

## Agenda Item Details

Meeting	Apr 14, 2026 - Bryan City Council Second Regular Meeting
Category	7. Regular Agenda - This agenda consists of items requiring individual consideration by Council.
Subject	A. Approval of a Professional Services agreement with Jackson & Ryan Architects for a new City of Bryan Animal Shelter in an amount not-to-exceed \$525,000.
Type	Action (Statutory)
Preferred Date	Apr 14, 2026
Absolute Date	Apr 14, 2026
Fiscal Impact	Yes
Dollar Amount	525,000.00
Budgeted	Yes
Budget Source	General Fund, Bond Funds, Donated Funds, and other possible funding sources
Goals	<a href="#">Service</a> <a href="#">Quality of Life</a> <a href="#">Public Safety</a>

### Summary:

On October 7, 2025, City staff issued a Request for Qualifications (RFQ) for architectural firms to provide the City of Bryan with professional architectural and engineering services necessary for the design and construction of an Animal Center to be located off of Martin Luther King, Jr. Street. On October 28, thirteen (13) responses were received. Staff evaluated and narrowed the field of respondents to three (3) of the highest scoring firms.

In an effort to determine the top overall ranked firm, staff invited representatives of the three (3) finalist firms to make oral presentations and participate in onsite interviews with City staff. As a result, staff selected Jackson & Ryan Architects of Houston, Texas as the top firm for this project.

The structure of the proposed Agreement has the architect contracting with the design team, inclusive of Structural, Mechanical, and Electrical Engineering. The architect provides services for Schematic Design, Design Development, Construction Documents, Procurement (Bidding/Negotiation), collaborates on cost estimates, budget adherence, and construction sequencing. For the actual construction of the Animal Center, the City will enter into a contract with a Construction Manager at Risk (CMAR). Staff is planning on releasing a RFQ within thirty (30) days of the City Council approving this proposed Agreement with the architect.

The City of Bryan's budget for the new Animal Center is \$7,400,000. Over the years, City of Bryan Animal Services has received donations, with \$397,662 being available for furniture, fixtures, and equipment (FF&E). The architects fee for services is \$510,100. Additionally, \$14,900 is needed for the architect's reimbursable expenses bringing the total not-to-exceed amount of \$525,000 (i.e., \$510,100 + \$14,900). The not-to-exceed Agreement amount of \$525,000 covers Jackson & Ryan's architectural fee along with the structural, mechanical, electrical, and plumbing (MEP) engineering. The remaining \$6,875,000 will cover the CMAR's fee and other professional services contracts the City will have for the project. Professional services contracts under the City's responsibility include: Material Testing, Geotechnical, Landscaping, and Civil Engineering.

Staff is prepared to move forward with the award of the proposed Agreement to secure professional architectural and engineering services necessary for the design and construction of the City's new Animal Center.

### Staff Analysis and Recommendation:

Staff's analysis indicates commercial construction costs are rising by over seven percent (7%) annually. With a fixed budget and an estimated cost of \$600 per square foot, staff anticipates a facility size of between 10,000 and 11,000 square feet. The current facility, built in about 1980, is approximately 7,000 square feet. Moving forward promptly is advised to maximize the size of the facility within the current budget.

Staff recommends the City Council approved the proposed Agreement, which authorizes the Mayor to execute the contract with Jackson & Ryan Architects for a total not-to-exceed amount of \$525,000.

**Options:**

1. Approve the Agreement with Jackson & Ryan Architects to provide the architectural and engineering services necessary for the design and construction of a new City of Bryan Animal Center.
2. Do not approve the Agreement with Jackson & Ryan Architects to provide the architectural and engineering services necessary for the design and construction of a new City of Bryan Animal Center and provide direction to staff.

**Attachments:**

1. Proposed Agreement between the City of Bryan and Jackson & Ryan Architects for the design and construction of a new City of Bryan Animal Center.
2. Exhibit "A" – RFQ-#26-002 The Design and Construction of an Animal Center for the City of Bryan.
3. Exhibit "B" – Submittal response from Jackson & Ryan Architect's for RFQ-#26-002.
4. Exhibit "C" – City of Bryan's Insurance Requirements.
5. Exhibit "D" – Jackson & Ryan's Fee Schedule / Breakdown.
6. Exhibit "E" – Jackson & Ryan's Schedule of Hourly Rates.

[7A - Signed - Proposed Agreement between the City of Bryan and Jackson & Ryan Architects for the design and construction of a new Animal Center signed 260331.pdf \(485 KB\)](#)

[Exhibit A - RFQ #26-002 The Design and Construction of an Animal Center for the City of Bryan..pdf \(9,783 KB\)](#)

[Exhibit B - Jackson & Ryan Architects RFQ #26-002 Animal Shelter City of Bryan 10.2025.2.pdf \(36,647 KB\)](#)

[Exhibit C - City of Bryan's Insurance Requirements.pdf \(137 KB\)](#)

[Exhibit D - Jackson & Ryan Fee Schedule.pdf \(75 KB\)](#)

[Exhibit E - Jackson & Ryan Hourly Rates.pdf \(352 KB\)](#)