Agenda
Village of Glen Ellyn
Regular Workshop Meeting
Monday, November 17, 2014
7:00 PM
Glen Ellyn Civic Center, Room 301

Village Board Workshop Procedures Statement

Visitors are most welcome to attend all meetings of the Village Board and can find copies of the Agenda on their chairs or online at www.glenellyn.org prior to the meeting. Any individual with a disability requiring a reasonable accommodation in order to participate in a meeting should contact Harold Kolze, Village of Glen Ellyn ADA Coordinator, 630-469-5000, at least five (5) business days in advance of the next scheduled meeting. All matters on the Agenda may be discussed, amended, and acted upon.

A. Call to Order

B. Roll Call

C. Pledge of Allegiance

D. Audience Participation

1. Open:

Members of the public are welcome to speak to any item *not* specifically listed on tonight's agenda for up to three minutes. For those items which are on tonight's agenda, the public will have the opportunity to comment at the time the item is discussed. In either case, please complete the Audience Participation form and turn it in to the Village Clerk. It is requested that, if possible, one spokesman for a group be appointed to present the views of the entire group. Speakers who are recognized are requested to step to a microphone and state their name, address and the group they are representing prior to addressing the Village Board.

E. CY2015 Budget Discussion Wrap-Up: (Finance Director Coyle)

1. Budget Review and Open Items.

F. Space Needs Update: (Assistant Village Manager Stonitsch and Deputy Police Chief Acton)

1. Village Manager Al Stonitsch and Deputy Police Chief Bob Acton will present an updated space needs analysis for the Police Department/Civic Center.

G. Other Items

H. Adjournment

Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 11/17/14 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Budget
Prepared By: Caroline Conlon

SCHEDULED

AGENDA ITEM (ID # 1511) DOC ID: 1511

Budget Review and Open Items.

For discussion at the Village Board workshop on Monday night is the final department budget, pension and insurance review, as well as a summary of General Fund revenues. In addition, we have summarized some of the changes directed by the Village Board over the last month and provided a new estimated bottom line for any fund that was revised. Furthermore, staff has provided a number of budget memo's based on questions that have arisen during budget deliberations. We hope we have addressed all questions to this point. Staff is looking for additional feedback on the overall budget and levy and will be prepared to discuss any further matters at this final budget workshop.

Based on feedback from the Village Board, below are some modifications to the recommended budget in various funds. The items are presented based upon their impact on the bottom line change in fund balance (governmental funds) or change in net position (proprietary funds). A positive number indicates a positive effect on the bottom line.

General Fund Change in Fund Balance	89,087.00
Adjust FACM part time salaries for change in staffing model	11,000.00
Adjust FACM FICA for change in staffing model	1,500.00
Reduction in Alliance request - Economic Development	8,750.00
Temporary savings on refocusing the Management Analyst	30,000.00
Adjusted General Fund Change in Fund Balance	140,337.00
Parking Fund Change in Net Position	(87,700.00)
Remove $100,000 in CBD Sidewalk Improvements	100,000.00
Adjusted Parking Fund Change in Net Position	12,300.00
Capital Fund Change in Fund Balance	(1,351,000.00)
Reduce cost of new Engineer	5,000.00
Add budgeted dollars for stormwater improvements	(1,500,000.00)
Adjusted Capital Fund Change in Fund Balance	(2,846,000.00)
*No effect to budgeted change in fund balance - removing the bond payment from the 5-year CIP	
Equipment Services Fund Change in Net Position	401,900.00
Lift All machine to be purchased in CY2015 instead of SY14 (was budgeted in SY14)	(138,000.00)
Adjusted Equipment Services Change in Net Position	263,900.00

Village Links/Reserve 22 Change in Net Position	125,252.00
Reduce administrative personnel costs	27,348.00
Increase capital outlay for sign	(9,300.00)
Reduce stormwater management personnel costs	12,070.00
Reduce mechanical maintenance personnel costs	41,400.00
Increase mechanical maintenance equipment	(300.00)
Adjusted Village Links/Reserve 22 Change in Net Position	196,470.00

We are scheduled to hold a public hearing on the budget and levy process at our November 24 meeting, at which tradition has been to take a straw poll vote. Then, we are scheduled to approve the budget and tax levy at the December 8 Village Board meeting. We can make any changes up until the Village Budget is adopted by the Village Board.

Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting: 11/17/14 07:00 PM
Department: Administration
Department Head: Al Stonitsch
Category: Discussion Item
Prepared By: Al Stonitsch

SCHEDULED

AGENDA ITEM (ID # 1507) DOC ID: 1507

Village Manager Al Stonitsch and Deputy Police Chief Bob Acton will present an updated space needs analysis for the Police Department/Civic Center.

PURPOSE:

The purpose of this memorandum is to provide a brief update to the Village Board on the Police Department/Civic Center space needs analysis. For the purpose of this meeting, staff is seeking direction from the Village Board on the following points:

1. Direction on whether the Board wishes to proceed ahead with building a new Police Station headquarters at Panfish Park Total Estimated Project Cost: **$13.4 million**

   A. **Bond Issuance?** Staff is also seeking direction on whether the Board wishes to finance the project as well as other identified community infrastructure projects with a bond issuance in an proposed amount of $22.5 million.

2. Direction on proceeding forward with a **phased-renovation** of the Civic Center as follows:

Civic Center Renovation-Project Phases	**Estimated Cost**	**Start Date**
1-Finance Dept.	$465,000 ($176.34/sq.ft)	2015
2-Planning & Development	$689,000 ($155.74/sq.ft)	*2018/2019
Subtotal	**$1,154,000**	
3- Facilities Maintenance	^$500,000	2018/2019
4-Administration & Engineering	^$846,000	2020/2021
TOTAL COST ESTIMATE	**$2.5 million**	
* Actual project completion date would coincide when Police Dept. officially relocates. ^ Preliminary estimate; pending completion of detailed space needs analysis		

BACKGROUND

On January 20, 2014, an updated facility needs assessment study was presented during a Village Board workshop. The Board received additional design concepts in furtherance of the original Civic Center space needs analysis completed in July 2012. The impetus in providing the additional designs sought to exhaust all reasonable options for repurposing the Civic Center to include the most essential department programming identified in the 2012 study.

Two new options for Civic Center renovation, as well as two additional 'green site' plans were included in the presentation. After receiving eight design options, the Board concluded a new, stand-alone police facility at Panfish Park was likely the most cost effective solution to solving the police facility needs. The Village President ordered the formation of a Work Group to continue researching potential development ideas at the Panfish Park site, tour a newly built Police Station in the area, as well as the development of plans to repurpose space at the Civic Center.

In July, 2014, the Village Board reviewed the updated 10-year Capital Improvement Plan (CIP) and discussed pending major capital projects that were currently unfunded and unplanned. Staff discussed projects including the Taylor Street underpass, Stormwater System improvements CBD Parking Structure, and the Police Department and determined some preliminary funding options to address these projects. The Village Board provided some initial direction towards funding a new Police Station at Panfish Park at a cost of $12M. They directed the work group to continue to evaluate other options including a combined Civic Center/Police Station at Panfish Park and some other options and requested an update for the CY15 Budget.

ACTIVITY

The Facility Needs Assessment Work Group (Work Group) has met on four occasions since January. The second meeting was a tour and presentation at the new Hanover Park Police Station. The Work Group viewed separate spaces unique to modern police departments, and gained a greater appreciation for adjacencies, security measures, and examples of contained construction costs. The following is a summary of subsequent Work Group activity.

New Police & Village Hall at Panfish Park

The Work Group looked at the feasibility of constructing a combined police and village hall at Panfish Park. Staff collaborated with Dewberry to evaluate the merit of this suggestion. The result brought to light issues that led the Work Group to conclude a new combined police and village hall at Panfish Park was unworthy of further consideration.

- An appraisal of the Civic Center estimated the commercial value of the property at $750,000.
- The estimated construction cost for a new combined police and village hall at Panfish Park, minus the return on the sale of the Civic Center came to is **$21.6 million** (Attachment #1).

- The estimated cost of a stand-alone police facility at Panfish Park is $13,346,132. **Adding the Village hall portion to the project increased the cost of this project by $7,958,700.**

- Given the significant increase in potential capital outlay, the Work Group concluded a stand-alone police facility at Panfish Park, along with staged renovations at the Civic Center was a more cost-effective initiative than the combined facility.

- Furthermore, the Work Group weighed the 'value' of maintaining the presence of local government in the Central Business District (CBD). Understanding the Civic Center draws individuals into the CBD through the various amenities and services provided, the Work Group discussed the potential negative impact to business owners, residents and visitors if the Civic Center were to be relocated outside of the CBD. In addition, currently being located in a historic and iconic building was one more reason to consider other options. The Work Group thought the entire Village Board needed to weigh in on this decision.

New Police & Fire Facility at Panfish

The Work Group also looked at the feasibility of constructing a public safety facility at Panfish Park, combining police and fire services. The background work for this study has been completed, and the total estimated project cost is **$20.6 million** (inclusive of Civic Center renovation costs).

Staff did have an opportunity to further evaluate the condition of Fire Station #2. Detailed walkthroughs were conducted and a Structural Engineer provided an assessment of the facility. The consensus was that the station is in reasonable shape and with ongoing maintenance could serve the community for decades. In addition, the property provides an opportunity for expansion in the future as parking and storage are some current needs that have to be addressed. We believe a Space Needs Analysis of the Fire Department is something that should be budgeted in the next 2 years.

Civic Center Renovation Planning

Next, the Work Group contracted with Dewberry to work with staff in developing Civic Center renovation plans that would take into account the space vacated by the police department. The parameters of this work:

- placed an emphasis on light to medium renovation, with an effort to avoid heavy structural renovations;
- recognized that extensive improvements would be required to meet handicap accessibility requirements throughout the building;
- would include data for departmental programming collected through the 2012 Study in the current planning process;
- included staff members reviewing and updating each line item with the architect, prior to the start of developing draft plans;
- anticipated the proposed design and construction would completely modernize each of the renovated spaces in order to sustain the delivery of Village services for the next 30 years.

