



City of
NOVATO

City Council Presentation for the
Design and Construction Phase Process
Civic Center City Administrative Offices

Ugrvo dgt 35.4233

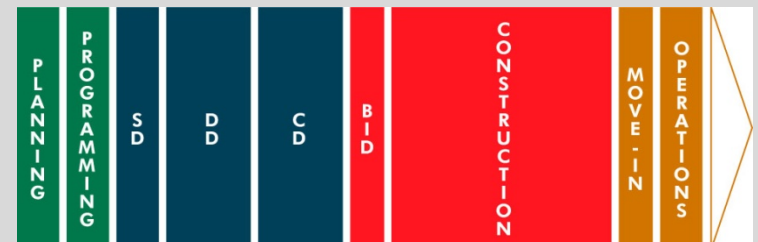


Project Process Overview

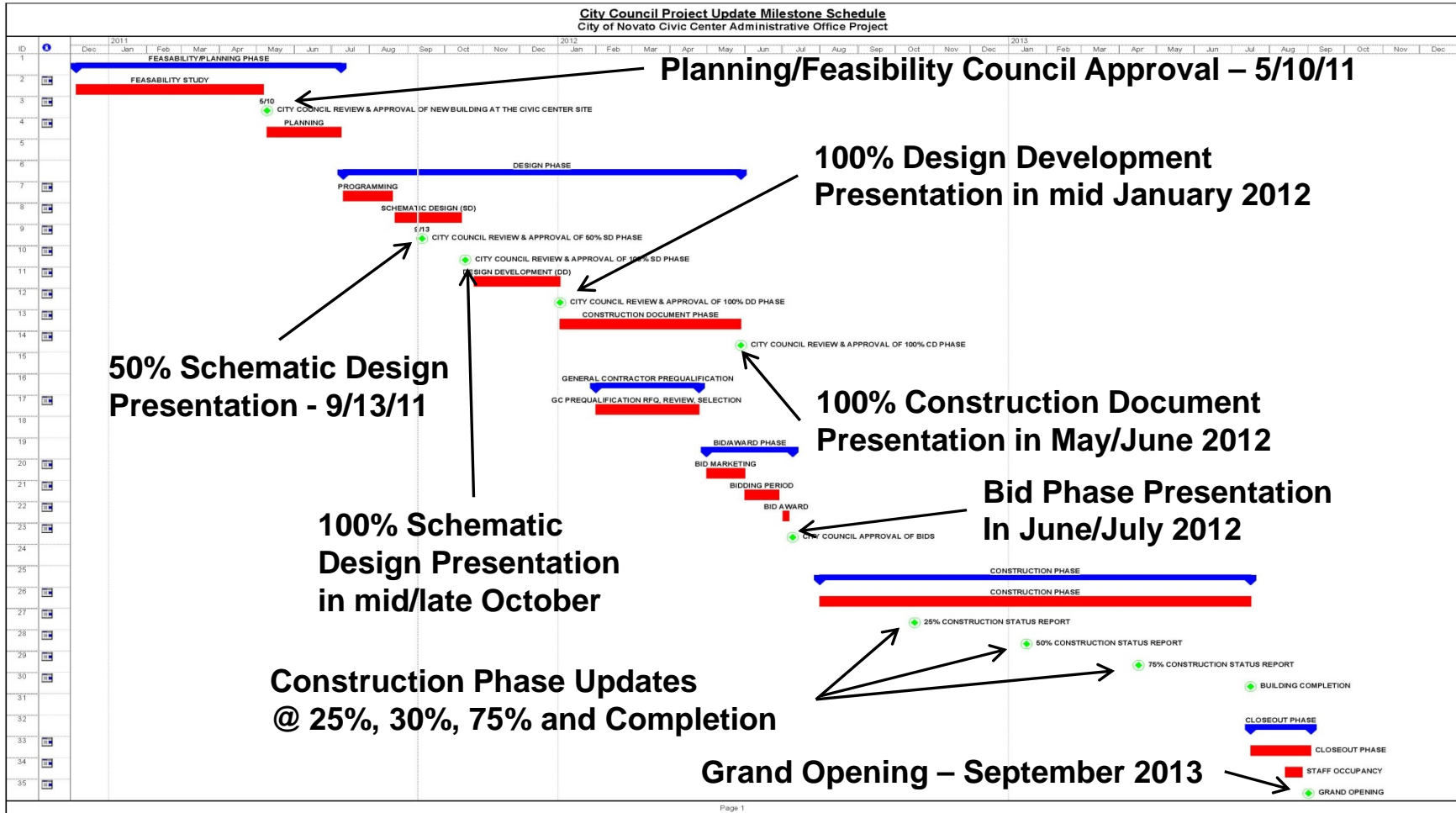


- **Project Phases**

- Planning
- Programing
- Schematic Design (SD)
- Design Development (DD)
- Construction Document (CD)
- Bid
- Construction
- Move-in
- Operations



