



*City of Tualatin*

# **MEETING NOTICE AND AGENDA**

## **SPECIAL CITY COUNCIL WORK SESSION**

**18880 SW Martinazzi Ave  
Tualatin, Oregon 97062**

**Monday, September 16, 2013  
begins at 7:00 p.m.**

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- A. CALL TO ORDER**
  
- B. AGENDA**
  - 1. Public Involvement Direction Regarding Seneca Street Extension & Council Building
  - 2. Direction on Parking Restrictions in Neighborhoods
  
- C. COMMUNICATIONS FROM COUNCILORS**
  
- D. ADJOURNMENT**



# MEMORANDUM

## CITY OF TUALATIN

**TO:** Honorable Mayor and Members of the City Council

**THROUGH:** Sherilyn Lombos

**FROM:** Sara Singer, Deputy City Manager

**DATE:** 09/16/2013

**SUBJECT:** Seneca Street Extension and Impacts to Council Building

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### ISSUE BEFORE THE COUNCIL:

The Master Plan for the Nyberg Rivers Shopping Center Development was adopted on August 26, 2013, by the City Council. The Master Plan includes the extension of Seneca Street which upon construction would require the demolition of the existing Council Building located at 18880 SW Martinazzi Avenue and relocation of the City services provided in this building. There are still many decisions to be made regarding when the street would be constructed, where the existing City services will be located in the interim, if a replacement building should be constructed, and how to gather public input regarding these decisions. A feasibility study was presented to the City Council on July 22, 2013, regarding the Council Building. In addition, an informational meeting will be held on September 3, 2013, with interested citizens from the Citizen Involvement Organizations (CIOs) and the City's Advisory Committees to discuss the process for gathering public input on these decisions. Staff's report will include a brief review of the feasibility study, identify some of the key decisions and share the input received at the September 3rd meeting on public involvement.

### DISCUSSION:

#### Background

The approved Nyberg Rivers Master Plan shows the extension of Seneca Street per the City's Transportation System Plan (TSP) to improve circulation and pedestrian safety and to enhance the access to the adjacent development site. The extension of the street would require the demolition of the existing Council Building.

At the August 26th City Council Meeting, following the adoption of the Master Plan, the Council requested that staff return with additional information at a future Council Work Session regarding the feasibility study, the process and timeline for construction of the Nyberg Rivers development and a public involvement plan.

#### Feasibility Study

The Council directed staff to complete a feasibility study in March 2013 which would provide the Council with additional information related to the impacts of the Nyberg Rivers project on the Council Building. The scope of the feasibility study included:

1. Relocating the building on the existing site to include the Finance Department, Administration Department, Municipal Court, and City Council Chambers. The City contracted with SRG Partnership, Inc. to determine the space needed for the replacement building, parking

- requirements, construction costs and schedule.
2. Using the consultant's space assumptions, examine the options for rental space in Tualatin.
  3. Using the consultant's space assumptions, look at the options of using existing City buildings to accommodate the Finance Department, Council Chambers, and Municipal Court.
  4. Conducting additional traffic analysis to determine the impacts of not building the Seneca Street extension.

The full staff report and presentation is included with this report as Attachment A.

## **Key Decisions**

As mentioned earlier in this report, the Master Plan includes the extension of Seneca Street. A map of the development site is included in this report as Attachment B. This attachment includes two site plans. The Master Plan is shown on page 1 of Attachment B, and it is the original map which was submitted by CenterCal, the developers for the project. Page 2 of Attachment B shows the Master Plan with the changes highlighted in boxes on the supplemental site plan. Following the adoption of the plan, there have been many questions raised by Council and the community regarding the key decisions which must be made related to the future of the Council Building. These decisions require further public input and Council direction. The following key decisions have been identified:

1. When will Seneca Street be constructed and how should the construction of the street be financed? While the Master Plan was approved including the extension of the street, more information is needed regarding the developer's construction schedule and when the street should be constructed. The Master Plan does not provide any timeline for construction, and additional public input and Council direction is needed.
2. When the street is constructed, where will the services in the Council Building be provided? If a new building is constructed, where should it be located, what services should be provided there and how should it be financed? If a decision to the first question is made and the street will be constructed in the near term, then additional public input and Council direction is needed regarding question two.

## **Public Involvement Plan**

On September 3, 2013, City staff met with the CIO officers and the members of the City's Advisory Committees to share information about the project and gather input from the group regarding the public involvement process for these key decisions. A summary report of the input collected at the meeting will be provided to the Council at the September 9th Work Session.

## **RECOMMENDATION:**

Staff respectfully requests City Council direction on the next steps for developing a public involvement plan to gather community input on the key decisions regarding the Seneca Street extension and the Council Building.

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**Attachments:**    [Attachment A: July 22, 2013 Feasibility Study](#)  
                          [Attachment B: Nyberg Rivers Master Plan](#)  
                          [Attachment C: PowerPoint](#)



# MEMORANDUM

## CITY OF TUALATIN

**TO:** Honorable Mayor and Members of the City Council

**THROUGH:** Sherilyn Lombos

**FROM:** Sara Singer, Deputy City Manager

**DATE:** 07/22/2013

**SUBJECT:** Council Building Feasibility Study

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### **ISSUE BEFORE THE COUNCIL:**

The Council directed staff to complete a feasibility study which provides the Council with information related to the impacts of the proposed "Nyberg Rivers" project on the existing Council Building located at 18880 SW Martinazzi Avenue. The proposed project includes the improvement of the Seneca Street extension as required by the City's Transportation System Plan (TSP). This road extension would require the demolition of the existing Council Building. Staff will present the findings of the feasibility study as well as related financial information.

### **DISCUSSION:**

#### **Background**

At the May 13th City Council Work Session, the Council received information regarding a scope, schedule and budget to complete a feasibility study to look at potential options for the City services housed in the existing City Council Building located at 18880 SW Martinazzi Avenue in preparation for discussions regarding the proposed Nyberg Rivers development project adjacent to the City's property. The feasibility study looked at four options:

1. Relocate the building on the existing site to include the Finance Department, Administration Department, Municipal Court and City Council Chambers. The City contracted with SRG Partnership, Inc. to determine the space needed, parking requirements, construction costs and schedule.
2. Using the consultant's space assumptions, examine options for rental space in Tualatin.
3. Using the consultant's space assumptions, look at the options of using existing City buildings to accommodate the Finance Department, Council Chambers and Municipal Court.
4. Make no changes to the site, and conduct additional traffic analysis to determine the impact of not building the Seneca Street extension.

#### **Feasibility Study**

1. Relocate the Building on the Existing Site

The City contracted with SRG Partnership, Inc. (SRG) to complete a study of the existing building, space requirements, parking needs and scope of services. SRG is an award-winning design firm providing full services in programming, planning, architecture and interior designing services from offices in Portland and Seattle. Their scope of work includes:

- A visual assessment/walk through of existing facilities and review of "as-built" drawings
- Confirm parking needs
- Meet with staff and other stakeholders to determine service requirements
- Develop plan diagrams and a range of options
- Provide order of magnitude for development costs
- Develop a design and construction schedule for identified options
- Prepare all deliverables for presentation to the City Council

SRG staff has submitted their report for Council review (see Attachment A), and they will present their findings at the meeting.

## 2. Rental Space in Tualatin

City staff used the space assumptions developed by SRG in analyzing potential rental space available in Tualatin. It was determined that rental space would cost approximately \$176,000 to \$237,000 per year. Over five years these costs could equal \$932,000 to \$1,260,000. The analysis did not include costs for tenant improvements. Based on current financial projections, this cost is not sustainable over the long-term.

## 3. Use of Existing City Facilities

City staff used the space assumptions developed by SRG to determine where services could be relocated in existing City facilities. While many options were explored, the following option had the lowest cost impacts and interruption of services on a temporary basis. These services could be accommodated as follows: Finance staff would be relocated to the Operations Training Room, Court staff would be relocated to the City Offices Planning Counter, and Court and Council meetings would be held at the Police Department Training Room. The associated costs and impacts will be presented as part of the staff presentation at Work Session. Based on long-term service impacts, this option is not feasible.

## 4. No Changes to the Site

City staff hired DKS Associates to examine the various traffic scenarios at the site including the Seneca Street extension and not including the extension to determine the traffic impacts for the City buildings and the new development. While the complete traffic analysis will be presented as part of the Nyberg Rivers Masterplan, staff will present the information relevant to this property as part of the Work Session presentation.

## Potential Funding Options

Staff will present information on one-time and ongoing funding sources which could be used for construction, relocation, temporary offices and other associated costs.

## RECOMMENDATION:

Staff respectfully requests City Council provided direction on the next steps and development of a public involvement plan to gather community input.

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**Attachments:**    [Attachment A: SRG Tualatin Council Building Relocation](#)

Attachment B: Council Building Feasibility Study Presentation

# Tualatin Council Building Relocation

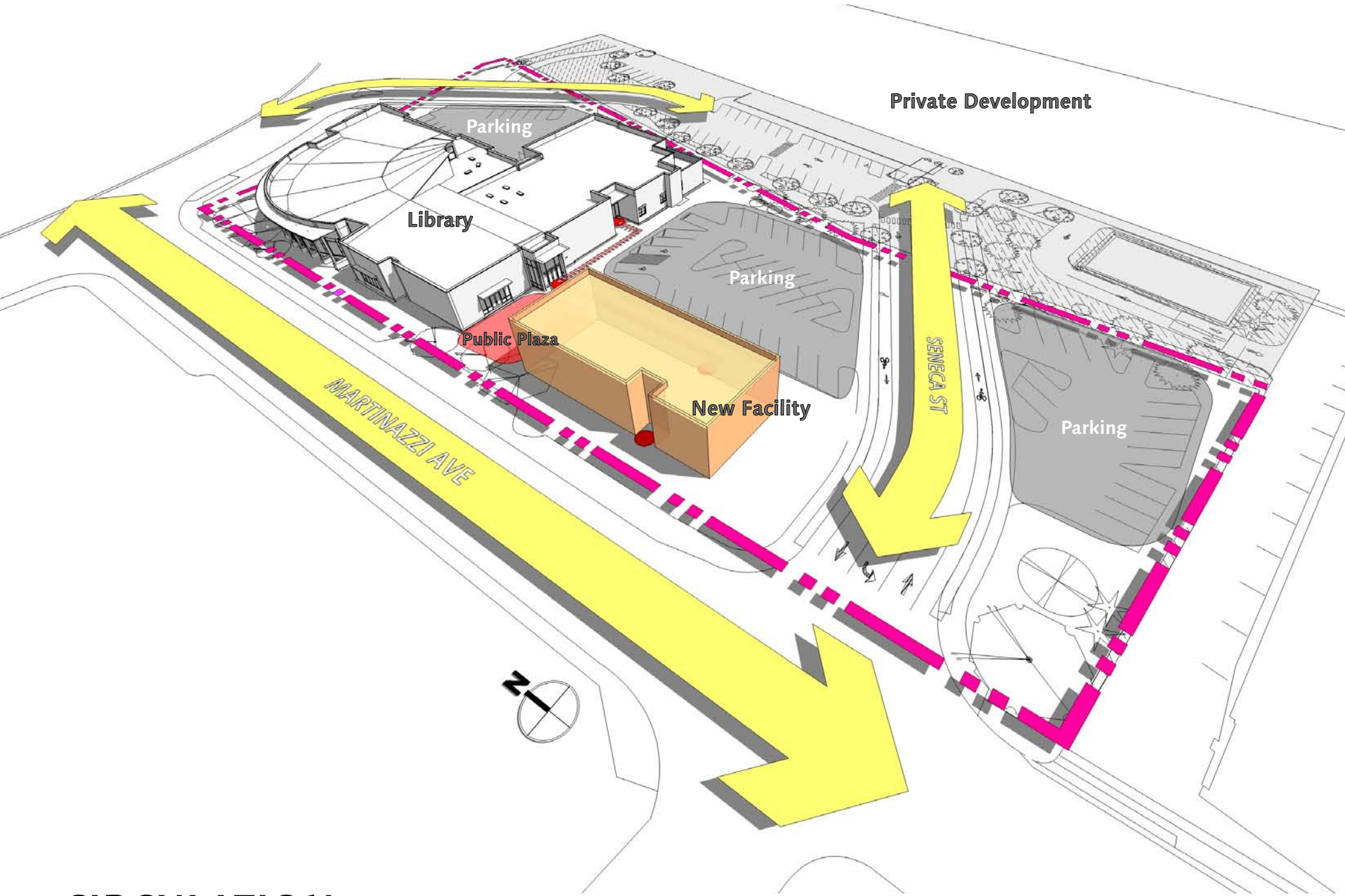
**SRG PARTNERSHIP INC**

June 2013

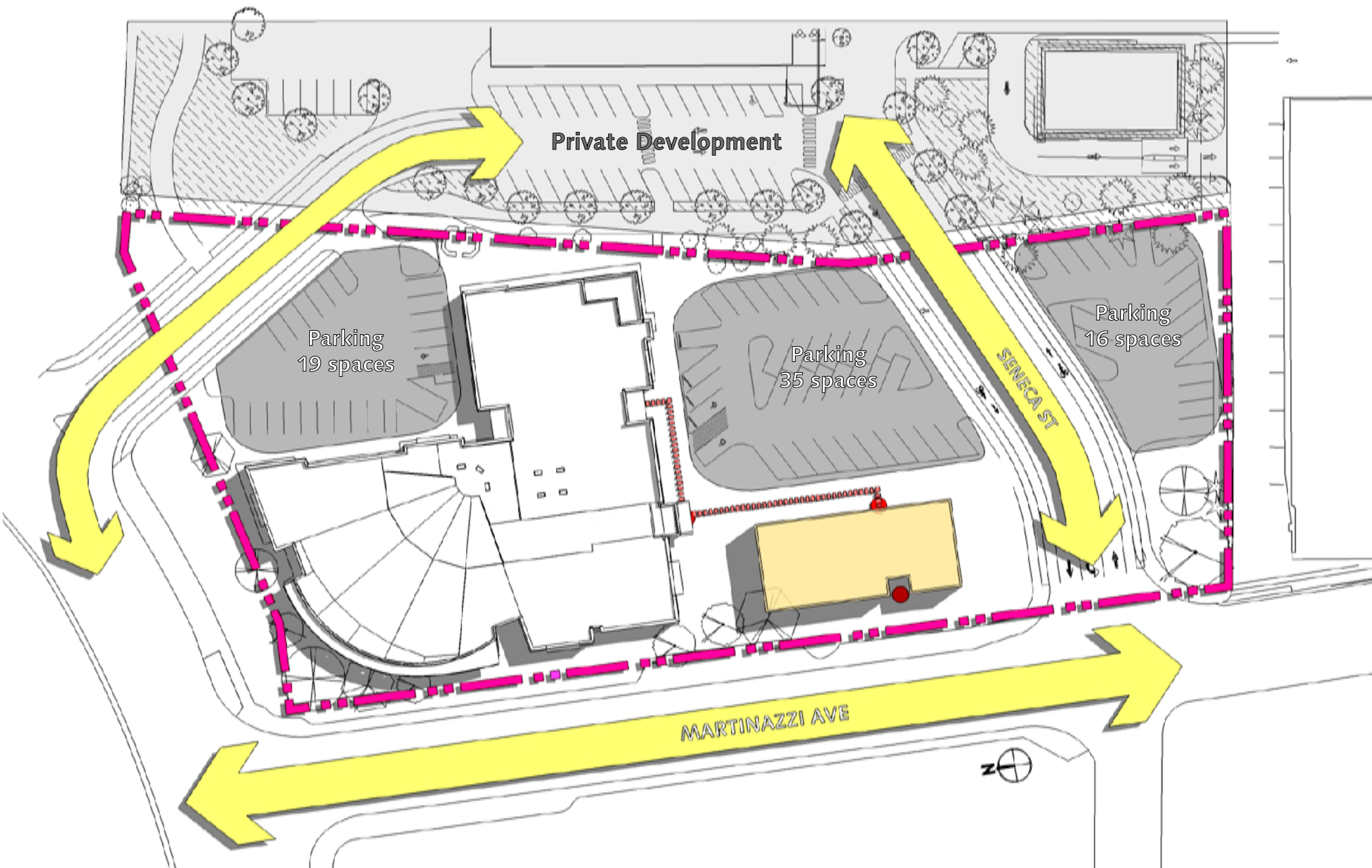
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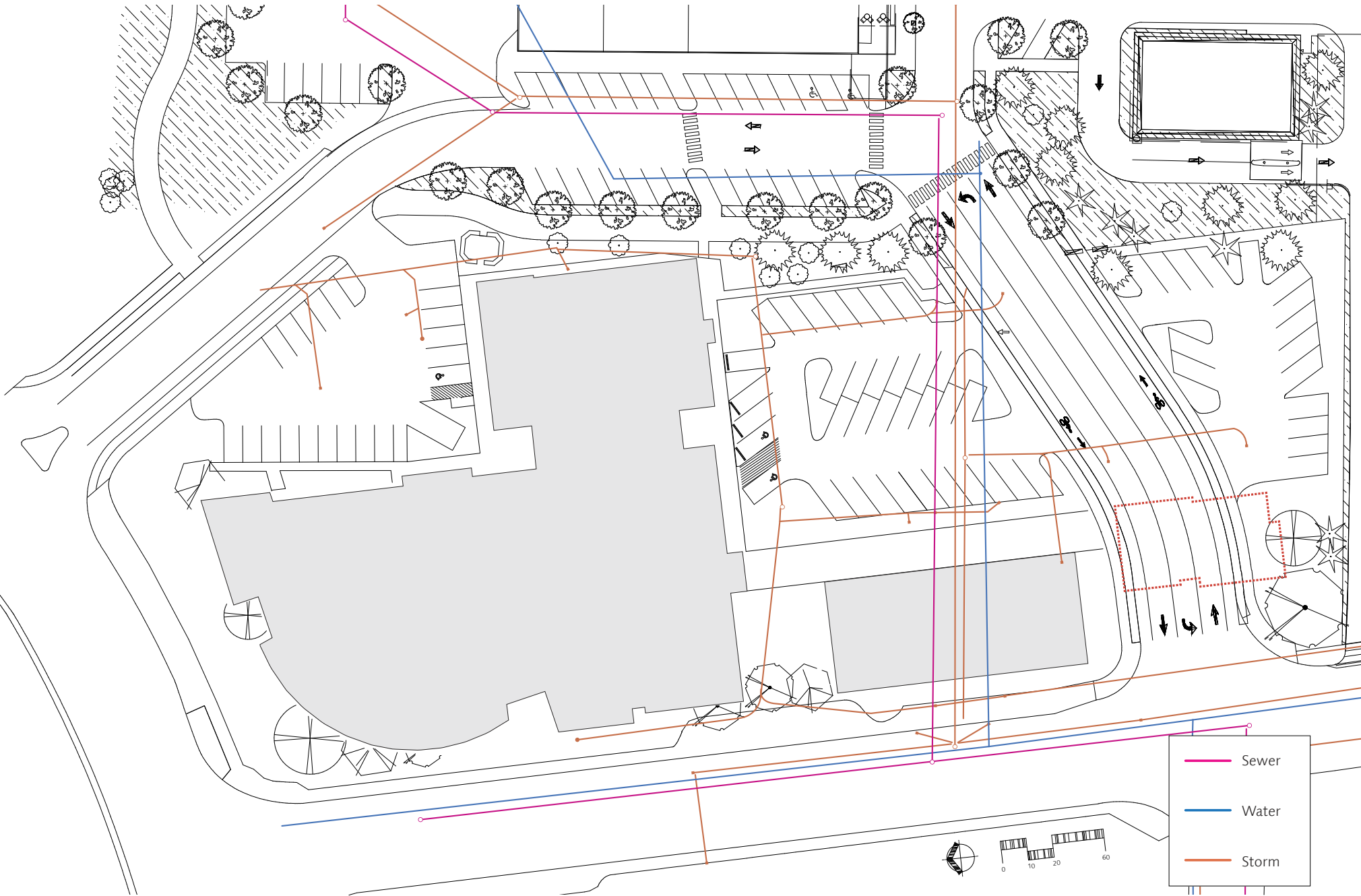




