

**City of Oak Harbor
City Council Agenda Bill**

Bill No. 7.a
Date: December 15, 2015
Subject: Resolution 15-34: Inclusion of a
Community Use Room into the
Construction of the Clean Water
Facility

FROM: Cathy Rosen, Public Works Director and Joe Stowell, City Engineer

INITIALED AS APPROVED FOR SUBMITTAL TO THE COUNCIL BY:

- Scott Dudley, Mayor
- Doug Merriman, City Administrator/Finance Director
- Nikki Esparza, City Attorney, as to form

RECOMMENDED ACTION

- 1) Discuss views and opinions on inclusion of community room.
- 2) Utilize Resolution 15-34 addressing the inclusion of a community use room into the construction of the Clean Water Facility should City Council desire to proceed forward.

BACKGROUND / SUMMARY INFORMATION

The City of Oak Harbor is actively pursuing the replacement of two aging wastewater treatment plants with a new, state of the art, membrane bioreactor treatment plant. After an extensive site selection process, City Council selected the Windjammer Vicinity on August 14, 2012 by Resolution 12-17.

Selecting the Windjammer Vicinity provides an opportunity to construct community use facilities into the project.

Many wastewater facilities in the state have community use and/or interpretative facilities. We are currently including an interpretive center on the first floor. A decision on the community use room will not impact the inclusion of an interpretive center. In order to take advantage of existing facilities and reduce impacts to the park, the design team has proposed locating the community use room on the second floor of the administrative/maintenance building. Adding a second floor for a community use room was an attractive concept due to the view of the harbor and park. The design team included this room into the 60% design to determine the cost feasibility of the proposal.

On September 30, 2015 the project team provided information regarding the community use room at a Special City Council Workshop. The following represents what has been included in the 60% design. The design proposed space for 146 people in an auditorium seating configuration. The design also included an elevator, a catering kitchen and was approximately 4,000 square feet.

At the October 20, 2015 Council Meeting, staff presented Resolution 15-34 which would direct staff to

include the Community Room as presented on September 30, 2015 into the Clean Water Facility. At that City Council meeting, Council directed “*staff to prepare revised drawings and cost estimates for a community use room with a minimum auditorium style seating capacity of 250. The presentation shall include specific funding opportunities and be presented to council no later than December 15, 2015.*”

Staff and the consultant team have worked diligently to prepare documents requested by Council.

Attachments A and B reflect a floor plan for the facility meeting the desired capacity. Hoffman performed an order of magnitude estimate (Attachment C) and estimates the cost of this upsized community room facility to be \$4,599,286.

Please see Fiscal Impact Section below for discussions on funding.

FISCAL IMPACT

Funds Required: \$4,599,286

Appropriation Source: Wastewater Fund #402

The funding for the proposed community room can be designed would come from the Wastewater Treatment Fund. One yet to be resolved factor in the funding structure is the use of Federal Funds, via SRF loans, on this project. A few issues impact the funding of the community room:

1) Per the Washington Department of Ecology, the costs of the community room would not be eligible for reimbursement through SRF loans. The City would be required to fund the community room either through waste water funds or through other non-federal funding sources (Shawn McCone, Department of Ecology).

2) With a significant portion of the project being funded through the Department of Ecology, per the Office of the State Auditor the entire project is subject to the rules and regulations concerning the use of federal funding - even if the City contributes its own sources of non-federal funding to the project. Accordingly, any revenues generated by the federally funded project may be declared "program income". The EPA and Department of Ecology may reclaim these rental fee revenues as a return of their investment in our project (per Felicia Denadel, Audit Manager, Washington State Auditors office). Per the State Auditors recommendation, the City should require an Inspector General (IG) opinion to determine if any rental income we earned on form the community room would need to be returned.

Finance has initiated the request through the Department of Ecology to obtain an opinion on the status of rental revenue earned on the community room. AS of the date of the preparation of this agenda bill, the City has not received such opinion.

PREVIOUS COUNCIL / BOARD / CITIZEN INPUT **CITY COUNCIL WORKSHOP**

This item was discussed at the September 30, 2015 City Council Workshop.

CITY COUNCIL PREVIOUS ACTIONS

October 20, 2015 - Councilmember Servatius moved to instruct staff to prepare revised drawings and cost estimates for a community use room with a minimum auditorium style seating capacity of 250. The presentation shall include specific funding opportunities and be presented to council no later than December 15, 2015.

ATTACHMENTS

1. [Resolution 15-34: Clean Water Facility - Inclusion of a Community Use Room into the Construction of the Clean Water Facility](#)
2. [Attachment A - Schematic Upper Floor Plan](#)
3. [Attachment B - Architectural Pricing Documents](#)
4. [Attachment C - Order of Magnitude Cost Estimate](#)
5. [Attachment D - Community Room Cost Breakeven Analysis](#)
6. [Attachment E - Funding Option Summary](#)

CITY OF OAK HARBOR
RESOLUTION NO. 15-34

**A RESOLUTION ADDRESSING THE INCLUSION OF A COMMUNITY USE ROOM INTO
THE CONSTRUCTION OF THE CLEAN WATER FACILITY**

WHEREAS, the City of Oak Harbor is constructing a wastewater treatment plant called the Clean Water Facility; and

WHEREAS, as result of a public selection process the City of Oak Harbor will locate the Clean Water Facility in Windjammer Park; and

WHEREAS, the Windjammer Park location requires attention to the appearance and aesthetics of the Clean Water Facility; and

WHEREAS, The Clean Water Facility's proximity to Windjammer Park and Puget Sound provides an opportunity for a community use room; and

WHEREAS, a community use room was included in the 60% design of the Clean Water Facility; and

WHEREAS, the City of Oak Harbor engaged in a public review process which included design charrettes, open houses, and on-line communications addressing the appearance and aesthetics of the Clean Water Facility; and

WHEREAS, in light of the unique functional requirements of the Clean Water Facility, the selected an architectural concept with Resolution 15-27; and

WHEREAS: the project 60% cost estimates included a community use room.

WHEREAS: cost estimates were prepared for a community use room at a 250 seat capacity.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Oak Harbor that:

1. Include a community use room in the final design of the project in a 250 seat configuration
2. Include the community use room in the project construction procurement process.

PASSED by the City Council and approved by its Mayor this 15st day of December, 2015.

CITY OF OAK HARBOR

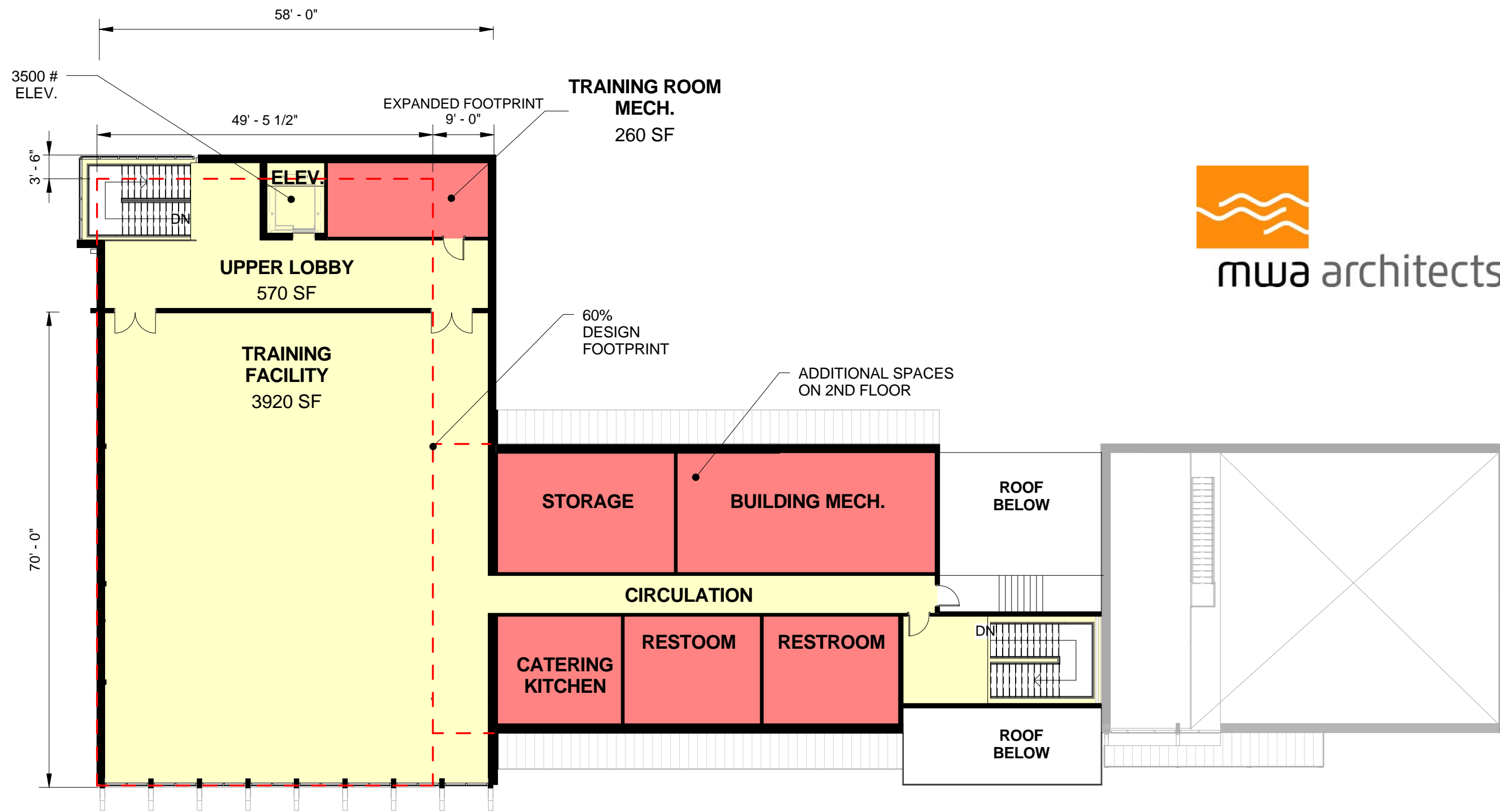
SCOTT DUDLEY, MAYOR

Attest:

