

VILLAGE OF DOWNERS GROVE
REPORT FOR THE VILLAGE COUNCIL WORKSHOP
MARCH 24, 2009 AGENDA

SUBJECT:	TYPE:	SUBMITTED BY:
Civic Center Facility Improvement Project Recommendations	Resolution Ordinance ✓ Motion Discussion Only	Michael Baker Deputy Village Manager

SYNOPSIS

A motion is requested directing staff to incorporate the following recommendations regarding Civic Center facility improvements as part of the Strategic Plan / Long Range Financial Planning discussions scheduled to commence in summer 2009.

1. **Police Station:** Within the next 3-5 years as the Village's financial position allows, design and construct a new Police Station on the west portion of the existing Village-owned Civic Center site (currently used for commuter parking). The size of the facility will be approximately 70,000 square feet with a total price currently estimated at \$33.5 million.
2. **Village Hall:** Maintain the existing Village Hall facility for a period of at least 10 years. Major system maintenance and repair is estimated not to exceed \$500,000 over the 10-year period.
3. **Counseling and Social Services:** Evaluate future use of the facility at the time of the design phase for the Police Station, as the current site may be required for Police Station construction. If this is the case, consider relocation of departmental service to another Village facility or alternate location.
4. **Fleet Services Garage:** Maintain the existing facility for a period of at least 10 years. Major system maintenance is estimated not to exceed \$100,000 over the 10-year period.

STRATEGIC PLAN ALIGNMENT

The Five Year Plan and Goals for 2008-2013 identifies *Top Quality Village Infrastructure and Facilities*. A supporting objective is *Village Facilities: Operating Efficiently, Promoting Productivity & Supporting Effective Customer Friendly Services*. For 2008-09, the Village Council identified *Village Facilities Plan: Design Funding and Public Education* as a top priority policy agenda item.

FISCAL IMPACT

N/A.

RECOMMENDATION

Approval on the April 7, 2009 consent agenda.

BACKGROUND

The Civic Center property includes the Village Hall, Police Station, Counseling & Social Services facility and fleet maintenance garage. At the Council Workshop held on January 27, 2009, staff presented a report containing the recommendations outlined in the Facility Needs Assessment Study completed by PSA Dewberry in 2007. Several specific actions were requested by Council during the discussion of this item, including:

1. Initiate public outreach efforts to make residents aware of existing facility conditions
Tours of the Village Hall and Police Station were conducted on February 9 and 21, 2009. Approximately 25 residents attended these tours. A web-based video tour of the Police Station will be made available on the Village website on Tuesday, March 24.
2. Evaluate the recommendations provided in the 2007 Facility Needs Assessment Study to determine their current viability and develop an updated plan for long-term Civic Center facility improvements with estimated costs, including maintenance expenses required if no significant improvements are undertaken.
In addition to the recommendations included in the synopsis, the following material further addresses this item.

Since the January 27 workshop, staff has 1) reviewed the facility needs study recommendations and updated the cost estimates for various facility improvement scenarios 2) reexamined the current condition of existing Civic Center facilities, 3) listened to the comments and feedback that was provided during the facility tours, and 4) conducted preliminary analysis of the Village's financial capacity to undertake any major facility improvement projects in future years. Based on this information, staff developed the above recommendations.

Staff is currently in the process of updating the Long-Range Financial Plan and Community Investment Program document. These materials will provide the basis for discussions with the Village Council and the Community regarding Village long-range financial planning to begin in the Summer of 2009. Given the significant costs associated with the facility improvement recommendations, in conjunction with a number of other issues that will have a significant financial impact on the Village, it is important that the long-range planning discussions allow for careful consideration and prioritization of all major policy-based financial matters.

