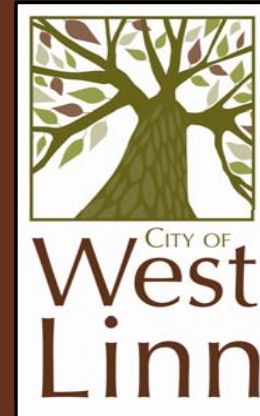
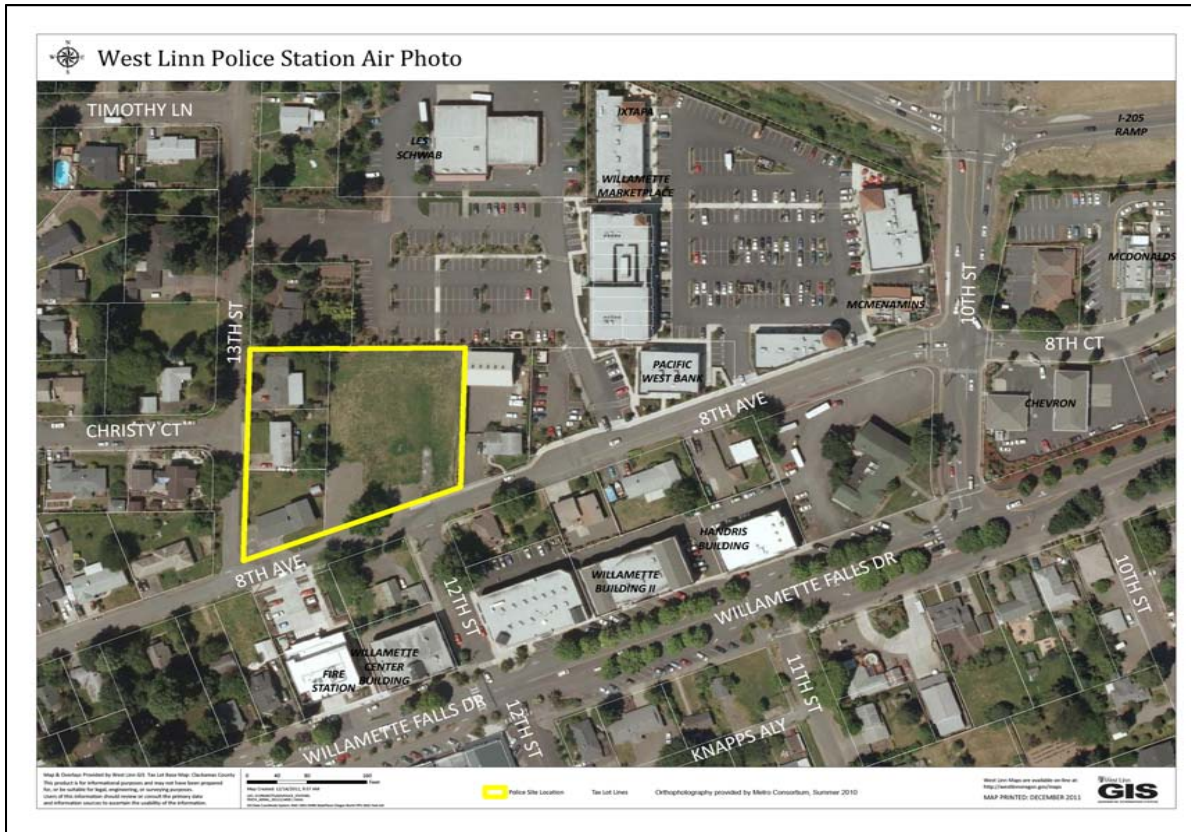


April 2012

Police Station Project Report



Project Management Team

Project Manager: Bob Galante

City Manager: Chris Jordan

Assistant City Manager: Kirsten Wyatt

CFO: Richard Seals

Management Analyst: Elissa Preston

Police Chief: Terry Timeus

Police Captains: Vic Lancaster & Ron Schwartz

Building Official: Dave Davies

Planner: Peter Spir

Engineer: Dennis Wright

Engineer: Koi Le

Building Maintenance: Mike Gabriel



QR Code for Direct Link
to Police Station webpage

Project Summary Update - April 2012

The City of West Linn is dedicated to providing citizens with accurate and transparent financial information on the New Police Station Project. This report covers the most current financial data and is in its beginning stages of development.

