



**CITY OF PACIFICA
COUNCIL AGENDA SUMMARY REPORT**

1/11/2021

SUBJECT:

Study Session Civic Center Campus Facilities Conceptual Design

RECOMMENDED ACTION:

Receive a presentation regarding the Civic Center Campus Facilities Preliminary Conceptual Design and provide direction to the City Manager on 1) the preferred building program, 2) the preferred site alternative for the Civic Center Conceptual Design, and 3) the preferred design values for the aesthetic for the Conceptual Design.

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BACKGROUND/DISCUSSION:

On October 26, 2020, a Study Session was held to discuss the City Hall Campus Remediation and potential options for different levels of renovations of the Civic Center. City Council concurred with the City Manager's recommendation that a minimalist option is the most prudent to address the mold remediation, the deferred maintenance, the accessibility and functional challenges of the existing buildings. The minimalist option includes substantial renovation and updating of building systems, floor plan revisions, accessibility improvements, and upgrading both structural and non-structural building components (i.e. dry wall replacement, new fenestrations, wiring, etc.) for the Planning and Parks Beach and Recreation Building (P&P Building). The minimalist option for the City Hall building includes repair and remediation of damaged areas and floor plan modifications to increase functionality. The cost for the minimalist option is estimated to be \$6.7M. City Council executed a consultant service agreement with Group 4 to prepare the conceptual design documents that will include code analysis, historic resource evaluation, geotechnical analysis, site and structural analysis. City Council directed staff to analyze as part of the Conceptual Design work how to optimize the Civic Center site which includes the P&P Building, City Hall and potential modest renovations to the old Police Department Building.

The work plan for the project includes two concurrent tasks - Survey and Reports and Conceptual Design.

The work that is in progress for Task 1, Survey and Reports, includes: evaluating and analyzing the buildings on the site for consideration as historical resources; development of a site survey; and preparing a site geotechnical report. The historical architect for the team has begun his analysis of the buildings as historical resources and is in the process of collecting historical data

to include in his analysis. The civil engineer's survey crew has completed the surveying of the site and is preparing the survey map. The soils investigation (CPT) will be performed the second week of January 2021.

Work that is in progress and completed for Task 2, Conceptual Alternatives, includes: reviewing available "as-built" plans of the buildings; one on one meetings with each of the Department/Division Heads to review space and functional needs; conducting project team meetings to review program options, site alternatives, evaluation criteria and design values; and preparations for the City Council Study Session. To supplement available information, the structural engineer will be conducting exploratory investigations to verify the existing condition and the structural design of the buildings.

In order to ensure the neighbors directly affected by this project are notified and engaged in the planning phase, staff conducted a focused neighborhood meeting on January 4, 2021 that was noticed to approximately 45 neighboring properties. The purpose of the meeting was to review the current schedule, review preliminary building and site existing condition assessments, and to collect input from the immediate neighbors on this information. Although only a few residents ultimately attended the meeting, those in attendance provided valuable input. One resident sent staff comments via e-mail. Resident's input included the following comments:

- The Civic Center needs to be a warm/inviting public space for the community.
- The current buildings need maintenance and are unattractive.
- Would like to see the upgrades occur and have concerns the project will not move forward past the planning phase.
- Have concern with the generator noise/smell.
- The outdated lighting system at the Civic Center impacts the surrounding homes because lights do not automatically turn off and shine into neighboring homes at night.

Group 4, with the input of City Department/Division heads, has prepared building program options and site alternatives for review and input by the City Council. The building program options also address many of the community concerns expressed at the public meeting. The selected building program and site alternative will be the basis for the development of the final conceptual design. Group 4 developed four (4) different building program options, with projected square footage for each department. The building program options are summarized in the following table:

PROGRAM OPTION SUMMARY

Program Options		Total Projected Program SF
A	Existing Departments at Civic Center	10,350 SF
B	Existing Departments – Parks, Beaches & Recreation + Public Works – Engineering	10,450 SF
C	Existing Departments + Public Works – Engineering	11,570 SF
D	Existing Departments + Meeting Space/Council Chambers	13,320 SF

