

CITY COUNCIL CONFERENCE

**MUNICIPAL BUILDING CONFERENCE ROOM
201 WEST GRAY, NORMAN, OK**

JULY 26, 2016

4:30 P.M.

- 1. PRESENTATION FROM MEYER, SCHERER & ROCKCASTLE, LTD., (MSR) REGARDING THE DESIGN DEVELOPMENT PHASE UPDATE FOR THE EAST BRANCH LIBRARY.**
- 2. DISCUSSION REGARDING THE SENIOR CITIZENS CENTER SITE LOCATION REPORT.**

ITEM 1

EAST LIBRARY BRANCH DESIGN DEVELOPMENT

NORMAN EAST BRANCH LIBRARY

DESIGN DEVELOPMENT UPDATE
07.26.2016



MSR



TENI X TENI

ADG

DESIGN PROCESS

Where we have been:

Schematic Design: Established direction and sought approval to move to design development phase

Where we are:

Design Development: Development of coordinated building systems and architectural details

Where we are going:

Construction Documents: Finalize the approved design through the refinement of building systems and details resulting in an articulated set of contract documents for bidding.

LIBRARY AMENITIES | GUIDING PRINCIPLES

12,000 square foot library building

Easy drop-off

24 hr library

Managed stormwater runoff

Minimal site maintenance

