DEPARTMENT: Community Development

SUBJECT: Motion to approve Work Order for Programming & Feasibility Study by Chen Moore and Associates for Expansion of City Hall – Community Development

CITY MANAGER RECOMMENDATION:
The City Manager Recommends approval of Motion to approve Programming & Feasibility Study by Chen Moore and Associates for Expansion of City Hall

BACKGROUND OF ITEM:
As the City expands its services and considers insourcing police, there will be the need for more space to accommodate the required support staff. In reviewing the current configuration of City Hall, staff initially considered the options for expansion (including vertical construction). Initial concept proposes the consideration of expansion of north-side of City Hall (approximately 1,500 square feet) and the expansion by IT room (approximately 1,100 square feet). The proposed timeline is for expansion of the existing footprint. If this is not feasible, vertical construction or other alternative solutions would need to be considered.

At the October 26th, 2021 meeting, there was a request by staff to consider this as an eligible project funded by ARPA. The Commission requested additional information, which will be presented at the November 30th meeting. A proposal was obtained to perform an initial Feasibility Study.

ANALYSIS:
This work order for Chen Moore ("Chen") is being proposed in accordance with the continuing professional services agreement with Chen, dated June 8, 2021. Agreement to fund this project will allow staff to move forward with technical feasibility study and conceptual alternatives. This will be returned to the Commission prior to moving to the planning, design, permitting and construction phases.

FISCAL IMPACT:
$50,105 to be funded from ARPA.

General Ledger Acct. Number	Budgeted Amount	Requested Amount	Remaining Amount

ALTERNATIVES:
N/A

ATTACHMENTS:
1. City Hall Expansion Programming & Feasibility Study CMA Proposal No. P21.016.004