



**STAFF REPORT**  
**City of Dripping Springs**  
**PO Box 384**  
**511 Mercer Street**  
**Dripping Springs, TX 78620**

**Submitted By:** Shawn Cox, Deputy City Administrator

**Council Meeting Date:** Tuesday, February 17, 2026

**Agenda Item Wording:** **Discuss and consider approval of Change Order #1 to the Construction Contract between the City of Dripping Springs and QA Construction Services, Inc. for the Stephenson Building and Parking Lot Project.**

**Agenda Item Sponsor:** Council Member Sherri Parks

**Summary/Background:**

In early November 2025, began working with QA Systems on the Audio Visuals Components of the Stephenson Building Project. This was not included in the original bid proposal because it was not a part of Architexas’ contract to design. The plan has always been to consider this separately, allowing us to better design a system for layout created.

We are requesting Council consider a change order with QA Construction, the contractor currently working on the project. QA Construction regularly utilizes QA Systems as a subcontractor, which is why a change order is being requested rather than a separate bid package. The choice to utilize QA Systems stems from their familiarity with the City’s systems at City Hall and DSRP. Similar equipment will allow for an easier expansion of use.

Based on a walkthrough of the site with Jason Weinstock (IT Director) and conversations with Lisa Sullivan (Communications Director) we asked QA Systems to design a system that would meet the basic needs of the facility but would allow for expansion from outside groups renting the facility.

A copy of the proposal is attached for review. The cost breakdown for the change order is as follows and includes QA Constructions costs as well:

| Scope                          | Pricing             |
|--------------------------------|---------------------|
| - Materials/Products           | \$120,490.36        |
| - Labor                        | \$54,896.66         |
| - Overhead & Profit            | \$8,769.35          |
| - Bonding                      | \$5,524.69          |
| <b>Total Change Order Cost</b> | <b>\$189,681.06</b> |

The change order anticipated utilizing a portion of the contingency budget, which is \$444,720.00. Prior to the start of the construction phase, the building had been partially demoed inside. This has allowed QA Construction a better view of any surprises that could arise. Reviewing the proposal and funding with Garret Osborne (Project Manager) and Chad Gilpin (City Engineer) we are confident we won’t need to utilize the full contingency budget. If a significant change to the project was needed, there is sufficient funding to cover these A/V costs from the 2025 Debt Issuance, without impacting future projects.

**Commission  
Recommendations:** N/A

**Recommended  
Council Actions:** The Deputy City Administrator recommends approval of requested Change Order with QA Construction for the installation of Audio-Visual Equipment by QA Systems.

**Attachments:**

- QA Systems Proposal
- QA Construction Change Order

**Next Steps/Schedule:** Approval of negotiated Contract