Exterior Plaza

3700 Square feet of Adult/Teen :

38 reader seats, 18 computer stations

Dedicated teen only hours

1100 Square feet for Children's :

12 reader seats

3 Early literacy alcoves

Public program room with seating for 100

1 Collaborative study room

1 Shared staff / public meeting room: 8 seats

Mobile service approach

Tablet lending services

Daylit staff space

Variety in seating

DIVERSE

RESILIENT

INVITING

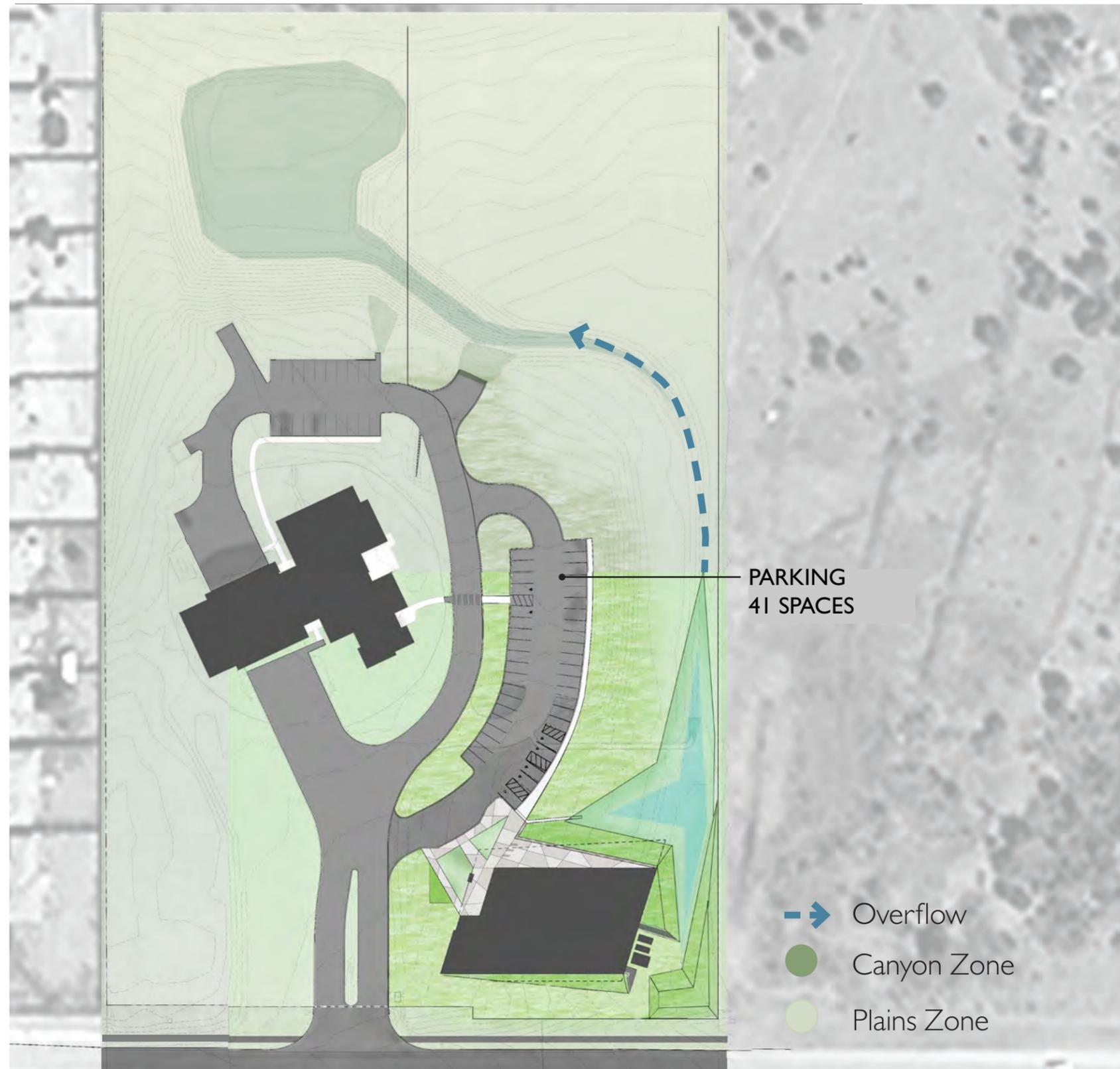
SUSTAINABLE

SERVICE

INNOVATIVE



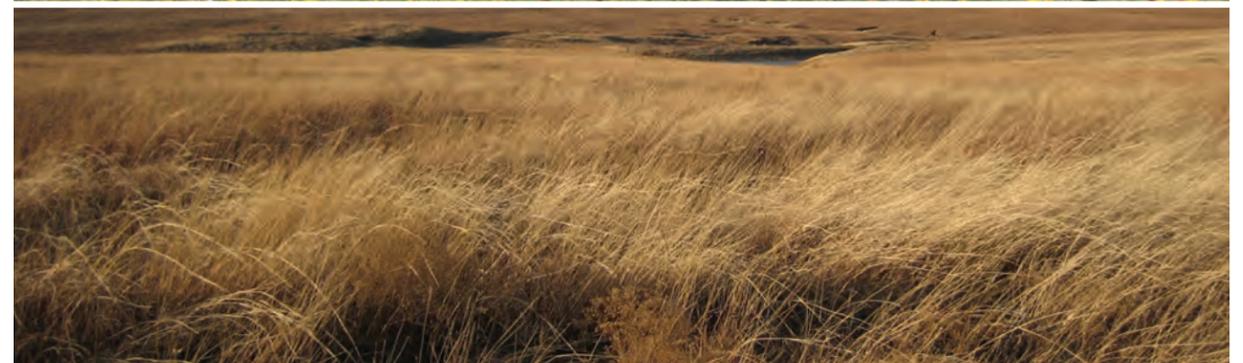
PLANTING CONCEPT



CANYON ZONE



PLAINS ZONE



EXTERIOR RENDER VIEW FROM SOUTH EAST



EXTERIOR RENDER AERIAL FROM NORTH WEST



EXTERIOR NORTH ELEVATION



CORTEN STEEL PANEL - - -



WOOD SIDING - - -



EXTERIOR WEST ELEVATION



NORMAN EAST
PUBLIC LIBRARY

CORTEN STEEL PANEL



WOOD SIDING



EXTERIOR SOUTH ELEVATION



CORTEN STEEL PANEL



WOOD SIDING



EXTERIOR EAST ELEVATION



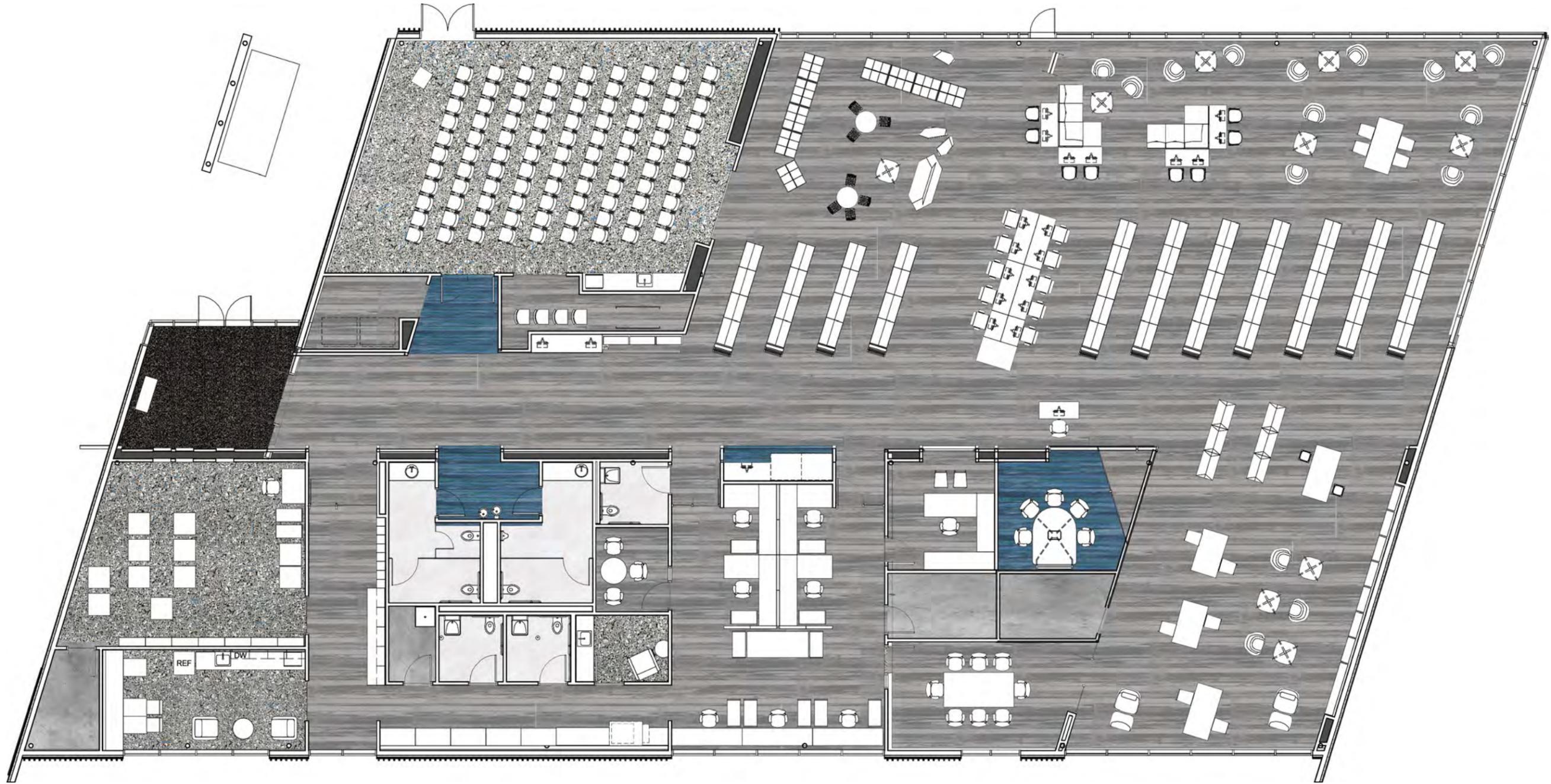
CORTEN STEEL PANEL - - - - -



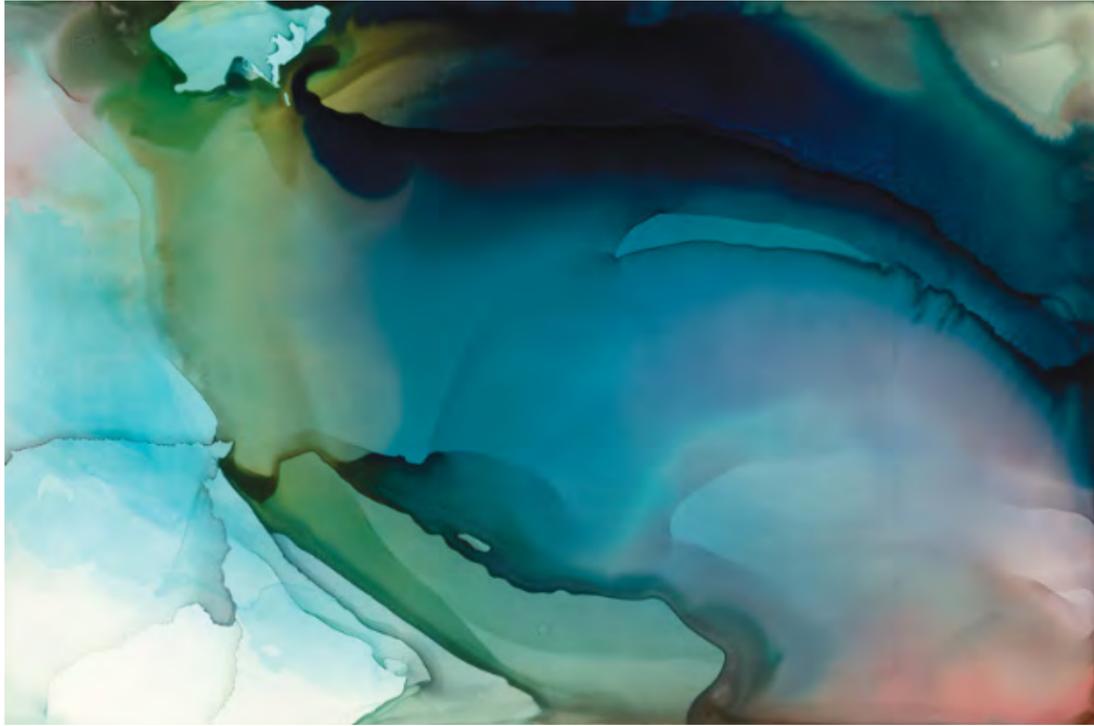
WOOD SIDING (no wood on facade)



