

**CITY OF ALBANY
CITY COUNCIL AGENDA
STAFF REPORT**

Agenda Date: 04/07/08

Reviewed by: *BP*

SUBJECT: Relocation Status Update for Civic Center Project

REPORT BY: Judy Lieberman, Assistant City Administrator

STAFF RECOMMENDATION

For information only at this time.

BACKGROUND

Finding a suitable relocation site for police, fire and the three administrative departments located in the Civic Center Complex began in the summer of 2006. The goals for relocation sites included remaining in Albany, retaining the existing response time (under 4 minutes) for paramedics, fire and police, and providing facilities that would function adequately for the estimated two year period. Throughout this period, the City has been working with a relocation manager and a space planner to assess our needs and to develop our preliminary plans for transfer of departments to temporary locations.

DISCUSSION

1. The Administration and Finance Departments will move to 405 Kains Avenue, located directly south of El Cerrito Plaza. The two departments will take the entire first floor of this building. Tenant improvements to the building are largely completed. The move is scheduled for the weekend of May 2-5, 2008, with city offices open for business Tuesday, May 6th.
2. The Community Development Department will move across the street to 979 San Pablo Avenue. The department will take the second floor of this building. A handicapped lift is being installed by the property owner to provide ADA access. Tenant improvements are currently underway. The move is scheduled for the weekend of May 2-5, 2008, with city offices open for business Tuesday, May 6th.
3. City Council Chambers will be relocated to the main room in the Community Center. The construction is scheduled to begin in April, and ability for live cable broadcasting is scheduled to begin June 1, 2008. There may be one or two Council meetings in May that will need to be broadcast by handheld mobile or stationary cameras.

4. Fire and Police Departments are scheduled to move into modular facilities in July, located at 1051 Monroe Street inside University Village. This will be the largest, most complex, and most expensive of the relocation projects.
5. Public Information: The City will be sending out postcards to all residents and businesses with the move information. The spring/summer City Newsletter, and the city's web-site will also contain our new addresses. Phone numbers will remain the same.

FINANCIAL IMPACT

The current estimated cost for the total relocation is close to \$2 million. The increase in costs from earlier estimates of \$1.4 million is related to the specific bid costs received for the Monroe Street site. Over the last six months, the plans for the site design and layout, for paving, grading and drainage, for telecommunications and for the specifics of the modular buildings have been finalized. A summary of the costs is attached.

Cost ran particularly high for the modular buildings, which are extremely customized buildings to fit the functions of the Police and Fire departments. Both public safety departments have expressed concerns throughout the relocation process about their ability to function adequately in temporary buildings, and every effort has been made to ensure functionality and safety for Police and Fire Departments over the two-year relocation period. Reinforcements to the Police buildings for security reasons, an additional structure to house the Fire department apparatus, and the need to create residential dorms for firefighters/paramedics have all added extensively to the basic costs of modular buildings.

Four companies were requested to propose for the modular buildings. Only two submitted responses to our request for proposals, and only one was responsive to the City's specific requests in our proposal. The vendor selected, Design Space Modular Buildings, Inc., has experience in working with public safety facilities, and constructed the Foster City temporary Fire Department in approximately 2002. The estimate is \$776,000 for the modular facilities. The bids for the site preparation, including grading, paving, and drainage at Monroe Street have been received and the low bid was \$256,000, significantly below the City engineer's estimate. Nevertheless, while the climate for bids is good at the moment, the scope of work required for this site was greater than anticipated in the early planning stages. Thus, between just the site preparation and the modular proposal, over \$1 million in work is required to set up the basic structure of the public safety facilities, not including telecommunications and the move itself.

In spite of the costs related to the relocation of the civic center, it should be noted that after significant challenges and time spent, three good locations have been selected, and work is moving forward rapidly on all of them. At this point, ensuring that we can vacate the buildings so that the contractor can move forward prior to the rainy season is of the highest priority.

3/27/2008

ESTIMATED COSTS	LEASE	SET UP/MOVE
405 Kains 2 yrs + 8mos	\$250,000	\$23,000
979 SPA 2 years	\$197,000	\$25,000
Community Center Cable TV Wiring		\$50,000
MONROE STREET SITE	\$200,000	
Site Prep: fencing, utility set up		\$256,000
Telecommunications		
routers/switches		\$30,000
Motorola --antenna		\$42,000
Telecommunications unknown		\$100,000
Moving Costs, est.		\$20,000
POLICE		
Modulars--set up fees		\$202,000
Modulars--Rental costs for 24 months	\$93,600	
Customized Spaces		\$150,000
FIRE		
Modulars--set up fees		\$91,000
Modulars--Rental costs for 24 months	\$74,400	
Customized Spaces		\$90,000
Apparatus Bay Space		\$75,000
SUB-TOTALS	\$815,000	\$1,154,000
GRAND TOTAL		\$1,969,000