

PUBLIC WORKS MEMORANDUM
#40-2022

DATE: Aug. 8, 2022

TO: Honorable Mayor Meredith Leighty and City Council Members

THROUGH: Heather Geyer, City Manager *hmg*

FROM: Kent Kisselman PE, Director of Public Works *KHK*
Mike Roman, Senior Engineer
Eric Ensey, Senior Planner

SUBJECT: CR-125 – Amendment #2 to Professional Services Agreement with Anderson Mason Dale Architects

PURPOSE

To consider CR-125, a resolution approving a contract amendment with Anderson Mason Dale Architects (AMD) for architectural and engineering services for the new City Hall facility.

BACKGROUND

On May 24, 2021, City Council approved a contract for architectural and engineering (A/E) services for the design of the new City Hall facility. The contract approved was in the amount of \$1,485,264. This covered the A/E design services for the new City Hall at the original cost of \$18 million, inclusive of all hard costs, soft costs, and contingencies associated with the project. Subsequently, a contract amendment was brought forward at the April 25, 2022, City Council meeting to increase AMD's contract by \$393,066 for additional design services to include sustainability elements such as Net Zero construction and certifications, an increase in square footage for staff operations, and additional site costs associated with redevelopment of the overall Civic Center site. This brought the total contractual amount to \$1,878,330 for design of the building.

Audio/Visual for New City Hall

As the project has entered the Design Development phase, an element of design to be considered is the audio and visual components associated with the building. During the design of the new recreation center and theatre, this scope was separately procured by the City and not directly through the design team, which led to some coordination challenges. In discussions with the AMD team, they suggested including the audio/visual (A/V) design work as part of their scope. This would include design of any public address system (P/A) and visual systems in conference rooms and throughout the facility as well as sound, video and recording in the City Council Chambers. The cost associated with this work has always been contemplated in the overall budget for the new facility, meaning that this is not an additional scope to the project. However, instead of the City procuring a separate contract with an A/V vendor, staff is recommending this scope be added to AMD for better coordination during design of the system.

Demolition Drawings of Old Recreation Center

Additionally, this amendment includes the scope for demolition drawings for the old recreation center. This documentation is necessary for securing demolition permitting and a demolition sub-consultant. The demolition drawings are an additional scope to the project that was not contemplated in the original budget for the project. However, in order to accurately bid the demolition work, this is a necessary step. The cost of the physical demolition of the building is included as part of the contractual scope of work with FCI Constructors, the General

Manager/General Contractor on the new recreation center project, and it will be brought forward through a future Final Guaranteed Maximum Price approval as per their contract.

The amendment presented in this memorandum would increase AMD’s contract by \$113,201 to cover the additional project scope, including both the A/V design work and the demolition plan.

BUDGET/TIME IMPLICATIONS

Budget:

Staff is requesting a second contract amendment in the amount of \$113,201 to cover the additional scope of services associated with A/V design and demolition plan design. The following table is a breakdown of AMD’s existing contract, including the first amendment approved by City Council on April 25, 2022, and the proposed Amendment #2.

Contract	Amount
Original contract (Resolution No. 21-57)	\$1,485,264
Amendment #1 (Resolution No. 22-80)	\$393,066
Amendment #2 (proposed, CR-125)	\$113,201
AMD Total Contract	\$1,991,531

Funding is available for the City Hall project based on the following breakdown. Council’s direction has been to use cash to fund this new facility. No other funding mechanism is recommended at this time.

Funding	Amount
General Fund reserve	\$8.0M
1/2% sales tax	\$14.6M
Marijuana tax	\$4.5M
Phase I carryover	\$1.5M
Total Project Cost	\$28.6M

Timing:

AMD is beginning the Design Development (DD) phase, which will likely last through the end of the year. The final phase of design, Construction Documentation, will start after DD is completed, likely in the beginning of 2023. It is anticipated that construction will commence in Q2 of 2023.

There will be further workshops with City Council during the DD phase. However, the design team is currently working on value engineering to bring the building in line with the project budget. The dates for upcoming workshops will be determined after the value engineering is completed.

