



**WORK SESSION MEETING
AGENDA
CITY OF CREVE COEUR
CITY COUNCIL
300 NORTH NEW BALLAS RD
DECEMBER 8, 2014
6:00 PM**

CALL TO ORDER

ROLL CALL

DISCUSSION ITEMS

1. Government Center and Police Facility Study

Summary: Updated information on Government Center and Police Facility Study

Pursuant to Section 610.022 RSMo., the City Council could, at any time during the meeting, vote to close the public meeting and move to closed session to discuss matters relating to litigation, legal actions and/or communications from the City Attorney as provided under Section 610.021(1) RSMo. and/or personnel matters under Section 610.021(13) RSMo. And/or employee matters under Section 610.021(3) RSMo. and/or real estate matters under Section 610.021(2) or other matters as permitted by Chapter 610.

Posted: _____ posted 12/5/2014
Deborah Ryan, MPCC
City Clerk



City Council
300 North New Ballas Rd
Creve-Coeur, MO 63141

Debbie Ryan
City Clerk
(314) 872-2517
www.creve-coeur.org/

Meeting: 12/08/14 06:00 PM

DOC ID: 1177

DISCUSSION ITEM (ID # 1177)

Government Center and Police Facility Study

Government Center Study Update

City of Creve Coeur

December 8, 2014

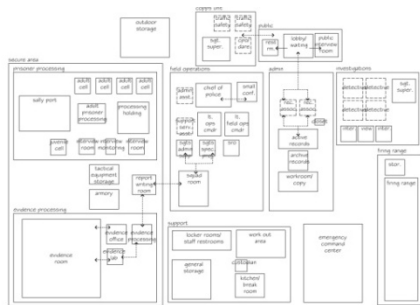


Government Center Study



Process To Date

- The design team assessed existing conditions in the Government Center (GC)
- Detailed surveys were completed by all staff
- Interviews were conducted with key staff
- Programmatic requirements were documented
- Departmental adjacency diagrams were developed
- Design options were developed and presented
- Cost estimates for each concept were reviewed
- Refined concepts were presented
- Site investigations are underway



Government Center Study



General Findings

- The building has settlement issues and is not seismically braced
- Way-finding for the general public is extremely confusing
- Multiple entrances creates security and video surveillance issues
- Direct access from parking to the main entrance is limited
- Limited space for:
 - Conference rooms
 - File storage
 - Public meetings or events



Government Center Study



General Findings (continued)

- An alternate entrance onto Magna Carta Drive is a necessity
- The interior and exterior appearances are dated and lack character
- Parking is insufficient
- The building needs many updates, repairs, ADA improvements and structural enhancements to comply with current building standards
- The building was originally designed for a single purpose (school); its wide, long hallways and irregular layout are not well-suited to a municipal complex being asked to serve multiple functions simultaneously

