



# City of Pflugerville

## Legislation Details (With Text)

**File #:** 2020-8547    **Version:** 1    **Name:**  
**Type:** Agenda Item    **Status:** Approved  
**File created:** 7/17/2020    **In control:** City Manager Office  
**On agenda:** 7/28/2020    **Final action:** 7/28/2020  
**Title:** Approving a professional services agreement with kga (architects) in the amount of \$45,000 for improvements to 100 W. Main Street for municipal offices.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Professional Services Agreement, 2. Exhibit 1

| Date      | Ver. | Action By    | Action   | Result |
|-----------|------|--------------|----------|--------|
| 7/28/2020 | 1    | City Council | Approved | Pass   |

Approving a professional services agreement with kga (architects) in the amount of \$45,000 for improvements to 100 W. Main Street for municipal offices.

The scope of work for this professional services agreement (PSA) is to provide basic services that includes the space planning and the preparation of a schematic design, construction documents, permitting, and contract administration in support of tenant improvements for municipal offices within the former bank building. Various departments and functions that are currently distributed across multiple buildings and are leased will be consolidated into the 5754 square foot building. The Development Services Center, Internal Affairs and People + Culture Departments will be relocated. The office space needs of the Development Services Center have been reduced as a result of successful work from home practices implemented in March as a result of Stay at Home orders, and many of staff will continue the practice of remote work.

Consolidation of leased office spaces was discussed during the preparation of the FY21 budget. Utilization of the former Comerica Bank location that City acquired in January was discussed with the City Council's Facilities Committee (Councilmembers Marsh and McDonald). The Committee recommended to proceed with the project. Construction funding is requested in the FY21 budget for \$400,000.

This firm was selected to perform this work in accordance with the amended policy regarding the procurement of professional services (RES 1079-08-02-12-9A). Section III of the Resolution considers agreements less than \$50,000 in which the City Manager may select the service provider that is determined to be best qualified for the work and negotiate a professional service agreement with that provider. This item is being presented to the City Council for approval of the agreement since funding for the work is not specifically provided in the budget.

Occupancy is anticipated in January 2021.

### Prior City Council Action

On October 8, 2019, City Council approved RES 2019-0661 which authorized the acquisition of the former Comerica Bank site/building. The transaction closed on January 9, 2020.

**Deadline for City Council Action**

Action is requested on July 28, 2020.

**Funding Expected:** Revenue ☐ Expenditure ☒ N/A ☐

**Budgeted Item:** Yes ☐ No ☒ N/A ☐

**Amount:** \$45,000; Unallocated professional services funds are available in the City Manager's Office FY20 budget

**1295 Form Required?** Yes ☒ No ☐

**Legal Review Required:** N/A ☐ Required ☒ Date Completed: July 17, 2020

**Supporting documents attached:**

Professional Services Agreement

Exhibit 1

**Recommended Action**

Approve the professional services agreement with kga (architects) for improvements to 100 W. Main Street for municipal offices.