APRIL HIGHLIGHTS

On March 5, the Project Manager and members from the Steering Committee presented their first report to Council.

March 27, the City opened a Blog site to keep citizens informed on a weekly basis.

During the months of February and March, the Steering Committee assisted the Project Manager in writing the Request for Proposal and Selection Criteria for an Architectural Design Team.

On April 2 the City posted the RFP for Architectural and Engineering Services for the new Police Station facility. A mandatory pre-proposal meeting will be held on April 17, at 1:00 p.m. in the Council Chambers of West Linn City Hall, with eighteen representatives from architectural and engineering firms and sub-contractors. On April 24, the City received two proposals, and the following day a review committee met to consider the qualifications of the proposers. It was decided that one proposer did not meet the minimum criteria to be considered, while Group Mackenzie scored well on the proposal. After consideration by the Steering Committee, the Project Manager and one committee member will proceed with contract negotiations. The Steering Committee is expected to make a recommendation for City Council approval at the June 11, 2012 City Council meeting.

The City is also in the process of reinstating the committee that will oversee the Percent for Art Program.

As always, we value this community's trust and promise to ensure fiscal integrity in all that we do. When you review this report, we welcome your questions, comments, and any suggestions. For more information, please contact Elissa Preston at epreston@westlinnoregon.gov.

