



REPORT TO CITY COUNCIL

To: Honorable Mayor and Members of the City Council

From: Jason Simpson, City Manager

Prepared by: Shannon Buckley, Assistant City Manager

Date: October 24, 2023

Subject: Change Order No. 1 to the Professional Services Agreement with STK Architecture, Inc. for Architectural Services for City Hall Facility

Recommendation

Approve and authorize the City Manager to execute the Change Order to the Professional Services Agreement for architecture services related to the schematic design phase, design development phase, and construction document phase for the new City Hall Facility in an amount not to exceed \$389,480.00 with STK Architecture, Inc.

Background

On March 8, 2022, the City entered into a design agreement with STK Architecture, Inc. to develop and provide a conceptual design of a new City Hall and complete construction documents. The existing City Hall needs significant repairs and upgrades for Americans with Disabilities Act (ADA) compliance and mechanical, electrical, and security systems. There are four separate buildings with adjoining modifications comprising City administrative offices. Previous efforts have exhausted expansion possibilities as current office spaces are insufficient. Several significant considerations paramount to optimal space utilization, catalyst for redevelopment, and business incubator for Main Street have driven the design concept to unparalleled limits.

At every opportunity, the architectural conceptual design capitalizes on existing City-owned properties fronting Main Street and building elevations consistent with the Downtown Elsinore Specific Plan that calls for an eclectic blend of both historic buildings and modern designs that reflect efficiency, innovation, and uniqueness with emerging views of the lake. With a focused attainment of economic improvement on Main Street, opportunities rarely evolve for Cities to capitalize on such an endeavor. Below is a list of only a few features that will quickly gain and sustain public tributes.

4-Story Facility Approximately 40,000 Square Feet
Sufficient Administrative Space Brick Exterior Finishes
Connection with Undergrounding Utilities Floor to Ceiling Glazing
Council Chambers Security Elements with Metal Detection
Expansive Lobby/Counter ADA Accessibility Throughout
Interiors that Open to Large Outdoor Areas Large Multipurpose Spaces
Connection to Existing City Hall Future Retail Spaces

All these amenities and more will provide, most importantly, the space needed to administer city operations effectively. The opportunities are great, as every effort is centered on maximizing the positive impact on Main Street business, creating a civic and entertainment destination to expand local economic outcomes.

Discussion

This change order contains the engineering design documentation for all construction requirements with the addition of preserving the parking area to the rear of City Hall and undergrounding the utilities. The area behind City Hall will now easily accommodate the water, sewer, gas, and underground electrical and data communication utilities.

Parking and service vehicle access have been a significant consideration for the newly designed City Hall. With the recent purchase of the property located at 114 South Main Street, parking behind City Hall will remain undisturbed and will provide needed area access for first responders and service vehicles. Also, the new City Hall will be constructed to join the old City Hall between the two buildings without a third-party property owner. The outcome will allow the old City Hall to adjoin the newly constructed City Hall. This is a key element for the construction of the new City Hall and one that has been highly pursued by staff.

In conclusion, the existing City Hall is being prepared for separation from the adjoining building, where code enforcement office space is located. These preparations included enclosing from the inside the opening between the current City Hall at 130 South Main Street and 114 South Main Street. Following this construction, demolition can begin to clear the construction site location for the new City Hall building.

Environmental Consideration

Approval of Change Order No. 1 to the Professional Services Agreement for Architectural Services for the City Hall Facility is in furtherance of implementing the City Hall project approved by the City Council on May 10, 2022. Additionally, there is no substantial change to the project, no new circumstances under which the project will be developed, nor new info analysis. Accordingly, no further environmental review is required.

Fiscal Impact

Funding costs are included in the Fiscal Year 23/24 – 27/28 Capital Improvement Plan (CIP) budget, CIP Project #Z20006.

Attachments

Attachment 1 - Change Order No. 1

Attachment 2 - STK Proposal Dated August 30, 2023

