



## CITY COUNCIL AGENDA ITEM BRIEFING SHEET

<b>Council Date:</b> August 13, 2024	<b>Department:</b> Planning & Development	<b>Presented By:</b> Toni Fisher, Director
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### **AGENDA ITEM:**

**Discussion & Action: Approval for Westwood Professional Services to proceed with the bid process and start the City Hall parking lot project.**

### **BACKGROUND:**

On June 24, 2024, City Council approved the conceptual design plan for the City Hall parking lot as created by Dorothy Witmeyer and Glenda Arroyo of Westwood Professional Services, Inc. The cost estimate for this design is approximately \$1,054,700 which includes a 30% contingency. Following Council's design approval, Westwood has continued forward with 60% Design Development and 90% to Final Construction Plans to ready the project for bids.

Presenting today is the request to begin the bid process with funding for the start of the parking lot project within 8-10 weeks.

### **STAFF & BOARD RECOMMENDATION:**

Staff recommend the City proceeds with Westwood Professional Services, Inc. with bids for the parking lot project.

### **EXHIBITS:**

- Willow Park City Hall's Parking Lot Schematic Design by Westwood Professional Services, Inc.
- Engineer's Preliminary Opinion of Probable Construction Cost for City Hall Parking Lot

### **RECOMMENDED MOTION:**

**Motion to approve Westwood Professional Services to proceed with the bid process and start the parking lot project.**