

# Agenda Report

**TO:** CITY COUNCIL October 27, 2003  
**FROM:** CITY HALL RESTORATION OVERSIGHT COMMITTEE  
**THROUGH:** FINANCE COMMITTEE  
**SUBJECT:** CITY HALL SEISMIC RETROFIT PROJECT UPDATE

**RECOMMENDATION:**

The following informational report represents the City Hall Seismic Retrofit Project update to the City Council for the period July 1, 2003, through September 30, 2003. It is recommended that the City Council receive and file the following City Hall Seismic Retrofit Project status report.

**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 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 Committee conducted the following activities during this reporting period:

A. Project Budget

1. Recommended City Council's approval of the budget and scope-of-work adjustments on August 11, 2003, which resulted in the above reduction in the budget overage from \$12,567,000 to \$2,821,000.
2. Recommended City Council's approval of the Chamber building office lease required for the interim relocation of staff during the 3-year retrofit of City Hall on September 8, 2003. The financial impact of the staff relocation reconciliation resulted in a cost estimate reduction of \$1,002,000 and reduced the total budget overage to \$1,819,000.

B. Project Schedule

1. Reviewed and commented on the project schedule which supports that the overall project is on schedule with staff relocation and construction efforts commencing in June, 2004, and concluding in June, 2007.

2. Acknowledged that in order to meet the construction schedule, the construction documents need to be prepared in two bidding packages. Package #1 construction documents are to address work associated with building, site and tree protection, hazardous materials abatement, soft demolition, and base isolator procurement. The bid and award duration for Package #1 will extend through May, 2004. The bid and award duration for the balance of the work, Package #2, will extend through September, 2004.

C. Environmental Impact Report (EIR)

1. Approved a motion on July 9, 2003, acknowledging that the Draft Environmental Impact Report (DEIR) sufficiently addresses the significant environmental effects of the City Hall Seismic Retrofit project.
2. Approved a motion on October 8, 2003, recommending certification by the City Council of the FEIR with Findings of Fact and a Statement of Overriding Considerations.

D. Staff Relocation:

1. Reviewed the interim staff relocation direction required during the 3-year seismic retrofit of City Hall as follows:
  - (a) Maximize staff occupancy in Chamber building.
  - (b) Occupy the Highland Plastics building with industrial/storage type uses (print shop services, record storage, furniture storage and construction storage).
  - (c) Consolidate the balance of the Transportation Department into the Park Center building lease.
  - (d) Provide modular trailers for Municipal Services (staff/public interaction services) in Civic Center area.
  - (e) Consolidate the City Attorneys with the City Prosecutors in the Walnut Plaza building for the 3-year construction phase. Relocate both the City Attorneys and Prosecutors back into City Hall during re-occupancy.
  - (f) Permanently relocate the Housing Department to office facilities located outside the City Hall building.
  - (g) Locate suitable Council Chamber space to hold City Council meeting.

E. Design:

1. Received a summary set of the 50% Design Development submittal package on September 10, 2003 (on schedule) for review and comment.
2. Reviewed space planning diagrams presented by staff which illustrated individual departmental relationships and adjacencies.

F. Historic Design Review:

1. Participated in a review work session which concentrated on the restoration methodologies planned for in the "historic" areas of the project.
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2. Selected two Committee Members to serve on the Historical Preservation Consultant selection committee. The Historical Preservation Consultant will be performing work as required by FEMA and the State Historical Preservation Office.

G. Structural Investigation:

1. Reviewed structural investigation activities in the basement areas of the building, which were successfully completed on September 10, 2003.

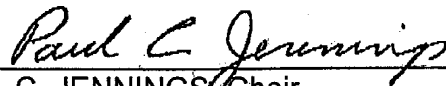
**NEXT STEPS**

On October 29, 2003, and November 12, 2003, the Committee will be participating in the budgetary review of the 50% Design Development submittal package.

**FISCAL IMPACT**

While the budget overage has been reduced to \$1,819,000, the Committee acknowledges that the project remains over budget. The Committee requests staff to continue to explore potential cost-savings measures as the design of the project progresses. The Committee remains hopeful that the final project cost estimate prepared during the construction document phase will be within the budgetary parameters as established by City Council.

Respectfully submitted,



PAUL C. JENNINGS, Chair  
City Hall Restoration Oversight Committee