



**Public Safety Building, 312 E. Fifth St.  
Muscatine, IA 52761  
(563) 263-9233  
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**FIRE DEPARTMENT**

**MEMORANDUM**

**TO:** Mayor and City Council Members  
Gregg Mandsager, City Administrator

**FROM:** Jerry Ewers, Fire Chief

**DATE:** January 11, 2011

**SUBJECT:** Station 2 Presentation for Council In-Depth Meeting

**INTRODUCTION:**

The Muscatine Fire Department would like to be placed on the in-depth agenda on January 13th, 2011 to give council a brief presentation on the progress, modified building design, site layout, and timeline of project.

**BACKGROUND:**

The Muscatine Fire Department has been involved in a new Southend Fire Station project since May of 2009 and plan on breaking ground in March of 2011. We have been working closely with Muscatine Power and Water; Planning, Zoning, & Building Safety Department staff; Invision Architectural; Martin Whitacre for civil engineering; Brick Gentry for legal services on the land acquisition; and the I-JOBS II board and Iowa Finance Authority to coordinate all the related work on this project so we meet our deadlines and requirements of the grant. The next step that will occur on January 20<sup>th</sup> is a resolution setting the time and place of a public hearing on the plans, specifications, form of contract, engineers cost estimate, and setting a bid opening date for the Fire Station # 2 Project. It is anticipated to begin construction towards the end of March with an estimated completion date of March 2012.

**RECOMMENDATION/RATIONALE:**

We are requesting you place the fire station project presentation on the January 13, 2011 in-depth agenda.

**ATTACHMENTS:**

1. One (1) PowerPoint Presentations
2. Modified Site Layout and modified "T" Building Design
3. Timeline of Project

**"I remember Muscatine for its sunsets. I have never seen any on either side of the ocean that equaled them" — Mark Twain**



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## FIRE DEPARTMENT

### STATION #2 PROJECT TIME LINE OF EVENTS

#### **January 13<sup>th</sup>- Presentation**

Give presentation during in-depth meeting on location, new design, schedule, and estimated cost of project.

#### **January 20<sup>th</sup>- Resolution**

Setting the time and place (together with the required public notice) of a public hearing on the plans, specifications, form of contract, engineers cost estimate, and setting a bid opening date for the Fire Station No. 2 Project.

***Note: The public notice must be published at least 4 days and not more than 20 days prior to the hearing.***

#### **February 3<sup>rd</sup>- Public Hearing**

On the plans, specs, form of contract, engineers cost estimate and the establishment of a bid opening date for the Project.

#### **Resolution**

Approving the plans, specs, form of contract, engineers cost estimate, and establishing a bid opening date for the Project.

#### **March 3<sup>rd</sup> - Resolution**

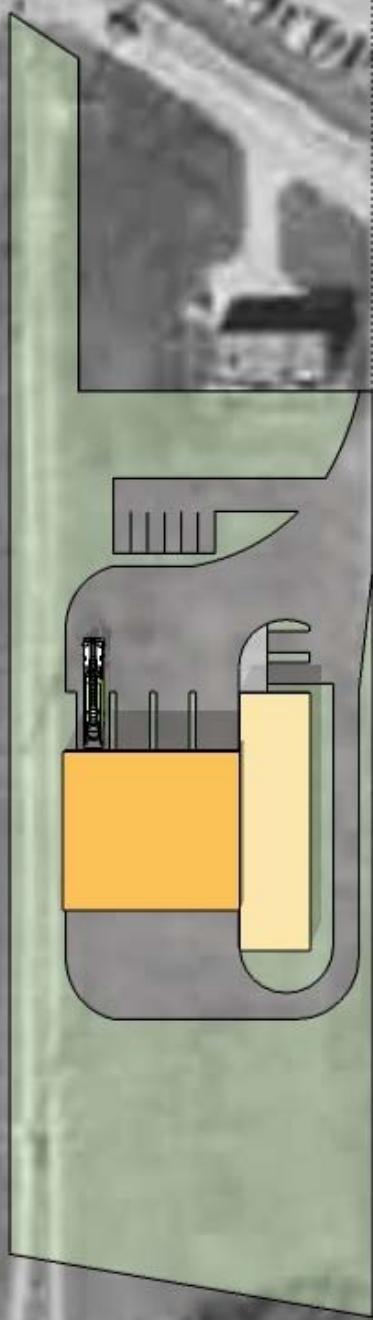
Awarding the contract to the lowest responsible bidder.

#### **March 17<sup>th</sup> - Resolution**

Approving the contract and bond for the Project.

#### **March 18<sup>th</sup>.**

Schedule a pre-construction conference and issue the "Notice to Proceed" to the contractor.



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