

CITY OF WESTMORLAND

CITY COUNCIL REPORT

DATE: December 3, 2025

FROM: Laura Fischer, Manager

SUBJECT: Authorize staff to prepare and submit a Request for Proposal for Architectural Design Services for the Public Safety Building.

ISSUES: Shall the City Council Authorize staff to prepare and submit a Request for Proposal for Architectural Design Services for the Public Safety Building?

MANAGEMENT RECOMMENDATION:

It is recommended that the Council Authorize staff to prepare and submit a Request for Proposal for Architectural Design Services for the Public Safety Building.

FISCAL IMPACT:

The estimated total project cost is \$3.65 million with the estimated cost for design and engineering at 13% of total construction which amounts to about \$328,000. These funds will be paid by the city as part of the city's contribution or may be reimbursed through grant funding.

DISCUSSION:

This is the next step to move the public safety building forward. To date the city has secured a grant for \$2,737,500 million from USDA for construction, development cost and equipment. The city must commit to a 25% match to the grant, which totals \$684,375. This is the amount that the city must match to receive the grant from USDA.

In January city staff will be meeting with Congressman Ruiz' office to determine what components of the public safety building the additional grant funds can be used for.

ALTERNATIVES:

- 1) Do not Authorize staff to prepare and submit a Request for Proposal for Architectural Design Services for the Public Safety Building.
- 2) Provide alternative direction to staff.

Respectfully Submitted, Laura Fischer

Attachment:

<p style="text-align: center;">City of Westmorland Budget Community Facilities Program Disaster Grants (Rural Housing Services, USDA)</p>								
PHASE 1 Application November 2024								
	FIRE SQ.FT	POLICE SQ.FT	COMMON SQ.FT	TOTAL SQ. FT/UNIT	COST PER SQ. FT/UNIT	TOTAL COST ESTIMATE	FEDERAL REQUEST	LOCAL MATCH
NEW BUILDING CONSTRUCTION (SQ. FT)								
Dorms	170			170	\$684	\$116,280	\$87,210	\$29,070
Gender Neutral Shower/ Restrooms			150	150	\$684	\$102,600	\$76,950	\$25,650
Kitchen/Dining			200	200	\$684	\$136,800	\$102,600	\$34,200
Community Living Area			152	152	\$684	\$103,968	\$77,976	\$25,992
Hall			50	50	\$684	\$34,200	\$25,650	\$8,550
Subtotal Building Constuction				722	\$684	\$493,848	\$370,386	\$123,462
APPARATUS FIRE BAY (SQ. FT)								
Large Apparatus	1350			1350	\$720	\$972,000	\$729,000	\$243,000
Electrical Room in Bays	28			28	\$720	\$19,958	\$14,969	\$4,990
Subtotal Apparatus Fire Bay				1378	\$1,440	\$991,958	\$743,969	\$247,990
REMODEL EXISTING BUILDING								
HVAC upgrade (each)				2	\$10,000	\$20,000	\$15,000	\$5,000
Other remodel - floor/walls/electrical/restrooms	1580			1580	\$550	\$869,000	\$651,750	\$217,250
Subtotal Remodel Existing Bldg				1580	\$550	\$889,000	\$666,750	\$222,250
PARKING LOT ON-SITE CONSTRUCTION								
Parking & Sidewalk	3454			3454	\$43	\$148,522	\$111,392	\$37,131
Subtotal Parking Lot and Sidewalk				3454	\$43	\$148,522	\$111,392	\$37,131
TOTAL CONSTRUCTION						\$2,523,328	\$1,892,496	\$630,832
CONSTRUCTION DEVELOPMENT AND MANAGEMENT								
						PERCENT OF CONSTRUCTION COST	FEDERAL REQUEST	LOCAL MATCH
Construction Design/Engineering @13%						\$ 328,033	\$ 246,025	\$ 82,008
Construction Environmental @1/2%						\$ 12,617	\$ 9,462	\$ 3,154
Construction Bidding @1/2%						\$ 12,617	\$ 9,462	\$ 3,154
Construction Management & Administration @9%						\$ 227,100	\$ 170,325	\$ 56,775
Construction Legal @1/2%						\$12,617	\$9,462	\$3,154
Contingency @9%						\$ 227,100	\$ 170,325	\$ 56,775
TOTAL DEVELOPMENT						\$ 820,082	\$ 615,061	\$ 205,020
EQUIPMENT (UNIT)								
				UNITS	COST PER UNIT	TOTAL COST ESTIMATE	FEDERAL REQUEST	LOCAL MATCH
SCBA Compressor – Self Contained Breathing Apparatus Filling Station				1	\$ 55,000	\$ 55,000	\$ 41,250.00	\$ 13,750.00
Gear Washer and Dryer				1	\$ 50,000	\$ 50,000	\$ 37,500	\$ 12,500
Defibrillators				2	\$ 2,500	\$ 5,000	\$ 3,750	\$ 1,250
Suction Machine				1	\$ 2,000	\$ 2,000	\$ 1,500	\$ 500
Emergency Generator for Fire Station				1	\$ 180,000	\$ 179,590	\$ 134,693	\$ 44,898
Hose Rack				1	\$ 15,000	\$ 15,000	\$ 11,250	\$ 3,750
TOTAL EQUIPMENT						\$ 306,590	\$ 229,943	\$ 76,648
PROJECT GRAND TOTAL PHASE 1						\$ 3,650,000	\$ 2,737,500	\$ 912,500