



AGENDA ITEM SUMMARY

DATE: January 8, 2026
TO: City Council
FROM: Capital Projects Department
ISSUE: City Hall Campus Renovations & Addition – Professional Services

RECOMMENDATION: Authorize selection of Walcott Adams Verneuille Architects and accept proposal in an amount not to exceed \$99,000 for professional services related to the renovations and addition to the Gulf Shores City Hall Campus.

With the construction of the new Gulf Shores Justice Center, the police department and the courts will be relocating to the new building in 2026. The bottom floors of the two City Hall annex building will need to be reconfigured & remodeled to allow for utilization by other City departments. Additionally, the long-term goal is to construct a third building to allow all City Hall employees to relocate from the aging main City Hall building to have all employees located on the south side of Clubhouse Drive. This will allow for improved connectivity, including a centralized lobby and reception area for all visitors to City Hall.

City Staff requested a proposal from Walcott Adams Verneuille to perform architectural services related to this project. The proposed scope of this contract is for the preliminary design services needed for the project including:

- Needs assessment and space programming by department to maximize efficiency
- Conceptual floor plans and massing studies
- 3D renderings or visualizations, as needed
- Preliminary construction budget estimate
- Schematic Design includes refined floor plans, life safety study, architectural site plan and typical wall and/or building sections.

Once this preliminary work is completed and the scope and phasing of the projects are clearly defined, the City can move forward with a proposal for design development and construction plans.

PREVIOUS COUNCIL ACTION: None

BUDGET IMPLICATIONS: \$500,000 is budgeted for Architectural Services for this project in the FY2026 budget in account #01-542-63320.

RELATED ISSUES: None

ATTACHMENTS: Walcott Adams Verneuille Professional Services Proposal

DEPARTMENT: Capital Projects

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