

9 August 2024

## **NEW CITY HALL OPTION NARRATIVE**

### **PURPOSE**

This report will summarize the assumptions for a new City Hall building for the City of West University Place. This narrative describes an alternative to the approved in the 2022 Facilities Master Plan that included a new stand alone fire station located at the corner of Auden and Rice and the Administration departments remaining in a renovated Municipal Building at 2700 University.

### **BACKGROUND**

The West University Place Administration Departments, Police Department, and Fire Department are currently located in the existing Municipal Building that was constructed in 1954. Over the years, additions were added to the building in 1998 and 2011. The current Municipal Building has two floors and contains approximately 33,690 GSF.

The renovation and addition work in 1998 added space for the Council Chambers, moved City Administration to the first floor and did cosmetic renovations for the Fire Departments living space. In 2011, the City completed an addition for the Police Station to the existing building and did some cosmetic renovation to the Fire Department living space and increased the height of the fire bay doors of the Fire Department to install the water cannons on top of the pumper trucks.

Prior to the 2011 renovation, the second floor was accessed by two stairs, one that was accessed from inside of Municipal Building at the front and one that exited through the apparatus bays. The second floor was not accessed by an elevator, while compliant with the current Texas Department of Licensing and Regulations (TDLR) at the time of construction, it is no longer compliant with the current TDLR and ANSI requirements. The building did not have a fire sprinkler system. The building was partially served by an emergency generator.

The existing Municipal Building was renovated in 2011 which included a portion of the Fire Department. The renovation brought the fire department into compliance with the current 2006 IBC building code and 2008 TDLR requirements at the time. During that renovation, several Fire Department deficiencies were addressed.

- Changed apparatus bay doors to sectional doors to gain 3 inches in door height clearance which was the highest it could be raised without altering the building structure. This resulted in a clear opening of 10'-0" which is still 4 feet lower than current standards.
- Relocated the Fire Chief's office into City Hall where existing space was subdivided and repurposed for this new office. This created additional staff office on first floor.
- Added exterior access to the front stair allowing for access to the second floor without traveling through the City Hall.
- Added 7 individual dorm rooms.
- Renovated the Captain's Quarters
- Renovated the Day Room
- Added a shared (with Police) men's and women's locker room and restrooms in the new Police Department addition.
- Added fire sprinklers to the fire apparatus and sleeping dorms only. The City's Building Department did not require the entire building to be fire sprinklered. Only the new addition and a portion of the fire department was required to be fire sprinklered.
- An exterior covered equipment storage and parking was added to improve protection from elements for the fire equipment.

The 2011 renovation did not provide elevator access to the existing second floor of the Fire Department to the new shared restrooms and locker rooms because the 2008 TDLR regulations still had an exception for fire stations and did not require it. The new Police Department addition was elevated higher than the existing Municipal Building (Fire Department) to prevent future flooding of the facility that happened during Tropical Storm Allison. This increased height resulted in the new second floor restrooms and locker rooms being higher than the finish floor elevation of the existing second floor of the Fire Department and not compliant with current TDLR and American with Disabilities Act (ADA).

The City explored expanding the fire department to satisfy some of the known deficiencies in the current location in 2019. The four options developed were limited to expansion of the apparatus bays and limited other space. These options were not designed to satisfy the entire needs of a modern fire department or other known City needs for growth. These options included the following:

- Option No. 1: Complete rebuild of the existing apparatus bays with accessible shell space created above – Two Story \$3,337,523.00 (2019 Dollars)
- Option No. 2: Complete rebuild of the existing apparatus bays with storage space created above – Two Story \$2,828,180.00 (2019 Dollars)

- Option No. 3: Complete rebuild of the existing apparatus bays with no space above – One Story \$2,223,103.00 (2019 Dollars)
- Option No. 4: Raising the roof structure only of the existing apparatus bays – One Story \$1,480,252.00 (2019 Dollars)

These four options ranged in 2019 prices between \$1.5m to \$3.4m. These costs did not include temporary relocation costs. These revisions would all require the fire apparatus to be relocated during construction with an increased department response time result during construction. The majority of the deficiencies listed above would still not have been satisfied with this limited renovation strategy. These options were primarily focused on right sizing the height of the bays and did not attempt to satisfy the remaining deficiencies, including providing the 4<sup>th</sup> bay.

The 2022 Facilities Master Plan recognized the several deficiencies that exist in the current facility, the challenges of renovating the existing building due to existing conditions, the change in industry standards and code requirements, and evaluated several options to satisfy these deficiencies that included renovation and expansion of the existing building and the relocation of the Fire Department to a new location. Changes to the TDLR regulations in 2012 removed the exemption for fire stations to not be fully ADA compliant which includes requiring an elevator for two story fire stations. The final recommendation in the Facilities Master Plan was to construct a new two story facility at the corner of Milton, Auden and Rice Boulevard. A May 14, 2024 study summarized the reasons the final recommendation was made to relocate the fire department to a new location.

