

**PLANNING & DEVELOPMENT MEMORANDUM**  
**#22-2024**

**DATE:** April 22, 2024

**TO:** Honorable Mayor Meredith Leighty and City Council Members

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

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

**SUBJECT:** City Hall Construction Update – April 2024

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**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 March as Attachment 1 and April as Attachment 2 to the staff memorandum. These reports were generated by the City's project management and administration consultant team at Cumming Management Group. It includes relevant information on the project during their respective months.

The Leadership Team and members of the Police Department completed a walkthrough of the building. During the walkthrough there were safety modifications to the building that were requested. Staff is currently working with the general contractor (FCI Constructors) to determine what, if any, impacts to the schedule these modifications could have. Staff is currently evaluating several potential delays in the schedule related to the delivery of materials and subcontractor coordination of the installation of certain mechanical equipment. Over the next several weeks staff will have a clear understanding of any potential delays to the schedule.

The project team continues to monitor closely the impact of the foundation slab failure in September. FCI's insurance advisors are reviewing it, with more information coming soon.

March saw the finishing of drywall on the first floor. Additionally, the mechanical system, interior piping and ducts have been installed throughout the building. The construction team is working through rough inspections on the mechanical system. On the exterior, the team continues to finish the paneling and underlayment that goes on prior to exterior finishes. The first section of exterior wood paneling has been installed around the Council Chambers area.

In April, the construction team will continue with the installation of drywall on the second floor and then the painting of walls, starting on the first floor and then moving up to the second floor. They will also continue with the installation of the wood paneling on the exterior of the building around the Council Chambers area. Solar panel placement will also happen, with the panels being craned onto the roof of the building and installation to follow. This will also include the construction of the additional photovoltaic canopy on the south side of the building.

City Council building tours are planned for May 6, 2024, prior to the special meeting.

**Former Northglenn Recreation Center Demolition**

The building and foundation have been demolished and American Demolition is working on the final stage of sorting out materials. All demo, grading, and revegetation should be completed within the next few weeks. Additionally, staff anticipates notice on whether or not the City has been awarded an EPA Brownfields Clean-Up Grant in early May. The City submitted a grant application in November for remediation of the soil contaminants on the former recreation center site. The grant ask was \$2.75M. Should the City receive the grant, the soil remediation would need to be completed within three years.

**BUDGET/TIME IMPLICATIONS**

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

Construction costs	\$27,643,159
Soft costs (including all design costs and furniture, fixtures, and equipment (FF&E))	\$4,984,173
Contingencies	\$1,152,668
<b>Total Budget</b>	<b>\$33,780,000</b>

Once the potential schedule impacts, based on the modifications described in this memorandum, have been fully vetted, staff will provide Council with an update of the anticipated dates for issuance of a Certificate of Occupancy and dates for the grand opening events.

**STAFF RECOMMENDATION**

This is for informational purposes only.

**STAFF REFERENCE**

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

**ATTACHMENTS**

1. Monthly Progress Report – March 2024
2. Monthly Progress Report – April 2024

**MONTHLY PROGRESS REPORT – March 2024**

Project: Northglenn City Hall

Report Date: 03/25/24

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:

- Council Bullet Resistant Panels
- Council TPO Roofing
- Main Roof HVAC Units

**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 April 2024:

- Exterior Wall Paneling and Supports
- Rough HVAC Inspections
- Exterior Wood Paneling

**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
<b>Construction</b>	\$27,643,159	\$13,522,537	\$14,120,622
<b>Other Owner Soft Costs</b>	\$6,136,841	\$3,333,798	\$2,803,043
<b>Total Project Budget</b>	<b>\$33,780,000</b>	<b>\$16,856,335</b>	<b>\$16,923,665</b>