STAFF RECOMMENDATION

Staff is recommending approval of CR-125, a resolution that, if approved, would authorize the Mayor to execute a contract amendment between the City and Anderson Mason Dale Architects for the City Hall design in an amount not to exceed \$113,201 for the addition of A/V design for the New City Hall and demolition plan design for the old recreation center.

CR-125 – Amendment #2 to Professional Services Agreement with AMD Architects
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STAFF REFERENCE

If Council members have any questions, please contact Kent Kisselman, Director of Public Works, at kkisselman@northglenn.org or 303.450.4005.

CR-125 – Amendment #2 to Professional Services Agreement with Anderson Mason Dale Architects

SPONSORED BY: MAYOR LEIGHTY

COUNCIL MEMBER'S RESOLUTION

RESOLUTION NO.

No. CR-125
Series of 2022

Series of 2022

A RESOLUTION APPROVING AMENDMENT #2 TO THE AGREEMENT BETWEEN THE CITY OF NORTHGLENN AND ANDERSON MASON DALE ARCHITECTS FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR THE IMPLEMENTATION OF PHASE 2 OF THE CIVIC CENTER MASTER PLAN PROJECT

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT:

Section 1. Amendment #2 to the Agreement between the City of Northglenn and Anderson Mason Dale Architects, P.C., attached hereto, in the amount of \$113,201.00 for architectural and engineering services for the implementation of Phase 2 of the Civic Center Master Plan Project for a total contract amount of \$1,878,444.00 is hereby approved and the Mayor is authorized to execute same on behalf of the City of Northglenn.

Section 2. Upon approval of this Amendment #2 to the Agreement between the City of Northglenn and Anderson Mason Dale Architects, P.C., the total amount of the Project shall not exceed \$1,991,531.00, which includes amounts previously authorized for Amendment #1, contingencies, and Bid Alternate #1.

DATED at Northglenn, Colorado, this _____ day of _____, 2022.

MEREDITH LEIGHTY
Mayor

ATTEST:

JOHANNA SMALL, CMC
City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney

Amendment to the Professional Services Agreement

PROJECT: <i>(name and address)</i> Northglenn City Hall	AGREEMENT INFORMATION: Date: May 14, 2021	AMENDMENT INFORMATION: Amendment Number: 002 Date: July 26, 2022
OWNER: <i>(name and address)</i> City of Northglenn, State of Colorado 11701 Community Center Drive Northglenn, CO 80233	ARCHITECT: <i>(name and address)</i> Anderson Mason Dale, P.C. 3198 Speer Blvd. Denver, CO 80211	

The Owner and Architect amend the Agreement as follows:
Additional Compensation to support design efforts associated with the activities itemized below.

- 21-015.06 - IT / Security / AV
+ AV Post Construction Optimization
- 21-015.07 – Demolition of the Old Rec Center + Site + Revegetation + Irrigation

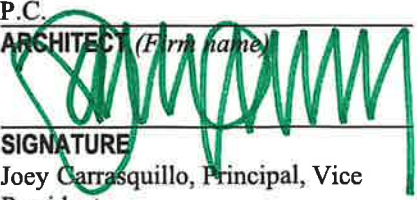
The Architect’s compensation and schedule shall be adjusted as follows:

Compensation Adjustment:
Compensation shall be based on a fixed fee in the amount of One Hundred Thirteen Thousand, Two Hundred One Dollars and 00/100ths (\$113,201.00). Fees to be allocated per add service, is as follows:

21-015.06 – IT / Security / AV	\$83,360.00
+ AV Post Construction Optimization	\$7,890.00
21-015.07 – Demolition of Old Rec Center Parking Lot and Site	\$11,400.00
Revegetation + Irrigation	\$6,950.00
Demolition of Old Rec Center Structure (specifications)	\$3,601.00
Total	\$113,201.00

Schedule Adjustment:
See above.

