

TO: City Council
FROM: James L. App, City Manager *JL App*
SUBJECT: Public Safety Center - Project Program
DATE: February 16, 1999

NEEDS: For the City Council to review an operations-based layout for the Public Safety Center.

- FACTS:**
1. RRM Design Group has completed a comprehensive analysis of Police and Emergency Service operational demands as such impact the future Public Safety Center building site and floor space.
 2. The analysis utilized extensive input from the staff of both departments, certain staffing assumptions, operational requirements, physical space standards, and budget considerations to accomplish key facility goals and performance criteria [Exhibit A].
 3. The data have been translated to an operations-based layout of the building site and facility [Exhibit B].
 4. The operations-based layout will provide a foundation to guide the structural design process. In other words, the shape and appearance of the building will be designed to efficiently house, but not compromise, critical public safety operations (i.e., form will follow function).
 5. The Council's Public Safety Center sub-committee has reviewed the operations-based layout.
 6. A public design workshop is scheduled for March 3, 4 & 5 to both share the operations-based layout and solicit design input.

**ANALYSIS &
CONCLUSION:**

The Public Safety Center operations-based layout was developed based upon Police staffing level requirements established in the City's General Plan, Fire engine company size and quantity, community demographics and population growth projections, and the specialized operational needs of Police and Emergency Service functions. Further, the layout sought to provide space with a 30-year effective life, optimize shared space between departments, and establish an Emergency Operations & Communications Center which would remain fully operational in the event of a disaster.

The layout shows a facility which fulfills the goals outlined above in a space of approximately 31,700 square feet. It does so, and includes all construction, design, on & off-site improvement, site, and building equipment & furnishing costs, within the established budget of \$12,500,000.

POLICY

REFERENCE: Measure D-98; 4 Year Financial Plan FY 1998/99-2001/02.

FISCAL

IMPACT: None.

- OPTIONS:**
- A. Accept Operations-Based Layout as the Foundation for Further Design.**
 - B. Direct Modifications to the Operations-Based Layout.**
 - C. Amend, Modify or Reject the Options Above.**

Attachments: Exhibit A - Final Project Program Executive Summary 1/29/99
Exhibit B - Operations-Based Layout Diagram



RRM DESIGN GROUP

Architecture • Planning • Engineering • Surveying • Interiors • Landscape Architecture

City of
El Paso de Robles
Public Safety Center

Final Project Program Executive Summary

January 29, 1999

Key Facility Goals and Criteria

- The facility is to have a 30-year effective life with optimum space use occurring at year 15.
- The facility is to optimize the opportunities for space sharing between the departments.
- The Emergency Operations and Communications Centers shall be designed to a higher level of importance than the balance of the building and are to remain fully operational in the event of a disaster.

Architectural Program Space Needs Summary

- The **Police Department** staffing and space requirements were developed from the following criteria:
 - Staffing level required in the General Plan
 - Growth demographics and projections
- The **Police Department** consists of the following divisions:
 - Administration, Records, Communications, Community Services, Investigation, Property and Evidence, Patrol and Holding
 These divisions with support and circulation factors have a space requirement of 13,436 gross square feet.
- The **Department of Emergency Services** staffing and space requirements were developed from the following criteria:
 - Suppression – number of engine companies to be housed at the station and the size of each company
 - Administration – Maximum growth to four management level staff positions
- The **Department of Emergency Services** consists of the following divisions:
 - Suppression – One engine company, one Rescue Company and One Truck Company
 - Management – Fire Chief, Training Officer, Fire Marshal, and Operations Chief
- These divisions with apparatus bays, support spaces and circulation factors have a space requirement of 12,262 gross square feet.
- The **Shared** space requirements include the following spaces:
 - Lobby / Waiting
 - Restrooms
 - Break Room
 - Mechanical, electrical, communications rooms
 - Copy / Workrooms
 - Storage
 - Workout
 - Vehicle wash and repair bay
 - EOC / Training Room

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- These areas with added circulation factors have a space requirement of 6,002 gross square feet.

The facility is programmed to be 31,700 gross square feet.

