




PLANNING & DEVELOPMENT MEMORANDUM
#28-2024

DATE: June 24, 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 – June 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 May and June as Attachment 1 to the staff memorandum. This report was generated by the City's project management and administration consultant team at Cumming Management Group. It includes relevant information on the project for both May and June as there was no May report due to Memorial Day.

Construction continues to advance on schedule and within budget. The past couple months saw rapid progress in construction, both with interior work and exterior finishes.

Exterior progress includes the installation of exterior architectural finishes, including the zinc wall tiling as well as completion of the wood paneling around the Council Chambers. Also, the window in the Council Chambers was received and installed. It provides an amazing view of the Veterans Memorial from the dais. At this time, all windows have been installed. The solar paneling system on the roof has been installed, except for the portion of panels on the southern PV canopy.

Interior progress included the completion of the heating and cooling system. Once all door vestibules are completed, the construction team will test the system. Doors have been installed in offices and throughout the building and glass has been put up in the offices. The laying of carpeting and tile has begun. The dais wall has also been installed in the Council Chambers, along with most of the cabinetry throughout the building. June will also see the installation of Jodie Bliss' sculpture in the atrium area.

Over the next month we anticipate seeing the completion of the exterior architectural materials, along with completion of the PV canopy. The installation of landscaped seat walls and final grading will begin, and the final lift of asphalt will also be added. On the inside, lighting will continue to be installed along with the completion of flooring. The storefronts in the transaction lobby will also be placed, completing that area.

The project team continues to monitor closely the impact of the foundation slab failure in September. FCI has pursued Builder's Risk Insurance to cover the reconstruction of the failed foundation. Based on the terms of the City's contract with FCI, the deductible for Builder's Risk Insurance is the responsibility of the City to pay. In this case, the deductible was \$150,000. FCI agreed to contribute \$50,000 to the deductible, leaving the City with the remaining \$100,000 to cover. This \$100,000 will be funded through the project contingency set aside as part of the project budget. This deduction will be included as part of next month's update once the amount is paid.

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))	\$5,156,617
Contingencies	\$980,224
Total Budget	\$33,780,000

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

- July 8 (tentatively): Temporary Certificate of Occupancy (TCO). Following TCO, the construction team will work on outstanding punch list items in working toward completion and final sign-off. Training may also take place in the building once a TCO has been issued.
- Aug. 5 (tentatively): Certificate of Occupancy (CO). Once a CO is issued, the building may be occupied by staff and the public.
- Aug. 5: Furniture installation, following CO.

Further refining of key dates will continue during the next month. Staff will provide those dates, including move-in dates and the grand opening schedule, as part of the July monthly update.

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 or 303.450.8937.

ATTACHMENT

1. Monthly Progress Report – May/June 2024

MONTHLY PROGRESS REPORT – May & June 2024

Project: Northglenn City Hall
 Report Date: 06/24/24
 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 May and June 2024:

- First coat paint throughout
- Mechanical equipment start-ups
- PV canopy
- Site concrete
- Elevator install

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 July 2024:

- Final MEP inspections
- Flooring materials
- PV canopy panel installation

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	\$27,643,159	\$7,692,452	\$19,950,707
Other Owner Soft Costs	\$6,136,841	\$2,559,200	\$3,577,641
Total Project Budget	\$33,780,000	\$10,251,652	\$23,528,348

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
Final Inspections	July 2024	Currently Tracking on Schedule
Furniture Install	August 2024	Currently Tracking on Schedule
Substantial Completion	3rd Quarter 2024	On Track based on May '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
Security / AV Changes to Building	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.
Owner Supplied Item Delays	Schedule/Budget	No current issues. Procurement of Owner supplied items such as Furniture will start Summer 2024.
Replacement of Slab 98'-6"	Schedule/Budget	The extreme rain event on September 14 th 2023 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. FCI has indicated they pursued Builder's Risk. Insurance disbursement values were finalized early June to the vendors involved. FCI and the team are negotiating the builder's risk deductible.
Soil Stockpile near Justice Center	Community Updates	A small portion of the soil stockpile will be utilized for topsoil, but much of the stockpile will remain unchanged as the City Project Team works on next steps for the awarded EPA grant at the old Recreation Center site. The soil has been reseeded and protected from wind and water erosion

		while the project is planned. The goal will be to use this soil for infill after the site has been cleaned and contaminated soil from the Rec site is removed.
Lower Elevation Metal Panels	Finish Materials	Some of the metal panels arrived from the manufacturer with small defects. The defects will not impede installation and completion, and can be easily removed and replaced when replacements are sent from the manufacturer.

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	
PCCO 004 – Ductwork and Lighting Revisions		\$58,152	
PCCO 005 – AV Adds, Site furnishings, Sound Panel Adds		\$199,227	
Total			\$27,643,158

Workplace Resource (Furniture)	\$1,223,620		
Total			\$1,223,620

Section 2: Construction Work Update

Building elevator installation is complete. Drywall finishing is complete and paint has been finished in several areas throughout. Mechanical equipment installation is complete and start-ups have begun. Roof PV is complete on the roofs, and will start on the PV canopy soon. Flooring has started in several areas with carpeting starting on Level 2 first. Final inspections are on track for next month.

