

# Agenda Report

**TO:** CITY COUNCIL FEBRUARY 10, 2003  
**FROM:** CITY HALL RESTORATION OVERSIGHT COMMITTEE  
**THROUGH:** FINANCE COMMITTEE  
**SUBJECT:** CITY HALL SEISMIC RETROFIT PROJECT UPDATE

## **RECOMMENDATION:**

The following report is for information.

## **EXECUTIVE SUMMARY**

On September 30, 2002, the City Council approved a project implementation plan for restoration of City Hall, which required among other things, that the Committee provide quarterly project updates regarding project progress, scope, budget, and schedule issues. Given that this is the first such report, some background information and a summary of the project description is appropriate. As the report will describe, this project is in the beginning stages of design work, but we believe that the project is progressing on schedule and within the budget established by the City Council.

## **BACKGROUND**

On April 22, 2002, the City Council approved the recommendation presented by the City Hall Restoration Oversight Committee to retrofit and rehabilitate City Hall which included: installation of base isolation; construction of a reinforced arcade on the Euclid Street side with a basement; replacement of all substandard mechanical, electrical and plumbing systems; exterior and landscaping rehabilitation; interior rehabilitation including historical restoration of selected areas; installation of Americans with Disability Act (ADA) improvements; and additional life safety systems as required to meet current code requirements. The total project cost for this project is \$92.3 million (\$3.6 million already expended and \$88,795,000 for the approved plan going forward).

On June 10, 2002 the City Council approved a funding plan for this project. The City Council also approved continuing the City Hall Restoration Oversight Committee to serve as a citizens' review committee in an advisory role to the City Council throughout the environmental impact studies, architectural and engineering design, and the construction phase of the seismic retrofit of City Hall. The administration of the project moved into the Department of Public Works in June 2002 for implementation.

## **PROJECT DESCRIPTION**

**Base Isolation and Related Structural Work:** The rehabilitation and seismic base isolation of Pasadena City Hall involves strengthening the existing building foundations and the creation of a "moat" around the entire perimeter of the building to allow for the building to move with respect to the ground. For base isolation, a new east basement structure will be built that will complete the rectangular plan of the building, tying it together as a unit. The building will be cut off from the existing foundations by increments as the base isolators are installed. New grade beams will tie the existing footings together, base isolators that act as shock absorbers between the original foundation and the building above will be inserted and a structural diaphragm installed, tying the basement columns and walls together.

**Exterior Work:** The current arcade will be removed to allow a new east basement to be constructed. The east arcade will be reconstructed to match the existing structure. To accommodate this work, the existing hardscape and landscape scheme along Euclid Avenue will be reconfigured.

Exterior materials including plaster, cast stone, and sheet metal will be cleaned, repaired and replaced in kind where necessary. Other exterior work includes roof and gutter repairs, gutter and drainage improvements, patching of exterior plaster, cleaning and repair of exterior cast stone elements, window rehabilitation, door repair, accessibility upgrades, signage improvements and upgrades, cleaning and restoration of the clock, skylight cleaning and repairs and installation of a replacement skylight at the historic northwest corner location.

**Interior Work:** All original historic interior spaces and features that remain will be rehabilitated. In addition to needed building program improvements in non-historic areas, the entire building will be upgraded to meet life safety and accessibility requirements. Given the age of the existing infrastructure, installation of new mechanical, electrical and plumbing systems is necessary throughout the building.

## **CITY HALL RESTORATION OVERSIGHT COMMITTEE WORK**

The City Hall Restoration Oversight Committee is a committee of City Council appointed advisors whose purpose is to monitor the rehabilitation of Pasadena City Hall and to make recommendations to the City Council regarding the progress of the project. The Committee meets on an as-needed basis, typically once a month. Because of the City's concerns about the architectural and engineering features of the restoration and for the historical preservation of this landmark building, the Committee will review any changes in scope, cost or project schedule. The mission statement of the Committee is appended to this report.