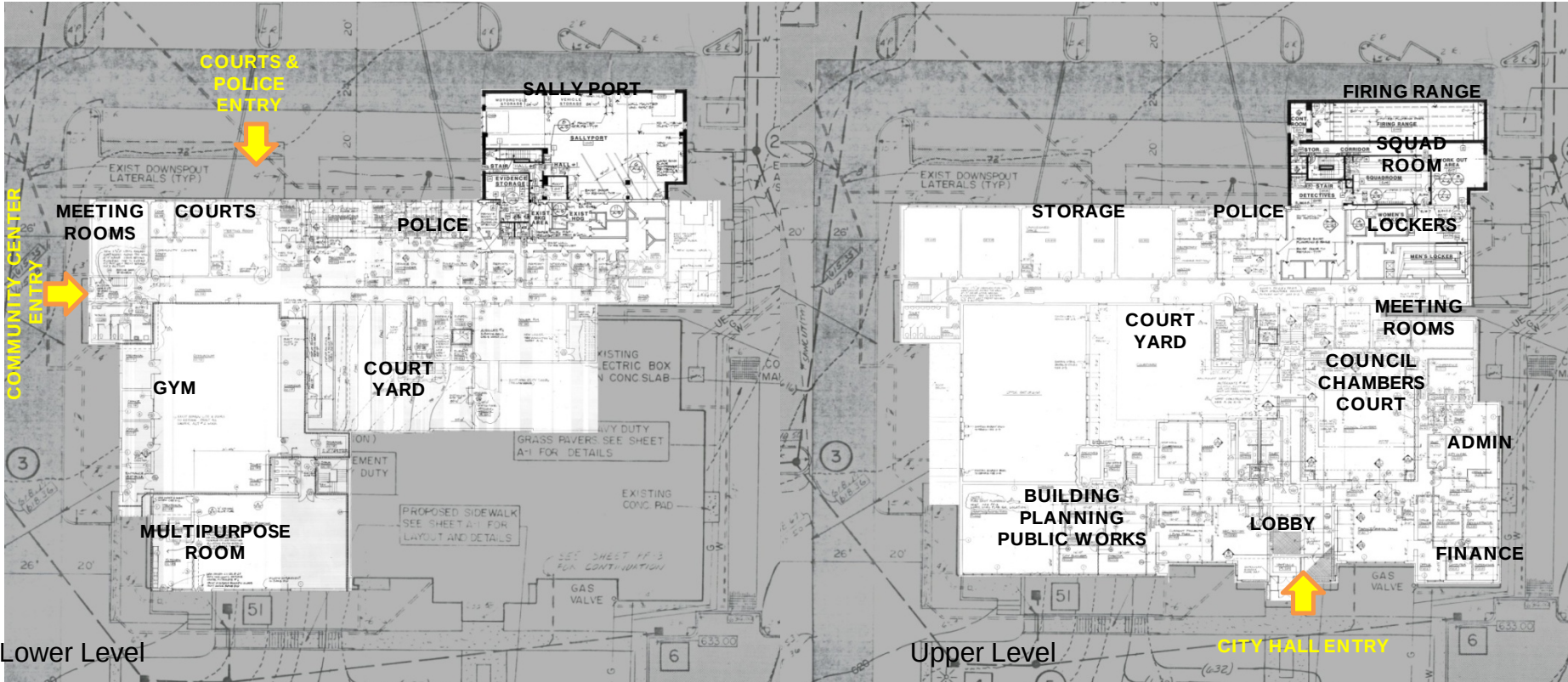


Existing Site Conditions

Site Plan
N

Government Center
December 8, 2014

Government Center Study



Existing Conditions

Government Center
December 8, 2014

Government Center Study

What are the options?

- Improved site access
- Option 1: Strategic renovations with building wide systems improvements
 - 1A: Strategic renovations
- Option 2: Renovations with a limited addition
- Option 3: Renovations with a substantial addition
 - 3A: Substantial renovations with a new police station
- Option 4: Replace existing Government Center with a new building
- Option 5: Build a new Government Center in a new location
- Option 6: Renovate an existing building in a new location be the Government Center

