
CITY OF PORT LAVACA

COUNCIL MEETING: APRIL 13, 2026

DATE: 03.25.2026

TO: JODY WEAVER, INTERIM CITY MANAGER

CC: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: KATERYNA THOMAS, GRANTS & CIP COORDINATOR

SUBJECT: CITY HALL MASTER PLAN PHASE 5 INTERIOR RENOVATIONS

Background:

Attached is the proposed Letter of Agreement from Rawley McCoy Architects for the Phase 5 City Hall Master Plan – Interior Renovations. This is an hourly fee contract with a not-to-exceed amount of \$25,000.00, plus an additional \$8,000.00 for Mechanical, Electrical, and Plumbing (MEP) consulting services, for a total contract amount not to exceed \$33,000.00 without further authorization.

Financial Consideration:

The City Council approved \$350,000.00 in the FY 2025–2026 budget for City Hall security upgrades. Council has recently awarded the construction contract for Phase 4 Security Upgrades in the amount of \$278,780.00. With an additional abatement amount of \$14,922.20. After accounting for the proposed \$33,000.00 agreement with Rawley McCoy Architects, the remaining project budget is \$38,220.00.

The estimated construction cost for Phase 5, based on conceptual drawings, is \$270,344.50. The proposed scope includes renovations and security upgrades for the Code Enforcement, GIS/Permits, Development Services Coordinator, Permitting, Utility Billing, and Development Services areas. The project also includes a break room conversion and renovations to the Finance Department.

The Construction of City Hall Master Plan Phase 5 Interior Renovations will be budgeted for the FY 26-27.

Recommendation:

It is recommended that the City Council approve the Letter of Agreement with Rawley McCoy Architects in an amount not to exceed \$33,000.00, without further authorization, for architectural services related to Phase 5 City Hall Interior Renovations.

Attachments:

- Letter of Agreement