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

Site Photos –June 2024

Photo 1 – Entry Lobby Area

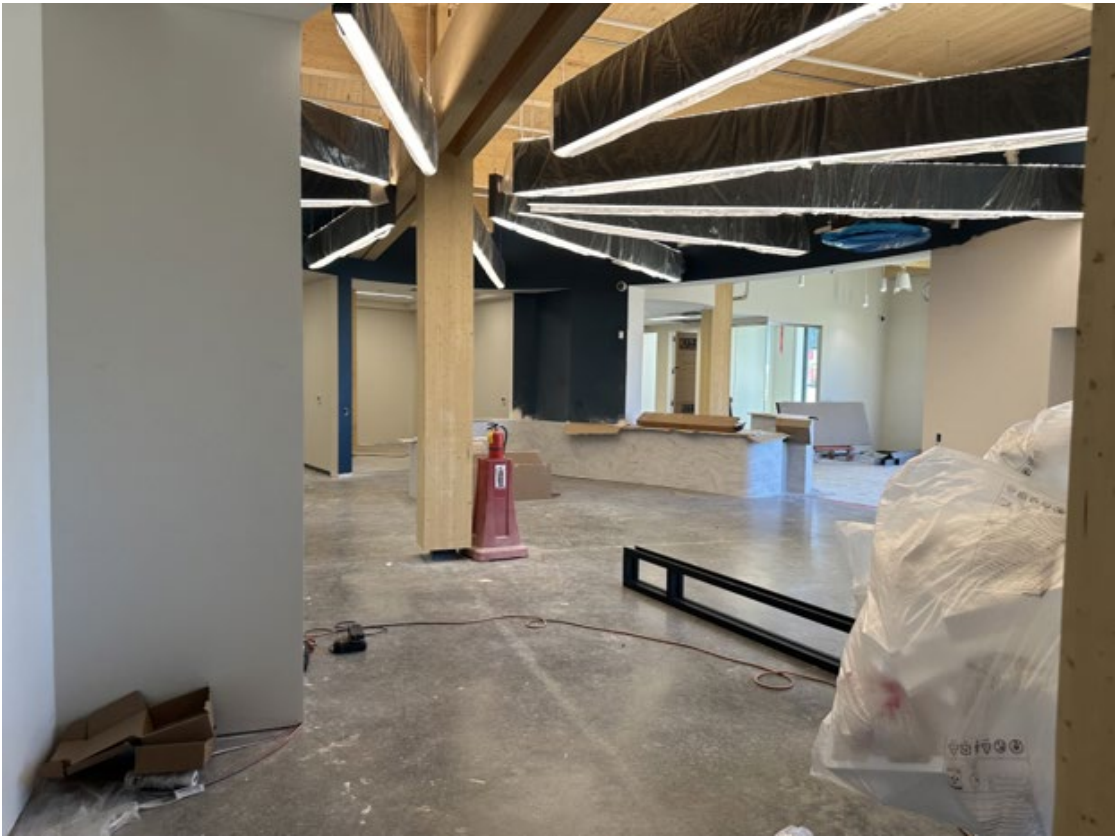


Photo 2,3 – Level 2 Carpeting Start

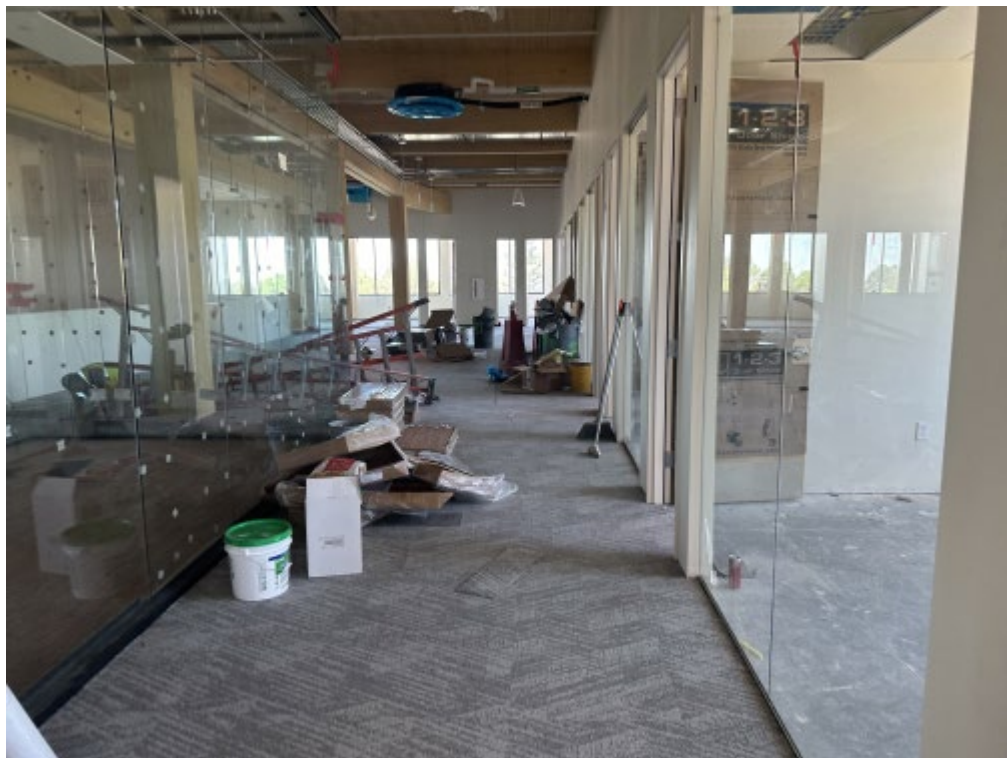


Photo 4 – City Clerk’s Area



Photo 5 – South PV Canopy



Photo 6 - Council Chambers from Exterior



Photo 7 – Building East Face – Looking North