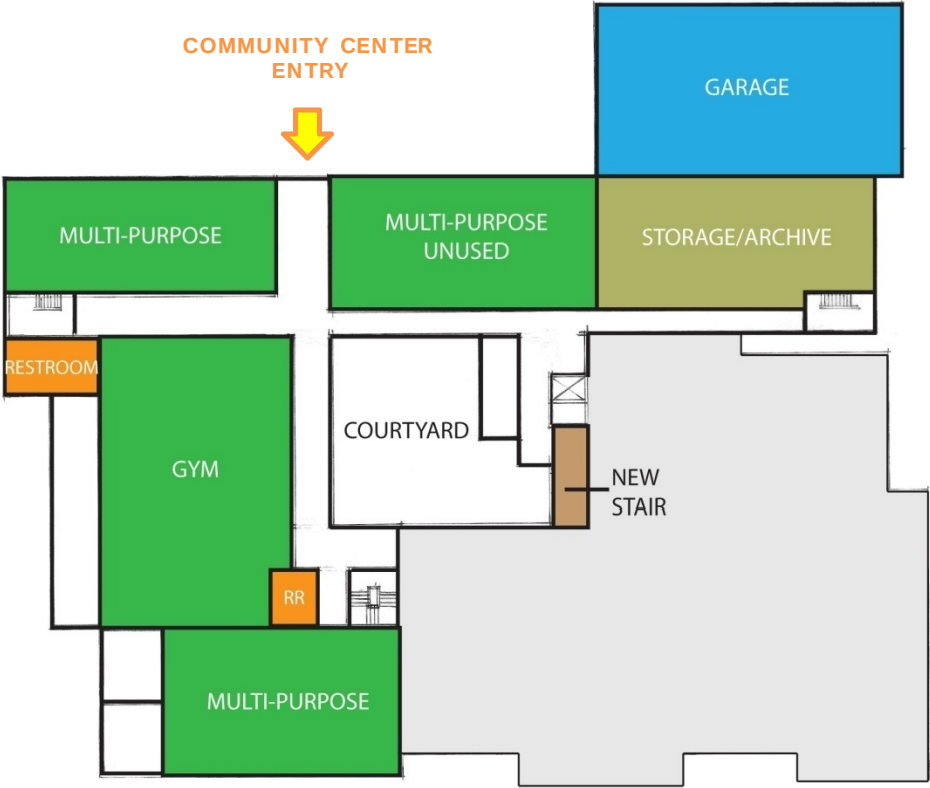




Improved Site Access & New Police Building

Site Plan
N

Government Center
December 8, 2014



LOWER LEVEL



UPPER LEVEL

Existing Building
Renovations



Government Center
December 8, 2014

Attachment: 12074 Creve Coeur 12-8-14 (1177 : Government Center and Police Facility Study)

WHAT DO WE ACCOMPLISH?

Option 3A – Substantial Renovations with a New Police Station

- New Police Station Pros:
 - Improved site access
 - Police Station and EOC standards and necessities are met
 - Building meets current standards, safety, surveillance and ADA requirements
- New Police Station Cons:
 - Separated from courts, council chambers and administration
- Renovated GC Pros:
 - Complete redesign and enhanced council chambers
 - Departmental organization and grouping accomplished
 - Meeting, conference, public and storage space needs are greatly improved
 - Settlement issues corrected



WHAT DO WE ACCOMPLISH?

Option 3A – Substantial Renovations with a New Police Station

- Security improvements and surveillance enhancements
- Technology enhancements in conference rooms and public space
- Renovated GC Cons:
 - Limited interior/exterior finishes and enhancements
 - Main entrance access from parking lot is not improved
 - Parking in front of the building remains impractical
 - No increase in parking
 - Minimal improvement to way-finding and public access
 - Higher operating cost and maintenance for two buildings
 - No structural or seismic building improvements without substantial investment



WHAT DO WE ACCOMPLISH?

Option 3A – Substantial Renovations with a New Police Station

- Existing GC Cons continued:
 - Work flow for Public Works/Community Development with the other departments becomes cumbersome
 - Limited Community Center finish improvements and upgrades
 - Gym remains undersized and unsupportive of a broader range of uses
 - The building remains challenged by its original design as a school

Conclusion

- Police issues are resolved but other inter-departmental functions are still compromised and GC is only an improved version of a poor design



WHAT DO WE ACCOMPLISH?

Option 4 Replace existing Government Center with a New Building

- Pros:
 - Improved site access
 - Police Station, EOC and Administration necessities are met
 - All departments are organized and function as a whole and a team
 - Building standards, safety, surveillance, parking and ADA needs and requirements achieved
- Cons:
 - Community center functions would be deleted unless adequate funding achieved or a portion of the existing GC is retained

Conclusion

- Many deficiencies can be resolved but minimum cost is likely higher.



LET'S WEIGH THE OPTIONS

- **General Discussion**
 - Which option will most effectively address the problems outlined in the General Findings?
 - What will it cost?
 - Which option will the community support?



