

PLANNING & DEVELOPMENT MEMORANDUM
#3-2023

DATE: Jan. 9, 2023

TO: Honorable Mayor Meredith Leighty and City Council Members

THROUGH: Heather Geyer, City Manager 

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

SUBJECT: Northglenn City Hall – Design Development Work Session and Project Update

PURPOSE

To provide City Council with an update on the progress of design on the new City Hall as the Anderson Mason Dale (AMD) Architects team nears the completion of the Design Development (DD) phase of the design process.

The design team is looking for consensus on the following areas of design:

1. Site and landscape design
2. Building exterior and materials palette
3. Building interior and materials palette
4. Safety and security measures

The AMD team will be in attendance to walk Council through these items with virtual walk-throughs of the building and material samples.

BACKGROUND

Staff received direction from City Council at the Nov. 7, 2022 meeting to proceed with the design of the new City Hall based on the Schematic Design (SD) package previously presented to Council. Based on that direction, the AMD team continued with the DD phase of design by further developing the layout and finishes of the building, including continuing to incorporate efficiencies in the overall design. The design team has worked with the Leadership Team to ensure that office spaces and other employee spaces are sufficient for staff needs, including accommodating future growth. Additionally, the AMD team worked closely with the City Manager's Office and Police Department to incorporate safety and security measures throughout the building consistent with Council direction.

The importance of seeking consensus at this meeting is to keep the project moving forward and on schedule. As mentioned previously, the current schedule is important to maintain to avoid further cost escalations.

Project Management

This project is being managed as a Construction Manager at Risk (CMAR) process, which means that the City has engaged a General Contractor (FCI Constructors) to work with the design team to assist in the management of the cost to construct the building. The CMAR process builds in periodic pricing exercises into the design process. With the completion of the DD package by the design team, FCI Constructors will use it to engage in the next pricing effort. This pricing effort will lead to the presentation of an Initial Guaranteed Maximum Price (IGMP) that will be brought forward to City Council in late February or early March. The IGMP is a contractual pricing effort that establishes the City's contract with FCI Constructors.

Following the IGMP process, a Final Guaranteed Maximum Price (FGMP) will be developed based on the final construction documents prepared by the design team. Staff anticipates bringing forward three separate FGMPs:

1. FGMP #1 – To allow FCI to purchase items that may require significant lead time. It is anticipated that FGMP #1 would be presented to Council concurrently with the IGMP so FCI can procure those items.
2. FGMP #2 – To allow for earthwork and foundations. It is anticipated that this will be presented to Council on May 8, so FCI can begin with grading of the site and for the preparation of utilities and foundations.
3. FGMP #3 – One for the final building and site improvements. It is anticipated that this will be presented to Council June 12.

NEXT STEPS

Should Council direct staff to proceed with completion of the DD phase based on the plans presented by the AMD team, the project will continue toward completion of the DD plan set and the next phase of pricing by FCI. The following is a breakdown of the next steps in the design and construction process:

- AMD to complete the DD plan set – End of January 2023
- FCI to perform an updated pricing effort – End of January/beginning of February 2023
- Construction Documentation (CD) phase – February to April 2023
- Groundbreaking – May 2023
- Construction – Spring 2023 through summer 2024
- Move in – Late summer/fall 2024

The project team anticipates bringing forward an Initial Guaranteed Maximum Price (IGMP) on a portion of the project sometime in February or March 2023. This IGMP will allow for the release of certain funds so FCI can begin mobilization and procuring some of the components of the building that might not be readily available and require some lead-time in procurement.

BUDGET/TIME IMPLICATIONS

The total budget for the new City Hall as approved by City Council at the Nov. 7, 2022 meeting is \$33,780,000. The break-down of this budget is as follows:

TOTAL BUDGET	\$33,780,000
Contingencies	\$2,490,000
Soft costs (including all design costs and FFE)	\$4,690,000
Construction costs	\$26,600,000

Future Discussion / Considerations: Staff continues to evaluate site logistics and costs associated with the remainder of the civic center site, including but not limited to the installation of a traffic signal, demolition of the former recreation center building and city hall, the future development program for the north half of the civic campus as well as construction of a parking lot where the current city hall building is located. This discussion is currently scheduled for the March 6 study session, wherein staff will provide a program of options for City Council to provide direction on.

STAFF RECOMMENDATION

Staff and the design team are presenting this item for discussion and direction to proceed with the DD phase of design for the new City Hall.

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STAFF REFERENCE

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

ATTACHMENT

1. Presentation