SIGNATURES:

Anderson Mason Dale Architects, P.C.	City of Northglenn, State of Colorado
ARCHITECT <i>(Firm name)</i>	OWNER <i>(Firm name)</i>
	
SIGNATURE	SIGNATURE
Joey Carrasquillo, Principal, Vice President	Meredith Leighty, Mayor
PRINTED NAME AND TITLE	PRINTED NAME AND TITLE
27 JULY 2022	
DATE	DATE

AndersonMasonDale Architects

26 July, 2022

Mr. Eric Ensey
Senior Planner
City of Northglenn
11701 Community Center Drive
Northglenn, CO 80233

RE: Northglenn City Hall
Additional Services Request 02 – Technology, Security, AV |
Demolition of Old Rec Center and Site

This letter describes four additional scopes of work:

- 21-015.06 - IT / Security / AV
AV Post Construction Optimization
- 21-015.07 – Demo of Old Rec Center Structure, Site, Revegetation & Temp Irrigation

21-015.06 – Technology Security AV	\$83,360
+ AV Post Construction Optimization	\$7,890

1. Telephone/Data/Television Structured Cabling System Design:

Design of structured cabling system for telephone, data, and cable television systems. Scope shall include preparation of biddable construction documents to include the following:

- a. Coordination with Owner for cabling plan system including backbone requirements.
- b. Specification of all backbone fiber-optic/copper cabling required.
- c. Specification of all horizontal copper Category UTP cabling required.
- d. At each telecom outlet location, a configuration will be specified indicating the number and type of jacks required.
- e. Preparation of drawings with cable termination points, details, IT room layouts, IT rack layouts complete with Consultant-specified equipment, and interior elevations as required.
- f. Required punch down blocks or patch panels for all cables requiring termination will be Consultant-specified. This will allow the contractor to test all terminated cables (as will be specified in the issued specifications).
- g. The specification and installation by the contractor is to be limited to jack-to-jack installations. The specification of “active” electronic equipment required for the operation of phone, data, and cable TV systems is excluded from this Agreement and is to be specified, provided, and installed by the Owner or an Owner-hired networking/IT vendor/integrator. All such “active” equipment shall be considered Owner-furnished and/or Owner-installed.
- h. Design of cable management systems and horizontal cable support systems (cable tray/basket, J-hook and/or loop hangers) as required.

Andrew G. Nielsen, FAIA
David C. Pfeifer, AIA
Joey Carrasquillo, AIA
John Graham, AIA

Cathy Bellem, AIA
Ben Blanchard, AIA
Erin Hillhouse, AIA

Gillian H. Johnson, LEED AP ID+C
Suzanne D. Minear, AIA
James R. Taylor, AIA

John D. Anderson, FAIA, 1926 - 2017
Ronald L. Mason, FAIA, Emeritus
Curt. F. Dale, FAIA, 1945 – 2003
Paul S. Haack, AIA, Emeritus

Dan Bishop, AIA
John Everin, AIA
Stephan Hall, AIA
Ryan Lutz, AIA
Kristin O'Connell, Assoc. AIA
Cynthia Ottenbrite, AIA
Julie Zurakowski, AIA

Luc Bamberger, AIA
Jenna Michieli, AIA
Kendra Mixsell
Stephen Showalter, AIA
Katie Spicer, AIA
Todd Swarts, AIA
Kirstin Walsh
Matt Weaver, AIA
Brian Zillis, AIA

- i. Coordination of Owner-furnished and/or Owner-installed equipment for mounting space provisioning within the design, as well as necessary power and cooling requirements (to be coordinated with mechanical HVAC engineer).
- j. Division 27 specifications for Telephone/Data/Coax cabling, pathways, cable trays, grounding & bonding, and equipment room fittings (backboards, racks/cabinets, cable management, power distribution, UPS's, and mounting supports).

2. Security Video Surveillance, Door Intercom, and Door Access Control:

Design of IP-enabled video surveillance / CCTV system; design of two-way door intercom at building entry point(s); design of proximity-card access door control system. Includes design and/or coordination of low-voltage interfacing components. (Door hardware design is not included, and is anticipated to be designed and specified by others.) Includes coordination with Owner's preferred vendor(s) and/or manufacturer(s), where applicable. Includes preparation of biddable construction documents to include the following:

- a. Device locations, equipment components, cabling and raceways/boxes required.
- b. Coordinate location of card readers for all exterior and secured entry doors.
- c. Coordinate location of security cameras throughout the facility.
- d. Specification of head end equipment and required wiring.
- e. Division 28 specifications for specified systems.

