



**WORK SESSION MEETING
AGENDA
CITY OF CREVE COEUR
CITY COUNCIL
300 NORTH NEW BALLAS RD
MARCH 28, 2016
6:00 PM**

CALL TO ORDER

ROLL CALL

DISCUSSION ITEMS

1. Government Center & Police Building Project Update

Summary: City staff and Bond Architects will present the most recent updates to the Government Center and Police Building project.

Pursuant to Section 610.022 RSMo., the City Council could, at any time during the meeting, vote to close the public meeting and move to closed session to discuss matters relating to litigation, legal actions and/or communications from the City Attorney as provided under Section 610.021(1) RSMo. and/or personnel matters under Section 610.021(13) RSMo. And/or employee matters under Section 610.021(3) RSMo. and/or real estate matters under Section 610.021(2) or other matters as permitted by Chapter 610.

Posted: _____ posted 03/24/2016
Deborah Ryan, MPCC
City Clerk



City Council
300 North New Ballas Rd
Creve-Coeur, MO 63141

SCHEDULED

Meeting: 03/28/16 06:00 PM
Department: Public Works Department
Category: Presentation
Prepared By: Jim Heines
Department Head: Jim Heines

STAFF REPORT

Governement Center & Police Building Project Update

City staff and Bond Architects will present the most recent updates to the Government Center and Police Building project.



DEPARTMENT OF COMMUNITY DEVELOPMENT OFFICE MEMO

DATE: March 24, 2016

TO: Mark Perkins, City Administrator

FROM: Jim Heines, Director of Public Works
George Seifried, Project Manager

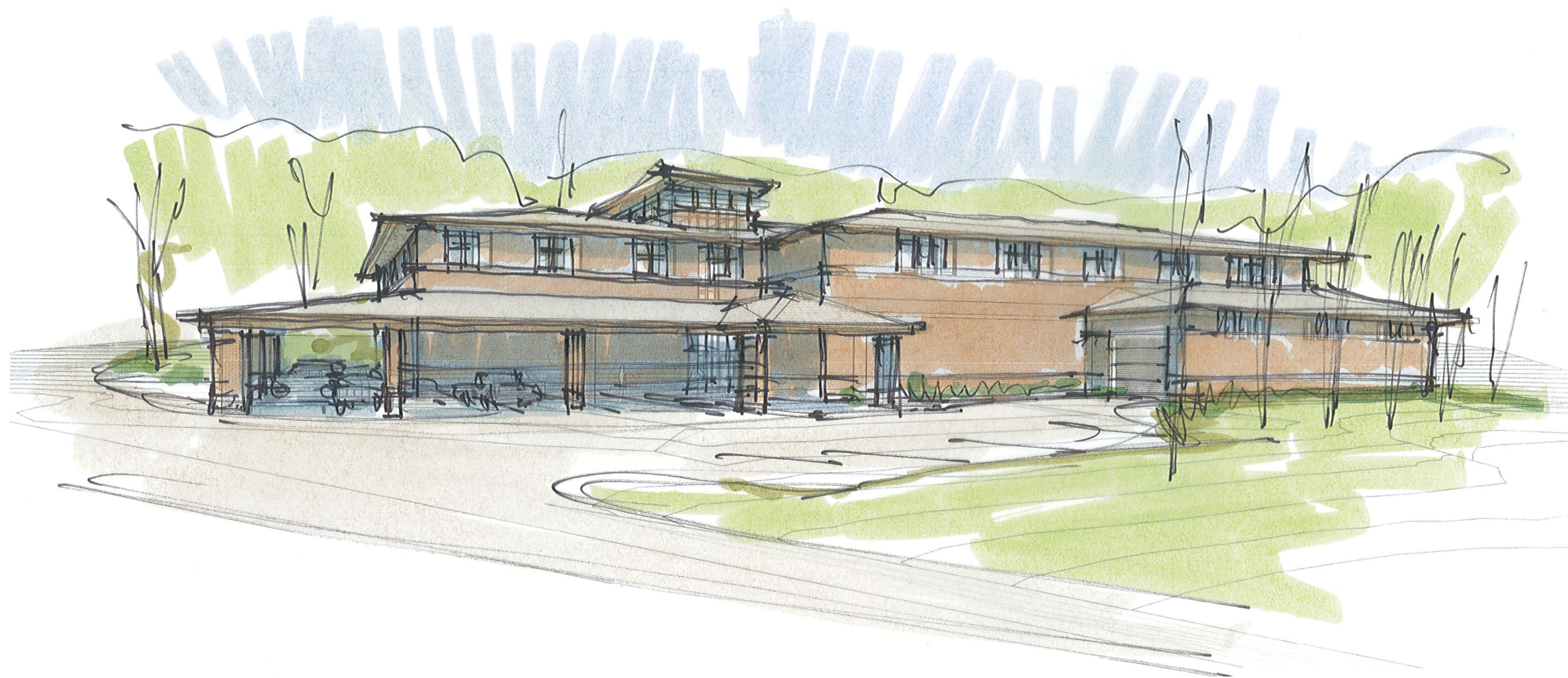
SUBJECT: New Police Building & Government Center Project Update

City staff has been working closely with the Government Center Assessment Task Force and Bond Architects to fine tune the design of the new Police Building & renovation of the Government Center. Concept plans have been created and further developed into schematic designs for both buildings.

