



AGENDA MEMORANDUM

Action Item for the City Council Meeting of June 28, 2022

DATE: June 28, 2022

TO: Peter Zaroni, City Manager

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Professional Services Contract
Development Services Remodel and Parking Improvements

CAPTION:

Motion awarding a professional services contract to RVK Architecture, San Antonio, Texas, to provide design, bid, and construction phase services for remodeling improvements of the Development Services building and parking area in an amount of \$619,415.00, located in Council District 1, with FY2022 funding available from the Development Services Fund.

SUMMARY:

This motion approves a professional services contract for improvements related to the Development Services Remodel and Parking Improvements project. This project is to design the area occupied by City staff and renovate the parking area. There will be three phases of the project: Phase I - The building remodel, Phase II - Renovation of the northeast parking lot along Antelope Street, and Phase III - A new parking lot area in the lot across Kennedy Avenue.

BACKGROUND AND FINDINGS:

The City of Corpus Christi Development Services Department is located at the former Frost Building on Leopard St. The original building was constructed in 1961 with subsequent construction additions in 1973 (Main Building) and 1985 (West Building), which are the areas occupied by City departments. The City acquired the building in October 2020 and is fully responsible for the maintenance and improvements to the building.

The Development Services Department is responsible for all planning, development and permitting activities in Corpus Christi. The department brings together building services, civil engineering, planning, zoning, permit applications, major projects, and records in a way that allows customers to access information, start new projects, and get projects approved. Due to increasing customer needs and department operations, the department is seeking to enlarge the lobby to accommodate more customers, increase counter space to accommodate more staff and services, and add a restroom facility in the lobby for public use. The improvements will allow the department to better serve the community while accommodating the increased demand for services.

This project will remodel the area occupied by City staff and provide renovation of the parking area. The project will be completed in three phases. Phase I will include all new interior wall construction, system furnishings, new/refinished wall and floor structures, new ceilings, refinished and new toilet rooms, furnishings and all associated electrical, mechanical improvements, and plumbing fixtures that supply the first and second floor. In Phase I, an additional 3,000 sqft to the first floor for a total of 20,925 sqft This phase will also include renovation of the parking area at the front of the building.

Phase II is renovation to the North/East Parking lot along Antelope Street. Phase III is new parking area in the lot across Kennedy Avenue. Both Phase II and III will include parking surfaces, striping, landscaping, signage, fencing, and pavements.

The benefits to the design and construction of the building will improve the longevity of the building, increase the value, and improve the efficiency of business operations for citizens and city staff.

PROJECT TIMELINE:

2022												2023												2024											
J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O							
DESIGN						BID AWARD		CONSTRUCTION																											

Project schedule reflects City Council award in June 2022 with anticipated design completion by January 2023.

COMPETITIVE SOLICITATION PROCESS:

On April 28, 2021, the Contracts and Procurement Department issued a Request for Qualifications for engineering services with the RFQ Number 3597 Professional Engineering Services for Development Services Building and Parking Area Remodeling Improvements. The city received a total of four Statements of Qualifications (SOQ). The RFQ selection committee consisted of representatives from Development Services, Engineering Services, Asset Management, and the Fire Department.

On June 2021, the selection committee conducted interviews for the four firms that submitted an SOQ. Firms were ranked based on three factors: 1) firm’s experience and qualifications; 2) team’s experience and qualifications; and 3) understanding of project scope.

The committee selected RVK Architecture as the best qualified firm. RVK Architecture has a long-standing record of architecture and is a professional design firm that delivers architecture, interior design, and landscape architecture for public and private clients. They are the largest architecture firm in San Antonio certified as a Woman-Owned Business Enterprise with over 300+ government projects and 150+ office building projects. Their wide range of design and improvements that has led to a diverse portfolio for 50 years. Comparable projects include San Antonio Development and Business Services Center, Converse City Hall, Midland City Hall Renovation, Bexar County Appraisal District Office Building, Guadalupe-Blanco River Authority Office Building, and San Antonio ISD Central Office. RVK Architecture has not completed previous work for the City of Corpus Christi.

ALTERNATIVES:

The alternative is for staff to reject the proposal and re-solicit for the design of the building improvements. This would delay the project.

FISCAL IMPACT:

The fiscal impact in FY2022 is an amount of \$619,415.00 with funding available from the Development Services Fund.

FUNDING DETAIL:

Fund: **Development Services (Fund 4670)**
Mission Elem: Building and Permitting (281)
Organization: DSD Administration (11300)
Project: DSD First Floor Remodel (20254A)
Account: Outside Consultants (550950)
Activity: 20254-A-4670-EXP
Amount \$619,415.00

RECOMMENDATION:

Staff recommends that City Council authorize the award to RVK Architecture for the design of the Development Services Building and Parking Area.

LIST OF SUPPORTING DOCUMENTS:

Vicinity and Aerial Map
Evaluation Matrix
Technical Evaluation Matrix
Contract