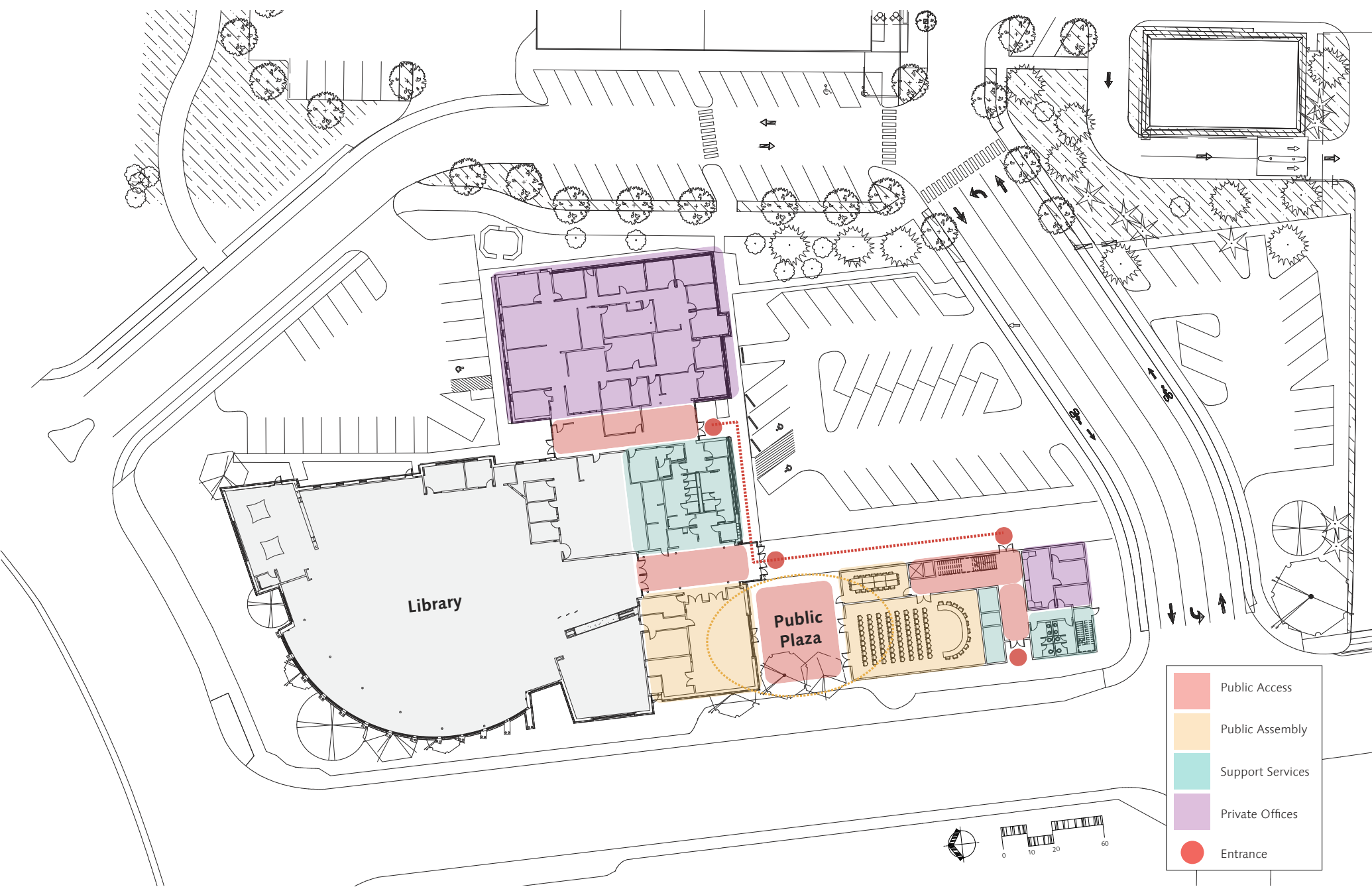
# CIRCULATION



**PARKING = 70 SPACES**

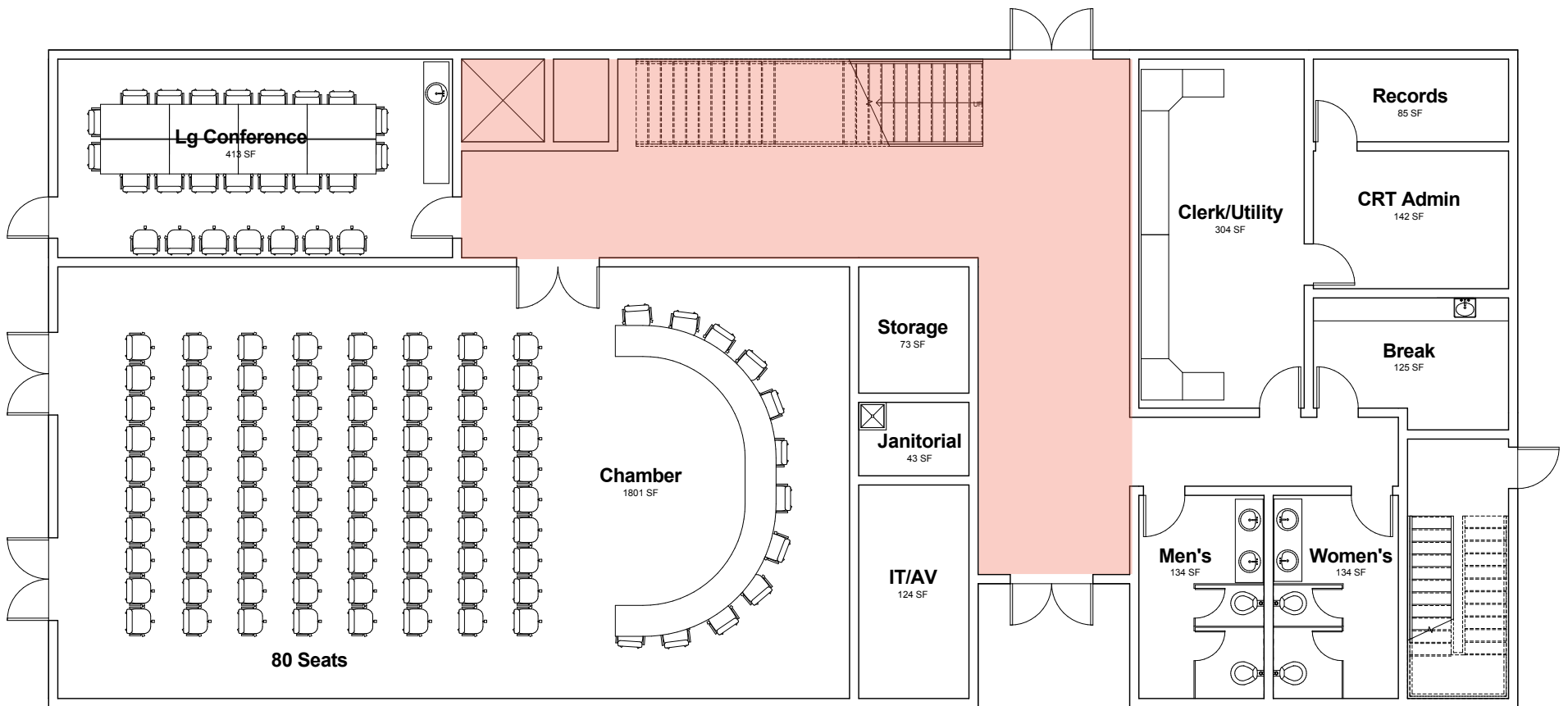


# EXISTING UTILITIES

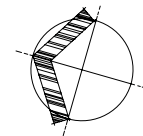


<span style="display: inline-block; width: 15px; height: 15px; background-color: #f08080; border: 1px solid black;"></span>	Public Access
<span style="display: inline-block; width: 15px; height: 15px; background-color: #ffcc66; border: 1px solid black;"></span>	Public Assembly
<span style="display: inline-block; width: 15px; height: 15px; background-color: #80cbc4; border: 1px solid black;"></span>	Support Services
<span style="display: inline-block; width: 15px; height: 15px; background-color: #c09cf2; border: 1px solid black;"></span>	Private Offices
<span style="display: inline-block; width: 10px; height: 10px; background-color: #ff4500; border: 1px solid black; border-radius: 50%;"></span>	Entrance

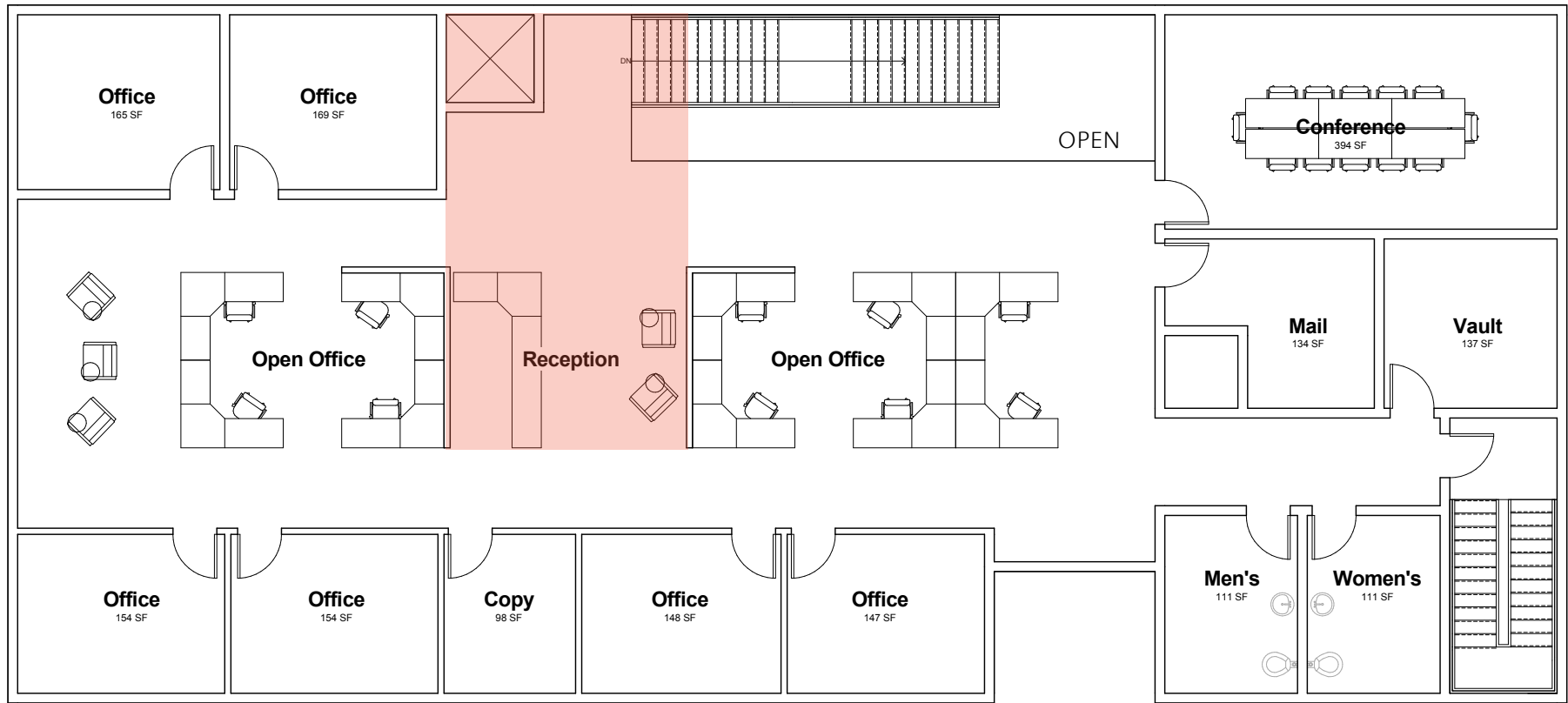
# SITE PROGRAM



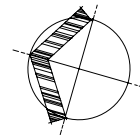
OPTION A - LEVEL 1



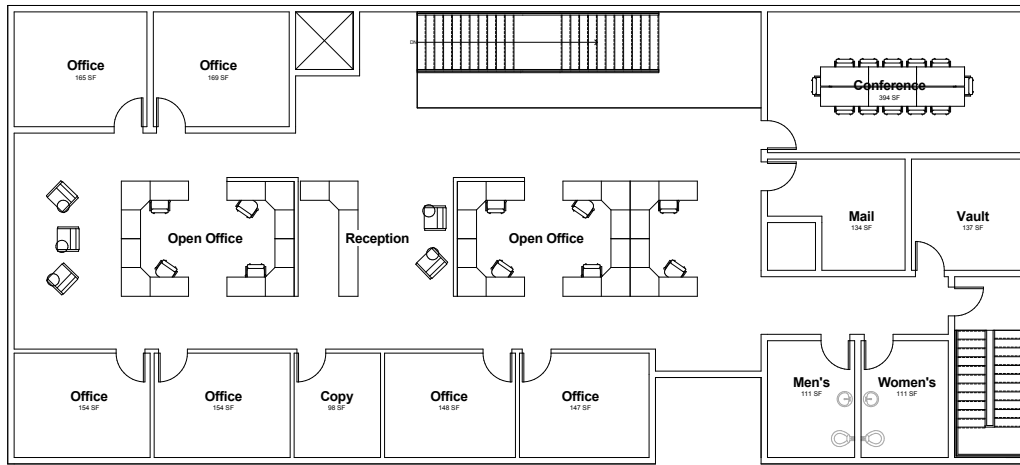
# PLANS



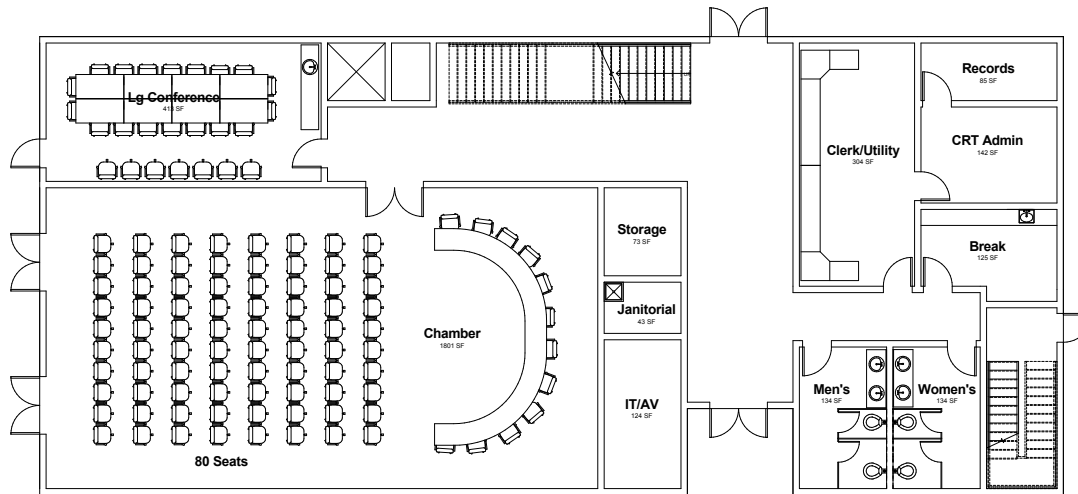
OPTION A - LEVEL 2



# PLANS



LEVEL 2 = **4,500 SF**



LEVEL 1 = **4,990 SF**

OPTION A GROSS AREA **9,490 SF**

# AREA



The materiality envisioned for the new facility reflects the aesthetic character of its sister facility next door, the Tualatin City Library. Using similar brick, metal panel and glass components will ensure the new facility is suited for its context while respecting budget constraints.

# MATERIALS





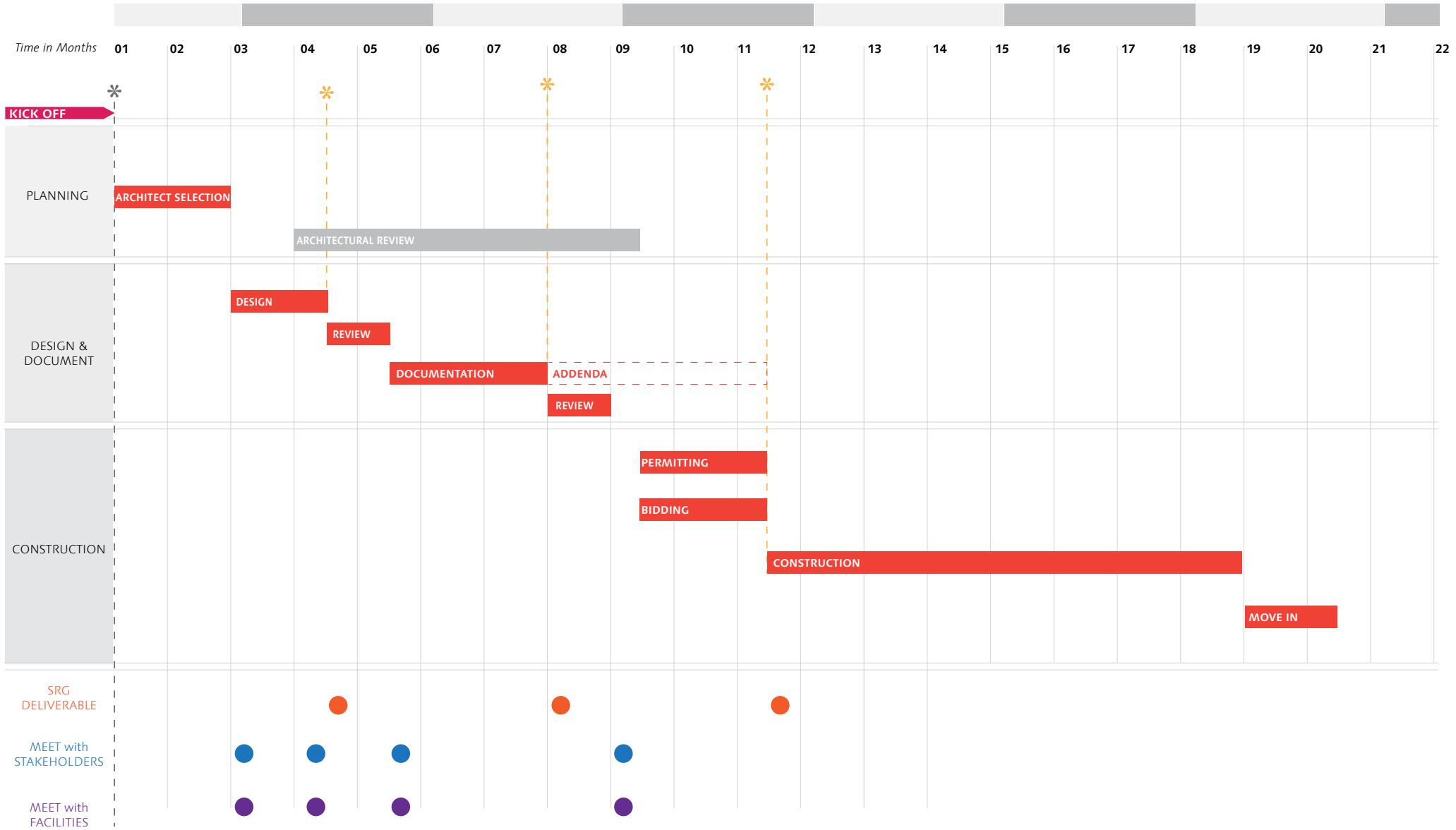
The new facility affords many opportunities for improved public amenities. Locating the building adjacent to the Library allows for a shared use public plaza alongside naturally day lit assembly spaces.