INTERIOR CONCEPT FINISH FLOOR DIAGRAM



INTERIOR CONCEPT



INTERIOR CONCEPT PROGRAM ROOM



INTERIOR CONCEPT INTERIOR PERSPECTIVE



INTERIOR CONCEPT INTERIOR PERSPECTIVE



INTERIOR CONCEPT MARKET PLACE ELEVATION



INTERIOR CONCEPT CHILDREN'S AREA



INTERIOR CONCEPT CHILDREN'S AREA



PROBABLE COSTS

NORMAN EAST BRANCH AT 100% DESIGN DEVELOPMENT

A Land Acquisition and Site Preparation

1 Land Costs	\$0
2 Site Preparation	\$0

B A&E/Design/Testing/Admin/Commissioning

1 A&E Fees	\$607,123	\$651,388
2 Testing/Permitting and Platting/Excise Tax	\$18,375	
3 Administration	\$0	
4 Commissioning	\$25,890	

C Construction/FF&E

1 Probable Construction Cost	\$3,870,906	\$4,209,906
2 FF&E	\$339,000	
3 Public Art	carried separately	

D Project Contingency

\$250,000

TOTAL

\$5,111,294

MSR

SCHEDULE

2016 - 3rd Quarter

Commence Construction Documents

2016 - 4th Quarter

City of Norman Review of Construction Documents

Final Design Presentation to Ad Hoc Committee

Final Documents Issued for Bid

Bid Opening

2017 - 1st-4th Quarter

Construction

2018 - 2nd Quarter

East Branch Library Opening

ITEM 2

SENIOR CITIZENS SITE LOCATION REPORT



Senior Citizens Center Site Location Report

July 22, 2016

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Background

In January 2016, the Norman City Council received a report from Meyer, Scherer and Rockcastle, Ltd. (MSR) and the McKinney Partnership that assessed six potential sites for location of a new Senior Center. These sites included a location in the existing Central Library (Option EL), a site in northeast Andrews Park (Option AP), a site west of the new Central Library site (Option L4) and three sites co-located on the new Central Library site (Options L1, L2, L3). From that assessment and with a recommendation from the NORMAN FORWARD Senior Center Ad Hoc Advisory Group, the City Council approved Resolution 1516-77 which eliminated Options L1, L2, and L3 from further site consideration. Council directed staff to further evaluate Options EL, AP and L4.

In advance of the NORMAN FORWARD October 2015 election, the City engaged the services of Cole, Hargrave, Snodgrass and Associates (CHS) to conduct a statistically valid survey regarding the NORMAN FORWARD project package and project details. The survey was conducted on June 9-15, using a sample size of 4,500 registered Norman voters, with 500 completed surveys needed for the analysis. Surveys were conducted by phone, utilizing a mix of both land line and cell phone numbers for survey samples. The results of the survey were presented to City Council at the July 7, 2015, Study Session.

As part of the 42-question survey, respondents were asked two questions specifically related to their thoughts on the placement and funding for a Senior Center. There was support among the survey participants for conversion of the current Central Library into a Senior Center, but most residents did not express a preference between either a new facility or the renovation of the current Central Library. Pertinent excerpts of the survey questionnaire, survey results presentation and survey executive summary are included as Attachment A.

The following report outlines additional questions and site considerations for Options EL, AP and L4 that have been brought forward to staff and Council. The report reflects information that staff has developed to address questions and site considerations for further City Council consideration.

Option EL

Background

In May 2008, Norman voters approved an \$11.2 million General Obligation (G.O.) Bond authorizing expenditures to renovate buildings on the City of Norman Municipal Complex at 201 West Gray St. On the same ballot measure, voters did not approve a \$49.5 million G.O. Bond proposition to authorize the construction of a new Central Library.

In January 2008, prior to the 2008 G.O. Bond Election, the McKinney Partnership, in conjunction with City staff, completed a Municipal Complex Master Plan Study (2008 Master Plan) that outlined a phased master plan with options that could have been initiated upon a successful vote of both the new Library and Municipal Complex improvements. The 2008 Master Plan Study also proposed a plan to include a 12,000 sq. ft. Senior Center in the southwest portion of the current Central Library location. Due to the failure of 2008 G.O. Bond Election proposition to fund a new Central Library, and thus provide a location for the planned improvements in the current Central Library, the \$11.2 million authorization for Municipal Complex improvements has not been issued.

In August 2015, the McKinney Partnership completed the Norman Municipal Complex Space Utilization Study (2015 Space Utilization Study), which was an update to the 2008 Master Plan. Additionally, the McKinney Partnership utilized the services of LifeSpan Design Group to develop a conceptual program for a Senior Center to be located in the renovated Library (see page 7 for additional programming details).

The successful passage of NORMAN FORWARD in October 2015 allowed for the construction of a new Central Library at a location at the northwest corner of the intersection of Acres St. and James Garner Ave. When construction of the new Central Library is complete, the current Central Library location on Webster Ave. will be vacated and available for improvements as outlined in the 2015 Space Utilization Study. These improvements include the newly expanded Senior Citizens Center, City staff offices, meeting spaces and approximately 8,584 sq. ft. of expansion space (see Attachment E for space allocation details). The Senior Center as specifically outlined in the 2015 Space Utilization Study would consist of 20,600 sq. ft. of building space in the current Central Library building.

The proposed facility includes:

- Lobby-lounge and restrooms
- Clubroom with pool tables and television
- Large game room for card groups and similar activities
- Dining Room
- Exterior covered and shaded courtyards and gardens
- Large assembly room
- Motorized acoustic partition to divide 2,400 square foot assembly room space for added flexibility of choices in room size for multiple activities
- Classroom and conference room space
- Exercise and fitness spaces with an equipped fitness center and exercise studio
- Additional areas for art activities
- Existing CART bus and Handi-Trans access on regular schedules
- Covered entry drop off leads to a conditioned vestibule
- Ground-level entry into building with no stairs or ramps

The floorplan and associated images included in Attachment F outline proposed areas and concepts for Option EL. The programming and building footprint area for Options AP and L4 are based on the 2015 Space Utilization Study.

The estimated cost of the improvements for the Senior Center as outlined in the 2015 Space Utilization Study is approximately \$5.075 million (including design fees and inflation). Of that total, approximately \$4.42 million would be available from the 2008 G.O. Bond funding previously authorized by voters. If Option EL is pursued, approximately \$655,000 of funding from either NORMAN FORWARD and/or other funding sources would be needed to completely fund the Senior Center improvements outlined in the 2015 Space Utilization Study and associated programming from LifeSpan Design Group.

