




PLANNING & DEVELOPMENT MEMORANDUM
#7-2024

DATE: Feb. 12, 2024

TO: Honorable Mayor Meredith Leighty and City Council Members

THROUGH: Heather Geyer, City Manager 
Jason Loveland, Deputy City Manager 

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

SUBJECT: CR-55 – Amendment #4 to Professional Services Agreement with Anderson Mason Dale Architects

PURPOSE

To consider CR-55, a resolution approving a contract amendment with Anderson Mason Dale Architects (AMD) for architectural and engineering services for the new City Hall facility.

BACKGROUND

The original contract with AMD for architectural and engineering services for design of the new City Hall was approved by City Council on May 24, 2021, for \$1,485,264. This covered the architectural and engineering design services for the building at the original cost of \$18 million, inclusive of all hard costs, soft costs, and contingencies. Subsequently, Amendment #1 was brought forward at the April 25, 2022, 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. Amendment #2 was approved by City Council on Aug. 8, 2022, for \$113,201. This provided a total contract amount for architectural and engineering services at \$1,991,531. Amendment #2 covered additional audio/visual design work along with demolition drawings needed for the former recreation center. Amendment #3 was authorized through the approval of Change Order #1 on Jan. 10, 2023, for \$54,887. This contingency amount covered additional design scope and was authorized by City Manager Heather Geyer, consistent with the original contract approval.

Scope of Proposed Contract Amendment

Amendment #4 is a request for additional compensation to cover some contract administration services and design support incurred by AMD during the review and coordination of submittals and RFIs (Requests For Information) throughout the project. The AMD memo attached to Amendment #4 includes a complete description of those additional services rendered by the design team. Several items were added or required more follow-up and research than was contemplated during original budgeting by AMD. The arrangement between the design team (AMD) and the general contractor (FCI Constructors) for this project requires coordination and resolution of issues during the construction phase. As a result, AMD has spent additional time that was not included as part of their original scope and is requesting compensation to cover those costs.

Amendment #4 would increase AMD's contract by \$51,143 to cover the additional scope required for AMD's contract administration services. This additional scope would increase AMD's total contract amount to \$2,042,674.

BUDGET/TIME IMPLICATIONS

Budget:

The following table is a breakdown of AMD’s existing contract:

Contract	Amount
Original contract (Resolution No. 21-57)	\$1,485,264
Amendment #1 (Resolution No. 22-80)	\$393,066
Amendment #2 (Resolution No. 22-124)	\$113,201
Amendment #3 (Change Order 1; Authorization of design contingency approved through original contract)	(\$54,887 already included in original contract)
<i>Amendment #4 (proposed, CR-55)</i>	<i>\$51,143</i>
AMD Total Contract	\$2,042,674

City Council has authorized a total budget for the new City Hall facility of \$33,780,000. This is inclusive of construction costs, soft costs (which include design and engineering, contract administration services and furniture and equipment costs), and owner contingency. This additional compensation would not increase the total budget for the project as the funding would be covered by project contingency.

Time:

The project is progressing with completion of construction anticipated for late summer or early fall of 2024.

STAFF RECOMMENDATION

Staff is recommending approval of CR-55, a resolution that, if approved, would authorize the Mayor to execute Amendment #4 to the contract between the City and Anderson Mason Dale Architects for the City Hall design in an amount not to exceed \$51,143 for additional contract administration services and design support.

STAFF REFERENCE

If Council Members have any questions, please contact Becky Smith, Planning Manager, at bsmith@northglenn.org or 303.450.4005.

SPONSORED BY: MAYOR LEIGHTY

COUNCIL MEMBER'S RESOLUTION

RESOLUTION NO.

No. CR-55
Series of 2024

Series of 2024

A RESOLUTION APPROVING AMENDMENT #4 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 #4 to the Agreement between the City of Northglenn and Anderson Mason Dale Architects, P.C., attached hereto, in the amount of \$51,143.00 for architectural and engineering services for the implementation of Phase 2 of the Civic Center Master Plan Project, for a total contract amount not to exceed \$2,042,674.00, 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 _____, 2024.

