectfully Submitted:

Brian Yavarow, P.E. – City Engineer

Attachments:

Heritage Preservation Commission (HPC) letter dated September 20, 2021
RTC Campus Map
Proposal – Stantec Phase 3

**Fergus Falls Heritage
Preservation Commission**
1110 W. Lincoln Ave.
Fergus Falls, MN 56537 (218) 736-6038



September 20, 2021

To: Mayor Ben Schierer, Fergus Falls City Council, City Administrator Andrew Bremseth

From: Chris Schuelke, Chair, Fergus Falls Heritage Preservation Commission

Re: Fergus Falls State Hospital Master Plan

I want to thank city council members for adopting the Fergus Falls State Hospital Master Plan at the August 16 council meeting. I am fully aware of your frustration in trying to figure out what to do with the hospital complex. While it has been a long and often divisive road I urge council members to remain invested in the process by following the Master Plan's recommendations for stabilization utilizing the remaining \$1.5 million in state bonding money.

Under the plan's Campus Condition Overview, consultants summarized "the complex is in solid condition and is structurally stable" concluding "the campus' good overall condition and structural soundness make it an excellent candidate for reuse."

The report also emphasized several mitigation projects must be done to preserve the building and prepare it for redevelopment and reuse. These include:

*Roof and flashing repairs especially on the flat roof section on West Detached and scattered areas throughout the campus (highest priority)

*Back fill to reduce groundwater infiltration

*Active dehumidification

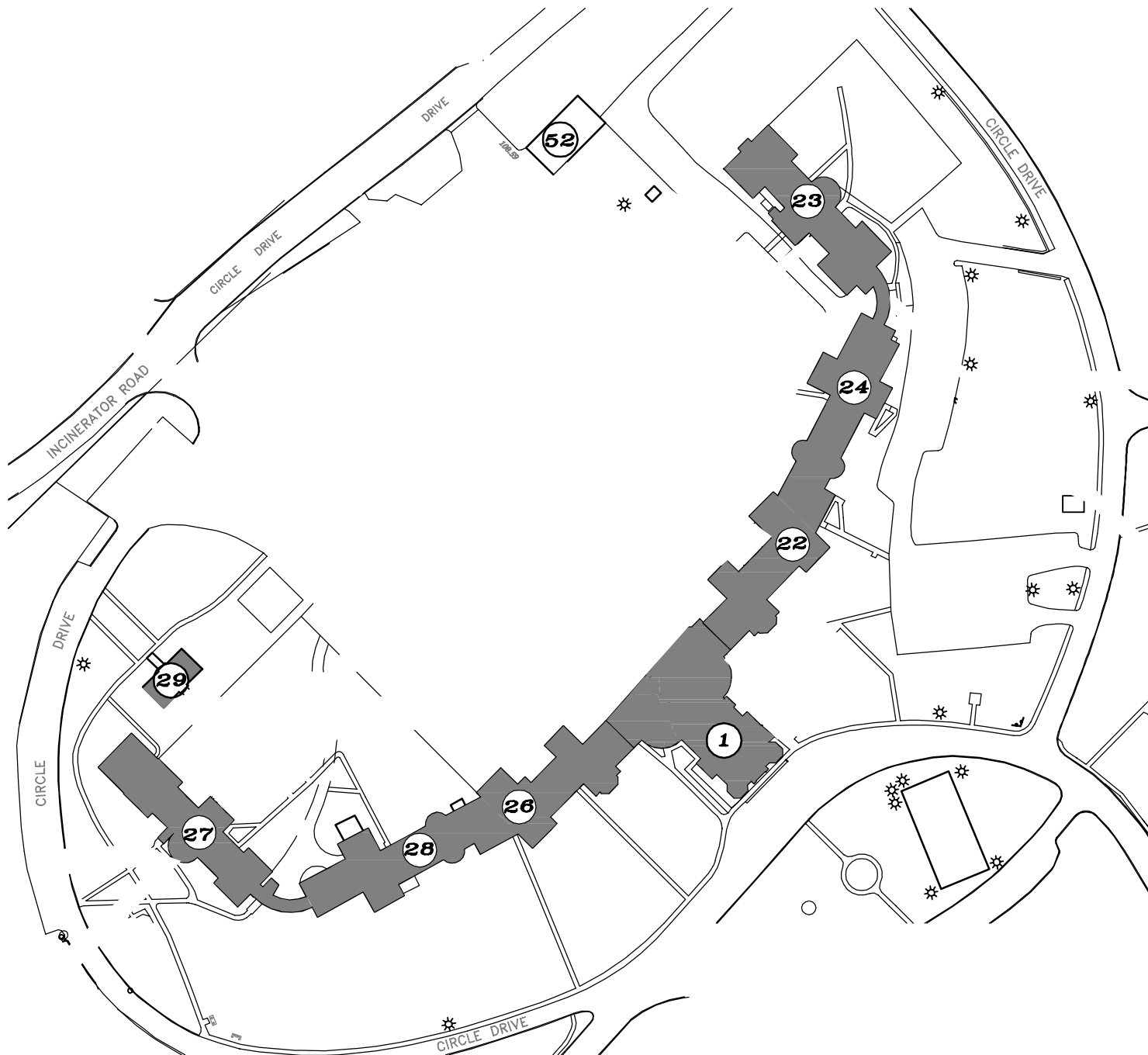
*Boarding up first level windows for security and maintenance

