

**CITY OF BUCKEYE
Regular Council Meeting
COUNCIL ACTION REPORT**

MEETING DATE: 02/17/26	AGENDA ITEM: 4.E. PMO - CIP No. 109560 - City Hall Conference Room Improvements - Cooperative Contract Purchase Addendum (CCPA) - Concord General Contracting, Inc.
DATE PREPARED: 02/12/26	DISTRICT NO.: 1
STAFF LIAISON: James Braveboy Jr., Project Manager, jbraveboyjr@buckeyeaz.gov, (480) 489-6293	
DEPARTMENT: Program Management Office	AGENDA ITEM TYPE: Consent Agenda Items / New Business

ACTION/MOTION: (This language identifies the formal motion to be made by the Council)
Council to take action to approve refining the project scope for Capital Improvement Program (CIP) Project No. 109560 to clarify its focus on first-floor public-facing service areas and security improvements within City Hall, with no change to the previously approved construction budget; preauthorize the City Manager to approve construction actions and contract amendments for CIP Project No. 109560 - City Hall Conference Room Improvements, in an amount not to exceed the remaining approved construction budget of \$727,000, to allow phased implementation of the project; approve the Cooperative Contract Purchase Addendum (CCPA Contract No. 32600175) between the City of Buckeye, an Arizona municipal corporation, and Concord General Contracting, Inc., an Arizona corporation, in the amount of \$612,965, representing the first phase of construction; and authorize the City Manager to execute and deliver said Agreements and to take all actions necessary to carry out the purpose and intent of this authorization on behalf of the City of Buckeye.

SUMMARY

PROJECT DESCRIPTION:

The City Hall Conference Room Improvements Project will renovate approximately 4,924 square feet of interior space on the first floor of City Hall at 530 E. Monroe Avenue. The project focuses on public-facing service areas and security enhancements to consolidate public access on the first floor and restrict access to upper-level administrative areas.

Work includes reconfiguration and modernization of the Finance & Billing and Funeral Services customer service areas; improvements to public circulation and waiting spaces; installation of enhanced access control measures; and upgrades to secure areas, including the Safe Room and elevator access control points. These improvements are intended to enhance public service delivery, improve safety and security, and ensure compliance with City facility standards, ADA requirements, and applicable life-safety codes.

The project will be delivered using a design-build approach, with the contractor responsible for design, permitting, and construction services.

BENEFITS:

Approval of this request would provide the City with the flexibility to efficiently manage and deliver the improvements to the City of Buckeye City Hall building within the remaining approved \$727,000.00 construction budget.

The project will improve customer service and public-facing operations by creating a more functional, modern workspace. It will enhance employee efficiency, safety, and workflow through improved layout

and circulation. The improvements will strengthen internal building security and controlled access within City Hall. The project will also ensure continued compliance with City facility standards, ADA requirements, and applicable life-safety codes.

FUTURE ACTION:

Upon City Council approval, the City will execute the design-build contract and issue a Notice of Award to proceed with the project. The contractor will begin the design and permitting phase, including developing construction documents for City review and approval. Following permit issuance, construction will be scheduled and coordinated to minimize operational impacts to City Hall staff and the public. City staff will continue to monitor project progress, budget, and schedule through completion and closeout.

FINANCIAL IMPACT STATEMENT:

The CIP Project is programmed under account 50213170 - 543268 in Fiscal Year (FY) 26 with a total remaining approved construction budget of \$727,000.00. Staff requests that the City Council preauthorize the City Manager to approve construction actions and contract amendments for the project up to this amount.

The proposed Cooperative Contract Purchase Addendum (CCPA) (Contract No. 32600175) with Concord General Contracting, Inc. is not to exceed \$612,965.00 and represents the first construction phase. Sufficient funds are available within the approved CIP budget. The remaining \$114,035.00 in funding will be used for Furniture, Fixture, Equipment, Information Technology, and contingency costs.

CURRENT FISCAL YEAR TOTAL COST:

The CIP Project is programmed under account 50213170 - 543268 in Fiscal Year (FY) 26 with a total remaining approved construction budget of \$727,000.00. Staff requests that the City Council preauthorize the City Manager to approve construction actions and contract amendments for the project up to this amount.

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BUDGETED:

Yes

FISCAL YEAR:

FY 26

FUND/DEPARTMENT:

50213170-543268

Items related to a project or facility location must include an attached vicinity map for Council Review.

ATTACHMENTS:

[Contract No. 32600175.pdf](#)

[CIP109560_CityHall vicinity map.pdf](#)