



# City of Del Mar Memorandum



TO: Mayor and City Council Members

FROM: Scott W. Huth, City Manager  
Kristen M. Crane, Management Service Director

DATE: November 16, 2015

RE: Item 20: Project Budget for the City Hall/Town Hall Project

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Item 20 on the November 16, 2015 City Council agenda pertains to the review and approval of the project budget for the City Hall/Town Hall project. Attached is a spreadsheet that provides more detail on the estimated soft costs for the project.

Budget Estimates for Project Soft Costs

Soft Costs Budget	Original Budget	Forecasts	Contracts	New Budget (Forecasts + Contracts)	Subtotals
<b>Design, Engineering, Permitting, CEQA</b>	<b>\$ 1,844,444.00</b>	<b>Design, Engineering, Permitting, CEQA -</b>			
Architect - through Entitlements			\$ 514,431.00	\$ 514,431.00	
Architect Entitlement Contingency		\$ 35,569.00		\$ 35,569.00	
Architect - CD's through Close-out		\$ 550,757.00		\$ 550,757.00	
Architect - Reimbursables			\$ 111,785.00	\$ 111,785.00	
Community Participation Program & Story Poles		\$ 18,000.00		\$ 18,000.00	
Geotechnical Investigation		\$ 4,000.00	\$ 11,000.00	\$ 15,000.00	
Civil Engineering - Michael Baker International		\$ 5,000.00		\$ 5,000.00	
Surveying (Pre-construction)		\$ 8,000.00		\$ 8,000.00	
Hazardous Material Assessment		\$ 1,000.00		\$ 1,000.00	
Environmental Fees (RECON)			\$ 216,493.00	\$ 216,493.00	
Environmental Fees Contingency (RECON)		\$ 18,449.00		\$ 18,449.00	
Plan Check / Building Permit		\$ 115,000.00		\$ 115,000.00	
Miscellaneous (Mailings/Notifications/Support)		\$ 16,000.00		\$ 16,000.00	
Other Permits		\$ 11,500.00		\$ 11,500.00	
Cost Estimate Validation (as needed)		\$ 12,500.00		\$ 12,500.00	
Pre-Construction Project Management		\$ 158,000.00		\$ 158,000.00	
<b>Subtotal Design, Engineering, Permitting, CEQA Costs</b>		<b>\$ 953,775.00</b>	<b>\$ 853,709.00</b>	<b>\$ 1,807,484.00</b>	
<b>Other Soft Costs (FF&amp;E, communications, testing, signage)</b>	<b>\$ 1,564,983.00</b>	<b>Other Soft Costs (FF&amp;E, communications, testing, signage -</b>			
Hazmat removal oversight		\$ 11,432.51		\$ 11,432.51	
Geotechnical		\$ 85,743.80		\$ 85,743.80	
Inspection		\$ 114,325.06		\$ 114,325.06	
Surveying - Construction		\$ 9,146.00		\$ 9,146.00	
Testing		\$ 51,446.28		\$ 51,446.28	
Environmental Monitoring		\$ 20,000.00		\$ 20,000.00	
Builder's Risk Insurance		\$ 9,146.00		\$ 9,146.00	
Labor Compliance		\$ 28,581.27		\$ 28,581.27	
Commissioning		\$ 12,000.00		\$ 12,000.00	
Printing		\$ 5,716.25		\$ 5,716.25	
Legal		\$ 22,865.01		\$ 22,865.01	
FF&E		\$ 777,000.00		\$ 777,000.00	
Signage & Design		\$ 57,162.53		\$ 57,162.53	
Cost Estimate Validation (as needed)		\$ 12,500.00		\$ 12,500.00	
Construction Project Management		\$ 277,000.00		\$ 277,000.00	
<b>Subtotal Other Soft Costs</b>	<b>\$ 3,409,427.00</b>	<b>\$ 1,494,064.71</b>		<b>\$ 1,494,064.71</b>	
<b>Subtotal of Soft costs</b>					<b>\$ 3,301,548.00</b>
Owner's Contingencies (10%)	\$ 1,458,788.00	\$ 1,589,159.00		\$ 1,589,159.00	
LEED certification option	\$ 364,697.00	\$ 364,697.00		\$ 364,697.00	
<b>TOTAL SOFT COST BUDGET</b>	<b>\$ 5,232,912.00</b>			<b>\$ 5,255,404.71</b>	