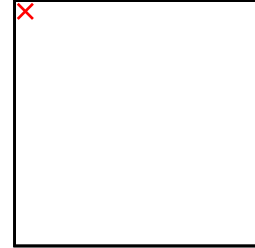


**CITY OF FLAGSTAFF**  
**STAFF SUMMARY REPORT**

**To:** The Honorable Mayor and Council  
**From:** Christine Cameron, Project Manager III  
**Date:** 02/27/2019  
**Meeting Date:** 03/05/2019



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**TITLE:**

**Consideration and Approval of Contract:** City Court Facility Project - Award of Amendment #1 to the Design-Build Services Agreement #2018-63. This amendment contains the Guaranteed Maximum Price (GMP) #1 agreement for preliminary construction work.

**STAFF RECOMMENDED ACTION:**

- 1) Award the Design-Build Services Amendment GMP #1 to Kinney Construction Services, Inc. of Flagstaff Arizona in an amount not to exceed \$1,518,175.00 with a 148 calendar-day contract period; and
- 2) Authorize the City Manager to execute the necessary documents.

**Executive Summary:**

Kinney Construction Services, Inc. (KCS) was selected by a five-member evaluation committee as the most qualified service provider for the City Court Facility Project pursuant to the evaluation and ranking process per A.R.S. 34-603.

City Council awarded the original Design-Build Agreement #2018-63 on July 3, 2018, for design phase services. KCS and the Architect (CGL Companies) have been working over the last seven months on programming the building space and developing construction plans with Courts Administration, the City Prosecutor's Office, Flagstaff Police Department, City Manager's Office, and City Planning. In order to expedite site construction, GMP #1 is being submitted for award first while the full construction documents are being finalized. This will allow for hazardous materials abatement and demolition of the existing buildings at 101 W. Cherry and 15 N. Beaver and site work (grading, underground utility installation) at the 101 W. Cherry site. The proposed future GMP #2 Amendment will contain the remainder of the work for full construction of the facility and sites.

**Financial Impact:**

The City Court Facility is currently budgeted in the amount of \$17,408,403.00 for FY19 and is anticipated to be budgeted in the amount of \$4,009,024.00 for FY20. Project funding is in the General Government Fund, Account Number 408-09-426-3278-1.

**Policy Impact:**

Award of the Design-Build Services Amendment GMP #1 will allow KCS to proceed with building abatement, demolition, and site preparation necessary for the construction of the new facility as approved by Proposition 412 in the November 2016 ballot question.

**Connection to Council Goal, Regional Plan and/or Team Flagstaff Strategic Plan:**

**Council Goal: Transportation and Other Public Infrastructure.**

Deliver quality community assets and continue to advocate and implement a highly performing multi-modal transportation system.

**Flagstaff Regional Plan 2030: Locating Facilities Goals and Policies.**

Goal PF.2. - Provide sustainable and equitable public facilities, services and infrastructure systems in an efficient and effective manner to serve all population areas and demographics.

**Team Flagstaff Strategic Plan: Foster a Resilient and Economically Prosperous City.**

Deliver outstanding service through a healthy environment, resources and infrastructure.

**Has There Been Previous Council Decision on This:**

On June 14, 2016, Council reviewed options for the City Court Facility bond project and directed staff to prepare ballot language for a \$12M bond project to be funded through secondary property tax.

On July 3, 2018, City Council awarded the Design-Build Contract #2018-63 to KCS for design phase services of the project.

**Options and Alternatives:**

1. Approve the Design-Build Services Amendment GMP #1 to KCS as presented.
2. Reject the Design-Build Services Amendment GMP #1 and direct staff to re-negotiate the terms and fee structure with KCS.

**Background and History:**

The physical condition of the existing City Court building located at 15 North Beaver Street has deteriorated to a point where significant financial resources would be needed to remediate, remodel and stabilize the structure. In addition, the need exists for current and future space to ensure continued operational viability.

On July 5, 2016, staff came before Council with the Consideration and Adoption of Resolution No. 2016-27. This Resolution allowed Council to adopt an official ballot question to be submitted to qualified electors of the City of Flagstaff. This ballot question asked the citizens of Flagstaff to approve a temporary increase in the City's secondary property tax and authorize the sale and issuance of bonds for

purposes of constructing a new City Court Facility. Council adopted the Resolution and the question was placed on the ballot for the election of November 8, 2016. The ballot question was approved.

On April 1, 2018, the City advertised a Request for Statement of Qualifications from Arizona Registered Contractors for the qualification-based selection of a Design-Build team to provide design and construction services for the City Court Facility.

On April 23, 2018, the City received eight responses to the Request for Statements of Qualifications. A five-person committee was formed to evaluate the Statements of Qualifications and the committee selected 3 firms for interviews. Upon the completion of the interviews, the committee selected KCS as most qualified Design-Builder to perform the work.

On July 3, 2018, City Council awarded the Design-Build contract to KCS for design phase services. Over the last seven months the Design-Build team has been working on programming the building space and developing construction plans with Courts Administration, the City Prosecutor's Office, Flagstaff Police Department, City Manager's Office, and City Planning.

### **Key Considerations:**

The new City Court Facility will be located on property owned by the City located at 101 W. Cherry Avenue. The existing buildings at this location are occupied by various City staff (Building and Safety, Risk Management, Sustainability, I.T. Lab, Environmental Inspection). The Space Planning Committee has developed a strategy and timeline to relocate City staff from the existing building ahead of the planned abatement and demolition.

To meet City of Flagstaff Zoning Code-Title 10, parking capacity requirements, the existing City Court located at 15 N. Beaver Street and the City Prosecutor's Offices located at 107 W. Aspen Avenue will need to be demolished. The new City Court Facility will also be designed to provide parking. The combined parking at these two parcels will meet the Zoning Code requirements for parking capacity.

The GMP #1 scope also includes the fee for abatement and demolition of the existing City Courts building and City Prosecutor's buildings. This work will not occur until the new facility is complete and staff is relocated in the spring of 2020.

### **Community Benefits and Considerations:**

Total project funding for the project is as follows:

#### **Prop 412 Voter Approved Courts Project Funding**

Bonds	\$12,000,000
Sale of Beaver Lot	\$ 2,000,000
<b>**Identified Funding (Courts Fees)</b>	<b>\$ 7,500,000</b>
Total	\$21,500,000

#### **\*\*Identified Funding**

Court Fees	\$2,080,000
Sale of Fire Station #1	\$ 520,000
Re-development Fund	\$ 500,000
Capital Funding Transfer	\$ 400,000
Capital Financing	\$4,000,000

Total	\$7,500,000
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The sale of the Beaver Street lot will not be included in the budget for this Project as this parcel will need to be used for surface parking in order to meet the City's Zoning Code requirement for parking capacity. The total project budget for the delivery of a new City Court Facility is \$19.5M.

### Community Involvement:

The new City Court Facility will provide a safe and efficient Municipal building that will greatly improve the Court's operations now and into the future, enhance the staff and user experience, and provide an attractive amenity to downtown Flagstaff.

### Expanded Options and Alternatives:

There have been multiple Council meetings to discuss the City Court Facility over the course of the last three years, in addition to, multiple public meetings prior to the ballot question of 2016.

A Public Meeting was held on February 20, 2019 to present the project design and engage the public on the project.

**Attachments:**

## Full Courts GMP 1

### Original Courts DB contract

## Courts Context Map

### Courts Vicinity Map

## Presentation