



Memorandum

To: Mayor Nelson and Members of the City Council

From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

Date: March 14, 2024

Subject: City Hall Renovation Update

Staff wanted to provide the City Council with a brief renovation update.

- The underground fuel oil tank has been removed. Soil tests for contaminants are being performed. We were able to use rock and sand the City had in the yard to backfill the excavation. The City's material tester, AET, verified that our material was suitable. This will reduce the cost of the tank removal.
- Excavation is currently in progress for the expansion footings.
- Staff learned of a lead time issue on the roof top units (RTUs). The new Police addition may require a temporary unit until the RTUs arrive.
- Due to the contractor needing to set a footing for the new addition, the women's restroom in the lobby will be shut down. The men's room was shut down two weeks ago. All staff will be utilizing the Police Department bathrooms until further notice. The contractor built temporary walls and installed doors to separate the hallway (where the bathrooms are located) from the rest of the Police Department. This was needed to keep the Police Department secure while allowing staff unescorted access to the Police Department bathroom. Restrooms will not be open to the public at City Hall until Phase 1 and 2 are complete.
- There was a scheduled water outage on Wednesday, March 13 from 6:30am-8:00am to disconnect water to the front bathrooms to allow for demolition.
- Recreation will be moving out of the Council Chambers A and into Administration over the next two weeks. This is due in part to the noise generated by the construction, as well as the contractor's need to place a footing in Council Chambers B.
- Computer Integrated Technologies (CIT) will be running the low voltage cabling for the data drops. JSB will be running the low voltage cabling for the security cameras and door systems. The contractor is installing the conduit for the low voltage systems.

Staff will be bringing proposals for the Cable Equipment system, door and security camera system and office furniture to the March 18 City Council meeting.

Stantec is working on a quote package for the Emergency Generator and any generator related items that are not in the construction contract. Once we have those quotes, we will bring that to the City Council for action.

The Recycling Containers continue to remain accessible to residents during construction. Residents are not able to access the City Hall “yard” from Old Central Avenue due to construction.

I have attached the 3-week look-ahead that we received from the Contractor this week for your information.

If you have any questions, please do not hesitate to contact me at 763-784-6491.