



WILLMAR CITY COUNCIL MEETING

MONDAY, JUNE 12, 2023 @ 6:30 PM

WILLMAR MUNICIPAL UTILITIES AUDITORIUM

700 LITCHFIELD AVE SW

WILLMAR, MN 56201

AGENDA

1. Call Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Proposed Additions or Deletions to Agenda
5. Regular Business
 - A. BKV Group - City Hall/Community Center Presentation
6. Adjourn



City of Willmar

City Council Action Request

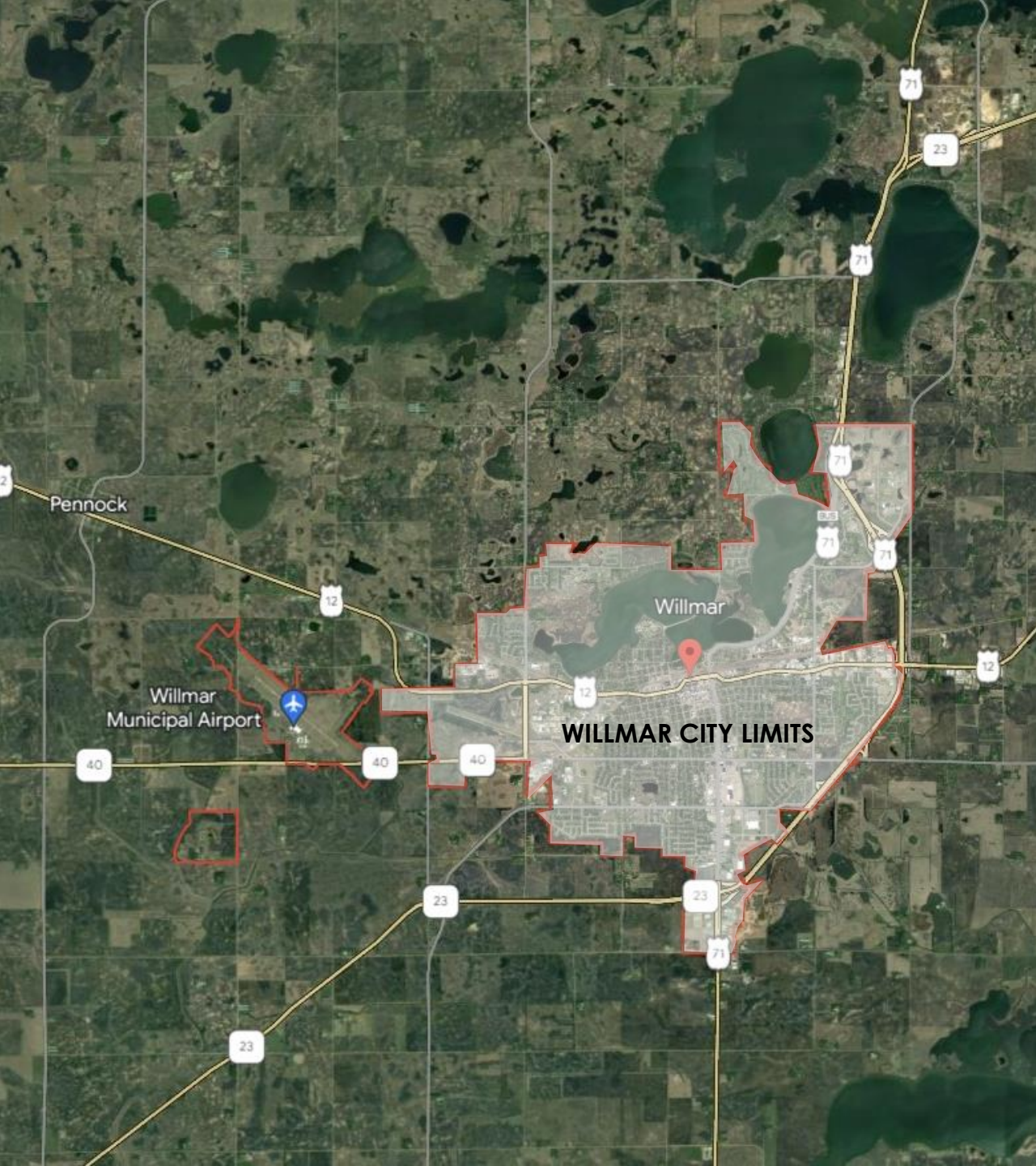
Council Meeting Date:	June 12, 2023	Agenda Item Number:	5.A.
Agenda Section:	Regular Business	Originating Department:	Administration
Resolution:	No	Prepared By:	Bruce Schwartzman - BKV Group
Ordinance:	No	Presented By:	Bruce Schwartzman - BKV Group
Item:	BKV Group - City Hall/Community Center Presentation		

