



## **AGENDA MEMORANDUM**

Action Item for the City Council Meeting of November 11, 2025

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**DATE:** November 11, 2025

**TO:** Peter Zaroni, City Manager

**FROM:** Jeff H. Edmonds, P. E., Director of Engineering Services  
[jeffrey@corpuschristitx.com](mailto:jeffrey@corpuschristitx.com)  
(361) 826-3851

Ernesto De la Garza, P.E, Director of Public Works/Street Operations and Street  
Departments  
[ErnestoD2@corpuschristitx.com](mailto:ErnestoD2@corpuschristitx.com)  
(361) 826-1677

Sergio Villasana Jr., CPA, CGFO, CIA, Director of Finance & Procurement  
[sergiov2@corpuschristitx.com](mailto:sergiov2@corpuschristitx.com)  
(361) 826-3227

<p><b><u>Professional Services Contract</u></b> Public Works Facility</p>
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**CAPTION:**

Motion authorizing a professional services contract with Richter Architects of Corpus Christi to provide design, bid, and construction phase services for the new Public Works Facility in an amount up to \$1,464,088.00, located in Council District 3, with FY 2026 funding available from the Storm Water Capital Fund.

**SUMMARY:**

This motion authorizes the approval of a professional services contract for design, bidding, and construction phase services for the new Public Works Facility that will be constructed adjacent to the existing Public Works & Streets Maintenance Field office building located at Hygeia Street.

## **BACKGROUND AND PURPOSE:**

This project is one of the Capital Improvements Program (CIP) project previously approved by City Council in FY 2022, FY 2023, FY 2024 and FY 2025. Currently, the Public Works Department faces significant operational challenges due to the lack of dedicated operations building for field crews during on-call duties and emergencies. The administrative staff is also housed in an overcrowded and inadequate office building. Adding to these issues, the department's staff are dispersed across three locations: City Hall, the Solid Waste Building (Richard E Martinez Building), and a modular trailer hindering cohesive teamwork. Out of the total workforce, around 20 employees regularly travel to and from field locations throughout the day, while the remainder are distributed across the aforementioned buildings. All departmental equipment is currently stored within the existing parking lot or at the project sites.

To address these critical issues, the Public Works Department is proposing the construction of a new approximately 25,000 square foot administration and operations facility at an estimated cost of \$15,000,000. The facility will be hurricane-rated up to Category 4. The facility will represent a significant step toward improving the department's facilities and creating a better working environment for its staff. This investment is a cost-effective and forward-thinking solution, replacing the structurally compromised Solid Waste Services building rather than attempting repairs.

This new building will serve as a centralized hub, providing adequate office space for the department, including offices, conference room, a break room, restrooms, and showers to support both daily needs and emergency response. Importantly, it will also include an operations building for the Storm Water and Street Operations Divisions. The Public Works department staff has increased substantially in Full-Time Equivalent (FTE) employees, from 238 employees in 2020-2021 to 306 in 2024-2025, which is an FTE increase of approximately 29%. For improved accessibility, design services will be included for a new parking lot with an entrance from Sackey Drive, aligning with the City's Services Center Master Plan Concepts to allow general public access.

By consolidating operations and providing modern facilities, this new building is expected to enhance both the productivity and morale of the Public Works staff, ensuring they are well-prepared for emergencies and fostering a more cohesive working environment for all department staff.

## **PROJECT TIMELINE:**

2025-2026		2026-2027			2027-2028
November - November		Dec	Jan	Feb	March - July
Design		Bid/Award			Construction

The projected schedule reflects a City Council award in November 2025, with anticipated construction completion in July 2028.

## **COMPETITIVE SOLICITATION PROCESS:**

On September 27, 2023, the Contracts and Procurement Department issued a Request for qualification with RFQ 5110 for Professional Architectural Services for FY 2024. Richer Architects is one of ten firms who responded with their qualifications and was selected under RFQ 5110 for the Public Works Facility. RFQ 5110 comprises nine different facilities from the Capital Improvement Program. The selection committee comprised of representatives from the City Manager's Office, Engineering Department and Asset Management. The firms are evaluated based on the below listed criteria:

1. Experience on projects of similar scope and complexity
2. Demonstrated capability and capacity on comparable projects
3. Past performance
4. Team members' experience and qualifications
5. Team members' experience with work of similar scope and complexity
6. Availability of resources to accomplish the work
7. Demonstrated understanding of the scope of services
8. Demonstrated understanding and experience with similar services for a public agency.

Richter Architects, Corpus Christi, Texas is a full-service architectural corporation established in 1993. Richter Architects has provided professional services for many City Projects. Some of the completed projects include:

**New Coopers Boater Facility – Corpus Christi, TX** – Design Cost \$316,817.00 – Project consisted of architectural/engineering services for the new Coopers Boaters Facility a approximately 3,500 square-foot building including programming, Design Phase Submissions, & Bid Phase services

**Parking Lot Resurfacing at L- Head – Corpus Christi, TX** – Design Cost \$47,845.00 - Project consisted of architectural/engineering services for the L-Head Parking lot resurfacing including Design Phase & Construction Phase Services

**Port of Corpus Christi Executive Administration Building – Corpus Christi, TX** – Design of the new 75,525 – square-foot building. Includes new state-of-the-art facility features modern technology and cooperative workspaces for both Port staff and its contractors and is nearly double the square footage of the prior headquarters.

**South Texas Border Intelligence Center – Laredo, TX** – Design of the new 7,000 Square feet workspace for up to 20 federal, state, and local agencies.

## **ALTERNATIVES:**

The City Council could choose not to award the design contract, currently Storm Water Division does not have an operations building for crews when on call or during an emergency. The office building where administrative staff are housed is overcrowded and inadequate. This new building will serve to resolve both above-issues and allow for a more cohesive working environment for the department staff.

**FISCAL IMPACT:**

The fiscal impact for FY 2026 is an amount not to exceed \$1,464,088.00, with funding available through the Storm Water Capital Fund.

**FUNDING DETAIL:**

Fund: Storm Water 2022 CIP (Fund 4533)  
Department: Storm Water (47)  
Org: Grants and Capital Projects (89)  
Account: Outside Consultants (550950)  
Activity: 22165  
Amount \$518,000.88

Fund: Storm Water 2023 CIP (Rv Bds) (Fund 4536)  
Department: Storm Water (47)  
Org: Grants and Capital Projects (89)  
Account: Outside Consultants (550950) Activity: 22165  
Amount \$946,087.12 **TOTAL**

**AMOUNT: \$1,464,088.00**

**RECOMMENDATION:**

Staff recommends approving the professional services contract with Richter Architects for an amount not to exceed \$1,464,088.00 for the Public Works Facility. The design phase will begin in November 2025 and is anticipated to be completed by November 2026. Construction is expected to start in March 2027 and be completed by July 2028.

**LIST OF SUPPORTING DOCUMENTS:**

Location & Vicinity Maps  
Evaluation Matrix  
CIP Page  
Contract  
Presentation