



CITY HALL FEASIBILITY STUDY / MASTER PLAN INDEPENDENCE, MISSOURI

June 26, 2017

Background

City Hall Facility Access Improvement Project

City Hall Master Plan Project



Feasibility Study and Master Plan

PHASE ONE- Existing Conditions Survey

- **What is the condition of the existing facilities?**

PHASE TWO – Building Space Needs

- **What program and/or services should be in the City Hall?**
- **How much space (square footage) is required to accommodate the program?**



Feasibility Study and Master Plan

PHASE ONE- Existing Conditions Survey

PHASE TWO – Building Space Needs

PHASE THREE and FOUR- Master Plan and Concept Design

- What other components could be included in the facility?
- What design options accommodate the desired program?
 - Remodel, Renovation, Renovation plus addition, New Building
- How can the project “enhance” downtown?
 - Design Image, Streetscape, Public Enhancements
- What are the desired concept options and their pros and cons?
- How much does each option cost?

Feasibility Study and Master Plan

- 1. What is the condition of the existing facilities?**
- 2. What program and/or services could be in the City Hall?**
- 3. How much space (square footage) is required to accommodate the program?**



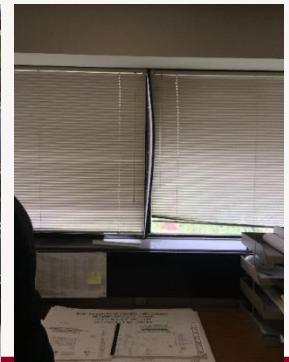
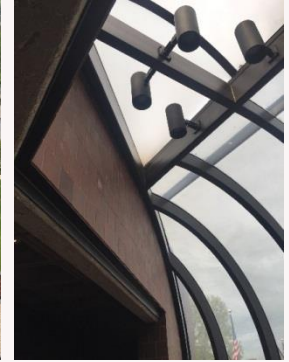
What is the condition of the existing facilities?

- **Maintenance and Infrastructure Items**
- **Code, Life Safety, and ADA Items**
- **Program, Security and “Customer Service” Items**



What is the condition of the existing facilities?

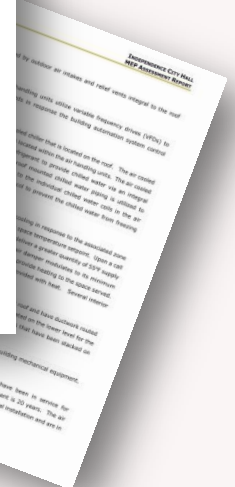
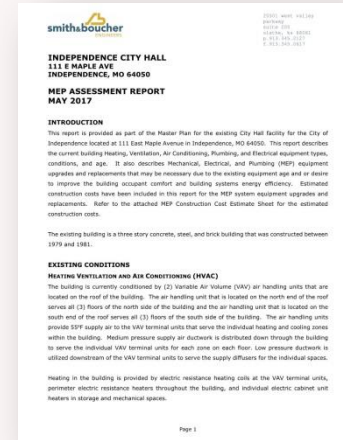
- Construction began in 1978 and was completed over four years.
- Three-story, steel and concrete structure with masonry veneer
- Maintenance Items:
 - Water infiltration issues from roof, flashings, exterior wall, and foundation;
 - Potential settlement due to water issues;
 - Roof and flashing
 - Exterior skin / cavity
 - Windows, skylights, doors
 - Site drainage, foundation drainage



What is the condition of the existing facilities?

Mechanical / Electrical / Plumbing Systems

- Roof mounted mechanical equipment with distributed zone units for heating and cooling
- Original Air Handling and VAV terminal units
- Heating not provided at all units
- Thermal comfort issues
- Most equipment beyond its service life
- All electric heating (air and water)
- Electrical service distribution system outdated
- Lighting inefficient and at service life
- Little to no lighting controls



What is the condition of the existing facilities?