The process of developing the long-range plan for Civic Center facility improvements involved significant and in-depth analysis of a number of complex issues regarding project timing, scope and funding. The issues are summarized below:

Police Station

- Refinement of the original Facility Needs Assessment Study analysis concluded that the Police Station requires approximately 70,000 square feet. The current facility is 26,700 square feet.
- A remodel of and addition to the current facility was determined not to be unfeasible.
 - The estimated costs for such a scenario exceed \$37.7 million.¹
 - The construction schedule would have to be extended by at least four months.
 - Maintaining a 24-hour operation during construction would be extremely difficult and temporary relocation would significantly add to the estimated cost.
 - Although reducing size of the addition would lower the cost, it is questionable that a smaller facility would provide the long-term lasting benefits that a newly constructed station that meets the space needs requirements would offer.
- Financing a \$33.5 million bond issue would require approximately \$2.2 million annually in debt service payments for a period of 30 years.
- The Police Station has had a chronically malfunctioning HVAC system for the past four years that a licensed and qualified technician has not been able to fully repair. Staff is currently evaluating options for permanent system repair/replacement, which will be completed in advance of the

¹ The estimated cost was determined by Ian Parr, the President of Owner Services Group (Owner's Rep for the Fire Station #2 construction project), who offered to assist the Village with this exercise at no cost. A detailed breakdown of Mr. Parr's analysis is attached.

summer season. The costs are estimated to exceed \$100,000 and this work cannot be deferred until such time as a new station is constructed. The contract for this repair work will come before Council in the coming month.

Village Hall

- Continued use of the current facility is recommended because staff is confident that it can be maintained without incurring significant additional cost. While the facility is much older than the Police Station and is functionally inefficient, it provides adequate space for current Village operations and can continue to be modified inexpensively to meet the Village's needs.
- Planned maintenance activities for the next 10 years include replacing the main roof section (\$100,000), replacing HVAC system components (\$35,000), boiler repairs (\$25,000), repairs to the garage floor area (\$50,000) and replacement of exterior stairways (\$100,000).

ATTACHMENTS

Project Budget Summary completed by Owner Services Group



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Prepared by
Owner Services Group Inc.,
1815 S Meyers Rd, Oakbrook Terrace, IL
Tel 630 678 0808

DOWNERS GROVE POLICE STATION
Project Budget Summary

DATE 3/18/09

Project Budget- Comparative Evaluation Summary

NOTES REGARDING THIS EVALUATION
This preliminary comparative evaluation is based on price levels compatible with those included in the Facility Needs Assessment Study dated 8/24/07 for a single police station on a new site. The costs for sitework included herein are similar to those contained in the study but take into account issues relative to working on the existing site assuming the same level of site improvement. This assumption is adequate for the purposes of comparative evaluation. We recommend that concept design/parameter construction estimates and total project budget be evaluated in more depth prior to final project definition.

A. General Construction Items	NEW POLICE STATION	RENOVATE AND EXPAND EXISTING STATION	ADD	NOTES
1. Building Construction				
Foundation	\$5.17	0	0.00	1.15
Substructure	\$9.30	0	0.00	1.15
Superstructure	\$26.47	0.15	3.97	1.2
Exterior	\$27.52	0.25	6.88	1.1
Roofing	\$9.47	1.25	11.84	1.05
Interior Construction	\$55.61	1.4	77.85	1.15
Elevators	\$2.67	1	2.67	0
Mechanical Systems	\$56.45	1.2	67.74	1.15
Electrical	\$37.93	1.2	45.52	1.15
Equipment/special construction	\$5.43	1	5.43	1.15
Sub Total	\$236.02	18%	221.90	
GCOH(P)(building)	\$28.32		39.94	
Sub Total	\$264.34		\$261.84	
Building Total	\$18,503,968.00	X	26,000.00 X	\$13,212,090.10
	Building square footage			44000
Sitework				
Preparation	\$250,000.00	0	\$0.00	0.8
Demolish existing building	\$220,000.00	0	\$0.00	0
Utilities	\$100,000.00	0	\$0.00	1
Improvements	\$2,000,000.00	0	\$0.00	1
Sub Total	\$2,570,000.00		\$0.00	\$2,300,000.00
GCOH(P)(site)	\$308,400.00	0.18	\$0.00	0.15
Site Total	\$2,878,400.00		\$0.00	\$2,645,000.00
Construction Cost Total	\$21,382,368.00		\$6,807,830.64	\$15,857,090.10
Design contingency	\$2,138,236.80	13%	\$885,017.98	\$1,585,709.01
Construction contingency	\$706,618.14	3%	\$384,642.43	\$623,283.97
Escalation contingency/ constructn mid point (1/09)	\$1,453,573.38	7%	\$665,424.37	\$1,287,626.82
Other Construction Costs(see detail 1)	\$427,647.36		\$249,166.61	\$396,141.80
A. General Construction Total	\$26,107,443.68		\$8,892,072.04	\$19,619,850.70