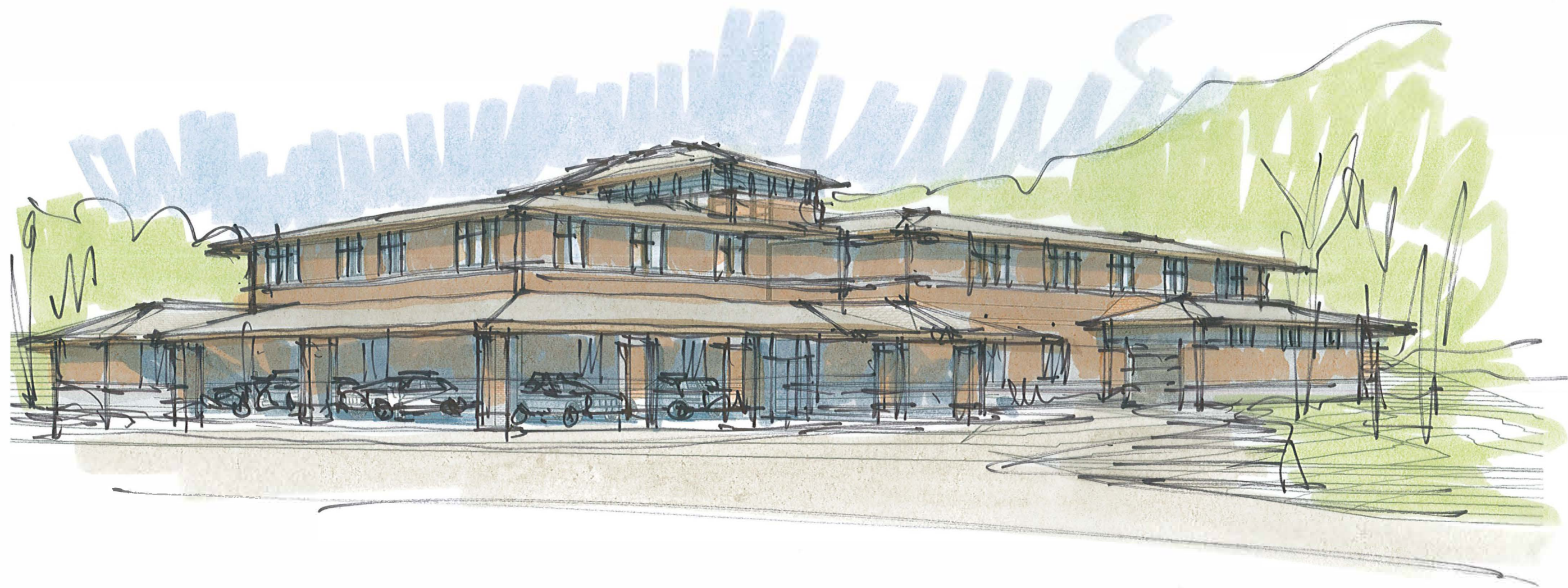
Bond Architects will make a presentation at the work session where we will cover the design process as well as cost estimates and potential funding sources for these improvements. Copies of the recent Task Force meeting minutes, schematic designs, elevation views, cost estimates and financing options are included for your convenience and will be covered at the Work Session Monday evening.