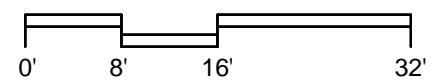
Approved as to form:

Anna Thompson, City Clerk

Nikki Esparza, City Attorney



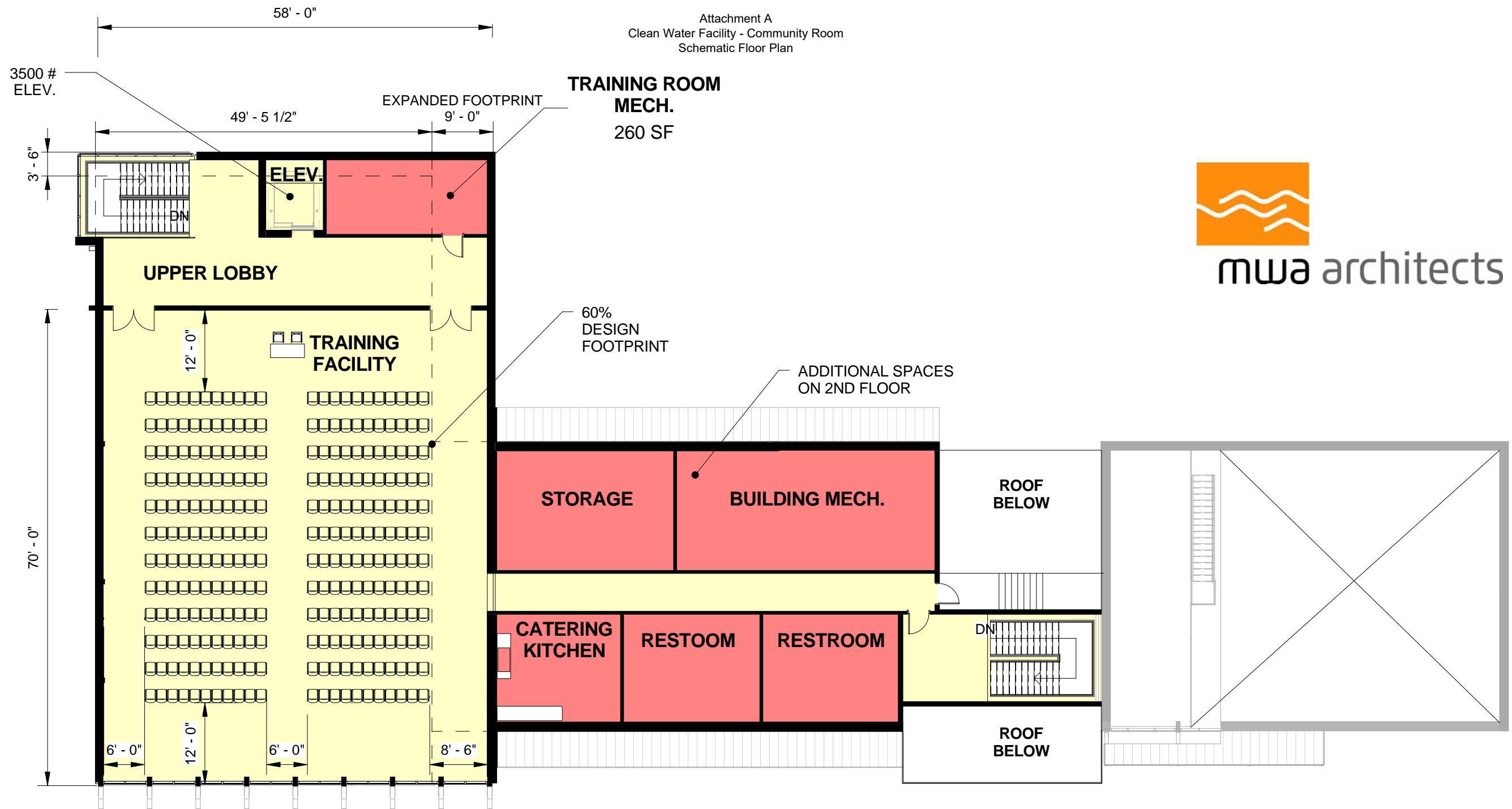
UPPER FLOOR PLAN - ADMINISTRATION BUILDING



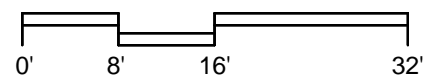
OPEN PLAN
 CODE SUMMARY -

- Public
- Support

OCCUPANT LOAD @ 5 S.F. / OCCUPANT (STANDING ONLY): ROOM OCCUPANCY = **784 PEOPLE**
 ** NEED DEFINED EXIT PATHS FOR CODE COMPLIANCE
 (MORE THAN 500 OCCUPANTS REQUIRES 3RD EGRESS STAIR)



UPPER FLOOR PLAN - ADMINISTRATION BUILDING



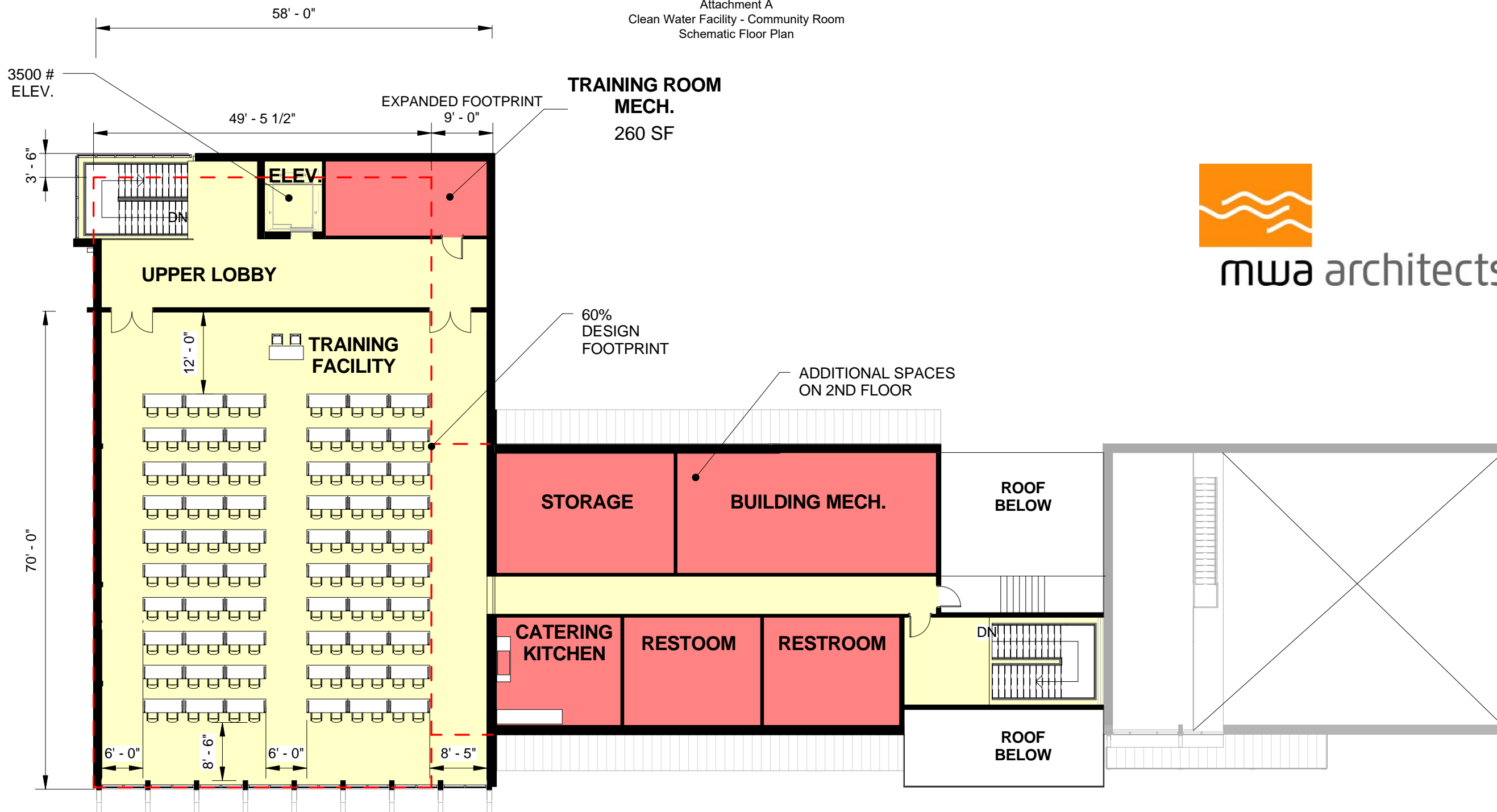
PRESENTATION ROOM SEATING PLAN

264 SEATS

CODE SUMMARY -

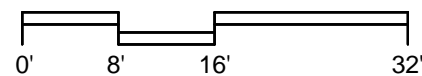
OCCUPANT LOAD @ 7 S.F. / OCCUPANT (CHAIRS ONLY): ROOM OCCUPANCY = **560 PEOPLE**
 ** NEED DEFINED EXIT PATHS FOR CODE COMPLIANCE
 LAYOUT SHOWN ABOVE IS COMPLIANT
 (MORE THAN 500 OCCUPANTS REQUIRES 3RD EGRESS STAIR)

