


September 2, 2022

MEMO TO: J. Carter Napier, City Manager 

FROM: Zulima Lopez, Parks, Recreation, & Public Facilities Director
Scott R. Baxter, P.E., Associate Engineer

SUBJECT: Design Contract Amendment for City Hall Project SAFE

Meeting Type & Date
Council Work Session

SEPTEMBER 13, 2022

Action type
Direction Requested

Recommendation

That Council authorize a contract amendment with Stateline No. 7 Architects for the re-design of the City Hall Project SAFE remodel.

Summary

On March 3, 2020 the Casper City Council approved an agreement with Stateline No. 7 Architects for the design of the Casper City Hall remodel project, commonly referred to as Project SAFE. Shortly after the contract award, COVID-19 triggered shutdowns and other significant disruptions. Due to the uncertainty surrounding the pandemic and its impacts, the project was put on hold for a full year. In March 2021, Council supported resuming the project once again. Nearly one year of extensive design work was undertaken. The primary objectives of the remodel were to extend the life of the nearly 40-year-old building by addressing concerns related to security, building, fire code, and ADA compliance, and aging building systems such as HVAC and lighting. The design also expanded the building footprint to better accommodate all administrative City functions and staff, with consideration for future growth. The final design achieved all of the intended objectives.

On March 18, 2022, bids were received from five (5) contractors for construction of the project. Though the bids proved to be competitive with each other, they were all over six million dollars (\$6,000,000), which was significantly over budget. The result was a recommendation to reject all bids, complete design changes that would reduce the scope of the project, provide value engineering, change product selections to reduce costs, and re-bid the project to match expected funding.

A revised design proposal has been received from Stateline No. 7 based on the goal to simplify the design and reduce the construction scope. The major proposed design changes include:

- Relocating the IT Division into the Casper Business Center, eliminating the need for a building expansion.
- Providing single point of public entry on the east side of the building, adjacent to Council Chambers.

- Remodeling the first floor to safely accommodate the most public-facing operations – Customer Service, Community Development, and City Clerk - and limiting access to the operations on the second floor. This eliminates the intense remodel that created a centralized customer service area where the existing first floor restrooms are.
- Creating an improved Council meeting and work space on the northeast portion of the building that doubles as valuable employee meeting and training space.
- Providing more cost-effective alternatives to costly features such as climb deterrent on the roof of Council Chambers and new ceiling “cloud” lighting in the atrium.
- Expanding HVAC system replacements as needed to fully address temperature control, air movement, and efficiency.

If the City Council approves, detailed design work will proceed immediately, with bidding in early 2023 and construction to commence in Spring 2023.

Financial Considerations

The proposed changes to the design contract result in an amendment amount of One Hundred Eighty-Three Thousand, Eight Hundred Twenty-One Dollars and Eighty-Five Cents (\$183,821.85). The amendment will be paid for from the project budget. The balance of the budget, just over Two Million Six Hundred Thousand (\$2,600,000), was rolled into the FY23 Budget as part of the FY23 Budget Amendment #1. It is estimated that an additional \$2,000,000 will need to be secured to construct the project.

Oversight/Project Responsibility

Zulima Lopez, Parks, Recreation, & Public Facilities Director
Scott R. Baxter, P.E., Associate Engineer

Attachments

None