



## Memorandum

**To:** Honorable Mayor Jeff Cheney and Members of the Frisco City Council

**Cc:** George Purefoy, City Manager  
Ben Brezina, Assistant City Manager

**From:** Jason Cooley, Chief Innovation Officer  
Daniel Ford, Director of Administrative Services

**Date:** November 2, 2021

**Subject:** Consider and act upon authorizing the City Manager to execute an Agreement with CBRE Heery, Inc., for program manager services related to the Frisco Performing Arts Center and Parking Garage. (CMO/DF)

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**Action Requested:** City Council authorizing the City Manager to execute an Agreement with CBRE Heery, Inc., for program manager services related to the Frisco Performing Arts Center and Parking Garage.

**Background Information:** This Agreement for program manager services is between CBRE Heery and the City of Frisco, Frisco Community Development Corporation, and Frisco Independent School District (ISD). This would provide for CBRE Heery to serve as the owner's representative on behalf of the City of Frisco, Frisco Community Development Corporation, Frisco ISD, and the Hall Group for the planning, design, and construction of Frisco's proposed Performing Arts Center and Parking Garage, with a project budget of approximately \$100 million.

The Program Manager will act as a key management and technical consultant on program-wide management, implementation, and technical issues. The Program Manager will provide program-wide services including but not limited to overall program management, program review and evaluation, review cost estimates received, program scheduling, value engineering, procurement evaluation, project analysis, cost-benefit analyses, constructability reviews, claims analysis and negotiation, construction inspection and analysis, and program reports.

CBRE Heery proposes part-time Program Executive and Director-level support at 30% on average, and one full-time Senior Project Manager solely dedicated to the Project at 100%. Supporting the PM in part-time roles are scheduling, QA/QC,

communications, and closeout support staff at an average of 25% throughout the project. Cost for services is a lump sum fee of \$2,074,400, or 2.07% of the project budget. Direct expenses will be reimbursed as incurred, but not to exceed \$1,000 per month. It is anticipated that CBRE Heery's scope of work will cover thirty-eight (38) months.

**Financial Considerations:** Costs for program manager services will be allocated between City of Frisco, Frisco Community Development Corporation, and Frisco ISD.

**Legal Review:** Randy Hullett of Abernathy, Roeder, Boyd & Hullett has reviewed the Agreement and approved as to form.

**Alternatives:** City Council could choose not to approve at this time.

**Supporting Documents:** Agreement.

**Staff Recommendation:** Staff recommends approval of this item.