

ITEM #: 17  
DATE: 10-08-24  
DEPT: FLEET

**COUNCIL ACTION FORM**

**SUBJECT:** CITY HALL INTERIOR UPDATES PROJECT

**BACKGROUND:**

**In 1990, City Hall was remodeled from its previous use as a school building. At that time most of the walls were wallpapered or painted, and the majority of the offices, conference rooms, Council Chambers, and hallways were carpeted. Over the past three decades, the finishes of many areas of the building have become worn, including areas with peeling wallpaper, worn carpeting, and faded paint.** City staff retained SVPA Architects to explore interior improvements in City Hall. The firm's recommendations regarding improvements included painting the walls after removing wallpaper, replacing the carpet/flooring, and considering new window shades and a partition wall between the Council Chambers and the courtroom.

Following the receipt of these recommendations, in 2022 the City Hall Improvement Project was put out to bid. After receiving bids, the project was rejected due to costs being substantially higher than anticipated. Staff completed some of the project components with in-house labor and worked to split the remaining components into smaller projects that could be bid out and completed in phases. Altogether, since 2022, hallways and conference rooms have had wallpaper removed and were painted, and a contractor was retained to install new flooring in the hallways, conference rooms, Council Chambers, courtroom and Police patrol area. The contractor's work to-date is substantially finished.

**The plans and specifications now before the Council aim to address the outstanding City Hall improvement needs.** The scope includes: 1) painting walls, door frames, and windows, 2) replacing the carpet and base in all interior offices, and 3) an alternate for carpet replacement in the Police Administration and Records area.

The specifications for carpet replacement include skimcoating the floor in places where asbestos-based mastic exists from the original building. This skimcoating would encapsulate the asbestos in lieu of removing it, which is an approach approved by the Iowa DNR.

**This project will have a significant impact on City staff working in City Hall offices, as it requires removing and replacing furniture. City Hall staff will need to relocate temporarily to other City workspaces in order for the project improvements to occur. Facilities staff will be working diligently to coordinate the project work and the temporary relocation of City Hall staff members to ensure the City continues providing excellent customer service to residents during construction.**

This project is estimated at \$590,000. Funding is available in the City Hall Improvements capital improvement project in the amount of \$625,708.

**ALTERNATIVES:**

1. Approve the plans and specifications for the Ames City Hall - Interior Refresh project and establish October 30, 2024, as the bid due date with November 12, 2024, as the date for report of bids.
2. Reject the project.

**CITY MANAGER'S RECOMMENDED ACTION:**

**By approving these plans and specifications, City Hall will receive much needed painting, carpeting, and other finish improvements.** Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.