In January 2015, the City Council and NORMAN FORWARD Senior Center Ad Hoc Advisory Group requested that City staff request that the City's Bond Counsel and Oklahoma Attorney General's Office (OAG) provide an opinion on what portion, if any, of revenues generated from potential sale of G.O. Bonds from the 2008 voter authorization could be available to fund costs associated with Senior Center Option AP and/or Options L1-L4.

Below is the opinion the City received from Bond Counsel, after receiving feedback from the OAG, discussing the possible use of proceeds from the 2008 G.O. Bond authorization for construction of a Senior Citizens Center at the following locations: Existing Library (EL), Andrews Park (AP), and land not owned by the City in 2008 (L1-L4). The summary of the opinion is quoted below:

"The OAG also advised that the City has two options for how to proceed with respect to the 2008 GO Bonds:

- 1. Use the 2008 GO Bond proceeds to renovate, reconstruct and/or equip existing buildings in the municipal complex—specific projects subject to change based on availability of other funds/current needs; or*
- 2. Recall the election to re-vote the 2008 funds to be used for another purpose."*

Additional Site Considerations

I. Parking and Parking Management of Site

A. Walking Distances from Parking Lot to Front Door of Senior Center

Attachment B includes a map that depicts the proposed parking plan as outlined in the 2015 Space Utilization Study along with walking distances from various locations within the parking lot to the front door of Option EL. The West Lot (west of Buildings A & C; north of the existing Library) shown in the attachment is the anticipated parking area for the Senior Center and contains 126 parking spaces. Lifespan Design Group recommended 100 spaces for a 20,000 sq. ft. Senior Center. The furthest distance in this lot (i.e. West Lot) to the front door of the proposed Senior Center is 415 feet.

B. Priority Parking for Senior Center Patrons

The 2015 Space Utilization Study identified the West Lot (see Attachment C) as the primary parking lot for Senior Center patrons. A portion of this lot was also anticipated to be utilized by the public and City staff. If priority parking in this lot is desired, a directive may be issued from the City Manager placing appropriate signage to designate Senior Center parking areas and advising staff to park in other parking areas in the Municipal Complex. This directive could be evaluated periodically to determine if additional adjustments to parking areas are needed.

C. Covered Drop-Off Area and Covered Walkways in West Lot

During discussion of Option EL, there was a suggestion that a covered drop-off area and covered walkways be included as part of the Senior Center renovations in the West Lot. Both of these options could be accommodated as part of the building/parking lot renovations. A covered drop off area to the renovated building is proposed in the conceptual plan and would be included in the project. Covered walkways have not been considered in the project estimates, however, it is anticipated that this could be accomplished for approximately \$28 per square foot. If walkways for the parking lot areas depicted in Attachment B were covered, the cost could be approximately \$36,000.

D. Acquisition of Additional Parking Spaces for the Municipal Complex Campus

The 2015 Space Utilization Study outlined areas for potential parking expansion of the Municipal Complex (see Attachment D). If constructed, these highlighted sections would add an additional 159 parking spaces to the existing parking for the complex and is estimated at \$1,068,000 for construction. Property for the additional parking lot west of Webster St. is owned by the City.

II. Co-Location with Municipal Offices

A. Co-Location/Access to Senior Center from City Offices

One option for Senior Center and City office use within the existing Central Library location proposed in the 2015 Space Utilization Study outlines a 20,600 sq. ft. Senior Center and 21,000 sq. ft. for a Development Center which would contain Planning and Community Development, Utilities and Public Works offices currently located in Buildings A & C (see Attachment D). The proposed plan also includes an additional 8,584 sq. ft. of expansions space that could be used for storage or other future building uses. If the Senior Center was built at a stand-alone location, approximately 29,145 sq. ft. of space would be available in the current Central Library for storage and/or other unspecified uses.

There has been discussion regarding the potential to completely separate the Senior Center and Development Center so that internal access between the two facilities would not be possible. This option has been explored by the McKinney Partnership, and complete separation between the two facilities can be accomplished.

B. Timeline for Expansion of City Staff in Existing Library Location

A topic of discussion for Option EL has been the timeline for expansion of City staff into the expansion space and/or the entire space available in the existing Central Library. Building programming (see Attachment E) provided in the 2015 Space Utilization Study outlined the current needs, along with potential future space needs for all City Departments located at the Municipal Complex.

As part of the study and building programming, 21,000 sq. ft. was proposed within Building D (the current Central Library) to allow for a Development Center. The space within the Development Center will include:

- **Public Works Department:** Administration, Engineering Division, Storm Water Quality (including Storm Water Utility employees), Traffic and Inspectors
- **Planning and Community Development Department:** Planning Division, Development Services Division, Permits, Code Compliance, Community Development Block Grant, GIS Services Division
- **Utilities Department:** Administration and Engineering.

Currently, these departments/divisions occupy 15,547 sq. ft. of space in Building A and C. In Building D these departments/divisions will have an additional 5,453 sq. ft. (35% of their current square footage total) for operations and future staff growth. Additionally, another 8,585 sq. ft. of space is projected in Building D for either future Senior Center or City staff expansion. Staff anticipates that space outlined in the 2015 Space Utilization study for City operations in Building D will be adequate for current and future expansion of City staff office space needs for the foreseeable future.

III. Timeline for Construction

Based upon the current construction schedule for the new Central Library, May or early June 2019 could be an anticipated completion date for the new Central Library. The 2015 Space Utilization Study anticipates a 14 month construction timeline for construction of the Senior Center, parking area and Development Center (i.e. City offices in the building). This would anticipate a timeline of July or early August 2020 for completion of option EL and availability for Senior Center activities and City staff operations.

IV. Internal Programming for Senior Citizens Center

Programming options for Senior Center activities were identified in the July 2015 McKinney Partnership and Lifespan Design Studio, LLC analysis of Senior Center options for the existing Central Library. Through multiple senior focus group discussions and public meetings, a list of programming activities and proposed space allocations (see Attachment F) were developed to create concept floor plans (see Attachment G) for Senior Center operations in the existing Central Library.

This information can be very valuable for planning a new Senior Center facility, regardless of location. As planning for a new facility becomes more detailed, it would be advisable to revisit these programming options to ensure they are current and align with user needs and expectations. The programming activities and space allocations identified in these discussions and outlined in Attachment F were also used in assumptions for other Senior Center options included in this report.

V. Food Service

A. Background

The Cleveland County Aging Services (Aging Services) prepares meals in the current Senior Citizens Center. Aging Services is a 501-C3 private, non-profit agency that provides meals for

various organizations in Cleveland County (i.e. Meals on Wheels, Norman Senior Center, Little Axe and Moore Community Centers). Currently, Aging Services provides approximately 550 meals per day for these organizations, with 40 of those meals being served at the Norman Senior Center.

The kitchen in the existing Senior Center was originally constructed in May 1981 for \$283,000, utilizing Community Development Block Grant (CDBG) funds from the City of Norman. A \$57,000 kitchen expansion was constructed in April 1995 using CDBG funds and a \$12,360 contribution from Aging Services. The current kitchen occupies approximately 2,100 sq. ft. in the current Senior Center facility.