The main Committee activities to date are listed below:

- A. Received and concurred with staff recommendation regarding funding appropriation and contract amendment, for the architect and construction manager.
  - B. Received and concurred with staff recommendation regarding execution of contract with EIP Associates for Environmental Impact Report work.
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- C. Received and concurred with project implementation plan prepared by staff with recommended changes.
- D. Reviewed project expenditures for the year end of Fiscal Year 2002
- E. Reviewed the first-quarter expenditure for Fiscal Year 2003.
- F. Reviewed preliminary construction cost estimates and agreed to a budget format consistent with the Construction Specifications Institute.
- G. Discussed and approved the Mission Statement for the Committee.
- H. Participation by three members on interview panels for the owner's representative selection.
- I. Received and reviewed the project's Public Communications plan.
- J. Provided comments to staff regarding the Environmental Impact Report process to ensure that environmental factors regarding traffic, cultural resource issues and hazardous materials will be categorized in a manner consistent with the California Environmental Quality Act based on the Initial Study Document.
- K. Interacted with consultants on the progress of schematic drawings and schedule tracking documents.

### **PROJECT STATUS**

Various features of the project are reviewed at each meeting of the Committee. This section summarizes the present status of the project as reported to the Committee by City staff.

#### **A. Environmental Impact Report (EIR)**

The City awarded a contract in October 2002 to EIP Associates to prepare the Environmental Impact Report (EIR). EIP Associates has received technical reports from their subconsultants.

#### **B. Architectural Space Programming**

The City retained Sindik Olson Associates in November 2002 to prepare space-planning needs for the City Hall reoccupancy space. Main activities in this regard include: identifying current staff locations and their space needs; collecting employee information on fixed furniture and equipment; and preparing a list of special office equipment by departments. The latter document was prepared in an effort to generate information, which will assist the mechanical, electrical and plumbing engineering consultants in developing requirements for sizing of electrical and mechanical systems for the building rehabilitation.

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The following represents the status of tasks by the space programmer:

1. Interviews with user group representatives are 80% complete.
2. Space Needs Analysis Program (SNAP) development is 80% complete.
3. Collection of questionnaires from user groups is 95% complete.
4. Special equipment/area assessment/summary is 75% complete.
5. Proposed Space Allocation Guidelines is 100% complete.
6. Facilities walk-through and as-built space survey is 100% complete.
7. Documentation and take-offs of existing occupancy is 100% complete.

C. Schematic Design Process

The Schematic Design work, which Architectural Resources Group commenced in December 2002, is scheduled to be completed in April 2003. Main activities during this time, in addition to participating in the EIR process, include the following: preparation of project title and data sheets; completion of preliminary demolition plans and floor plans; update of existing-condition drawings; completion of exterior and interior building survey work; completion of Historic American Building Survey (HABS) photography; completion of historic reference drawings; preliminary entrance design studies at east and west elevations; post-concept level evaluation of mechanical equipment types and locations, as well as site utility survey and utility reconnection options.

D. Project Schedule

The project design and construction duration of five years remains unchanged from that presented to the City Council when it approved the Funding Plan in June 2002. A summary of the established project milestones are noted below:

1. April 2003 – Complete Schematic Design
2. October 2003 – Complete Design Development
3. July 2003 – Commence Construction Contractor Pre-qualification Process
4. December 2003 – Bid Hazardous Abatement Work
5. January 2004 – Commence Staff Relocation Process
6. February 2004 – Commence Pre-construction Activities/Hazardous Abatement Construction
7. May 2004 – Commence Bidding Activity/Complete Construction Document
8. August 2007 – Complete Construction

E. Project Budget

The adopted budget for this project going forward from June 2002 is \$88.795 million while the total project budget for life of the project is \$92.3 million. Since June 2002, some of the components of the adopted project budget have been refined based on project information. Attachment A represents the project budget and expenditure report for the second quarter of fiscal year 2003.

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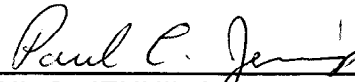
F. Project Financing

On January 29, 2003, the City completed the financing for City Hall. Approximately \$68.8 million in net proceeds have been deposited in the City Hall Construction Fund. This along with the cash that will be contributed to this project will bring the total available funding to \$88.795 million. The interest rate on the certificates of participation, which closed on January 28, 2003, is 4.45%.

**FISCAL IMPACT:**

This is an informational item only and no fiscal impacts are being recommended.

Respectfully submitted,



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PAUL C. JENNINGS, Chair  
City Hall Restoration Oversight Committee

Attachments

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CityHall Seis Rep Update-012703-SA-2.2B