

November 8, 2019

Dennis L. Marker
Caribou City Manager
25 High Street
Caribou City, ME 04736

RE: Architectural Services for Caribou Public Safety Facility Study

Dear Dennis:

I have enclosed a revised proposal based on our discussion last Tuesday for Architectural services for the Public Safety Facility Study. This is based on reducing the scope of the study to evaluate the existing City Hall as an appropriate facility for a Police Department; we will not be evaluating the downtown building nor will we be assessing the City Hall for specific structural, mechanical, or electrical issues. We will still be performing the other services as initially requested in your RFP including programming data, initial design, building design, estimate of probable cost, and public engagement and presentations.

Manns Woodward Studios will work closely with Artifex, reviewing Police staffing and space utilization, and organization, making recommendations for renovation, addition, or new construction of the Caribou Public Safety Facility. Robb Manns of Manns Woodward is a proficient Public Safety Architect with over 17 years of experience in providing design services for Public Safety projects throughout the US and training at various conferences on aspects of Public Safety building design. He has the depth of knowledge of IACP and CALEA guidelines and recommendations desired for this project.

We believe the Artifex team has the demonstrated qualifications and experience essential to assist you, the Caribou Police Department, and the City of Caribou to realize the maximum benefits from the study and we are extremely excited to have been selected as your architect. We look forward to beginning this process.

With highest regards,



Ellen Angel, NCARB, LEED AP, Principal Architect

Contact Person:

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