By using remaining state bonding funds, stabilization efforts can be achieved at no risk to Fergus Falls taxpayers.

The abandoned State Hospital complex remains a unique asset to Fergus Falls. The HPC strongly encourages the city to follow stabilization recommendations as outlined in the Master Plan.

If you have any questions or comments please do not hesitate to contact me.

Chris Schuelke, Chair
Fergus Falls Heritage Preservation Commission



SITE MAP



FERGUS FALLS, MINNESOTA DIAGRAM #1

RTC Campus Map



2335 Highway 36 W
St. Paul, MN 55113
www.stantec.com



Stantec Architecture Inc.
733 Marquette Avenue, Suite 1000, Minneapolis, MN 55402

September 24, 2021

Mr. Brian Yavarow

City of Fergus Falls
112 Washington Avenue West
Fergus Falls, MN 56537

Reference: Fergus Falls Regional Treatment Center (RTC) Phase 3 Mothballing Proposal

Dear Brian,

Thank you for the opportunity to submit this proposal to provide professional architectural and engineering design and construction phase services for the Fergus Falls RTC Phase 3 Mothballing Project.

We are in receipt of the Master Plan and Reuse Feasibility Report dated July 31, 2021, as prepared by Collaborative Design. This report lists several potential reuse scenarios for the remaining campus buildings.

We understand this project will include additional work to stabilize the exteriors of the buildings and provide interior ventilation to improve the indoor air quality. The buildings included in this project are:

- Building 1 – Administration Building – 24,760 SF (4+ stories)
 1. Repair/replace exterior wood windows/broken glass panes
 2. Re-install grounding finial on tower roof
 3. Extend downspouts away from building
 4. Remove invasive vegetation at building foundation
 5. Clean center tower floors
 6. Remove and store all interior doors
 7. Install temporary mechanical ventilation system with exterior wall intake louvers in existing window openings where approved by SHPO
 8. Upgrade electrical service from current 200A service to provide power for new mechanical ventilation system
- Building 22 – East Center Wing – 59,085 SF (4 stories)
 1. Repair/replace damaged exterior windows
 2. Remove invasive vegetation at building foundation
 3. Repair damaged face brick mortar joints/replace damaged face brick
 4. Repair/replace damaged downspouts with extensions away from building
 5. Abatement of mold inside building
 6. Clean all interior rooms
 7. Remove and store all interior doors
 8. Remove existing unusable air handling units and install new air handling units to provide ventilation throughout building
 9. Add electrical service to building to provide power to new air handling units
- Building 23 – East Detached Wing – 63,565 SF (4 stories)
 1. Repair/replace damaged exterior windows
 2. Remove invasive vegetation at building foundation

Reference: Fergus Falls Regional Treatment Center (RTC) Phase 3 Mothballing Proposal