In discussions with Aging Services representatives, staff has learned that the organization will need a commercial kitchen space if their facilities no longer operate in the current Senior Center location. There has been some indication that the operation would like to relocate in a facility with the Norman Senior Center, although further discussions with Aging Services to determine an acceptable agreement for utilities and any construction/equipment cost sharing would need to be negotiated.

B. Cost of Expanded Kitchen for Option EL

In an effort to identify possible costs for constructing a commercial kitchen as part of the renovation for Option EL, staff has obtained quotes from similar projects bid in 2013. The current programming plan for a new Senior Center location includes a 607 sq. ft. “caterer’s kitchen”, capable of receiving and serving daily meals that would be prepared off-site and could be packaged for outgoing home deliveries if needed. These facilities are not currently projected to allow for on-site meal preparation.

In order to accommodate a commercial grade kitchen for on-site meal preparation, similar to what is currently taking place at the Senior Center, approximately 1,500 additional square feet would need to be added to the programming plan. Utilizing information for similar kitchen equipment bids in 2013, the cost for equipment similar to the current kitchen in the Senior Center is \$300,000. When a credit of \$190,000 from the original 2013 Option EL caterer’s kitchen estimate is added, a net addition of \$110,000 would be needed for kitchen equipment.

The Library facility (Option EL) provides adequate space for a commercial kitchen addition without impacting other required spaces contemplated for use in the 2015 Space Utilization Study. There will be additional mechanical, electrical and plumbing (MEP), interior construction and installation costs for the space, which are estimated at \$100/sq. ft. or \$150,000.

When considering escalation costs are figured in for the equipment (16%) and construction (8%), **a commercial kitchen addition is projected to cost an additional \$289,600 for Option EL.**

Option AP

Background

In December 2015, the McKinney Partnership conducted a Site Feasibility Study for a Senior Center site south of Acres Street in Andrews Park, south of the new Central Library site, designed to match the space allocations and programming proposed for Option EL. The feasibility study proposed the construction of a new 21,000 sq.ft. single-level Senior Citizen's Center with associated parking, site amenities, landscaping and outdoor activity space. Based upon feedback from seniors and staff, the McKinney Partnership revised the concept site plan design in January 2016.

Project costs provided in the December 2015 feasibility study estimated the total project cost (including site work, drainage, design, furnishings and contingency) at \$10,533,339. In February 2016, the McKinney Partnership provided an updated cost for Option AP based upon additional updated bidding information for similar projects. The updated information refined project costs. **The revised cost for Option AP (per January 2016 updated site plan) is estimated at \$8,658,002.68 (Attachment H).** Additional costs for a commercial kitchen space in Option AP are outlined on page 11. Currently, no funds are programmed for this project.

The Option AP site concept provides parking for 111 cars with landscaping and an illuminated parking area. This total includes 18 handicap spaces located near the main entry. Pedestrian walks lead from parking spaces directly to the Senior Center. A CART bus stop served from an extension of existing routes could be located adjacent to the Senior Center and could be connected to a broad covered entry drop off via an accessible walkway. A section of Legacy Trail could also potentially extend from the Senior Center to the Central Library entry across Acres Street, a distance of approximately 360 feet. Exterior covered and shaded courtyards could offer views to the park and activity areas. Gardening accommodations with raised beds along with outdoor activities could be located on the south side of the Senior Center.

A service area could allow for food delivery and remote pick up. Specific floor plan layout, areas and functions are yet to be designed, but interior space requirements would be based upon programming options provided by Life Span Design as part of the Senior Center space study in August 2015. Revisiting the programming options to ensure they are current and align with user needs and expectations would be recommended if this option is pursued.

The Site Feasibility Study also included an underground concrete drainage structure to accommodate the rerouting of stormwater from the existing open ditch in the northeast corner of Andrews Park. Storm water detention on the site is projected to be constructed beneath the new parking lot. Portions of the project site are located within the 100-year floodplain and will require Federal Emergency Management Agency (FEMA) and City of Norman Floodplain Committee approval for construction (see pg. 10 for additional details).

Additional site details:

- The existing 9,800 sq. ft. underground concrete cistern could be removed to accommodate site parking.
- A new skate board park will be located to the south of the Senior Center (see pg. 10 for additional skate park relocation details).

- Existing basketball courts could be preserved.
- Existing softball, amphitheater, picnic, splash pad facilities and athletic areas could be preserved, with minimal change.

Additional Site Considerations:

I. Park Encroachment

Questions regarding park encroachment for Option AP emerged from previous discussions regarding a new Senior Center in the northeast corner of Andrews Park. Analysis conducted by the McKinney Partnership in December 2015 indicated that approximately 1.77 acres of parkland is currently occupied with the concrete for the existing drainage ditch, underground cistern, skate park and associated parking. Adjacent soccer and baseball practice areas can still be accommodated.

Option AP would reduce approximately 0.39 acres of open parkland if constructed. Open space use and activities in the northwest section of Andrews Park would still be available (see Attachment I).

II. Capital Funding for Site Detention Costs

Preliminary cost estimates for Option AP include \$800,000 for a concrete drainage structure to service the site location in northeast Andrews Park. This project could potentially be eligible for full or partial funding with capital funds from the City's earmarked Capital Sales Tax if allocations are made by the Council. If the full detention costs were funded through capital funds, the amount of the project costs paid by NORMAN FORWARD or other sources would be reduced by \$800,000.

III. Floodplain, Drainage Study and FEMA Letter of Map Revision (LOMR)

A portion of Option AP includes a section of floodplain that will need to be removed through the FEMA LOMR process in order for the Senior Center to be constructed on the site. The LOMR process is anticipated to take 12-15 months to complete and can occur concurrently with design development of the building. This process is estimated to cost an additional \$100,000 to complete and could affect the project timeline, depending upon review times from FEMA for approval. Construction in the floodplain would also require review and approval by the City Floodplain Permit Committee. This review could proceed concurrently with the FEMA LOMR process.

IV. Skate Park Relocation

Initial site designs for Option AP anticipated moving the skate park from its current location to a location west of the amphitheater in southwest Andrews Park. There were concerns voiced that skate park activity and noise from use of the facility may have an adverse effect on the adjacent neighborhood.

Recently revised Option AP site plans from January 2016 (Attachment J) accommodate the skate park in a currently under-utilized area of Andrews Park, south of the proposed parking location for Option AP. The revised site plan also includes 11 parking spaces adjacent to the skate park for skate park parking. A portion of the proposed skate park would be located in

the 100-year floodplain area. Design of the skate park in this location would have to accommodate floodplain concerns and permitting.

V. Timeline for Construction

The timeline for construction for Option AP is estimated to be 20-21 months. This timeline includes 8 months for building design and bidding, and 12-13 months for construction. The FEMA LOMR approval process could run concurrently with the building design and bidding process. Engineering work could begin immediately if Option AP is selected so as to minimize any potential impacts on the project construction timeline.