RECOMMENDED ACTION:

City Hall/Community Center Presentation

OVERVIEW:**BUDGETARY/FISCAL ISSUES:****ALTERNATIVES TO CONSIDER:****ATTACHMENTS:**

1. 2023.06.12 Willmar Site Assessment



Willmar Site Assessment

June 12, 2023





AGENDA

1. SUMMARY OF SPACE PROGRAMMING NEEDS
2. REVIEW SITE CONCEPTS
3. PROPOSED SCHEDULE
4. SOFT COST BREAKDOWN
5. COST ESTIMATE
6. METHODS OF PROJECT PROCUREMENT
7. SUMMARY

SPACE PROGRAMMING NEEDS

Programming Approach:

- Through a series of questionnaires and person to person interviews as well as reviewing existing operational flows and program needs space requirements were developed.
- These areas were reviewed based on 5-year increments, and planning for a future 20-year need.
- While these are useful tools to help identify space needs, additional space efficiencies can be found in the final plan development.

CITY HALL

<i>Department Spaces</i>		
Administration		655
Council Space		4,207
City Clerk		1,113
Human Resources		905
Information Systems		1,529
Engineering		2,638
Finance		842
Planning & Development		2,157
Subtotal, Department Spaces:		14,046
<i>Support Spaces</i>		
Building Support		10,460
Building Services		1,728
Subtotal, Support Spaces:		12,188
TOTAL PROPOSED USABLE SF		26,234
Building Factor	15%	3,935
TOTAL PROPOSED GROSS SF		30,169

SPACE PROGRAMMING NEEDS

COMMUNITY CENTER

FACILITY: COMMUNITY CENTER	USABLE AREA REQUIRED	
	2022 CURRENT	PROPOSED
Community Spaces		
Burlington Northern Room (Dining)	1,950	2,400
Selvig Room (Stage/Dance Floor)	2,320	3,400
Sunshine Room (Meetings, Choir)	1,080	1,200
Bremer Room (Game/Billiards)	460	460
Reynolds Room (Multipurpose/Wellness)	1,080	1,080
Kid's Area	350	350
Kids Restroom	-	80
Woodshop	840	1,800
New Arts Room		750
New Quilting/Sewing Room		850
Kitchen	608	1,200
Library & Computers		500
Manager's Office	360	216
Custodian Office	100	200
Senior Club Office	100	120
Additional Staff Office	-	120
Conference Room	-	200
Reception Area	-	100
Subtotal, Personnel Spaces:	9,836	16,174

Support Spaces		
Public Restrooms	370	740
Single-user Restroom	160	160
Mother's Room	80	80
Janitor Closet	80	80
Building Storage	200	300
Exterior Equipment Storage	500	800
Bike Share Storage	-	600
Misc. User Group Storage Closets	-	300
Indoor Maintenance Storage		120
Electrical Room	250	250
Water Service	250	250
Data	144	144
HVAC	-	-
Subtotal, Departmental Spaces:	2,034	3,824

Total Department Spaces:	11,870	19,998
---------------------------------	---------------	---------------

Total Net SF	11,870	19,998
Efficiency Factor	4,748	7,999
TOTAL PROPOSED SF	16,618	27,997



SITE CONCEPTS

1. EXISTING COMMUNITY CENTER SITE
2. UTILITY / CITY HALL CAMPUS
3. JC PENNY SITE
4. DOWNTOWN OPTION
5. JOINT CITY HALL AND NEW
COMMUNITY CENTER AT THE
COMMUNITY CENTER SITE