3. Repair damaged face brick mortar joints/replace damaged face brick
 4. Repair/replace damaged downspouts with extensions away from building
 5. Install new asphalt roof shingles
 6. Abatement of mold inside building
 7. clean all interior rooms
 8. Remove and store all interior doors
 9. Install new air handling units to provide ventilation throughout building
 10. Install new exterior wall louvers in existing window openings where approved by SHPO to provide intake air for new air handling units
 11. Add new electrical service to building to provide power to new air handling units
- Building 24 – Northeast Wing – 57,264 SF (4 stories)
 1. Repair/replace damaged exterior windows
 2. Remove invasive vegetation at building foundation
 3. Repair damaged face brick mortar joints/replace damaged face brick
 4. Repair/replace damaged downspouts with extensions away from building
 5. Abatement of mold inside building
 6. Clean all interior rooms
 7. Remove and store all interior doors
 8. Remove existing unusable air handling units and install new air handling units to provide ventilation throughout building
 9. Add electrical service to building to provide power to new air handling units
 - Building 26 – West Center Wing – 52,818 SF (3+ stories)
 1. Repair/replace damaged exterior windows
 2. Remove invasive vegetation at building foundation
 3. Repair damaged face brick mortar joints/replace damaged face brick
 4. Repair/replace damaged downspouts with extensions away from building
 5. Abatement of mold inside building
 6. Clean all interior rooms
 7. Remove and store all interior doors
 8. Remove existing unusable air handling units and install new air handling units to provide ventilation throughout building
 9. Add electrical service to building to provide power to new air handling units
 - Building 27 – West Detached Wing – 59,920 SF (4 stories)
 1. Repair/replace damaged exterior windows
 2. Remove invasive vegetation at building foundation
 3. Repair damaged face brick mortar joints/replace damaged face brick
 4. Install new asphalt roof shingles and new EDPM roofing membrane system
 5. Repair/replace damaged downspouts with extensions away from building
 6. Abatement of mold inside building
 7. Clean all interior rooms
 8. Remove and store all interior doors
 9. Remove existing unusable air handling units and install new air handling units to provide ventilation throughout building

Reference: Fergus Falls Regional Treatment Center (RTC) Phase 3 Mothballing Proposal

10. Add electrical service to building to provide power to new air handling units
- Building 28 – Southwest Wing – 52,263 SF (3+ stories)
 1. Repair/replace damaged exterior windows
 2. Remove invasive vegetation at building foundation
 3. Repair damaged face brick mortar joints/replace damaged face brick
 4. Repair/replace damaged downspouts with extensions away from building
 5. Abatement of mold inside building
 6. Clean all interior rooms
 7. Remove and store all interior doors
 8. Remove existing unusable air handling units and install new air handling units to provide ventilation throughout building
 9. Add electrical service to building to provide power to new air handling units
- Building 29 – Memorial Building – 5,904 SF (2 stories)
 1. Repair/replace damaged exterior windows
 2. Remove invasive vegetation at building foundation
 3. Repair damaged face brick mortar joints/replace damaged face brick
 4. Repair/replace damaged downspouts with extensions away from building
 5. Install new asphalt roof shingles
 6. Abatement of mold inside building
 7. Clean all interior rooms
 8. Remove and store all interior doors
 9. Install new air handling units to provide ventilation throughout building
 10. Install new exterior wall louvers in existing window openings where approved by SHPO to provide intake air for new air handling units
 11. Add new electrical service to building to provide power to new air handling units

Mold Survey and Abatement Recommendations

NOTE: One task that will need to be completed prior to start of this project is a complete mold survey and recommended measures for abatement of mold for the buildings listed above. The survey and recommendations will become part of the bidding documents.

At the City's direction, we will prepare an RFP requesting schedule and fee for this work and send it to the following companies:

Legend Technical Services, Inc.
IHSC
Titan Environmental

We understand the buildings will be prioritized in the following order for this project:

1. Building 1
2. Building 23

Reference: Fergus Falls Regional Treatment Center (RTC) Phase 3 Mothballing Proposal

3. Building 27
4. Building 22
5. Building 26
6. Building 24
7. Building 28
8. Building 29

Our scope of services is based on the following:

- Building 1: All items listed above will be included in the base bid documents.
- Building 23: All exterior stabilization items listed above will be included under Alternate No. 1. Mold remediation and cleaning will be included under Alternate No. 8.
- Building 27: All exterior stabilization items listed above will be included under Alternate No. 2. Mold remediation and cleaning will be included under Alternate No. 9.
- Building 22: All exterior stabilization items listed above will be included under Alternate No. 3. Mold remediation and cleaning will be included under Alternate No. 10.
- Building 26: All exterior stabilization items listed above will be included under Alternate No. 4. Mold remediation and cleaning will be included under Alternate No. 11.
- Building 24: All exterior stabilization items listed above will be included under Alternate No. 5. Mold remediation and cleaning will be included under Alternate No. 12.
- Building 28: All exterior stabilization items listed above will be included under Alternate No. 6. Mold remediation and cleaning will be included under Alternate No. 13.
- Building 29: All exterior stabilization items listed above will be included under Alternate No. 7. Mold remediation and cleaning will be included under Alternate No. 14.

Mechanical Ventilation Design

Design of the mechanical ventilation and associated electrical services for Buildings 23 through 29 will be a separate task.