1. Bellvue Ctij Hall
2. Pacific University
3. University of Riverside

## PUBLIC AMENITIES

# TUALATIN CITY OFFICE RELOCATION

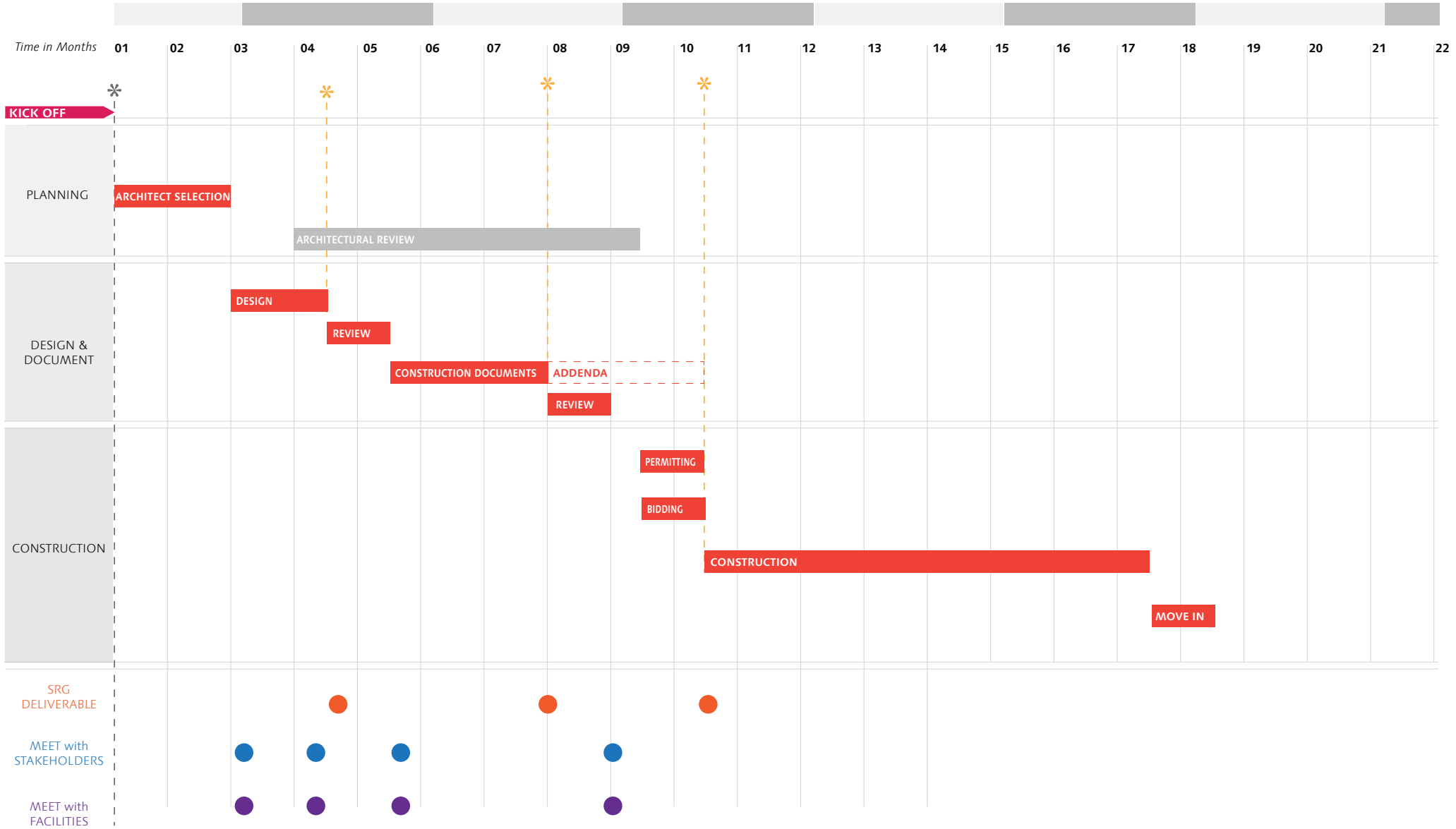
*Conservative Project Schedule*



## SCHEDULE - CONSERVATIVE

# TUALATIN CITY OFFICE RELOCATION

*Aggressive Project Schedule*



## SCHEDULE - AGGRESSIVE

# Order of Magnitude Development Costs

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The Tualatin City Office Relocation comprises of the construction of a new Office and Council Chamber Building for the City of Tualatin. The estimate is conceptual in nature and based on drawings included on page 9 of this report. Where necessary, assumptions and allowances have been made based on industry standards appropriate for the conceptual nature of this feasibility study.

Pricing is based on June 2013 costs. Escalation allowances have been included to reflect a mid point of construction during the 3rd quarter of 2014. A design contingency is also included in the estimate.

Allowance for owner costs is not included in the construction cost and may range from 30% to 40% of construction costs. Items typically included in this allowance are:

- Owner management costs
- Consultant fees (design service fees and reimbursable expenses)
- Site survey and geotechnical investigation
- Furniture and equipment
- Owners construction contingency (change order allowance)
- Hazardous material abatement
- Public Agency fees
- Percent for Art (if applicable)
- Temporary accommodations - Moving expenses
- Soft cost contingency

**Estimated Total Construction Cost** **\$3,331,750** *(excludes owner cost listed above)*

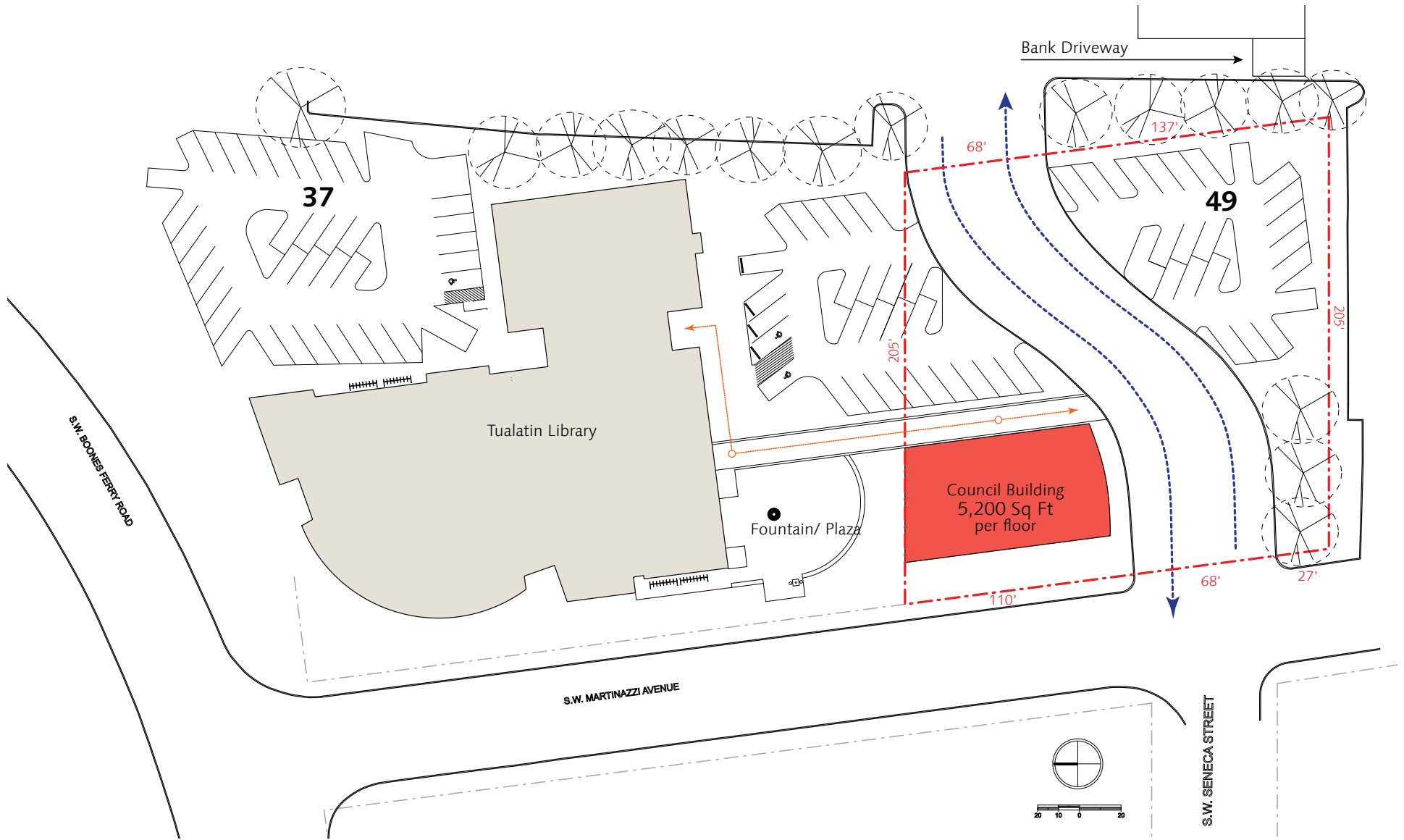
*\* See appendix for addition cost information*

## DEVELOPMENT COST

## Alternative Studies

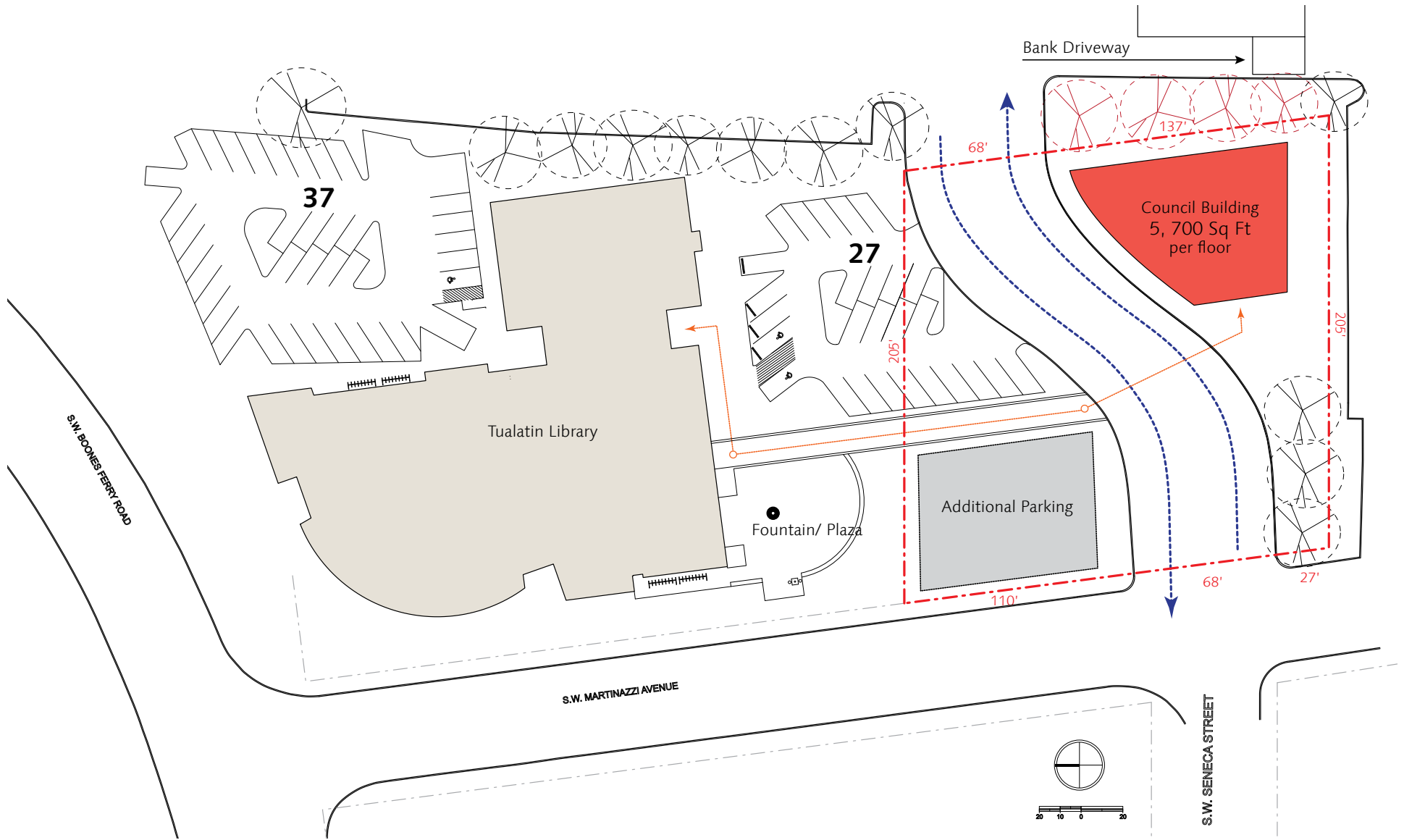
Previously studied building locations within the city property adjacent to the library.

Option A is the recommended configuration.



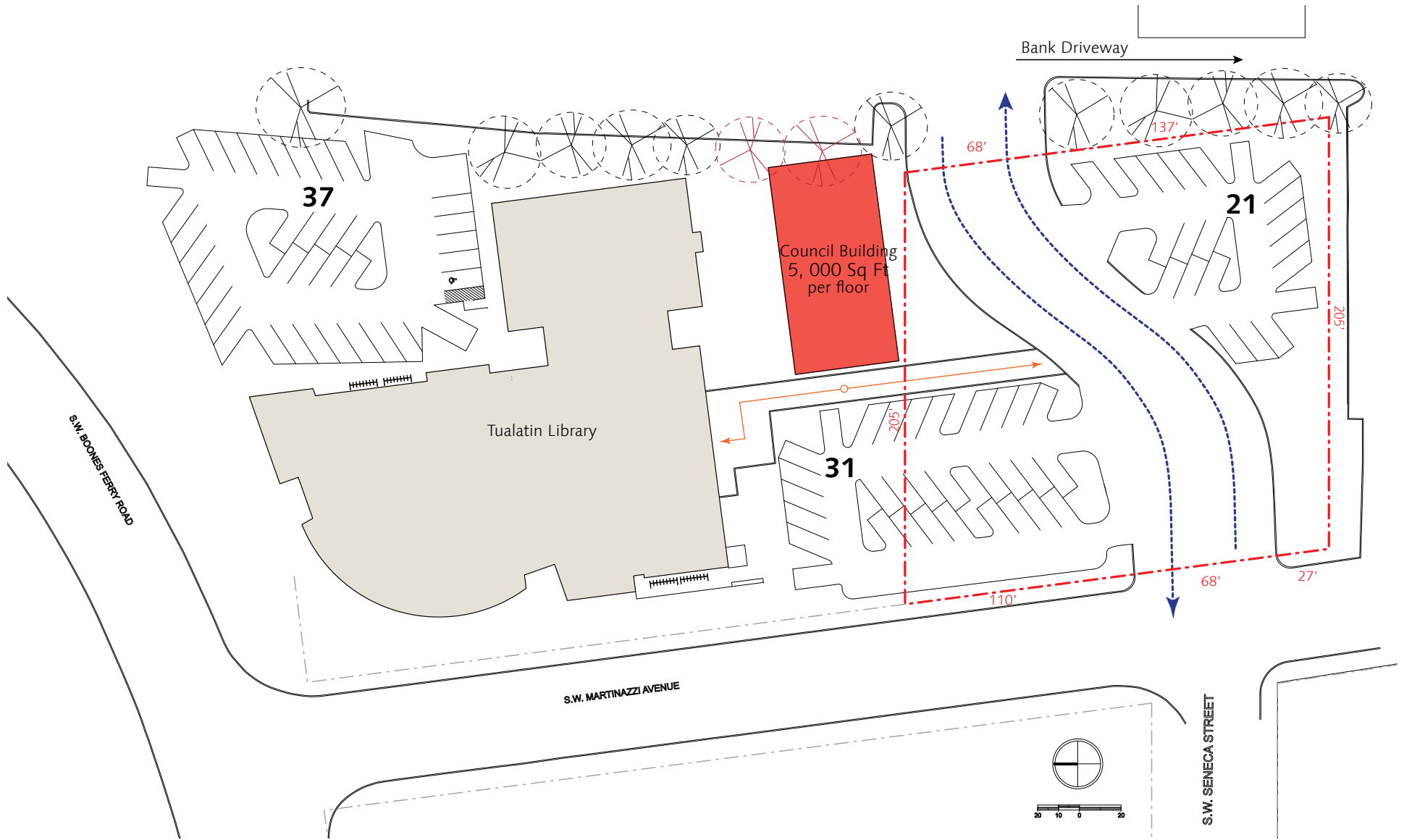
Option A provides a strong connection to the library and existing city offices while maintaining a strong street presence on SW Martinazzi Ave. This building location does not affect any significant, existing trees and shares the main accessible entrance to the library.

# OPTION A



Option B is disconnected from the library and forces employees to cross the new roadway while traveling between city offices. This building location lacks visibility and public presence from SW Martinazzi Ave and would require removal of several significant, existing trees.

## OPTION B



Option C is directly adjacent to the existing city offices, disrupting office views and blocking adequate daylight. This building location lacks visibility and public presence from SW Martinazzi Ave and would require removal of several existing trees.