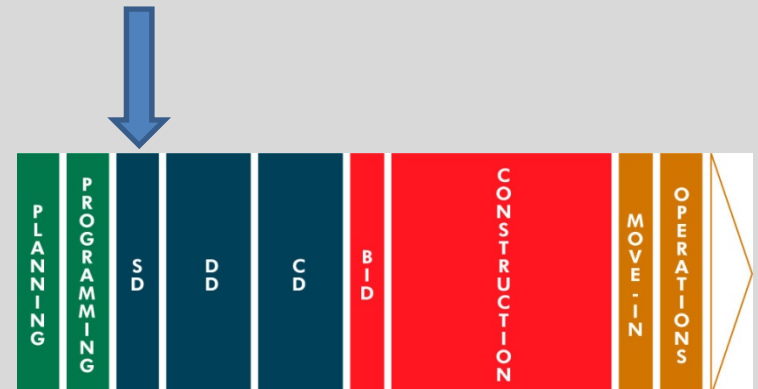
Master Project Schedule



50% Schematic Design (SD)



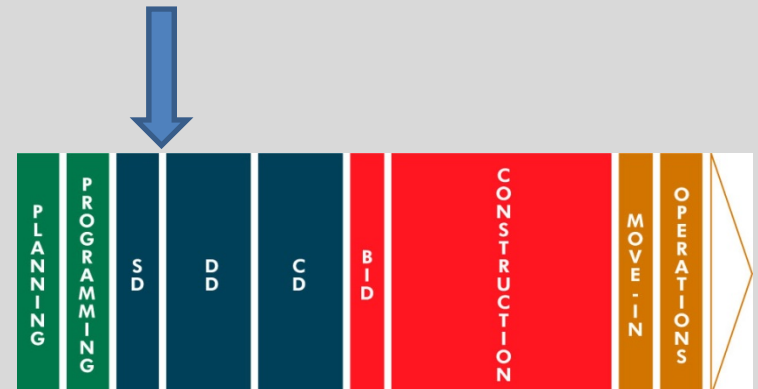
- **September 13th, 2011**
- **Design Team Deliverables for City Council Input**
 - Program Summary
 - Blocking Plans
 - Site Plan Options
 - 3D Massing Models
 - Exterior Massing Views
- **DRC Update - September 12th, 2011**



100% Schematic Design (SD)



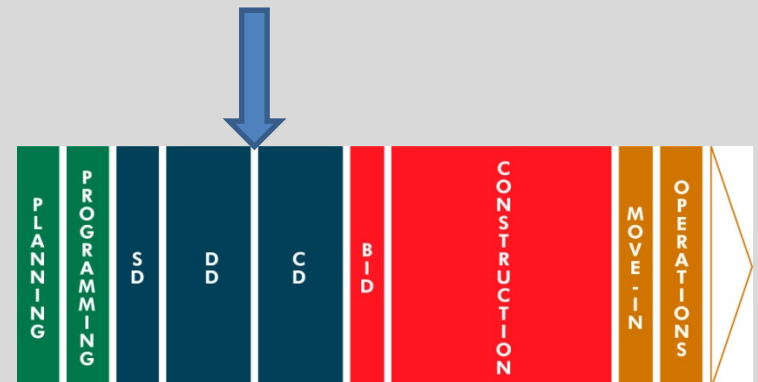
- **Mid/Late October, 2011**
- **Design Team Deliverables for City Council Input**
 - Site Plans, Floor Plans, Exterior Elevations, Building Sections
 - Preliminary Exterior Building Materials selections
 - Computer Generated Sketch Up Model
- **Schedule Update**
- **SD Phase Estimate Update**



100% Design Development (DD)



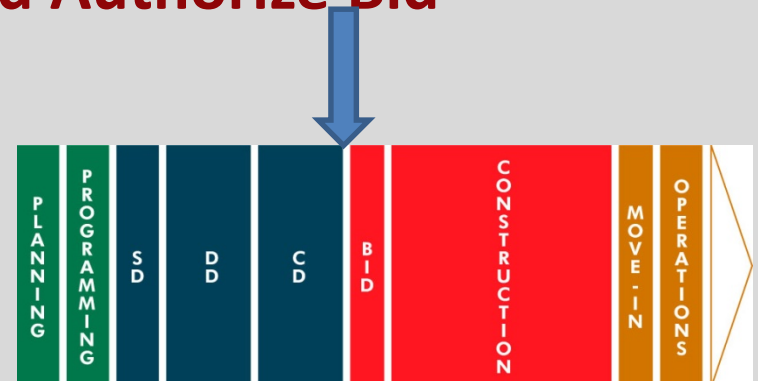
- **Mid January 2012**
- **Design Team Deliverables for City Council Input**
 - Updated Floor Plans/Sections/Elevations
 - Final Interior and Exterior Finish Selections
 - Development of Structural/Mechanical/Electrical/Plumbing and Landscape Designs
- **Schedule Update**
- **DD Phase Estimate**
- **Option for Value Engineering**



