



City of Olathe

COUNCIL AGENDA ITEM

MEETING DATE: 3/18/2025

FOCUS AREA: Infrastructure

STAFF CONTACT: Mary Jaeger/ Zach Hardy

SUBJECT: Consideration of Professional Services Agreement with PGAV Architects for the Employee Space Needs Study and Master Plan, PN 6-C-008-25

TITLE:

Consideration of Professional Services Agreement with PGAV Architects for the Employee Space Needs Study and Master Plan, PN 6-C-008-25.

SUMMARY:

On September 3, 2024, the City of Olathe advertised a Request for Qualifications (RFQ) for an Employee Space Needs Study and Master Plan. Five (5) firms responded to the RFQ and two were interviewed. The selection committee selected Peckham, Guyton, Albers and Viet, Inc, (PGAV Architects) as the most qualified firm to perform this study.

The Employee Space Needs Study and Master Plan will include the survey of existing conditions, employee counts and facilities and the forecasting of future employee counts, and facility needs for the City of Olathe over the next ten years.

The agreement is for \$191,000.00 and will include the review of the utilization and floorplans of current city owned facilities, the City's Strategic Plans, past facilities studies, interviews with city staff and stakeholders, analysis and comparison of peer/benchmark cities, a review of lease versus ownership options and the preparation of a final report. This study will provide valuable information for the preparation of future CIPs and future, city facilities/vertical construction needs.

PGAV Architects anticipates completing this work by Winter 2025/2026.

FINANCIAL IMPACT:

\$191,000 to be paid from the Employee Space Needs Study and Master Plan Project, PN 6-C-008-25 with funds from the \$550,000 budgeted for Building Maintenance within the 2025-2029 CIP.

ACTION NEEDED:

Approval of Professional Services Agreement with PGAV Architects for the Employee Space Needs Study and Master Plan, PN 6-C-008-25.

ATTACHMENT(S):

- A. Professional Services Agreement
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