3. Audio-Video (AV) System Design

- a. Council Chambers:
 - 1. Provide a technological design concept that implements new AV technology.
 - 2. New AV systems (including but not limited to cleanable microphones, mix/minus loudspeakers, cameras, new "confidence" monitors, and other similar technology) will be provided to facilitate the needs of the space.
 - 3. Each of the board members will have their own microphone, and monitor loudspeaker (mix/minus reinforcement).
 - 4. Diversity wireless, radio frequency (UHF), frequency-agile / frequency band-selectable, microphone receivers will be provided in the A/V equipment rack, for flexible use during a board meeting.
 - 5. Wireless microphones will be tied into the same conferencing system.
 - 6. A clerk or secretary's desk will have a dedicated monitor speaker.
 - 7. Mixing, effects, tone control, equalization, and dynamics processing will be accomplished from a programmable audio DSP system.
 - 8. All audio will be reinforced by high-fidelity, full-range ceiling speakers.
 - 9. An ADA and IBC compliant assistive listening system (ALS) will be provided. This will allow a person with hearing disability to receive the audio program on a personal receiver.

10. The video systems will consist of either (2) high brightness projectors with ambient light rejecting (ALR) screens, or (2) large flat panel displays. Additional "delay" displays or projection screens will be provided throughout the board room for better viewing.
 11. Each of the board members will have their own video monitor to display the presentation shown on the screen(s) behind the dais.
 12. The clerk (and other identified parties as needed) will have tabletop connections for an HDMI video connection (assumedly via laptop).
 13. An additional HDMI input will be provided at the lectern for a presenter to use during their presentation.
 14. Several (between 3-7) cameras will be provided with the video system, with camera tracking and control.
 15. A video matrix switcher will be provided in the AV equipment rack and controlled from the clerk's desk.
 16. Video and lip-sync audio can be streamed to the internet in real-time.
 17. Video and lipsync audio will be recorded to a hard disk drive (HDD) for posting to the Owner's web server for archival video.
- b. Standalone bespoke audio-visual systems are anticipated in specific areas, such as: Conference Rooms and Community meeting spaces. These standalone systems shall each have microphone inputs, and AV playback capability. It is anticipated that each system will have the following capabilities:
1. Sound reinforcement system:
 - i. Microphone and line input receptacle plates will be mounted throughout the space, connected back to an audio DSP matrix.
 - ii. Each space will contain a media player – capable of playing Blu-Ray, DVD, CD, or USB.
 - iii. Diversity wireless, radio frequency (UHF), frequency-agile / frequency band-selectable, microphone receivers will be provided in the AV equipment rack.
 - iv. Effects, tone control, equalization, and dynamics processing will be accomplished from a programmable audio DSP system.
 - v. All audio will be reinforced by high-fidelity, full-range ceiling speakers
 - vi. Wired vocal & instrument microphones, cables, stands and booms
 - vii. An ADA compliant assistive listening system (ALS) will be provided. This will allow a person with hearing disability to receive the audio program on a personal receiver.
 2. The building video systems will consist of projectors and screens in large meeting spaces, locations throughout the facility.
 - i. Motorized projection screens
 - ii. Video projectors
 - iii. Video switching
 - iv. Video and Audio recording and streaming

3. AV Control system
 - i. Touchscreens or button wall stations will be provided.
 - ii. The control screens will include volume, panning, EQ/effects, grouping/mixing, muting controls for individual microphones, wireless mic receivers, media players. Additional control of video playback operations, screen up/down functions and projector on/off & image mute functions.
 - iii. The system will have multiple levels of use, based on pass-code entry.

4. AV System Design Scope:
 - i. Review system requirements with the Owner to determine design fundamentals.
 - ii. Performance specifications for head-end equipment requirements.
 - iii. Layout of rack mounted head-end equipment on the design documents.
 - iv. Performance specification for video equipment requirements.
 - v. Layout of video output devices including projectors and displays on the design documents.
 - vi. Generate sight-line studies to design all aspects of projects and projector screens.
 - vii. Schematic riser diagrams indicating the interconnections of system components.
 - viii. Performance specifications indicating overall system performance characteristics

AV Post Construction Optimization

This optional scope of work as defined below is not included original contract documents are in-line with the scope of work as defined below. If it is of interest to the City of Northglenn to include this optional scope of work, fees can be provided in future iterations of this proposal letter.