VI. Cost of Expanded Kitchen for Option AP

The Option AP site would require an additional 1,500 sq. ft. of building area for a commercial kitchen, including delivery area and paving / site work for the shipment of meals each day (\$175,000 for additional paving for meal delivery vans and food delivery). There will also be additional mechanical, electrical, plumbing, and interior construction and installation costs for this space (estimated at \$300/sq. ft. or \$450,000)

This results in an estimated total of \$735,000 which includes additional equipment (\$110,000), building construction (\$450,000) and site work (\$175,000).

With additional costs to bring estimates to 2016 projected costs (12%), along with escalation costs for potential construction timelines (4%), **the total estimated costs for an enlarged kitchen and related work for Option AP is an additional \$773,200.**

VII. Internal Programming

It is anticipated that the same internal programming and similar floorplan as Option EL could potentially be utilized for Option AP. This programming may need to be updated prior to beginning final design of a new facility.

Option L4

Background

As part of the January 2016 Senior Center Site Analysis, a site option to acquire the condominiums directly west of the new Central Library location was presented (see Attachment K). This site is .8423 acres and is currently occupied by tenants (25 total units are included in the condominiums). As a standalone site, the condominium property is not large enough to accommodate the Senior Center and 100 parking spaces. Options could be explored to acquire six (6) additional properties to the west of the condominiums to acquire more space for parking. Parking considerations and options for Option L4 are addressed below.

The site does provide an opportunity for the new Central Library and Senior Center to be closely located and potentially share parking spaces and other site amenities. Additionally, the site provides close access from the Senior Center to the Library, which could allow for closer pedestrian travel for users. Cost estimates for property acquisition and parking construction will need to be refined if this option is pursued. Preliminarily, acquisition of property for a Senior Center building, property for a 100-car parking lot and construction of a new Senior Center building is estimated \$10.463 million. Currently, no funds are programmed for this project.

Additional Site Considerations

I. Property Acquisition

A. Property Appraisal

Property appraisals completed in April 2016, valued the condominium property at \$712,000. The property consists of 25 units, and would possibly require additional closing costs for resident relocation if purchased. Demolition costs could exceed \$50,000, depending upon environmental site conditions. These costs would need to be assessed during purchase negotiations. Staff has not pursued any negotiations with the property owners and it is unknown if the property is currently for sale.

B. Neighborhood Encroachment

If property acquisition is pursued, additional discussion regarding neighborhood encroachment of City facilities, the potential loss of this affordable housing product in the neighborhood and relocation options for current residents will need to be discussed.

II. Parking

Original site analysis considerations for Option L4 anticipated shared parking with the new Central Library site on adjacent parking spaces directly north of the site. Currently, the new Central Library site is anticipated to have approximately 300 parking spaces.

Potential options to accommodate parking for Option L4 include: 1) monitoring shared parking availability with the Central Library to determine if additional Senior Center parking is needed, 2) constructing a single floor of elevated parking over the southwest corner of the library site (directly north of L4), 3) acquire six (6) properties (approx. 1.1 acres total) west of the Option L4 site to construct surface parking/park amenities, or 4) construct overflow parking in Andrews Park south of Acres. Attachment L outlines details for 50 additional parking spots that could be constructed in Andrews Park that was proposed as part of the January 2016 Senior Center Site Analysis.

This report also outlines preliminary estimated costs for the acquisition, demolition and construction of these parking facilities (see chart on pg. 14). Additional detailed cost calculations will need to be finalized if this option is pursued further.

III. Internal Programming

It is anticipated that the same internal programming and similar floorplan as Option EL could potentially be utilized for Option L4. This programming may need to be updated prior to beginning final design of a new facility.

Senior Center Cost Comparisons

The following cost comparison chart outlines preliminary estimated costs for construction of Senior Center Options EL, AP and L4. Estimated **base** construction costs outlined below include costs needed for design work, building construction, site work and other associated project cost at the project locations. The chart below also includes estimated costs to construct **additional** project options that include: 1) parking (*with land acquisition*) and 2) a commercial kitchen expansion for each project option.

Option	Base Construction Cost	Commercial Kitchen Expansion Cost	Total (w/ kitchen expansion)	Parking Site Acquisition & Construction Cost	Total (w/kitchen expansion & parking options)
EL	\$5.075 M¹	\$289,600	\$5.364 M	N/A	\$5.364 M
AP	\$8.658 M	\$773,200	\$9.431 M	N/A	\$9.431 M
L4	\$8.395 M²	\$773,200	\$9.168 M	\$1.295 M ³	\$10.463 M

¹ Initial costs allocations from the 2015 Space Utilization Study estimated the construction costs for Option EL at \$4.42M. Recently updated construction costs estimate the base construction cost total at \$5.075 M, which would require an additional \$655,000 of funding from an additional source(s).

² Cost includes site acquisition for the condominium complex and demolition (\$762,000). Senior Center parking would be shared with new Central Library in this scenario.

³ Cost includes land acquisition & demolition of 6 properties north of Acres St. and paving construction (\$5,854.30/space) for 100 parking spaces. Construction of these parking spaces would alleviate need for shared parking with the Central Library.

Options for Re-Use of the Existing Senior Center

Staff has assessed potential options for use of the existing Senior Center facility at 329 S. Peters Ave. once activities are relocated to a different facility. These options include possible sale, lease and/or re-use of the facility for activities and organizations.

Building Locational Assessment

The building was constructed in 1929 serving as the original Norman Public Library. Since the early 1970's, the building has been used as a senior center by the Norman Parks and Recreation Department. The building was listed on the National Register of Historic Places in 2000.

The facility is located on the southern edge of the Downtown Norman commercial district on the northeast corner of Peters Avenue and Symmes Street. It is within a block of the Cleveland County Courthouse. To the immediate north is a legal office, to the west, a 2-story modern-style office building, to the east is the Mary Abbott Children's House, and to the immediate south is June Benson Park. Symmes Street forms the northern boundary of the Miller Historic District, one of two official historic neighborhoods in Norman. The historic nature of this building and the Mary Abbott Children's House provide an appropriate transition between the neighborhood and the commercial district and any future use should be considerate of this buffer.

The historic portion of the building is constructed with blond brick in the Italian Renaissance style and consists of an above-grade main floor and a raised basement. Two additions were annexed on to the historic building in 1977 and 1980 to accommodate the growing needs of the community. The total square footage of the facility is estimated at approximately 8,600 square feet. Modern features have been added over the years including an elevator, a commercial kitchen and improvements to make the facility more accessible. A remodel of the restroom facilities was completed in spring 2016 to accommodate ADA requirements for the building. Parking for the building is very limited. A total of 36 spaces are available on the north and east side of the building. Additional public parking is available along Symmes street.

The parcel is currently zoned as R-3 (multi-family dwelling district) and is designated for Institutional use in the current Norman 2025 land use plan. While multi-family residential use is the primary intention of the R-3 zoning category, many other special uses may be permitted with approval of the City Council. This project is just west of the eastern-most boundary of the Center City Project and is not included as part of the Center City form-based code area.

