



MEMORANDUM

To: City Council
From: Tim Ramsaur
Via: Carl Cole, City Manager
Date: July 13, 2020
Re: Agenda Bill #5437

This memo recaps and is a follow up to the Administration and Finance (A&F) Committee meeting July 9, 2020. In 2019 a decision card was approved to evaluate City Hall and the Public Works / Parks Maintenance Shop with a budget of \$100,000. A proposed estimate from ARC Architects (ARC) came in for both facilities at \$176,328. Agenda Bill #5437 was written to only complete City Hall based upon the approved budget. The written estimate from ARC to complete the evaluation for City Hall is \$103,988 but was going to be negotiated down to the \$100,000 approved budget. The packet of information for the A&F Committee held on July 9, 2020 contained the above information and the committee reviewed the packet and heard the presentation on that day. From the information presented and after the packet went out to the public, the A&F Committee recommended approval of completing both City Hall and Public Works / Parks Maintenance Shop evaluations with the estimated budget amount of \$176,328.

Based upon the A&F Committee recommendation there are two options for Council to consider:

1. A Motion authorizing the City Manager to enter into a contract with ARC Architects to provide architect services related to potential security and operational modifications to City Hall. This was the proposal in the A&F Committee packet.

OR

2. A Motion authorizing the City Manager to enter into a contract with ARC Architects to provide architect services related to potential security and operational modifications to City Hall and Public Works / Parks Maintenance Shop. This was discussed during the July 9th A&F Committee meeting and is the committee recommendation.

Should the full council move forward with the A&F Committee recommendation (#2 above) a budget amendment will be presented by the Finance & Systems Director in August.