1 CREVE COEUR POLICE STATION - LOWER LEVEL PLAN
1/8" = 1'-0"



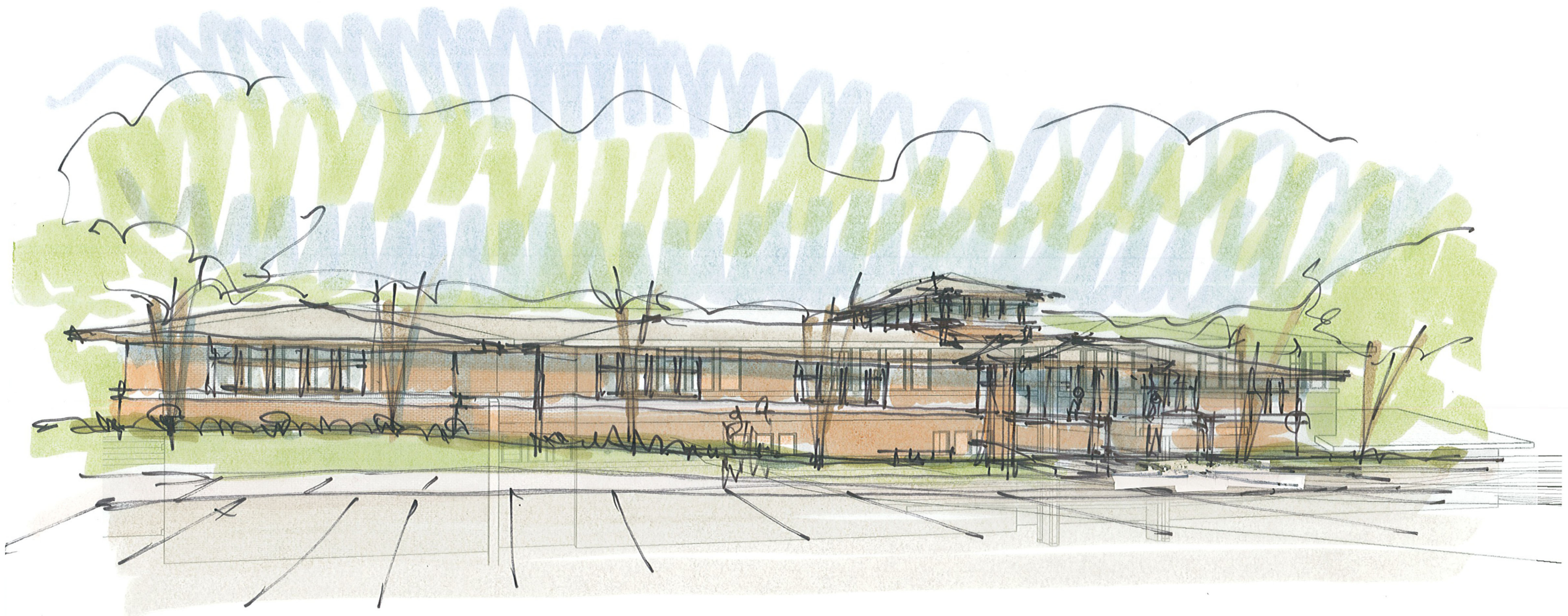
View From North



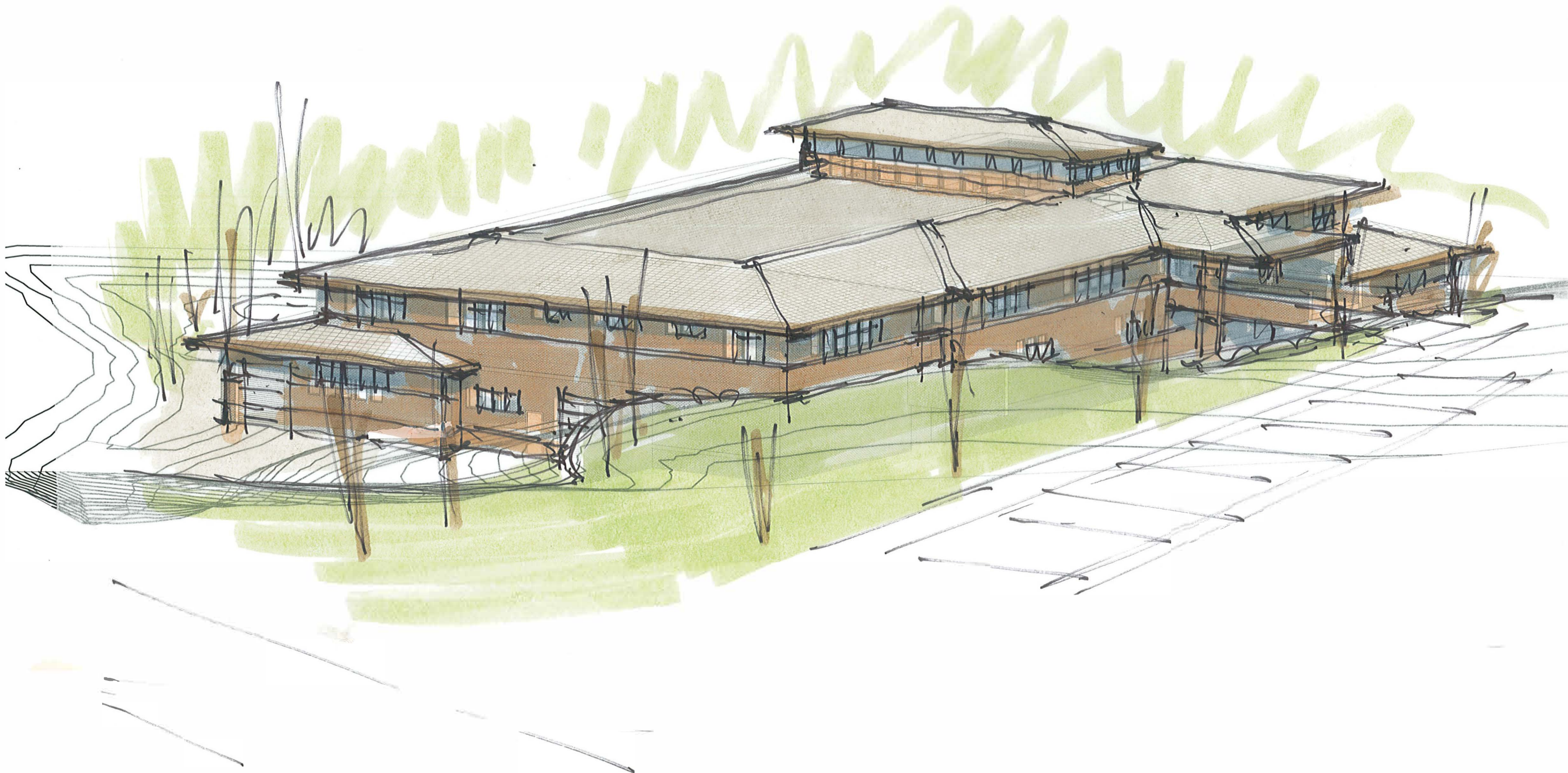
View From Northeast



View From Southeast



View From South



View From Ballas Looking Northeast



North Elevation

Scale 1/16" = 1'-0"

● Roof Level
10' - 0"

● Upper Level
0"

● Lower Roof
-6' - 0"

● Lower Level
-16' - 0"



South Elevation

Scale 1/16" = 1'-0"



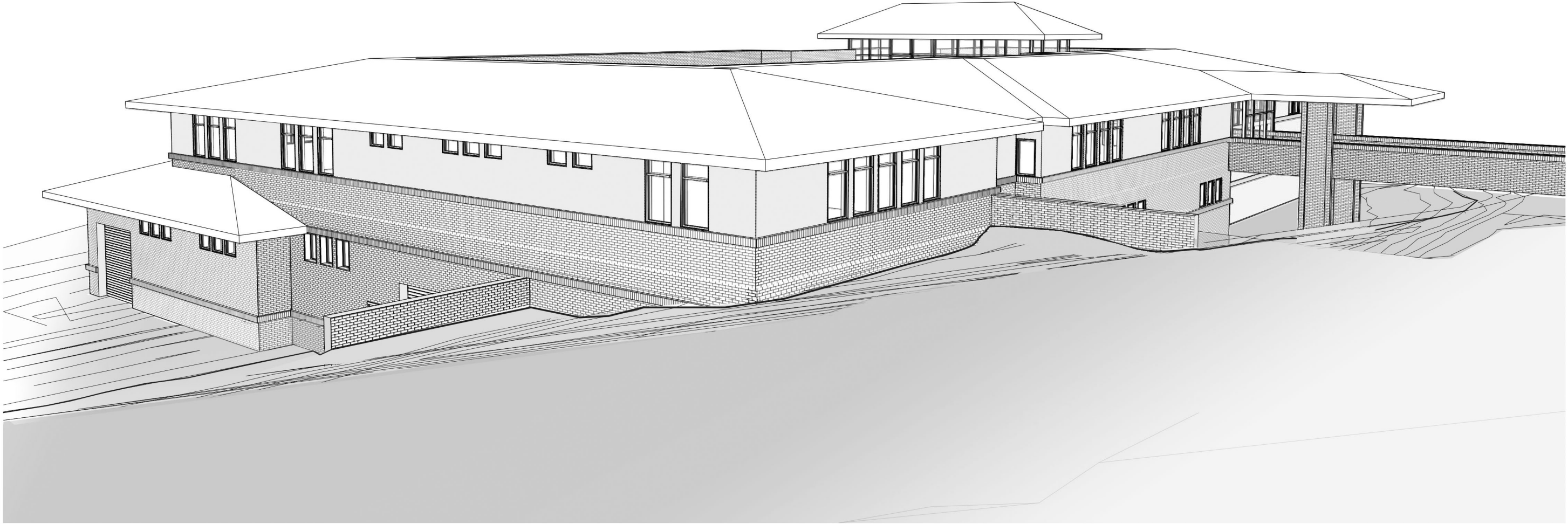
East Elevation

Scale 1/16" = 1'-0"

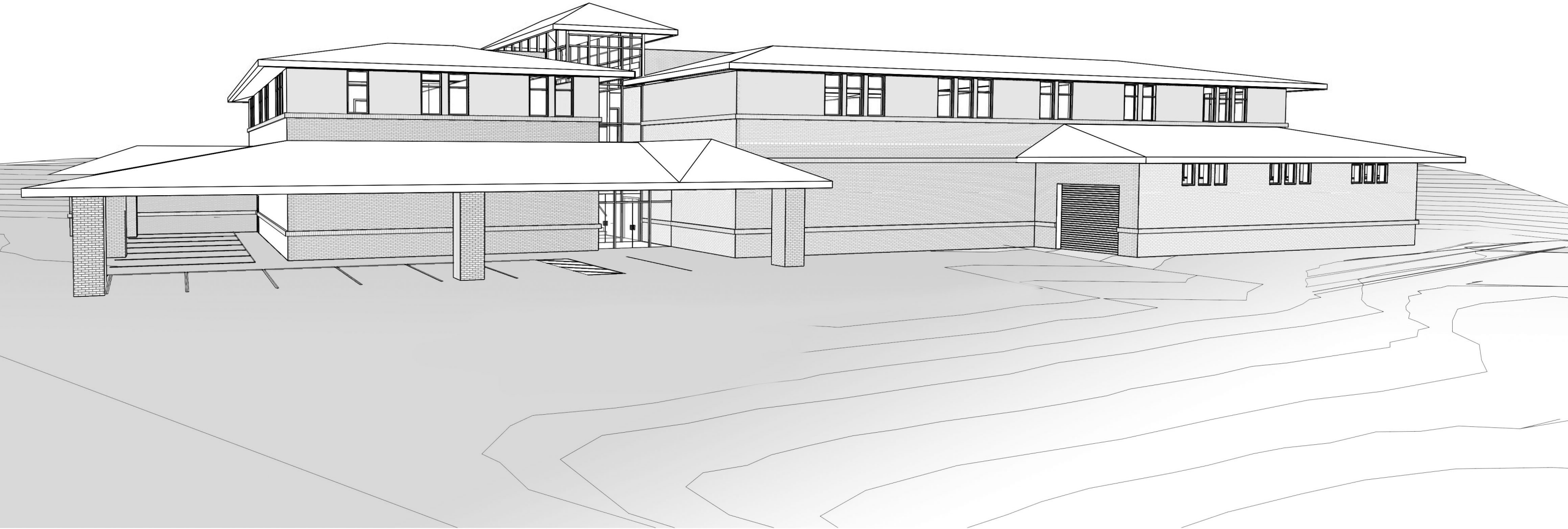


West Elevation

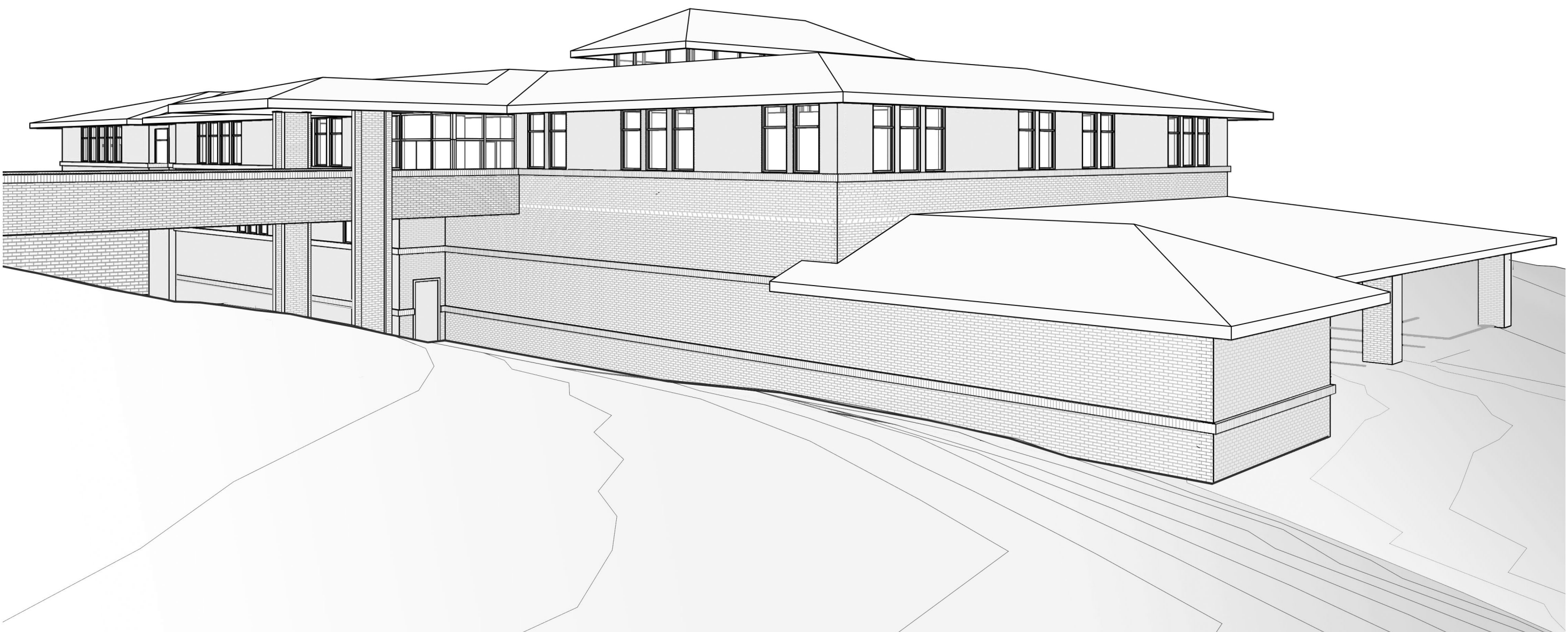
Scale 1/16" = 1'-0"



