



City of Apache Junction

300 East Superstition Boulevard • Apache Junction, Arizona 85119 •
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MEMORANDUM TO: Honorable Mayor and City Council Members

THROUGH: Bryant Powell, City Manager

FROM: Matt Busby, Assistant City Manager

DATE: July 18, 2022

SUBJECT: Award contract for Architectural Services for Space Needs Analysis

Apache Junction is planning for the future and the future is now. It is an exciting time for the City of Apache Junction, in part because of the growth opportunity from the approved annexation of 6,600 acres of formerly state-owned land.

It has been over 20 years since the last campus master plan effort and 20 years since the last significant capital projects (AJ Multigenerational Recreation Center and City Hall). Currently, the city has facilities that are past their useful life and pressing space needs in specific departments. The population boom that is anticipated in the next 2-10 years with the addition of 10,500 households will have a further impact on city services, facilities, and staffing. The space needs analysis shall consider not only the organizational growth that has already occurred over the past 20 years, but the anticipated growth in the next 5, 10, and 20+ years. It is necessary for the City to understand these space needs so the city can proactively create an informed Master Plan and associated capital plan moving forward.

City staff have chosen DFDG Architects to conduct a comprehensive space needs analysis that will serve as the business case and guiding document for a subsequent Master Plan effort. The City will utilize the Arizona Department of Administration (ADOA) Annual Professional Services List for these services; thus, fulfilling procurement procedures.

Staff is recommending a professional services agreement be awarded to DFDG Architecture in an amount not to exceed **\$176,300**, plus a city-controlled contingency of **\$20,000** to provide for future unforeseen change orders to the contract for a grand total not to exceed **\$196,300**.

Thank you for your consideration.