



**Date of Issuance: September 29, 2016**

## **SANTA FE COUNTY ADMINISTRATIVE OFFICES**

### **MONTHLY REPORT – SEPTEMBER 2016**

Mark Hogan presented a project update to the Board of County Commissioners on September 13<sup>th</sup>, 2016 and requested approval of Programming Phase information including four key discussion/decision points; 1) Space allocations for each Department. 2) Renovation/Restoration of Old Admin. 3) Approval of planned location of functions (Departments) and 4) The level of parking to be provided.

Modifications to the Scope of Work and Budget resulted. The revised baseline budget was increased to 38 million dollars including all taxes, hard and soft costs. Meeting specific information can be obtained at: [http://www.santafecountynm.gov/committees/board\\_of\\_county\\_commissioners\\_bcc](http://www.santafecountynm.gov/committees/board_of_county_commissioners_bcc).

Design Team understands that the following four items best summarize conclusions from the meeting:

- 1) The Placita at the Old Administration Building is to be restored to its original look.
- 2) New Grant Avenue Complex parking structure shall incorporate an adjusted level of fleet parking. Flexibility on the final space counts to allow maximized opportunities/value for parking.
- 3) Input from Commissioners included a request for the design team to explore opportunities to incorporate increased public access to restrooms in the project.
- 4) Due to the demolition of the 1970's non-historic addition at the Old Administration Building, the new Grant Avenue Complex square footage will increase from earlier plans.

Santa Fe County authorized the design team to move into the Schematic Design Phase of the project on September 28, 2016. The design team is coordinating a charrette process that will explore design ideas and options in an open forum where county employees, commissioners, interested parties and general public can look on as ideas are vetted and solutions begin to evolve. The event is expected to take place in the Old Judicial Complex in November 2016.

#### **MILESTONES ACHIEVED**

- Presentation to BCC – 9/13/16
- Authorization to initiate Schematic Design – 9/28/16

#### **FUTURE MILESTONES (Dates Tentative)**

- Initial Design Charrette – November 2016
- Geotechnical Report request – TBD
- Site water pressure testing request – TBD

**1. PROJECT ACTIVITIES:**

- Over the past month project status meetings have been in coordinating critical program and budget information for the September 13<sup>th</sup> BCC meeting.

**2. SCOPE MANAGEMENT:**

- The contracted project scope is to be formally updated to meet the intent approved by the BCC on September 13<sup>th</sup>, 2016. The scope will be adjusted to meet the project budget as the team moves into Schematic Design.

**3. TIME MANAGEMENT:**

- Santa Fe County authorized the design team to move into the Schematic Design Phase of the project on September 28, 2016.
- The design team expects to provide the County with a revised project schedule by October 13, 2016.

**4. COST MANAGEMENT:**

- The first comprehensive estimate of probable construction cost of the project is included in the Programming Document. The proposed changes to the scope and associated cost were presented to the BCC on September 13<sup>th</sup>, 2016. The County and the Design Team are expected to provide alignment between increased scope of work and the revised project budget during the Schematic Design Phase.

**5. COMMUNICATION MANAGEMENT:**

- A360, an interactive web based project data repository, remains the main project data repository.
- Board of County Commissioner review took place on September 13<sup>th</sup>.
- Public presentation of Schematic Design to be announced with a minimum of 30 days advance notice.
- Recent press releases mentioning the project:
  - a. [http://www.santafenewmexican.com/opinion/editorials/our-view-elegance-returns-to-county-building/article\\_cd3de3c9-0869-5322-8ac3-c6e09e9212a1.html](http://www.santafenewmexican.com/opinion/editorials/our-view-elegance-returns-to-county-building/article_cd3de3c9-0869-5322-8ac3-c6e09e9212a1.html)
  - b. [http://www.santafenewmexican.com/news/local\\_news/familiar-county-building-will-get-makeover-costing-m/article\\_068289d9-2dce-5e8b-bdb1-138df4257e0c.html](http://www.santafenewmexican.com/news/local_news/familiar-county-building-will-get-makeover-costing-m/article_068289d9-2dce-5e8b-bdb1-138df4257e0c.html)
  - c. <https://www.abqjournal.com/844442/sf-commission-approves-38-million-office-complex-downtown.html>

**6. RISK MANAGEMENT PLAN:**

- New risks identified in the last 30 days could have impact on scope and budget of the project.
- The scope of the project has grown with:
  - The Old Administration Building restoration decision.
  - The new Grant Avenue Complex square footage increase based on the restoration decision mentioned above.
  - The inclusion of the fleet vehicles into the overall on-site parking count.
- Aligning increased scope of work and the revised project budget during the Schematic Design Phase needs to be reconciled.

**7. PROCUREMENT MANAGEMENT:**

- No new issues.

**8. STAKEHOLDER MANAGEMENT:**

- Design Team is disseminating project information through the County's Project Manager and A360.
- The County made a formal presentation to the Board of County Commissioners on September 13<sup>th</sup>.
- County staff dissemination will follow BCC input.

For any further information about the project please contact:

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