




**PUBLIC WORKS DEPARTMENT  
MEMORANDUM #2017 – 34**

DATE: May 22, 2017

TO: Honorable Mayor Joyce Downing and City Council Members

FROM: James A. Hayes, AICP – City Manager   
David H. Willett – Director of Public Works   
James S. May – Chief of Police 

SUBJECT: **Council Discussion Item**  
Ralston House Design Update – May 2017

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**PURPOSE**

The City Project Team will provide an update to Council on design and project status of the Ralston House project at the end of every month. This is the May 2017 update.

**BACKGROUND**

The Ralston House Children's Advocacy Center is currently providing services out of the outdated facility located at the Northglenn Water Treatment Plant (WTP). The proposed new facility will be located adjacent to the old facility. Once the new Ralston House is up and running the old facility will be demolished.

**Project Site Preparations Update**

Staff has completed the removal of the Police Impound Lot. Staff is reviewing a Design – Build solicitation package for the relocation of the Generator. Staff is waiting to receive geotechnical reports and survey data to include into the package prior to posting.

**Project Cost Update**

The architect (Eidos Architects PC) provided an opinion of cost in September 2016. The total project cost is estimated at \$1,700,000. There have been no revisions to the estimated cost.

**Project Design Update**

The civil design package has been approved. The building set has been reviewed by Safebuilt and Eidos is currently working to address final comments and receive final approval for construction by end of May.

**Project Schedule Update**

Bid package for the construction of the Ralston House will be ready for posting in late June. The posting for the construction can run concurrently with the generator work but construction of the Ralston House cannot start until the generator work is completed and the capital construction financing is completed.

**Grant Applications**

Grant Application #1: Ralston House staff coordinated the formal application for a DOLA Energy Impact Grant with the City of Northglenn, which served as the official applicant. The application was submitted on January 31, 2017 in advance of the February 1, 2017 deadline. DOLA considered the application at a public hearing on April 20, where City Manager Hayes and Executive Director Don Moseley presented the application. On May 4, 2017, the City was notified that it did not receive any funding for the Ralston House from DOLA under the Energy Impact

Grant program. The main reason for not funding the application was the committee believed the municipal parties could contribute more to the project. The municipal parties were notified of the outcome and the City Manager discussed the project at the City Manager's luncheon on May 5, 2017.

Grant Application #2: Ralston House submitted a grant for \$150,000 to the Gates Foundation, which followed-up with a site visit in early May. A formal decision is expected no later than June 30, 2017.

### **Capital Financing**

The City Manager conferred with the Executive Director on May 10 to determine the next steps for funding the capital construction. In general, here is the preliminary strategy:

- Ralston House will continue to seek grant funding from a variety of Colorado based foundations.
- Ralston House will be kicking off a capital campaign June 1 and is developing marketing collateral and a campaign committee to provide oversight. The City Manager and Director of Public Works have been asked to serve on the committee but will not be participating in the fundraising requests.
- The City of Northglenn will continue with site preparations and construction drawings.
- The City Manager will convene a meeting of the Municipal Parties in June to share the capital campaign strategy and propose the following:
  - Complete all construction drawings and issue RFP
  - Receive formal bids for the construction of the building to understand the real cost of construction in today's market
  - Consider an amendment to the IGA (Phase 3) to increase the participation of the Municipal Parties above the current 75% amount based on the actual construction cost and the outcome of grant funding and the capital campaign.

### **BUDGET/TIME IMPLICATIONS**

The City of Northglenn has appropriated \$280,000 in the 2017 Capital Projects Fund of which \$37,798 will be the City share of the capital construction in the IGA. The balance of the funds are set aside to cover site preparation work and other costs associated with the project that are the sole responsibility of Northglenn. Any unused funds after completion of the project will be left in the Capital Projects Fund and may be redirected to other projects as appropriate or used to increase the local match with the Municipal Parties to the IGA.

### **RECOMMENDATION**

None, information only.

### **STAFF REFERENCE**

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### **ATTACHMENTS**

None.