

STAFF REPORT

City of Lancaster

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9/10/2024
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Date: September 10, 2024

To: Mayor Parris and City Council Members

From: Jason Caudle, CEO Lancaster Energy

Subject: Capital Improvement Program Appropriation for the Lancaster Energy Incubator Renovation Project

Recommendation:

Appropriate \$30,500.00 to account 50149900.8000 project string CP11BS047, which includes advertisement (\$500) and city engineering offset costs (\$30,000). Appropriate \$44,275.00 to account 50199900.8000 project string CP11BS047 to cover the engineering services from Duke Engineering. The total appropriation is \$74,775.00 from fund balance and authorize the City Manager to execute all related documents.

G.C. Section 84308: No

Fiscal Impact:

\$74,775.00 appropriation from fund balance to account number CP11BS047.

Background:

Lancaster Energy (LE) is a forward-thinking organization dedicated to advancing sustainable energy solutions and innovative technologies to combat climate change. LE's mission includes developing cutting-edge renewable energy systems, enhancing energy efficiency, and promoting a greener future. Renovating the Incubator would not only reflect our commitment to sustainability, but it would also create a modern, inspiring workspace that fosters creativity and collaboration among the team. A modern office would reinforce LE's brand as an industry leader and provide a functional environment tailored to our dynamic operations.

Duke Engineering, who will provide architectural and engineering design services for the Incubator renovation, was selected from the Multi-Year Professional Service Agreement RFQ

769-22. Their previous exceptional performance on the City Hall Renovation Project and familiarity with the City of Lancaster made them a great candidate for our current needs.

This appropriation will fund the design phase of the project. Proposed tenant improvements will renovate approximately 4,000 SF of the existing 29,000 SF building located at 104 East Avenue K-4, Suite F, in the City of Lancaster. The renovation will reconfigure existing offices, restrooms, hallways, and common areas; extend fiber to the building and modernize the facility; include Americans with Disabilities Act (ADA) improvements within the tenant improvement area and building exterior; specify Furniture, Fixtures, and Equipment (FF&E) layouts, exterior painting, and parking lot treatment; repair and replace boarded windows and entryways to secure perimeter of the existing building; as well as other miscellaneous facility improvements.

Appropriation for the construction phase will occur under separate action with the Award of Construction.

Attachment: