


**PUBLIC WORKS DEPARTMENT
MEMORANDUM #2018 – 01**

DATE: January 8, 2018
TO: Honorable Mayor Carol Dodge and City Council Members
FROM: James A. Hayes, AICP – City Manager 
David H. Willett – Director of Public Works
SUBJECT: CR-07 – Northglenn Justice Center (NJC) Furniture, Fixtures, and Equipment

PURPOSE

City Council is considering an award for the purchase of **furniture, fixtures, and equipment** (FFE) to accommodate the police and court staff that will be providing services from the NJC building. The building is currently under construction with substantial completion anticipated fall 2018.

BACKGROUND

The Justice Center construction project was initiated and approved through City Council on March 27, 2017. FCI Constructors provided the City with a Guaranteed Maximum Price (GMP) to complete all site work and the building construction. Ground breaking occurred April 14, 2017.

The Building Construction Team:

- City of Northglenn, owner
- Hoeffler Wysocki Architects (HWA), architecture and engineering
- FCI Constructors, Inc. (FCI), construction manager

BASE DEVELOPMENT COST (MARCH 2017)

At the March 27th Council meeting staff provided a project design update along with a recommendation for approval of a Guaranteed Maximum Price (\$19.87M) contract with FCI Constructors. Staff also provided Council with an estimated base development cost (\$22.97M) as a reference against all other associated project costs that the City might incur through commissioning of the building.

The estimated base development costs identified in March 2017 are tabularized and shown below on Table 1. For simplicity numeric values are rounded to two decimal places.

Table 1 – March Base Development Costs

FCI – Building Construction	\$19.87
HWA – Architecture and Engineering	\$2.00
Furniture, Fixtures, and Equipment (FFE)	\$0.60
Road/Traffic Signal	\$0.50
Base Development Cost (estimate)	\$22.97M

City Council, at the March 27th meeting, approved the GMP contract price of \$19.87M and a **3% owner’s contingency**. The owner’s contingency equates to **\$595,895** (\$0.60M) and is shown on Table 2.

BASE DEVELOPMENT COST (DECEMBER 2017)

Updated soft costs, the recommended FFE bid value (*designated with an asterisk*), and the

owner's contingency are shown below, last column on Table 2.

Note that as of December 2017 only \$145,390 (0.15M) of owner's contingency has been authorized.

Table 2 – December Base Development Costs and Owner's Contingency

2017	Mar Estimate	Dec Estimate
FCI – Building Construction	\$19.87	\$19.87
HWA – Architecture and Engineering, and other soft cost	\$2.00	\$2.10
FFE Bid Value (recommended bidder)	\$0.60	*\$0.74
Road/Traffic Signal (excluding pavement)	\$0.50	\$0.37
Owner's Cont. (Mar approval vs. Dec authorized)	0.60	0.15
Base Development Cost (December)	\$23.57M	\$23.23M

FURNITURE, FIXTURES, EQUIPMENT BID COMPARISON

Attachment I – Hoeffler Wysocki Architects issued a Request for Proposal for the Justice Center FFE in September 2017. Five bid proposal were received. Four of the five proposals met the specifications requested. The Encompas – Haworth bid included an open source (non-authorized dealer) product line where suppliers could provide a much lower quality of furniture. Staff recommends not giving Encompas – Haworth any further consideration.

The remaining four bid proposal were remarkably close ranging from a high of \$737,454 to a low of \$720,038.

Attachment II – Staff from the Police Department and Municipal Court visited and assessed the furniture, fixtures, and equipment from the following bidders: Elements/Knoll, and Workplace/Herman Miller. These two bidders were selected based on prior research and references, high and low end of bid range, and a relatively close commute. Both of these bidders are identified on Attachment II. Note the second paragraph/table contains excerpts from the bid tour. Based on the FFE quality observed during inspection and personal preference regarding comfort, staff recommends the FFE award to the Elements/Knoll proposal of \$737,454 (\$0.74M).

Hoeffler Wysocki informed staff that additional savings could be obtained through use of different components and/or unit designs. Pending approval staff will meet with the FFE sale representative to discuss cost saving in more detail.

Attachments IIIA and IIIB – Upper and lower floor plans with FFE

BUDGET/TIME IMPLICATIONS

If City Council approves the recommended FFE bid package to the Knoll vendor, the current estimated charges against the March base development cost (plus contingency) of **\$23.57M** will be **\$23.23M**.

Pending approval the remaining balance in owner's contingency will be about **\$340,000**.

The project is on schedule.

Northglenn Justice Center FFE
January 8, 2018

RECOMMENDATIONS

Attached to this memorandum is a Resolution that, if approved, would:

1. Authorize the City Manager to execute a Purchase Order between the city of Northglenn and **Elements** not to exceed \$737,454.59.

Staff recommends approval of this Resolution.

STAFF REFERENCE

David H. Willett, MBA, PE – Director of Public Works dwillett@northglenn.org 303.450.8783
Nathan Haasis P.E., Project Manager nhaasis@northglenn.org 303.450.8837

ATTACHMENTS

- I. FFE Bid – proposals and comparison
- II. FFE Bid – tour comparison
- IIIA and IIIB: floor plan versus FFE

ATTACHMENT I

BID NUMBER COMPARISONS

	Elements - Knoll	Officescapes - Steelcase	Workplace Resource - Herman Miller	Teammates - Teknion	encompas - Haworth
Package 1 - Task Seating	\$52,615.68	\$45,933.51	\$41,486.40	\$34,979.88	\$33,734.40
Package 1 Shipping/Freight	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Package 1 Installation	\$1,377.00	\$2,420.00	\$1,315.50	\$1,680.00	\$2,040.00
BID PACKAGE 1 TOTAL	\$53,992.68	\$48,353.51	\$42,801.90	\$36,659.88	\$35,774.40
Package 2 - Furniture/Storage	\$615,814.72	\$583,695.80	\$607,255.98	\$607,101.45	\$548,419.95
Package 2 Shipping/Freight	\$17,005.19	\$20,791.92	\$18,809.00	\$21,983.00	\$15,470.00
Package 2 Installation	\$50,642.00	\$73,974.42	\$51,830.29	\$54,294.00	\$78,500.00
BID PACKAGE 2 TOTAL	\$683,461.91	\$678,462.14	\$677,895.27	\$683,378.45	\$642,389.95
OVERALL TOTAL	\$737,454.59	\$726,815.65	\$720,697.17	\$720,038.33	\$678,164.35

ATTACHMENT II

BID NUMBER COMPARISONS

	Elements - Knoll	Workplace Resource - Herman Miller
Package 1 - Task Seating	\$52,615.68	\$41,486.40
Package 1 Shipping/Freight	\$0.00	\$0.00
Package 1 Installation	\$1,377.00	\$1,315.50
BID PACKAGE 1 TOTAL	\$53,992.68	\$42,801.90
Package 2 - Furniture/Storage	\$615,814.72	\$607,255.98
Package 2 Shipping/Freight	\$17,005.19	\$18,809.00
Package 2 Installation	\$50,642.00	\$51,830.29
BID PACKAGE 2 TOTAL	\$683,461.91	\$677,895.27
OVERALL TOTAL	\$737,454.59	\$720,697.17

AFTER BID TOUR COMPARISONS

	Elements - Knoll	Workplace Resource - Herman Miller
Warranty - Desk Systems	Lifetime, 24/7, parts and labor included	12 yr, parts and labor included, part coverage length depends on component
Warranty - Task Seating	12 yr, 24/7, parts and labor included	12 yr, 24/7, labor included
Warranty - Height Adjustable Tables	5 yr on operable parts, 10 yr steel	5 year on base, 3 yr on operable parts
Office Desking	'Reff' desking can come with tear drop end per RFP for Command offices.	'Canvas' desking does not have tear drop end as a standard for Command offices.
Training Chair/Side Chair	'Multi-generation' comes in upholstery seat and polypropylene back. BIFMA rated 350lb weight capacity.	'Caper' comes in polypropylene seat, no upholstery seat available. 300lb weight capacity
Training Table	'Pixel' table bid, top of their line for durability. Meets BIFMA	'Everywhere' table bid. Meets BIFMA
Height Adjustable Table	'K Stand' bid, 360lb lift capacity	'V1' bid, mid-grade table, 200 lb weight capacity
Task Chairs	'Generation' priced in bid package 1. BIFMA rated for 295lbs but can hold more. Favored by Northglenn due to comfort and durability.	'Celle' priced in bid package 1. 350lb weight capacity. Cellular suspension back, polymer cells. Not favored by Northglenn. Back comfort not as flexible as desired.

SPONSORED BY: MAYOR DODGE

COUNCILMAN'S RESOLUTION

RESOLUTION NO.

No. CR-7
Series of 2018

Series of 2018

A RESOLUTION TO AUTHORIZE THE CITY MANAGER TO ISSUE A PURCHASE ORDER TO ELEMENTS FOR A TOTAL AMOUNT NOT TO EXCEED \$737,454.59 FOR THE PURCHASE OF FURNITURE, FIXTURES, AND EQUIPMENT FOR THE NORTHGLENN JUSTICE CENTER

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

Section 1. The City Manager is hereby authorized to issue a Purchase Order to Elements in an amount not to exceed \$737,454.59 for the purchase of furniture, fixtures, and equipment (FFE) for the Northglenn Justice Center facility.

DATED at Northglenn, Colorado, this ____ day of _____, 2018.

CAROL A. DODGE
Mayor

ATTEST:

JOHANNA SMALL, CMC
City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney