



Legislation Details (With Text)

**File #:** 22-3461      **Version:** 1      **Name:**  
**Type:** Action Item      **Status:** Passed  
**File created:** 10/25/2022      **In control:** Town Council Meeting  
**On agenda:** 11/14/2022      **Final action:** 11/14/2022  
**Title:** Request approval to conduct an Annex Long-Term Use Study with Kimmel Bogrette Architecture + Site

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. 1. Regulatory Requirements for Agenda Items - Kimmel Bogrette Architecture approval Annex Long-Term Use Study - 11.14.22, 2. 2. RFP 23-05 Annex Long-Term Use Study, 3. 3. Kimmel Bogrette Price Proposal, 4. 4. Notice of Intent to Award

Date	Ver.	Action By	Action	Result
11/14/2022	1	Town Council Meeting	approve	Pass

**Subject:**

Request approval to conduct an Annex Long-Term Use Study with Kimmel Bogrette Architecture + Site

**DATE(S) OF PRIOR COUNCIL CONSIDERATION OF THIS ISSUE:**

- Aug. 29, 2022 - Steeple and Roof Project on the Annex property located at 130 Center Street
- June 13, 2022 - Long term use for the Annex property located at 130 Center Street
- March 28, 2022 - Short term use for the Annex located at 130 Center Street
- Nov. 15, 2021 - Request approval to conduct a Condition Assessment with Whitman Requardt & Associates

**EXPLANATION AND SUMMARY :**

At the March 28, 2022 Vienna Town Council conference session, staff presented the results of a study conducted by Whitman, Requardt Associates, LLP (WRA) to provide the Town with the basic architectural building code requirements for the desired public uses, identify conditions that are not complaint with existing building codes or that would prevent obtaining a new occupancy permit, and to identify additional survey or conditions that need to be analyzed prior to submission for permits for the Annex. Staff reported that the estimated cost to make the Annex compliant with building codes in order to obtain a new occupancy permit (\$500,000), to make programming and meeting space improvements for public use (\$225,000) and to install an elevator (\$200,000) was approximately \$925,000.

Based on these findings, Council expressed concern that the renovation investment for the short-term use of the Annex was too high, a permanent use for the Annex had not been determined, public

engagement for permanent use had not occurred, concern that the current CIP debt will push permanent use project out too far to satisfy the community and that the short-term use may influence long term decisions.

Based on Council concern, staff proposed to Council via an April 15, 2022 email a future use path forward strategy for the Annex. Staff brought to council, on June 13, 2022, a recommendation to conduct a Land Feasibility and Community Needs Assessment of the Annex property. The information from the feasibility report and needs assessment will provide recommended land uses of the Annex property based on the Town's strategic plan, comprehensive plan, extensive community engagement and available funding in the long term. A professional consultant would be hired to conduct the assessment as the expert consultant brings more industry experience, provides a more objective perspective and can help the Town move faster through the process. Council approved the request for the feasibility study.

Proposals were received from two vendors for RFP 23-05 - Annex Long-Term Use Study. Interviews were conducted with both vendors. Kimmel Bogrette Architecture + Site is properly qualified by experience and their proposed services are commendable. The Town reviewed the proposal and documentation and have determined Kimmel Bogrette Architecture + Site to be responsive and responsible.

Award is recommended to be made in the amount of \$92,500 to:

Kimmel Bogrette Architecture + Site

482 Norristown Road, Suite 200

Blue Bell, PA, 19422

The Department of Parks and Recreation requests approval of expenditure for the contract amount of \$92,500 with Kimmel Bogrette Architecture + Site, utilizing RFP 23-05 for the Annex Long-Term Use Study. Anticipated completion of the study will be June 2023.

**Strategic Plan Initiative:** Vienna as a complete community. Vienna is a fiscally responsible community

**Board or Commission of Interest:** N/A

**Departmental Recommendation :** Approve spending in the amount of \$92,500 with Kimmel Bogrette Architecture + Site, as per terms and conditions of RFP 23-05.

**Finance Recommendation :** Recommend approval.

**Purchasing Recommendation :** Recommend approval.

**Town Attorney Recommendation :** The Town issued a Request for Proposal for the proposed Annex Long-Term Use Study and Kimmel Bogrette Achitecture + Site was deemed to be the highest rated proposer. The Town Council may award the contract and approve the expenditure of funds in its discretion.

**Town Manager's Recommendation :** I recommend the Town Council approve spending in the amount designated in this agenda item with Kimmel Bogrette Architecture + Site for the Annex Long-

Term Use Study utilizing RFP 23-05, as presented.

Cost and Financing: \$92,500

Account Number: 722PPAQ035

Project Title: Property Improvements - 301 Center St. (Annex)

GL number: 300-000-0000-39470-48801

Prior Funding Approval: CIP Budget (2022)

Decision Needed by This date: Nov. 14, 2022

**PROPOSED/SUGGESTED MOTION**

"I move to approve spending in the amount of \$92,500 with Kimmel Bogrette Architecture + Site for the Annex Long-Term Use Study utilizing RFP 23-05."

Or

Other action deemed necessary by Council.