



## Staff Report

**TO:** City Council  
**FROM:** Laurie Miller, Administrative Services Manager  
**DATE:** February 1, 2022  
**SUBJECT:** City Hall Renovation Update

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### **Background and Analysis:**

#### **City Hall (CF104)**

The City Hall Renovation Project is in the design phase with SGH Architects (SGH). The conceptual floor plan for the east end of the building has been approved and is designed to increase the operational functionality. The new design will include a variety of offices, multiple cubicles, conference rooms, wellness room, and centrally located customer service. Plans are currently under review and the anticipated notice of bid requests for the project is April 2022, with an estimated award date of June 2022.

#### **City Roofing (ISFB-01)**

Site inspections conducted with SGH and a roofing manufacturer have been completed to determine the existing conditions of the roof and define the scope of work. Plans are now under review and the anticipated date to request bids is April 2022 with an estimated contract award date of June 2022.

#### **City Hall Fire System Upgrades (ISFB-02)**

SGH has engaged fire protection consultants and is currently working with the engineer to finalize design plans. These plans will be part of the bid package anticipated for April 2022 with an estimated award date of June 2022.

#### **City Hall Bathrooms (ISFB-03)**

Renovation of the bathrooms on the east end of the building is included in the design scope and will be part of the bid package anticipated for April 2022 with an estimated award date of June 2022.

#### **City Hall HVAC (ISFB-04)**

SGH is currently working with a mechanical engineer to finalize plans to be included in the bid package anticipated for April 2022 with an estimated award date of June 2022.

**Window Replacement (ISFB-09)**

Window replacement for Building B will be a stand-alone project with an anticipated date to request bids in March 2022 and estimated award date of May 2022.

**Fiscal Impact:**

The costs associated with preparing this staff report is \$350.

**Recommended Action:**

Receive and file the Capital Improvement City Hall Update.