MEMORANDUM

TO: BOARD OF COMMISSIONERS

FROM: VICKI MAYES

SUBJECT: STAFF REPORT REGARDING KERR ST AND HICKORY PROJECT UPDATE

DATE: 10/28/2011

CC: DOTTIE LIERMAN, TIM BARTLETT, CORKY EMBERSON, DEREK LIEBERT

KERR ST AND HICKORY STREET PROJECT UPDATE AND PROJECT CLOSEOUT BACKGROUND

The Kerr Street and Hickory Street projects are coming to a close. There are only a few things left to complete. Two sub-budgets were established, the construction budget and the owner provided/owner installed budget. The owner provided/owner installed budget was established in 2009 and it was based upon preliminary estimates largely provided by consultants. Since then there has been a significant amount of staff involvement to evaluate work flow and equipment needs. There have also been numerous items added to the owner provided/owner installed budget. This budget was not assigned a contingency nor has this budget ever been increased.

Anything designed and engineered by BLDD has an engineering markup of 10%. Anything constructed by Broeren Russo, has a markup of 5% plus 2% for insurance and bonding.

Several items were moved out of the construction budget and into the owner provided/owner installed budget to lower the total cost of project as much as possible. The criteria for removing these items from the construction budget is that the 1) product/end result would be a higher quality, 2) there would be an overall savings in the total project budget and 3) staff had the knowledge, skill and time to specify these items. These items include:

- Owner provided shop equipment that did not have to be built in,
- Technology wiring and equipment,
- AV wiring and equipment,
- IT wiring and equipment,
- Telecommunications wiring and equipment,
- Security wiring and equipment,
- Crew assembly tables and chairs,
- Board meeting room/large conference room/training room tables and chairs,
- Flat files and office furniture,

- Landscaping not required by code or to stabilize soil,
- Miscellaneous items.

Other elements of the owner provided/owner installed budget are:

- Architect and engineering including additional construction observation services,
- Owner's Representative services,
- Commissioning services,
- Preliminary site analysis, programming, engineering,
- Geotechnical, geothermal, soil, concrete, steel testing,
- Printing and document handling,
- Geothermal test well,
- As built drawings.

Architect and engineering costs of BLDD originally were $517,500. This was increased through the design and engineering of additional services required to provide for additional fire suppression, network/telecommunications. Also, UPD requested additional construction observation services during critical times in the project. These additional services have added $14,000, $13,409 and $18,400 to the contract. Finally, UPD requested as-builts with an estimated cost of $15,000.

PKD Owner's Representative services were originally budgeted at $72,550 and final estimate is they will be $55,000. Facility Dynamics commissioning services was originally budgeted at $17,370 and is estimated not to change.

Geotechnical and soil/concrete/steel testing by Midwest Engineering and Testing (MET) had an originally recommended budget of $11,800 and the final is expected to be $29,400. This testing included preliminary soil borings to evaluate subsoil suitability and also included compaction testing prior to concrete placement, rebar and steel structure inspections, and an extensive amount of concrete strength testing. The geothermal test well was $6,800.

Staff worked with Facility Maintenance Consultants to inventory existing shop equipment for safety and determine what could be moved and what was no longer of use. The outcome was that much of the equipment was not recommended for reuse. In addition, Facility Maintenance Consultants assisted staff to determine how much shelving and racking needed to be purchased: pallet racks, bulk storage racks, shelving, storage cabinets, flammable cabinets, arm racking, park racking, work benches, etc. Other shop equipment includes drill press, band saw, bin storage, drum containment, parts cleaner, mower lift, tire rack, welder, welding bench, fume extractor, vices, herbicide storage and drip pans, etc. The area of the shops tripled in size. Efficiencies will be realized by having each of six work groups have their own day use equipment. Also consumable supplies for custodial, janitorial, sports fields, chemicals, paper supplies, etc. can be purchased in a 4 month supply rather than a 30 day supply, providing significant savings over time. Prior to Facility Maintenance's involvement, the estimate for this equipment

was $75,000, however by the Design Development phase, Facility Maintenance's estimated recommendation significantly exceeded the early estimate. Staff have continued to work on refining the recommendations and the current estimate is $151,000. These items must be competitively bid.

Staff also pulled technology, IT, AV design, wiring and equipment from the construction budget. Kerr St is set up for immediate connection to the city's server system for financials and internal communications and for future connections to Big Broadband and WIFI as well as. Conduit remained in the construction budget and most wiring has been pulled by an owner telecommunications contractor. More staff will have access to computer workstations with the new facility system and staff will be able to more effectively utilize GIS, AutoCAD, and other design programs than before.

Staff evaluated computer equipment in consultation with the city. Over the past several years, the city's computer budget has been severely reduced and UPD no longer gets hand-me-down equipment from the city. In addition, it has been necessary for the UPD purchase those computers that have more sophisticated capacity. As the district is moving to a purchase card system, more on-line maintenance management, on-line safety training, etc. a single old computer is not sufficient for the new way that staff will be required to manage this information. Instead of one hand-me-down computer at the end of a hallway, there is a general staff work station of 4 computers.

The early program for the north third of the crew assembly/meeting/conference area did not factor in the opportunity of using the space for public meetings. Later in design, the opportunity was recognized and efforts were made to expand the flexibility of this space to accommodate publicly televised meetings. An audio visual professional was consulted to modify the design to allow for a broader range of data, telecommunications, and AV supported meeting needs. This space is now set up to connect to UPTV, to host virtual meetings, allow for paperless board meetings in the future, and to serve as a training room. The small resource meeting room in the office area is set up in a similar way, and although it is not designed for immediate connectivity with the AV system in the north conference room, the potential exist for future connectivity. The facility makes use of three screens--one larger drop down screen in the north assembly room and two wall mounted flat screens in the resource room (for small meeting presentations) and the break room (for weather bulletins, training modules and general break room viewing).

The original estimate for technology, IT, and AV was $40,000. The current estimate is $58,000.

Telecommunications at the new facility have similarly been designed to take advantage of ongoing improvements in the telecommunications area. Sip trunk technology has been under evaluation by the district prior to the new operations facility as an improved way of connecting facility telecommunications. The new facility, along with Brooken's and UIAC will be the first to make the switch to the new technology. Existing telephone units from 901 N Broadway will be relocated to less frequent use shop spaces and

modified to use the technology. New units will be purchased for office areas that are in need. The resulting push button access across district facilities will increase efficiency of communications and will additionally reduce long term data networking costs. The district's mobile radio system is also being relocated, which together with a repeater system, will make use of the existing Crystal Lake radio tower in tandem with the 1011 Kerr tower for improved radio reception across the lowlands of Crystal Lake Park and the peripheral park sites. Historically, the existing system has not been dependable despite being used by various departments across the district. The additional estimated costs for telecommunications improvements are $29,000.

The initial security system specified by staff was similar to the current system that UPD uses which make use of interior door contactors, motion sensors, and push button code alarms which is a very low cost system. The district's investment in this facility is significant including the buildings and all of the equipment housed there. Staff have determined with this facility and with the new outdoor pool, increased security will be essential. As an addition to this project, staff have sought quotes for a more sophisticated system including the addition of exterior security cameras. This was not in the original owner provided budget but is something staff strongly recommend and it is included in the final project to protect the district's investment. The additional estimated costs for security are $37,000.

Crew assembly tables and chairs are designed to fold up and stack along the wall. There are enough for summer and winter staff. The 901 facility is the last stop for most of UPD's tables and chairs before they are scrapped. The existing tables are not suitable for this space that will also be used for Board and UPDAC meetings. Chairs are also needed for meeting tables and the front foyer.

Many of the desks at 901 have been in use for more than 20 years and will likely not make the move to another location. Few of the chairs are ergonomically designed. Those in better condition will be evaluated for district reuse. File cabinets, particularily those that are rusted on the bottom, will not be moved to the new facility but will be relocated and reused for ongoing records storage. Several new flat files need to be purchased to store the UPD's construction documents and plans. One of the items that was pulled from the original design work done by BLDD was built in desks. Staff believe new desks can be purchased that are durable and reasonably priced for much less than any built-ins.

The crew assembly room is narrower than the meeting room the Board uses at the APNC. The normal table set up will not work there so a circular table arrangement is specified for conferences, meetings like UPDAC and the oval can be opened up to a U-shaped table for board meetings or expanded to an oval for larger meeting groups. All of the furniture, fixtures and equipment for the crew assembly, Board meeting room, crew work stations, front foyer, office work area and general office area is estimated at $62,000.

Landscaping that was not required for code reasons or to stabilize soil was pulled from the construction budget and will be designed by staff and installed either by staff or under

separate contract in the spring. This includes foundation plantings, additional trees and shrubs, a signage bed, and groundcover. This is estimated at $70,000.

Finally, there is a miscellaneous catch-all amount for permits, signage, environmental assessments, topographic survey, title search, etc. estimated at $35,000.