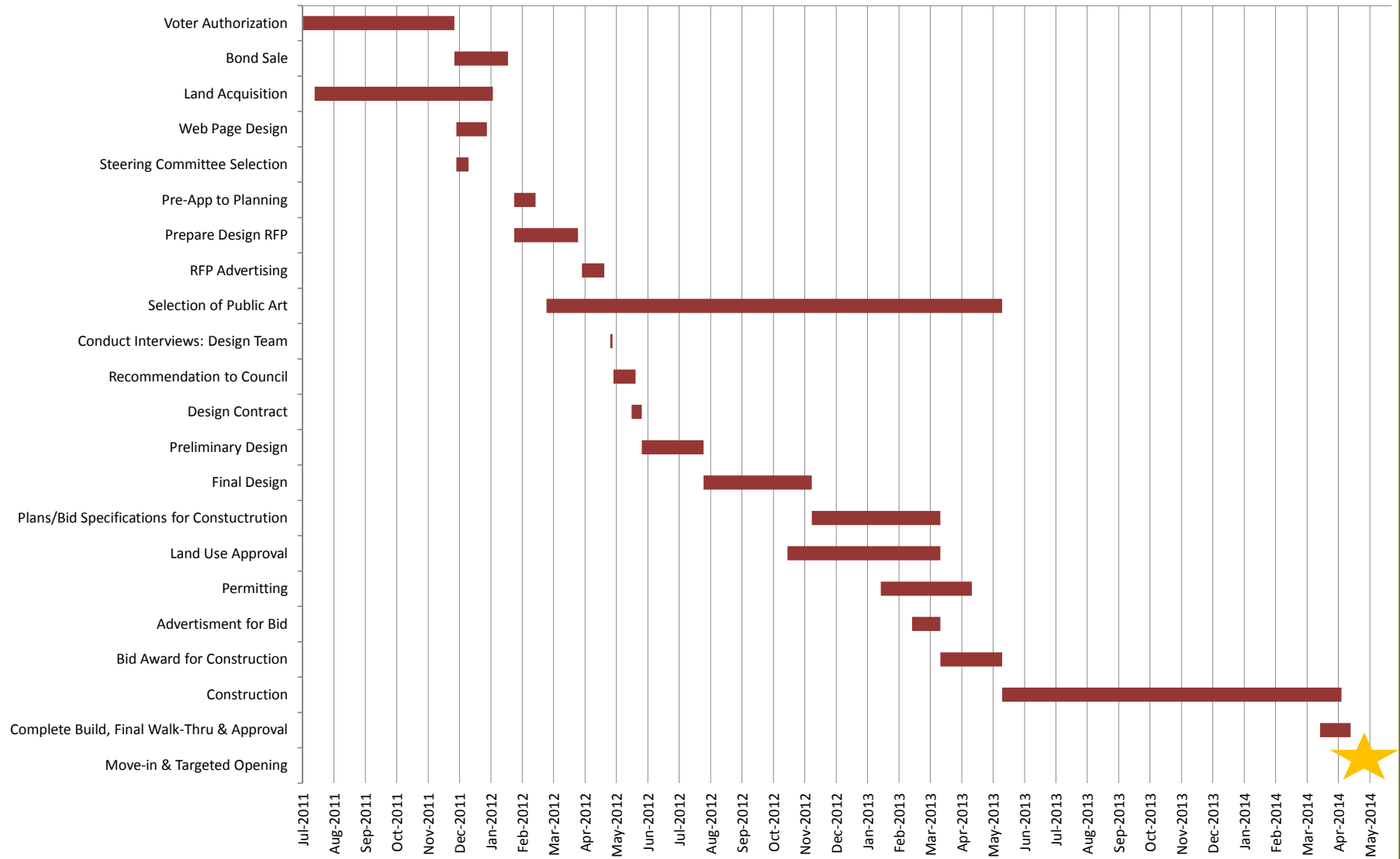
Best,

Elissa Preston, Management Analyst
City of West Linn

Police Station Timeline

Phase	Start date	Estimated Completion Date	Duration (days)	Actual Completion Date
Voter Authorization	7/1/2011	11/28/2011	150	11/28/2011
Bond Sale	11/28/2011	1/20/2012	53	1/12/2012
Land Acquisition	7/13/2011	1/5/2012	176	1/5/2012
Web Page Design	11/30/2011	12/30/2011	30	1/13/2012
Steering Committee Selection	11/30/2011	12/12/2011	12	12/12/2011
Pre-App to Planning	1/26/2012	2/16/2012	21	2/26/2012
Prepare Design RFP	1/26/2012	3/29/2012	63	3/29/2012
RFP Advertising	4/2/2012	4/24/2012	22	4/24/2012
Selection of Public Art (% for Art Process)	2/27/2012	5/22/2013	450	
Conduct Interviews: Design Team	4/30/2012	5/2/2012	2	
Recommendation to Council and Award	5/3/2012	5/25/2012	22	
Design Contract	5/21/2012	5/31/2012	10	
Preliminary Design	5/31/2012	7/31/2012	61	
Final Design	7/31/2012	11/15/2012	107	
Plans/Bid Specifications for Constuctrution	11/15/2012	3/22/2013	127	
Land Use Approval	10/22/2012	3/22/2013	151	
Permitting	1/22/2013	4/22/2013	90	
Advertisement for Bid	2/22/2013	3/22/2013	28	
Bid Award for Construction	3/22/2013	5/22/2013	61	
Construction	5/22/2013	4/22/2014	335	
Complete Build, Final Walk-Thru & Approval	4/1/2014	5/1/2014	30	
Move-in & Targeted Opening	5/1/2014	5/1/2014	0	

Police Station Project Timeline



City of West Linn
Police Station Project Report
Source of Funds - Bond Sale
April 2012

Description	Date	Amount	Account #
Good Faith Deposit	1/12/2012	\$ 250,000	105-0000-319.31-98
Par Amount of the Bonds	1/25/2012	8,500,000	105-0000-319.31-98
Original Issue Premium	1/25/2012	102,688	105-0000-319.31-98
Underwriter's Discount	1/25/2012	(22,700)	105-4311-423.18-12
MDAC Fee	1/25/2012	(850)	105-4311-423.18-12
Less Deposit	1/25/2012	(250,000)	105-0000-319.31-98
Bond Issuance Costs	est. 2/10/2012	(79,000)	105-4311-423.18-12
Total Source of Funds		\$ 8,500,138	

City of West Linn
Police Station Project Report
Use of Funds
April 2012

Total Source of Funds	\$ 8,500,138
Use of Funds	\$ (1,483,365)
Current Balance	\$ 7,016,635

Expense Description	Date	Amount	Description	Account #
Land Acquisition - Escrow Deposit	7/13/2011	20,000	Land acquisition	105-4311-423.77-11
Land Acquisition - Escrow Deposit	8/19/2011	20,000	Land acquisition	105-4311-423.77-11
Land Acquisition - Escrow Deposit	11/16/2011	20,000	Land acquisition	105-4311-423.77-11
Land Acquisition - Escrow Closing	1/5/2012	579,965	Land acquisition	105-4311-423.77-11
Land Acquisition - Escrow Closing	1/5/2012	813,292	Land acquisition	105-4311-423.77-11
Pre-App to Planning	1/26/2012	1,000	Building design and co	105-4311-423.77-12
Professional Services-Project Mgr.	11/30/2011	4,165	Professional Services	105-4311-423.77-12
Professional Services-Project Mgr.	12/31/2011	5,865	Professional Services	105-4311-423.77-12
Professional Services-Project Mgr.	1/31/2012	6,035	Professional Services	105-4311-423.77-12
Professional Services-Project Mgr.	2/29/2012	6,205	Professional Services	105-4311-423.77-12
Professional Services-Project Mgr.	3/30/2012	6,290	Professional Services	105-4311-423.77-12
Request for Proposal Ad	4/12/2012	183	Professional Services	105-4311-423.77-12
Request for Proposal Ad	4/17/2012	365	Professional Services	105-4311-423.77-12
Total Use of Funds		\$ 1,483,365		