Creve Coeur Government Center

1.b

Bond Architects			Estimate Date:	12/8/2014
			Essential	Desirable
Minimum necessary changes				
Secondary vehicle access			\$177,213	
Site Improvements at Community Center Entrance			\$326,277	
Site Improvements at Main Entrance				\$405,576
New Police Station over Covered Parking			\$5,597,243	
Repair building settlement			\$54,280	
Renovate unoccupied space for use by Public Works, Building Dept & P+Z			\$345,221	
Relocate City Administration to Public Works Location			\$158,498	
Relocate Courts, Expand Finance			\$335,744	
Renovate Council Chamber			\$692,781	
Renovate Lobby			\$371,890	\$250,000
Renovate Council Conference Room			\$27,626	
Renovate for New Conference Rooms			\$134,343	
Renovate / Expand Restrooms @ upper level			\$326,359	
New Communicating Stair				\$134,994
Add Terrace in Courtyard				\$14,303
Renovate Restrooms @ lower level			\$281,578	
Renovate Gymnasium				\$248,012
Renovate Multi-Purpose Room				\$36,665
Renovate for Additional Meeting Rooms				\$206,128
Replace Ceilings (selective)			\$57,673	
Replace Flooring (selective)			\$58,351	
Replace HVAC System (selective)			\$93,294	
ADA Locker Room Renovations				\$36,639
		Subtotal	\$9,038,369	\$ 1,332,316
* Note - Pricing is based on current start of construction. Projected escalation is 4%-5% per year.				
Soft Cost- Design Fees, site survey, administration	18%		\$1,626,906	\$239,817
Fixtures, Furniture, and Equipment			\$550,000	\$ 300,000
Printing, etc.				
Utility Relocation				
(Utilities may be required to be relocated as the secondary access and Police building are added)			\$100,000	
Removal or abatement of hazardous materials				
		Total	\$11,315,275	\$1,872,133
Project cost				
General Comment:				
Estimates are intended to be used as a professional opinion of the probable cost of construction, based on the Estimators understanding of the design at the time the estimate was prepared.				
The Estimator has no control over General or Subcontractor overhead and profit percentages, bidding climates, schedules, contractor's methods of determining prices, continuing design modifications or addenda, etc., therefore, we cannot guarantee that proposals, bids, or actual construction costs will be within a certain range of this, or subsequent, cost estimates.				

Attachment: Cost Estimate December 8 2014 (1177 : Government Center and Police Facility Study)

Creve Coeur Government Center

1.b

Bond Architects					Estimate Date: 12/8/2014	

Attachment: Cost Estimate December 8 2014 (1177 : Government Center and Police Facility Study)



MEETING MINUTES

GOVERNMENT CENTER ASSESSMENT TASK FORCE WEDNESDAY, NOVEMBER 12, 2014

CITY OF CREVE COEUR MULTIPURPOSE ROOM
300 N NEW BALLAS ROAD, CREVE COEUR, MISSOURI 63141

I. CALL MEETING TO ORDER AND ROLL CALL

Task Force Vice-Chair Al Schopp called the meeting to order at 5:30 p.m.

Task Force members present:

Ken Balk, Chair
Al Schopp, Vice-Chair
Dick Kutta,
James Faron,
Jeff Rosenthal,
Beth Kistner,
Barry Glantz, Mayor, Ex - Officio
Dr. Bob Hoffman, Council Liaison
Kevin Rejent

With (5) members in attendance, a quorum was present.

Task Force members not present:

Fran Cantor

Staff member present:

Mark Perkins, City Administrator
Jeff Hartman, Police Sergeant
George Seifried, Project Manager
Glenn Eidman, Police Chief

Staff members not present:

Jim Heines, Director of Public Works

Also Present: Art Bond and Abby, Bond Architects.

II. MEETING MINUTES

1. Call to Order

Al Schopp called the meeting to order.

GOVERNMENT CENTER ASSESSMENT TASK FORCE
WEDNESDAY, NOVEMBER 12, 2014

2. Wednesday, May 7, 2014 Meeting Summery

Mr. Schopp asked for approval regarding May 7, 2014 meeting minutes.

Dick Kutta made a motion to approve the minutes.

Task Force unanimously voted to approval the minutes from the meeting on May 7, 2014.

3. Bond Architects Presentation of New Option

Art Bond summarized what has transpired since the May 7, 2014 meeting and explained he was asked to refine option 3, which is a new Police Station (PS) and Remodeled Government Center (GC).

Mr. Bond continues his presentation detailing the refinements and explanation of option 3. He gives a general layout of the new Police Station and tells how the GC would be laid out after the police move into the new building.