100% Construction Document (CD)



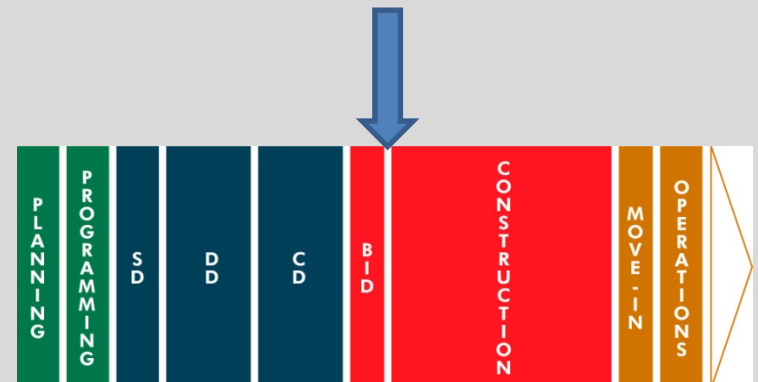
- **May/June, 2012**
- **Design Team Deliverables**
 - 100% Construction Document Set for Bidding
 - Project Specifications
- **Update on General Contractor Prequalification Process**
- **Schedule Update**
- **CD Phase Estimate Update**
- **City Council Approval of PS&E and Authorize Bid**



Bid Phase



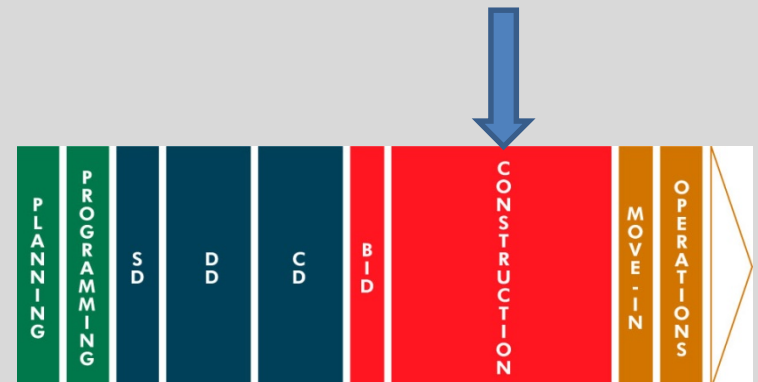
- **July/August, 2012**
- **Bid Marketing Update**
 - Addenda Overview
- **Update on General Contractor Selection Process**
- **Schedule Update**
- **Bid Analysis Update**
- **Approval of General Contractor Contract**



Construction Phase



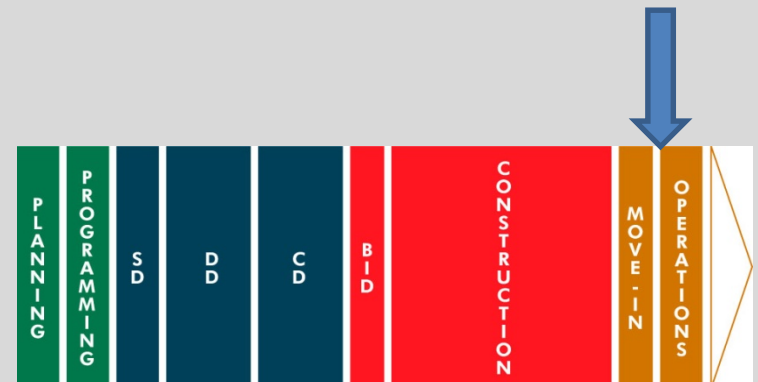
- **August, 2012 – August 2013**
- **Periodic Construction Phase Updates**
 - at 25%
 - at 50%
 - at 75%
 - at Building Completion
 - Change order Approval (as needed)
- **Schedule Update**
- **Budget Update**



Move-In/Operations Phase



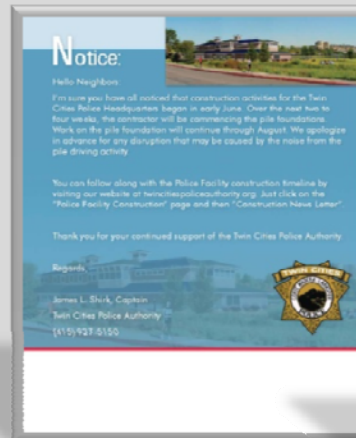
- **August - September 2013**
- **Building Occupancy**
 - Complete furniture installation
 - Relocate staff equipment/materials
 - Staff move
- **Grand Public Opening**



Community Outreach



- Keep Public Aware of Project Progress
- Communication Tools
 - Community Presentations
 - Weekly Newsletter
 - Mailers
 - Web Site
 - “Hard Hat” Tours





Questions & Answers

