



To: Dustin Anderson, Town Manager
From: Mark Hajduk, Fire Chief/EMA Director
Re: Munster Town Hall complex
Date: 07/14/2022

Background

The Current Munster Town Hall Complex, Police Station and Fire Station were built in 1981. A little over 20 years later in 2002 it received a face lift renovation.

Since the completion of the complex in 1981, The town of Munster has grown in population, employees, and services provided and the way we provide services to the town of Munster residents. This has caused accessibility and use issues within the complex. Some departments have seen a growth in needs of space and personnel while others have seen a decrease.

While functional, the building and complex are showing their age. Our boiler system is at end of life, the space is not optimized, and it generally looks very tired. Staff believes that after another 20 years, it is time for another investment.

Methodology

The Town Manager convened an employee working group with representatives from each department to discuss and recommend a plan of action on how to move forward. The chair of the committee was Fire Chief Mark Hajduk.

The townhall improvement committee recommends a space needs analysis of the Town Hall, Police station and Fire station and to provide the Town of Munster with a conceptual design scope and Master plan to achieve a modern interior design that is more ergonomic for the employees and residents of the Town of Munster.

Bids were solicited and Axis Architecture was identified as the consensus preference.

Axis will work with ALL departments on each department's needs.

I have attached the quote from AXIS Architecture + Design in the not to exceed amount of \$113,000 For approval

Funding Note: This was a budgeted expense included in the 2021 General Obligation Bond.

Recommendation

Authorize the Town Manager to approve the attached quote for Axis Architecture + Design for a cost not to exceed \$113,000.