

Memorandum

TO: City Council
FROM: Renee Eisenbeisz , Assistant City Manager
DATE: November 17, 2025
SUBJECT: Approve change proposal for the city hall and parks and recreation office remodel project
ITEM NUMBER: 8.e
SECTION: CONSENT AGENDA

REQUESTED MOTION

To approve change proposals EC18 for the city hall and parks and recreation office remodel project.

INTRODUCTION

At their February 3, 2025 meeting, the council awarded a contract to Ebert Companies for the city hall and parks and recreation office remodel project. Construction wrapped up in October and everyone has moved back to their final offices or workstations.

Tonight, the city council is being asked to approve a final change proposal to the contract.

DISCUSSION

Change proposal EC18 includes additional ceiling tile and carpet at a cost of \$2,835.80. The ceiling tile was used in the communications specialist area so we had enough existing tiles to use in the open offices. Additionally, we added two metal soffits to bring the ceiling tiles in line with the top of the windows. The additional carpet was to patch in areas at the front desk and hallway, as well as to replenish our attic stock as we used everything.

This is the last change proposal, bringing the total contract cost to \$1,460,501.91. Currently, the total cost of the project including construction, furniture, and finishes is \$1,852,931. The original estimate for the project was \$1,700,000.

RECOMMENDATION

Based on the foregoing information, it is recommended that the city council approve change proposal EC18 for the city hall and parks and recreation office remodel project.

ATTACHMENTS

[Change proposal EC18](#)