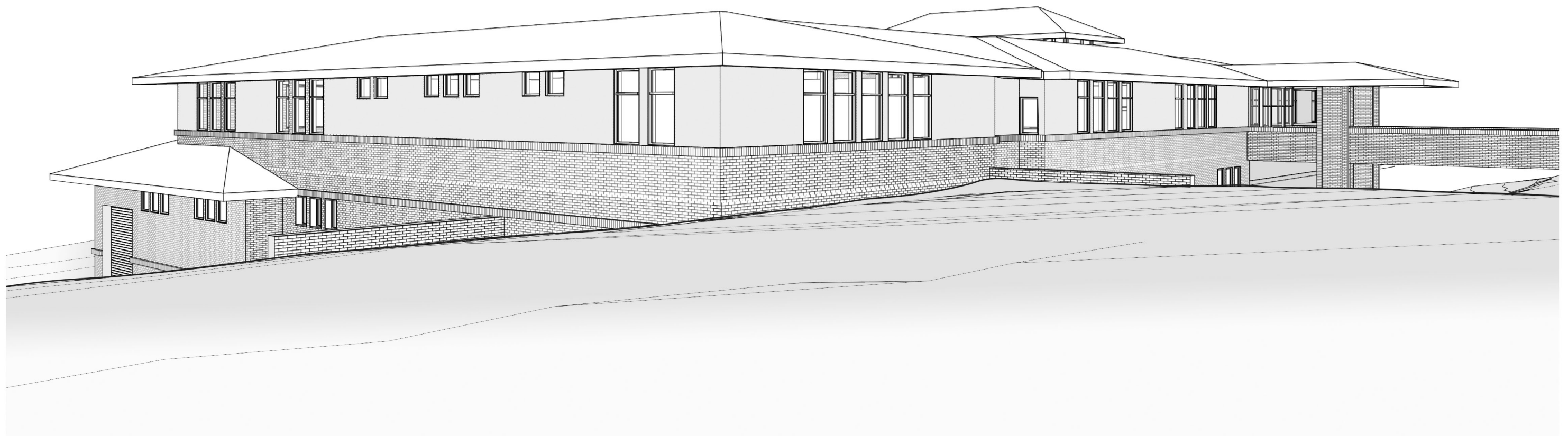
View From Ballas Looking Northeast



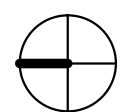
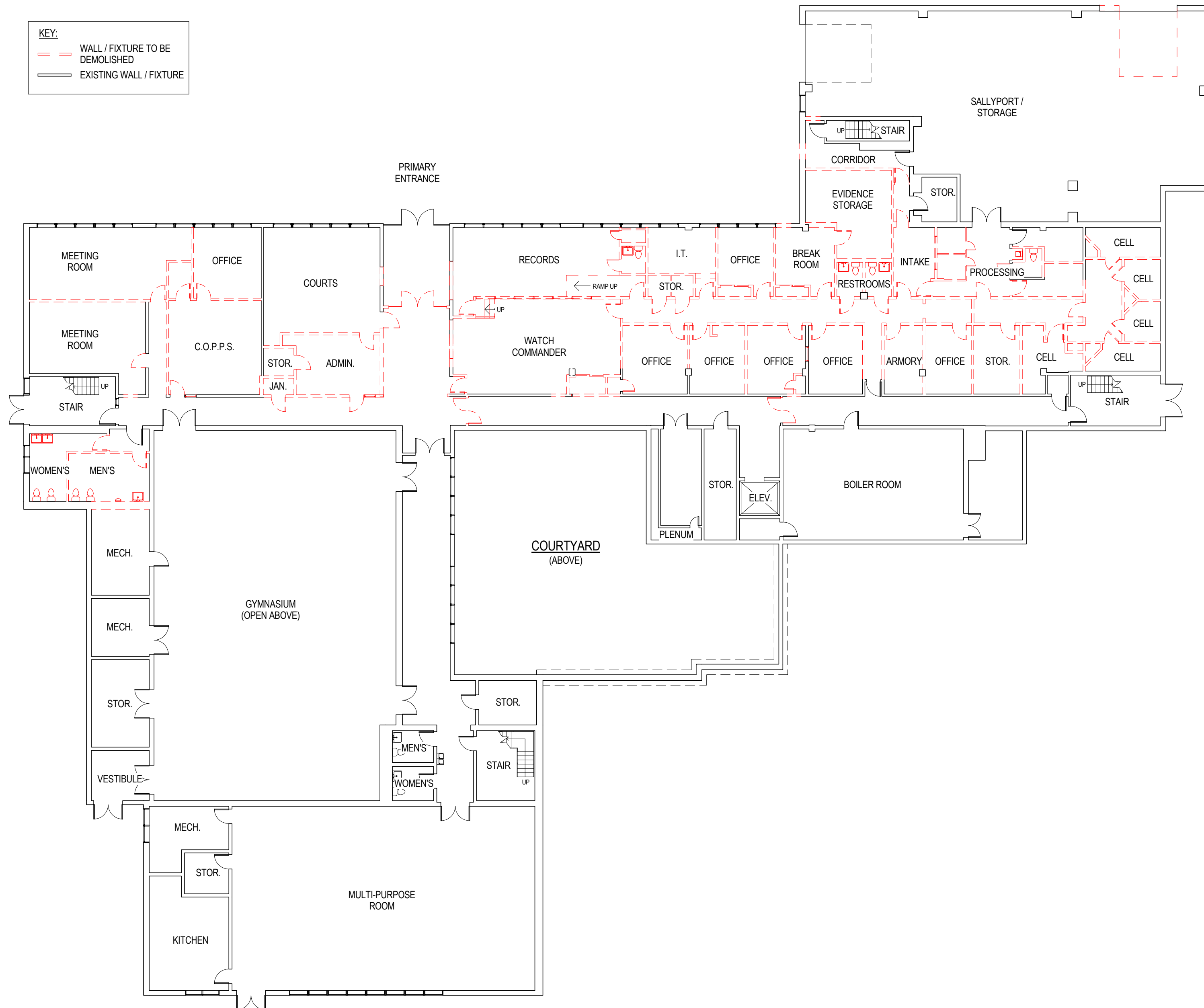
View From North