Public
 Support



UPPER FLOOR PLAN - ADMINISTRATION BUILDING

- Public
- Support

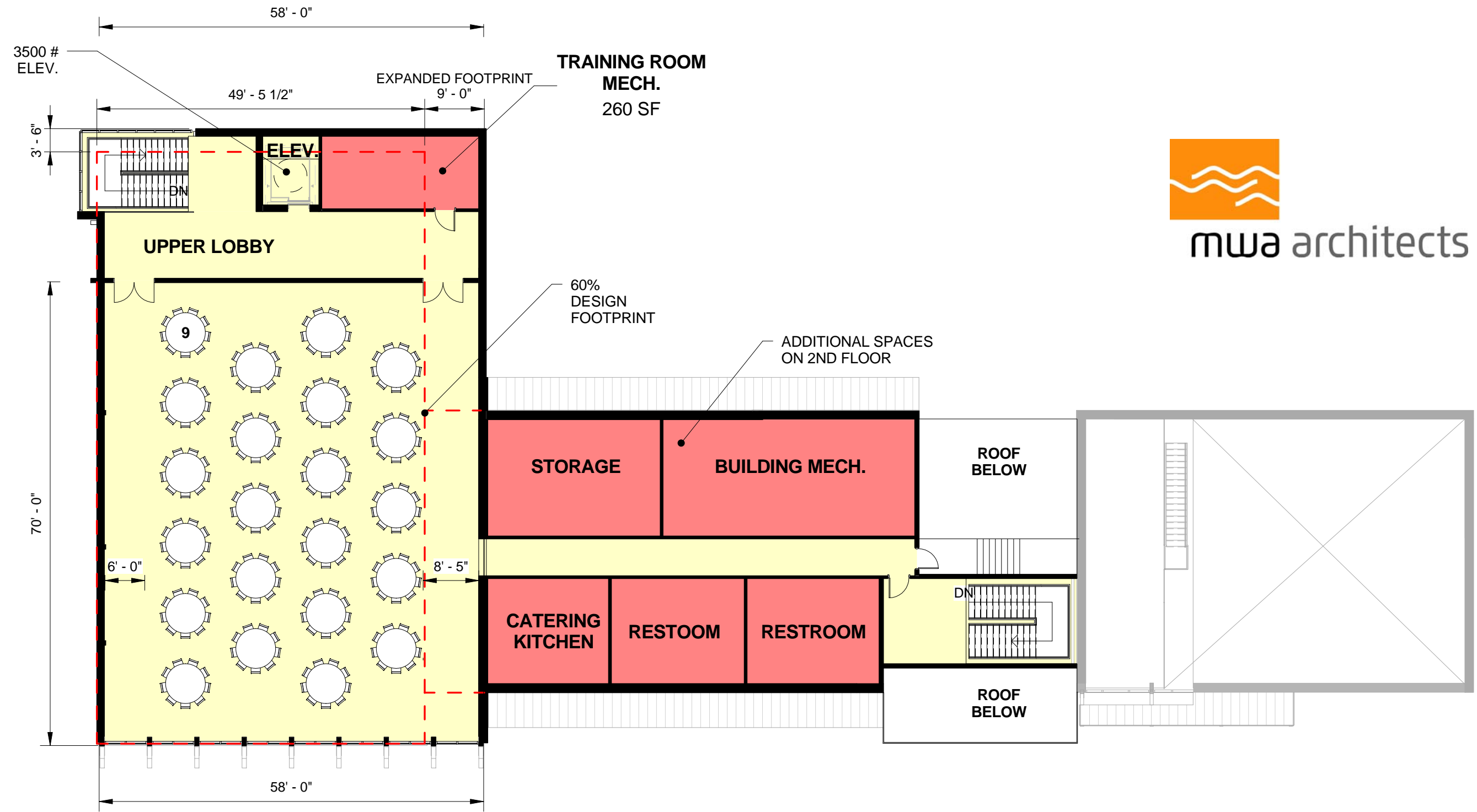


TRAINING ROOM SEATING PLAN

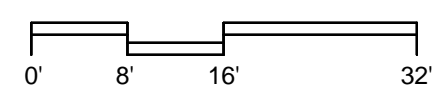
120 TRAINING STATIONS SHOWN

CODE SUMMARY -

ROOM OCCUPANCY LIMIT @ 15 SF / OCCUPANT = 262
**COMPLIANT



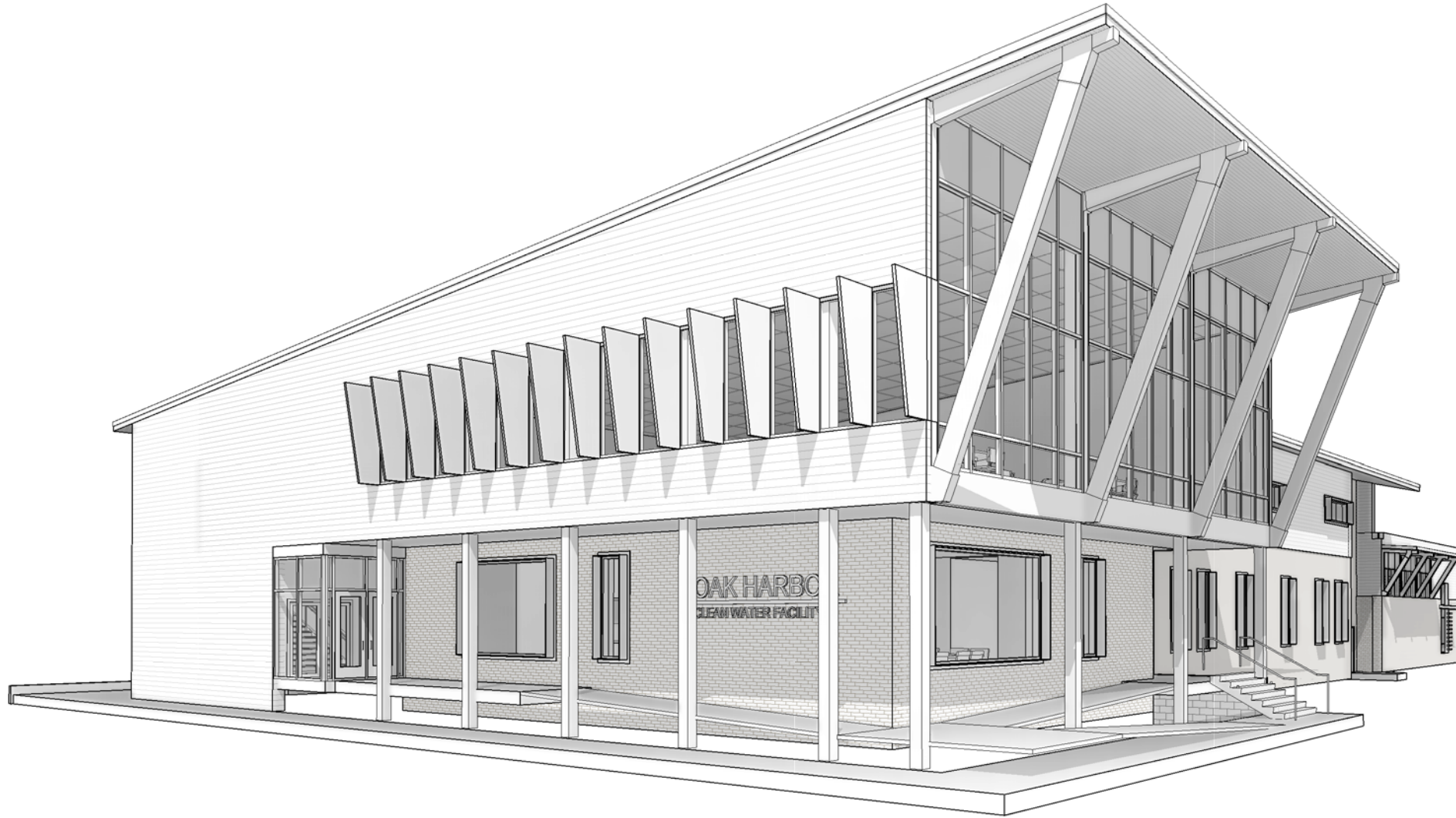
UPPER FLOOR PLAN - ADMINISTRATION BUILDING



