



**PUBLIC WORKS DEPARTMENT
MEMORANDUM #2017 – 13**

DATE: February 27, 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 – February 2017

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 February 2017 update.

Project Cost Update:

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

Northglenn and Ralston House staff will coordinate and seek grant assistance, per relevance and availability.

Grant Application #1: Ralston House staff coordinated the formal application for a DOLA Energy Impact Grant with the City of Northglenn, which shall serve as the official applicant. The application was submitted on January 31, 2017 in advance of the February 1, 2017 deadline. The DOLA Regional Manager has received our application. Northglenn/Ralston House staff plan to meet with the Regional Manager on February 27, 2017 to discuss the application in greater detail.

Project Design Update:

The Design Development (DD) package is complete. The 75% Construction Document (CD) package has been submitted to the Northglenn Building Department for building permit review.

The construction document/bid set is anticipated Q1 2017.

Project Schedule Update:

The critical path in this project will be securing an updated Intergovernmental Agreement with the nine jurisdictions served by the Adams County Ralston House.

The City of Northglenn hosted negotiations sessions in person and via conference calls for the last several months. The formal legal review by the municipal parties began after the most recent session on January 11, 2017. Another important element of the project is to ensure each Municipal Party appropriates the contributions in their 2017 annual budgets. The following table identifies the list of the Parties and the IGA approval and appropriation status as of February 6, 2017.

Ralston House Project
February 27, 2017

Municipal Party	Appropriation	Study Session	City Council/BoCC Action
Adams County	2017	January	February 21
Aurora	Coincidental w/ IGA	February 6	February 27
Brighton	2017	January 24	February 21
Broomfield	2018 (re-appropriate w/ IGA)	TBD	March 14
Commerce City	Coincidental w/ IGA	January 23	February 6
Federal Heights	2017	January 24	February 6
Northglenn	2017	January 9	February 13
Thornton	2017	January 24	February 28
Westminster	2017	February 6	February 27

BUDGET 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.

RECOMMENDATION

None, information only.

STAFF REFERENCE

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ATTACHMENTS

None.