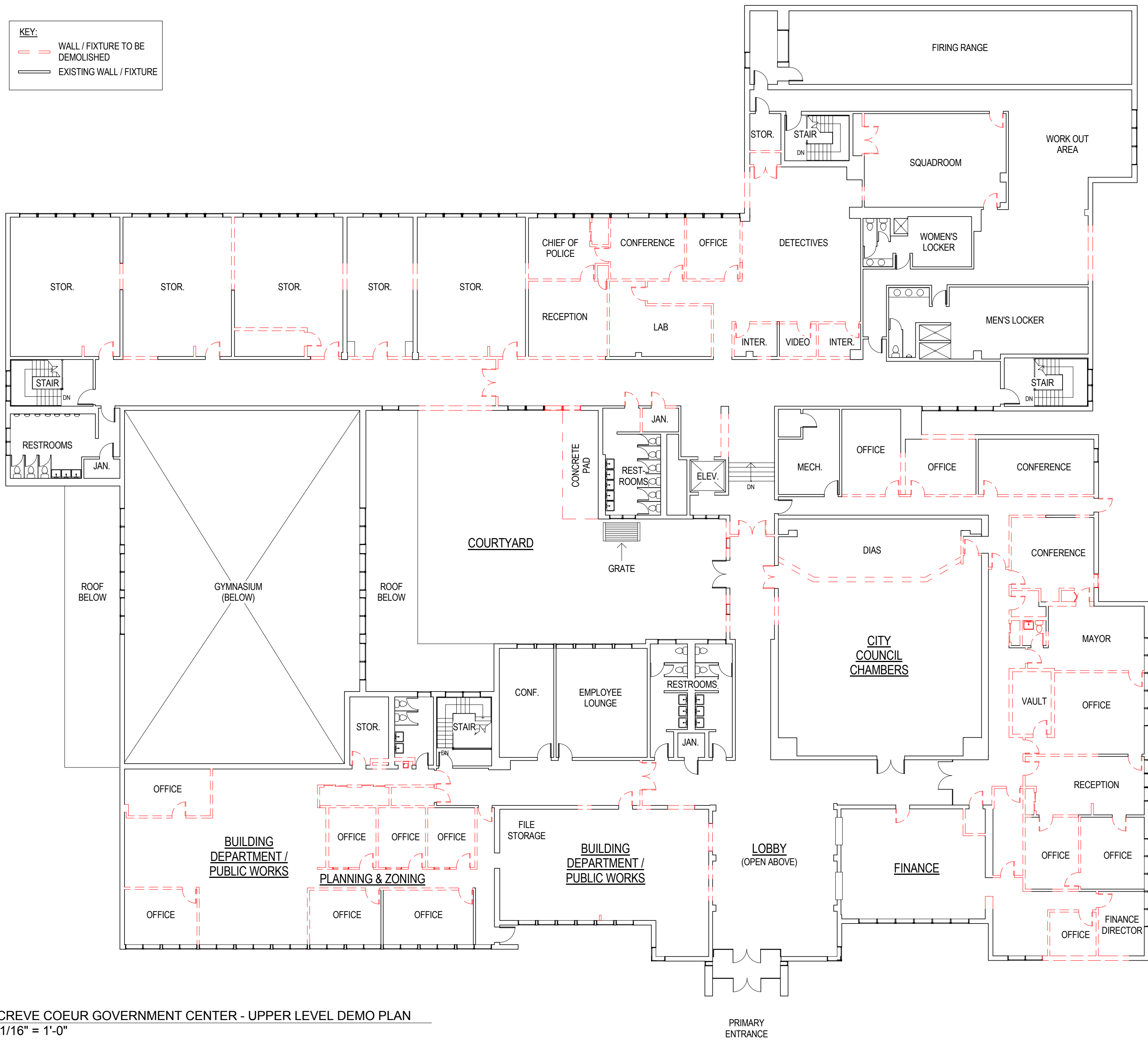
View From Southeast



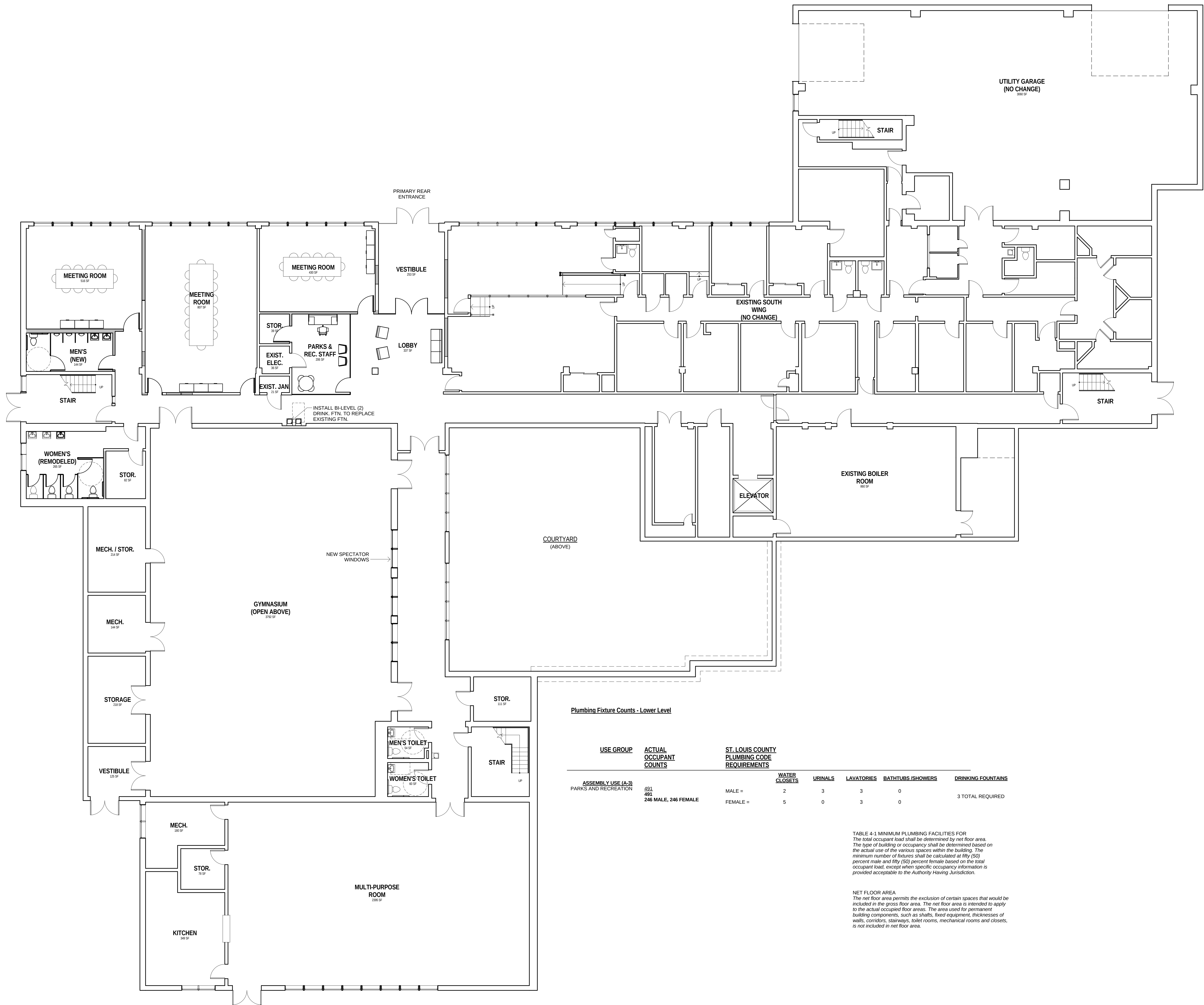
View From Ballas Looking Northeast From Car



① CREVE COEUR GOVERNMENT CENTER - LOWER LEVEL DEMO PLAN
1/16" = 1'-0"



① CREVE COEUR GOVERNMENT CENTER - UPPER LEVEL DEMO PLAN
1/16" = 1'-0"