BANQUET SEATING PLAN
APRX. 200 BANQUET SEATS
CODE SUMMARY -

OCCUPANT LOAD @ 15 SF / OCCUPANT = 262
*COMPLIANT

- Public
- Support



ROOM SCHEDULE - GROUND FLOOR	
INTERPRETIVE LOBBY	892 SF
ELEV	67 SF
OFFICE	171 SF
MUD	105 SF
CTRL. RM.	320 SF
ELECTRICAL TECH.	172 SF
OFFICE	148 SF
RESTROOM	74 SF
SAMPLES RECEIVING	226 SF
LAB	604 SF
WOMEN'S LOCKERS	318 SF
OFFICE	171 SF
MAPS	187 SF
MEN'S LOCKERS	470 SF
1ST AID	133 SF
ENT.	138 SF
BREAK	256 SF
LAB STORAGE	86 SF
BTLD. GASES	46 SF
ELEC.	45 SF
ELEV. LOBBY	641 SF
CONFERENCE	690 SF
CIRCULATION	700 SF
R.R.	70 SF
TELE./SCADA	74 SF

UPPER FLOOR	
COMMUNITY ROOM	3655 SF
CATERING KITCHEN	474 SF
MECH./ELEC.	254 SF
UPPER LOBBY	1030 SF
STORAGE	379 SF
BUILDING MECH.	639 SF
RESTROOM	286 SF
RESTROOM	286 SF
ELEV.	67 SF
CIRCULATION	304 SF
CIRCULATION	484 SF
ELEV. MACH. RM.	43 SF
JAN.	86 SF
CIRCULATION	79 SF
COATS	42 SF

OAK HARBOR - CLEAN WATER FACILITY - PRICING DOCUMENT

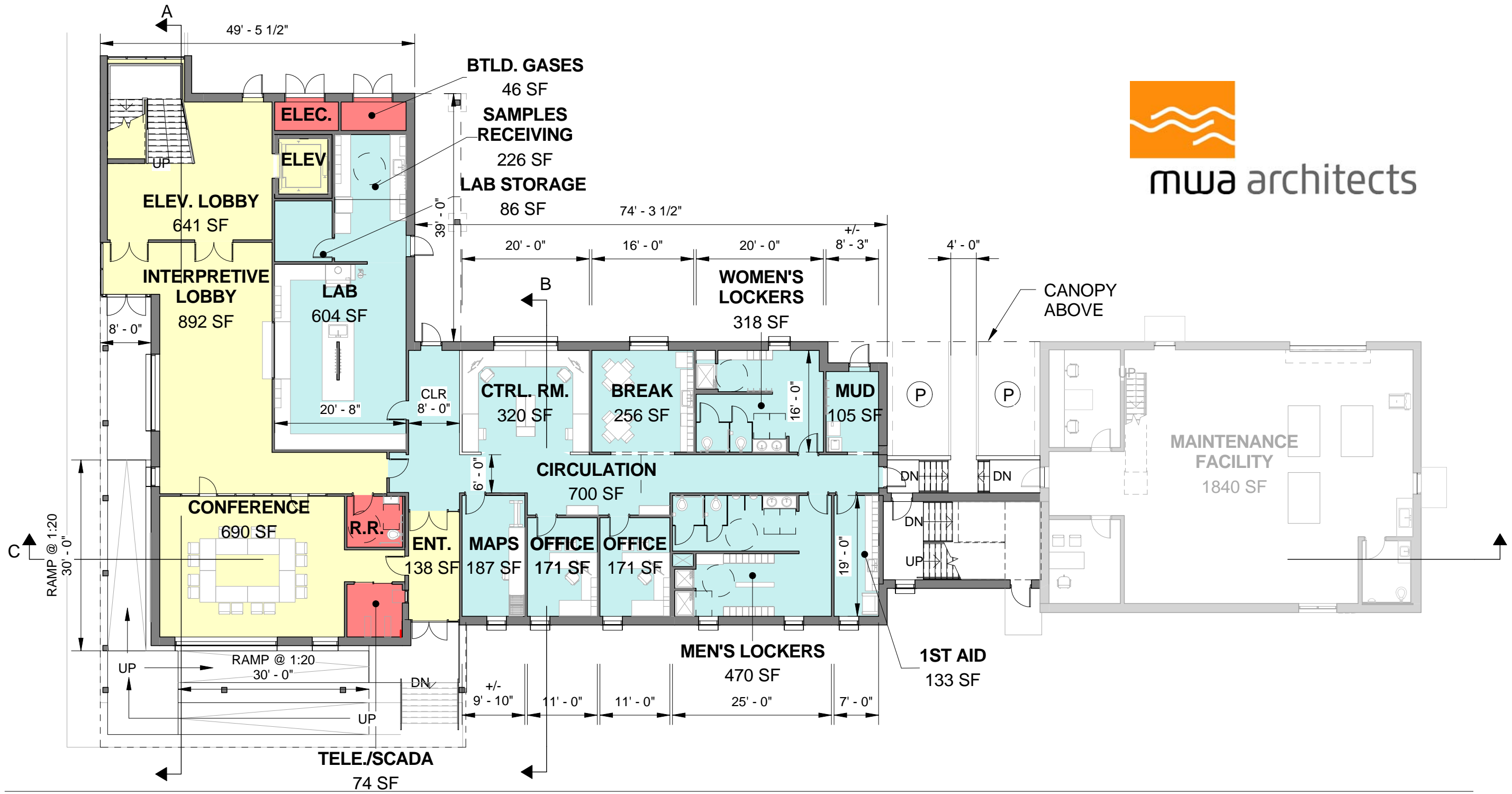
ADMINISTRATION BUILDING - 250 PERSON COMMUNITY ROOM

GENERAL NOTES:

1. DRAWINGS IN THIS PACKAGE ARE FOR PRICING PURPOSES ONLY - NOT FOR CONSTRUCTION.
2. DESIGN IS STILL IN PRELIMINARY PHASES AND IS NOT CONSIDERED FULLY COORDINATED OR COMPLETE.
3. SEE STRUCTURAL AND M.E.P. NARRATIVES FOR RELEVANT INFORMATION
4. DIMENSIONS ARE TO FACE OF FINISH UNLESS NOTED OTHERWISE.
5. THIS DOCUMENT IS IN 11X17 FORMAT - PRINT AT 100% FOR SCALED DRAWINGS.