## OPTION C



**Tualatin Council Building Relocation, OR**  
 Concept Study

Location Summary GFA: Gross Floor Area  
Rates Current At June 2013

Location	GFA SF	Cost/SF	Total Cost
<b>A SITEWORK</b>			268,293
<b>B BUILDING</b>	9,490.0	312.58	2,966,416
<b>ESTIMATED NET COST</b>	9,490	\$340.85	\$3,234,709
<b>MARGINS &amp; ADJUSTMENTS</b>			
Escalation (3Q2014)		3.0 %	\$97,041
<b>ESTIMATED TOTAL COST</b>	9,490	\$351.08	\$3,331,750

RLB - Rider Levett Bucknall

**Tualatin Council Building Relocation, OR**  
 Concept Study

Location Summary GFA: Gross Floor Area  
Rates Current At June 2013

Location	GFA SF	Cost/SF	Total Cost
<b>A SITEWORK</b>			199,823
<b>B BUILDING</b>	9,490.0	232.81	2,209,365
<b>ESTIMATED NET COST</b>	9,490	\$253.87	\$2,409,188
<b>MARGINS &amp; ADJUSTMENTS</b>			
General Conditions		9.0 %	\$216,827
Bonds & Insurances		2.5 %	\$65,650
Overhead & Fee		4.5 %	\$121,125
Design Contingency		15.0 %	\$421,919
Escalation (3Q2014)		3.0 %	\$97,041
<b>ESTIMATED TOTAL COST</b>	9,490	\$351.08	\$3,331,750

RLB - Rider Levett Bucknall

**APPENDIX - COST PLAN**

**Tualatin Council Building Relocation, OR**  
 Concept Study

Elements Summary

Gross Floor Area: 9,490 SF  
 Rates Current At June 2013

Description	Cost/SF	Total Cost
A1010 Standard Foundations	\$5.24	\$49,764
A1020 Special Foundations	\$0.38	\$3,600
A1030 Slab on Grade	\$4.93	\$46,785
B1010 Floor Construction	\$10.52	\$99,795
B1020 Roof Construction	\$5.95	\$56,470
B2010 Exterior Walls	\$46.32	\$439,605
B2020 Exterior Windows	\$16.80	\$159,445
B2030 Exterior Doors	\$4.13	\$39,200
B3010 Roof Coverings	\$5.12	\$48,636
C1010 Partitions	\$11.09	\$105,207
C1020 Interior Doors	\$2.40	\$22,800
C2010 Stair Construction	\$2.74	\$26,000
C2020 Stair Finishes	\$1.78	\$16,856
C3010 Wall Finishes	\$10.37	\$98,425
C3020 Floor Finishes	\$6.12	\$58,116
C3030 Ceiling Finishes	\$6.11	\$57,941
D1010 Elevators & Lifts	\$9.48	\$90,000
D2010 Plumbing Fixtures	\$7.11	\$67,500
D2090 Other Plumbing Systems	\$3.50	\$33,215
D3090 Other HVAC Systems & Equipment	\$24.00	\$227,760
D4030 Fire Protection Specialties	\$5.00	\$47,450
D5010 Electrical Service & Distribution	\$24.00	\$227,760
E2010 Fixed Furnishings	\$8.21	\$77,900
G1020 Site Demolition and Relocations	\$9.42	\$89,380
G1030 Site Earthwork	\$0.58	\$5,493
G2020 Parking Lots	\$8.72	\$82,750
G2050 Landscaping	\$2.34	\$22,200
G4030 Site Communications & Security	\$11.50	\$109,135
<b>ESTIMATED NET COST</b>	<b>\$253.87</b>	<b>\$2,409,188</b>
<b>MARGINS &amp; ADJUSTMENTS</b>		
General Conditions	9.0 %	\$216,827
Bonds & Insurances	2.5 %	\$65,650
Overhead & Fee	4.5 %	\$121,125
Design Contingency	15.0 %	\$421,919
Escalation (3Q2014)	3.0 %	\$97,041
<b>ESTIMATED TOTAL COST</b>	<b>\$351.08</b>	<b>\$3,331,750</b>

RLB - Rider Levett Bucknall

**Tualatin Council Building Relocation, OR**  
 Concept Study

Location/Elements/Item

Rates Current At June 2013

Description	Unit	Qty	Rate	Total
<b>A SITEWORK</b>				
<b>G1020 Site Demolition and Relocations</b>				
58 Install Crossing Casing Pipe or slurry on utilities under building	LF	358.0	110.00	39,380
62 Demolition of building	SF	5,000.0	10.00	50,000
<b>Site Demolition and Relocations</b>				<b>\$89,380</b>
<b>G1030 Site Earthwork</b>				
3 Overexcavate and recompact 3' deep	CY	845.0	6.50	5,493
<b>Site Earthwork</b>				<b>\$5,493</b>
<b>G2020 Parking Lots</b>				
64 Parking Lot Allowance	SF	33,100.0	2.50	82,750
<b>Parking Lots</b>				<b>\$82,750</b>
<b>G2050 Landscaping</b>				
63 Landscape / Hardcape Allowance	SF	7,400.0	3.00	22,200
<b>Landscaping</b>				<b>\$22,200</b>
<b>SITEWORK</b>				<b>\$199,823</b>

RLB - Rider Levett Bucknall

**APPENDIX - COST PLAN**

**Tualatin Council Building Relocation, OR**

Concept Study

Location/Elements/Item

GFA: 9,490.0 SF Cost/SF: \$232.81  
Rates Current At June 2013

**B BUILDING**

Description	Unit	Qty	Rate	Total
<b>A1010 Standard Foundations</b>				
1 Continous Footings, 2.5' W x 1.5'D x 414' LF, incl rebar 100 Lb/cy	CY	68.0	500.00	34,000
16 Earthwork fill allowance, 2' high	CY	563.0	28.00	15,764
<i>Standard Foundations</i>			<b>\$5.24/SF</b>	<b>\$49,764</b>
<b>A1020 Special Foundations</b>				
4 Moment frame footing, 4'W x 3'D x 10, (2EA), incl rebar 200#/cy	CY	6.0	600.00	3,600
<i>Special Foundations</i>			<b>\$0.38/SF</b>	<b>\$3,600</b>
<b>A1030 Slab on Grade</b>				
2 4" Slab on Grade, incl rebar 1 lb/sf	SF	4,990.0	7.50	37,425
19 Raised slab for council seats, high density foam and 4" slab, 2' high	SF	390.0	24.00	9,360
<i>Slab on Grade</i>			<b>\$4.93/SF</b>	<b>\$46,785</b>
<b>B1010 Floor Construction</b>				
5 2nd floor - open web joist, 2' o.c, (truss's 48' Long, 55 ea)	T	11.880	4,000.00	47,520
6 Composite metal deck	SF	4,500.0	3.75	16,875
7 2nd flr - 3 1/2" concrete slab on metal deck, incl rebar 1lb /sf	CY	59.0	600.00	35,400
<i>Floor Construction</i>			<b>\$10.52/SF</b>	<b>\$99,795</b>
<b>B1020 Roof Construction</b>				
9 Roof steel, beams and purlins	T	10.180	4,000.00	40,720
10 Roof deck - 20 ga B decking	SF	4,500.0	3.50	15,750
<i>Roof Construction</i>			<b>\$5.95/SF</b>	<b>\$56,470</b>
<b>B2010 Exterior Walls</b>				
8 Structural Steel	T	33.380	4,000.00	133,520
13 Exterior wall - 6" Metal Studs, insul, sheathing,	SF	9,810.0	12.45	122,135
15 Exterior wall - Brick Facade	SF	7,358.0	25.00	183,950
<i>Exterior Walls</i>			<b>\$46.32/SF</b>	<b>\$439,605</b>
<b>B2020 Exterior Windows</b>				
17 Exterior windows, 25% of wall area	SF	2,453.0	65.00	159,445
<i>Exterior Windows</i>			<b>\$16.80/SF</b>	<b>\$159,445</b>
<b>B2030 Exterior Doors</b>				
20 Exterior public entry doors	EA	4.0	6,000.00	24,000
21 Back of house single exit door	EA	2.0	1,600.00	3,200
22 Automatic door opening premium	EA	2.0	6,000.00	12,000
<i>Exterior Doors</i>			<b>\$4.13/SF</b>	<b>\$39,200</b>
<b>B3010 Roof Coverings</b>				
11 Flat roof, PVC, including insulation, sheathing, etc	SF	4,500.0	9.50	42,750
18 Roof rolled up back of parapet, including flashing	SF	981.0	6.00	5,886
<i>Roof Coverings</i>			<b>\$5.12/SF</b>	<b>\$48,636</b>
<b>C1010 Partitions</b>				
25 1st floor interior wall full height 14' high	SF	3,136.0	9.00	28,224
26 Drywall to exterior walls	SF	9,360.0	1.80	16,848

RLB - Rider Levett Bucknall

**Tualatin Council Building Relocation, OR**

Concept Study

Location/Elements/Item

GFA: 9,490.0 SF Cost/SF: \$232.81  
Rates Current At June 2013

**B BUILDING (continued)**

Description	Unit	Qty	Rate	Total
27 Office partitions, 10' high	SF	3,800.0	9.00	34,200
28 Full height walls, 1 hour	SF	2,340.0	9.00	21,060
31 Pumbing walls, drywall 1-side	SF	750.0	6.50	4,875
<i>Partitions</i>			<b>\$11.09/SF</b>	<b>\$105,207</b>
<b>C1020 Interior Doors</b>				
32 Interior doors, including hardware	EA	19.0	1,200.00	22,800
<i>Interior Doors</i>			<b>\$2.40/SF</b>	<b>\$22,800</b>
<b>C2010 Stair Construction</b>				
12 Front of house stairs, 1 flight	EA	1.0	14,000.00	14,000
30 Back of house exit stairs, 2 flights and landing	EA	1.0	12,000.00	12,000
<i>Stair Construction</i>			<b>\$2.74/SF</b>	<b>\$26,000</b>
<b>C2020 Stair Finishes</b>				
38 Atrium Guardrail	LF	40.0	350.00	14,000
46 Stair finish	SF	336.0	8.50	2,856
<i>Stair Finishes</i>			<b>\$1.78/SF</b>	<b>\$16,856</b>
<b>C3010 Wall Finishes</b>				
40 Wall Paneling in Council Chambers, 14' High, behind the council only	SF	938.0	65.00	60,970
60 Paint walls and ceiling	SF	30,300.0	0.85	25,755
61 Base at walls	LF	1,950.0	6.00	11,700
<i>Wall Finishes</i>			<b>\$10.37/SF</b>	<b>\$98,425</b>
<b>C3020 Floor Finishes</b>				
41 Restroom floor tile Allowance	SF	495.0	14.00	6,930
42 Council Chambers - Carpet Allowance	SY	273.0	35.00	9,555
43 Sheet Vinyl in utility rooms and break room	SF	726.0	6.50	4,719
44 Office - carpet Allowance	SY	400.0	30.00	12,000
45 Public Circulation - Allowance	SF	1,384.0	18.00	24,912
<i>Floor Finishes</i>			<b>\$6.12/SF</b>	<b>\$58,116</b>
<b>C3030 Ceiling Finishes</b>				
47 Restroom - drywall ceilings with light coves	SF	495.0	15.00	7,425
48 Entry and Public Circulation - Acoustical Ceiling w/ medium priced tile	SF	1,308.0	5.50	7,194
49 Council Chambers and conference - Sound batts and acoustical ceiling	SF	2,226.0	12.00	26,712
50 Office area - acoustical ceiling 2 x 4 cortega lay in tile	SF	4,621.0	3.50	16,174
51 Paint exposed structure	SF	436.0	1.00	436
<i>Ceiling Finishes</i>			<b>\$6.11/SF</b>	<b>\$57,941</b>
<b>D1010 Elevators &amp; Lifts</b>				
23 Elevator, 2 stop, hydraulic	EA	1.0	90,000.00	90,000
<i>Elevators &amp; Lifts</i>			<b>\$9.48/SF</b>	<b>\$90,000</b>

RLB - Rider Levett Bucknall

**APPENDIX - COST PLAN**

**Tualatin Council Building Relocation, OR**

Concept Study

Location/Elements/Item

GFA: 9,490.0 SF Cost/SF: \$232.81  
Rates Current At June 2013

**B BUILDING (continued)**

Description	Unit	Qty	Rate	Total
<b>D2010 Plumbing Fixtures</b>				
52 Plumbing fixtures, including rough in	EA	15.0	4,500.00	67,500
	<i>Plumbing Fixtures</i>		<b>\$7.11/SF</b>	<b>\$67,500</b>
<b>D2090 Other Plumbing Systems</b>				
53 Equipment, distribution, water, sewer, drainage	SF	9,490.0	3.50	33,215
	<i>Other Plumbing Systems</i>		<b>\$3.50/SF</b>	<b>\$33,215</b>
<b>D3090 Other HVAC Systems &amp; Equipment</b>				
55 HVAC, BMS	SF	9,490.0	24.00	227,760
	<i>Other HVAC Systems &amp; Equipment</i>		<b>\$24.00/SF</b>	<b>\$227,760</b>
<b>D4030 Fire Protection Specialties</b>				
54 Fire sprinklers,, incl double check valve and post indicator. (excluding any booster pump)	SF	9,490.0	5.00	47,450
	<i>Fire Protection Specialties</i>		<b>\$5.00/SF</b>	<b>\$47,450</b>
<b>D5010 Electrical Service &amp; Distribution</b>				
56 Electrical	SF	9,490.0	24.00	227,760
	<i>Electrical Service &amp; Distribution</i>		<b>\$24.00/SF</b>	<b>\$227,760</b>
<b>E2010 Fixed Furnishings</b>				
34 Council desk - Die wall, base cabinet and top	LF	38.0	975.00	37,050
35 Restroom Counters, Allowance	LF	23.0	325.00	7,475
36 Conference Credenza	LF	9.0	450.00	4,050
37 Reception Desk	LF	18.0	425.00	7,650
39 Clerk & Utility desk	LF	37.0	425.00	15,725
65 Break room counter and base cabinets	LF	14.0	425.00	5,950
	<i>Fixed Furnishings</i>		<b>\$8.21/SF</b>	<b>\$77,900</b>
<b>G4030 Site Communications &amp; Security</b>				
57 Low Volatage allowance	SF	9,490.0	11.50	109,135
	<i>Site Communications &amp; Security</i>		<b>\$11.50/SF</b>	<b>\$109,135</b>
	<b>BUILDING</b>		<b>\$232.81/SF</b>	<b>\$2,209,365</b>

RLB - Rider Levett Bucknall

**APPENDIX - COST PLAN**

# Council Building Feasibility Study

City Council  
Work Session  
July 22, 2013



# Feasibility Study

1. Relocate the building on the existing site- at least 3 options will be presented
2. Look for rental space in the community to meet the needs identified in the study
3. Examine existing buildings in the City to accommodate the needs for these functions
4. No changes to the site, examine the traffic impacts this would have with the new development of Nyberg Rivers

# RELOCATE THE BUILDING ON THE EXISTING SITE



# Relocate the Building

- Council directed staff to examine relocating the functions of the Council Chamber, Finance Department and Administration Department to a replacement building.
- SRG will present the feasibility study which includes:
  - Location Options
  - Schedule for design and construction
  - Cost for Design, Construction, and Parking