1. EXISTING COMMUNITY CENTER SITE



2. UTILITY / CITY HALL CAMPUS



3. JC PENNY SITE



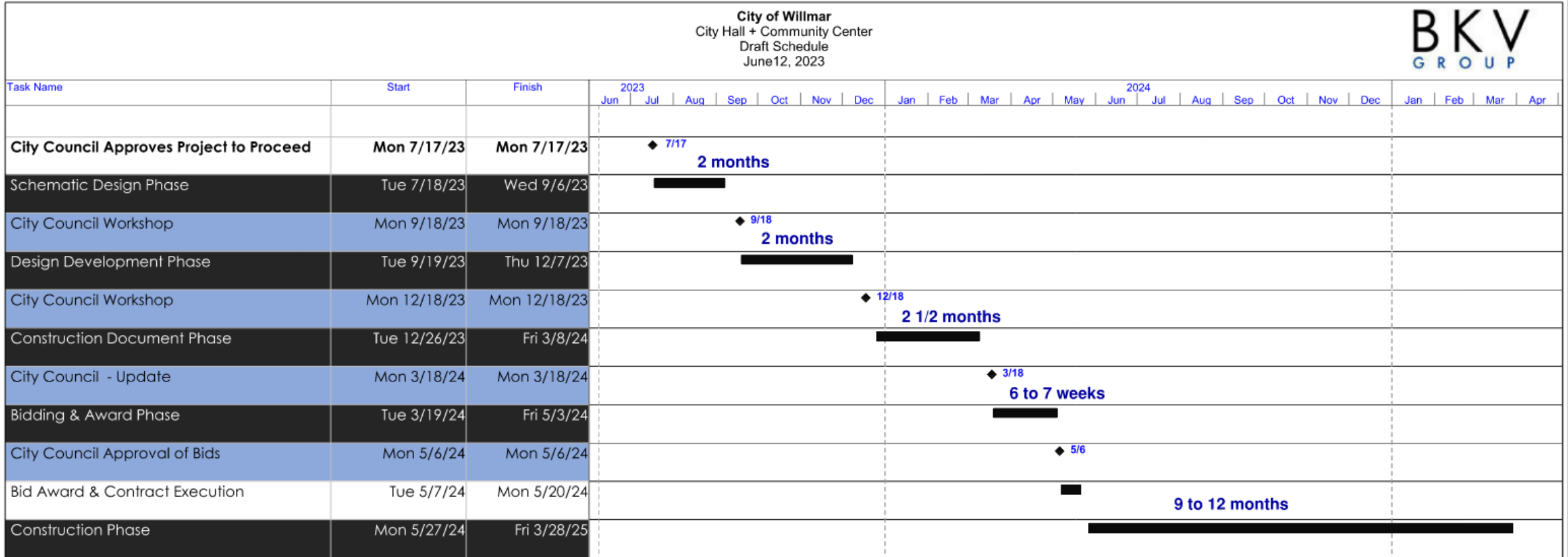
4. DOWNTOWN OPTION



5. CITY HALL AND COMMUNITY CENTER ON COMMUNITY CENTER SITE



PROPOSED SCHEDULE



SOFT COSTS

Examples of Soft Cost	
15% to 20% of the Construction Cost	
1	Land Acquisition Cost
2	Professional Service Fees
3	Building Commissioning
4	Construction Management Fees
5	Owner Misc. Contingency
6	Site Survey
7	Furniture
8	Special Inspections
9	Geotech report
10	Interior signage
11	Appliances
12	Legal Fees
13	Moving
14	Site Remediation (soil, bldg., r.a.p.)
15	SAC, surcharge, permitting
16	Low Voltage Cabling & A/V
17	Telephone equip/system
18	Plan Review Fees
19	Permits
20	Trash & Site Cleaning
21	Emergency Generator
22	Utility Connections
23	Bid Advertising
24	Document Printing
25	Construction Photos
26	State Plumbing Review
27	Building construction insurance / builders risk
28	Security Systems
29	Cellular Coverage
30	Art Work



DRAFT COST ESTIMATES

Willmar - Option 1: Reuse of Existing Community Center Site		
	Low	High
Gut & Remodel the existing bldg.	\$1,640,625	\$2,034,375
Gut & Remodel the other building	\$1,667,500	\$1,957,500
New Exterior Windows	\$210,000	\$280,000
New Roofing and Wall Veneer on existing	\$990,000	\$1,320,000
Site Development	\$1,600,000	\$2,000,000
Sub Total	\$6,108,125	\$7,591,875
Design & Construction Contingency	\$916,219	\$1,138,781
Estimated Total Construction Cost	\$7,024,344	\$8,730,656
Soft Cost	\$1,404,869	\$1,746,131
	\$8,429,213	\$10,476,788
Land / Building Acquisition	\$400,000	\$450,000
Estimated Total Project Cost including land / building purchase	\$8,829,213	\$10,926,788