Finance Department

This process began with a focus on the Finance Department, which currently operates from separate locations on the first and second floors. Consolidating the finance department required expansion from the current clerk's window through the Solinski rooms to the east. The plan prepared by the architect provided most of the space needs and amenities common to this type of workspace. Staff workspaces were positioned to maximize available natural lighting and necessary support and storage spaces were located in the center of the department space. This plan also identified an opportunity to maintain a conference room that could be used by both staff, as well as community groups (off-hours). The renovation covered 2,640sf (square feet) and was estimated to cost approximately $465K, or $176.34/sf (Attachment # 2) If the Board concurs with the need to remodel and relocate the Finance Department, staff believes this would be the Phase I project that would be bid out as soon as Q-1 2015.

Planning & Development Department

The Planning & Development Department was next for consideration. Management and staff determined this department would benefit from an enhanced customer service location and room to expand if relocated within the current police department location. The resulting plan allowed for improved customer service and convenience, staff workspace, adequate storage and meeting space. The renovation of the space for Planning & Development requires 4,338sf, and is estimated to cost $689K or approx. $155.74/sf (Attachment #3). If the Board is acceptable of these plans, this particular project scope would be considered part of Phase II of the Civic Center remodel, and would obviously need to be completed following the Police Department's move to the new facility, which would not occur for at least another two years.

Relocation, without committing to major remodeling of the Planning and Development Department into the aforementioned space, could theoretically occur with little to no constructions costs. This strategy is a short-term "fix", and would defer the actual 25-30 year renovation planning to a future Board for their consideration. Both the Finance and Planning & Development preliminary plans are completed, as are the corresponding detailed cost estimates are included as Attachments #2 & #3.

Administration

Staff continues to work with the architect in developing concepts to repurpose the second floor. The goal is design modest changes within the Administration, which in particular would allow for improved use of the west end of the department that would be vacated by Finance Department personnel. Staff planning also includes providing office space for the Village Attorney near the Village Manager, as a single executive assistant serves both individuals. An improved second floor conference room, the addition of a senior services workspace and the consolidation of IT and media are also included in the drafting of the second floor. It is also the intention of staff to re-establish a direct corridor link to the restrooms on the second floor for public use. Currently, public restrooms are located only on the first and third floors of the Civic Center.

Facilities Maintenance

Further plans include relocating Facilities Maintenance (FACM) to the area adjacent to the existing police garage. This move will bring FACM down to the ground floor with access to a future receiving area for the Civic Center. Additional space will be used for long-term storage of bulk items, as well as shop and mechanical storage. FACM personnel will further benefit from space to stage snow-removal and other large equipment related to their responsibilities.

Finally, a fitness area has been "sketched in" to the final area yet to be repurposed within the current police department space. With the demolition of one wall, a reasonable amount of square footage would transition into space for a modest fitness room for Village employees. This planning is consistent with a 'best use' perspective, as it is located across from the police locker rooms. This concept would allow the Village to continue utilizing the police locker rooms rather than incurring the significant expense of demolition.

Engineering

If the Planning and Development Department were to relocate to the vacated Police Department space, this would provide an opportunity to transition the Engineering Department to the Civic Center as a separate department. This would accomplish a few different things:

- Create more alignment with administration on capital planning for streets, water/sewer projects, parking, and storm water projects as well as grant administration and bid openings.
- Better functionality with plan reviews in conjunction with the Planning and Development Department.
- Better interface with the public at a more customer-focused location in the Central Business District.
- Free up some needed space in the Public Works facility to allow better use of office space for other functions.
- With the hiring of an additional Engineering which is planned in CY15, office space is at a premium at Public Works.

Staff has begun to work with Dewberry on repurposing this space on the 2nd floor for this purpose, but further work remains to determine costs and more specific scope.

PROJECT FINANCING

Funding for this project has been discussed with the Village Board over the last year and was initially included in the 5-Year CIP. Staff incorporated bond repayments to begin to be expensed in 2016, at a total cost of $1.59M/annually for 20 years which is the debt service of approximately $22.5M issuance. The most significant portion of the debt would be used for the New Police Station, but there are other important community projects as well on the horizon. Below is a summary of unfunded projects and the total estimated amount at this time for each. It should be noted, the CBD Parking Structure would likely be paid for through the TIF over the next 21 years. This repayment to the Capital Fund would provide future funds to address other capital needs down the road.