Potential Re-Use Options

Many options can be explored to reuse the facility. The building could be sold to the private sector. In the case of a sale, an accurate appraisal could prove challenging as there are not many

comparisons for a historic municipal building. Also, unless specific protections were put in place, the building could potentially be demolished.

The building could be leased for office space either to a single entity or to multiple entities. Legal offices are the primary occupant of office space in this area due to their proximity to the Cleveland County Courthouse. Lease rates in Downtown Norman vary considerably based on condition and available amenities, but range from \$5/sf at the low end to \$27/sq. ft. for executive suites. Using an average office lease rate of \$12/sq. ft., the building could potentially generate slightly over \$103,200 annually in gross rent if fully occupied. It would be recommended to create a real estate pro forma to further explore leasing options. While there may be a small financial benefit to leasing the building, it would put the City in direct competition with private sector office rentals. It would also involve staff resources to manage and/or contract with a property management company.

A third option would be to continue the City of Norman's precedent of supporting the arts community by negotiating an arrangement with a non-profit organization to lease the space at a discounted rate. The City of Norman has established a mutually beneficial arrangement in the past for adaptive reuse of other historic properties such as the Firehouse Arts Center in Lions Park, the Santa Fe Train Depot and the Sooner Theatre. The space in its current configuration could be repurposed into an office or programming space for arts organizations, an incubator for artists and/or classrooms for arts instruction. The adjacent park could also serve as an added amenity.

Attachment A

Attachment A

DATE: July 2, 2015

TO: Terry Floyd
City of Norman

FROM: Pat McFerron
President
Cole Hargrave Snodgrass & Associates, Inc.

RE: A Survey of 500 Voters in Norman, Oklahoma
Interviewing conducted June 9-15, 2015
Margin of error: +/- 4.3%

Cole Hargrave Snodgrass & Associates is pleased to present this executive summary of its recent study of registered voters in Norman.

The study shows Norman voters embrace a comprehensive quality of life package at this time. They are not dissuaded by arguments about other priorities or the need to vote on projects individually. We see a belief that this type of an election is more important to voters than when electing individuals, and it has the potential to encourage voters whom have not previously participated in municipal elections to get involved. It should be noted, however, that even among those who have voted in five or more local elections in the last few years, there is strong support.

In addition to this executive summary, we have also provided a tabulated questionnaire, full cross-tabulations and a formal presentation of findings.

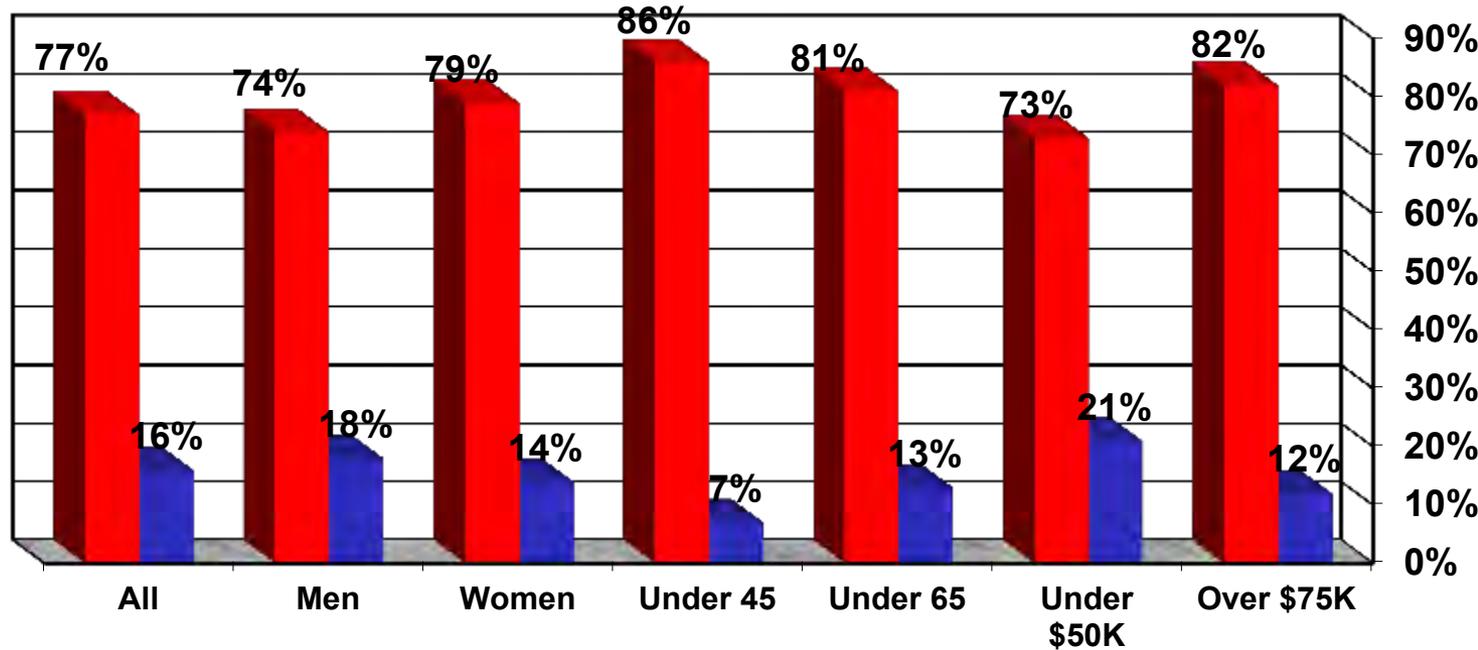
KEY FINDINGS

- More than two-thirds of Norman voters support a ½ cent sales tax increase to last 15 years for a quality of life package. Most striking is that only 26% oppose the package and that 48% say they will “definitely” vote yes.
- While the package has its strongest support from those who have not participated in recent local elections (75% voting yes vs. 18% voting no), strong support exists among the most fervent voters (61% yes vs. 32% no) as well as those with more spotty poll attendance in local elections (64% yes vs. 32% no). Younger and more affluent voters lead the charge for the package, though all groups are supportive including those over 65 (53% yes vs. 37% no). All income groups show at least 2-to-1 support over opposition.
- When individually tested, all projects start with at least 55% support (the Expo Center).
- While still supported by 57% without the explanation, informing voters that the indoor aquatics center will partner with local entities and be operated by the YMCA makes it much more popular (75%). Similarly, we see support for the indoor rec center go from 66% to 72% when made aware it would replace the WWII hangar.

- Voters are more supportive of improvements to the library system when packaged together (71% voting yes) than when the central library (56% voting yes) and east branch (65% voting yes) are tested separately.
- We see support for converting a portion of the existing library into a senior center, though most residents do not have a preference between this and a new facility. Only 12% of voters want an entirely new facility.
- Tax sensitivity is at a historic low – only 22% believe sales tax is too high and only 39% feel such about property taxes. Given this difference, it is no surprise voters overwhelmingly support paying for this package through sales, not property, tax.
- Fully 63% of all voters support extending the sales tax in order to fund operations and maintenance. Just a quarter (26%) are against that idea, most of which are against the package regardless.
- After hearing arguments both for a comprehensive package and for voting on projects individually, voters are close to evenly divided. We tend to see those who support the projects in favor of a comprehensive package while those opposed wanting to vote on them individually.

