



## CITY COUNCIL MEETING STAFF REPORT

<b>Meeting Date:</b> April 18, 2022		<b>Subject: Resolution 2967</b> Architectural Personal Services Agreement for the Public Works Complex (CIP#8113)  <b>Staff Member:</b> Martin Montalvo, Operations Manager  <b>Department:</b> Public Works Department	
<b>Action Required</b>		<b>Advisory Board/Commission Recommendation</b>	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input checked="" type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable  <b>Comments:</b> N/A	
<b>Staff Recommendation:</b> Staff recommends that Council adopt the Consent Agenda.			
<b>Recommended Language for Motion:</b> I move to approve the Consent Agenda.			
<b>Project / Issue Relates To:</b>			
<input type="checkbox"/> Council Goals/Priorities:	<input checked="" type="checkbox"/> Adopted Master Plan(s): 2015 Facilities Master Plan Resolution 2526	<input type="checkbox"/> Not Applicable	

### ISSUE BEFORE COUNCIL:

City of Wilsonville Resolution approving a renewal of the Professional Services Agreement for Architectural Services with Scott Edwards Architecture, LLC in the amount of \$467,760 for the Public Works Complex Project (CIP #8113).

**EXECUTIVE SUMMARY:**

The Public Works Department is responsible for maintaining the City's transportation system and Rights of Way (ROW), water system, wastewater system, stormwater system, and city owned facilities. Additionally, Public Works serves as the City's Emergency Management Department.

The existing warehouse storage and equipment yard facilities used by public works staff are inadequate in both allocated space, associated structures/facilities and overall location. The decentralization of the various sites and their distant locations from the administrative offices make day-to-day operations inefficient. The new seismically resilient Public Works Complex (CIP#8113) will consolidate the office, warehouse storage and equipment yard functions on a designated secure property.

In 2019, Scott Edwards and Associates (SEA) was selected from a pool of qualified proposals to assist the City with developing a programming analysis with consideration for the long term needs of, growth patterns and programming of the Public Works Department. In 2020, they transitioned this programming analysis conceptual design into fully biddable construction documents. At this time, SEA is being contracted to bring the project to fruition by conducting the Architectural Services component of the construction phase. The City foresees bidding this project for construction during summer 2022.

On January 20, 2022, City Council approved Resolutions #2947, #2948 and #2949, authorizing the financing for the Public Works Complex project.

Based on the complexity, specialized knowledge and attention to detail needed to deliver this multi-layered project within the designated budget and desired time-frame, staff is pursuing the use of architectural services during construction.

**EXPECTED RESULTS:**

This contract will provide architectural services needed for permitting, bidding, and contract administration that a project of this complexity requires.

**TIMELINE:**

It is estimated construction of the Public Works Complex will be completed early 2024.

**CURRENT YEAR BUDGET IMPACTS:**

Architectural services for the Public Works Complex are included in fiscal year 21/22 budget, which will not exceed \$50,000. The remaining contract award will be included in the fiscal year 22/23 and 23/24 budgets.

**COMMUNITY INVOLVEMENT PROCESS:**

N/A

**POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:**

The Public Works Complex will provide better efficiency of operations for our community by consolidating the various Public Works functions in one location.

**ALTERNATIVES:**

Council could direct staff to proceed with construction of the Public Work Complex without architectural services.

**CITY MANAGER COMMENT:**

N/A

**ATTACHMENTS:**

1. Resolution No. 2967
  - A. Renewal for Professional Services Agreement