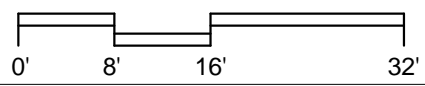


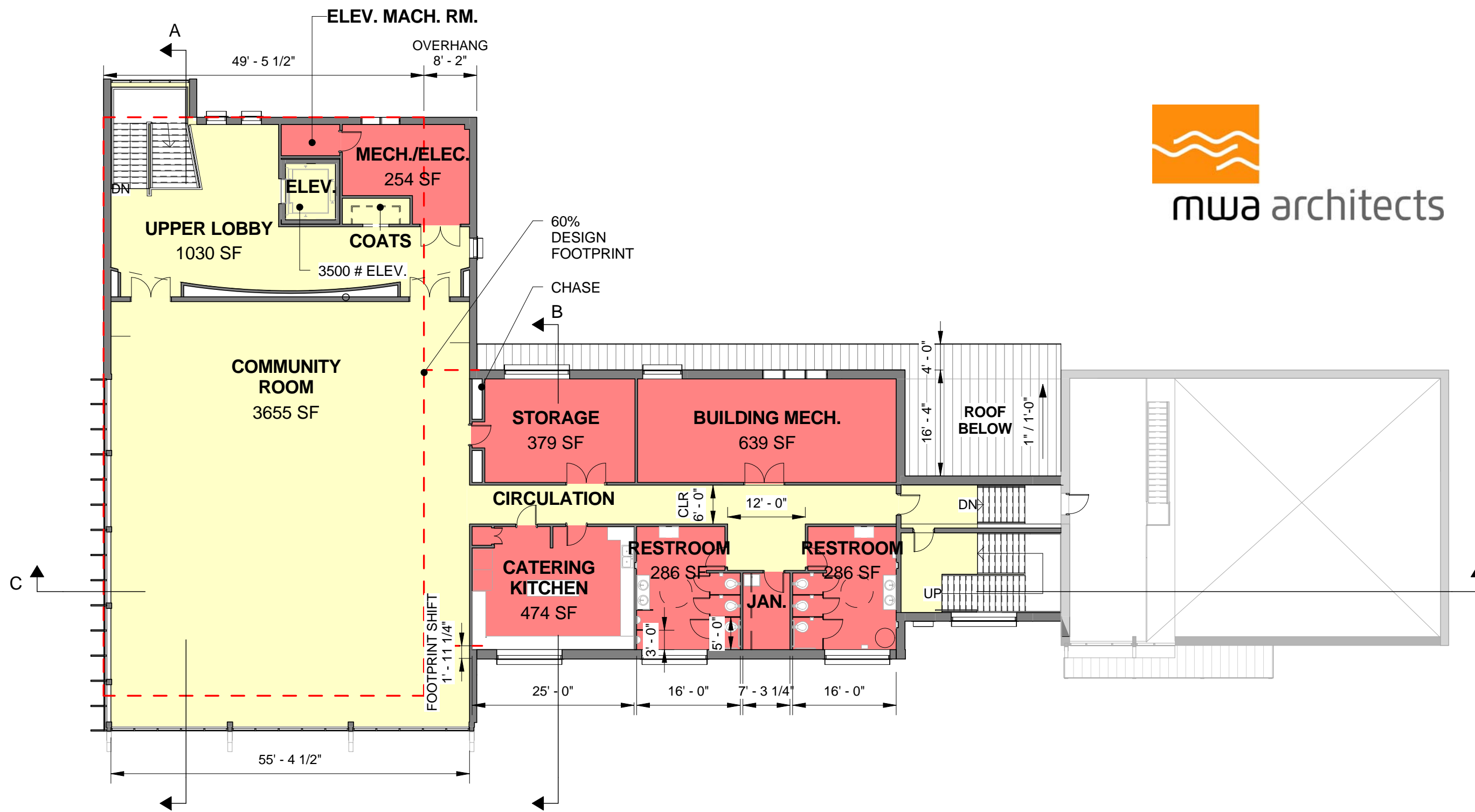
mwa architects



GROUND FLOOR PLAN

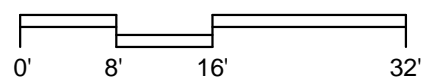
Private
 Public
 Support

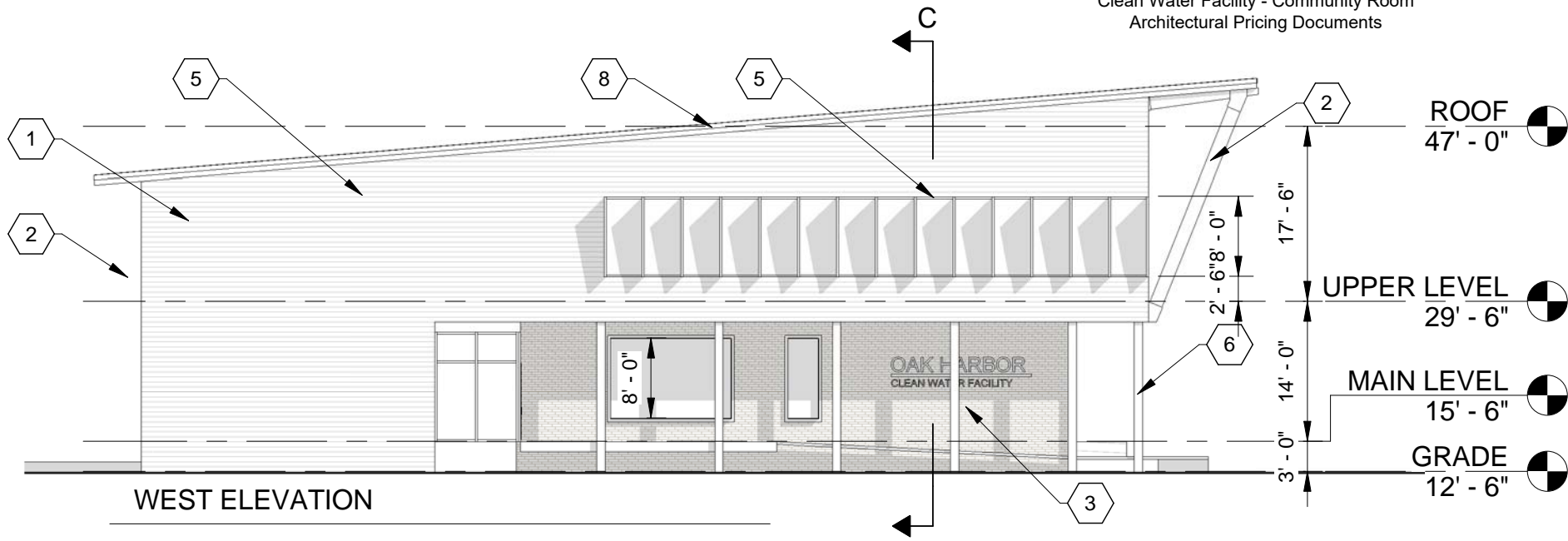
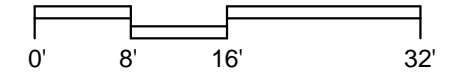




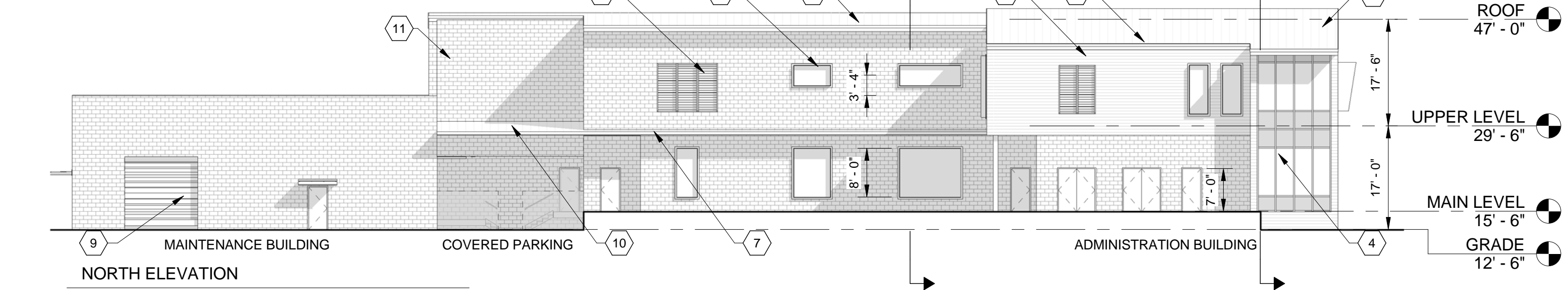
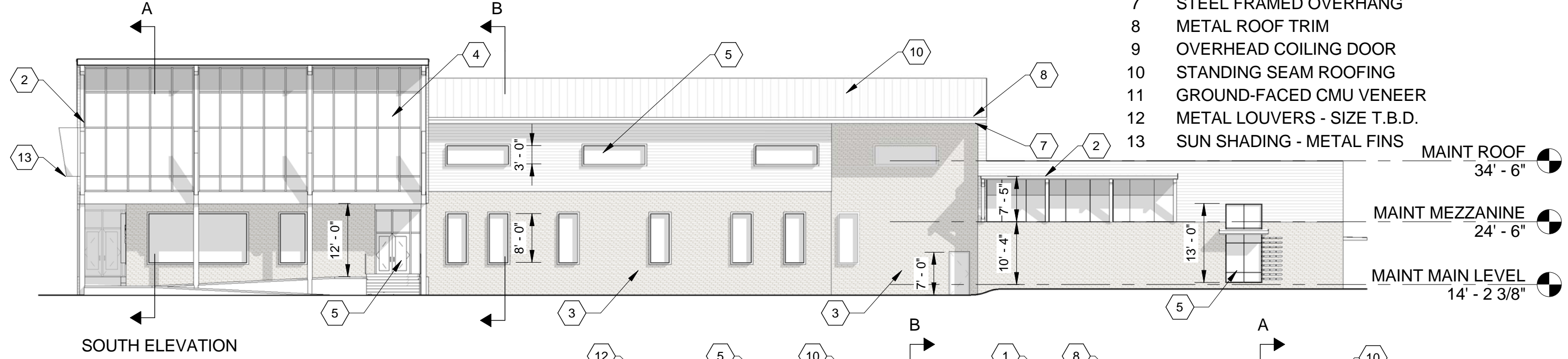
UPPER FLOOR PLAN

