

**PUBLIC WORKS DEPARTMENT  
MEMORANDUM # 2016 – 27**

DATE: March 28, 2016  
TO: Honorable Mayor Joyce Downing and City Council Members  
FROM: David H. Willett, Acting City Manager/Public Works Director  
James S. May, Chief of Police  
SUBJECT: **Discussion Item**  
Northglenn Justice Center Project Update Plan



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**BACKGROUND**

The Northglenn Justice Center project officially began with Council approval and award of the facility design on February 8, 2016. One of project team's top priorities is to establish a rigorous communications plan in order to keep Council, City Leadership, and the Community updated on the design, and eventually, construction, of this project. This plan will include monthly updates to Council by the City's project manager and the Police Chief. A standard template will be used to ensure that the information is provided in a consistent manner month-to-month (refer to Exhibit A). This update will be provided at the March 28, 2016 Council meeting, and then again at the second Council meeting of all successive months. The topics to be updated include cost, design, and schedule, along with any significant issues that month.

**RECOMMENDATION**

None. Information only.

**STAFF REFERENCE**

Steve Grace, PE, Operations Manager

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**ATTACHMENTS**

- Exhibit A – Monthly Update Template

Northglenn Justice Center  
Project Design Update  
March 28, 2016

## Exhibit A

Northglenn Justice Center Update  
Date: March 28, 2016

### Project Cost Update

Project design was awarded at a Not To Exceed cost of \$1,809,455.

### Project Design Update

Initial Design Charrette completed, March 23-25: Stakeholders came to an agreement about space and functional requirements, adjacencies, location/orientation of the facility on the site, and major system types

Design Team now has a working concept to begin the “Schematic Design” phase over the next 6 weeks

### Project Schedule Update

Next Milestone: Schematic Design completion – due April 29

Design Complete – Nov 18

### Significant Issues

During early conceptual design, City and Design team will guide decisions based on considerations of “Durability”, “Sustainability”, and “Community”

*Durability:* Selection of a material, finish, or construction option that may have a higher initial cost, but will result in a component that provides a longer service life, lower maintenance requirements and costs, higher reliability, or some combination of those benefits.

*Sustainability:* Selection of a feature that may have a higher initial cost, but will result in a facility with higher energy efficiency, lower energy costs, lower carbon emissions, improved human factors (air quality, water quality, light, noise, comfort, and health), or some combination of those benefits.

*Community:* Selection of a building feature that may require additional cost, but will help integrate the facility into the community and to provide resources to benefit all Residents, in line with the City’s Strategic goals of community governance with civic partnerships, and a clean and beautiful City.

Updates and recommendations to be provided at next City Council update.