1 CREVE COEUR GOVERNMENT CENTER - LOWER LEVEL PLAN
1/8" = 1'-0"

Plumbing Fixture Counts - Lower Level

USE GROUP	ACTUAL OCCUPANT COUNTS	ST. LOUIS COUNTY PLUMBING CODE REQUIREMENTS	WATER CLOSETS	URINALS	LAVATORIES	BATHTUBS/SHOWERS	DRINKING FOUNTAINS
ASSEMBLY USE (A-3) PARKS AND RECREATION	491 491 246 MALE, 246 FEMALE	MALE = FEMALE =	2 5	3 0	3 3	0 0	3 TOTAL REQUIRED

TABLE 4-1 MINIMUM PLUMBING FACILITIES FOR
The total occupant load shall be determined by net floor area.
The type of building or occupancy shall be determined based on
the actual use of the various spaces within the building. The
minimum number of fixtures shall be calculated as fifty (50)
percent male and fifty (50) percent female based on the total
occupant load, except when specific occupancy information is
provided acceptable to the Authority Having Jurisdiction.

NET FLOOR AREA
The net floor area permits the exclusion of certain spaces that would be
included in the gross floor area. The net floor area is intended to apply
to the actual occupied floor areas. The area used for permanent
building components, such as shafts, fixed equipment, thicknesses of
walls, corridors, stairways, toilet rooms, mechanical rooms and closets,
is not included in net floor area.

THURSDAY, March 3, 2016 Meeting Minutes

MEETING MINUTES
GOVERNMENT CENTER ASSESSMENT TASK FORCE
THURSDAY, May 3, 2016, 5:30 PM

CITY OF CREVE COEUR MAYOR'S CONFERENCE ROOM 300 N
 NEW BALLAS ROAD, CREVE COEUR, MISSOURI 63141

1. CALL MEETING TO ORDER AND ROLL CALL

Task Force Chair Ken Balk called the meeting to order at 5:30 p.m.

Task Force members present: Ken Balk Chair,
 Al Schopp, Vice-Chair
 Dick, Kutta,
 James Faron,
 Jeff Rosenthal,
 Barry Glantz, Mayor, Ex – Officio (Left meeting at 6:00 p.m.)

With (5) members in attendance, a quorum was present.

Task Force members not present: Beth Kisner,
 Dr. Bob Hoffman, Council Liaison,
 Fran Cantor

Staff member present: Mark Perkins, City Administrator,
 George Seifried, Project Manager,
 Glenn Eidman, Police Chief,
 Jim Heines, Director of Public Works,
 Jeff Hartman, Police Sergeant,

MEETING MINUTES

2. Thursday, October 1, 2015 Meeting Summary

Ken Balk asked for approval of October 1, 2015 meeting minutes.

Dick Kutta made a motion to approve the minutes.

Task Force unanimously voted to approve the minutes from the meeting on October 1, 2015.



THURSDAY, March 3, 2016 Meeting Minutes

THURSDAY, March 3, 2016 Meeting Minutes

3. Review of Updated Cost Estimates, Floor Plans and Elevations - Bond Architects

Art. Bond begins his Powerpoint presentation with the Government Center (GC).

Mr. Bond explains the demolition was kept to a minim lowering project cost. He continues to review the interior finishes, explaining the layout and reasoning behind his design.

Task Force ask questions and for further explanation during the presentation.

Mark Perkins points out the lower level area of the existing Police Department (PD) after vacated could be used for the future WCDC.

Task Force has a brief discussion about moving the WCDC.

Task Force discusses having two exercise rooms, one at the New Police Station (PS) and the existing at the GC.

Mr. Perkins explains the reason to have a new exercise room is for Police to meet their fitness standards and the existing exercise room in the GC would serve the rest of City staff.

Mr. Bond then moves to his presentation for the Police Stations (PS).

Ken Balk ask if the building is designed with consideration for storing files on microfiche, or is extra room allowed to store hard copy files.

Mr. Bond says he assumes tightening up the files is being completed, but he has accounted for some filing storage space on site.

Task Force has a general discussion about purging files.

Richard Kutta ask if the Sally Port will be large enough for the required vehicles needing access.

Mr. Bond states the New Sally Port is large enough to meet the required accommodations.

Task Force continues a general discussion.

Mr. Bond finishes his presentations of the PS.

Mr. Perkins suggest we are should consider LEED Certification, perhaps at the silver level.

Mr. Bond says the actual cost of the Certification is around \$150-200,000.

Mr. Bond ask Mr. Kutta about his insight on LEED Certification.

THURSDAY, March 3, 2016 Meeting Minutes

Mr. Kutta responds he is hearing companies say they want their new buildings to be 'Certifiable' meaning they want the

standards met, but are not paying the fee to get the Certification completed.

Task Force has a discussion about LEED Certification.

George Seifried passes out the New Cost Estimates.

Mr. Bond starts reviewing the Cost Estimate with the Task Force.

Task Force continues a long conversation with Mr. Bond about the details in the Cost Estimate.

4. Project Financing

Mr. Perkins states a bond for the entire amount would result in an average house costing \$350,000 the taxes would increase approximately \$100.00 per year. This is based on our interest rates last year and we will need to get an update.

Mr. Perkins stated that the Council has discussed going out for a bond to finance only the new police station, but no decision has been made. In this scenario, the cost to the average house with a \$350,000 value would be about \$75 per year.

5. Public Engagement

Nothing was discussed.

6. Task Force Recommendations

Mr. Perkins ask the Task Force what they feel the next steps should be; he states the council is going to look to the committee for recommendations and their opinions.

Mr. Balk says to make a list of the updated changes so they have a tool and then they can make a recommendation to council.

The Task Force has a general discussion.

7. Council Work Session - March 28, 2016 at 6:00 pm. In the Council Chambers

All Task Force Members are encouraged to attend.

8. Other Business

None

9. Meeting Adjourn

Meeting Adjourned at approximately 7:24 pm.

