

**PLANNING & DEVELOPMENT MEMORANDUM
#29-2023**

DATE: June 5, 2023

TO: Honorable Mayor Meredith Leighty and City Council Members

THROUGH: Heather Geyer, City Manager *hmg*
Jason Loveland, Interim Deputy City Manager *AL2*

FROM: Brook Svoboda, Director of Planning & Development *BS*
Eric Ensey, Senior Planner

SUBJECT: CR-83 – Addendum #6 to the Professional Services Agreement with Cumming Management Group

PURPOSE

To consider CR-83, a resolution approving Addendum #6 to the agreement with Cumming Management Group Inc. (CMGI) for construction management and administration services for the redevelopment of the Northglenn Civic Center (NGCC) site.

BACKGROUND

Phase I

The City originally contracted with CMGI in April 2018 to assist with construction administration and management for Phase I of the NGCC site, which included the construction of the new Northglenn Recreation Center, Senior Center and Theatre, as well as associated public infrastructure. The scope for Phase I has been completed.

Phase II

City Council approved an addendum to the agreement with CMGI to continue their services into Phase II of the NGCC project, including construction of a new City Hall facility and redevelopment of the remainder of the NGCC site north of Festival Lawn. The total contract amount for Phase II is \$573,991.

Phases III and IV

The agreement stipulates CMGI's coordination of:

1. Abatement and demolition of the former recreation center (Phase III)
2. Management of the Voluntary Clean-up Program and coordination with the Colorado Department of Public Health and Environment process (Phase III)
3. Abatement and demolition of the current City Hall (Phase III)
4. Future development coordination (Phase IV)

The proposed cost of services for the above tasks totals \$212,942.

BUDGET/TIME IMPLICATIONS

The following is a summary of the current contract amount with CMGI and the additional scope:

	Amount
Current contract	\$573,991
Addendum #6	\$212,942
CMGI Total Contract	\$786,933

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CMGI's scope of services has been budgeted for in the Capital Projects Fund for the Northglenn Civic Center site work project.

Staff has already begun the services for Phase III with the solicitation of proposals to select a firm for abatement and demolition of the former recreation center as well as a separate procurement for a firm to assist in the EPA Brownfields Grant process. Demolition of the current City Hall will not take place until the new City Hall is constructed and staff has fully moved in.

STAFF RECOMMENDATION

Attached to this memorandum is CR-83, a resolution that, if approved, would authorize the Mayor to execute Addendum #6 to the agreement between the City and Cumming Management Group Inc. for project administration services for Phases III and IV of the NGCC project in an amount not to exceed \$212,942. Staff recommends approval of CR-83.

STAFF REFERENCE

If Council Members have any questions, please contact Brook Svoboda, Director of Planning & Development, at bsvoboda@northglenn.org or 303.450.8937.

CR-83 – Addendum #6 to Professional Services Agreement with Cumming Management Group

SPONSORED BY: MAYOR LEIGHTY

COUNCIL MEMBER'S RESOLUTION

RESOLUTION NO.

No. CR-83
Series of 2023

Series of 2023

A RESOLUTION APPROVING ADDENDUM #6 TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF NORTHGLENN AND CUMMING MANAGEMENT GROUP, INC. FOR PROJECT ADMINISTRATION SERVICES FOR THE IMPLEMENTATION OF PHASES 3 AND 4 OF THE CIVIC CENTER MASTER PLAN

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

Section 1. Addendum #6 to the Professional Services Agreement between the City of Northglenn and Cumming Management Group, Inc., attached hereto, in an amount not to exceed \$212,942.00 for project administration services for the implementation of Phases 3 and 4 of the Civic Center Master Plan is hereby approved and the Mayor is authorized to execute same on behalf of the City of Northglenn.

DATED at Northglenn, Colorado, this ____ day of _____, 2023.

MEREDITH LEIGHTY
Mayor

ATTEST:

JOHANNA SMALL, CMC
City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney

ADDENDUM #6 TO AGREEMENT FOR PROFESSIONAL SERVICES

THIS SIXTH ADDENDUM TO AGREEMENT FOR PROFESSIONAL SERVICES is made and entered into this ____ day of _____, 20__, by and between the CITY OF NORTHGLENN, State of Colorado (hereinafter referred to as the "City") and Cumming Management Group Inc (hereinafter referred to as "Consultant").

RECITALS:

- A. On April 9, 2018 the City and Consultant entered into an Agreement for Professional Services for the implementation of Phase 1 of the Civic Center Master Plan (the "Agreement").
- B. On April 13, 2020 the City and Consultant executed an Amendment to the Agreement to reflect the identity of the new legal parties to the Agreement.
- C. On April 20, 2020 the City and Consultant executed Change Order #1 to the Agreement to reduce the scope of services by \$101,345.
- D. On December 21, 2020 the City and Consultant executed Addendum #1 to increase the scope of services to add Program and Project Management of Phase 2 of the Civic Center Master Plan, increasing the contract amount by \$330,471.
- E. On September 27, 2021 the City and Consultant executed Addendum #2 to increase the scope of services, increasing the contract amount by \$18,020.30.
- F. On April 11, 2022 the City and Consultant will execute Addendum #3 to increase the scope of services, increasing the contract by \$15,000.
- G. On May 9, 2022 the City and Consultant executed Addendum #4 to increase the scope of services for Phase 2 of the Civic Center Master Plan, increasing the contract by \$165,500, and extending services through October 31, 2024 and updating the billable rates.
- H. On March 13, 2023 the City and Consultant executed Addendum #5 to increase the scope of services for Phase 2 of the Civic Center Master Plan, increasing the contract by \$45,000.