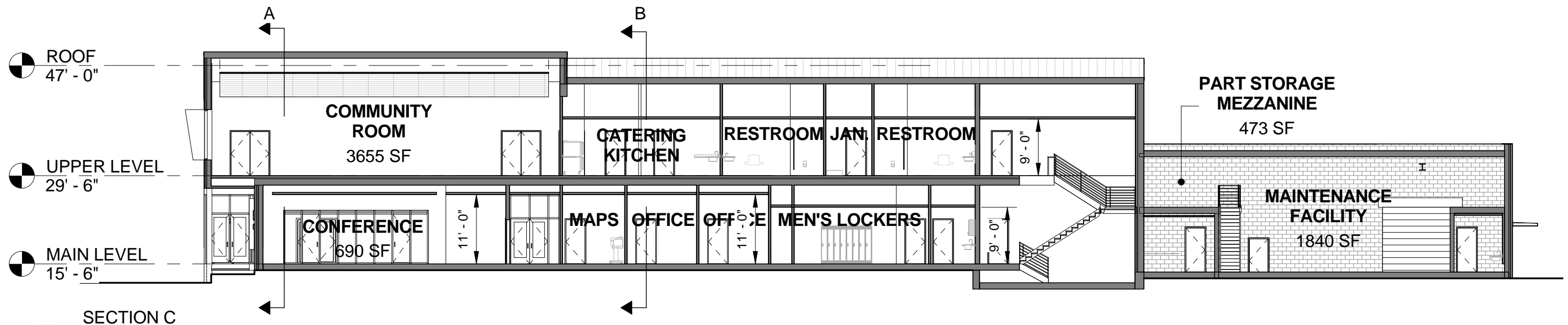
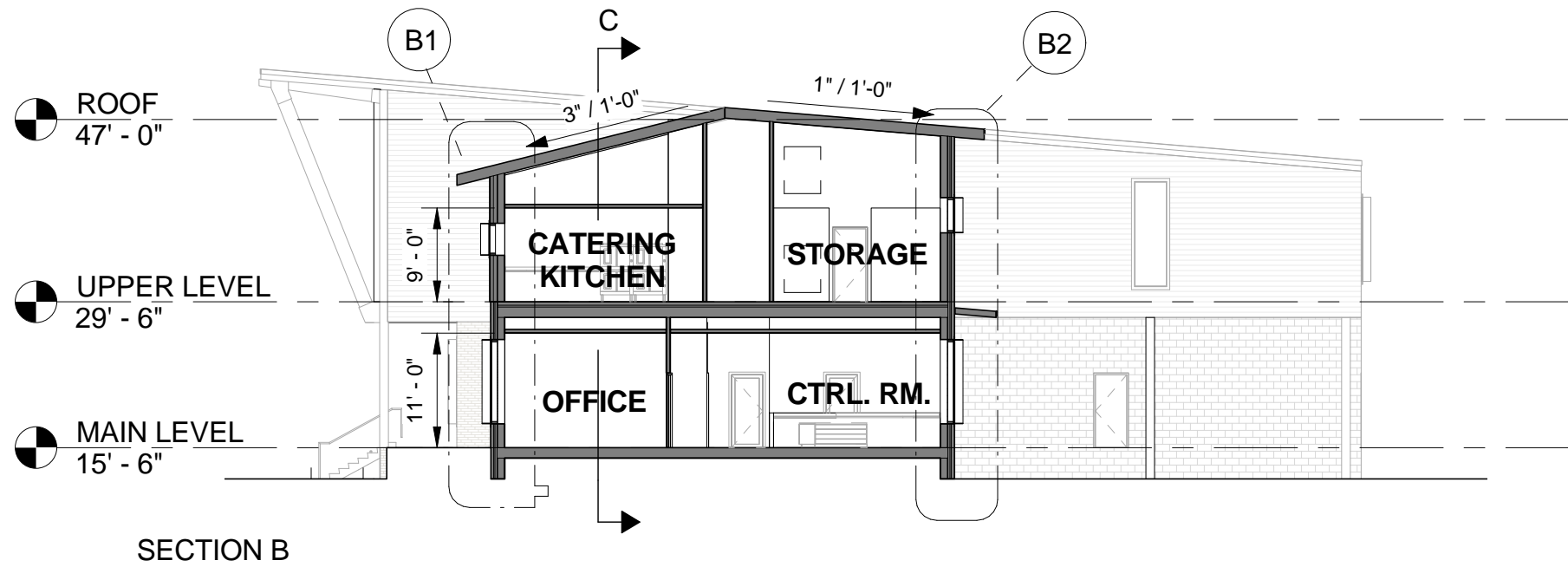
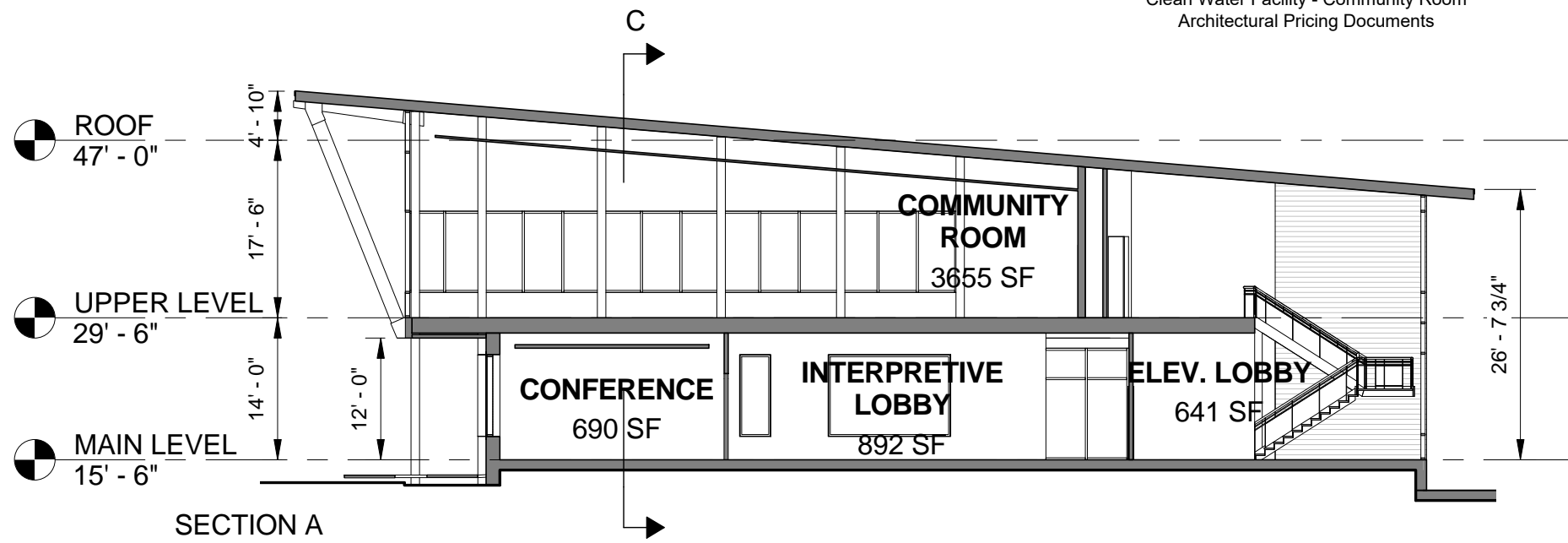
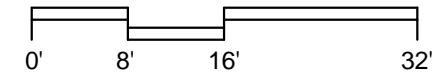
Public Support