- c. Assumptions (if these assumptions are not met, additional costs may apply):
 1. The AV Contractor installing the system shall make personnel available as appropriate to assist with the required commissioning testing and adjustments. The contractor will be responsible for making any required adjustments to the sound and video system based on system tuning, including loudspeaker aiming and positioning, during the site visit.
 2. The Contractor shall provide AV product data, as-builts, shop drawings, and programming diagrams, in addition to uncompiled programming/code for digital processing and AV control system (amplifiers, mixers, DSP, video matrix, etc), as requested by the Consultant.
 3. The AV systems, and other building systems, are substantially complete and operational before AV Commissioning.

- d. Inclusions:
 1. Attend/organize Pre-Commissioning construction meeting with Client and Owner to review the required commissioning process. Meeting is

to discuss unique contract document requirements and the roles and responsibilities of the contractors relative to the tuning process.

2. The consultant will review the design drawings and submittals from the Client to identify relevant AV design considerations that will impact the final performance of the sound system.
3. Provide Functional Testing outline for AV systems for contractor's use in preparation prior to the testing commencement.
4. Provide on-site Functional Testing to ensure that sound and video system equipment and software are installed, calibrated, adjusted, and programmed in accordance with the construction documents and manufacturer's installation instructions, and are in proper working condition.
5. Perform verification tests pursuant to ANSI/INFOCOMM 10:2013, Audiovisual Systems Performance Verification
6. Provide completed Functional Testing summary document indicating the status of compliance for all systems tested.
7. The base fee includes (1) visit to the site for commissioning services (in addition to site visits already included in Construction Administration services). The site visit will be scheduled to perform final operational testing. Additional site visits due to incomplete or insufficient construction progress will be billed as additional services.
8. Provide training and a training manual for the technological components and systems installed.
9. (As Requested – Per Occurrence): Follow-Up on-site site visit for verification of correcting deficiencies

21-015.07 – Demolition of Old Rec Center Parking Lot and Site	\$11,400
Revegetation + Irrigation	\$6,950
Demolition of Old Rec Center Structure (specifications)	\$3,601

- A. Services include submittals of Demolition plan and temporary erosion control plans required for a demolition of the Old/Existing Recreation Center and Site on the northern portion of the civic center campus, including preparation of the Stormwater Management Plan (SWMP) report.
- B. The Erosion Control Plans are anticipated to cover the limits of demolition of the Existing Recreation Center and Existing Recreation Center parcel including the parking area to the east (approximately 7 acres).
- C. The plan set is anticipated to include nine plan sheets including a cover sheet, general notes, demolition plan, Utility demolition plan, initial erosion control plan, interim erosion control plan, final erosion control plan, and erosion control details. The erosion control plan will include items necessary to mitigate soil erosion during construction. The demolition plans will depict areas and site elements for demolition as well as water and sanitary service disconnections.
- D. Preparation of Site Clearing and Temporary Erosion Control specifications is included.

- E. Grading, Earth Moving specification, earthwork quantities and any effort related to soil contamination is assumed to be by others. Note that removal of the Storm piping may lead to standing water in some areas.
- F. Notes for temporary revegetation are anticipated to be shown on the Civil Demolition plan based on information from Landscape Architect. Included in the scope is an allowance for documentation of temporary irrigation of revegetated areas.
- G. The SWMP report will be prepared in accordance with the Colorado Department of Environmental Health and Environment (CDPHE)
- H. Specifications for Demolition of the Old Rec Center Building and Structure will be provided by Architect

Temp. Irrigation Construction Observation (Optional – Add Alt) \$1,890

- 3 site visits – billed hourly, not to exceed. This is an optional service by irrigation consultant

We are excited as ever to continue serving the City of Northglenn on this most important undertaking.

Sincerely,

Stephan Hall, AIA, PLA, LEED AP+BC
Senior Associate
cc: AMD file