AGREEMENT

NOW, THEREFORE, it is hereby agreed that for the consideration hereinafter set forth, that Consultant shall provide to the City, professional consulting services as needed in the manner provided in the Agreement.

- 1. The Scope of Services in the Agreement is hereby supplemented to include the scope of services for Overall Development Assistance for Phases 3 and 4 of the Civic Center Mater Plan attached hereto as **Exhibit A** and incorporated herein by this reference (the "Additional Scope of Services"). Consultant shall commence work on the Additional Scope of Services within ten (10) days of the issuance of a Notice to Proceed.
- 2. Subparagraph A. of Article IV entitled "Compensation" is hereby amended to provide as follows:
 - A. Compensation shall not exceed two hundred twelve thousand nine hundred forty-two dollars (\$212,942) for the work described in **Exhibit A**, based on the current billing rates as provided in **Exhibit B** of Addendum #5. The total contract amount for Phase 3 is hereby created to be an amount not to exceed \$114,538, and the total contract amount for Phase 4 is hereby created to be an amount not to exceed \$98,404.

3. The original Agreement is in full force and effect and is hereby ratified by the City and the Consultant. The original agreement, Addendum #1, Addendum #2, Addendum # 3, Addendum #4, Addendum #5 and this Addendum #6 constitute all of the agreements between the City and the Consultant.

IN WITNESS WHEREOF, the parties hereto each herewith subscribe to the same in duplicate.

CITY OF NORTHGLENN, COLORADO

By: _____

Meredith Leighty

Print Name

Mayor

Title

Date

ATTEST:

Johanna Small, CMC, City Clerk

APPROVED AS TO FORM:

Corey Y. Hoffmann, City Attorney

CONSULTANT

By: *Jack Christensen* JACK CHRISTENSEN

SENIOR DIRECTOR 05/22/2023

Title

Date

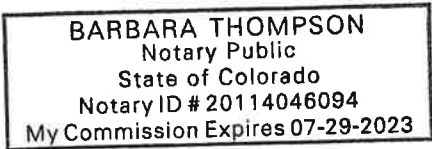
ATTEST:

Barbara Thompson

St. Office Mgr. 5/22/23

Title

Date





88 Inverness Circle East
Building G, Suite 101
Englewood, CO 80112
Phone: 303-771-0396
Fax: 303-948-7230
ccorpusa.com

Eric Ensey
City of Northglenn
11701 Community Center Drive
Northglenn, CO 80233

RE: Cumming Management Group Inc. Phase 3-4a Services

Dear Eric,

Thank you for the opportunity to provide a proposal for the next step of services on the overall development of the Civic Center Campus. Per the Amendment 05 of our services that provided services to March 6th, 2023, below is a summary of the continuation of services from March 6th, 2023 through an estimated Q4 2025 of Preconstruction Services.

- Phase 3a): Former Recreation Center Abatement and Demolition Coordination to tie into VCP.
 - Develop new RFP, coordinate site walks, review proposals, and correspond with abatement vendors to get to next steps of the former Rec Center demolition.
- Phase 3b): Voluntary Clean-up Program Coordination and Vendor Management.
 - Restart VCP program after Council approval to continue.
 - Review documentation, coordinate with CDPHE, and assist with applications and VCP process.
- Phase 3c): City Hall Demolition
 - Abatement inspection report coordination, demolition vendor coordination.
 - These services are already included in CMGI's agreement from the City Hall scope of services and there are no additional fees for this scope in this proposal, referenced for schedule continuity only.
- Phase 4a): Northglenn Sub vendor Development Coordination
 - Restart development teams and meet regularly to bring team on board to help through program and design. This includes EPS, MIG, Martin/Martin.

The value of services in the timeline above is broken out in the table below.

88 Inverness Circle East
Building G, Suite 101
Englewood, CO 80112
Phone: 303-771-0396
Fax: 303-948-7230
ccorpusa.com

Scope:

Major project activities	Anticipated Schedule	Proposed Value
Phase 3a: Rec Demolition, Brownfield Grants, VCP Submit/Bid/Award	Start Q2 2023 (18 Month Duration)	\$77,788
Phase 3b: VCP Remediation	Start Q4 2024 (12 Month Duration)	\$36,750
Phase 3c: City Hall Demolition	Q3 2024, Included in City Hall Agreement	Included
Phase 4a: P3 Preconstruction Services - Team Selection, Program, Design, Permitting	Starting Q1 2025 (12 Month Duration)	\$98,404
Total		\$212,942

Thank you again,



Jack Christensen
Senior Director