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DOWNERS GROVE POLICE STATION

DATE 3/18/09

Project Budget Summary

B. Owner Budget Items		0.2	4	
2. Life Safety (See Detail 2)	Sub Total	\$20.00	\$4.00	\$0.00
3. Development/Testing Development Costs Allowance (See Detail 3)	Sub Total	\$0.00	\$5,000.00	\$92,000.00
4a. Architect's Fees Professional Fees Budget Allowance (See Detail 4a)	Sub Total	\$2,010,273.16	\$880,315.13	\$1,942,365.22
4b. Other Professional Fees (See Detail 4b)	Sub Total	\$2,010,273.16	\$880,315.13	\$1,942,365.22
5. Utilities (See Detail 5)	Sub Total	\$549,360.43	\$177,841.44	\$392,397.01
6. Permits (See detail 6)	Sub Total	\$80,000.00	\$35,000.00	\$35,000.00
7. Abatement (See Detail 7)	Sub Total	\$50,000.00	\$0.00	\$25,000.00
8. Legal/Administration (See Detail 8)	Sub Total	\$15,000.00	\$7,500.00	\$7,500.00
9. Equipment/Furniture Movable Equip./Furniture Allowance See detail 9	Sub Total	\$959,748.00	\$259,748.00	\$700,000.00
10. Owner Cost Owner Cost Budget Allowance(see detail 10)	Sub Total	\$2,124,111.00	\$1,429,498.00	\$1,414,613.00
	B. Total	\$5,788,512.59	\$2,804,906.57	\$4,608,875.23
C. Contingencies (See Detail)		\$1,622,779.18	\$598,556.56	\$1,231,243.39
Escalation Funding [for PCC]		\$0.00	\$0.00	\$0.00
	C. Total	\$1,622,779.18	\$598,556.56	\$1,231,243.39
A + B + C Total		\$33,518,755.46	REN \$12,295,535.18	ADDITION \$25,459,969.32
			TOTAL \$37,755,504.50	RENOVATION AND ADDITION



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DOWNERS GROVE POLICE STATION
Project Budget Summary

DATE 3/18/09

Project Budget Details (1 through 4)

	date	BASE PROJECT	RENOVATE	ADD	TIME
(Detail 1) Other Building Construction					
Builder's Risk Insurance	1%	\$213,823.68	\$68,078.31	\$158,570.90	
Wetlands?		\$52,000.00	\$52,000.00		40 hrsx\$50x26 wks
Traffic safety?		\$72,000.00	\$36,000.00	\$54,000.00	4hrsx\$100x180 days
Road cleaning?		\$50,000.00	\$25,000.00	\$25,000.00	Allowance
site reinstatement?					
security logistics?					
out of hours working					
provision for future expansion					
Payment & Performance Bond	1%	\$213,823.68	\$68,078.31	\$0.01	
Sub Total		\$427,647.36	\$249,156.61	\$158,570.90	
(Detail 2) Life Safety					
		\$0.00	\$0.00	\$0.00	
		\$0.00	\$0.00	\$0.00	
		\$0.00	\$0.00	\$0.00	
Sub Total		\$0.00	\$0.00	\$0.00	
(Detail 3) Development/Testing					
Survey Work		\$32,000.00	\$0.00	\$32,000.00	
Parking Study		\$10,000.00	\$0.00	\$10,000.00	
Through-Wall Testing [Flood Testing]		\$0.00	\$0.00	\$0.00	
Material Testing		\$90,000.00	\$5,000.00	\$50,000.00	
Sub Total		\$132,000.00	\$5,000.00	\$92,000.00	
(Detail 4a) Architects' Fees					
Basic Services	7%	\$1,827,521.06	\$800,286.48	\$1,765,786.56	
Basic Services - Reimbursables	10%	\$182,752.11	\$80,028.65	\$176,578.66	
Structural Design	inc	\$0.00	\$0.00	\$0.00	
Mechanical, Plumbing, Fire Protection, Electrical	inc	\$0.00	\$0.00	\$0.00	
Civil Engineering	inc	\$0.00	\$0.00	\$0.00	
Landscape	inc	\$0.00	\$0.00	\$0.00	
Sub Total		\$2,010,273.16	\$880,315.13	\$1,942,365.22	
(Detail 4b) Other Professional Fees					
Owners Representative Fee	1.90%	\$496,041.43	\$177,841.44	\$392,397.01	
Owners Representative Reimbursables		\$0.00	\$0.00	\$0.00	
Interior design		\$0.00	\$0.00	\$0.00	
Information Technology / Low Voltage		\$53,319.00	\$0.00	\$0.00	
Commissioning / LEED		\$0.00	\$0.00	\$0.00	
Commissioning / LEED		\$0.00	\$0.00	\$0.00	
Owners Fee Contingency		\$0.00	\$0.00	\$0.00	
Sub Total		\$549,360.43	\$177,841.44	\$392,397.01	



