

RE: Owner's Representative Contract for Professional Services with Navigate Building Solutions-Amendment

Background:

At the beginning of the police department building project the City of Nixa hired Navigate Building Solutions to be our Owner's Representative throughout the course of the construction project. The City of Nixa entered a contract with Navigate Building Solutions which listed the total compensation amount to be paid to Navigate for such services to be \$400,000.00. This amount was based on an assumed project length of 14 months starting on an estimated date.

Upon the award of the construction contract to KCI Construction, it was mutually agreed that the construction project would take approximately 15 months from September 2, 2025 which was a few months behind the original projected timeline for the project. This new timeline requires an adjustment to the not-to-exceed amount in our current contract with Navigate Building Solutions.

Additionally, we have recently learned our current storage building will likely need to be demolished to accommodate an upgrade to the water well located near it. We had a plan to build a storage building on the new police department site in the future. We have reviewed the construction budget and are under budget. This will allow us to move forward with the addition of a storage building on the new police department building site solving our storage needs all while remaining under the approved total program budget.

Analysis:

Based on the new project timeline, we are requesting approval of three additional months of construction phase services at a rate of \$16,300 per month as shown in Article 9.2 in Exhibit A of the Contract Agreement. Compensation will be requested by NAVIGATE until Final Completion has been achieved, monthly. Additional compensation will not be requested should the General Contractor achieve Final Completion within the 14 months as currently approved.

In addition, we are requesting an additional lump sum fee of \$19,546.75 for preconstruction and construction services associated with the storage building and will execute a separate contract for these services.

In summary, we are requesting that the total compensation not to exceed listed in Article 2.2 of the Contract Agreement be increased to \$462,146.75, or an additional

\$62,146.75. This rate increase would cover the actual duration of construction for the new Police Facility and preconstruction and construction of a new Storage Facility.

Recommendation:

It is staff's recommendation this resolution be approved.

MEMO SUBMITTED BY:

Joe Campbell | Chief of Police

jcampbell@nixa.com | 417-725-2510

RESOLUTION NO. 2026-09

A RESOLUTION OF THE COUNCIL OF THE CITY OF NIXA AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT AMENDMENT WITH NAVIGATE BUILDING SOLUTIONS FOR OWNER’S REPRESENTATIVE SERVICES.

WHEREAS the City hired Navigate Building Solutions to be the Owner’s Representative for the police department building project; and

WHEREAS the City entered into a contract with Navigate Building Solutions that established a total compensation amount not to exceed \$400,000.00; and

WHEREAS this original amount was based on an assumed project length of 14 months; and

WHEREAS the construction project timeline has been extended to approximately 15 months, requiring an adjustment to the not-to-exceed amount to cover three additional months of construction phase services; and

WHEREAS the City also plans to construct a new storage building on the police department site, requiring additional preconstruction and construction services; and

WHEREAS these additional services necessitate increasing the total compensation not-to-exceed amount by an additional \$62,146.75, bringing the new total not to exceed to \$462,146.75.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NIXA, AS FOLLOWS, THAT:

SECTION 1: The City Council hereby authorizes the City Administrator, or designee, to execute a contract amendment with Navigate Building Solutions to increase the total compensation not-to-exceed amount from \$400,000.00 to \$462,146.75.

SECTION 2: The City Administrator and the officers of the City are hereby authorized to do all things necessary or convenient to carry out the terms and intent of this Resolution.

SECTION 3: This Resolution shall be in full force and effect from and after its final passage by the City Council and after its approval by the Mayor, subject to the provisions of section 3.11(g) of the City Charter.

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RESOLUTION NO. 2026-09

48 **ADOPTED BY THE COUNCIL THIS 24TH DAY OF FEBRUARY 2026.**

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ATTEST:

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PRESIDING OFFICER

CITY CLERK

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56 **APPROVED BY THE MAYOR THIS _____ DAY OF _____ 2026.**

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ATTEST:

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MAYOR

CITY CLERK

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63 APPROVED AS TO FORM:

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CITY ATTORNEY

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