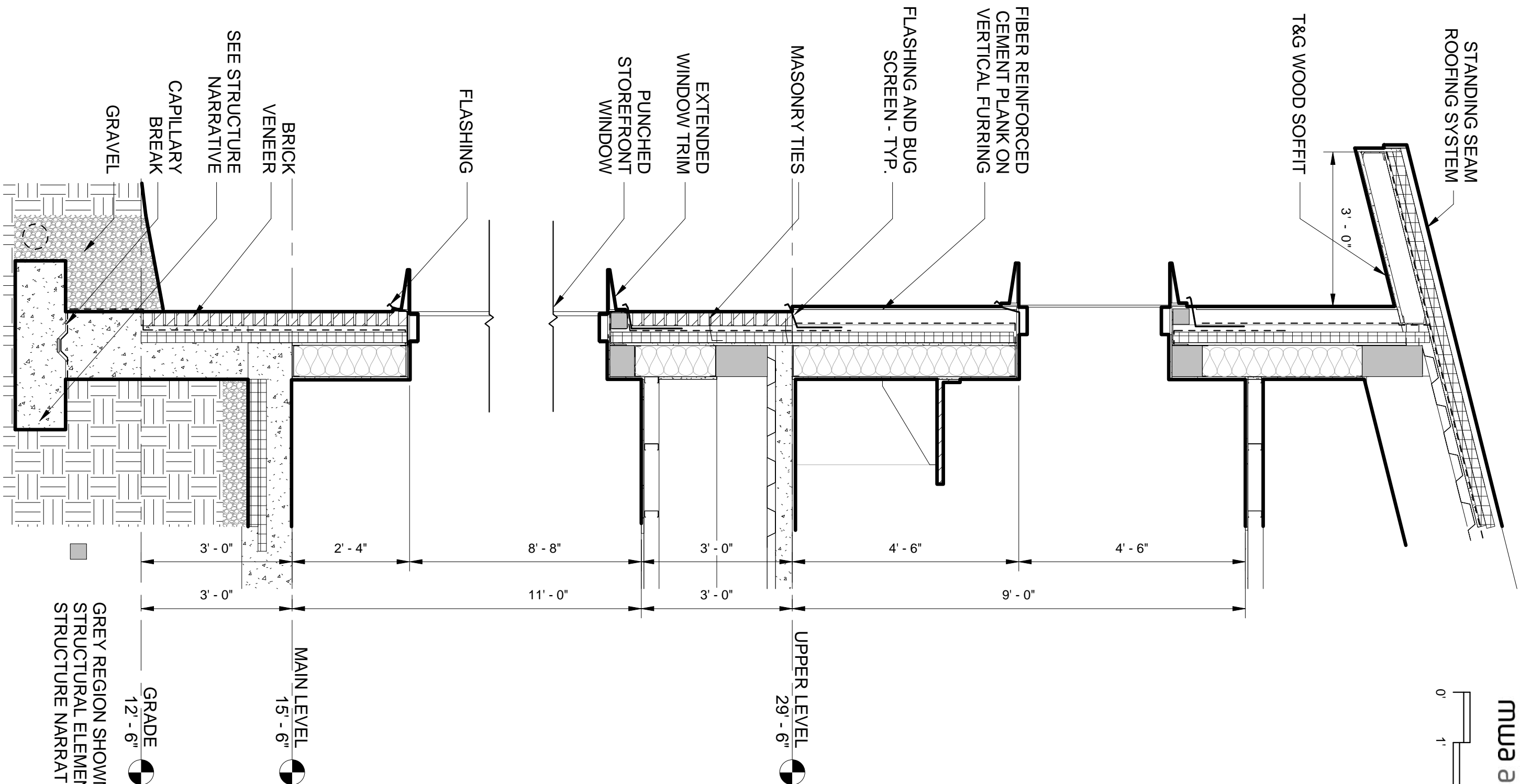


- KEYNOTES**
- 1 FIBER REINFORCED CONCRETE PLANK - REF.: OKO SIDING
 - 2 EXPOSED, WOOD-CLAD STEEL STRUTS
 - 3 BRICK VENEER
 - 4 CURTAIN WALL SYSTEM
 - 5 STOREFRONT WINDOW SYSTEM W/ STEEL FRAMES
 - 6 EXTERIOR WOOD-CLAD STEEL COLUMN
 - 7 STEEL FRAMED OVERHANG
 - 8 METAL ROOF TRIM
 - 9 OVERHEAD COILING DOOR
 - 10 STANDING SEAM ROOFING
 - 11 GROUND-FACED CMU VENEER
 - 12 METAL LOUVERS - SIZE T.B.D.
 - 13 SUN SHADING - METAL FINIS

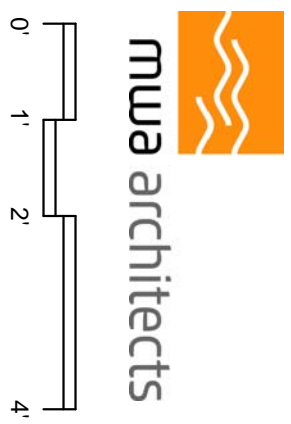




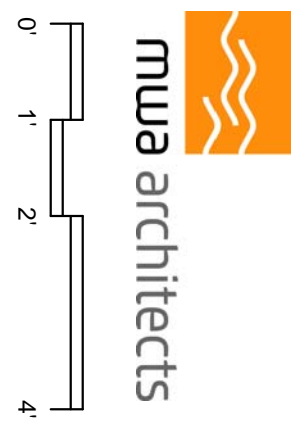
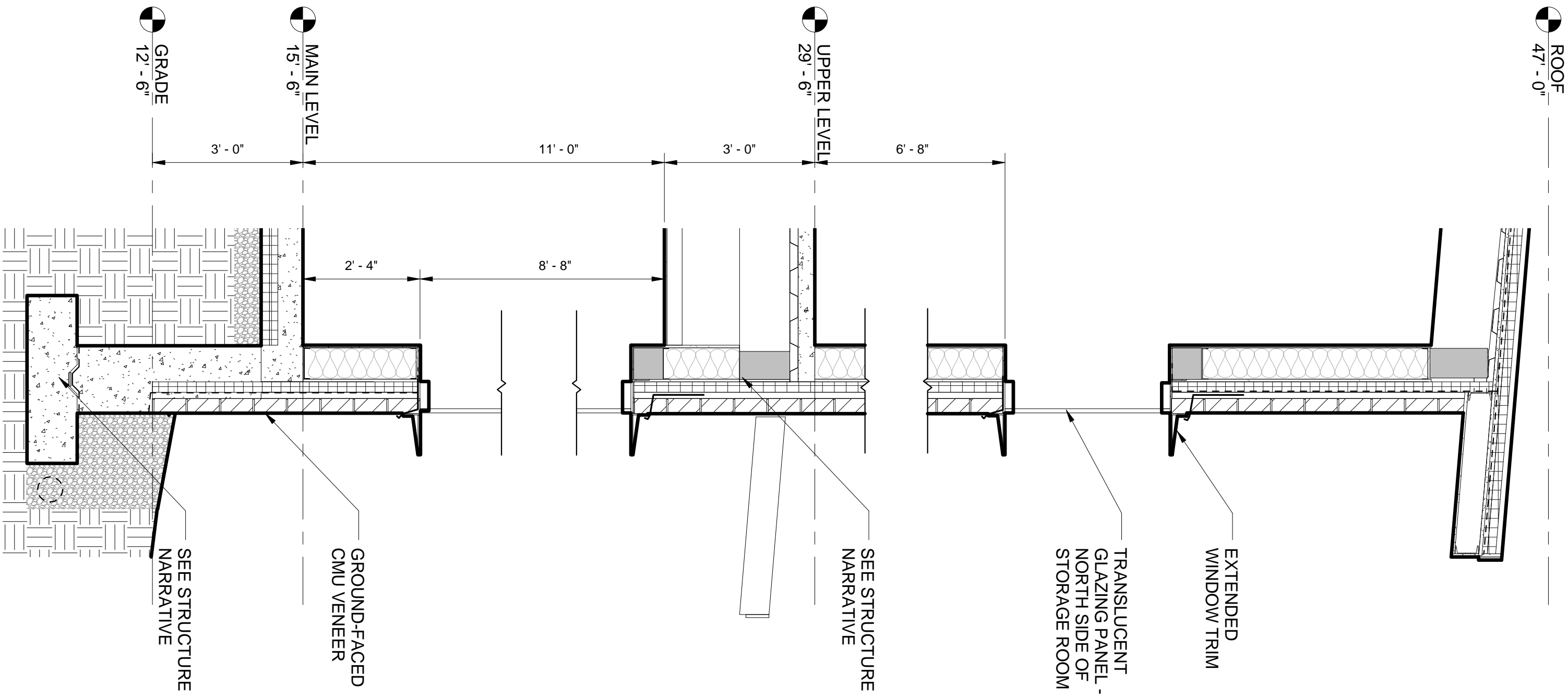
WALL SECTION B1 - S. WALL @ OFFICE



GREY REGION SHOWN FOR STRUCTURAL ELEMENTS - SEE STRUCTURE NARRATIVE



WALL SECTION B2 - N. WALL @ CONTROL ROOM





PROJECT CSI ESTIMATE ROLL-UP SUMMARY

BUILDING: Oak Harbor Clean Water Facility
 LOCATION Oak Harbor, Washington
 ENGINEER Carollo
 SUBJECT: Facility Summary - 60% Design Estimate

JOB NO: 4779813
 ESTIMATOR: CAB/KRC/MC
 CHECKED BY: CAB
 DATE: 08/21/15
 DWG. DATE: 06/22/15

Acct. Description	Est. Qty.	Unit	Total Cost/Division
<i>Field Duration</i>	30	mo	
ADMINISTRATION & MAINTENANCE BUILDING			\$6,083,281
COMMUNITY TRAINING BUILDING			\$4,599,286
LANDSCAPING			\$2,442,443
CIVIL SITEWORK			\$17,840,010
HEADWORKS			\$13,198,999
SECONDARY TREATMENT FACILITY			\$26,397,583
AERATION BASINS			\$10,129,421
AERATION BLOWER BUILDING			\$2,651,867
WAS STORAGE BASINS			\$2,867,450
BIOSOLIDS FACILITY			\$14,500,642
ODOR TREATMENT FACILITY			\$4,810,395
ELECTRICAL/GENERATOR FACILITY			\$5,535,160
GRAND TOTAL, CONSTRUCTION COSTS			\$111,056,536

Attachment C
Clean Water Facility - Community Room
Cost Estimate



PROJECT CSI ESTIMATE ROLL-UP SUMMARY

BUILDING: Oak Harbor Clean Water Facility
LOCATION: Oak Harbor, Washington
ENGINEER: Carollo
SUBJECT: CSI Roll-up Summary - 60% Design Estimate