MEREDITH LEIGHTY
Mayor

ATTEST:

JOHANNA SMALL, MMC
City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney



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Amendment to the Professional Services Agreement

PROJECT: *(name and address)*
Northglenn City Hall

AGREEMENT INFORMATION:
Date: May 14, 2021

AMENDMENT INFORMATION:
Amendment Number: 004
Date: January 29, 2024

OWNER: *(name and address)*
City of Northglenn
11701 Community Center Drive
Northglenn, Colorado 80233-8061

ARCHITECT: *(name and address)*
Anderson Mason Dale Architects, P.C.
3198 Speer Blvd.
Denver, CO 80211

The Owner and Architect amend the Agreement as follows:
Additional Construction Administration Services as delineated in AMD memo dated November 27th, 2023 (attached).

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

Compensation Adjustment:
Compensation shall be a lump sum in the amount of Fifty-One Thousand One Hundred Forty-Three Dollars and 00/100ths (\$51,143.00).

Schedule Adjustment:
No change.

SIGNATURES:

Anderson Mason Dale Architects,
P.C.

City of Northglenn

ARCHITECT *(Firm name)*

OWNER *(Firm name)*

-See attached signatures page-

-See attached signatures page-

SIGNATURE

SIGNATURE

Joey Carrasquillo, AIA, Vice
President

Meredith Leighty, Mayor

PRINTED NAME AND TITLE

PRINTED NAME AND TITLE

29 JANUARY 2024

DATE

DATE

AndersonMasonDale Architects

MEMORANDUM

Date: 27 November 2023
Project #: 21-015.00
Project: Northglenn City Hall

To: Nate Richards / Cumming Group
From: Joey Carrasquillo

Subject: Additional Services Request for Construction Administration
Distribution: File

This memo outlines our respectful request for additional compensation in support of CA services for the project. The coordination of the various scopes of work for has proven to be quite complex and has been taken more staff time than was anticipated for the project.

The following is an inventory of activities that have extended our efforts to date, with associated expenditures; hourly rate is a blended rate of \$199/HR based on hourly rates for PIC/PM/PA as listed in the prime agreement, calculated at a 20/20/60 ratio:

- Meeting time not anticipated with our base fees:
 - Weekly RFI review meetings with FCI (on-going)
 - 60 HRS at \$199/HR \$ 11,940
 - Weekly CLT coordination with FCI / Nordic / BK
 - 10 HRS at \$199/HR \$ 1,990
 - FCI BIM-coordination sessions
 - 6 HRS at \$199/HR \$ 1,194
- Time expended on research associated with the following scopes of work:
 - Perimeter drain: Given some of the history experienced at the Justice Center and the Recreation Center regarding foundation settlement, the perimeter drain / granular fill stack scope was further vetted with all parties.
 - 12 HRS at \$199/HR \$ 2,388
 - Alternate acoustic baffle materials: time expended to review alternative strategies in response to the pricing provided by FCI, recognizing the importance of this scope to the project.
 - 4 HRS at \$199/HR \$ 796
 - Community room operable window walls: The design and specifications for the operable bi-fold doors required further vetting with FCI to ensure the parameters of the design intent were achievable with the manufacturers being considered for this scope of work. Information attained from manufacturers during design was subsequently altered during construction, requiring some modifications to the design.

- 10 HRS at \$199/HR \$ 1,990
 - Mobile storage flooring: Modifications to the design of the mobile storage system to alleviate concerns of recessing the system into the structural slab; coordination with FCI to articulate to the subcontractor the requirements for providing components to the system to provide accessible compliance.
 - 6 HRS at \$199/HR \$ 1,194
 - Zip-sheathing and exterior wall girts at radiused walls: Coordination with FCI regarding adjustments to the detailing of the zinc exterior wall type to assist them in optimizing its assembly at the curved portions of the building, while ensuring technical compliance.
 - 20 HRS at \$199/HR \$ 3,980
 - Council chambers columns offset from foundation walls (on-going): The complexity of the footprint of this portion of the building - not a surprise – has yielded some discrepancy between foundations and structural steel that requires design solutions to address the finished walls within the space.
 - 16 HRS at \$199/HR \$ 3,184
 - Extended shop drawing review:
 - To assist the construction schedule and to ensure timely procurement of materials, we have been reviewing submittals in portions for various scopes of work, which requires additional administrative time as we have to go back and cross-reference previous submittals. This includes the mass timber coordination which manifested into multiple shop drawing reviews.
 - 113 HRS at \$199/HR \$ 22,487
- Total 257 HRS at \$199/HR \$ 51,143**