Unfunded Projects Summary

Pending Project	*Estimated Cost*	
Central Business District (CBD) Roadway	$	3,000,000
Central Business District (CBD) Streetscape	$	1,500,000
Stormwater Improvements	$	1,500,000
New Police Station	$	12,000,000
Civic Center Renovation*	$	2,000,000
CBD Parking Structure	$	4,000,000
Total	**$**	**24,000,000**

*Does not include $500,000 to be expensed to the Facility Reserve Fund

RECOMMENDATION

The on-going review of the Work Group begins to answer the theoretical question, "What would/could happen to the Civic Center once the police relocate to a new facility?" While the plans and costing are preliminary, they begin to provide clarity to the potential that exists for the Civic Center in its current condition. There is no doubt the planning that is underway would effectively utilize the available square footage within the building footprint on the first and second floor. Providing the majority of customer interaction activity, i.e. Planning and Development as well as Cashier, adjacent to the lobby in the Civic Center are service delivery improvements. Shifting Senior Services from a church basement to the Civic Center where meeting rooms, the gym and Clayton Room can all be better utilized is a customer service improvement. Consolidating the Finance Department into one area is an operational improvement. Finally, relocating facilities to the first floor and the Law Department near administration are also operational improvements. In essence, we are maximizing the use of space in the Civic Center in a way that supports future needs for the next 20-25 years.

It is also worth pointing out that the relocation of the Village Attorney and the Facilities staff to other areas effectively removes village staff from the third floor. The third floor has the potential to become a destination to market to a broad range of organizations; rooms may be designed with amenities and configurations to appeal to different age groups and users. There are no current plans to renovate or relocate the Galligan Board Room, or any other component of the third floor for that matter.

ACTION REQUESTED

The decisions surrounding a new police facility and a corresponding renovation of Civic Center spaces require tremendous forethought and a significant commitment to expend resources. It is intended that the information provided through this document and architectural attachments helps further facilitate Village Board discussion and consideration. Based upon the follow up data contained herein staff is seeking policy direction from the Board on the following:

1. **New Police Department & Funding:** If the Board desires to move forward with the new Police Station construction at Panfish Park, staff is seeking direction on the total project funding and proposed bond financing that would be acceptable to the Board. With this direction, staff would then come back to the Board with more the alternative construction delivery methods for the Board's consideration.

2. **Civic Center Phased Remodeling and Funding:**
   A. Does the Village Board wish to move forward with a phased remodeling of the Civic Center, as proposed?

   B. If so, is the Board comfortable in authorizing the expenditure of Facilities Reserve funds in CY '15 for Phase I relocation/remodeling of the Finance Department with an approximate cost of $465K?

ATTACHMENTS:
1. Updated Space Needs Cost Matrix
2. Finance Department Relocation/Renovation-Detailed Cost Estimate
3. Planning & Development Relocation/Renovation-Detailed Cost Estimate

cc:
Phil Norton, Chief of Police
Brian Meade, AIA, Dewberry & Assoc.

ATTACHMENTS:

- ATT 1 updated Glen Ellyn cost comparison matrix (PDF)
- ATT 2_Finance Dept Remodel Cost Estimate (PDF)
- ATT 3_Planning and Development Remodel Cost Estimate (PDF)

COST COMPARISON MATRIX	OPTION 2B: Civic Center Site (new police addition)			OPTION 4B: Panfish Park (new police station)			OPTION 5: Panfish Park (new combined police + village hall)			OPTION 6: Panfish Park (new combined police + fire)		
CURRENT overall SF size: police, village hall, community spaces (does not include attic)	44,988			44,988			44,988			44,988		
NEW CONSTRUCTION overall SF size:	**37,307**			**37,000**			**63,700**	34,000sf (police) 26,000sf (village hall) 3700sf (shared mep / bldg support)		**51,000**	34,000sf (police) 15,000sf (fire) 2000sf (shared mep / bldg support)	
New above grade construction (not including range sf)	28,463	$270.00	$7,685,010	28,156	$250.00	$7,039,000	51,800	$250.00	$12,950,000	39,100	$250.00	$9,775,000
New below grade construction (not including range sf)	4,444	$150.00	$666,600	4,444	$150.00	$666,600	7,500	$150.00	$1,125,000	7,500	$150.00	$1,125,000
New firing range raw space costs ($150/sf for basement; $175/sf for 1st flr)	4,400	$150.00	$660,000	4,400	$150.00	$660,000	4,400	$150.00	$660,000	4,400	$150.00	$660,000
New firing range equipment related costs		LS	$415,000		LS	$415,000		LS	$415,000		LS	$415,000
Existing building-site demolition areas	16,942	$8.00	$135,536	3,000	$8.00	$24,000	3,000	$8.00	$24,000	3,000	$8.00	$24,000
Site work: includes excavation, grading, utilities, fencing, landscaping,exterior signage, exterior lighting, new pavement & walks			$350,000			$1,150,000			$1,500,000			$1,500,000
Estimated Construction raw costs:			**$9,912,146**			**$9,954,600**			**$16,674,000**			**$13,499,000**
Escalation to mid-point of construction (mid 2016) - modest market growth at 2% per year x 1.5yrs		3%	$297,364		3%	$298,638		3%	$500,220		3%	$404,970
Design contingency		5%	$495,607		3%	$298,638		3%	$500,220		3%	$404,970
Construction contingency		5%	$495,607		3%	$298,638		3%	$500,220		3%	$404,970
Estimated Construction Costs:			**$11,200,725**			**$10,850,514**			**$18,174,660**			**$14,713,910**
Other Project costs: (soft costs)												
site acquistion costs			none			none			none			none
temp relocation cost / disruption during construction			yes - $ not known yet			none			none			none
Furniture , Furnishings & Equipment, AV/Telecommunications / Security, new phone system, building signage, consultant fees, surveys, geotechnical/soil borings, construction testing, fundamental building commissioning (budgeted 23% of construction cost)		23%	**$2,576,167**		23%	**$2,495,618**		23%	**$4,180,172**		23%	**$3,384,199**
sale credit of existing Civic Center			$0			$0			$750,000			$0
TOTAL Project Costs for NEW construction only:			**$13,776,892**			**$13,346,132**			**$21,604,832**			**$18,098,109**
Village Hall renovations needed for option 2B:			$2,622,800									
Village Hall Phase 1 Renovation: Finance						$465,538			not needed			$465,538
Village Hall Phase 2 Renovation: Planning & Development				4,426	$155.74	$689,305			not needed	4,426	$155.74	$689,305
Village Hall Phase 3 Renovation: Facilities Management						?			not needed			?
Village Hall Phase 4 Renovation: Second Floor						?			not needed			?
Anticipated Village Hall total renovation costs:			**$2,622,800**			**$2,500,000**			**$0**			**$2,500,000**
Preliminary TOTAL Project Costs for ALL work and phases:			**$16,399,692**			**$15,846,132**			**$21,604,832**			**$20,598,109**

Dewberry

Dewberry Architects Inc.
Architects, Engineers, and Planners
401 SW Water Street
Peoria, Illinois 61602

OPINION OF PROBABLE CONSTRUCTION COST

DATE: August 29, 2014

PROJECT: GLEN ELLYN FINANCE DEPARTMENT RENOVATIONS
PROJECT NO.: 50068127
LOCATION: GLEN ELLYN, ILLINOIS
DISCIPLINE: ALL WORK

SCHEMATIC DESIGN
DESIGN DEVELOPMENT
CONSTRUCTION DOC.
OTHER - PRELIMINARY X

DIV.	ITEM DESCRIPTION	QTY	UNIT	COST PER UNIT	TOTAL COST	
	ASSUMPTIONS / NOTES -					
1	Assumed 2014/15 Construction - Add escalation of 3%-5%/year for construction later than that.					
2	Assumed a single All Work Contract with a General Contractor, no separate phases, competitively bid, no Construction Manager.					
3	Assumed renovation area is unoccupied for entire duration of renovation project.					
4	Assumed existing structural systems (floor, roof, and foundations) are all adequate for renovated areas shown.					
	NOT INCLUDED IN CONSTRUCTION COST ESTIMATE -					
1	A/E Fee, printing costs, or A/E reimbursable expenses.					
2	Construction Manager Fee, or reimbursable expenses - Assumed there is no CM on the project.					
3	Furnishings, Fixtures, & Equipment (FF&E) - Furnishings shown on Furniture Plan - For example work tables, chairs, file cabinets, etc.					
4	Moving costs or costs for temporary facility.					
5	Any other Owner or misc. project-related costs.					
6	Renovations at adjacent areas of building.					
7	Window treatments (blinds, shades).					
8	Interior or exterior signage.					
9	Sitework.					
	Approximate Project Area is as follows:					
	Finance Department Renovation Area	2,640	sf			

	Total	2,640	sf			
	PROJECT AREA:	**2,640**	**sf**			
	Foundation Work -	2,640	sf fdn	$0.00	/sf fdn	
	Foundation Work - None				$0	
						$0
	Substructure Work -	2,640	sf SOG	$0.19	/sf SOG	
	Slab on Grade Work - Assumed some cutting/patching of existing SOG is required at removed walls - Assumed minimal	1	ls	$500.00	$500	
	Slab on Grade Work - Assumed some cutting/patching of existing SOG is required for underfloor plumbing piping work - Included in Plumbing cost				$0	
						$500
	Structural Work -	2,640	sf	$0.00	/sf	
	Roof Struct - Assumed no work required				$0	
	Misc Struct - Assumed no structural work, shoring, lintels, bracing, arch'l supports, etc, are required at removed walls or new openings in existing walls				$0	
	Spray Fireproofing - Assumed no work required				$0	
						$0
	Exterior Closure -	2,640	sf	$0.00	/sf	
	Exterior Closure Work (exterior walls, doors, windows) - Assumed no work required				$0	
						$0
	Roofing -	2,640	sf	$0.00	/sf roof	

