



MEMORANDUM

To: Mayor and City Council

From: Jamie Brierton, Capital Programs Administrator
Danny Barton, Police Chief

Date: December 12, 2023

Reference: Consider approval to enter into a design contract with Parkhill for the Schematic Design (SD) architectural design of the City of Coppell Justice Center improvements, in the amount of \$319,874.00; funded from the Crime Control and Prevention District Fund and authorizing the City Manager to sign any necessary documents.

2040: Sustainable Government

Introduction:

The purpose of this agenda item is to request approval of a design contract with Parkhill in the amount of \$319,874.00 for the Schematic Design (SD) architectural design of the City of Coppell Justice Center Expansion and authorize the City Manager to sign all necessary documents.

Background:

The Criminal Justice Center, which consists of the Police Department and Municipal Court, was constructed in 1995. In the original construction, the Police Department housed temporary prisoners in a small holding facility. The holding facility consisted of a booking area and several jail cells. Also in the original construction was a communications center, commonly referred to as dispatch. The dispatch center housed all the radio equipment used to communicate with officers in the field.

In 2012, after service agreements were finalized for jail and dispatch services, the Police Department renovated those spaces to accommodate office spaces. Included in the renovations was the conversion of the existing jail to a designated patrol area and dispatch center to an additional training room. The renovations also included an expansion of the locker rooms however, no ventilation system was included in the expansion. The expansion did not include the small gym or the breakroom.

There are many needs and improvements that need to be made to the Police Department. As stated above, both locker rooms, men's, and women's, need improvements. Both locker rooms do not have adequate ventilation, which causes mold problems, odors and ultimately, officer complaints. The current gym will not accommodate more than three individuals simultaneously. The vision of the Coppell Police Department is to have a gym that is inviting and large enough to accommodate approximately five

individuals comfortably. As for the current breakroom, it does not accommodate more than five people. It is the vision of the Police Department to have a breakroom that accommodates up to 12 people. This much-needed space would alleviate officers from having to find additional eating spaces.

In October of 2023, City Council directed staff to proceed with the initial design evaluation and needs assessment of the existing facility.

This Justice Center Expansion Schematic Design (SD) contract will facilitate design of the expansion and renovation to the SD level of plans, which is necessary in order to have enough information to make accurate pricing decisions. Staff anticipates returning to update City Council at the end of the SD design with a budget and floor plan modeling. In future meetings, additional architectural costs will be presented to finalize the project at the Construction Document (CD) level.

Based on the intense selection process utilized for the Service Center project, staff recommends utilizing Parkhill as described in the provided contract for design and construction-phase services. Parkhill is a highly respected firm and has successfully completed many innovative municipal projects in the region and several others currently under construction.

Benefit to the Community:

To provide Sustainable Government the Justice Center Expansion will provide adequate and compliant locker rooms, increase break room capacity, and provide gym space for required physical testing and fitness standards.

Legal Review:

The City Attorney has reviewed the contract.

Fiscal Impact:

The fiscal impact of this agenda item is \$319,874.00 funded from the fund balance of the Crime Control and Prevention District Fund.

Recommendation:

The Public Works & Police Departments recommend approval of this contract.