Task Force had a general discussion about the gun range, fitness area and if these should be left in the existing GC or included in the new Police Station. More detail was discussed about moving the gun range to the New Police Station, but it was decided to leave the range in its existing place.

Task Forced discussed parking and the need to increasing the parking capability when multiple events are going on at the GC.

Mr. Bond brought up an issue with the old railway line behind the GC and how it may affect the parking restrictions. He made a recommendation to have a site survey completed.

Task Forced continued a discussion about the railway line.

Mr. Bond reviewed the cost estimate.

Task Force continued a discussion about the estimate and the overlapping of contingency cost. They also discussed how the proportion of space allowed on the diagram in conjunction with needs each department requires does not match up. Mr. Bond stated the blocks on the diagram are a representation of where the departments might be located, but is not an accurate definition of the amount of space the department requires.

Task Force and Mr. Bond continued more discussion of the layout for a remodeled GC.

Task Force discussed the likeliness of getting a bond issue approved and the steps they may need to take to achieve this goal; the voting cycle and other factors involved.

GOVERNMENT CENTER ASSESSMENT TASK FORCE
WEDNESDAY, NOVEMBER 12, 2014

Task Force had a discussion about the cost of a new GC/PS in comparison to remodeling the existing GC.

Mr. Kutta asked what we need to accomplish tonight.

Mr. Perkins said we are trying to get a sense for a general direction. Does the committee feel we are heading in the right direction, focusing on a new police station and a remodeled Government Center?

Task Force agreed we are heading in the general direction.

Mr. Langdon said if you are looking for his indorsement he would not give it, he thinks we are putting to many Band-Aids on a busted building and this is poor planning for the future.

Task Force discussed Mr. Langdon's comments.

Task Force discussed more about getting a GO-bond issue passed.

Mr. Kutta made a motion for option 3 to be an interim conceptual development for presentation to council.

James Faron made a second motion.

Task Force voted on the motion and it was a unanimously vote in favor of presenting option 3 as an interim conceptual development for presentation to council.

Mr. Perkins said that staff would continue to work with the architect to further refine the scope and cost estimate.

Mr. Perkins indicated that the City Council would be discussing the facilities matter at their next work session, and that task force members were invited to attend. (The Council work session has been rescheduled to December 8, 6 pm).

Mr. Schopp moved to adjourn the meeting.

Mr. Kutta seconded.

Task Force voted to adjourn the meeting.

October 10, 2014

To: Mr. Mark Perkins, City Administrator

From: Dick Kutta



Re: Government Center Space Needs Task Force
Next Steps

At the September 22 Council Work Session an overview of the Bond Architects report was provided to council, including the geotechnical report prepared by Geotechnology Inc. Referring to the May 7 Next Steps list, city staff has proceeded with Task A - Site Investigation. The first three tasks involved confirming suitability of the site to accommodate a new building and accommodations for stormwater that will be required by MSD. In general, there were no surprises. The existing site is suitable for an expansion provided a development plan and financing can be developed.

After the work session discussion, I couldn't find minutes from the last task force meeting. According to my meeting notes and memory, the Task Force concurred in Bond's conclusion that "limited renovations to the existing building would never completely solve the needs of the Government Center." However, the task force preferred to explore an alternative involving construction of a new police building to the north and renovation of the existing administrative building, including retaining the existing community center and possibly the firing range, to avoid the high cost of replacing them.

Task B - Site Circulation and Parking requires a task that wasn't listed: preparation of a conceptual site development plan. Since that's the kind of work I did professionally for much of my career, I decided to make one in hopes of determining whether the concept is physically feasible and if it satisfies the overall project criteria, which follow from the Bond report:

- Improve space usage, functionality, visitor way-finding, circulation and appearance;
- Provide a new facility for police that securely accommodates current staff needs;
- Relocate Muni Court to near Finance and separate from Police;
- Improve site access for police vehicles and County vans;
- Resolve parking and accessibility conflicts between public and city vehicle traffic;
- Improve meeting and convenience facilities for staff and public functions; and
- Minimize space devoted to document storage.

