

CITY COUNCIL AGENDA TOPIC

Resolution authorizing execution of a professional services agreement with SRG Partnership Inc., in an amount not to exceed \$736,010, plus all applicable taxes to perform architectural, engineering, and change management services for the Bellevue City Hall 1W Office Space Tenant Improvement project.

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Finance & Asset Management Department

EXECUTIVE SUMMARY

ACTION

This resolution authorizes the execution of a professional services agreement with SRG Partnership, Inc. to provide architectural, engineering, and change management services from the design development phase through construction administration for the Bellevue City Hall 1W Office Space Tenant Improvement project.

This project will reconfigure spaces to help accommodate the growing needs of our workforce, replace aging building systems and components to prevent potential failures, and create a work environment that promotes equity and accessibility.

RECOMMENDATION

Move to adopt Resolution No. 10402

BACKGROUND/ANALYSIS

The Finance & Asset Management Department provides facility management services to various City of Bellevue properties, including Bellevue City Hall, which opened in 2006. Development Review, a multi-department line of business that includes staff from Development Services, Fire, Transportation, Utilities, City Attorney's Office, and City Manager's Office, occupies approximately 18,000 square feet of the west wing of the first floor (1W).

In 2018, HOK completed the Citywide Property & Facilities Long Range Plan to guide preliminary facility planning strategies for near and long-term needs. Based on the reported space shortage data and headcount growth projections, the study estimated that Bellevue City Hall's indoor space shortfall would grow from approximately 12,000 square feet to 36,000 square feet over the long term. In 2020, M. Arthur Gensler Jr. & Associates (Gensler) evaluated and reported on the impacts associated with headcount growth and productivity requirements within City Hall for 2021-2030, with a focus area on the 1W office space.

Based on the 2020 study, Gensler completed Phase 2 of the workplace consulting project in 2022. This work provided recommendations for optimal occupancy planning and workplace strategy for the 1W office space to enable space flexibility in a matrixed organization. The scope of work included visioning, test fits, and the development of space types (kit-of-parts) to align with the City's core values of commitment to employees, innovation, stewardship, integrity, exceptional public service, and diversity, equity, and inclusion.

In early 2023, following a consultant selection process, SRG was chosen to design the 1W Office Space Tenant Improvement project and began their design work. However, the project was paused in the summer of 2023 to ensure the approach would be forward-compatible with future tenant improvements projects at City Hall and to incorporate additional programmatic elements in the project's scope.

The revised project is now ready to move forward. The design will be updated to meet current building code requirements, including ADA restroom compliance, and to include energy efficiency improvements in alignment with the City's Environmental Stewardship Initiative. The scope of work also now includes replacing aging building systems and components nearing the end of their useful life within the project area. Given that these revisions constitute a fundamental change in scope, a new contract is being executed rather than processing an amendment to the previous contract.

SRG has been selected to perform the design for the revised project through a competitive exception to utilize the substantial progress made on the previous design, providing continuity instead of starting over with a different firm.

POLICY & FISCAL IMPACTS

Policy Impact

Bellevue City Code 4.28 provides for the fair and equitable treatment of all persons involved in the purchasing process. Council approval is required to award the bid where the cost exceeds \$350,000.

Competitive bidding requirements may be waived by the municipality when an item needed is of a special design, shape, or manufacturer to match or fit with an existing installation, making competitive bidding impractical.

Fiscal Impact

This action authorizes staff to obligate the City to an amount up to \$736,010, plus all applicable taxes, for architectural, engineering, and change management services for the Bellevue City Hall 1W Tenant Improvement project. Sufficient funding exists in the 2023-2029 General CIP Space Planning to Support Change at City Hall & BSC project (CIP Plan No. G-116) to fully fund this contract

OPTIONS

1. Adopt the Resolution authorizing execution of a professional services agreement with SRG Partnership Inc., in an amount not to exceed \$736,010, plus all applicable taxes to perform

architectural, engineering, and change management services for the Bellevue City Hall 1W Office Space Tenant Improvement project.

2. Do not adopt the Resolution and provide alternative direction to staff.

ATTACHMENTS

- A. CIP Project Description G-116
Proposed Resolution No. 10402

AVAILABLE IN COUNCIL LIBRARY

Professional Services Agreement with SRG Partnership, Inc.