DIV.	ITEM DESCRIPTION	QTY	UNIT	COST PER UNIT	TOTAL COST	
	Roofing Work - Assumed no work required				$0	
						$0
	Interior Construction -	2,640	sf	$50.56	/sf	
EST	Demolition - Allowance for Asbestos Testing - CONFIRM	1	ls	$3,000.00	$3,000	
EST	Demolition - Allowance for Asbestos Abatement - CONFIRM	1	ls	$30,000.00	$30,000	
	Demolition - Salvage wood cabinetry/trim/base for reuse	24	hr	$75.00	$1,800	
	Demolition - Gut Renovation Area - Including int doors/frames, partitions, ceiling/floor finishes, plbg fixts, cabinets/counters, wall-mounted items, misc, incl hauling to dumpster	1,990	sf	$6.00	$11,940	
	Demolition - Save certain wood cabinetry, trim, base, doors for reuse	24	hr	$75.00	$1,800	
	Demolition - Dumpsters	1	ea	$900.00	$900	
						$49,440
	Partitions - Metal Stud/GB/Insul - Approx 12' h avg, 166 lf - Small job, int renov	1,992	sf	$12.00	$23,904	
	Partitions - Furring/GB at wood paneling wainscots	265	sf	$6.00	$1,590	
	Partitions - Masonry - Assumed none				$0	
	Partitions - Wall patching, misc partitions - 10%	1	ls	$2,549.40	$2,549	
						$28,043
	Int Doors/Windows - Match Existing - Wood panel doors, wood frames/trim, hardware, approx 3' x 7' typ, (3) new, (2) saved/reused	5	ea	$1,900.00	$9,500	
	Int Doors/Windows - Interior Transaction Windows - Approx 3' w x 5' h, sliding glass with locks, tempered, (2) total	30	sf	$60.00	$1,800	
						$11,300
EST	Ceiling Finishes - Mostly 2'x2' ACP, some GB soffits - Allowance	2,904	sf	$5.00	$14,520	
EST	Ceiling Finishes - Add premium for floating clg & perim trim at M/P Gallery	650	sf	$3.00	$1,950	
						$16,470
EST	Floor/Base Finishes - Carpet tile typ, some RB/cpt base, some floor cutting/patching - Wood base is incl with Millwork - Allowance	2,904	sf	$5.00	$14,520	
						$14,520
EST	Wall Finishes/Painting - Paint/repaint walls, finish new wood drs/frms/trim, patch VWC, misc painting - Wood paneling is incl with Millwork	2,640	sf flr	$5.00	$13,200	
						$13,200
	Misc - Int wood blocking, sealants, firesafing, etc	1	ls	$500.00	$500	
						$500
						$133,473
	Conveying Systems -	2,640	sf	$0.00	/sf	
	Elevator Work - None				$0	
						$0
	Millwork/Specialties/Equipment -	2,640	sf	$19.22	/sf	
	Millwork - Multipurpose Gallery - Built-in storage cabinets, wood, sim to exist	40	lf	$500.00	$20,000	
	Millwork - Lobby - Public service counter, solid surface	10	lf	$250.00	$2,500	
	Millwork - Copy/Break - Base/wall cabinets & countertop, plastic lam	20	lf	$550.00	$11,000	
	Millwork - Meeting/Training - Work station, 30" dp, open under, plastic lam	11	lf	$150.00	$1,650	
	Millwork - Relocate built-in wood display case & trim	1	ls	$500.00	$500	
	Millwork - Wood paneling wainscot & trim & furring at some areas, 3' h x 55 lf + 5' h x 20 lf, sim to exist	265	sf	$30.00	$7,950	
	Millwork - Wood trim/base at some areas, some new materials to match exist, some salvaged/reused materials	1	ls	$6,000.00	$6,000	
	Coat Rack - Wall-mounted, 4' w	1	ea	$300.00	$300	
	Fire Extinguisher Cabinet & Extinguisher	1	ea	$350.00	$350	
	Allowance for Other Specialties/Equipment	1	ls	$500.00	$500	
						$50,750
	MEP -	2,640	sf	$43.25	/sf	
DEW	Plumbing - See Attached Breakdown	2,640	sf	$0.95	$2,500	
DEW	Fire Protection - See Attached Breakdown	2,640	sf	$3.30	$8,720	
DEW	HVAC - See Attached Breakdown	2,640	sf	$14.39	$38,000	
DEW	Electrical - See Attached Breakdown	2,640	sf	$18.92	$49,948	
EST	Technology Electrical - Allowance	2,640	sf	$5.68	$15,000	
						$114,168

DIV.	ITEM DESCRIPTION	QTY	UNIT	COST PER UNIT	TOTAL COST	
	Sitework					
	Sitework - None				$0	
						$0
	SUBTOTAL	$113.22	/sf		$298,891	$298,891
	GC GENERAL REQUIREMENTS	8%			$23,911	
	GC OVERHEAD & PROFIT	8%			$25,824	
	PERFORMANCE BOND	1.5%			$5,229	
	ESCALATION - COSTS INCLUDED ABOVE ARE 2014/15 PRICES	0%			$0	
	SUBTOTAL	$134.04	/sf		$353,856	
	DESIGN / ESTIMATING CONTINGENCY	10%			$35,386	
	CONSTRUCTION CONTINGENCY	5%			$17,693	
	CONSTRUCTION TOTAL	$154.14	/sf		$406,934	
	OTHER PROJECT COSTS -					
	A/E FEES (could be 8-10% range based on CDB fee schedule)				$40,693	
	PRINTING, A/E REIMBURSABLES, ETC.				TBD	
	OWNER'S FURNISHINGS, FIXTURES, & EQUIPMENT (FF&E) assumes some new furniture	1,990	sf	$9.00	$17,910	
	OTHER OWNER COSTS				TBD	
	TOTAL PROJECT COST	$176.34	/sf		$465,538	

