



Request for Town Council Action

Date: August 7, 2023
Submitted By: Bob Exstrom, Project Manager
Reviewed By: Michelle Kivela, Town Manager
Title: **Amendment No. 2 to Contract for Architecture/Engineering Services for the Town Hall Expansion Project**
Amount: \$651,547
Contractor: Anderson Mason Dale Architects
Department: Engineering and Public Works, Bob Exstrom

EXECUTIVE SUMMARY

This item is to award a second amendment to the design contract (CIP22-051-AS) with Anderson Mason Dale Architects for the Town Hall expansion project for design development and entitlement services in the amount of \$651,547.

STAFF RECOMMENDATION

Approve

BACKGROUND/DISCUSSION

On January 3, 2023, Council awarded a contract for architectural/engineering services (CIP22-051-AS) and amendment (#01) for preliminary design services with Anderson Mason Dale Architects (AMD) for the Town Hall expansion project.

On July 10, 2023, staff presented the preliminary design results to Council including a site plan, floor plans, exterior renderings, and cost estimates. Staff requested direction regarding the design and recommended continuing services with AMD. Council supported the design with some comments and agreed that staff should take the next step by requesting a proposal for the next round of design services and presenting it under a contract amendment (#02) for Council's approval.

The next round of design services includes design development and entitlement efforts. These services will generally involve advancing the current preliminary design to 60%, updating the project cost model, and preparing the entitlement deliverables for the required Site Plan Amendment.

Services covered in this contract amendment (#02) are anticipated to take approximately 5 months to complete and cost \$651,547. Construction is tentatively scheduled to start in the 2nd Quarter of 2024, and completion is tentatively scheduled for 2025.

FINANCIAL IMPACT

Funding has been appropriated for this second amendment in the 2023 Town Hall Expansion fund (303-4194).

STRATEGIC GOAL(S)



SUPPORT AN ACTIVE COMMUNITY



FOSTER COMMUNITY CREATIVITY AND ENGAGEMENT



INNOVATE WITH COLLABORATIVE GOVERNANCE



ENHANCE ECONOMIC VITALITY



PROMOTE A SAFE AND HEALTHY COMMUNITY



DEVELOP A VISIONARY COMMUNITY THROUGH BALANCED GROWTH

ATTACHMENTS

None

RECOMMENDED MOTION

I move to approve the staff recommendation as a part of the regular agenda.