

**May 14, 2020**

**Item No. 4.3.**

**College Station Cemetery Maintenance Shop**

**Sponsor:** David Schmitz, Director of Parks and Recreation

**Reviewed By CBC:** N/A

**Agenda Caption:** Presentation, discussion, and possible action on a professional services contract with The Arkitex Studio, Inc in the amount of \$160,000 for the design and construction consultation of a new Cemetery Maintenance Shop at College Station Memorial Cemetery.

**Relationship to Strategic Goals:**

Core Services & Infrastructure

**Recommendation(s):** Staff recommends approval and award of the professional services contract with The Arkitex Studio, Inc. for architectural, civil, structural, mechanical, and plumbing engineering services, including schematic design, design development, construction documents, bidding documents, and construction consultation.

**Summary:**

The proposed professional services contract will include project evaluation, conceptual design, design development, final design and documentation, bidding, and construction services for the new Cemetery Maintenance Shop.

**Budget & Financial Summary:**

In response to a Request for Proposal process, seven (7) proposals were turned in on January 20, 2020. The evaluation of all seven proposals was concluded on February 13, 2020, by Parks and Capital Project staff, with design fee negotiations starting soon after. Funds for this project are budgeted out of the Memorial Cemetery Fund.

**Reviewed & Approved by Legal:** No

**Attachments:**

None