# Tualatin Council Building Relocation

**SRG PARTNERSHIP INC**

June 2013

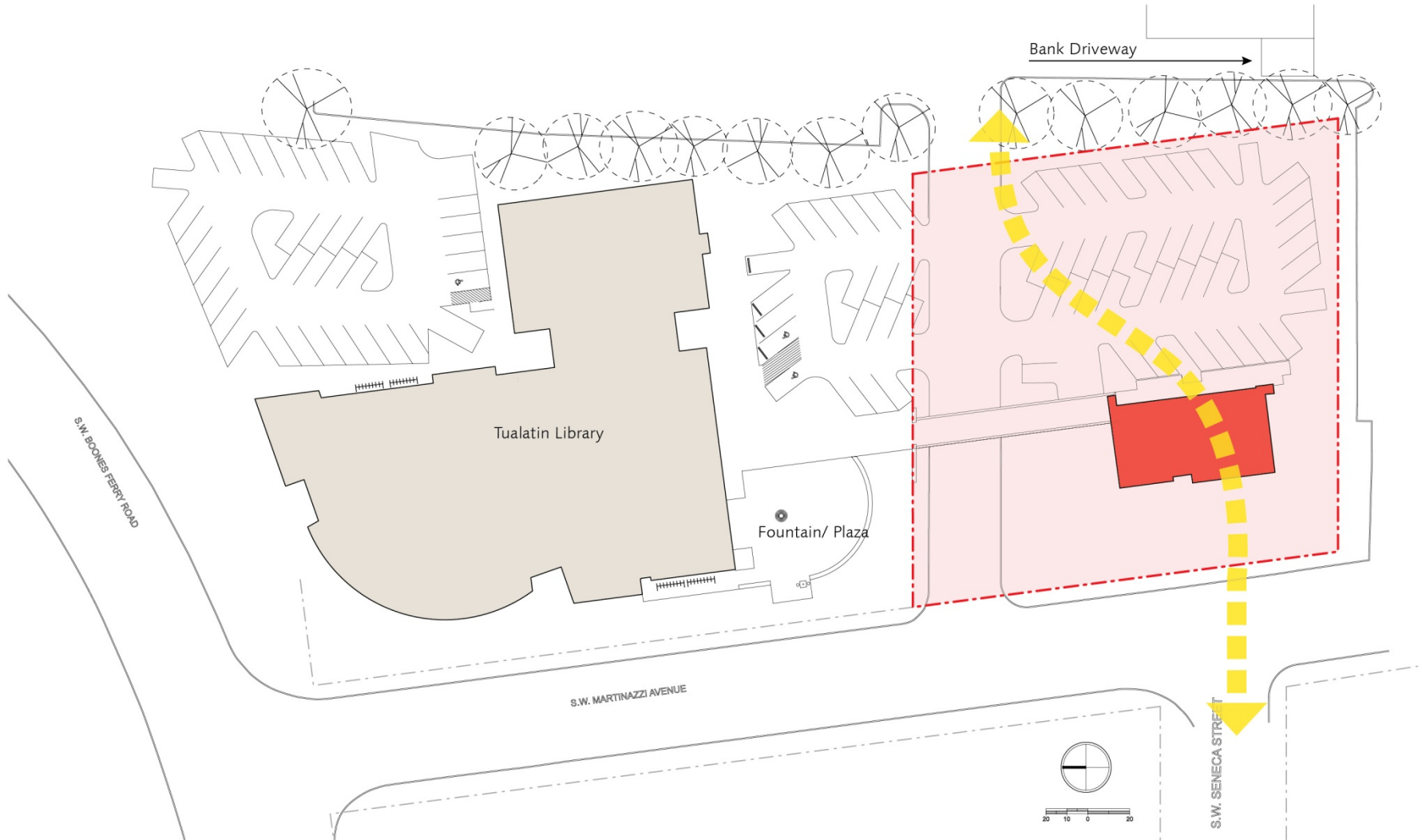




**EXISTING CONDITION**

**SRG PARTNERSHIP INC**

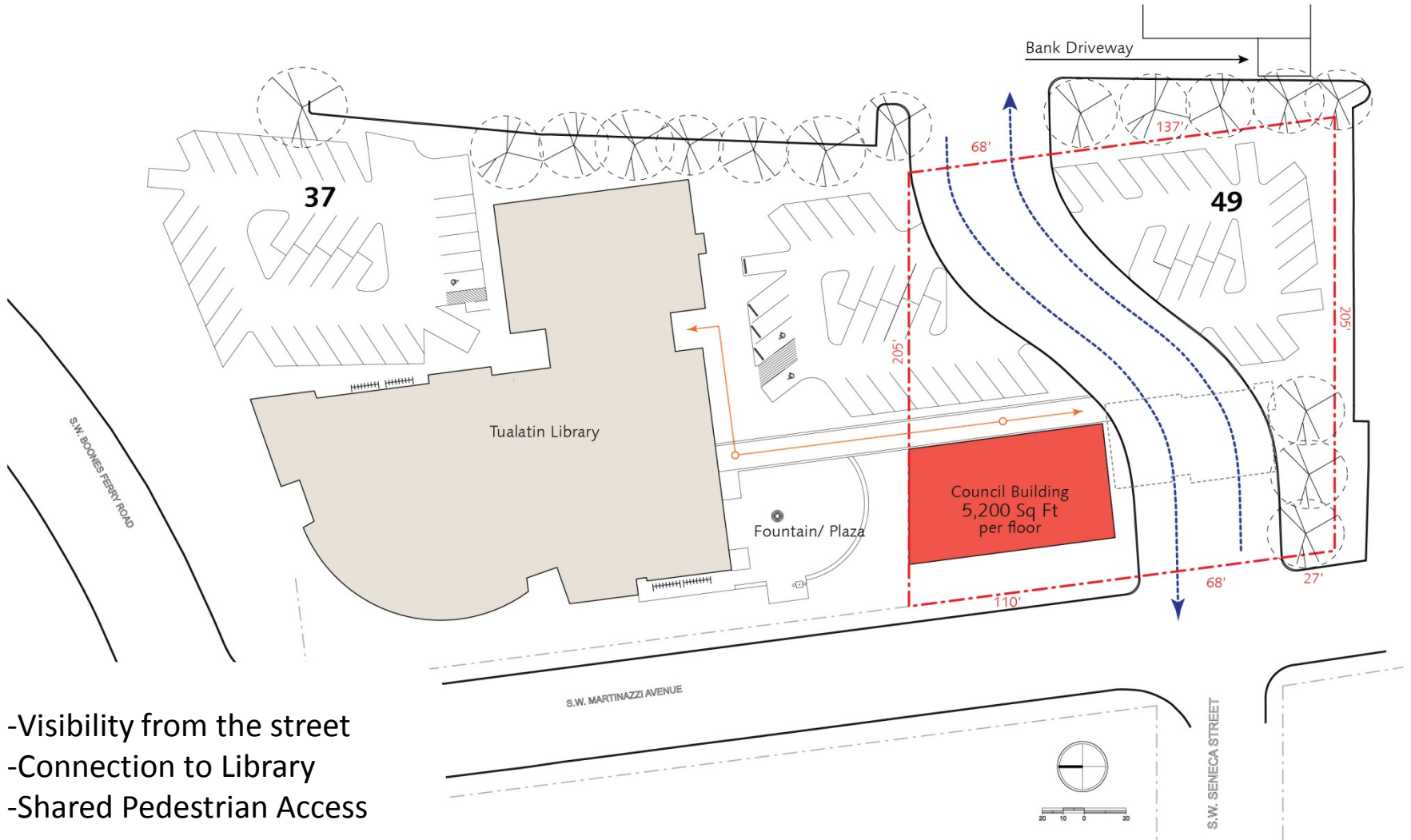




**EXISTING CONDITION**

**SRG PARTNERSHIP INC**





- Visibility from the street
- Connection to Library
- Shared Pedestrian Access

**OPTION A**

**SRG PARTNERSHIP INC**



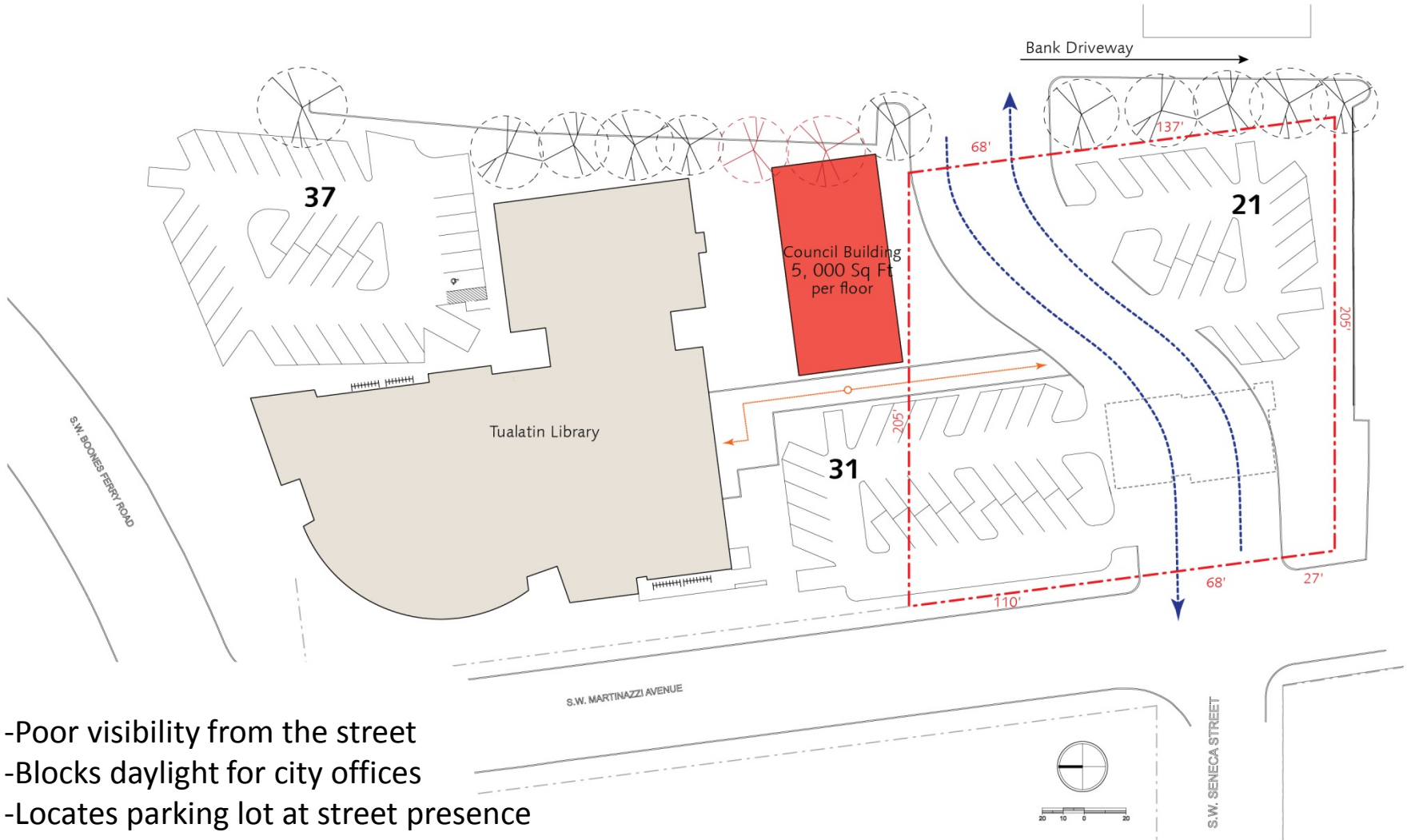


- Poor visibility from the street
- Poor connection to Library
- Locates parking lot at street presence
- Disrupts existing trees

**OPTION B**

**SRG PARTNERSHIP INC**



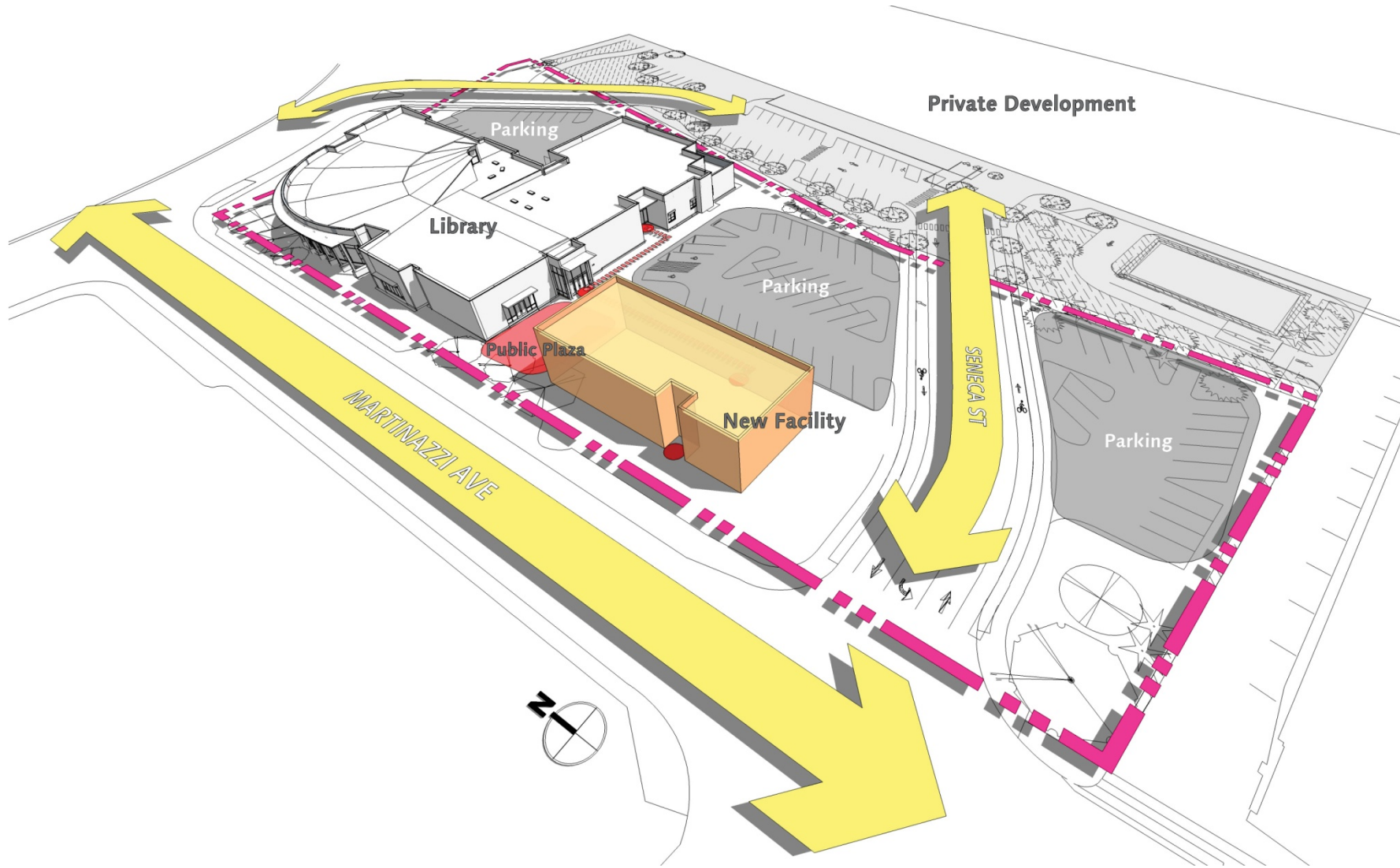


- Poor visibility from the street
- Blocks daylight for city offices
- Locates parking lot at street presence