Site Requirements, Opportunities, and Constraints

Site

- Exterior Storage Building – bicycle enclosure/storage, K-9 area, records and archive storage, and miscellaneous supplies
- Fire Hose Drying Tower
- **Vehicle Wash and Repair Bay** – shared by both departments
- Parking – separate secure parking for each department, as well as separate public parking
- Site opportunities include the existing oak trees, site area and street access, views, and proximity to the existing City Hall and Library
- Site constraints include the approximate eight feet of cross fall, the existing Police Station that must maintain continuous operations, and relocation/undergrounding of utilities

Budget Summary

A. Main Building	\$ 6,317,747
B. Storage / Support	\$ 395,820
C. Site and Building Equipment and Furnishings	\$ 1,177,450
D. On-site Improvements	\$ 738,410
E. Off-site Improvements	\$ 58,000
F. Utility Undergrounding / Relocating	\$ 290,000
G. Fees	\$ 1,568,551
H. Owner Contingency and Admin.	\$ 1,969,998
Conceptual Project Budget	\$12,515,976

The overall project budget (items A thru H) factored by the main building square footage results in a \$395 per s.f. project.

The main building budget including FF&E (items A and C) factored by the main building. s.f. results in a \$236 per s.f. building budget.

H

A. GOALS AND PERFORMANCE CRITERIA

1. Project Goals

a. Executive

1. Provide comprehensive and responsive design solutions with the primary operational and functional requirements of the respective departments as the highest priority – all solutions must be developed in a manner consistent with the City's design, streetscape, and site quality standards.
2. Construct a facility that maximizes the operational efficiency of each department.
3. Construct a facility that obtains maximum efficiency of building area through good design, shared use, and multiple functioning spaces.
4. Provide appropriate spaces for anticipated operations, technology and organization at its optimum use in 15 years and for an anticipated life span of 30 years.
5. Develop the site and facility layout so that expansion to the east and west can be accommodated beyond the 30-year horizon.
6. Provide a facility that is planned and designed for the future in standards, code, and regulations.
7. The project design is to optimize cost / benefit factors.

b. Schedule and Budget

1. Occupy the facility in August 2002.
2. Total project budget of \$12,500,000.

c. Function

Site

1. Provide adequate public parking for business use and secure and adequate employee parking for daily operations.
2. Provide drive-through capability for fire fighting apparatus and police vehicles (sally port).
3. Provide separate parking and site operational areas for the police and fire departments.
4. Maintain the current police facility on site so as not to disturb the operations of operational effectiveness of the police department on-site during the construction of the new facilities.

Main Building

1. Provide an effective, safe and efficient work environment for the city staff and the public who use the facility.
2. The fire station portion of the facility is to accommodate a build out to one Truck Company, one Engine Company and one Rescue Company and an independent ambulance company.
3. The police department portion of the facility is to accommodate staffing level based on the general plan requirement of between 1.4 and 1.6 sworn, or a total staff ratio of 1.9 to 2.1, Police Department staff per thousand population. This ratio is a matter of policy for the City and is included in the public safety component of the General Plan.
4. Plan for separate and equal locker room facilities, or facilities providing uncomplicated future modifications, for male and female police officers and fire fighters.
5. The facility environment is to stress the use of natural light with appropriately zoned and efficient heating and air conditioning sources.
6. Provide a facility with the appropriate durable materials and finishes with low maintenance to respond to the high demands of a 24-hour-a-day, 365-day-a-year use.
7. Data / communication / security systems within the building are to be centralized with "home-run" wiring for maximum flexibility.

d. Maintenance

1. Durable interior materials – easy to clean and maintain over time.
2. Very low maintenance landscaping.
3. Low maintenance – easy to clean exterior, wears gracefully.

