



Agenda Item Summary Sheet

Item No: **H-2**
Meeting Date: **August 3, 2022**

Item Title: Planning updates to the Public Services Facilities Plan
Time Specific -10:15 a.m.

Item Summary:

The consulting firms of DEC Associates, Inc. and Oakley Collier Architects will provide the Board of Commissioners planning updates for the financing and development design of the Public Services Facilities Plan.

Andrew Carter of DEC Associates, Inc. will present updated information related to the financing portion of the project to include an overview of the project financing process and schedule.

Tim Oakley of Oakley Collier Architects will provide the Board updated information regarding the plan development, revised cost estimate data, building construction alternatives, and a project schedule encompassing key State and Town permit review milestones. A copy of several Administration Building color scheme concepts are included for advance Board review.

Upon completion of the presentations, staff is requesting Board consideration of an amendment to the professional services contract with Oakley Collier Architects in the amount of \$798,250. The proposed fees will cover the balance of the scope of work necessary to complete construction documents inclusive of site, structural, plumbing, mechanical, electrical engineering, architectural plans and specifications through to the solicitation of bids.

A budget amendment in the amount of \$798,250 is being requested to cover the cost of the fee proposal.

Staff requests Board of Commissioners approval to authorize the following:

- A budget amendment in the amount of \$798,250 to cover the balance of construction documentation/bidding services.
- Authorize the Town Manager to execute the contract amendment with Oakley Collier Architects in the amount of \$798,250.

Attachments: Budget Amendment and Oakley Collier Fee Proposal
Administration Building color scheme concepts

Number of Attachments: 3

Specific Action Requested:

Provided for Board information and requested action

Submitted By: Town Engineer David Ryan

Date: July 26, 2022

Finance Officer Comment:

Request approval of attached budget amendment in the amount of \$798,250.

Signature: Amy Miller

Date: July 27, 2022

Town Attorney Comment:

Attorney Leidy will participate in the discussion as necessary.

Signature: John Leidy

Date: July 27, 2022

Town Manager Comment and/or Recommendation:

Provided for Board information and requested action.

Signature: Andy Garman

Date: July 27, 2022