Attached is a conceptual facility plan, which would be executed in 4 phases:

1. Construct a new 2-story Public Safety Building (#16) north of the driveway, connected by a bridge (#15) to the space occupied by Public Works. I think the addition can be built with minimal disruption to daily operation of police, Muni Court or Administration. Fill is needed to enlarge parking toward north and east and provide laydown space for construction operations. The building is shaped to accommodate jail and sally port on grade level, via a new driveway road from Magna Carta to accommodate police vehicles and county corrections prisoner bus

straight-through access to sally port. Relocate Muni Court temporarily into the Multi-purpose Room when the Public Safety Building is completed.

2. Demolish part or all of the “old classroom building” (#13). It may be cheaper and quicker to remove it completely since it is constructed with load bearing interior and exterior walls and presently houses the jail in many spaces that will require extensive demolition. Removing the classroom building may leave open the west wall of the gymnasium and two stairwells, requiring construction of new exterior closure walls.
3. Construct a new 2-story Administrative Annex (#17) to provide space for Finance, HR, IT, meetings, etc. When completed, the Annex can serve as swing space during renovation of Community Development, Public Works and Administration. Relocate Muni Court to the upper floor convenient to Finance, possibly in space #4.
4. Use space now occupied by building #13 to improve west access to the building and provide improved disabled parking. In effect the east entrance becomes a primary public entrance. Construct a Plaza in the “lost courtyard” to connect the east parking area with corridor (#5) to provide direct access without need to wander around the halls. Landscape a portion of the released space for a demonstration bioswale planted with native rain garden plants.

Since building area is only slightly increased and the thermal quality of new envelope will be much improved over the 1960 classroom envelope, I believe the existing heat pump loop can be extended to serve the public safety building without increasing the boiler capacity. An additional evaporative cooler may be needed to accommodate increased ventilation requirements. Given that the existing electrical switchgear is obsolete, a new coordinated system, preferably fed from two independent power sources and capable of accepting supply from emergency generators and rooftop solar panels is appropriate.

This plan meets the Task Force’s major goals of providing safe, secure, efficient space without relocating everything elsewhere, leaves the firing range and Community Center in the Govt Center. It starts with about 58,000 sf and grows a little to about 60,000. Space planning should be revisited to confirm that all needs have been satisfied. A preliminary parking analysis indicates there is space for 180 cars, assuming 60% of the pavement area is allocated to circulation, landscaping and terracing.

At this point I’d suggest the Task Force should meet again to discuss whether this plan or some other should be recommended to Council for further consideration.

Creve Coeur Government Center Needs Assessment

Space	Roof Color	Space Use Upper Floor	Space Use Lower Floor	Floors	Floor Area sf	Total Area sf	
1	Brown	Foyer		1	2190	2190	
2	Lt. Pink	Administration		1	4250	4250	
3	Purple	Council/Court		1	2600	2600	
4	Spring Green	Meeting/Corridor	Utility Plant	2	1450	2900	
5	Russet	Corridor	Corridor	1	930	930	
6	Lt Blue	Toilet/Elevator	Mech/Police/Elevator	2	670	1340	
7	Orange	Community Dev/Lounge/Conf		1	3200	3200	
8	Salmon	Toilet	Toilet	2	335	670	
9	Green	Public Works	Multi-Purpose & Kitchen	2	2800	5600	
10	Lt Green	Gymnasium	Gymnasium	1	3760	3760	
11	Blue		Office/Entrance/Mech	1	770	770	
12	Salmon	Stairs/Toilet	Stairs/Toilet	2	335	670	
13	Yellow	Police & Storage	Police & Muni Court	2	10560	21120	
14	Magenta	Jail/Sallyport/Police	Range	2	3740	7480	57480
15	Red	Bridge		1	1024	1024	
16	Red	Public Safety Bldg		2	7200	14400	
13	Yellow	Police & Storage	Police & Muni Court	2	-10560	-21120	
17	Yellow	Administrative Addition		2	3700	7400	59184
		Roof Area			38954		