As noted above, this task will be based on removing the existing air handling units and installing new air handling units connected to the existing ductwork in Buildings 22, 24, 26, 27, and 28. Generally basements and top floor do not have air inlets and outlets. Temporary ductwork connecting to the existing systems will be provided in basements. A new air handler and

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ductwork will be provided to serve each top floor, except for Buildings 26 and 28 that have existing ductwork on this level. A new fresh air intake louver installed in an existing window opening. The air handling units will be connected to a fabric duct routed down the center of the main corridor with branches at each room.

Building 23 has no existing air handling units or ductwork. Our design will be based on providing a new air handling unit at each floor in the north room with a new fresh air intake louver installed in an existing window opening. The air handling unit will be connected to a fabric duct routed down the center of the main corridor with branches at each room and the end of the fabric duct will send air into the connecting link.

Building 29 has no existing air handling unit or ductwork. Our design will be based on providing a new air handling unit at each floor with a new fresh air intake louver installed in an existing window opening. The air handling unit will be connected to a fabric duct with branches at each room.

- Building 23: New mechanical ventilation system and associated electrical service will be included under Alternate No. 15.
- Building 27: New mechanical ventilation system and associated electrical service will be included under Alternate No. 16.
- Building 22: New mechanical ventilation system and associated electrical service will be included under Alternate No. 17.
- Building 26: New mechanical ventilation system and associated electrical service will be included under Alternate No. 18.
- Building 24: New mechanical ventilation system and associated electrical service will be included under Alternate No. 19.
- Building 28: New mechanical ventilation system and associated electrical service will be included under Alternate No. 20.
- Building 29: New mechanical ventilation system and associated electrical service will be included under Alternate No. 21.

The mechanical ventilation and associated electrical services design will be performed for a lump sum fee of \$28,000.00. Reimbursable expenses will include mileage and printing/reproduction costs and are estimated to be no more than \$1,000.00.

Design and Bidding Phases

1. Schedule and facilitate a project kick-off meeting with City staff to verify project work scope and project schedule.
2. Site visit(s) to field verify existing conditions at Building 25 to be removed and determine appropriate means for detailing the new east exterior wall for Building 3.
3. Prepare preliminary opinion of probable construction costs.

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4. Submit mothballing/construction documents to the City and SHPO for review and comment at 30%, 60%, and 90% complete. We will incorporate all comments received from the City and SHPO into the documents.
5. Print drawings and specifications (bidding documents) – provide PDF copy of each.
6. Advertise project per bidding requirements.
7. Contact potential bidders to alert them to this project.
8. Upload bidding documents to QuestCDN.
9. Maintain bidders list.
10. Respond to bidders' questions.
11. Issue addenda to bidding documents, if required.
12. Organize, coordinate, and lead pre-bid conference.
13. Attend bid opening and prepare bid tabulation.
14. Evaluate bids and prepare letter of contract award recommendation.
15. Prepare contracts, based on direction from City.

Items 1 through 15 above will be performed for a lump sum fee of \$58,000.00. Reimbursable expenses will include mileage and printing/reproduction costs and are estimated to be no more than \$2,000.00.

Construction Phase

1. Provide construction contract administration and communication with City staff.
2. Schedule and facilitate the pre-construction conference.
3. Review contractor submittals and shop drawings for compliance with construction documents.
4. Conduct weekly construction progress meetings.
5. Process requests for information, issue contract clarifications, process change orders.
6. Review and provide status of contractor submitted progress schedules.
7. Process contractors' pay requests.
8. Provide weekly construction observation during construction in conjunction with weekly construction progress meetings and submit architectural field report.
9. Provide substantial completion inspection and punch list for contractor and issue certificate of substantial completion.
10. Provide final inspection and punch list for contractor.
11. Review final submittal from contractor with respect to conformance with contract documents.
12. Provide and verify record drawings (as-builts) based upon contractor's mark-up and field observation; verify receipt of all owner's manuals/documentation.
13. Process final pay requests and project closeout.



September 24, 2021
Mr. Brian Yavarow
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With the number of alternates recommended for this project and the mechanical ventilation listed as a separate task, we will provide a proposal for the Construction Phase services listed above when we know the scope of work to be performed after the bids have been received and contract award has been approved by the City Council.

Should you wish to discuss any of the above information in further detail, please give me a call.

Respectfully yours,

Stantec Architecture Inc.

A handwritten signature in blue ink that reads 'Bruce P. Paulson'.

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CC: File