



## UNIVERSITY PARK CITY COUNCIL AGENDA MEMO

**Meeting Date:**  
12/2/2025

**Item Type:**  
Consent Agenda

**Subject:** Consider Approval of Change Order to GMP #2 – Fondren Building

**Prepared By:** Elizabeth Anderson, Purchasing Manager

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### Background:

The renovations of the public safety building at 5620 Fondren Drive are on schedule. Staff anticipates that the building will be ready for final inspection in early 2026. There are a few final expenses that staff is asking Council to consider tonight. These will be treated as a change order to GMP #2 that Council approved on September 9:

- **Furniture, Fixtures, and Equipment (“FF&E”)** – these are the final touches needed to make the building usable for staff. It includes lockers, dorm and office furniture, and the vault for evidence storage. Due to the size and quantity of many of these components, staff felt that it makes more sense to have CGC General Contractors purchase, stage and install the items.
  - *The cost of the items is **\$193,498.79**.*
  - *CGC’s labor to install is **\$68,349.20**.*
  - *Staff is requesting an additional five percent (5%) contingency amount of **\$13,100.00** to cover any unexpected costs.*

While construction was in progress, staff and CGC determined that a full roof replacement was required (instead of the original plan to patch as needed). This cost of work is being covered under the contingency amount that was already included in GMP# 2. However, there is a six (6) week extension to allow time for this and for the installation of the FFE.

**The total amount that staff is requesting tonight is \$274,947.99.** If Council approves these funds tonight, CGC will begin placing orders and mobilizing to replace the roof immediately. The SMU Land Sale Committee has approved the use of up to \$4.5 million for this project and these expenses would bring the project total to **\$4,251,430.83**.

### Fiscal Impact:

- ☐ Not Applicable
- ☐ Budget Amendment Required
- ☐ Proposed Revenue

☒ Proposed Expenditure

Funding Source: SMU Land Sale Fund

**Master Plan Goal:**

Please check the associated Theme and provide the corresponding action item number.



	Theme	Action Item(s)
<input type="checkbox"/>	Affirming Sense of Place	
<input type="checkbox"/>	Assuring Connectivity	
<input type="checkbox"/>	Innovative Governance	
<input type="checkbox"/>	Technological Integration	
<input checked="" type="checkbox"/>	Preparing for the Future	4.2
<input type="checkbox"/>	Not Applicable	

**Recommendation:**

Staff recommends that Council approve the change order amount of \$274,947.99.

**Committee Review (*optional*):**

**Attachments:**

Proposal for FFE expenses