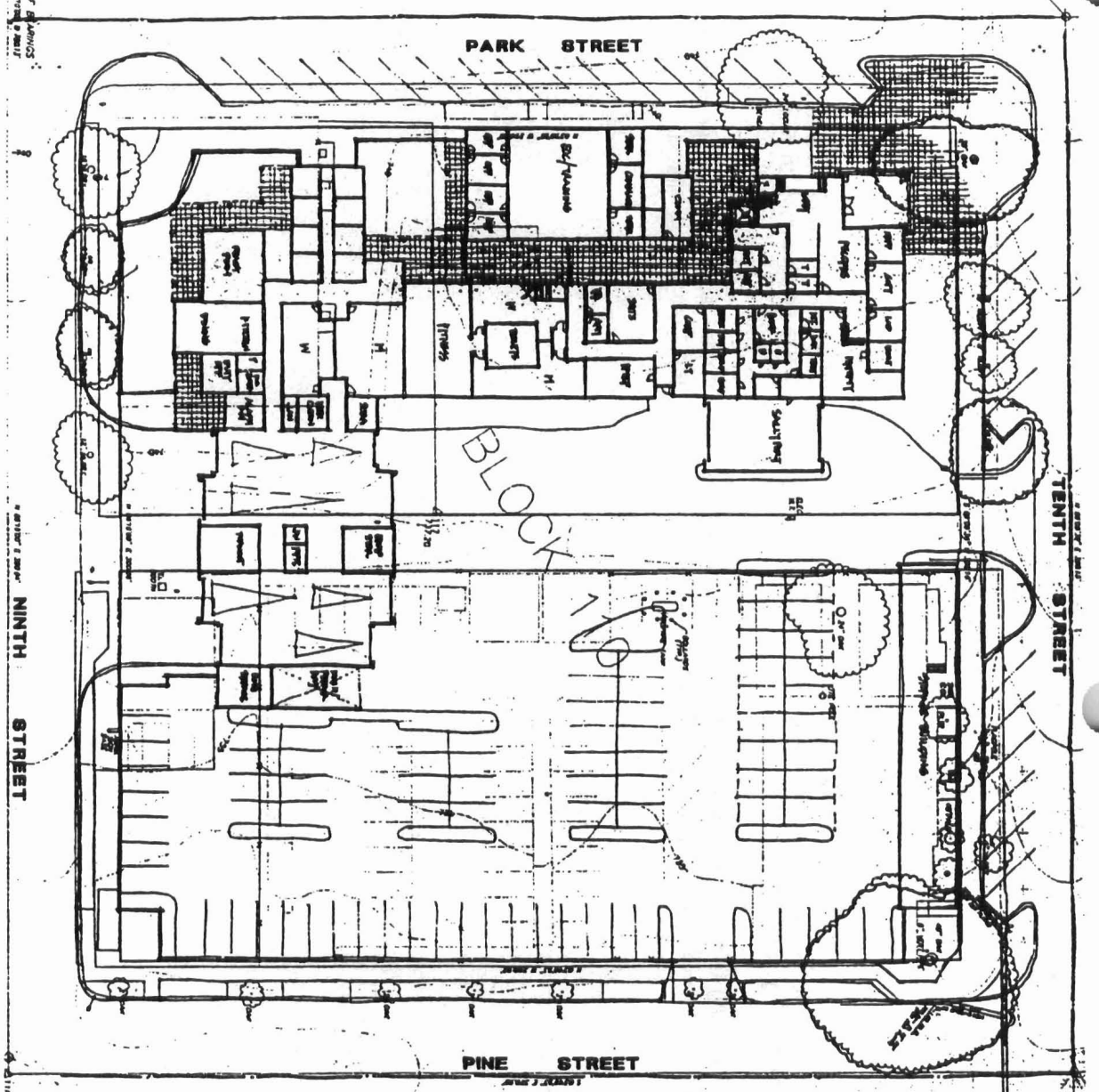
e. Aesthetics

1. The facility is to maintain a sympathetic relationship with the historical character of the downtown area of Paso Robles.
2. The use of finish materials is to be compatible with and complimentary to the new city hall facility.
3. Create civic pride and confidence without being pretentious or ostentatious.

2. Performance Criteria

It was the consensus of City Staff that they would like to have an operational building in the rare (475 years) event of an earthquake. All architectural, structural, mechanical, electrical, plumbing and fire protection and security systems should be designed to this operational standard. The EOC and dispatch should be fully operational.

Further confirmation of the costs of achieving this goal is required before a more definitive statement can be made. Further work on the performance of each of the subsystems of the building is being developed working with the Design Engineers from each discipline.



