

# STAFF REPORT

## City of Lancaster

|            |
|------------|
| CC 19      |
| 12/13/2022 |
| JC         |

Date: December 13, 2022

To: Mayor Parris and City Council Members

From: Jeff Hogan, Senior Director - Development Services  
Rodrick Armalin, Director - Public Safety  
Marissa Diaz, Senior Manager - Capital Programs

Subject: Task Order for Multi-Year Professional Services (Service Group Category 11)  
Architectural and Engineering Design Services for Public Safety Building  
Improvements (Reference PWCP 23-027)

---

### Recommendation:

Approve Task Order No. 1 with Huitt-Zollars, Inc., for services in accordance with RFQ 694-18 Multi-Year Professional Services Agreement, Service Group Category 11 – Architectural and Engineering Services for the Public Safety Building Improvements in the amount of \$347,376.27 plus a 20% contingency. Authorize the City Manager, or his designee, to sign all documents.

### Fiscal Impact:

\$416,851.52 (including 20% contingency); sufficient funds are available in the Public Safety Budget Account No.101-4800-301.

### Background:

On June 14, 2022, Council approved the Purchase and Sale Agreement with Antelope Valley Joint Union High School District for its former administrative office building located at 44811 N. Sierra Highway. As the City continues to expand its Public Safety efforts and plans for the hybrid policing model, acquiring the property that is located closer to Lancaster's Sheriff Station and a few blocks away from City Hall is a logical decision. With the City Hall renovation underway, the need for supplemental office space has become clear. In addition, the extra square-footage will be used for the storage of materials for the Parks, Arts, Recreation, and Community Services Department. Prior to occupancy, the 29,623 square-foot building is in need of renovation and repairs.

City staff requested proposals from all five (5) Firms on the Multi-Year Professional Services Agreement List of Pre-Qualified Service Group Category 11 Firms to provide Architectural and

Engineering Design Services for the renovation and repairs. On October 11, 2022, at 12:00 p.m., the City received a proposal from one (1) Firm for review.

After several weeks of negotiation, design responsibilities under this Task Order will include:

- Fencing of parking lot with hurricane fencing including topographic and record boundary survey (excluding ADA requirements)
- Fiber Extension (roadway and on-site)
- Replacement of all cabling with cat 6a
- Restroom repairs to carriers and toilets, wall repair and tile selection (excluding ADA requirements)
- Roof Assessment
- Structural assessment including roof and mezzanine
- MEP assessment – with Schematic Design phase recommendations
- Existing cubicle assessment and minimal level programming to seat the staff

Fencing, fiber extension, cat 6a cabling, and restroom repairs under this Task Order will include the preparation of construction contract documents. All other assessment deliverables will be the basis for scoping and budgeting for future final design.

MD:km

**Attachment:**

Task Order No. 1