

Town of Windsor

Memorandum

March 12, 2024

TO: The Honorable Mayor and Town Council

FROM: William G. Saunders IV, Town Manager WGS IV

SUBJECT: New Municipal Building Discussion

Background

In the 2016-17 timeframe, the Town Council solicited the services of an architectural firm, Moseley Architects, to initiate design work on a new municipal building.

Specifics

The architects worked up several design options with cost estimates in 2016-2017. Due to several capital projects being considered at that time, to include the Town Center, the new public works building, and a sidewalk project, the municipal building project was tabled.

In conversations with the architect since the January 23, 2024, work session, he states that Moseley Architects would be glad to enter into an addendum to the original agreement to pick up where the previous Council left off. Given the tentative nature of the restart of this project, two new amendments to the agreement would be created; the first to finish schematic design and update cost estimates, and the second for design development through construction administration. It was also previously determined that the suitable building would be closer to 8,000 - 10,000 square feet, rather than the 5,000 square feet that was envisioned at the beginning of the design phase.

The agreement amendment to continue schematic design will be forwarded upon receipt.

Recommended Action

For your information

Enclosures

None