SCHEMATIC SITE AND FIRST FLOOR PLAN

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SCHEMATIC SITE and FLOOR PLAN option 1

Scale: 1" = 16'-0"

SECOND FLOOR PLAN

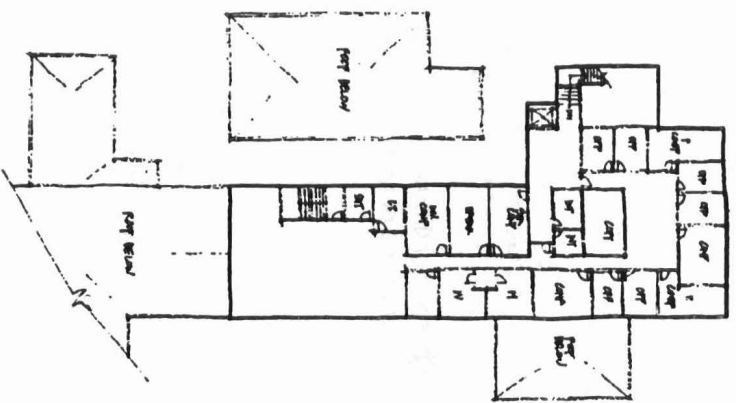
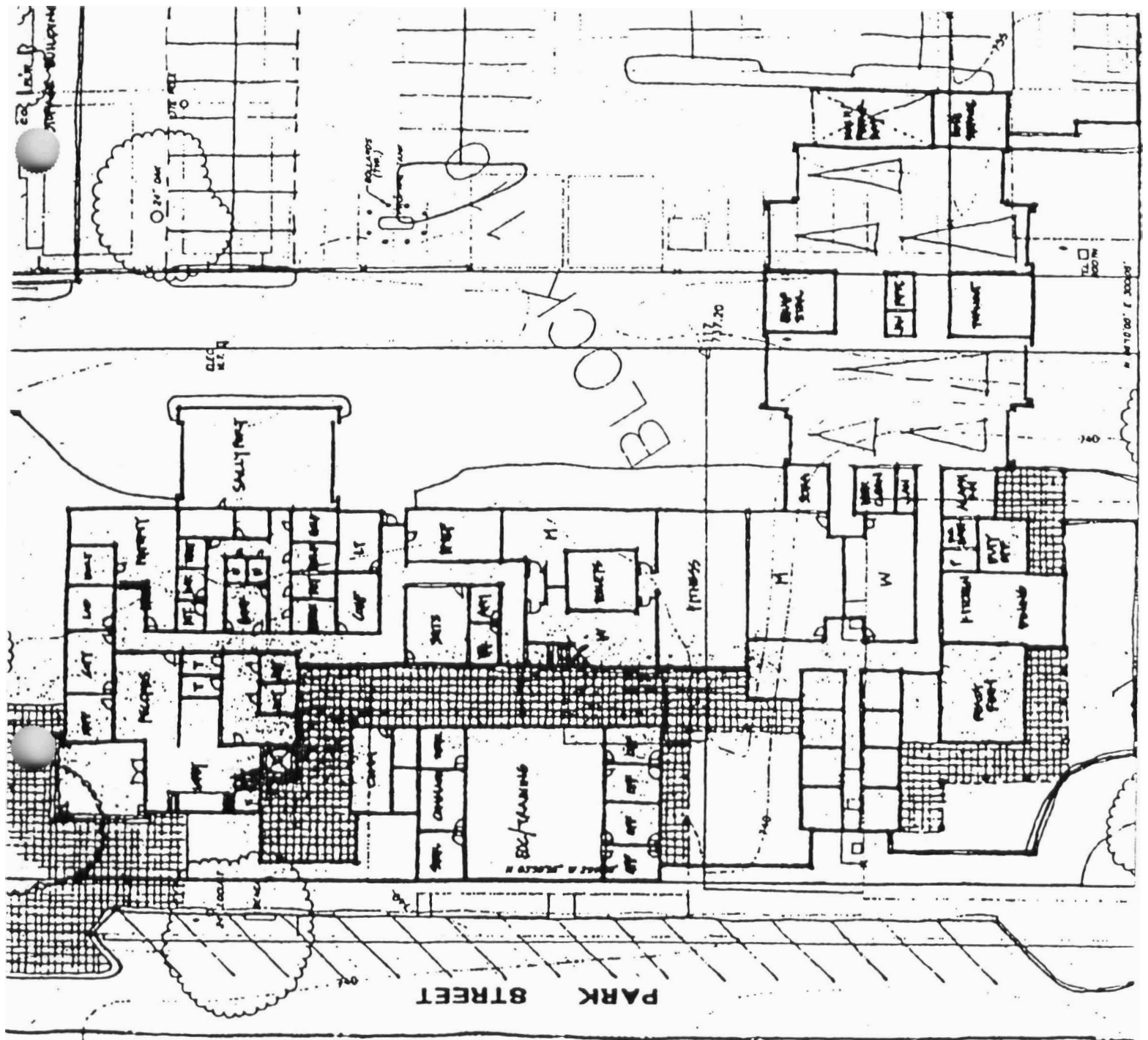