## **NEW CITY HALL BUILDING ALTERNATIVE OPTION**

Since the publication of the 2022 Facilities Master Plan, the City requested consideration of another option with respect to constructing a new fire station at Rice and Auden. The City wishes to consider conversion of the existing Municipal Building to a Public Safety building that will house the Police Department, Fire Department, EOC and IT. This option would require a new City Hall of approximately 18,000 GSF to house the Administrative departments that include the following departments:

- Administration
- Administration Support Space, which includes the Council Chambers
- Finance
- Municipal Court staff
- Finance Support Space
- Community Services

- Community Services Support Space
- Development Services
- General Building Support
- Shell Space for future growth

The new City Hall would be located on the corner of Rice and Auden. The site could accommodate between 25 and 30 new off street parking spaces or 18 new street parking spaces. The first floor could house the City Council Chamber/Municipal Court, Finance, Community Services and Development Services. The second floor could house the Administration, meeting rooms and support spaces. Approximately 1,800 SF of shell space for future growth has been included on the second floor.

### **OPTION A - RENOVATED MUNICIPAL BUILDING WITHIN EXISTING FOOTPRINT TO BECOME A PUBLIC SAFETY BUILDING**

The existing Municipal Building would then be renovated to house the Police Department, Fire Department, EOC and IT within the existing building footprint. Under this option, the majority of the original 1954 building would be maintained except for the apparatus bays. The existing apparatus bays (4,213 SF) would be demolished and replaced with a new two story building attached to the original 1954 building. Under this option, the finish floor of the second floor of the new addition would be approximately 8 feet higher than the second floor of the original 1954 building and approximately 4 feet higher than the second floor of the 2011 building addition. This is being driven by the required height of apparatus located in the bays below. This option would relocate the majority of the Fire Department on the first floor along with 3 new apparatus bays with doors sized for modern apparatus. The Fire Department's sleeping and living areas will be located next to the apparatus bays on the first floor. The Police Department would expand into the current City Council Chambers area as well as on the second floor. The existing restrooms and locker room would be used exclusively for the Police Department. The existing locker rooms would be renovated to better accommodate police requirements. The EOC would be relocated into the second floor of the original building, along with administrative and training space. This option would create approximately 2,800 SF of future expansion space on the second floor and a total of 6,111 SF of new overall space in the building. The new second floor would be served by two new stairs and a new elevator. A new stair and elevator would be required to accommodate the second floor of the original building. A more secure separation between the Police Department and other building users would be created. This option may allow for a more phased approach to construction and may allow for the fire department to remain in the building during construction. This would need to be vetted further to confirm it will result in a workable condition for the fire department and the construction activity.

## **OPTION B - RENOVATED AND REBUILT MUNICIPAL BUILDING TO BECOME A PUBLIC SAFETY BUILDING**

The existing Municipal Building would then be renovated and rebuilt to house the Police Department, Fire Department, EOC and IT. Under this option, the majority of the original 1954 building would be demolished and replaced with a new two story building attached to the 2011 building addition. This option attempts to create more square footage on the second floor on the same elevation that would result in not needing an extra stair and elevator. This option would locate the majority of the Fire Department on the first floor along with 3 new apparatus bays with doors sized for modern apparatus. The Fire Department's sleeping and living areas will be located next to the apparatus bays on the first floor. The Police Department would expand into the current City Council Chambers area as well as on the second floor. The existing restrooms and locker room would be used exclusively for the Police Department. The EOC would be relocated into the new second floor area, along with administrative and training space. This option would create approximately 2,800 SF of future expansion space on the second floor and a total of 6,111 SF of new overall space in the building. The new second floor would be served by two new stairs and a new elevator. A more secure separation between the Police Department and other building users would be created. This option would require the fire department to be relocated during construction.

### **SEQUENCING OF CONSTRUCTION**

Under this option it is recommended that the City Hall become the Phase 3 project following the completion of Phase 2 (Seniors Center/Community Building and Library). This would allow for the Administration departments to move out of the existing Municipal Building to create swing space for the construction of Phase 4 which would be either Option A or Option B of the Renovation of Existing Municipal building to become the Public Safety Building.

- Pros
  - Fire apparatus access remains in existing location
  - Police and Fire Departments have needed expanded space
  - Eliminates the need for one elevator in renovated Municipal Building
  - Creates secure separation of Police and Fire departments
  - Puts Fire living and dorms on first floor to improve response time
  - Creates more parking for community use in existing parking lot

- Cons
  - Will require temporary Fire Department during construction.
  - Moves the operational dates for both Fire and Police expansion back into Phase 4

## **CONSTRUCTION BUDGETS**

The budgets associated with new option are as followings:

### New City Hall Building (Phase 3)

- 18,000 SF
- Provide full space program requirements for a City Administration Departments
- \$10,678,182.00

### Option A - Renovated Public Safety Building within the existing footprint (Phase 4)

- 41,801 SF
- Provides full space program requirements for a modern fire station except with 3 apparatus bays only
- \$13,340,849.00 Does include \$1,500,000.00 for cost of temporary Fire Department during construction.

### Option B - Renovated and Rebuilt Public Safety Building (Phase 4)

- 39,801 SF
- Provides full space program requirements for a modern fire station except with 3 apparatus bays only
- \$18,981,072.00 Does include \$1,500,000.00 for cost of temporary Fire Department during construction.