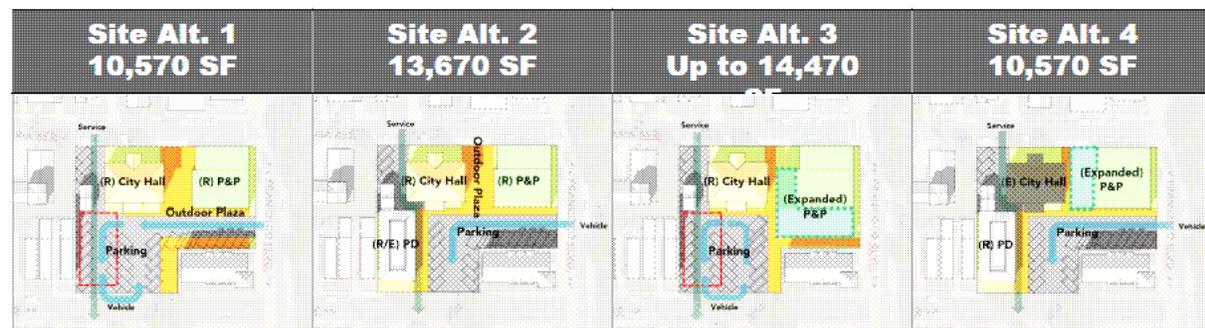
Program Option A- includes all the City Departments currently located at the Civic Center and their projected staff space needs. Program Option A requires 10,350 square feet (sf).

Program Option B- includes the City Departments currently located at the Civic Center, except for the Parks Beaches and Recreation staff who will be relocated to the Community Center, and includes space for Public Works Administration/Engineering who will be relocated to the Civic Center site from the Corporation Yard. Program Option B requires 10,450 sf.

Program Option C- includes all the City Departments currently located at the Civic Center and includes space for Public Works Administration/Engineering who will be relocated to the Civic Center site from the Corporation Yard. Program Option C requires 11,570 sf.

Program Option D- includes all the City Departments currently located at the Civic Center, includes space for Public Works Administration/Engineering who will be relocated to the Civic Center site from the Corporation Yard, and includes additional meeting and support space for the City and the community’s use. Program Option D requires 13,320 sf.

Four (4) site alternatives were developed that include various combinations of renovation, additions and demolition of existing Civic Center buildings. The site alternatives include parking, public plazas and usable staff outdoor spaces.



Site Alternative Option 1: Includes renovation of the City Hall and the P&P Building and demolition of the old Police Department Building, resulting in 10,570 square feet of renovated

space. Vehicular and pedestrian circulation at the Civic Center would be improved, and an outdoor plaza could be created. This alternative provides sufficient square footage to accommodate Program Options A and B.

Site Alternative Option 2: Includes renovation of the City Hall and P&P Building and includes improvements to the old Police Department building, which could be renovated at a later date. Parking would be modified, and an outdoor plaza would be constructed. 13,670 square feet would be available in this option (once renovations are complete on the old Police Department building) and it could accommodate all Program Options.

Site Alternative Option 3: Includes demolition of the old Police Department Building, renovation of City Hall, and renovation and expansion of the P&P Building. The expansion to the P&P building could be up to 3,900 square feet. Vehicular and pedestrian circulation at the Civic Center would be improved, and an outdoor plaza could be created. This option would provide up to 14,470 square feet and could accommodate all Program Options.

Site Alternative Option 4: leaves City Hall unimproved, renovates the old Police Department Building, and renovates and expands the P&P Building by 2,100 square feet. Vehicular and pedestrian circulation, and available outdoor space would be similar to the existing. This option would provide up to 10,570 square feet and could accommodate Program Options A and B.

