



## COUNCIL AGENDA SUMMARY

**DATE:** January 25, 2021  
**TO:** Mayor, City Council  
**FROM:** Steve Griffin, City Administrator  
**RE:** Justice Center and Fire and Rescue capital planning

**ISSUE:** Authorize the Mayor to execute a letter of agreement with Volkert Inc. for a cost not to exceed \$27,500 to assist the Mayor and Council on the program criteria and site selection for the relocation of a City Justice Center, a new Fire station and a new training tower for current and future public safety needs. The scope of services provided by the Volkert Inc. program management team will include providing the City Council assistance in:

- Architect selection, contracting and orientation
- Facilitate the defining of current and projected space requirements and site selection for a new or expanded Justice Center inclining police offices, jail beds, police dispatch and municipal court
- Facilitate the defining of current and projected space requirements and site selection for a new fire station in north Gulf Shores as well as a new fire training facility
- Assist in recommendations for reprogramming any vacated office space for other City services.

**RECOMMENDATION:** Approve the Professional Services Proposal from Volkert Inc. for assistance in the programing and site selection of a new Justice Center, new Fire station and Fire training tower in an amount not to exceed \$27,500.

**BACKGROUND:** On October 14, 2019 the City Council Authorized the Mayor (Resolution # 6196-19) to execute a contract with Matrix Consultant Group to perform a Space needs, facility assessment and projected building program analysis for multiple City owned facilities. Matrix provided, in consultation with appropriate City staff, a staffing study, and a building use needs study for short and long-term, and a recommendation as to how best to obtain efficiencies, and a building program as to how and where to meet the demands for the current and future city operations.

On June 20, 2020 Matrix completed its report and attached is the introduction and executive summary of the report. Some of the highlights of current and 20 year projected needs from the study included:

- Overall the City's facilities are well maintained and range from excellent to fair condition with the exception of the Police Headquarters which has both operational and facility condition issues.

- The City jail space is 1,452 square feet (10 additional beds) deficient for meeting current needs and the projection is an overall need for an additional 2,452 square feet (24 additional beds) by 2040.
- The Municipal Court is located in the 203 Building and is a combination of staff space, courtroom, and flex spaces for outside council and defendants. The current court space has several operational challenges related to security and is separated from the jail for in-custody hearings.
- A new fire training facility is currently needed and a new fire station should be established by 2030 in the north / northeast part of the City (to address new and future development in the northern part of our City).

**PREVIOUS COUNCIL ACTION:** Resolution # 6196-19 approving the Matrix City Staffing and Facility Needs Assessment completed June 15, 2020.

**BUDGET IMPLICATIONS:** There is \$27,500 in funding for this project included in the 2021 Budget, in Account 501-63311 – Executive Department Professional Services.

**RELATED ISSUES:** None

**ATTACHMENTS:**

- Matrix study introduction and executive summary
- Volkert Inc. Proposal

**DEPARTMENT:** Executive & Engineering

**STAFF CONTACTS:** Steve Griffin & Clint Colvin