

July 8, 2026

MEMORANDUM

To: Board of Mayor and Aldermen
CC: Gerald Herman, City Administrator
From: Travis Garmon, Wastewater Director
Re: Request for purchase authorization: Wastewater Equipment and Office Building

Please be advised that on this day (July 16th, 2026), the Wastewater Department is requesting that the Board of Mayor and Aldermen approve and authorize the City Administrator to enter into contract with Wold Architects and Engineers for all task orders associated with the proposed Wastewater Equipment and Office Building design, in the amount of \$406,500.

The Concept Plan for this proposed facility was completed earlier this year. The proposed building site is adjacent to the new WWTP structures, and will make for a more compact area for Wastewater staff.

The purpose of the proposed project is to design a new office building (approximately 5,000 square feet) specifically for the Wastewater Department staff (including administrative, inspectors, and collections personnel); with attached workshop space, inventory storage space, and significant garage space for the expanding department staff and fleet. The office space will be able to accommodate all existing staff, and has been specified with future personnel needs in mind. The proposed garage space is substantial, and has been specified to accommodate equipment needs forecast for the foreseeable future.

Once the new building is constructed, the intention is for the existing on-site office building currently utilized by both the Wastewater and Public Services administrative personnel to be yielded to the Public Services Department for their operational needs. The existing on-site garage buildings currently utilized by Wastewater personnel would be kept by the Wastewater Department to utilize for additional storage space, and to provide a dedicated area for vehicle/equipment maintenance.

This proposed agreement is for design services for the new facility. The Wastewater Department tentatively expects to break ground on this project in approximately 2 years.



17 June 2026

Gerald Herman
City Administrator
105-D College Street
White House, TN 37188

Re: City of White House – Wastewater Admin and Vehicle Garage
Construction Documents Design Fee Proposal

Mr. Herman:

Wold is a dedicated partner to serving our local governments and community organizations, and we are grateful for the opportunity to work with you and your team to provide a design services for the Wastewater Admin and Vehicle Garage project.

Scope of Services

Wold Architects and Engineers will provide full architectural and engineering design services for the Wastewater Admin and Vehicle Garage project.

Design services include architectural, interior, structural, civil, mechanical, electrical, plumbing, fire protection, and basic low-voltage (IT/AV) design, along with two coordinated cost estimates.

Compensation

We propose a fixed fee of \$406,500.00 for the basic services described above. Reimbursables are included in our fixed fee. The fees for bidding and construction administration phases will be agreed upon in writing at a later date.

We are excited to continue working with the City of White House on this project. Please feel free to contact me with any questions.

Sincerely,

A handwritten signature in black ink that reads "Beth Meadows".

Beth Meadows | AIA, CDT
Associate

pc: Jared Brown, Wold

If this meets with your approval, please sign, and return as our Notice to Proceed.

Date: _____
Approving Officer

Print Name: _____

Wold Architects and Engineers
214 Centerview Drive, Suite 300
Brentwood, TN 37027
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**PLANNERS
ARCHITECTS
ENGINEERS**