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
<b>Notice to Proceed</b>	04/03/23	Completed. FGMP 01, 02 NTP Complete
<b>Building Foundations</b>	10/02/23	Completed.
<b>Steel/Wood Structure</b>	12/20/23	Completed.
<b>Interior Build Out</b>	07/18/24	Currently Tracking on Schedule.
<b>Furniture Install</b>	August 2024	Currently Tracking on Schedule
<b>Substantial Completion</b>	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
<b>Lead Time and Pricing on Material</b>	Schedule/Budget	No current issues. This will be continually monitored throughout the team’s buyout process.
<b>Owner Supplied Item Delays</b>	Schedule/Budget	No current issues. Procurement of Owner supplied items such as Furniture will start Spring 2024.
<b>Replacement of Slab 98’-6”</b>	Schedule/Budget	The extreme rain event on September 14 <sup>th</sup> 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
<b>Anderson Mason Dale (Architect)</b>	\$1,878,330		
CO 01 – Amendment 02		\$113,201	
CO 02 – Additional Services Request		\$0	
CO 03 – Additional Services Request		\$51,143	
<b>Total</b>			<b>\$2,042,674</b>
<b>Cumming Management Group (Owner’s Rep)</b>	\$495,971		
CO 01 – Phase 3 Services Pre-Work		\$45,000	
<b>Total</b>			<b>\$540,971</b>
<b>FCI Contractors (CMGC)</b>	\$26,494,561		
Contract Adjust for Precon (within Council Value)		<b>\$46,346</b>	
PCCO 001 – Project Alternates Release		<b>\$698,601</b>	
PCCO 002 – Water Line, Mechanical Change		<b>\$45,891</b>	
PCCO 003 – Structure revision, Stockpile seed, add’l testing		<b>\$100,381</b>	
PCCO 004 – Ductwork and Lighting Revisions		<b>\$58,152</b>	
PCCO 005 – AV Adds, Site furnishings, Sound Panel Adds		<b>\$199,227</b>	
<b>Total</b>			<b>\$27,643,159</b>
<b>Workplace Resource (Furniture)</b>	\$1,223,620		
<b>Total</b>			<b>\$1,223,620</b>

**Section 2: Construction Work Update**

Exterior waterproofing and air barrier is complete. Exterior panel supports are underway. Drywall is nearing completion and finishing has started in critical areas. MEP work has completed several rough inspections. Glazing has started. TPO Roofing is complete.

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

**Site Photos – February 2024**

**Photo 1 – Exterior Sheathing Installation (Facing North)**



**Photo 2 – Exterior Panel Underlayment (Facing ENE)**



**Photo 3 – Lobby Art Underlayment**



**Photo 4 – Council Bullet-Resistant Panels**





**MONTHLY PROGRESS REPORT – April 2024**

Project: Northglenn City Hall

Report Date: 04/22/24

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 March 2024:

- Drywall finishing on first floor.
- Mechanical, Electrical, Plumbing rough inspections.

**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 May 2024:

- Exterior Wood Paneling
- Interior finish
- PV canopy
- PV Array on main roof

**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
<b>Construction</b>	\$27,643,159	\$11,172,301	\$16,470,858
<b>Other Owner Soft Costs</b>	\$6,136,841	\$2,687,224	\$3,449,617
<b>Total Project Budget</b>	<b>\$33,780,000</b>	<b>\$13,859,525</b>	<b>\$19,920,475</b>



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
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1.4 – RISK SUMMARY:

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**Table 3 - Active/Critical Risks**

Risk Description	Risk Type	Mitigation Steps
<b>Lead Time and Pricing on Material</b>	Schedule/Budget	The team is monitoring updates from the construction team regarding labor issues for the install of the elevator, and potential shipment issues with the zinc siding. These will be continually monitored over the coming weeks and updated as information arrives.
<b>Security / AV Changes to Building</b>	Schedule/Budget	The Police Department and Staff reviewed the site as it was constructed in March of 2024 and had some adjustments to be made for staff safety and some added AV items. The GC is indicating these changes are driving the schedule past original completion, but still within the Q3, 2024 date.
<b>Owner Supplied Item Delays</b>	Schedule/Budget	No current issues. Procurement of Owner supplied items such as Furniture will start Spring 2024.

<b>Replacement of Slab 98'-6"</b>	Schedule/Budget	The extreme rain event on September 14 <sup>th</sup> 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.
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<b>Total</b>			<b>\$27,643,159</b>

<b>Workplace Resource (Furniture)</b>	\$1,223,620		
<b>Total</b>			<b>\$1,223,620</b>

**Section 2: Construction Work Update**

Building elevator is on site and ready for assembly / installation. Drywall finishing is underway and interior building finishes will start within a few months. MEP work has completed several rough inspections. Roof PV will start soon. TPO Roofing is complete.

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

**Site Photos –March 2024**

**Photo 1 – Roof Mechanical and TPO Installation (Facing North)**



**Photo 2 – Ceiling Grid Start**



**Photo 3 – City Council Chambers**





Photo 4 – South PV Canopy Prep and Stair Sidewalk Forming

