

City Council Agenda Memo

From: John R. Thompson, Public Works Director

Council Meeting: February 10, 2026

Subject: Resolution 26-007: Construction Manager at Risk Agreement

Presenter(s): John R. Thompson, Public Works Director

Summary and Recommended Action:

Staff recommends the approval of the proposed resolution which will 1) authorize the City Manager or his designee to execute a termination agreement with Henry Carlson Construction, LLC, and 2) direct staff to issue a new Request for Proposal for Construction Manager at Risk services related to the design and construction of a new Police Station and Fire Station.

Item Details:

In April 2022, the City retained Henry Carlson Construction, LLC (HCC) to provide Construction Manager at Risk (CMAR) services through Resolution 22-029. The Request for Proposals (RFP) and subsequent CMAR contract with HCC expressly limited the scope of work to the renovation or replacement of the City's Public Safety Facility.

Over the past four years, the City has worked collaboratively with Tegra Group, the City's owner's representative; JLG Architects; and HCC to evaluate more than 20 potential sites for a Public Safety Facility. As a result of this extensive site evaluation process, the City has determined no viable site exists within the core of the community which is both readily available and appropriately sized to accommodate a combined Public Safety Facility.

As a result, the City is considering the construction of two separate public safety facilities at different locations. Due to this change in project scope, staff recommends the following actions:

1. Termination of the existing CMAR agreement with HCC for convenience; and
2. Direct staff to issue a new RFP for CMAR services based on the construction of separate facilities at different locations.

Staff's recommendation to terminate the existing CMAR agreement is driven solely by the change in project scope and delivery approach and is not a reflection of the quality or performance of services provided by HCC. HCC has been a valued and collaborative partner throughout the evaluation process and has provided meaningful support and expertise during the site analysis and planning efforts.

If approved, the City Manager will execute a Termination Agreement with HCC, which includes a settlement payment of \$10,000 for evaluation services provided over the past four years. Staff will then proceed with the work necessary to issue a new RFP as expeditiously as possible.

Below is a tentative timeline of key project milestones:

- February 2026 – Issue RFP for Construction Management Services
- March/April 2026 – Award Construction Management Services
- Summer 2026 – Development of initial cost estimates and conceptual designs
- Fall 2026 – Schematic development and final design development

Legal Consideration:

Legal Counsel has reviewed the agreement and concurs with the recommended actions.

Strategic Plan Consideration:

Fiscal Responsibility - The City of Brookings will responsibly manage resources through transparency, efficiency, equity, and exceptional customer service.

Safe, Inclusive, Connected Community - The City of Brookings will create an environment for inclusive programs, gathering places, and events where the community can safely live, work and come together to participate in opportunities for learning, recreation and enjoyment.

Service and Innovation Excellence - The City of Brookings will provide an accessible environment committed to ongoing innovation and outstanding service through listening and engagement.

Sustainability - The City of Brookings will meet environmental, community and economic desires and needs without compromising future generations' quality of life by strategically planning, implementing and maintaining infrastructure and facilities.

Financial Consideration:

There is no increase to General Fund Cost associated with the recommended actions. If approved, the \$10,000 for services associated with the termination agreement will be split between fund 535 – Fire Station Capital and 531 – Police Station Capital. Sufficient reserves are available to fund the termination agreement.

Reference Material:

Resolution 22-029, April 19, 2022 – CMAR Contract with Henry Carlson Construction, LLC.

Supporting Documentation:

Resolution