




**PLANNING & DEVELOPMENT MEMORANDUM
#8-2024**

DATE: Feb. 26, 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: City Hall Construction Update – February 2024

PURPOSE

To provide City Council with an update on the construction of the new City Hall.

BACKGROUND

This update includes a Monthly Progress Report for February as Attachment 1 to the staff memorandum. This Monthly Progress Report has been generated by the City's project management and administration consultant team at Cumming Management Group. The report includes relevant information on the project during the past month.

February saw the installation of MEP (Mechanical, Electrical, and Plumbing) overhead rough-ins, including the installation of piping, conduit, and ductwork throughout the building. Drywall has also been installed in the Council Chambers and community room spaces. The construction team also finished the exterior sheathing and most of the exterior weatherproofing cover.

As the project moves into March, the construction team will continue with interior drywall installation on the main floor, followed by the upper level. The team will also move into installation of final roofing materials on Council Chambers and begin installing the exterior wall panel system. These are not the final exterior materials, but the framing of the support where the final panels will be affixed.

Tours of the building will be planned during April for Council Members to see the progress of the building once the interior begins to take more shape.

BUDGET/TIME IMPLICATIONS

The total budget for the new City Hall facility is \$33.78M. The breakdown is as follows:

Construction costs	\$27,385,781
Soft costs (including all design costs and furniture, fixtures, and equipment (FF&E))	\$4,984,173
Contingencies	\$1,410,046
Total Budget	\$33,780,000

Currently, the project is within budget and on schedule for substantial completion by Q3 2024. There have not been any significant winter storm events that have impacted the construction schedule.

One project item staff continues to monitor closely is the impact of the foundation slab failure in September 2023. The Project Team is identifying the costs and responsibilities of this event. Fortunately, there will not be a timing impact to the project as the FCI team made up the lost time by focusing on other areas while demoing and reconstructing the 98'6" foundation slab.

Key dates, post substantial construction completion, have been tentatively identified:

- Temporary Certificate of Occupancy (TCO) around July 2. The TCO allows for the installation of furniture into the building. However, staff and the public will not be allowed to occupy the building.
- Certificate of Occupancy (CO) around Aug. 9. Once a CO is issued, the building may be occupied by staff and the public.
- Staff move-in on Thursday, Aug. 15, and Friday, Aug. 16. The City's moving vendor will transfer staff items and files/storage items to the new building and staff will begin getting the building ready for opening to the public.
- City Hall will be open to the public on Aug. 19, and City Council will hold its first meeting in the new building.
- VIP Grand Opening on Wednesday, Sept. 11 or Thursday, Sept. 12. This will be an invite-only event and ceremony.
- Public Open House on Saturday, Sept. 14.

STAFF RECOMMENDATION

This is for informational purposes only.

STAFF REFERENCE

If Council Members have any questions, please contact Becky Smith, Planning Manager, at bsmith@northglenn.org or 303.450.8741.

ATTACHMENT

1. Monthly Progress Report – February 2024

MONTHLY PROGRESS REPORT – February 2024

Project: Northglenn City Hall

Report Date: 02/26/24

Prepared By: Nate Richards
Senior Project Manager, Cumming Management Group

Section 1: Project Status

1.1 – KEY ACTIVITIES AND ACCOMPLISHMENTS (LAST MONTH):

The following is a list of key activities and accomplishments completed February 2024:

- MEP Overhead Rough-In
- Council Chambers / Community Rooms Drywall
- Exterior Wall Waterproofing / Air Barrier

1.2 – UPCOMING CRITICAL ACTIVITIES (NEXT MONTH):

The following is a list of upcoming critical activities for the Project that are projected to be completed or underway in March 2024:

- Exterior Wall Panel System Start
- Council Chambers TPO Roof
- Drywall Tape / Finish Underway

1.3 – BUDGET AND SCHEDULE SUMMARY:

Presented in Table 1 is a high-level budget summary. Costs to-date are as expected, and the GMP has been finalized.

Table 1 - Budget Summary

Budget Element	Current Budget Amount	Remaining Budget	Spent to Date
Construction	\$27,385,781	\$15,233,534	\$12,152,247
Other Owner Soft Costs	\$6,394,219	\$3,608,977	\$2,785,242
Total Project Budget	\$33,780,000	\$18,842,511	\$14,937,489

Presented in Table 2 is a summary of key milestone dates for the Project. The first column shows the milestones we are tracking for the monthly reports. The second column provides the schedule dates from the FGMP accepted schedule. The final column is comments about each milestone listed. The project is currently tracking on schedule with a substantial completion by Fall 2024.

Table 2 - Schedule Summary

Milestone	Contract Schedule	Comments
Notice to Proceed	04/03/23	Completed. FGMP 01, 02 NTP Complete
Building Foundations	10/02/23	Completed.
Steel/Wood Structure	12/20/23	Completed.
Interior Build Out	07/18/24	Currently Tracking on Schedule.
Furniture Install	August 2024	Currently Tracking on Schedule
Substantial Completion	3rd Quarter 2024	On Track based on January '24 schedule.

1.4 – RISK SUMMARY:

Presented in Table 3 is a summary of risks that are currently active or that have been identified as having a potentially significant cost or schedule impact.

Table 3 - Active/Critical Risks

Risk Description	Risk Type	Mitigation Steps
Lead Time and Pricing on Material	Schedule/Budget	No current issues. This will be continually monitored throughout the team’s buyout process.
Owner Supplied Item Delays	Schedule/Budget	No current issues. Procurement of Owner supplied items such as Furniture will start Spring 2024.
Replacement of Slab 98'-6"	Schedule/Budget	The extreme rain event on September 14 th caused the void form to fail upon concrete pour. This required the demo of the pour, void form, and subgrade repair. FCI moved to other slabs to pour while this area was remediated. Currently schedule is catching up, budget impacts are unknown at this point. FCI has indicated they are pursuing Builder’s Risk and the team hopes to provide an update next month.

1.5 – CONTRACT SUMMARY:

Vendor / Scope	Original Contract Amount	Change Orders	Current Contract
Anderson Mason Dale (Architect)	\$1,878,330		
CO 01 – Amendment 02		\$113,201	
CO 02 – Additional Services Request		\$0	
CO 03 – Additional Services Request		\$51,143	
Total			\$2,042,674
Cumming Management Group (Owner’s Rep)	\$495,971		
CO 01 – Phase 3 Services Pre-Work		\$45,000	
Total			\$540,971
FCI Contractors (CMGC)	\$26,494,561		
Contract Adjust for Precon (within Council Value)		\$46,346	
PCCO 001 – Project Alternates Release		\$698,601	
PCCO 002 – Water Line, Mechanical Change		\$45,891	
PCCO 003 – Structure revision, Stockpile seed, add'l testing		\$100,381	
Total			\$27,385,780
Workplace Resource (Furniture)	\$1,223,620		
Total			\$1,223,620

Section 2: Construction Work Update

Exterior waterproofing and air barrier underway. Interior framing is nearly complete, drywall starting in critical areas. MEP work is progressing to rough inspections.

Substantial Completion is anticipated to be in the Third Quarter 2024.

Site Photos – January 2024

Photo 1 – Exterior Sheathing Installation (Facing North)



Photo 2 – Level 2 Overhang (Facing SW)



Photo 3 – Mechanical / Plumbing Above Ceiling Rough



Photo 4 – Main Atrium Opening