1.d

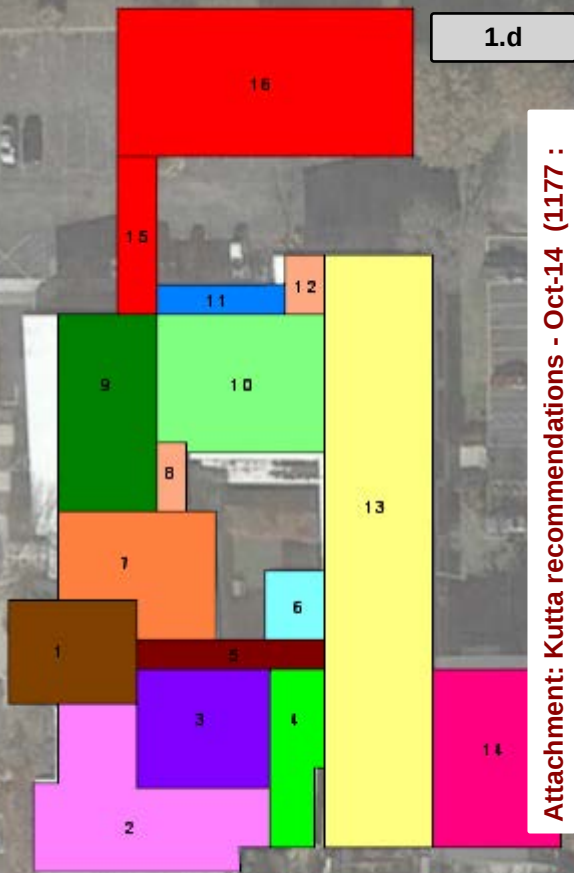


Attachment: Kuttia recommendations - Oct-14 (1177 :

Fig 1. Existing Building

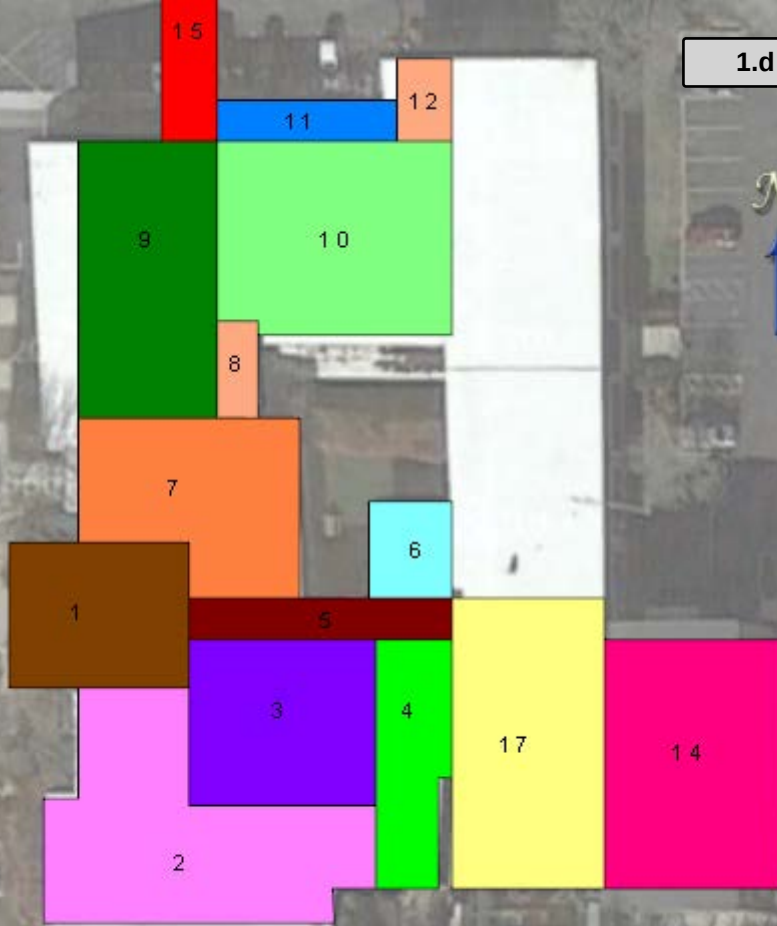
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Attachment: Kutta recommendations - Oct-14 (1177 :



Packet Pg. 26

Fig. 2 Public Safety Building & Bridge



1.d

Attachment: Kutta recommendations - Oct-14 (1177 :

Fig 3. Admin Annex

1.d

Attachment: Kutta recommendations - Oct-14 (1177 :

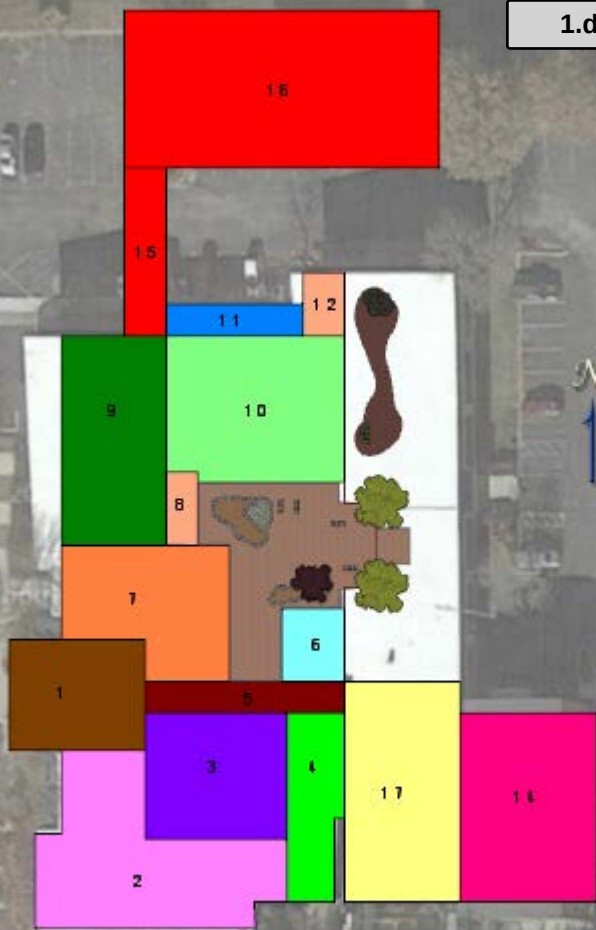


Fig. 4 East Plaza Entrance



1.d

Attachment: Kutta

Packet Pg. 29



Creve Coeur Government Center
Design Options Matrix
Bond Architects
April 23, 2014

Option	Description	Pro's	Con's
Option 1A	Strategic renovations	Resolves pressing concerns	Resolves only most pressing concerns
		Least costly option	Renovations are a longer process and done around staff
		Recent investments in building systems are maintained	Building interiors will not have a consistent appearance
		Can be implemented in phases	Community Center functions remain split
Option 1	Strategic renovations with building wide systems improvements	More holistic approach to building systems improvements	Resolves only most pressing concerns
		Increases utility efficiency	Renovations are phased and done around staff
		Can be implemented in phases	Community Center functions remain split
Option 2	Renovations with a limited addition	Community Center functions are consolidated	Renovations are phased and done around staff
		Increases utility efficiency	Does not improve the exterior appearance of the building
		Consolidation of Police functions on one level improves department separation	
		Site circulation improved by relocating Community Center	
		Improves way-finding	
Option 3	Renovations with a substantial addition	Police constructed as 'essential facility'	Renovations are phased and done around staff
		Community Center functions are consolidated	Does not improve the exterior appearance of the building
		Better space utilization for staff efficiency	
		Increases utility efficiency	
Option 4	Replace existing Government Center with a new building in its place	Does not require purchase of a new site	Requires Government Center function to move twice
		Entire building could be constructed as 'essential facility' and comply with seismic safety requirements	Incurs additional cost and time to implement
		New building better represents the quality of the community	Would require temporary relocation of government service during construction
		Improves all department functions	
		Improves way-finding	
		Reduces existing parking limitations	
		Maintains Government Center central location, with presence on Ballas	
Option 5	Build a new Government Center in a new location	Improves all department functions	Requires purchase of real estate
		Entire building could be constructed as 'essential facility' and comply with seismic safety requirements	Challenging to find a large enough, centrally located site
		New building better represents the quality of the community	Potentially removes commercial real estate from tax base
Option 6	Renovate a building in a new location to be the Government Center	Potentially improves all department functions	Requires purchase of real estate
			Challenging to find a large enough, centrally located site and building
			Potentially removes commercial real estate from tax base