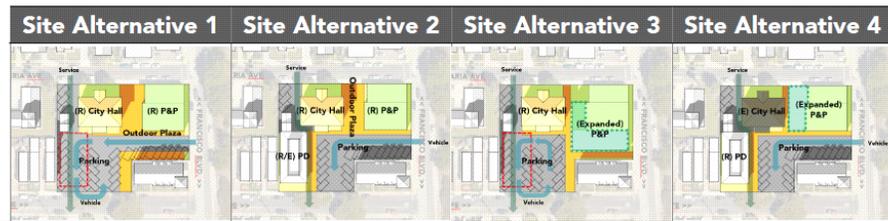
To assist with the evaluation of program options site alternative evaluation criteria has been developed. Criteria that is considered a prerequisite for all the options and alternatives includes functionality, sustainability, operations, schedule/phasing opportunities, and alignment with City planning goals. Some of the additional criteria for consideration in the decision making process includes visibility/accessibility, placemaking, synergy, culture/heritage, cost, and economic impact. All utilized site evaluation criteria are defined below:

- *Placemaking* - the site plan offers the project the opportunity to create/enhance the City's presence in the community.
- *Synergy* - the site plan can be used to enhance the community/neighborhood and be a dynamic amenity for residents.
- *Culture/Heritage* - the site plan will enhance and reflect the culture and heritage of the community.
- *Economic Impact* - the site plan will encourage economic development of the area.
- *Visibility* - the site plan will allow the community to know where the campus is and make it easily identifiable.
- *Access* - the entrance and wayfinding to the civic campus is clear to pedestrians and vehicles
- *Capacity* - total size of the renovated/upgraded building space to support City functions.
- *Deferred Maintenance Cost* - the cost associated with not repairing/upgrading facilities.

SITE EVALUATION CRITERIA

Prerequisites

- Functionality
- Operations
- Sustainability
- Schedule + Phasing
- Alignment with Planning
- Site
- Employee Attraction/Retention
- Demonstration/Education



Evaluation Criteria

* Dependent on reuse opportunities for City Hall

Social				
Placemaking	- ○ +	- ○ +	- ○ +	-* ○ +
Synergy	- ○ +	- ○ +	- ○ +	-* ○ +
Culture/Heritage	- ○ +	- ○ +	- ○ +	- ○ +
Economic Impact	- ○ +	- ○ +	- ○ +	- ○ +
Analytical				
Visibility	- ○ +	- ○ +	- ○ +	- ○ +
Access	- ○ +	- ○ +	- ○ +	- ○ +
Capacity*	10,570 SF	13,670 SF	14,470 SF	10,570 SF
Deferred Maintenance Cost	-	YES	-	YES

* Although greater square footage may equate to greater cost, it does not necessarily mean better efficiency

Differentiators for the site alternatives include the following:

- Parking capacity, vehicular site circulation, and pedestrian circulation can be improved significantly by demolishing the old Police Department building as included in Alternatives 1 and 3.
- The larger capacity of alternatives 2 and 3 supports more program options and flexibility.
- Alternative 4 leaves the City Hall building unimproved and relocates staff to the renovated and expanded P&P building and the renovated old PD building. Negatives of this option are 1) if there is not a planned use for City Hall it will continue to age and the maintenance costs will continue to be an ongoing liability for the City, and 2) the City Hall building is identified as a City's historic resource and finding an acceptable alternative use for this building may be challenging.
- The size of the addition to the P&P building in Alternative 3 can be scaled to the available budget

Based on the preliminary evaluation, staff recommends going forward with Site Alternative Options 1 and 3 for further consideration.

At the February 8, 2021 City Council Meeting, staff will discuss the further findings of the historic resource and code analysis of the project, as well as present the refined program and site and building design prior to developing the final conceptual design. Updates to the project budget will also be provided.

The design team is also asking for the Council's input of potential design values for the conceptual design of the Civic Center. Design values help to provide direction to the design team on the preferred aesthetic for the project and will be used as a tool in development of the

conceptual design. The categories for the design values will be shown at the meeting and are consistent with the design values chosen for the Sharp Park Library.

ALTERNATIVE ACTION:

Council may choose not to select a preferred program, site option, or provide input on design values for the Civic Center which would delay completion of the conceptual design for the Civic Facilities.

RELATION TO CITY COUNCIL GOALS AND WORK PLAN:

Ensuring safe working conditions for City employees relates to fulfilling all the City Council's goals and priorities.

FISCAL IMPACT:

There is no Fiscal Impact at this time.

ORIGINATED BY:

Public Works

ATTACHMENT LIST: