



AGENDA MEMORANDUM

Public Works Department

City Council Special Meeting Date: April 17, 2025

To: City Council
From: Alfred Mittl, Public Works Director
Scott Krawczuk, Deputy Public Works Director
Date: April 7, 2025

SUBJECT: Consider approving a Professional Services proposal from Weston & Sampson Engineers, Inc., to complete a comprehensive building systems assessment of the Sanibel City Hall.

BACKGROUND: The City Council is asked to consider approving a proposal from Weston & Sampson Engineers, Inc. to provide professional engineering services in the amount of \$145,055.00, for a comprehensive visual assessment and documentation of the existing conditions at Sanibel City Hall to evaluate its resiliency, structural integrity, code compliance, and overall maintenance needs.

The Sanibel City Hall was constructed in 1983. This 18,000 square feet facility houses multiple City departments with office suites ranging from 1,000 square feet to 4,000 square feet. Additionally, the facility was designed as a refuge of last resort with emergency requirements, including redundant utility system, command center and life support systems. The facility is elevated with parking on the ground level. Over the years maintenance has been done for interior and exterior painting, roof replacement, HVAC system replacements, ADA compliance upgrades, and miscellaneous floor covering replacements, but other than these necessary painting, preventative maintenance and minor upgrade projects, the building has never undergone a major renovation.

The services of Weston & Sampson Engineers, Inc. and their subconsultants will include: building systems data collection and review; field assessments; preliminary engineering report; cost estimates; and a final report. The detailed services Weston & Sampson Engineers, Inc. and their subconsultants will provide to the City are described in the firm's proposal which is included in the agenda packet.

The City has a current Professional Services Agreement with Weston & Sampson Engineers, Inc. to perform Hurricane Ian related Engineering work through September 30, 2028.

Sanibel is and shall remain a barrier island sanctuary

FUNDING SOURCE:. The funding summary table is shown below.

Project Cost and Funding Source	Amount
Facilities Capital Budget Balance Available (\$300,000 Initially)	\$248,075.00
City Hall Building Systems Comprehensive Assessment	(\$145,055.00)
Facilities Capital Budget Balance	\$103,020.00

RECOMMENDED ACTION:

Motion to approve a proposal from Weston & Sampson Engineers, Inc. to complete a comprehensive building systems assessment of the Sanibel City Hall, in the amount of \$145,055.00 and authorize the City Manager to initiate the services.

Sanibel is and shall remain a barrier island sanctuary