



**City Council
Agenda Item Summary Report**

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| Meeting Date: June 7, 2022 | | | |
| Submitted by: Karl Zook, P.E. City Engineer and Candy McQuiston, Capital Improvement Program Manager | | | |
| Consent X | Discussion Only | Public Hearing | Action/Discussion |
| Item Title: Consider a Resolution approving a contract with TGDS, d/b/a ParmaDesign, to provide consulting and design services for Renovations to City Facilities at 118 and 120 E. Main Street project - CIP 218 and all related issues. | | | |
| Attachments: Resolution Contract Proposal Reviewed by Legal | | | |

Item Summary:

The City seeks to engage ParmaDesign Consulting Group to provide professional architectural / engineering services for CIP 218 – Renovations to City Facilities (118 and 120 E. Main Street).

The project's scope currently includes the following: Renovations to the existing buildings at 118 and 120 E. Main Street. In addition, spaces will be designed for City staffing offices and to meet the growth of future staffing needs.

- 118 E. Main Street (consist of two floors of approximately 2,500 square feet each)
The first floor will house the Fire Administration Department, with the second floor housing the Fire Marshall's Department. The building shares access and a common wall with 120 E. Main Street
- 120 E. Main Street (approximately 6,000 square feet over a single story)
The office space will be reconfigured to house Community Development, Engineering, Communications, and Marketing Department Staff.

The contract rate is not to exceed \$71,400. Any additional services beyond the original scope of work are subject to review and acceptance by the City Manager before any costs are incurred.

Staff recommends approval of the Resolution.