



## PUBLIC WORKS

**To: Mayor and Town Council**

**From: Chuck Ewings, Assistant Town Manager**

**Through: Mario Canizares, Town Manager**

**Re: Design Agreement – Public Works/Parks Service Center**

**Town Council Meeting – May 28, 2024**

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### Strategic Visioning Priority: 4. Provide Excellent Municipal Services

#### **Agenda Item:**

Consider and act upon authorizing the Town Manager to enter into a Professional Services Agreement with Quorum Architects in the amount of \$1,780,000.00 for the design of the proposed Public Works/Parks Service Center.

#### **Description of Agenda Item:**

Last year a master plan was developed for the proposed Public Works/Parks Service Center located at Cook Lane and Safety Way. Town Council authorized funding for the design of the facility as part of its 2024 Capital Improvements Plan.

Staff received 12 proposals for design services and interviewed three finalists and recommend an agreement be awarded to Quorum Architects for design services. Quorum specializes in these types of facilities and has significant experience in designing service centers.

The services include validation and reconfiguration of the existing site plan to take into consideration the completion of Safety Way and modifying the layout. The architect will provide construction documents and assist in managing construction of the buildings and site. The plan will address phasing the project to construct improvements as funding is available.

#### **Budget Impact:**

The Capital Improvement Plan provides a total of \$1,800,000.00 for the design of the service center and the fee of \$1,780,000.00 is just under that budget. The CIP budget provides \$1,200,000 in capital dedicated funds (Account 750-5410-10-00-2123-FC) and \$600,000 in utility funds (Account 760-5410-10-00-2123-WA) for the design of the project.

#### **Legal Obligations and Review:**

The agreement is a standard contract form for architectural services.

#### **Attached Documents:**

1. Professional Services Agreement

**Town Staff Recommendation:**

Town Staff recommends authorizing the Town Manager to enter into a Professional Services Agreement with Quorum Architects in the amount of \$1,780,000.00 for the design of the proposed Public Works/Parks Service Center.

**Proposed Motion:**

I move to approve/deny authorizing the Town Manager to enter into a Professional Services Agreement with Quorum Architects in the amount of \$1,780,000.00 for the design of the proposed Public Works/Parks Service Center.