**OPTION C**

**SRG PARTNERSHIP INC**

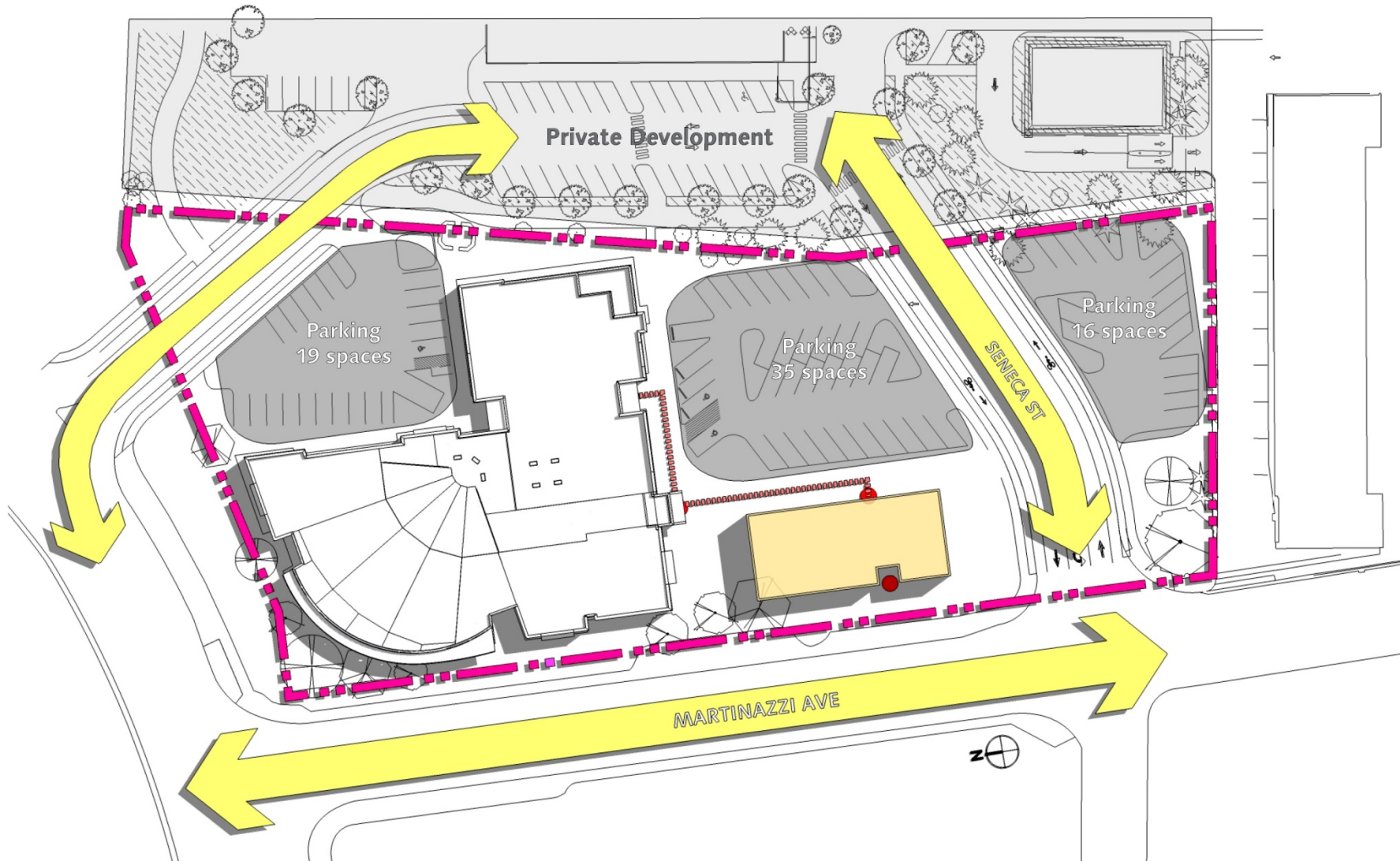




**OPTION A - CIRCULATION**

**SRG PARTNERSHIP INC**



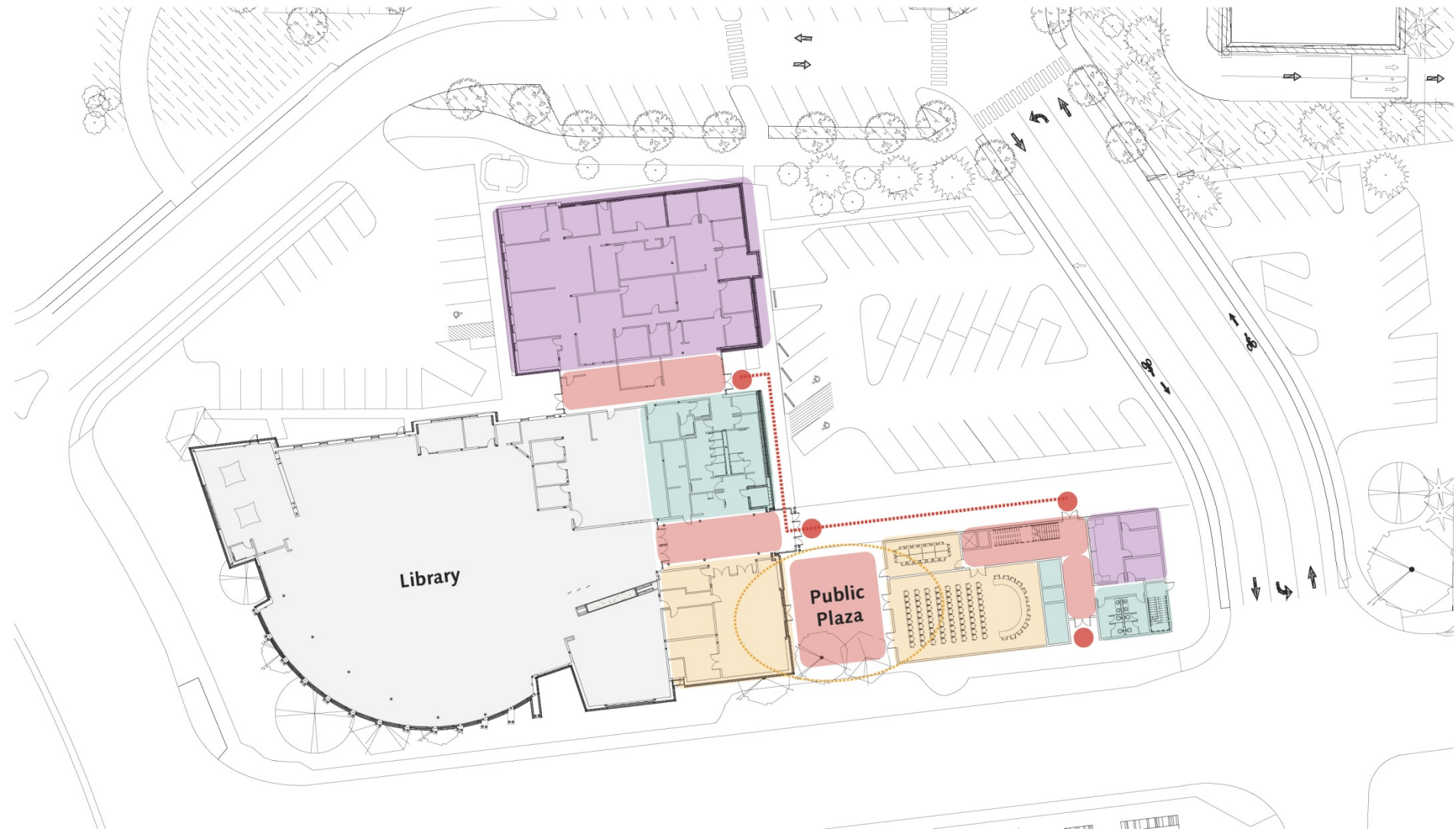


**PARKING = 70 SPACES**

**SRG PARTNERSHIP INC**



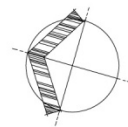
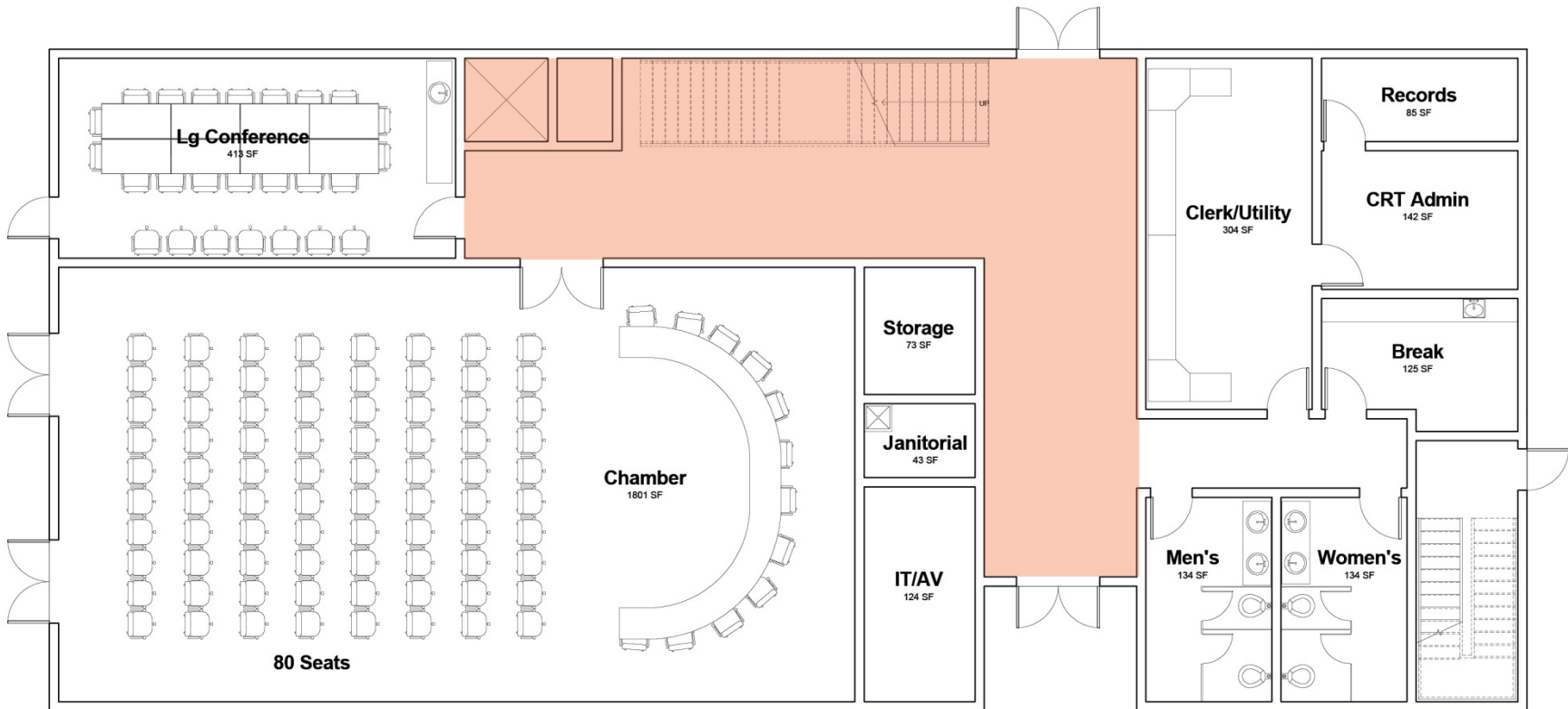




## SITE PROGRAM

SRG PARTNERSHIP INC

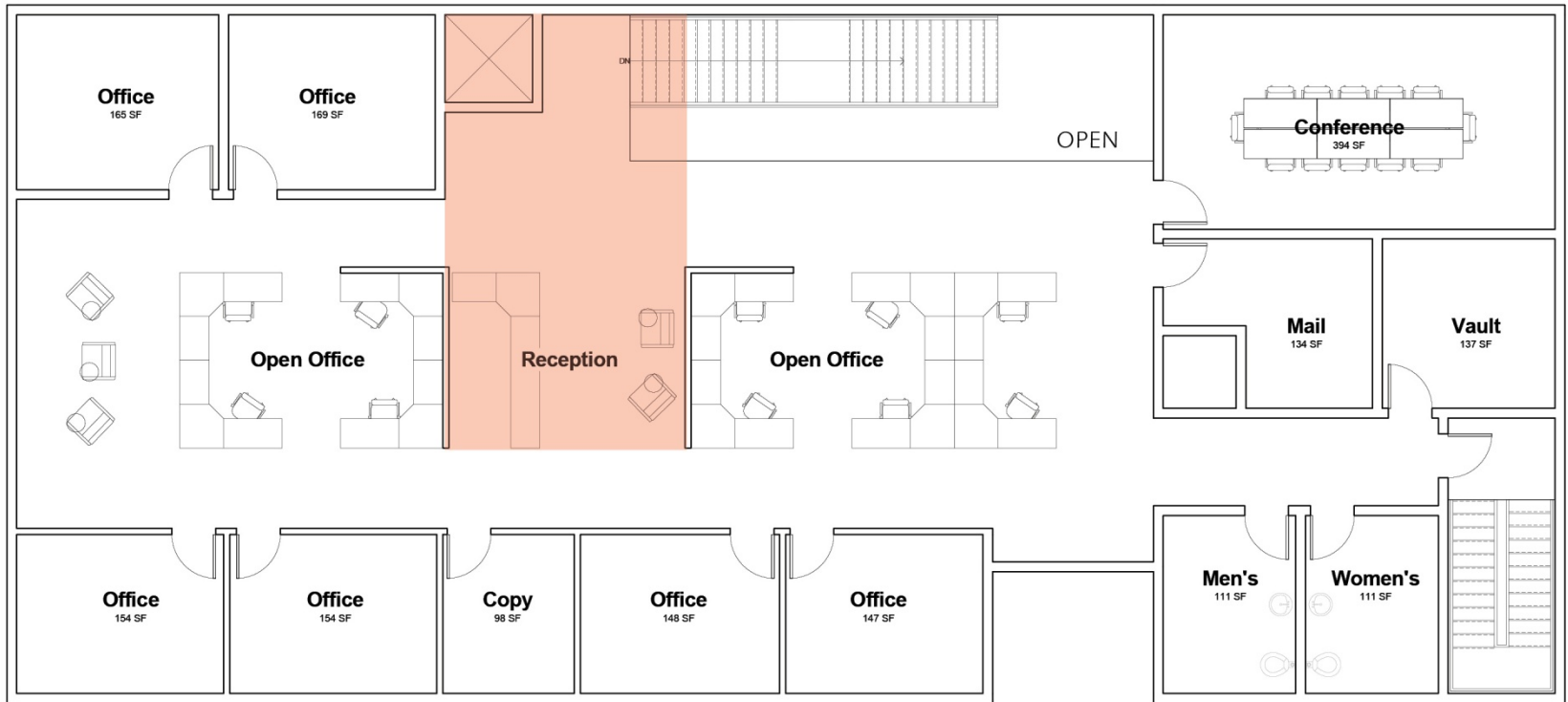




**PLAN - LEVEL 1**

**SRG PARTNERSHIP INC**





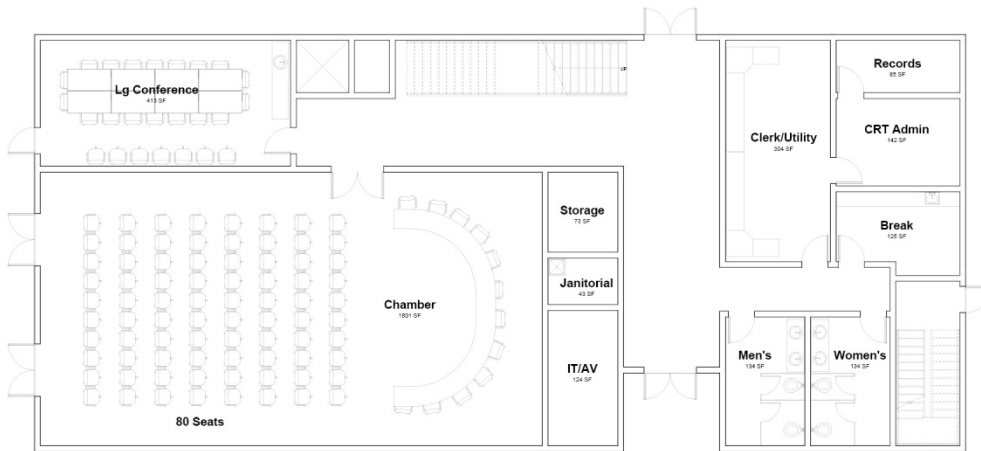
**PLAN - LEVEL 2**

**SRG PARTNERSHIP INC**





LEVEL 2 = **4,500 SF**



LEVEL 1 = **4,990 SF**

GROSS AREA **9,490 SF**

## AREA

**SRG PARTNERSHIP INC**





## MATERIAL SELECTION

SRG PARTNERSHIP INC





### Relevant SRG Projects

- 1. Bellvue Ctij Hall
- 2. Pacific University
- 3. University of Riverside



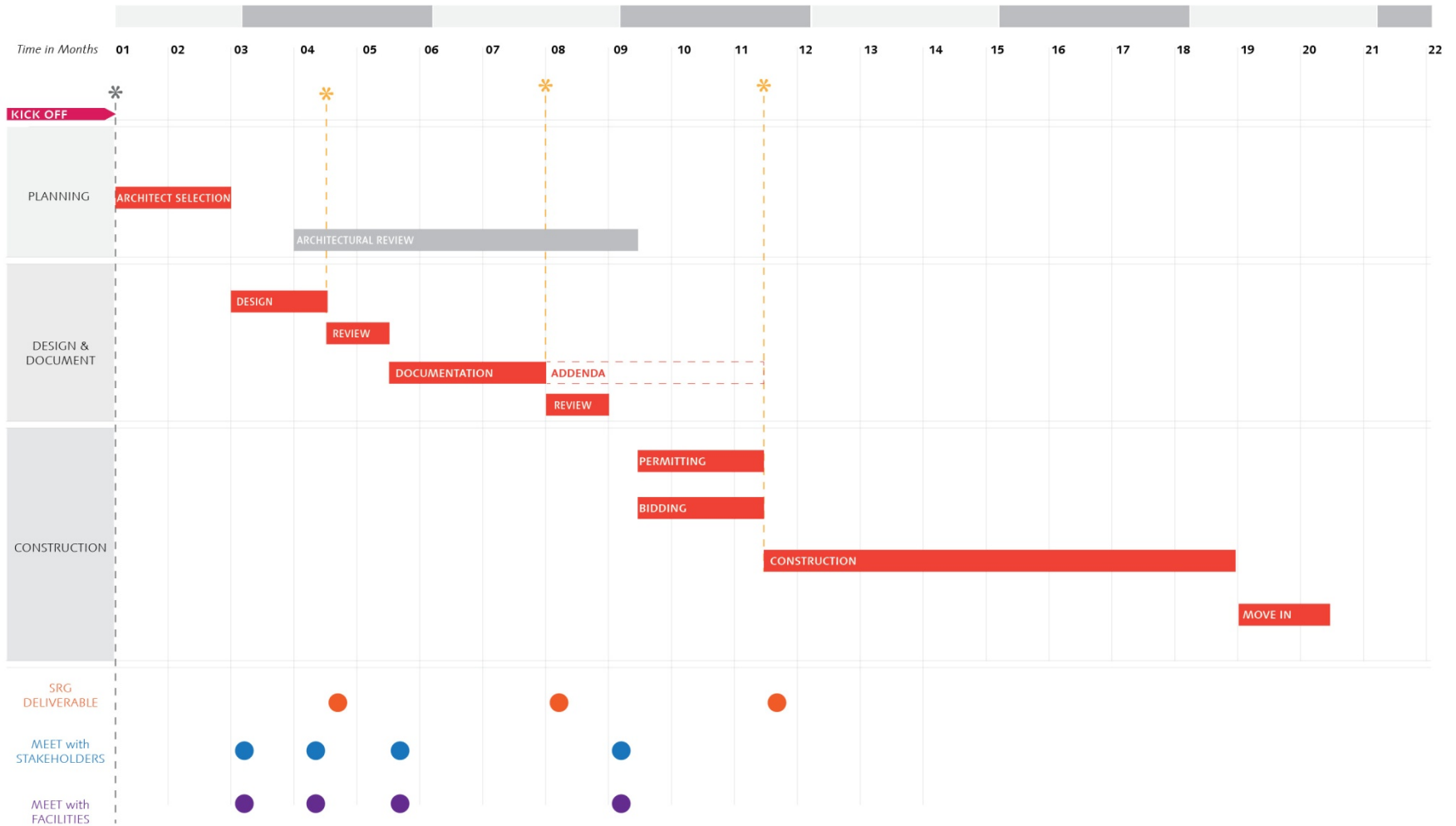
**INSPIRATION**

**SRG PARTNERSHIP INC**



# TUALATIN CITY OFFICE RELOCATION

*Conservative Project Schedule*



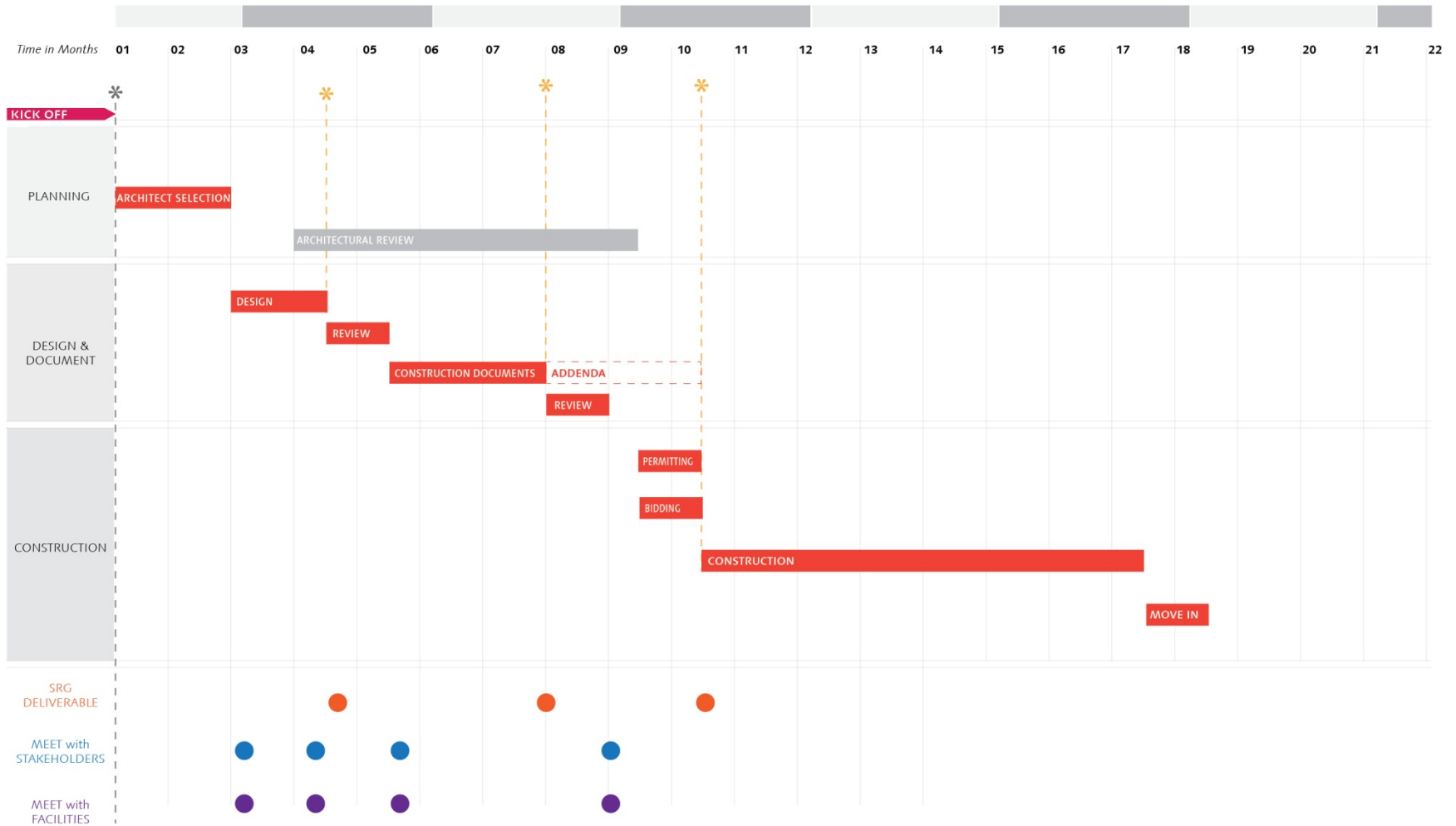
## SCHEDULE - CONSERVATIVE

**SRG PARTNERSHIP INC**



# TUALATIN CITY OFFICE RELOCATION

*Aggressive Project Schedule*



**SCHEDULE AGGRESSIVE**

**SRG PARTNERSHIP INC**





# Order of Magnitude Development Costs

---

The Tualatin City Office Relocation comprises of the construction of a new Office and Council Chamber Building for the City of Tualatin. The estimate is conceptual in nature and based on drawings included on page 9 of this report. Where necessary, assumptions and allowances have been made based on industry standards appropriate for the conceptual nature of this feasibility study.

Pricing is based on June 2013 costs. Escalation allowances have been included to reflect a mid point of construction during the 3rd quarter of 2014. A design contingency is also included in the estimate.

