



City Council Staff Report

Subject: City Hall Remodel Project Design Services – Award of Contract

Date: December 10, 2024

Submitted By: Gabrielle de Farcy, Associate Management Analyst
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Department: City Manager's Office

Recommendation:

Adopt a Resolution of the City Council of the City of Rocklin Authorizing the City Manager to Execute a Contract with 19six Architects for Design Services for the City Hall Remodel.

Background:

The Rocklin City Hall building is more than 30 years old and over the years has had many changes to the interior configuration. The current configuration does not meet the needs of the public or current or future staffing, and is in need of significant HVAC upgrades.

In July 2023, the City of Rocklin engaged Calpo Horn & Dong Architects, Sacramento to complete a space allocation plan of the City Hall facility. City Hall currently houses the Administrative Services Department (Human Resources, Finance, and a portion of IT), Office of the City Manager, Office of the City Attorney, and the Community Development Department (Building, Planning, and Engineering Divisions). The space allocation plan included an existing facility analysis and space requirement projections. Ultimately, the following three recommendations were provided along with benefits and drawbacks:

1. Maintain Existing Floor Plan Layouts
2. Redesign the Existing Floor Plan Layouts
3. Divide the Staff and Relocate to an Annex

After review, staff concluded that recommendation two, redesign of the existing floor plan layouts, would provide a cost effective, long term solution.

Subsequently, staff released a Request for Proposals for City Hall Remodel Design Services on August 5, 2024; one proposal was received. A panel consisting of staff from the City Manager's Office and the Public Works Department reviewed the proposal and the firm was interviewed. Following the interview, City staff selected 19six Architects based on their experience, ability to meet requested services, and overall approach to the project. After selection, City staff opened 19six Architects' sealed cost proposal. This process is consistent with Rocklin Municipal Code (RMC) Chapter 3.04, Procurement.

19six Architects brings decades of experience in public sector design, with a strong portfolio that includes remodels and expansions for government buildings, ensuring compliance with all relevant codes and standards. 19six merged with Williams + Paddon in 2023, and have been in Placer County for over 40 years. Previous projects have successfully balanced budget constraints with high-quality outcomes. The services they will provide for the City include programming, schematic plans, design development, and cost estimating.

19six Architects have proposed \$235,377 for their services. The Resolution (Attachment 1) included with this staff report would authorize the City Manager to enter into a Professional Services Agreement with 19six Architects for the City Hall Remodel Design Services. The design project is anticipated to take approximately eight months.

Fiscal Impact:

Sufficient funds are available in the Fiscal Year 2024/25 Operating Budget in the Capital Construction Fund (304) to support the project.

ATTACHMENTS:

1. [Resolution](#)
2. [Resolution Exhibit A - Contract for Services](#)
3. [19six Architects' Proposal for Rocklin City Hall Remodel Design Services](#)