Code, Life Safety, and ADA Items

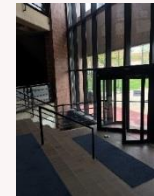
- Compliance with current Building and Life Safety Codes with any renovation
- Americans with Disability Act



What is the condition of the existing facilities?

Program, Security and “Customer Service” Items

- Program has been “fit” into the space
- Lacks Definition of Public, Semi-Public, Staff Areas / Circulation
- Lacks modern security measures
- “Clunky” Customer Experience
 - Approach and Public Entry
 - Restroom location
 - Ability to interact with staff
 - Wayfinding / “Where do I need to go?”
- Image “is set in its time”



What program and/or services should be in the City Hall?

CURRENT DEPARTMENTS

- City Council
- Mayor's Office
- City Manager's Office
- City Clerk
- Public Works / Engineering
- Community Development
- Finance
- Council Room / Municipal Courtroom
- Law
- Human Resources
- Technology Services



What program and/or services should be in the City Hall?

CURRENT SERVICES

- Mayor's Office and City Council
- City Manager's Office
- City Clerk
- Public Works / Engineering
- Community Development
- Finance
- Council Room / Municipal Court
- Law
- Human Resources
- Technology Services (equipment)

POTENTIAL SERVICES

- Maintenance (Public Works)
- Health
- *Technology Services (staff)*
- *Parks and Recreation*
- *Police*
- *Other...?*



What program and/or services should be in the City Hall?

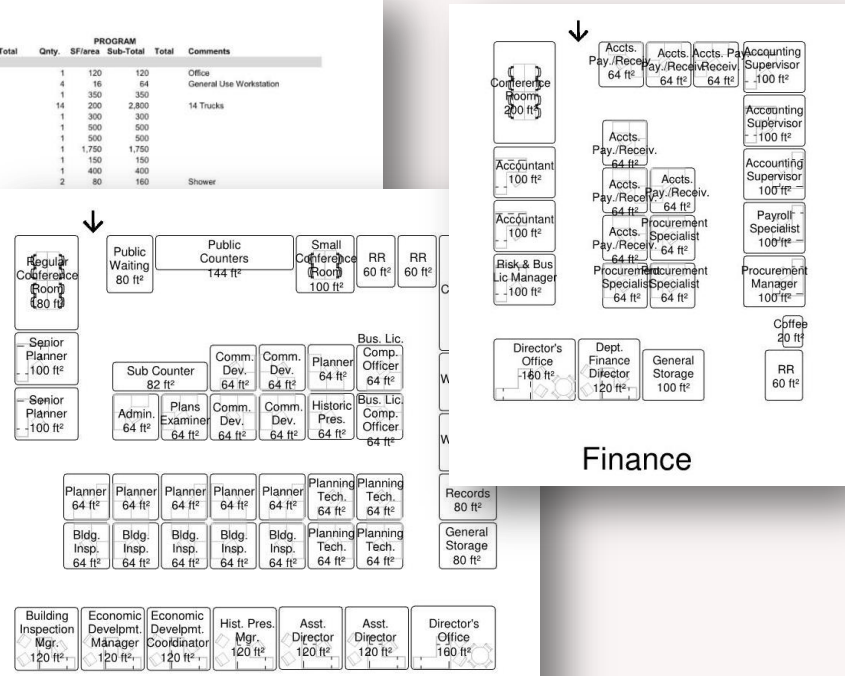
Independence, Kansas
City Hall Master Plan

Summary of Program Areas

Program Name	Original Program		Revised Program	
	Program SF	Total	Program SF	Total
City Department				
City Council	1,313		1,186	
City Manager Office	2,465		2,337	
City Clerk's Office	1,277		915	
City Clerk's - Copy Center	1,896		1,253	
Public Works / Engineering/Utilities	5,189		4,284	
Public Works Maintenance	-		-	
Community Development	8,846		5,151	
Finance	1,774		3,016	
Health	-		8,465	
Council Room / Municipal Court	11,449		9,114	
Law	1,168		1,284	
Human Resources	2,054		1,882	
Technology Services	755		1,365	
Sub-Total		38,168		49,245
Building Grossing Factor	20%	9,334	30%	14,773
TOTAL		47,502		64,018

