



## Legislation Text

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**File #:** 18-425, **Version:** 1

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*Report Prepared by: Stephanie Dietz, Assistant City Manager*

**SUBJECT:** Establish a Council Subcommittee for Police Station Needs Assessment

### REPORT IN BRIEF

Establish a subcommittee for police station needs assessment.

### RECOMMENDATION

Provide staff direction on establishing a subcommittee.

### ALTERNATIVES

None

### AUTHORITY

City of Merced Charter, Section 200

### CITY COUNCIL PRIORITIES

FY 2018/19 City Council Priorities

### DISCUSSION

On July 2, 2018 staff received direction to proceed with a needs assessment for the proposed police station project. A request for proposals (RFP) was prepared and released to solicit services from an architectural firm to evaluate the existing proposed location of the new station and provide mitigation strategies related to the station construction.

A mandatory site visit was held on July 27, 2018, with ten state and national firms in attendance. A tour was held to share the existing station's condition, the proposed site, and to discuss what enhancements the department was seeking in a new headquarters. The deadline to respond to the RFP was August 3, 2018. Eight proposals were received by the Police Department. Next steps in securing services include evaluating proposals, interviewing finalists, and negotiating a contract for professional services.

Staff is seeking to include the City Council by way of a subcommittee to allow for input in selection of an architectural firm for a needs assessment.

### IMPACT ON CITY RESOURCES

No appropriation of funds is needed.