Dewberry

Dewberry Architects Inc.
Architects, Engineers, and Planners

401 SW Water Street
Peoria, Illinois 61602

OPINION OF PROBABLE CONSTRUCTION COST

DATE: October 1, 2014

PROJECT: GLEN ELLYN PLANNING & DEVELOPMENT DEPARTMENT RENOVATIONS
PROJECT NO.: 50068127
LOCATION: GLEN ELLYN, ILLINOIS
DISCIPLINE: ALL WORK

SCHEMATIC DESIGN	
DESIGN DEVELOPMENT	
CONSTRUCTION DOC.	
OTHER - PRELIMINARY	X

DIV.	ITEM DESCRIPTION	QTY	UNIT	COST PER UNIT	TOTAL COST	
	ASSUMPTIONS / NOTES -					
1	Assumed Planning & Development Dept. Renovations project is constructed as a stand-alone project.					
2	Assumed 2014/15 Construction - Add escalation of 3%-5%/year for construction later than that.					
3	Assumed a single All Work Contract with a General Contractor, no separate phases, competitively bid, no Construction Manager.					
4	Assumed renovation area is unoccupied for entire duration of renovation project.					
5	Assumed existing structural systems (floor, roof, and foundations) are all adequate for renovated areas shown.					
	NOT INCLUDED IN CONSTRUCTION COST ESTIMATE -					
1	A/E Fee, printing costs, or A/E reimbursable expenses.					
2	Construction Manager Fee, or reimbursable expenses - Assumed there is no CM on the project.					
3	Furnishings, Fixtures, & Equipment (FF&E) - EG. Open workstations, movable partitions, desks, office furniture, tables, chairs, file cabinets, etc.					
4	Moving costs or costs for temporary facility.					
5	Any other Owner or misc. project-related costs.					
6	Renovations at adjacent areas of building.					
7	Window treatments (blinds, shades).					
8	Interior or exterior signage.					
9	Sitework.					
	Approximate Project Area is as follows:					
	Finance Department Renovation Area	4,426	sf			
	Total	4,426	sf			
	PROJECT AREA:	4,426	sf			
	Foundation Work -	4,426	sf fdn	$0.00	/sf fdn	
	Foundation Work - None				$0	
						$0
	Substructure Work -	4,426	sf SOG	$0.11	/sf SOG	
	Slab on Grade Work - Assumed some cutting/patching of existing SOG is required at removed walls & removed wood platform - Assumed minimal	1	ls	$500.00	$500	
	Slab on Grade Work - Assumed some cutting/patching of existing SOG is required for underfloor plumbing piping work - Included in Plumbing cost				$0	
						$500
	Structural Work -	4,426	sf	$0.00	/sf	
	Roof Struct - Assumed no work required				$0	
	Misc Struct - Assumed no structural work, shoring, lintels, bracing, arch'l supports, etc, are required at removed walls or new openings in existing walls				$0	
	Spray Fireproofing - Assumed no work required				$0	
						$0
	Exterior Closure -	4,426	sf	$0.00	/sf	
	Exterior Closure Work (exterior walls, doors, windows) - Assumed no work required				$0	