Allowance for owner costs is not included in the construction cost and may range from 30% to 40% of construction costs. Items typically included in this allowance are:

- Owner management costs
- Consultant fees (design service fees and reimbursable expenses)
- Site survey and geotechnical investigation
- Furniture and equipment
- Owners construction contingency (change order allowance)
- Hazardous material abatement
- Public Agency fees
- Percent for Art (if applicable)
- Temporary accommodations - Moving expenses
- Contingency on owner cost

## Estimated Total Construction Cost

**\$3,331,750**

*(excludes owner cost listed above)*

\* See appendix for additional cost information



# RENTAL SPACE IN TUALATIN



# Rental Space in Tualatin

- Staff examined available rental space in Tualatin:

<b>Building Address</b>	<b>Total Cost Per Year*</b>	<b>Cost Over 5 Years **</b>
Robinson Crossing, 18840 SW Boones Ferry Rd.	\$237,250.00	\$1,259,592.47
Lakeside Center, 8100 SW Nyberg Rd.	\$218,270.00	\$1,158,825.07
South Center, 7565-7995 SW Mohawk St.	\$175,565.00	\$932,098.43
South Place, 19801 SW 72nd Ave.	\$194,545.00	\$1,032,865.83
Express Plaza, 7401 SW Washoe Ct.	\$189,800.00	\$1,007,673.98

\*Assumes 9,490 square feet

\*\*Assumes annual 3% increase in rent per year

Does NOT include tenant improvement costs

Leasing rates found on loopnet.com



# USE OF EXISTING CITY BUILDINGS



# Use of Existing City Buildings

- Staff reviewed several options for relocating services to other City buildings, option below includes the lowest cost impact and minimum service impact:

Function	Relocated To	Potential Impacts
Administration Department	Remain in rented space	Cost over 5 years is approximately \$272,000
Finance Department: Finance Division	Operations Training Room Space	<ul style="list-style-type: none"> <li>•Moving costs and furniture/fixture costs</li> <li>•Loss of meeting space</li> <li>•Displaced City's Emergency Operations Center</li> <li>•Dividing Finance Department functions</li> <li>•Not a sustainable long-term solution</li> </ul>
Finance Department: Municipal Court/Utility Billing	City Offices Planning Counter	<ul style="list-style-type: none"> <li>•Moving costs and furniture/fixture costs</li> <li>•Crowds space in City Offices Building</li> <li>•Loss of meeting space</li> <li>•Divides Finance Department functions</li> <li>•Court staff would need to move staff and files on Court days to off-site location</li> </ul>
Court/Council Chambers	Police Department Training Room	<ul style="list-style-type: none"> <li>•Loss of meeting space</li> <li>•Court and Council meetings would require additional set up time by staff</li> <li>•Loss of live broadcast for Council meetings</li> <li>•Police lose training facility during this time, which is heavily used by the department and other community groups</li> </ul>



# NO BUILD OPTION





Boones Ferry

300'

75'

Seneca

230'

Nyberg

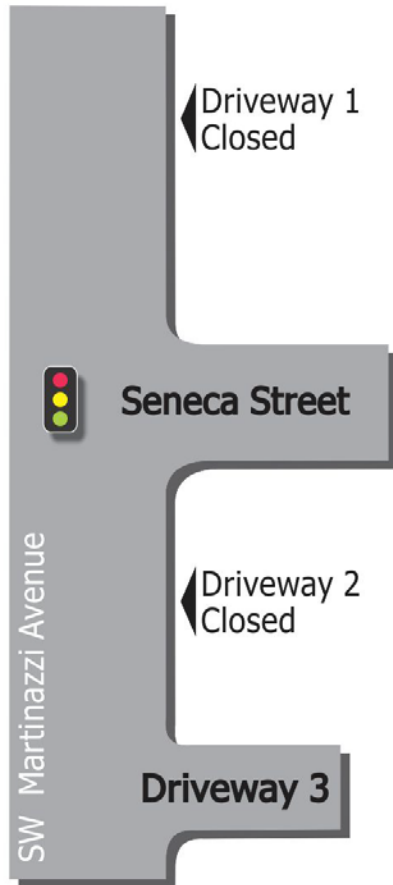
1

2

3

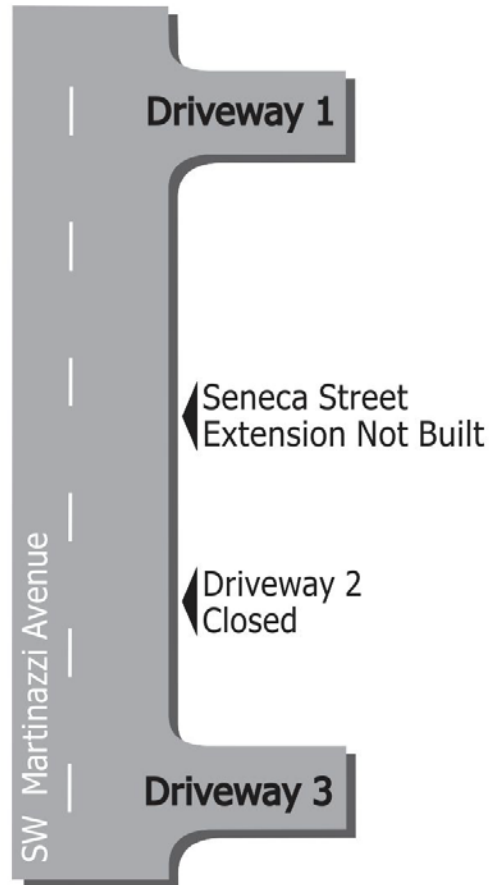


### Scenario 1



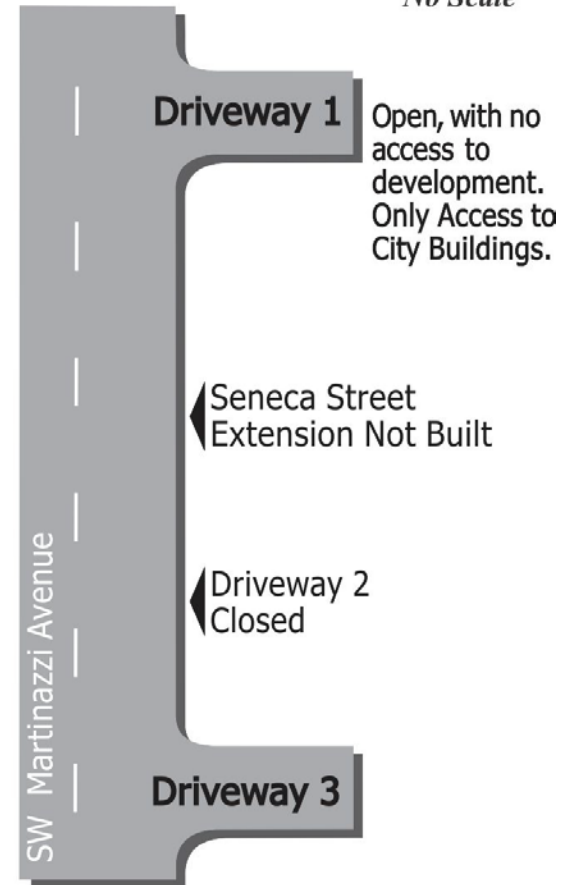
Nyberg St.

### Scenario 2



Nyberg St.

### Scenario 3



Nyberg St.



No Scale



# Activity Levels at Martinazzi Avenue Driveways

- Existing Conditions: 350 to 400 vehicles during busiest hours
- About 40% of traffic use Martinazzi Ave. driveways (the rest uses Nyberg driveways)
- About 300 vehicles use Driveway 1 (Library)
- Proposed Nyberg Rivers Project could add another 150 to 250 vehicles (to all driveways)

# Alternative Access Results

<b>Peak Hour Operations</b>	<b>Scenario 1 (Seneca Ext. / Signal)</b>	<b>Scenario 2 (Driveway 1 Connected)</b>	<b>Scenario 3 (Driveway 1 Disconnected)</b>
<b>Do study Intersections operate within standards?</b>	Yes	Yes, except at Martinazzi / Driveway 1	No. Three Martinazzi intersections fall below standards (at Boones Ferry, Dwy. 1, Seneca)
<b>Can driveways adequately serve vehicle queues on- site?</b>	Yes	No. Limited access onto Martinazzi creates major queues during peak hours	No. Limited access onto Martinazzi creates major queues during peak hours
<b>Other Issues</b>	New signal interconnect with Nyberg / Martinazzi intersection needed		Diversion to right- in/right-out onto Boones Ferry congests BFR / Martinazzi

# FINANCIAL ANALYSIS



# Financial Analysis

Option	Financial Impact	Access	Service Impacts
Relocate on Existing Site – New Construction	<ul style="list-style-type: none"> <li>•Construction costs = \$3,331,750</li> <li>•Owner’s costs = 30%</li> <li>•Total = \$4,331,275</li> </ul>	Provides good access to City services and the new development.	Provides central campus in downtown Tualatin for City services.
Use of Existing City Facilities	<ul style="list-style-type: none"> <li>•Moving costs approximately \$13,000</li> <li>•Costs for furniture/fixtures</li> </ul>	Public access points for external services would be provided at City Offices and Police Department.	Divides department and central service delivery.
Rental Space	<ul style="list-style-type: none"> <li>•\$175,565 to \$237,250 per year</li> <li>•Does not include tenant improvements</li> <li>•Moving costs approximately \$13,000</li> </ul>	Dependent upon location of rental space.	City services would be separated from a central downtown location. This cost is not sustainable over the long term.
No Build	\$0	Not building the road provides poor access to the development site.	Traffic impacts could make it difficult for customers to reach City facilities.

# Potential Funding Options

Ongoing Funding Sources	One-Time Funding Sources
Transfers	Central Urban Renewal District (CURD) General Fund Reserve
Seneca Building Lease	CURD Project Funds
Increased Assessed Value	General Fund – Fund Balance
	Potential Grant Funding



# Next Steps

- Council discussion and direction to determine next steps
- Appoint a Council Subcommittee to discuss public involvement plan
- Develop public outreach strategy to gather community input

# Discussion & Questions



**PROJECT SUMMARY**

MASTER PLAN AREA:	44.15 ACRES
FUTURE DEVELOPMENT AREAS: (by others)	12.24 ACRES
<hr/>	
PRIMARY DEVELOPMENT AREA:	
GROSS AREA:	31.91 ACRES
NATURAL AREA:	5.33 ACRES
NET AREA:	26.58 ACRES
REQUIRED LANDSCAPE AREA:	15% / 4.78
ACRES	
LANDSCAPE AREA PROPOSED:	10.34 ACRES
FLOOR AREA RATIO:	0.265
TOTAL PERMISSIBLE BUILDING AREA:	307,000 SF

BUILDING	AREA
BLDG 1005	33,562 SF
BLDG 1010	21,750 SF
BLDG 1030	2,900 SF
BLDG 1040	110,093 SF
BLDG A	12,500 SF
BLDG B	5,850 SF
BLDG C	3,950 SF
BLDG D	32,459 SF
BLDG E	3,285 SF
BLDG F	5,500 SF
BLDG G-100	6,500 SF
BLDG H-100	4,526 SF
BLDG J-100	5,797 SF
BLDG N-100	45,000 SF
TOTAL:	293,672 SF

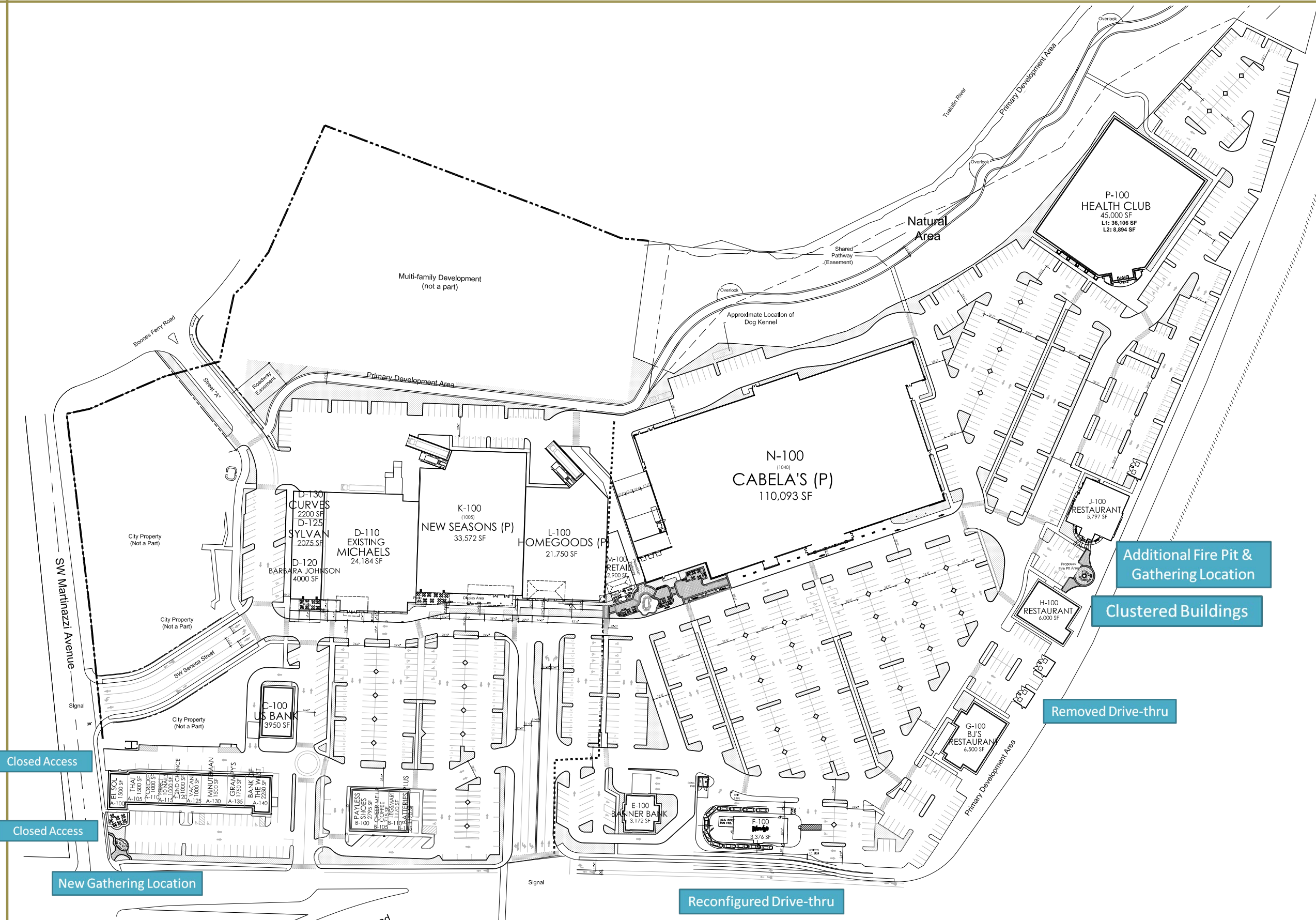
ADDITIONAL POTENTIAL BUILDING AREA: 13,328 SF

TOTAL PROVIDED STALLS:	1,320 stalls
PARKING RATIO:	4.49/1,000 SF
PARKING STALL DIMENSIONS:	STANDARD 9-ft X 19-ft COMPACT 7.7-ft X 16-ft

- Notes:
- "Site Area" includes only the areas of Tualatin Urban Renewal Blocks that are subject of this development proposal. Other phases of the Master Plan may be developed by others.
  - Required Landscaping based on Gross Site Area
  - Building areas listed in table may differ from actual footprint size to allow for interior walls and architectural elements.
  - For design detail of the handscape and landscaping along shops of buildings D.2, 1005, 1010, 1030 and 1040, reference Exhibit Q-1 Building Frontage Landscape Plan.







**WEST TENANTS:**

K-100 RETAIL	33,572 SF
L-100 RETAIL	21,750 SF
BLDG A	12,500 SF
BLDG B	5,850 SF
BLDG C PAD	3,950 SF
BLDG D	32,459 SF
<b>TOTAL:</b>	<b>110,081 SF</b>

**EAST TENANTS:**

M-100 RETAIL	2,900 SF
N-100 RETAIL	110,093 SF
PAD E-100	3,172 SF
PAD F	3,376 SF
G-100 BJ'S RESTAURANT	6,500 SF
H-100 RESTAURANT	6,000 SF
J-100 RESTAURANT	5,797 SF
N-100 HEALTH CLUB	45,000 SF
<b>TOTAL:</b>	<b>182,838 SF</b>
<b>OVERALL TENANTS SF:</b>	<b>292,919 SF</b>

**WEST PARKING RATIO/USE APPROX. PARKING REQ.**

TOTAL PROVIDED STALLS:	378 stalls
<b>OVERALL WEST PARKING RATIO:</b>	<b>3.43/1000</b>

**EAST PARKING RATIO/USE APPROX. PARKING REQ.**

ANCHOR TENANT: 5/ 1,000sf	551 stalls
REMAINING: 4.5/ 1,000sf	389 stalls
<b>TOTAL PROVIDED STALLS:</b>	<b>940 stalls</b>

**ANCHOR TENANT PARKING RATIO: 5/1000**

**REMAINING PARKING RATIO: 5.35/1000**

**OVERALL EAST PARKING RATIO: 5.14/1000**

**OVERALL PROVIDED STALLS: 1,318 stalls**

**OVERALL PARKING RATIO: 4.5/1000**

**Notes:**

(1) Project area includes parcels and adjacent Oregon Department of Transportation Right-of-Way area along Nyberg Road. Total project area assumes acquisition of excess, adjacent right-of-way.

(2) Project area does NOT include the resulting land areas from the new Seneca Street extension and relocation of the City building.

**PRELIMINARY SITE PLAN**  
**VERSION: PLP-29C.2**

SCALE:

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# Seneca Street Extension & Impacts to Council Building

City Council  
Work Session  
September 9, 2013



# Background Information

**March 25, 2013:**

Council directed staff to develop a scope, schedule and budget for a feasibility study.

**July 22, 2013:** Staff presented the feasibility study at Council Work Session.

**May 13, 2013:** Council directed staff to complete a feasibility study to look at potential options for a replacement Council Building on the existing site.

