



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: August 10, 2023

Subject: City Hall Update

Staff wanted to provide you with a brief update on the City Hall Renovation/Expansion project.

Significant progress has been made on preparing the City Hall renovation/expansion plans.

- Staff met with Architect Bruce Paulson three times to discuss various elements of the renovation/ expansion project, including electrical, mechanical, lighting, technology, and security. These were productive meetings that helped inform the final design plan.
- Staff has entered into a contract with Z systems to design the cable equipment, as well as the technology for the multipurpose room, conference rooms and Emergency Operations Center. Z systems was recommended by NMTV for this work and has designed and installed systems for a majority of NMTV cities.
- Staff has received the cost estimate for the project. A summary of which is in the table below.

<i>Cost Estimate</i>				
	<u>Estimate</u>	<u>Contingency</u>	<u>Escalation</u>	<u>Total</u>
Soft Costs	\$ 426,700	\$ 10,000	\$ -	\$ 436,700
Construction	\$ 5,301,600	\$ 1,060,320	\$ 349,906	\$ 6,711,826
Alternate 1	\$ 314,500	\$ -	\$ 17,298	\$ 331,798
FF&E Allowance	\$ 600,000	\$ 120,000	\$ 39,600	\$ 759,600
Cable/Conf. Room Equip.	\$ 125,000	\$ 25,000	\$ 8,250	\$ 158,250
Generator	\$ 60,000	\$ 12,000	\$ 3,960	\$ 75,960
Technology	\$ 300,000	\$ 60,000	\$ 19,800	\$ 379,800
TOTAL	\$ 7,127,800	\$ 1,287,320	\$ 438,813	\$ 8,853,933
<i>Funding Breakdown</i>				
	<u>Cash</u>	<u>Bond</u>	<u>Total</u>	
Soft Costs	\$ 436,700	\$ -	\$ 436,700	
Construction	\$ -	\$ 6,711,826	\$ 6,711,826	
Alternate 1	\$ -	\$ 331,798	\$ 331,798	
FF&E Allowance	\$ -	\$ 759,600	\$ 759,600	
Cable/Conf. Room Equip.	\$ 126,600	\$ -	\$ 126,600	
Generator	\$ 75,960	\$ -	\$ 75,960	
Technology	\$ 379,800	\$ -	\$ 379,800	
TOTAL	\$ 1,019,060	\$ 7,803,224	\$ 8,822,284	

The cost estimate includes the additional cost associated with constructing the improvements in phases to allow staff to work in place. The cost estimate, prepared by CPML, includes Construction and FF&E allowances. Soft costs, cable equipment, generator, and associated building technology have been added to the proposed cost estimate by City Staff.

Staff has scheduled a City Council work session for Monday, September 11, 2023 at 5:30pm at City Hall. Architect Bruce Paulson will provide a presentation on the latest design plans and bid specifications. He will also answer any questions the City Council may have.

In the meantime, if you have any questions, please do not hesitate to contact me at 763-784-6491.