



April 12, 2022

Alder Mollie Jones, Chairperson
Public Works and Services Committee

Dear Alder Jones:

The City of Racine has received a proposal from The Concord Group to conduct a conceptual study for a continuation study from the Facility Condition Assessment (FCA) completed in 2021. The next phase will provide management services and strategies to assist the City with the development of a Capital Improvement Plan (CIP) and/or possible building consolidation/retirement assessment. The goal of this assignment is to develop CIP strategy to minimize future building operation/maintenance costs and funding impacts on the City.

Project deliverables include:

1. Classify which buildings should continue to receive funding for future operations and maintenance repair consideration, specifically the buildings with associated costs previously identified in the City-wide FCA. Those buildings will be part of the CIP budget process and will be further evaluated with utilizing various funding alternatives for improvements.
2. Identify potential options with consolidating select buildings to either retire permanently and/or build new, thereby taking advantage of the potential to remove future building repair costs and potentially sell/redevelop the property for a new use.
3. Conduct workshops with City staff and stakeholders to gather information, brainstorm, and prioritize initiatives for the study.
4. Update the FCA 10 and 30 year CIP spreadsheet utilizing cost revision/reduction information derived from the study.
5. Assess the potential for planning of building rehabilitation or new facilities if needed to replace retired buildings.
6. Prepare draft FCA Capital Improvements/Consolidation Plan that incorporates an implementation plan with updated costs for repair.

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730 Washington Avenue
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Staff recommends that the professional services agreement be approved in the not to exceed amount of \$70,000 and that the Mayor and City Clerk be authorized to sign the agreement. Funding for this professional services agreement is available in the following account:

Account 45040-57110 DPW Campus Relocation

Sincerely,

Paul Vornholt
City Administrator