**August 26, 2013:** Council approved the Nyberg Rivers Master Plan which includes the Seneca Street Extension.

# FEASIBILITY STUDY

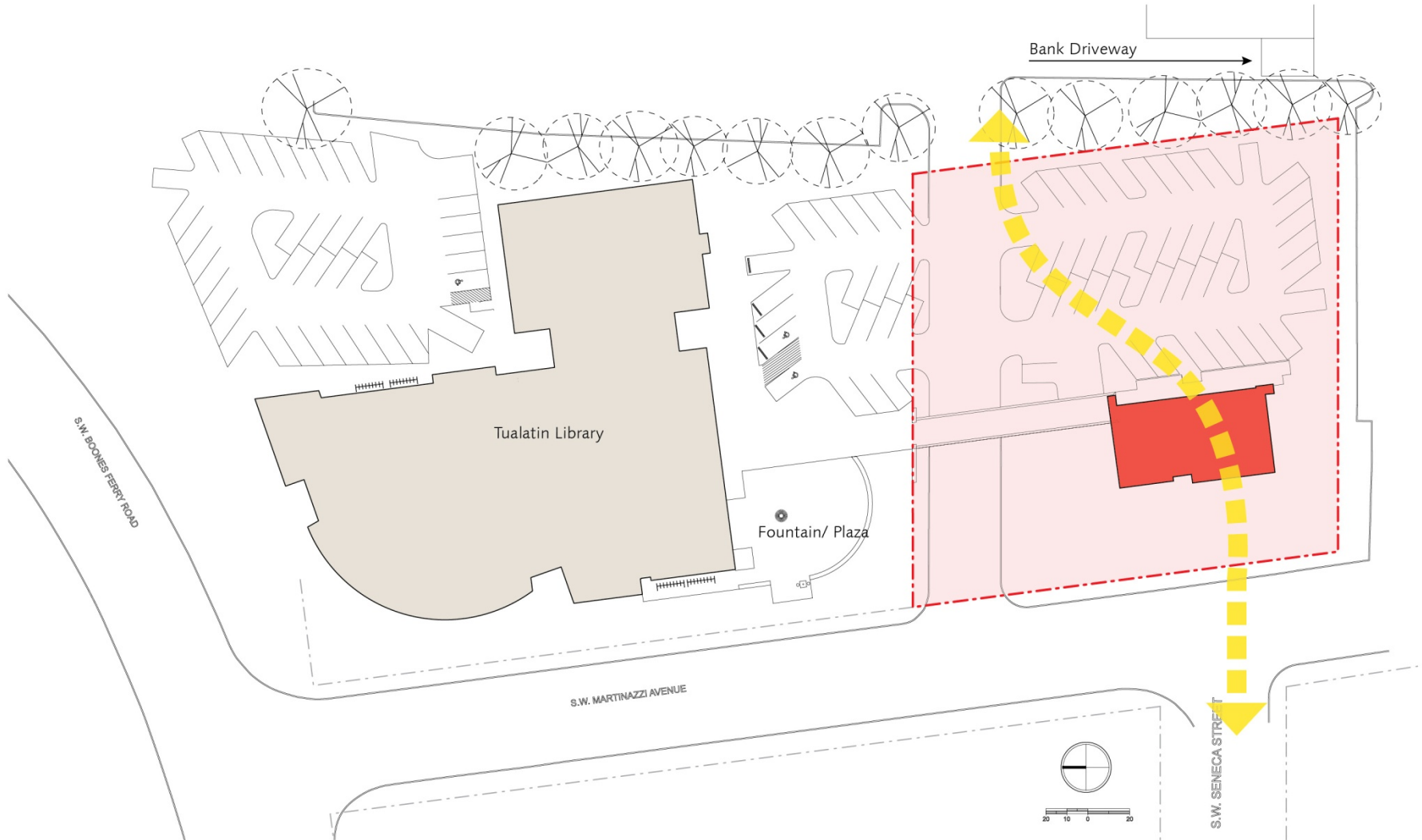




**EXISTING CONDITION**

**SRG PARTNERSHIP INC**

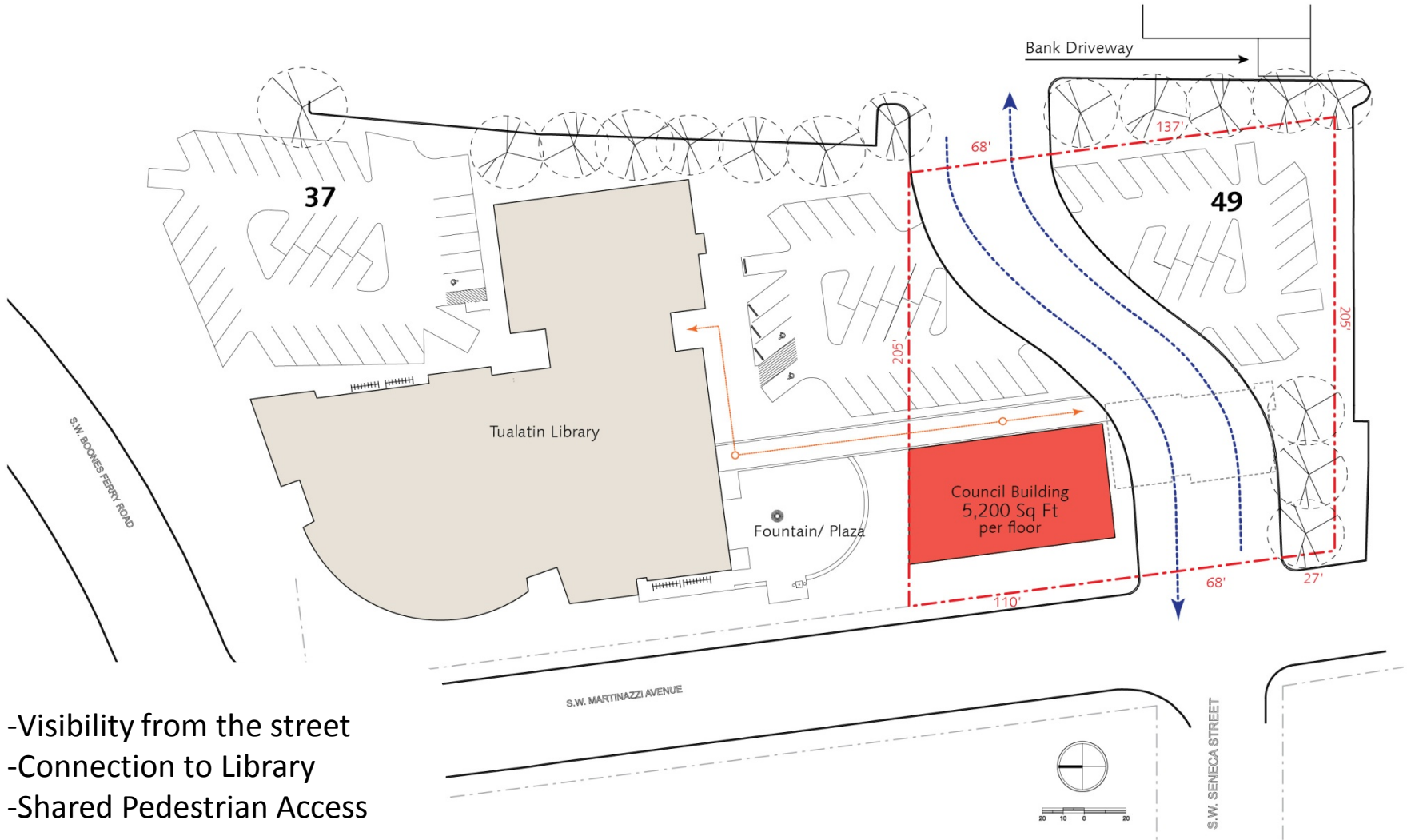




**EXISTING CONDITION**

**SRG PARTNERSHIP INC**



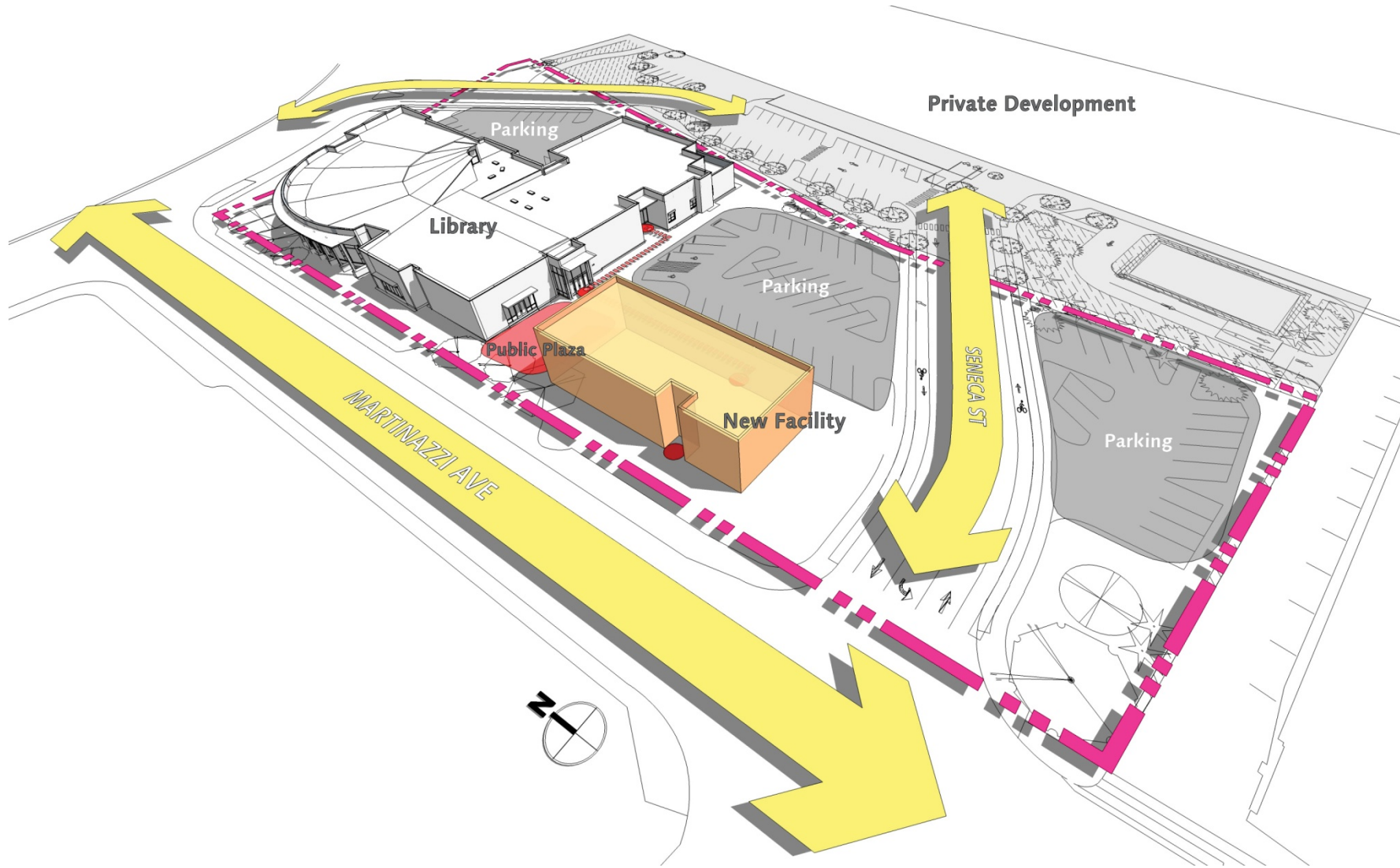


- Visibility from the street
- Connection to Library
- Shared Pedestrian Access

**OPTION A**

**SRG PARTNERSHIP INC**



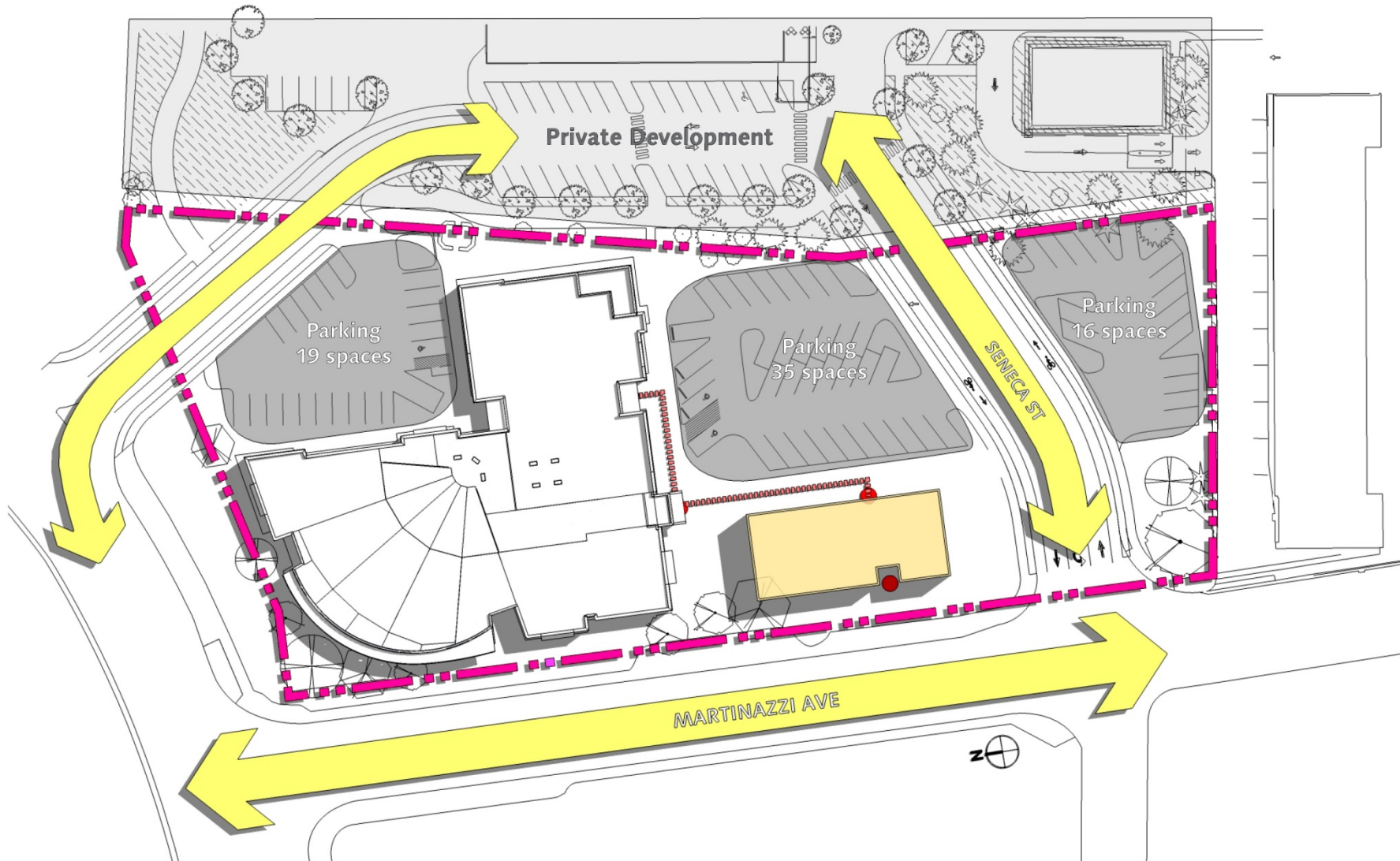


**OPTION A - CIRCULATION**

**SRG PARTNERSHIP INC**







**PARKING = 70 SPACES**

**SRG PARTNERSHIP INC**



# Downtown Traffic Counts

## Weekday PM Peak

Street	Traffic Count (Existing Conditions)	Traffic Count (Build Out)
Martinazzi Ave.	1,190	1,350
Library Driveway	355	Closed
Seneca St.	255	265
Seneca St. Extension	N/A	530



Library

355

Library Driveway

Closed

1,190

Martinazzi Ave.

1,350

255

Seneca St.

265

N/A

Seneca St. Extension

530



Tualatin Commons



Legend:

Traffic Count @ Existing

Traffic Count @ Build Out

Existing Street

New Street

# Master Plan Approved by Council

- August 7<sup>th</sup>, the Council voted to include the Seneca Street Extension as a condition of the Master Plan.
- August 26<sup>th</sup>, the Council approved the overall Master Plan for Nyberg Rivers.

# Key Decisions

<b>Decisions Made:</b>	<b>Decisions Not Yet Made:</b>
Seneca Street extension is a condition of the Nyberg Rivers Master Plan.	When does the street get constructed? (Now with the development or sometime in the future)
	Where will the functions of the Council Building be relocated?
	What functions are included in a new facility?

# Public Involvement Plan

- Public Involvement meeting was held **September 3<sup>rd</sup>** with CIO Officers and Advisory Committee Members



# PI Meeting Summary

- One page **fact sheet**
- **Map** which illustrates the entire area including the library
- Provide a place on the **City's website** with a clear synopsis of the issues, include links to pertinent information and studies
- **Explain financial impacts** and implications on the overall budget
- Collect input over the **next 90 days**

# PI Meeting Summary (cont.)

- **Hold meetings** with CIOs and Advisory Committees, have City staff share information
- Clarify **what information should be collected** and **how the information should be transmitted** to Council
- Develop a **common set of questions** to ask the citizens
- Use **all other communication resources** to share information about the project

# Key Questions for Council Discussion

What?

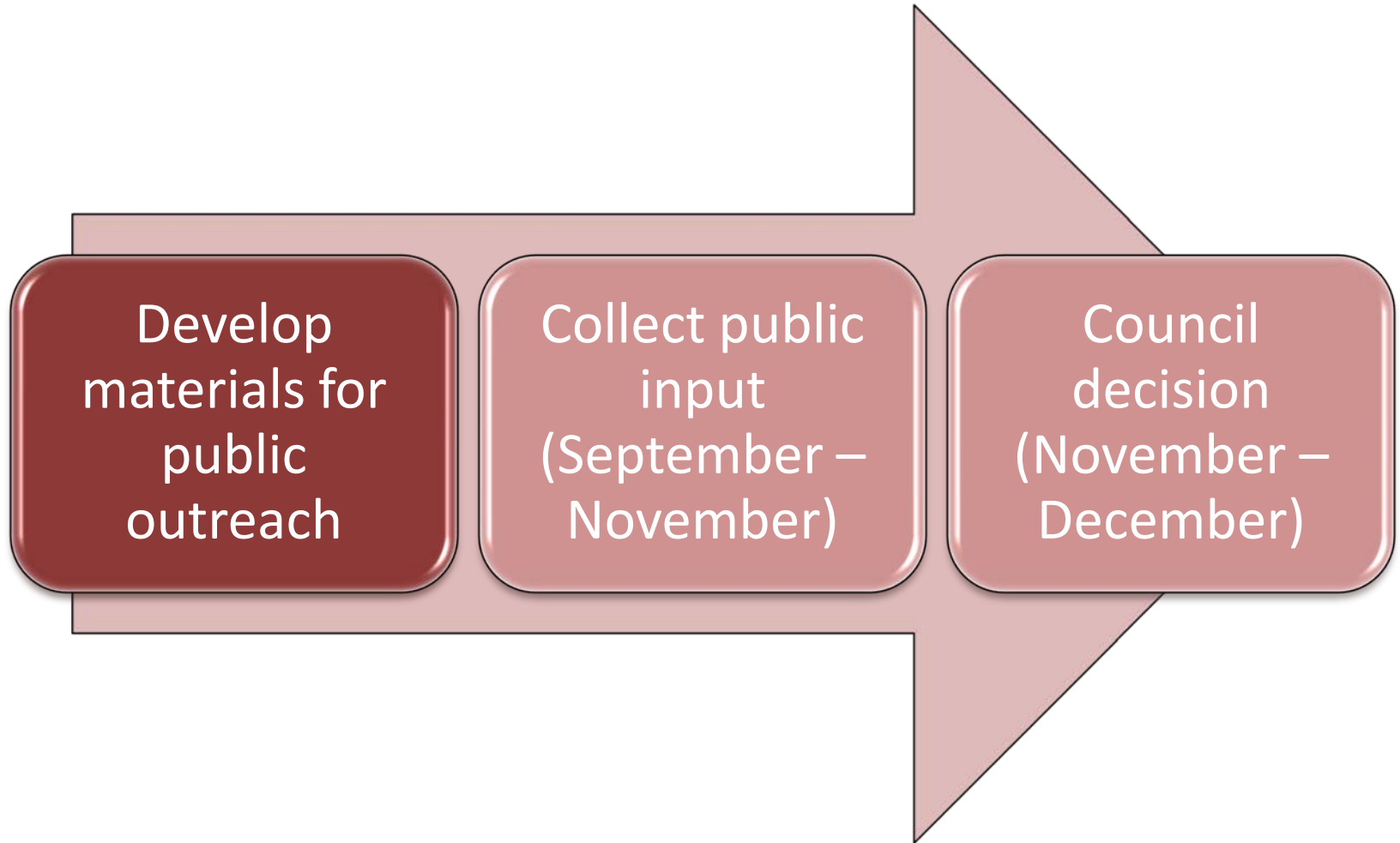
- What input does Council want from the community?
- Are there specific questions which should be asked?

How?

- How should the information be collected?
- How should the information be presented?



# Next Steps



# Discussion & Questions



# MEMORANDUM

## CITY OF TUALATIN

**TO:** Honorable Mayor and Members of the City Council

**FROM:** Nicole Morris, Deputy City Recorder

**DATE:** 09/16/2013

**SUBJECT:** *Direction on Parking Restrictions in Neighborhoods.*

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**ISSUE BEFORE THE COUNCIL:**

Mayor Ogden has requested time to discuss a neighborhood parking issue and whether to direct staff to bring back information.

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**Attachments:**