Respectfully Submitted,

George Seifried Project Manager

Police station - Project Cost Summary

3/28/2016

Area of Work	1 Subtotal	2 General Conditions 8.0%	3 CM Fee 6.0%	4 Phasing Premium 10.0%	5 Construction Contingency 10.0%	6 Subtotal	7 Escalation to 2017 Start 4.5%	8 Construction Cost	9 A/E Fee 6.50%	10 Project Cost
New Police Station	\$ 5,645,990	\$ 451,679	\$ 365,860		\$ 646,353	\$ 7,109,882	\$ 319,945	\$ 7,429,827	\$ 482,939	\$ 7,912,766
Sitework	\$ 1,235,378	\$ 98,830	\$ 80,052		\$ 141,426	\$ 1,555,687	\$ 70,006	\$ 1,625,693	\$ 105,670	\$ 1,731,363

Clarifications

Total **\$ 9,644,128**

- 1 Cost estimate after reductions in area
- 2 General conditions can be described as three aspects of the construction, 1) Temporary utilities, 2) Material handling and 3 Project Field supervision
- 3 Construction Management Fee includes profit and overhead
- 4 Phasing premium is the cost to the project in working in various areas of the building in phases as opposed to doing all areas of work at the same time.
- 5 Construction contingency is a fund that is used to cover unforeseen field conditions that are encountered in the field, while the project is under construction.
- 6 Subtotal after contingency is added
- 7 Since cost estimate was done in february 2016 and the likely start of construction is over a year out, this factor is carried cover escalation in the cost of materials and labor
- 8 This is the combined subtotal and the escalation
- 9 The Architectural and Engineering design fee
- 10 The project Cost includes construction cost and the architectural and engineering fee

Government Center - Project Cost Summary

3/28/2016

Area of Work	1 Subtotal	2 General Conditions 8.0%	3 CM Fee 6.0%	4 Phasing Premium 10.0%	5 Construction Contingency 15.0%	6 Subtotal	7 Escalation to 2017 Start 4.5%	8 Construction Cost	9 A/E Fee 7.50%	10 Project Cost
Government Center										
Renovation - Lower Level	\$ 468,166	\$ 37,453	\$ 30,337	\$ 53,596	\$ 88,433	\$ 677,985	\$ 30,509	\$ 708,494	\$ 53,137	\$ 761,631
Renovation - Upper Level	\$ 2,963,423	\$ 237,074	\$ 192,030	\$ 339,253	\$ 559,767	\$ 4,291,546	\$ 193,120	\$ 4,484,666	\$ 336,350	\$ 4,821,016

										Total
										\$ 5,582,647

Clarifications

- 1 Cost estimate after reductions in area
- 2 General conditions can be described as three aspects of the construction, 1) Temporary utilities, 2) Material handling and 3 Project Field supervision
- 3 Construction Management Fee includes profit and overhead
- 4 Phasing premium is the cost to the project in working in various areas of the building in phases as opposed to doing all areas of work at the same time.
- 5 Construction contingency is a fund that is used to cover unforeseen field conditions that are encountered in the field, while the project is under construction.
- 6 Subtotal after contingency is added
- 7 Since cost estimate was done in february 2016 and the likely start of construction is over a year out, this factor is carried cover escalation in the cost of materials and labor
- 8 This is the combined subtotal and the escalation
- 9 The Architectural and Engineering design fee
- 10 The project Cost includes construction cost and the architectural and engineering fee

Furniture Budget

Area of Work	1 Subtotal	2 General Conditions 8.0%	3 CM Fee 6.0%	4 Phasing Premium 10.0%	5 Construction Contingency 10.0%	6 Subtotal	7 Escalation to 2017 Start 4.5%	8 Furniture Cost	9 A/E Fee 7.0%	10 Project Cost
Fixtures Furniture & Equipment										
Government Center	\$ 650,000					\$ 650,000	\$ 29,250	\$ 679,250	\$ 47,548	\$ 726,798
Police Facility	\$ 350,000					\$ 350,000	\$ 15,750	\$ 365,750	\$ 25,603	\$ 391,353

Accessibility Costs and Safety & Security Costs of Government Center Renovation

Area of Work	1 Subtotal	2 General Conditions 8.0%	3 CM Fee 6.0%	4 Phasing Premium 10.0%	5 Construction Contingency 10.0%	6 Subtotal	7 Escalation to 2017 Start 4.5%	8 Furniture Cost	9 A/E Fee 7.0%	10 Project Cost
Cost of renovation Related To:										
Accessability	\$ 211,600	\$ 16,928	\$ 13,712		\$ 36,336	\$ 278,576	\$ 12,536	\$ 291,112	\$ 21,833	\$ 312,945
Safety and Securinty	\$ 140,718	\$ 11,257	\$ 9,119		\$ 24,164	\$ 185,258	\$ 8,337	\$ 193,595	\$ 14,520	\$ 208,114

The Accessibility costs and Safety & Security costs are included in the Government Center renovation costs above.



MEMORANDUM

DATE: March 22, 2016

TO: Mark Perkins, City Administrator

FROM: Daniel Smith, Director of Finance

SUBJECT: Funding Government Center Project

Previously staff presented three funding options which included:

1. Build new government center on existing site.
2. Remodel current government center.
3. Build new police building on existing city property at 300 N. New Ballas Road and renovate current government center for remainder of city services.

Recently it appears that the current consensus for the City Council is option #3 above. With that in mind staff sought more detailed and refined estimates for building a new police building and renovating the current government center building. The financing results are as follows:

1. New Police Building
Including building, furnishings and site work, additional security for current government center site and addressing accessibility issues. Cost \$10,532,000. It is anticipated that this project would be financed through General Obligation Bonds approved by voters. The debt service would be then paid through an annual property tax levy dedicated to Debt Service. Based upon current interest rates the levy would be \$0.08 per \$100 assessed valuation if approved in August or \$0.085 if approved in November, although it may be possible to time issuances to minimize the tax collection delay to pay debt services. Based upon a market valuation of \$400,000 the average taxpayer would pay somewhere between \$60.80 and \$64.60 annually in increased property taxes.
2. Renovate Current Government Center
Based upon current drawings the cost is estimated at about \$5,565,000. The city has already designated \$2,000,000 of the current fund balance for city facilities. Taking into account that number, \$3,565,000 would then need to be financed. That amount could be financed through a Special Obligation Bond issuance or through a combination of additional fund balance and Special Obligation Bonds. The funds to pay the debt service annually could be budgeted in the Capital Improvement Fund. It is estimated that the Capital Fund proceeds necessary to fund \$3,565,000 in Special Obligation Bonds would be around \$240,000 annually for 20 years.

It was also discussed to use additional unreserved Fund Balance. However, current projections indicate that substantial additional unreserved Fund Balance would be difficult to allocate to the police building project given the fund balance projected in 2021. Also, if the \$2,000,000 allocated from the current fund balance were allocated to the police building project the government center renovations would be more difficult to fund.

I would be pleased to respond to any questions.