



City Council Agenda Item Summary Report

Meeting Date: November 19, 2019			
Submitted by: Karl F. Zook, P.E. City Engineer			
Consent X	Discussion Only	Public Hearing	Action/Discussion
Item Title: Consider authorization to advertise a request for qualifications (RFQ) for architectural services for new additions to existing City facilities.			
How this item ties-in with the City's Mission, Vision, and Values: Ensuring public improvements maintain a safe environment and foster quality growth within the community			
Attachments: RFQ			

Item Summary: As part of the Capital Improvement Program (CIP) in the fiscal year 2020 budget, several existing facilities are funded for expansion along with a new facility being constructed. These new facilities will expand the Community Development building, the Public Works building and also add new facilities for Public Works equipment storage. The first step in this process is to hire a registered architect to design the plans and specifications for construction. This RFQ will allow qualified firms to submit proposals to City staff so that proper evaluations of the submitted firms can be conducted before making a final selection.

The below table illustrates the approved funding sources and estimated cost for each project.

Project #	Project Name	Approved Funding Source	Budget Amount
CIP # 193	Community Development Building Expansion	CIP General Fund	\$750,000
CIP # 194	Public Works Office Expansion	CIP Utility Fund	\$400,000
CIP # 195	Public Works Kaufman Street Facility	CIP Utility Fund	\$350,000
CIP # 196	Kaufman Street Storage Building	CIP General Fund	\$100,000
Total Approved Projects			\$1,600,000