DIV.	ITEM DESCRIPTION	QTY	UNIT	COST PER UNIT	TOTAL COST	
						$0
	Roofing -	4,426	sf	$0.00	/sf roof	
	Roofing Work - Assumed no work required				$0	
						$0
	Interior Construction -	4,426	sf	$43.21	/sf	
EST	Demolition - Allowance for Asbestos Testing - CONFIRM	1	ls	$3,000.00	$3,000	
EST	Demolition - Allowance for Asbestos Abatement - CONFIRM	1	ls	$30,000.00	$30,000	
	Demolition - Salvage wood trim/base for reuse	16	hr	$75.00	$1,200	
	Demolition - Gut Renovation Area - Including int doors/frames, partitions, ceiling/floor finishes, plbg fixts, cabinets/counters, wall-mounted items, misc, incl hauling to dumpster	4,426	sf	$5.00	$22,130	
	Demolition - Remove wood platform, 565 sf	36	hr	$75.00	$2,700	
	Demolition - Dumpsters	2	ea	$900.00	$1,800	
						$60,830
	Partitions - Metal Stud/GB/Insul - Approx 12' h avg, 170 lf - Small job, int renov	2,040	sf	$12.00	$24,480	
	Partitions - Furring/GB at wood paneling & GB wainscots, approx 2.5' h, 100 lf	250	sf	$6.00	$1,500	
	Partitions - Masonry - Assumed none				$0	
	Partitions - Wall patching, misc partitions - 10%	1	ls	$2,598.00	$2,598	
						$28,578
	Int Doors/Windows - Match Existing - Wood panel doors, wood frames/trim, hardware, approx 3' x 7' typ, (8) new	8	ea	$1,900.00	$15,200	
	Int Doors/Windows - Interior Transaction Windows - Approx 4' w x 5' h, sliding glass with locks, tempered, (3) total	60	sf	$60.00	$3,600	
						$18,800
EST	Ceiling Finishes - Mostly 2'x2' ACP, some GB ceilings/soffits - Allowance	4,869	sf	$5.00	$24,343	
						$24,343
EST	Floor/Base Finishes - Carpet tile typ, some sheet vinyl (350 sf), some ceramic tile (160 sf), some RB/cpt base, some floor cutting/patching - Wood base is incl with Millwork - Allowance	4,869	sf	$6.50	$31,646	
						$31,646
EST	Wall Finishes/Painting - Paint/repaint walls, finish new wood drs/frms/trim, patch VWC, misc painting - Wood paneling is incl with Millwork	4,426	sf flr	$5.00	$22,130	
EST	Wall Finishes/Painting - Ceramic tile wainscot at (2) Toilets, 48" h, 70 lf	280	sf	$14.00	$3,920	
						$26,050
	Misc - Int wood blocking, sealants, firesafing, etc	1	ls	$1,000.00	$1,000	
						$1,000
						$191,247
	Conveying Systems -	4,426	sf	$4.52	/sf	
	Wheelchair Lift - At Open Workstations Corridor - 16.5" rise	1	ea	$20,000.00	$20,000	
	Wheelchair Lift - At Hallway south of Planner Suite - Included Below				$0	
						$20,000
	Millwork/Specialties/Equipment -	4,426	sf	$11.42	/sf	
	Millwork - Open Workstations - Public service counter, 35" w, solid surface	14	lf	$350.00	$4,900	
	Millwork - Copy/Break - Base/wall cabinets & countertop, plastic lam	35	lf	$550.00	$19,250	
	Millwork - Staff Conference Rm - Base cabs & countertop, 1.5' dp, plastic lam	33	lf	$300.00	$9,900	
	Millwork - Wood paneling wainscot & trim & furring at some areas, 2.5' h x 50, sim to exist	125	sf	$30.00	$3,750	
	Millwork - Wood base at noted areas, some new materials to match exist, some salvaged/reused materials	600	lf	$7.00	$4,200	
	Millwork - Allowance for misc wood trim, some new materials to match exist, some salvaged/reused materials	1	ls	$2,000.00	$2,000	
	Fire Extinguisher Cabinet & Extinguisher	1	ea	$350.00	$350	
	Mobile Compacted Shelving - Approx 3' w units, double faced, manual operation	3	ea	$1,900.00	$5,700	
	Allowance for Other Specialties/Equipment	1	ls	$500.00	$500	
						$50,550
	MEP -	4,426	sf	$41.48	/sf	

DIV.	ITEM DESCRIPTION	QTY	UNIT	COST PER UNIT	TOTAL COST	
DEW	Plumbing - See Attached Breakdown	4,426	sf	$2.58	$11,400	
DEW	Fire Protection - See Attached Breakdown	4,426	sf	$3.18	$14,078	
DEW	HVAC - See Attached Breakdown	4,426	sf	$8.79	$38,913	
DEW	Electrical - See Attached Breakdown	4,426	sf	$19.02	$84,179	
DEW	Technology Electrical - Conference Rm A/V - Allowance	4,426	sf	$3.39	$15,000	
DEW	Technology Electrical - Structured Cabling System - Allowance	4,426	sf	$4.52	$20,000	
						$183,570
	<u>Sitework</u>					
	Sitework - None				$0	
						$0
	SUBTOTAL	$100.74	/sf		$445,867	$445,867
	GC GENERAL REQUIREMENTS	7%			$31,211	
	GC OVERHEAD & PROFIT	7%			$33,395	
	PERFORMANCE BOND	1.5%			$7,657	
	ESCALATION - COSTS INCLUDED ABOVE ARE 2014/15 PRICES	0%			$0	
	SUBTOTAL	$117.07	/sf		$518,131	
	DESIGN / ESTIMATING CONTINGENCY	10%			$51,813	
	CONSTRUCTION CONTINGENCY	5%			$25,907	
	CONSTRUCTION TOTAL	**$134.62**	**/sf**		**$595,850**	
	OTHER PROJECT COSTS -					
	A/E FEES (could be 8%-10% range based on CDB fee schedule)				$53,627	
	PRINTING, A/E REIMBURSABLES, ETC.				TBD	
	FURNISHINGS, FIXTURES, & EQUIPMENT (FF&E) assumes some new furnitur	4,426	sf	$9.00	$39,834	
	OTHER OWNER COSTS				TBD	
	TOTAL PROJECT COST TOTAL	**$155.74**	**/sf**		**$689,311**	