

Memorandum

To: Mayor and City Council Members
Steve Parker, City Manager

From: Randy Kell, Director of Facilities

Through: Rick Cortes, Deputy City Manager

Subject: Authorization for the City Manager to enter into an agreement with Sullivan Contracting Services for Restroom Renovations, as designed by Morkovsky Associates, at the Police Station.

Date: September 3, 2025

Historical Background

As our city continues to grow, so does the need for additional police officers. In recent years, we've seen a notable increase in the number of women joining our police force—an encouraging trend that reflects progress and diversity within our department.

With the overall increase in staff, our current restroom and locker room facilities no longer meet the needs of our team. The second floor currently has only two restroom stalls, one for men and one for women. On the first floor, the women's restroom and locker room include just one stall and one shower, while the men's facility has two stalls, one urinal, and two showers.

To address this issue, we propose a straightforward yet impactful solution:

- Double the number of stalls and showers in the women's locker room.
- Double the number of restroom stalls on the second floor.

These updates are a relatively easy and cost-effective way to meet immediate needs within our existing station and to better accommodate our growing police force. This effort demonstrates our commitment to providing a respectful and functional working environment for all our officers.

Morkovsky Associates provided architectural services on this project, and all plans were approved by our Development Services Department.

Action Requested

Consider authorizing the City Manager to enter into an agreement with Sullivan Contracting Services for Restroom Renovations at the Police Station in the amount of \$299,594.44

Procurement Methodology & Funding Source

This project went out for public bid and six sealed proposals were submitted. All proposals were evaluated and graded. Sullivan provides the best value for the city. Funding for this project has been secured through FY25 bonds.

Staff Recommendation

City staff recommend council authorizes the City Manager to enter into an agreement with Sullivan Contracting Services for Restroom Renovations at the Police Station in the amount of \$299,594.44.

ATTACHMENTS

1. Sullivan Proposal 1625196
2. Seguin Police Station – Locker Alteration 4-23-25