EXHIBIT B

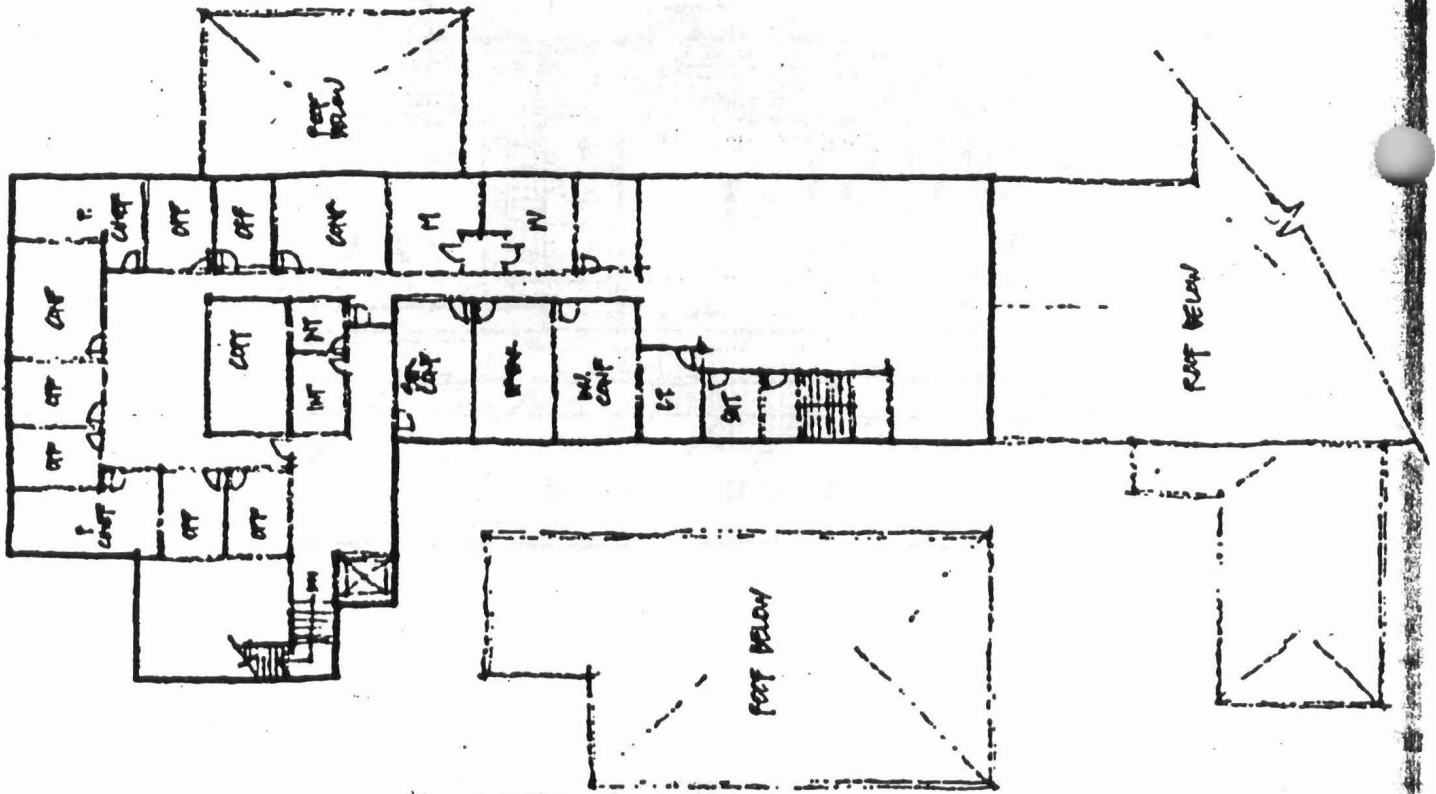
City of El Paso de Robles
Public Safety Center

Project # A98049
 February 3, 1999

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Architectural Drawing



PINE STREET

APR 2 1945

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