



CITY OF  
**FORESTPARK**

# City Council Agenda Item

---

**Subject:** Discussion and Approval of Task Order for Schematic Design Services for the Forest Park City Center – Executive Offices

**Submitted By:** Ricky L. Clark, Jr., City Manager

**Date Submitted:** January 10, 2024

**Work Session Date:** January 16, 2024

**Council Meeting Date:** January 16, 2024

---

**Background/History:**

As the Governing Body is aware, staff has been working on finalizing preliminary plans for the erection of the Forest Park City Center. As we have completed the first phase of the space needs analysis with all departments, we are now seeking to move forward with the procurement of a Construction Manager at Risk (CMAR) for the City Center building to comprise City Hall, Municipal Court, Police Headquarters, the Recreation Facility & the Senior Center. The new facility will be approximately 200,000 square feet, with structured and surface parking.

Staff is seeking approval to move forward with Schematic Design Services as presented by Precision Planning.

Schematic Design Services include the following:

1. Coordination with and assistance to the Client with procurement of a CMAR, including attendance at a pre-proposal conference, answering questions from CMAR candidates, checking references, and making a recommendation of award.
  2. Preparation of detailed schematic design drawings for CMAR pricing, including Site Plan, Floor Plan, Exterior Elevations, 3D Model and engineering pricing narratives.
  3. Up to four (4) design review meetings with the Client and the CMAR and included.
- 

**Cost: \$ 99,000**

**Budgeted for:** \_\_\_\_\_ **Yes** \_\_\_\_\_ **No**

**Financial Impact:**

---

**Action Requested from Council:**

