THE CITY OF ASHEVILLE

Staff Report

Council Meeting Date: February 14, 2023

Subject: Comprehensive Facilities Study Contract Amendment Authorization

Staff Resource(s): Jade Dundas, Capital Projects Director

Action Requested: Adoption of a resolution authorizing the City Manager to execute a contract amendment with Creech & Associates, PLLC up to a revised amount of $391,070 for the Comprehensive Facilities Study.

Background:

- On June 14, 2022, City Council authorized a contract with Creech & Associates, PLLC in the amount of $348,370.00 for a Comprehensive Facility Study.
- The requested amendment provides further clarification and standardization in the assessment of the prior Operations and Maintenance (O&M) Study provided by IBI Group in 2020. The previous O&M study included the proposed relocation of the Public Works Department.
- The requested amendment will provide the City with sufficient detail to propose phasing options for future master planning and capital planning as part of the study.
- The requested amendment will also provide the City with the option to include additional master planning sites, and capital planning scenarios, which are needed to provide the City with a more detailed picture of future capital needs.
- Sites that are currently slated for master planning include:
    - Oakley Multi Use Facility - Evaluate this space that is in need of replacement to accommodate existing uses and potentially including other compatible uses. Provides the opportunity to partner for shared site uses with the County and other community uses.
    - City Hall - Evaluate current uses considering different and modernized space utilization.
    - Municipal Building - Evaluate space utilization and future renovation ideas to maximize utility of the facility.
    - Parkside Master Plan - Consider development of existing City parking lots for expansion of City administrative spaces, parking, multi use development and/or other creative uses.
    - Public Works Relocation - Previously studied, this master plan will consider phasing intending to make a transition from this site more cost effective.
- Additional sites that are being considered for master planning under this amendment are described below. The list of sites will be finalized based on the project budget, facility condition index, space needs deficits, and ability of the site master planning to meet project deadlines:
    - West Asheville Multi-Use Facility - Similar to the Oakley facility in the evaluation of a replacement building which will include multiple partners.
    - Transit Garage - This evaluation will consider the expansion and relocation of the facility in order to provide transit service expansion opportunities in the future.
    - Harrah's/Thomas Wolfe Auditorium - Develop a specific maintenance and improvement plan to support the facility until a major renovation project can be developed.
    - Public Works Transition Plan - Evaluate the current use of this facility and help to identify options that will relieve challenges associated with the current use of the space.
- The proposed amendment total shall not exceed $42,700.00.
- The City owns more than 1.6 million square feet of facilities, of which about 900,000 square feet are occupied or operational.
- The majority of City facilities are greater than 50 years old, and are in various states of their expected useful life.

- The purpose of this study is to provide the City with a more complete picture of the current state of city facilities, and to provide a roadmap for future capital investments in City facilities to meet the City's needs and goals.
- The study includes a facilities condition assessment, future space needs and space utilization, and capital planning and prioritization.
- Additionally, the study will include an assessment of sustainability goals as they relate to facilities, master planning for select sites, employee parking, remote work, and a location based analysis of fire and police facilities.
- The study's expected completion is June of 2023.

Vendor Outreach Efforts:
- Staff performed outreach to minority and women owned businesses through solicitation processes which include posting on the State's Interactive Purchasing System and requiring prime contractors to reach out to Minority & Women-Owned Business Enterprise (MWBE) service providers for subcontracted services.
- Creech & Associates, PLLC is subcontracting with Palacio Collaborative, Inc. of Atlanta, GA, which is a minority-owned enterprise, and Stewart Engineering, Inc. of Raleigh, NC, which is a woman-owned enterprise.

Council Goal(s):
- A financially resilient city, a clean and healthy environment, and a well-planned and livable community.

Committee(s):
- None

Pro(s):
- Provides the City with needed information regarding the condition of its facilities, space needs for current and future growth, and which will help in the prioritization and planning of future capital investments in City facilities.
- Long-term facility management will be aided through the addition of capital forecasting software.

Con(s):
- None

Fiscal Impact:
- Savings from a completed facility maintenance project (City Hall elevator replacement) in the General Capital Projects Fund have been identified to fund this contract amendment.

Suggested Motion:
- Motion to adopt a resolution authorizing the City Manager to execute a contract amendment with Creech & Associates, PLLC in the amount of $42,700 for a revised contract amount not to exceed $391,070 for the Comprehensive Facilities Study.

Attachment(s)
- Resolution

RESOLUTION NO. 23-_____

RESOLUTION AUTHORIZING THE CITY MANAGER TO AMEND A CONTRACT WITH CREECH & ASSOCIATES, PLLC FOR THE COMPREHENSIVE FACILITIES STUDY PROJECT

WHEREAS, the City of Asheville has authority pursuant to Article 3 of Chapter 160A of the North Carolina General Statutes to enter into contracts for services with other entities; and

WHEREAS, pursuant to N.C.G.S. § 143-64.31, a request for qualifications was solicited for the project known as the Comprehensive Facilities Study, City of Asheville Project #B2207**;** and

WHEREAS, the amendment with Creech & Associates, PLLC will provide the city with additional facilities master planning and capital planning information which were included as a possible additions in the original RFQ scope of work; and

WHEREAS, the project involves the assessment of space requirements, capital planning, prioritization and budgeting and coordinates with facility condition assessment efforts, identifies future growth needs, assess the impacts of remote work; and

WHEREAS, the budget for this contract is $391,070.00, and funding for the project is allocated within the Capital Improvement Program Fund;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ASHEVILLE THAT:

The City Manager is hereby authorized to execute a contract amendment with Creech & Associates, PLLC in the amount of $42,700.00 for a total contract amount not to exceed $391,070.00, to perform additional assessment and planning as part of the Comprehensive Facilities Study.

Read, approved and adopted this the 14th day of February, 2023.

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City Clerk Mayor

Approved as to form:

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City Attorney