
City Council Regular Meeting

DEPARTMENT: Public Works

FROM: Eric Oscarson, Director of Public Works

MEETING: September 6, 2022

SUBJECT:

Consider approval of a professional services contract with Brinkley Sargent Wiginton Architects for City Hall Renovation design in an amount not to exceed \$283,392 (*Staff Contact: Eric Oscarson, Director of Public Works*)

SUMMARY:

As part of the Ellison on the Plaza project, the Annex 3 building will be demolished, and certain staff members will need to be relocated to City Hall. On February 7, 2022, City Council approved a contract with Brinkley Sargent Wiginton (BSW) for professional services for minor and major renovation options and estimated costs for city hall. Brinkley Sargent Wiginton has been working with staff over the last 6 months reviewing current and future staffing needs, space needs, and inspecting the current facility.

On August 15, 2022, City Council directed staff to design and bid an option for renovation of City Hall with improvements to areas for Human Resources, Community Relations, and Information Technology, with add alternates for bathroom remodel and City Council workspace.

Staff requested a proposal from Brinkley Sargent Wiginton Architects for design services. The proposal from BSW includes the following services:

1. Design and construction documents for Human Resources, Communications, Information Technology, and bathroom remodels.
2. Design and construction documents for HVAC repair and security upgrades.
3. Construction Manager at Risk Pre-Construction assistance and Building Environmental Assessment.

The total, not to exceed cost, is \$283,392.

If approved, staff will provide notice to proceed at the beginning of October.

OPTIONS:

- 1) Approve a professional services contract with Brinkley Sargent Wiginton Architects for City Hall Renovation design in an amount not to exceed \$283,392.
- 2) Deny a professional services contract with Brinkley Sargent Wiginton Architects for City Hall Renovation design in an amount not to exceed \$283,392.

RECOMMENDATION:

Approve a professional services contract with Brinkley Sargent Wiginton Architects for City Hall Renovation design in an amount not to exceed \$283,392.

FISCAL IMPACT:

Budgeted Y/N:	Y
Amount:	\$283,392
Project (if applicable):	FA2201

STAFF CONTACT:

Eric Oscarson
Director of Public Works
EOscarson@burlesontx.com
817-426-9837