City of West Linn
Police Station Project Report
Project Estimate
April 2012

Description	Account Number	Preliminary Project Est.	Jan. 2012 Project Est.	Reduction in Project Estimate	Difference (%)	Current Actual Total
Land acquisition	105-4311-423.77-11	\$ 1,500,000	\$ 1,453,257	46,743	3.12%	\$ 1,453,257
Building design and construction	105-4311-423.77-12	5,850,000	5,850,000	-	0.00%	1,000
Professional Services	105-4311-423.77-12	700,000	700,000	-	0.00%	29,108
Street and utility improvements	105-4311-423.77-12	450,000	450,000	-	0.00%	-
SDC and building fees	105-4311-423.77-12	445,000	445,000	-	0.00%	-
1% for Art acquisition (liability acct)	105-0000-209.01-01	73,500	58,500	15,000	20.41%	-
0.5% for Art maintenance (liability acct)	105-0000-209.01-02	36,750	29,250	7,500	20.41%	-
Total		\$ 9,055,250	\$ 8,986,007	\$ 69,243	0.76%	\$ 1,483,365

Total Source of Funds	8,500,138	8,500,138
Difference in Estimate	555,112	485,869

Summary of Reduction in Project Estimate

1. On January 5, 2012 the City closed escrow on the purchase of all three lots for a total of \$1,453,257.
2. After review of the Percent for Art Program, the City determined that the 1.5% applies only to the cost of the building.

City of West Linn
 Police Station Project Report
 Actual
 April 2012

Line item	July	August	September	FY12 Q1	October	November	December	FY12 Q2	January	February	March	FY12 Q3	April	May	June	FY12 Q4	FY12 Total
Land Acquisition	\$ 20,000	\$ 20,000		\$ 40,000		\$ 20,000		\$ 20,000	\$ 1,393,257			\$ 1,393,257				\$ -	\$ 1,453,257
Building/Construction				-				-	1,000			1,000				-	1,000
Professional Services				-		4,165	5,865	10,030	6,035	\$ 6,205	6,290	18,530	548			548	29,108
Street and utility improvements				-				-				-				-	-
SDC and building fees				-				-				-				-	-
1% for Art acquisition (liability acct)				-				-				-				-	-
0.5% for Art maintenance (liability acct)				-				-				-				-	-
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TOTAL	\$ 20,000	\$ 20,000	\$ -	\$ 40,000	\$ -	\$ 24,165	\$ 5,865	\$ 30,030	\$ 1,400,292	\$ 6,205	\$ 6,290	\$ 1,412,787	\$ 548	\$ -	\$ -	\$ 548	\$ 1,483,365

City of West Linn
Police Station Project Report
Estimated Costs
 April 2012

Line item	FY12 Q1	FY12 Q2	January	February	March	FY12 Q3	April	May	June	FY12 Q4	FY12 Total
Land Acquisition	\$ -	\$ -	\$ 1,500,000			\$ 1,500,000				\$ -	\$ 1,500,000
Building/Construction	-	-	5,850,000			5,850,000				-	5,850,000
Professional Services	-	-	700,000			700,000				-	700,000
Street and utility improvements	-	-	450,000			450,000				-	450,000
SDC and building fees	-	-	445,000			445,000				-	445,000
1% for Art acquisition (liability acct)	-	-	58,500			58,500				-	58,500
0.5% for Art maintenance (liability acct)	-	-	29,250			29,250				-	29,250
TOTAL	\$ -	\$ -	\$ 9,032,750	\$ -	\$ -	\$ 9,032,750	\$ -	\$ -	\$ -	\$ -	\$ 9,032,750

City of West Linn
Police Station Project
FY 12 Quarterly Expense Analysis

