



STAFF REPORT

MEETING DATE:	January 5, 2025
MEETING TYPE:	City Council
SUBMITTED BY:	James Quin
AGENDA CAPTION:	Discuss and Consider Approving Resolution---Authorizing the City Administrator to execute an AIA agreement with BCI Regarding the provision of Furniture, Fixtures and Equipment (FFE) for the new Recreation Center and Library building. Presented by James Quin, City Administrator.

Background Information

The Recreation Center and Library Building \$28,000,000 bond issue included \$24,000,000 for the Recreation Center and Library Building with an additional \$4,000,000 dedicated to architectural fees, furniture, fixtures, and equipment and professional costs associated with the bond issue.

The attached proposal from Architect Brandstetter Carroll INC (BCI) illuminates the cost of the FFE. Much of the furniture has a useful life of twenty+ years and much of the equipment and fixtures should last for the life of the building. The advantage of having the architectural firm manage the purchase of the FF&E is the uniformity of design of the interior. This cannot be achieved by purchasing separate items from Buy Board.

The estimated FFE procurement budget for the new facility of approximately 41,000 square feet is 7% of the construction budget of \$28,000,000. BCI's supplemental service will be 6.5% of the FFE procurement budget (\$127,400).

Budget Implications

The estimated FFE procurement budget is \$1,960,000 with an additional service fee of \$127,400 totaling approximately \$2,087,400. This amount is within the budget provided for in the voter-approved bond issue.

Operational Impact

Funding the FFE will enable the City to achieve consistency of furniture and equipment design for the offices and public areas of the building; provide fixtures permanently affixed to the building such as bleachers, wall crash pads, score boards, clocks, and sports equipment, sports play equipment; and A/V, IT, communications, and security equipment.

Legal Review

The AIA agreement and proposal have been reviewed the City Attorney.

Staff Recommendation

It is recommended that the City Council approve the Resolution and FFE agreement.

Supporting Documentation and Attachments

1. Resolution
2. AIA agreement
3. FFE proposal