



Memorandum

Date: 3/5/2024
Meeting of: City Council

File No. AM No. 24-028
Type: Consent Item

TO: Members of the City Council
FROM: Mayor Angela Birney
DEPARTMENT DIRECTOR CONTACT(S):

Parks	Loreen Hamilton	425-556-2336
-------	-----------------	--------------

DEPARTMENT STAFF:

Parks	David Tuchek	Deputy Director
Parks	Quinn Kuhnhausen	Facilities Manager

TITLE:

Approval of Consultant Agreement with Claris Strategy, in the Amount of \$199,692, for the Building Security Strategic Plan

OVERVIEW STATEMENT:

As part of the approved 2023-24 budget, staff is requesting council authorization of \$199,692 for Claris Strategy to lead the Building Security Strategic Plan. Claris Strategy was selected after a competitive process.

Additional Background Information/Description of Proposal Attached

REQUESTED ACTION:

Receive Information Provide Direction Approve

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
2023/24 City of Redmond Adopted Budget
- **Required:**
Council approval is required for contracts exceeding \$50,000.
- **Council Request:**
N/A
- **Other Key Facts:**
N/A

OUTCOMES:

The consultant will assess citywide building needs for Public Safety, Fire Stations, City Hall, Parks and Recreation

Facilities, as well as ancillary locations such as pump stations. A Building Security Strategic Plan is needed to make recommendations for future security upgrades and provide a comprehensive approach and unified system.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
N/A
- **Outreach Methods and Results:**
N/A
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:
\$199,692

Approved in current biennial budget: Yes No N/A

Budget Offer Number:
0000138

Budget Priority:
Vibrant and Connected

Other budget impacts or additional costs: Yes No N/A

If yes, explain:
N/A

Funding source(s):
General Fund

Budget/Funding Constraints:
N/A

Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
2/27/2024	Committee of the Whole - Parks and Environmental Sustainability	Provide Direction

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
N/A	None proposed at this time	N/A

Time Constraints:

Approval of the consultant agreement will allow the consultant to begin work in May 2024 and the final Building Security Strategic Plan is to be completed by August 2024. Following the completion of the plan, findings will be used to inform future CIP and Operations budgets.

ANTICIPATED RESULT IF NOT APPROVED:

If the consultant agreement is not approved, a Building Security Strategic Plan will not be completed, increasing risks to City staff and community members.

ATTACHMENTS:

Attachment A: Consultant Agreement with Claris Strategy