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DOWNERS GROVE POLICE STATION

Project Budget Summary

DATE 3/18/09

Project Budget Details (5 through 9)
date

	BASE PROJECT	RENOVATE	ADD
	Mult	Mult	Mult
(Detail 5) Utilities			
ComEd Equipment [ComEd]	\$50,000.00	\$25,000.00	\$25,000.00
NICOR Gas [NICOR]	\$20,000.00	\$10,000.00	\$10,000.00
Sanitary District	\$10,000.00	\$0.00	\$0.00
Sub Total	\$80,000.00	\$35,000.00	\$35,000.00
(Detail 6) Permits			
ILL Environment Pro	\$0.00	\$0.00	\$0.00
Permits [State of Illinois]	\$50,000.00	\$25,000.00	\$25,000.00
Building Permit	\$0.00	\$0.00	\$0.00
Tap Fees	\$0.00	\$0.00	\$0.00
Meters	\$0.00	\$0.00	\$0.00
Sub Total	\$50,000.00	\$25,000.00	\$25,000.00
(Detail 7) Abatement			
If Applicable	\$0.00	\$10,000.00	\$0.00
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
Sub Total	\$0.00	\$10,000.00	\$0.00
(Detail 8) Legal/Administrative			
Legal/Administrative	\$15,000.00	\$7,500.00	\$7,500.00
Sub Total	\$15,000.00	\$7,500.00	\$7,500.00
(Detail 9) Equipment/Furniture			
Furnishings(from facility needs study)	\$959,748.00	\$ 259,748.00	\$700,000.00
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00
Sub Total	\$959,748.00	\$259,748.00	\$700,000.00



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DOWNERS GROVE POLICE STATION

Project Budget Summary

DATE 3/18/09

Project Budget Detail (10 and C)
date

	BASE PROJECT	RENOVATE	ADD	
	Mult	Mult	Mult	
Detail 10 Owner Cost				
Interior and exterior Signage	\$63,983.00	\$0.00	\$63,983.00	
Donor Plaques	\$0.00	\$70,000.00	\$0.00	
Moving Cost	\$138,630.00	\$750,000.00	\$138,630.00	
Temp Accommodation build out/rent/ops 26000SF 10ths		\$253,110.00	\$500,000.00	
Structured cabling	\$653,110.00	\$0.00	\$0.00	
Physical Plant FTES	\$0.00	\$0.00	\$0.00	
Valet Parking	\$0.00	\$0.00	\$2,000.00	
Temporary Parking Signs	\$2,000.00	\$0.00	\$0.00	
Phone Systems	\$106,639.00	\$36,639.00	\$70,000.00	
AV/ system	\$255,933.00	\$85,933.00	\$170,000.00	
911 system	\$703,816.00	\$233,816.00	\$470,000.00	
Data System	\$0.00	\$0.00	\$0.00	
Security System	\$0.00	\$0.00	\$0.00	
Sound/Page System	\$0.00	\$0.00	\$0.00	
operational inefficiencies?				
loss/increase revenue?				
Relocate Costs on Campus				
Sub Total	\$2,124,111.00	\$1,429,498.00	\$1,414,613.00	\$0.00
C. Contingencies				
Owner	5%	5%	5%	
	\$1,622,779.18	\$598,556.56	\$1,231,243.39	
	\$0.00	\$0.00	\$0.00	
Sub Total	\$1,622,779.18	\$598,556.56	\$1,231,243.39	

DOUBLE MOVE