

February 23, 2015

To: Mayor and City Council Members

From: Douglas G. Faseler



Re: Proposal for Design and Construction Administration for a new Animal Services Facility

At the City Council Workshop on February 11<sup>th</sup>, staff was given direction to proceed in acquiring architectural services for the design of a new Animal Services Facility. Funding for these services will be included in a budget revision that will be presented to City Council at the March 17<sup>th</sup> City Council meeting. Funding will be from the CPS Settlement Funds and it will only be for the design phase of the project, and will not include funding for actual construction at this time.

Staff requested a proposal from David Duman of Quorum for the Design and Construction Administration for the new Animal Services Facility. Please see the attached proposal. Quorum is the architectural firm that previously assisted the City of Seguin in the needs assessment, preliminary design, and project estimating for the facility.

Staff requested that the proposal be divided into two phases. Phase One would be for the design and plan development of the facility. It is in the amount of \$222,500 with estimated reimbursable costs of \$3,500.

Phase Two would be for services during the actual construction phase. It is in the amount of \$81,000 with reimbursable costs of \$8,000.

Staff and the City Attorney has reviewed the attached proposal and recommends its approval. Upon approval notice to proceed will be given for the Phase One tasks to begin. Later when funding sources for construction has been determined by City Council, authorization will be given to begin work on the Phase Two tasks.

C.c. Kevin Kelso  
Susan Caddell  
Andy Quittner