Willmar - Option 2: Build New City Hall with Willmar Utilities		
	Low	High
New City Hall	\$10,585,000	\$11,310,000
Assumes a minor amount of shared areas with Willmar Utilities)		
Site Development (shared with Willmar Utilities)	\$1,250,000	\$1,750,000
Sub Total	\$11,835,000	\$13,060,000
Design & Construction Contingency	\$1,183,500	\$1,306,000.00
Estimated Total Construction Cost	\$13,018,500	\$14,366,000
Soft Cost	\$2,603,700	\$2,873,200
Land Cost	\$800,000	\$1,000,000
Estimated Total Project Cost	\$18,022,200	\$20,239,200



DRAFT COST ESTIMATES

Willmar - Options 1 and 2 Combined: Cost Estimate		
Estimated Construction Cost	Low	High
Community Center at Existing Site	\$7,024,344	\$8,730,656
New City Hall w/ Willmar Utilities	\$13,018,500	\$14,366,000
Estimated Total Construction Cost	\$20,042,844	\$23,096,656
Soft Cost		
Community Center at Existing Site	\$1,404,869	\$1,746,131
New City Hall w/ Willmar Utilities	\$2,603,700	\$2,873,200
Land Cost	\$1,200,000	\$1,450,000
Estimated Total Project Cost for Community Center + City Hall	\$25,251,413	\$29,165,988

Willmar - Build New City Hall + Community Center		
	Low	High
New City Hall	\$11,680,000	\$12,800,000
New Community Center	\$10,220,000	\$11,200,000
Site Development	\$2,000,000	\$2,500,000
Sub Total	\$23,900,000	\$26,500,000
Design & Construction Contingency	\$2,390,000	\$2,650,000.00
Estimated Total Construction Cost	\$26,290,000	\$29,150,000
Soft Cost	\$4,732,200	\$5,247,000
Estimated Total Project Cost	\$31,022,200	\$34,397,000

Willmar JCP Site Option		
	Low	High
Gut / Demo	\$520,000	\$780,000
Remodel	\$5,720,000	\$7,540,000
New HVAC & Plumbing	\$2,500,000	\$2,800,000
New Cut in Windows	\$280,000	\$350,000
New Roofing (Ballasted EPDM)	\$1,560,000	\$1,820,000
	\$10,580,000	\$13,290,000
Site Development	\$1,400,000	\$1,800,000
Sub Total	\$11,980,000	\$15,090,000
Design & Construction Contingency	\$1,797,000	\$2,263,500
Estimated Total Construction Cost	\$13,777,000	\$17,353,500
Soft Cost	\$2,755,400	\$3,470,700
	\$16,532,400	\$20,824,200
Land Cost	\$1,400,000	\$1,700,000
New 8,000 Square Foot Addition	\$2,920,000	\$3,200,000
Estimated Total Project Cost including land / building purchase	\$20,852,400	\$25,724,200

Procurement Methods

Built to Suit

Developer builds the project

Developer	\$18,205,000	to	\$20,705,000	<u>does not</u> include some soft cost
	\$1,500,000		\$1,700,000	building purchase
	\$19,705,000	to	\$22,405,000	
				estimate for furniture and A/V
	\$700,000	to	\$900,000	systems not included in the amount
	\$20,405,000		\$23,305,000	

Design / Bid / Build

City and A/E team work together in developing the plans / designs for the project

Regular City Council Updates to confirm status and on schedule / on budget

Competitive / open book bidding and award

Construction with A/E team and city review and oversight

\$17,932,400 to **\$22,524,200** includes all protentional soft cost

Decisions to be made:

Where to Build:

- **City Hall** as part of a mall or a more civic presence in a downtown location or at a new public site
- **Community Center** at the existing site or at the JC Penny Building (52,000 SF available, 28,000 SF needed)

Budget:

- Total Project for JCP in the \$18M to \$22.5M Range (without addition, of \$3M = \$21M to \$25.5M)
- Total Project for expansions / remodeling of the existing Community Center & new build City Hall in the \$25.2M to \$29M Range

Procurement Method:

- Lease purchase through a developer or standard Design / Bid Build City Hall
- Set contractor or open competitive bidding process