



## PUBLIC WORKS

**To: Mayor and Town Council**

**From: Carrie Jones, Director of Public Works**

**Through: Mario Canizares, Town Manager  
Chuck Ewings, Assistant Town Manager**

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

**Town Council Meeting – January 13, 2026**

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

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**Agenda Item:**

Consider and act upon approving an amendment to the Design Agreement with Quorum Architects of the Public Works and Parks Service Center in the amount of \$106,900 and authorize the Town Manager to execute documents for the same.

**Description of Agenda Item:**

On May 28, 2024, Town Council approved a professional services agreement with Quorum Architects to design the Public Works and Parks Service Center as part of the 2024 Capital Improvements Plan. Over the past 18 months, Staff has worked with Quorum to complete the design of a new Administration Building and Shop Facility. On December 6, 2025, Town Council approved a Guaranteed Maximum Price (GMP) for the Base Bid to construct the Administration Building.

The Shop Facility was designed as an alternate but was not included in the approved GMP due to insufficient available funding. Given the projected cost of the original design, Staff evaluated alternative design options that would maintain required functionality while reducing overall cost. The proposed redesign converts the Shop Facility from a concrete masonry unit (CMU) structure to a pre-engineered metal building while preserving the operational needs of the facility. While the proposed structure is considered pre-engineered, the foundation needs to be engineered to ensure structural integrity, safety and longevity of the pre-engineered building to match the proposed use of the building. The total cost for the shop redesign is \$77,000.

This amendment also includes a proposal for furniture, fixtures, and equipment (FF&E) services for the Administration Building. The FF&E scope includes design, procurement coordination, management, and installation services. The cost for these FF&E services is \$29,900.

**Budget Impact:**

The original design budget totaled \$1,780,00. A total of \$1,800,000 was budgeted out of capital dedicated funds and utility funds. With this amendment, the total proposed design is \$1,886,900.

Byrne Construction, the Town's CMAR, has identified approximately \$1,500,000 in savings after awarding all subcontractor bids. These savings will cover the additional cost of design.

**Legal Obligations and Review:**

Terrence Welch of Brown & Hofmeister, L.L.P., has approved the attached documents as to form and legality.

**Attached Documents:**

1. Amendment Number 01 – Shop Building PEMB Proposal

**Town Staff Recommendation:**

Town Staff recommend the Town Council approve an amendment to the Design Agreement with Quorum Architects in the amount of \$106,900 and authorize the Town Manager to execute documents for the same.

**Proposed Motion:**

I move to approve an amendment to the Design Agreement with Quorum Architects in the amount of \$106,900 and authorize the Town Manager to execute documents for the same.