

To: Finance Committee
From: Mark Stevens
Date: October 16, 2025
RE: City Hall Revitalization Project

From FEH Design...

Summary Cost with recommended schedule (if plan is still to space out over three years)

(2026) Phase 1	\$1,053,949
(2027) Phase A	\$1,894,223
(2028) Phase B	\$1,792,404
(2028) Phase C	\$ 718,802

Total: \$5,459,378

From: Mark Taylor
Sent: Thursday, October 16, 2025 7:48 AM
To: 'Mark Stevens' <MStevens@watertownwi.gov>
Cc: Kevin Eipperle <kevine@fehdesign.com>
Subject: RE: Plan Updates

Mark:

We have worked very hard to get the concepts broken down and within the dollar figures requested, spending additional time to make sure we are working within the confines of the existing structural systems and mechanical openings; as well as using detailed numbers vs generalized square foot numbers. The good news is that we are sitting well within the budget numbers.

The projects are broken up with Phases (all numbers are shown in 2026 bid dollars:

- Phase 1 (PH-1) is what we discussed and is intended for 2026. (\$1,053,949)
 - North Parking Lot
 - Second Floor Bathrooms with the improved security for the municipal clerk and judge.

The following phases are work areas that are grouped for efficiency and to minimize disruption. These phases may occur in any order and be combined if so desired. but our recommendation would be to follow A, B and C.

- Phase A: First Floor PD (\$1,894,223)
 - Utilizes the vacated first floor fire department space and completes the garage for the PD
 - Detectives are moved down to the first floor and located such that they can get natural light.
 - Evidence Storage/Processing is realigned to maximize storage capabilities and to align with the patrols normal movement from garage into the facility.

- A new corridor exists that aligns directly from the briefing room to the garage passing by the duty bags and equipment charges. This will improve the mobility and response time of officers needing to exit quickly.
- Phase B: City Attorney Suite, Added Conference Room Space, Chamber Lobby. Staff Break/Meeting Room. (\$1,792,404)
 - The City Attorney Suite will be moved across the hall from the municipal court clerk
 - Conference Rooms will be added in the old City Attorney space and in the old break room
 - Chamber entrance is modified to improve access and visibility.
 - The tech room is moving adjacent to the Chamber for improved service.
 - A new staff break/meeting room is created in the 2nd floor FD space and will serve the entire building in a secure location.
 - The back corridor is completed providing secure movement for staff.
 - A private restroom is added for the judge and clerk along with an additional restroom for staff.
- Phase C: Media Suite Relocation and new IT Suite in Lower Level (\$718,802)
 - The Media Suite is relocated to minimize public access through the building. The existing Media Area will become additional storage and activity/program space.
 - I.T. Suite will take over the old fire training room, providing space for growth and additional storage.

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