

Christopher T. Hearden
Fire Chief



Vadnais Heights Fire Department
3595 Arcade Street
Vadnais Heights, MN 55127

651.204.6043 *Phone*
651.204.6143 *Fax*
Christopher.Hearden@cityvadnaisheights.com

Memorandum:

TO: Mayor Krachmer and City Council Members
FROM: Chris Hearden, Fire Chief
DATE: August 2, 2023
SUBJECT: Discussion for Fire Station Facility Needs Study.

Background

The Vadnais Heights Fire Station located at 3595 Arcade Street was constructed in 1994 and was designed and built to meet the needs of the fire department at that time. The fire station's facilities and amenities have become worn, outdated and is less effective in serving the needs of the fire department or residents of Vadnais Heights.

Staff is in the process of meeting with several architectural firms to explore contracting their services to conduct a facility needs study. A facility needs study of the existing fire station is designed to identify the current facility needs as well as future goals to meet the needs of the fire department moving forward. The facility needs study will provide a conceptual master plan to guide staff for future facility improvement decisions.

Upon receiving the proposals from several different architectural firms, staff will review all proposals and select an architectural firm with the best proposal to serve our needs. The proposal review committee will be made up of Fire and City Hall staff and we invite any Council Members that would like to be part of the proposal review process to join.

Staff is looking for approval to sign an agreement with the architectural firm with the chosen proposal for an amount not to exceed \$25,000, prior to the next Council meeting due to a goal of meeting a deadline for bonding options this October.