



**Council Agenda Item 25-0643R**

**MEETING DATE:** August 11, 2025

**SUBJECT/TITLE:** RESOLUTION AUTHORIZING AN AMENDMENT TO AGREEMENT L31116 WITH BRUNTON ARCHITECTS FOR PROFESSIONAL FACILITY PLANNING SERVICES, FOR AN INCREASE OF \$26,440.00 AND A NEW TOTAL AMOUNT NOT TO EXCEED \$109,346.00.

**SUBMITTED BY:** Ted Blenkush, Construction Coordinator, Property & Facilities Management

**RECOMMENDATION:** Approve

**BOARD/COMMISSION/COMMITTEE RECOMMENDATION:** N/A

**PREVIOUS COUNCIL ACTION:** Council authorized agreement L31116 via 25-007R on 1/27/2025.

**BACKGROUND:** In September 2024, the City released an RFP for facility planning services focused on the Duluth Fire Department buildings, with the aim of developing a facility master plan to guide capital improvements related to operational requirements, occupant health and safety, deferred maintenance, and energy efficiency.

Brunton Architects was awarded the work, and the project began in February. While the intention was to include GIS analysis services in the original phase, that specific scope of work was not known or needed at project outset, and the decision was made to phase-in additional services as the planning project advanced.

These GIS services will analyze emergency response times from each fire hall, identify coverage zones and gaps, and advise on potential areas of population growth. The findings will assist with prioritizing capital improvements to firehalls in the near- and long-term by evaluating specific response needs and abilities to share or consolidate resources.

**BUDGET/FISCAL IMPACT:** The original study and this amendment are funded through the City's Capital Improvement Plan budget specified for fire hall improvements.

**OPTIONS:** Approval of the resolution will authorize further study of Duluth Fire Department facilities and operational needs. Without approval, the facility planning study will be completed and consist of findings and recommendations of existing conditions.

**NECESSARY ACTION:** This resolution authorizing an amendment is required to advance the Fire Department facility planning efforts by taking into account the emergency response times and informing the potential for organizing operations and capital improvements to best serve the community.

**ATTACHMENTS:** GIS Mapping Analysis for Duluth Fire Department (proposal)