	EXISTING			PROGRAM			Comments
	Qty.	SF/area	Sub-Total	Qty.	SF/area	Sub-Total	
Public Works Maintenance							
Facilities Supervisor	-			1	120	120	Office
Maintenance Workstation	-			4	16	64	
Conference Room, Large	-			1	300	300	General Use Workstation
Garage	-			14	200	2,800	14 Trucks
Dock	-			1	300	300	
Shipping/Receiving	-			1	500	500	
Long-term Storage	-			1	500	500	
General Storage	-			1	1,750	1,750	
Lockers	-			1	150	150	
Break Room	-			1	400	400	
Restroom	-			2	80	160	Shower
Laundry Room	-						
Copy/Workroom	-						
Staffing Growth (Projected)*	-						
Sub-Total							
Grossing Factor			10%				
TOTAL							
Public Works (External) - Staff Summary							
Full-time Employees							
Part-time Employees							
Total							

	EXISTING			PROGRAM			Comments
	Qty.	SF/area	Sub-Total	Qty.	SF/area	Sub-Total	
City Clerk's Office							
Directors Office (City Clerk)	-			1	160	160	Office & Meeting 2-4 ppl
Administrative Specialist	-			1	64	64	4x4' Workstation
Waiting Area	-			2	10	20	
Conference Room, Small	-			1	100	100	
Copy/Workroom	-			1	80	80	
Storage - General	-			2	100	200	
Restroom	-			1	60	60	Unisex
Coffee	-			1	20	20	
Staffing Growth (Projected)*	-						
Sub-Total					704	704	
Grossing Factor			10%			30%	211
TOTAL							915
City Clerk's - Copy Center							
Copy/Records Workstations	-			4	16	64	4x4' Workstation
Copy Center	-			1	500	500	Same as existing
Storage - General	-			2	200	400	
Restroom	-			1	60	60	Unisex
Coffee	-			1	20	20	
Staffing Growth (Projected)*	-						
Sub-Total					9	1,044	1,044
Grossing Factor			10%			30%	309
TOTAL							1,253
City Clerk's - Staff Summary							
Office							
Workstation							
Full-time Employees				1	3	4	
Part-time Employees				-	1	1	
Total							5



How much square footage is required?

CURRENT DEPARTMENTS	EXISTING SF	PROGRAM SF
• Mayor's Office and City Council	1,313	1,186
• City Manager's Office	2,465	2,337
• City Clerk	3,144	2,168
• Public Works / Engineering	5,189	4,264
• Community Development	8,846	5,151
• Finance	2,379	3,016
• Council Room / Municipal Courtroom	8,605	9,114
• Law	1,188	1,284
• Human Resources	2,054	1,882
• <u>Technology Services</u>	755	1,365
TOTAL	36,822 sf	31,767 sf



How much space (square footage) is required to accommodate the program?

SUMMARY	EXISTING SF	PROGRAM SF
Program Net Square Footage	36,822 sf	31,767 sf
<u>Building Grossing Factor</u>	<u>10,678 sf</u>	<u>9,530 sf</u>
Total Square Footage	47,500 sf	41,297 sf



How much space (square footage) is required to accommodate the program?

SUMMARY

	EXISTING SF	PROGRAM SF
Program Net Square Footage	36,822 sf	31,767 sf
<u>Building Grossing Factor</u>	<u>10,678 sf</u>	<u>9,530 sf</u>
Total Square Footage	47,500 sf	41,297 sf
Maintenance (Public Works)		8,993 sf
Health		8,485 sf
<u>Building Grossing Factor</u>		<u>5,243 sf</u>
Total Square Footage		22,721 sf
Total Square Footage	47,500 sf	64,018 sf



Next Steps

PHASE THREE and FOUR- Master Plan and Concept Design

- What other components could be included in the facility?
- What design options accommodate the desired program?
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