



# CITY OF FALLS CHURCH

## CITY HALL/PUBLIC SAFETY FACILITY TASKFORCE

Monday March 7, 2016, 1:00 p.m. to 2:00 p.m.

### Meeting Minutes

#### Agenda

1. Introductions (1:00 - 1:10)
2. Project history review and progress (1:10 - 1:20)
3. Presentation by Studio 27 (1:20 - 1:30)
4. Discussion (1:30-1:50)
5. Wrap-up/Final recommendation (1:50 - 2:00)

#### Meeting Minutes

- Wyatt Sheilds, Cindy Mester, Mike Collins and James Mak briefed the Task Force on the history of the project and progress since the last Task Force meeting.
- Mr. Collins briefed that Construction Management at Risk (CMAR) Contracting and delivery method will be used on this project. Staff has done extensive research into delivery methods and feels that for this type of project this delivery method will minimize the City's risk over a traditional design, bid, build process. CMAR will allow the independent Construction Manager who provides project management to be involved throughout the design of the project and can provide the City with input to minimize risk and improve project constructability, schedule, and cost. Although this is the City's first time using the CMAR method, CMAR is used with success in private sector and other government agencies. It was approved as a methodology by the State of Virginia approximately 10 years ago and was described as a specific type of Design-Build Contracting. All construction contracts to follow subsequently will be competitively bid.
- The Studio 27 Team briefed the Task Force on their qualifications, past experience and their planned approach to this project if they are the selected firm.
- The taskforce reiterated the project's main goal of public safety, accessibility, and improving wayfinding/flow within the building.
- The taskforce noted that final design of the project should integrate the existing building and new additions as a cohesive unit to ensure the expansion is a clear improvement to the design and flow of City Hall. Building flow in the rear (between West and East wings) needs to be accounted for.
- The City should look at swing space and possibly the option of renting off-site space or portable trailers to potentially reduce phasing challenges and cost. Typically developers empty a wing at a time to allow the utility changes and reasonable working conditions during construction. This includes possible costs and time savings of moving staff, may make it easier to manage the separation of police, court, public, and staff uses during construction, and give the Contractor

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more flexibility. The design team will need to work closely with the Construction Manager to determine risks and benefits.

- The final design should consider vertical and horizontal service corridors for utility elements such as IT infrastructure, plumbing, and electrical.
- Project phasing and staging should account for other campus users and events such as police operations, separation of police and overall site security, farmer's market, and Community Center coordination and impacts.

Mr. Thurston moved, and Ms. Rodgers seconded, that the City Hall/Public Safety Facility Taskforce recommends Studio 27 to be the project Architect for the City Hall Public Safety Renovations project.

The motion passed unanimously on voice vote with ten members present.



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# CITY OF FALLS CHURCH

## CITY HALL PUBLIC SAFETY RENOVATIONS TASKFORCE MONDAY MARCH 7, 2016

CHECK IN SHEET – Please make any corrections necessary *— Sign in on back if not on list*

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# CITY OF FALLS CHURCH

## CITY HALL PUBLIC SAFETY RENOVATIONS

MARCH 7, 2016

### SIGN IN SHEET

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