JOB NO: 4779813
ESTIMATOR: CAB/KRC/MC
CHECKED BY: CAB
DATE: 08/21/15
DWG. DATE: 06/22/15

Acct. Description	Est. Qty.	Unit	Area 01 Admin/Maint Bldg	Area 01a Comm Center	Area 05 Landscaping	Area 10 Civil Sitework	Area 20 Headworks	Area 30 Secondary Treatment	Area 31 Aeration Basin	Area 32 Aeration Blower	Area 33 WAS Storage	Area 50 Biosolids	Area 60 Odor Treatment	Area 70 Electrical/Generator	Total Cost/Division
<i>Field Duration</i>	30	mo													
<i>DIVISION 2 -- SITE CONSTRUCTION</i>			\$0	\$0	\$810,201	\$5,587,177	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,397,378
<i>DIVISION 3 -- CONCRETE</i>			\$482,675	\$117,900	\$0	\$0	\$2,097,530	\$4,737,826	\$3,015,836	\$185,923	\$872,544	\$579,357	\$705,976	\$475,694	\$13,271,260
<i>DIVISION 4 -- MASONRY</i>			\$477,525	\$106,302	\$189,890	\$0	\$335,079	\$520,776	\$0	\$169,509	\$0	\$519,977	\$0	\$191,838	\$2,510,896
<i>DIVISION 5 -- METALS</i>			\$461,670	\$626,132	\$141,450	\$0	\$186,610	\$579,036	\$5,750	\$66,785	\$1,730	\$319,790	\$2,191	\$60,648	\$2,451,792
<i>DIVISION 6 -- WOODS AND PLASTICS</i>			\$98,129	\$85,840	\$86,000	\$0	\$3,334	\$59,795	\$0	\$947	\$0	\$3,325	\$0	\$1,169	\$338,539
<i>DIVISION 7 -- THERMAL AND MOISTURE PROTECTION</i>			\$503,400	\$157,329	\$3,331	\$0	\$169,277	\$473,868	\$160,745	\$91,613	\$48,536	\$246,644	\$1,534	\$119,439	\$1,975,714
<i>DIVISION 8 -- DOORS AND WINDOWS</i>			\$213,034	\$238,020	\$65,232	\$0	\$87,539	\$435,560	\$0	\$47,342	\$0	\$222,560	\$0	\$11,314	\$1,320,601
<i>DIVISION 9 -- FINISHES</i>			\$309,283	\$273,824	\$5,375	\$0	\$58,071	\$675,082	\$0	\$4,059	\$242,752	\$94,411	\$258,260	\$16,222	\$1,937,338
<i>DIVISION 10 -- SPECIAL TIES</i>			\$77,703	\$46,050	\$22,500	\$0	\$10,026	\$30,414	\$0	\$2,956	\$0	\$10,000	\$0	\$3,590	\$203,239
<i>DIVISION 11 -- EQUIPMENT</i>			\$41,750	\$91,500	\$0	\$0	\$7,500	\$13,000	\$0	\$5,000	\$0	\$7,500	\$0	\$5,000	\$171,250
<i>DIVISION 12 -- FURNISHINGS</i>			\$77,785	\$24,400	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$102,185
<i>DIVISION 13 -- SPECIAL CONSTRUCTION</i>			\$0	\$0	\$0	\$0	\$71,565	\$0	\$57,525	\$0	\$10,400	\$0	\$0	\$0	\$139,490
<i>DIVISION 14 -- CONVEYING SYSTEMS</i>			\$0	\$135,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$135,000
<i>DIVISION 15 -- MECHANICAL</i>			\$638,703	\$385,630	\$0	\$1,727,186	\$4,471,707	\$5,945,132	\$3,028,461	\$944,361	\$624,732	\$5,728,193	\$1,935,274	\$182,393	\$25,611,770
<i>DIVISION 16 -- ELECTRICAL</i>			\$555,459	\$296,186	\$284,034	\$262,256	\$719,430	\$1,334,445	\$166,772	\$112,485	\$49,839	\$1,191,935	\$48,682	\$2,569,645	\$7,591,168
<i>DIVISION 17 -- INSTRUMENTATION AND CONTROLS</i>			\$117,650	\$187,495	\$0	\$318,151	\$823,697	\$1,095,105	\$557,848	\$173,953	\$115,077	\$1,055,144	\$356,481	\$33,597	\$4,834,198
SUBTOTAL, DIRECT COSTS			\$4,054,765	\$2,771,607	\$1,608,013	\$7,894,769	\$9,041,363	\$15,900,038	\$6,992,938	\$1,804,933	\$1,965,610	\$9,978,835	\$3,308,398	\$3,670,548	\$68,991,817
<i>ESCALATION ALLOWANCE</i>			\$246,606	\$168,566	\$97,797	\$480,150	\$549,885	\$967,021	\$425,302	\$109,774	\$119,546	\$606,901	\$201,213	\$223,238	\$4,196,000
<i>MARKET CONDITIONS ALLOWANCE</i>			\$61,703	\$42,177	\$24,470	\$120,139	\$137,587	\$241,959	\$106,415	\$27,467	\$29,912	\$151,853	\$50,346	\$55,857	\$1,049,883
<i>DESIGN CONTINGENCY</i>			\$380,895	\$596,470	\$168,047	\$211,649	\$622,248	\$1,142,699	\$432,045	\$134,776	\$134,003	\$620,314	\$215,728	\$361,868	\$5,020,743
<i>SUBCONTRACTOR BONDING</i>			\$48,752	\$44,735	\$25,954	\$102,356	\$47,769	\$97,141	\$23,780	\$12,328	\$10,054	\$66,451	\$14,193	\$49,373	\$542,888
<i>BID PACKAGES AWARDED</i>			\$0	\$0	\$0	\$4,547,682	\$0	\$2,448,520	\$0	\$0	\$0	\$0	\$0	\$0	\$6,996,202
<i>NEGOTIATED SUPPORT SERVICES</i>			\$290,611	\$219,717	\$116,681	\$1,550,788	\$630,543	\$1,261,067	\$483,903	\$126,685	\$136,984	\$692,725	\$229,802	\$264,426	\$6,003,933
<i>GENERAL ALLOWANCES</i>			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<i>INSURANCE, BONDS, AND TAXES</i>			with fee/gc's/owner	with fee/gc's/owner	with fee/gc's/owner	with fee/gc's/owner	with fee/gc's/owner	with fee/gc's/owner	with fee/gc's/owner	with fee/gc's/owner	with fee/gc's/owner	with fee/gc's/owner	with fee/gc's/owner	with fee/gc's/owner	with fee/gc's/owner
<i>MACC CONTINGENCY</i>			\$177,917	\$134,515	\$71,434	\$521,764	\$386,029	\$772,046	\$296,253	\$77,559	\$83,864	\$424,098	\$140,689	\$161,886	\$3,248,051
SUBTOTAL, MAXIMUM ALLOWABLE CONSTRUCTION CONTRACT (MACC)			\$5,261,250	\$3,977,786	\$2,112,397	\$15,429,297	\$11,415,424	\$22,830,490	\$8,760,637	\$2,293,522	\$2,479,973	\$12,541,177	\$4,160,369	\$4,787,196	\$96,049,517
<i>GC/CM SPECIFIED GENERAL CONDITIONS</i>			\$109,963	\$83,138	\$44,150	\$322,481	\$238,589	\$477,170	\$183,102	\$47,936	\$51,833	\$262,118	\$86,954	\$100,055	\$2,007,490
<i>GC/CM FEE</i>			\$225,182	\$170,249	\$90,411	\$660,374	\$488,580	\$977,145	\$374,955	\$98,163	\$106,143	\$536,762	\$178,064	\$204,892	\$4,110,919
TOTAL, TOTAL CONSTRUCTION COST (TCC)			\$5,596,395	\$4,231,173	\$2,246,958	\$16,412,152	\$12,142,593	\$24,284,805	\$9,318,695	\$2,439,620	\$2,637,949	\$13,340,057	\$4,425,387	\$5,092,143	\$102,167,927
<i>SALES TAX</i>			\$486,886	\$368,112	\$195,485	\$1,427,857	\$1,056,406	\$2,112,778	\$810,726	\$212,247	\$229,502	\$1,160,585	\$385,009	\$443,016	\$8,888,610
GRAND TOTAL, CONSTRUCTION COSTS			\$6,083,281	\$4,599,286	\$2,442,443	\$17,840,010	\$13,198,999	\$26,397,583	\$10,129,421	\$2,651,867	\$2,867,450	\$14,500,642	\$4,810,395	\$5,535,160	\$111,056,536
Costs not Included:															
See Attached Sheet for Assumptions, Clarifications, and Exclusions.															

City of Oak Harbor
Community Room Breakeven Analysis
As of 12/15/2015

Cost of Room: Principal	\$4,599,286
Interest	4.30%
Years	30
Debt Payment	\$275,750

Annual Operating costs:

Debt Payment	\$275,750
Maintenance	3,500
Janitorial	25,000
Utilities	6,000
Supplies	3,000
Overhead	8,000
Annualized costs:	<u>\$321,250</u>

<u>Vacancy Rate</u>	<u># of Days Rented</u>	<u>Required Daily</u>	
		<u>Breakeven</u>	<u>Total</u>
75%	91.25	\$3,520.55	\$321,250
50%	182.50	\$1,760.27	\$321,250
25%	273.75	\$1,173.52	\$321,250

<u>Community Room Square Footage</u>	<u>Sq Ft</u>
COMMUNITY ROOM	3655
CATERING KITCHEN	474
MECH./ELEC.	254
UPPER LOBBY	1030
STORAGE	379
BUILDING MECH.	639
RESTROOM	286
RESTROOM	286
ELEV.	67
CIRCULATION	304
CIRCULATION	484
ELEV. MACH. RM.	43
JAN.	86
CIRCULATION	79
COATS	42
TOTAL SQ FOOTAGE	<u>8108</u>
Price of Room	\$4,599,286
Total Sq Footage	<u>8,108</u>
Price per Square Foot	<u>\$567.25</u>

Funding Method

Wastewater Fund pays for room construction and rents out for public usage with receipts going to Wastewater Fund to offset cost.

- a) Waste Water Fund is owner
- b) Vacancy risk assumed by Wastewater Fund
- c) General Fund may subsidize cost via \$600k - \$700k
- d) Any income earned by project funded by Federal Funds has restrictions and reporting requirements under Federal Program Revenue rules. State Auditors contacted for guidance.
- e) Rule of Thumb: \$1 million in net cost = \$1 dollar in rates.