

MEMORANDUM

City of Springfield

Date: 1/12/2026
To: Nancy Newton **COUNCIL**
From: Allie Camp, Economic Development Manager **BRIEFING**
Niel Laudati, Assistant City Manager
Subject: Springfield Depot Building Deferred Maintenance **MEMORANDUM**

ISSUE: Discuss the deferred maintenance needs of the Springfield Depot and provide direction on the use of an alternative contracting method.

COUNCIL GOALS/

MANDATE:

Maintain and Improve Infrastructure and Facilities

BACKGROUND:

The deferred maintenance on the exterior of the Springfield Depot building and Rail Car will require a Historic Review land use application. This step ensures that repairs made with modern materials align with the historic character of the building. To procure the expertise for the land use process, design, and construction will require two separate procurement processes. Time efficiency is important due to the occupancy of the building and to ensure repairs can be made in suitable weather.

The Design-Build Method, an alternative contracting method

The Design-Build method is an alternative procurement option which procures the services of a design firm and a construction contractor simultaneously under one contract. This allows for iterative design development, more cost-efficient selection of materials, and a more streamlined project timeline and process. This approach tends to result in higher up-front costs at the time of bid award. This approach has the potential of reducing change orders and claims. It is best used when schedule is a priority and projects may be complex, multi-stepped, and time-sensitive.

For the Depot's repairs, the designers would work directly with the construction contractors to ensure their plans would work in practice while still meeting the requirements of the Historic Review land use decision. As repairs occur, the contractor would be able to communicate with the designers to ensure they are interpreting direction accurately. This enhanced coordination and communication may help reduce design flaws and preserve the overall project timeline.

The Design-Bid-Build Method

When using the standard design-bid-build model, the design firm would first be hired to prepare application materials for the Historic Review process and carry it through the City's review. Then, the land use decision would be handed off to the construction contractor to implement after another procurement process, resulting in a longer overall delivery timeline for the project. The design firm and construction contractor are working independent of one another which may result in misunderstandings or design flaws. This approach tends to result in lower up-front costs as the time of bid award. This approach is best used when the scope of work and design is clear and stable, and low price outweighs time or project complexity. Because of the unknowns prior to receiving approval through the Historic Review process and during repairs of an old building, this method offers less flexibility for the Springfield Depot project.

Next Steps

To use an alternative contracting method Council would be required to conduct a public hearing, consider testimony, and adopt a Resolution. The project could then proceed with a formal, sealed Request for Proposals (RFP) process with defined scoring criteria. Criteria may include proposers' qualifications with Design-Build, experience in similar projects for other local governments in a Design-Build role, and the proposed cost of services. Due to the anticipated size of the project, the final contract would then return to the City Council for award and approval.

RECOMMENDED ACTION:

Recommend to proceed with the Design-Build contracting method for the Springfield Depot building and Rail Car deferred maintenance needs.
