



CITY COUNCIL STAFF REPORT

ITEM NO. 6.1

DATE: April 13, 2026

TO: Honorable Mayor and City Council

FROM: Brent Smith, Community Development Director

SUBJECT: Resolution authorizing execution of an agreement with Barry & Wynn Architects, Inc., in an amount not-to-exceed \$318,700 and with a term ending December 31, 2028, to provide final plans, specifications, and engineering services during construction for the Police Building Renovations Project PS202316.

RECOMMENDED ACTION

Staff recommends that the City Council adopt a resolution authorizing the City Manager to execute an agreement with Barry & Wynn Architects, Inc., in an amount not-to-exceed \$318,700 and with a term ending December 31, 2028, to provide design and engineering services during construction for the Police Building Renovations Project PS202316.

DECISION TYPE

Administrative

SUMMARY

The Police Building, constructed approximately 35 years ago, no longer adequately supports the department's operational needs within its 7,300-square-foot footprint. This renovation project will address identified deficiencies, including inadequate locker and restroom facilities, limited workspace, inefficient layouts, and worn and aged interior finishes.

The project includes renovations to the men's and women's locker rooms, traffic room, and upstairs offices, as well as updated flooring, wall and ceiling finishes, window treatments, paint, and furnishings. Approval of this agreement with Barry & Wynn Architects, Inc., in an amount not-to-exceed \$318,700, will allow the City to complete the design for the Police Building Renovations Project PS202316 and provide engineering services during construction.

DISCUSSION

The existing Police Building, constructed more than 35 years ago, no longer meets the operational needs of the department. Since its construction, policing practices, facility requirements, technology, and

community expectations have evolved significantly. A field review and comparison with similarly sized police departments identified several deficiencies in the current building including inadequate locker rooms, workspaces, and storage areas; fully utilized office space; and insufficient room for training, interviews, briefings, and staff breaks. In addition, critical adjacencies between divisions cannot be accommodated within the current layout.

This renovation project will reconfigure interior areas to improve functionality and operational efficiency. Improvements include updated interior finishes such as paint, flooring, ceiling systems, window treatments, and furnishings, as well as renovations to the men's and women's locker rooms and the traffic room.

Locker room upgrades are a key component of the project. The renovations will increase the number of women's lockers to reflect the growing number of women in the department and expand locker capacity for male personnel. Both locker rooms will be modernized with upgraded electrical infrastructure to support current equipment and technology needs.

In early 2025, City staff issued a Request for Qualifications (RFQ) seeking architectural firms to provide services for Capital Improvement Program (CIP) projects. The City received twelve Statements of Qualifications. Following an evaluation by a selection committee, Barry & Wynn Architects, Inc., was ranked as the top-rated firm. Based on this selection, the City Council, on March 25, 2025, approved an On-Call Professional Services Agreement with Barry & Wynn Architects, Inc., (On-Call Agreement) in the amount of \$500,000 to provide as-needed architectural services for facility-related capital improvement projects, including building replacements and renovations.

To expedite the Police Building Renovations Project (PS202316), staff issued a task order under the On-Call Agreement in the amount of \$188,020 to prepare design documents through the 40% design development level. That phase of work is now substantially complete.

Barry & Wynn Architects Inc., has consistently demonstrated strong technical expertise, responsiveness, and familiarity with the City's standards and project requirements. Therefore, staff recommends the City Council adopt a resolution authorizing the City Manager to execute an agreement, in the amount of \$318,700, with Barry & Wynn Architects, Inc., for final design and engineering services during construction support for the project. The agreement covers project management, permitting support, design, bid phase services, construction phase services and project close out.

The agreement amount of \$318,700 combined with the \$188,020 on-call agreement task order totals \$506,720. This total of \$506,720 for full architectural services represents approximately 8.8% of the estimated \$5,785,000 construction cost. By comparison, full architectural design services for similar projects often range between 15% and 20% of construction costs.

FISCAL AND ADMINISTRATIVE IMPACTS

The budget for Police Building Renovations Project PS202316 in the current 2025-30 Capital Improvement Plan covers the cost of this agreement and other project costs including construction, change orders, construction management, project management, and materials testing. No additional appropriations are required to complete the project at this time. Project funding comes from the CIP Reserves - Facilities Fund (Fund 101).

COMMUNITY PILLAR

5: A City That Works

GOAL

10: Foster a culture of safety, well-being, and resilience across the organization.

ATTACHMENTS

1. Location Map
2. Resolution
3. Exhibit A - Barry & Wynn Architects, Inc., Agreement

Prepared by: Nidhi Thanki
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Approved by:



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City Manager

Fiscal Review by:



Tina Olson
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