Convert Library to Seniors Center?

55% Definitely Yes; 22% Probably Yes; 4% Probably No; 12% Definitely No; 7% Undecided



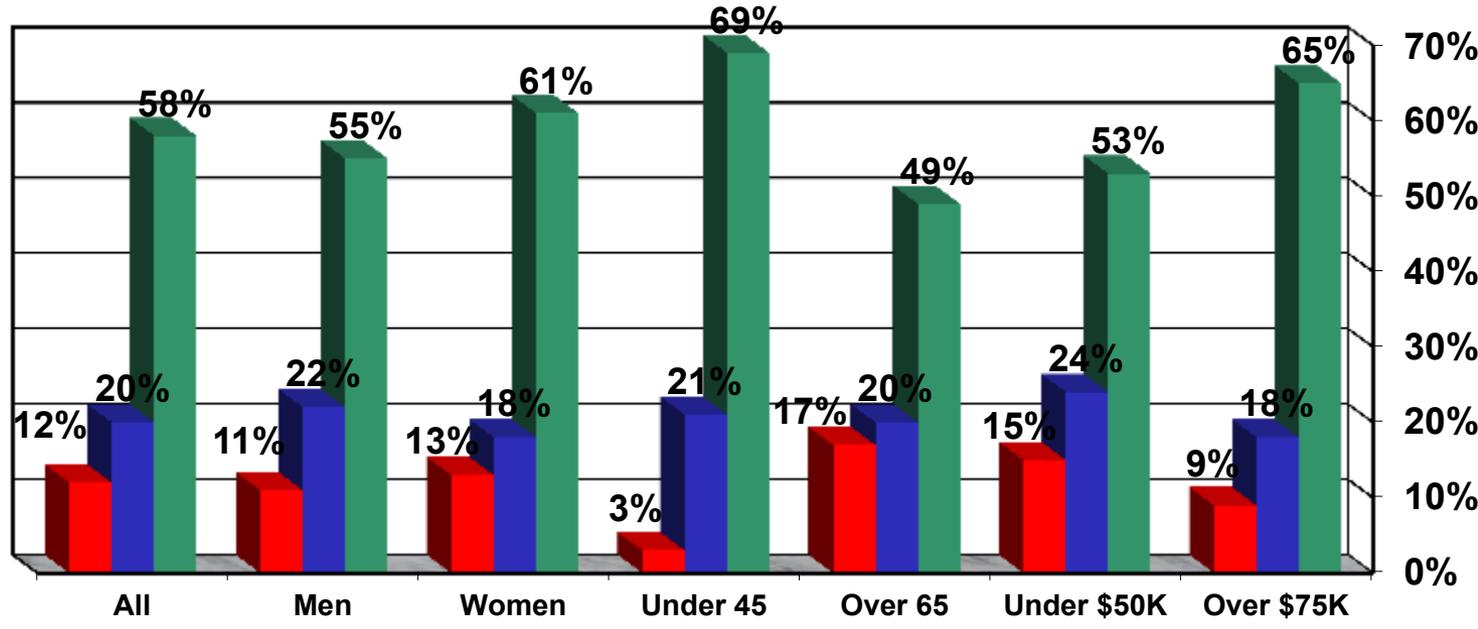
When told it will not cost additional money because a bond issue was already passed, we see very strong support for converting part of the library to a senior citizen center.

New Senior Center or Renovate Existing?

12% New Facility; 20% Renovate Existing; 58% No Preference;
 10% Undecided

■ New Facility ■ Renovate ■ No Preference

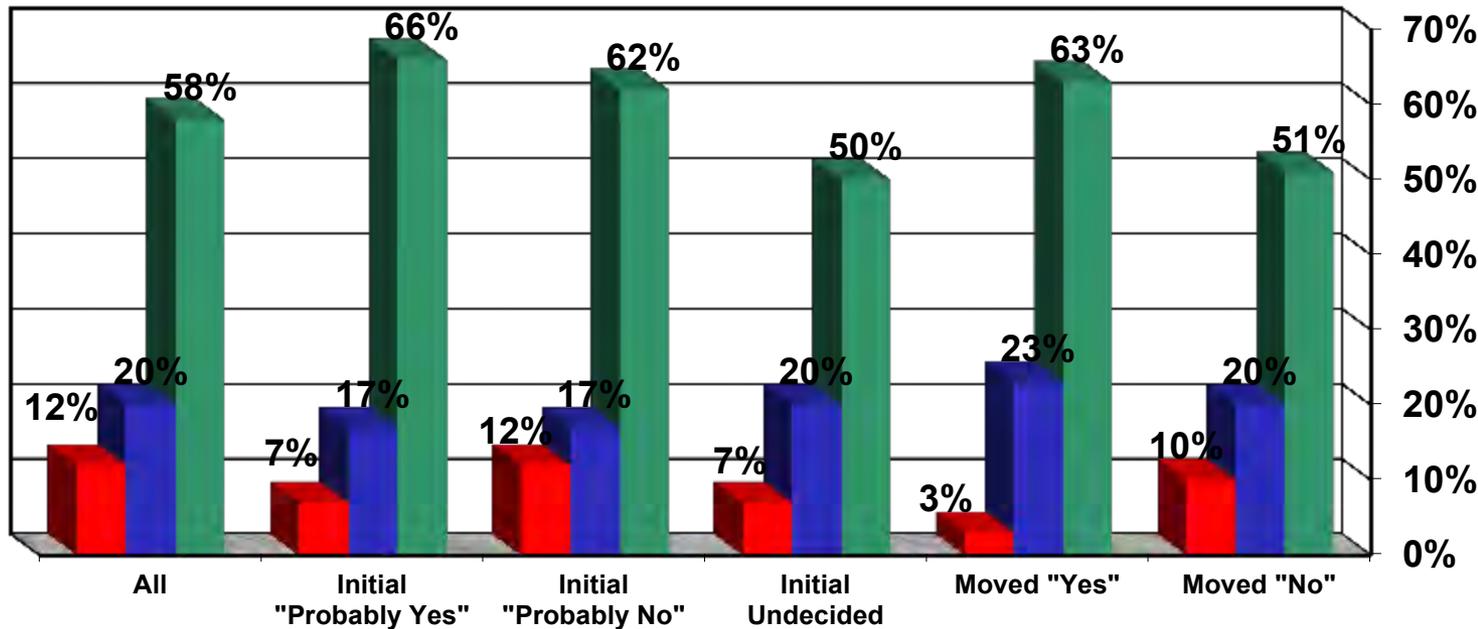
Most voters have no preference when it comes to which manner is used for a new senior citizens' center. We see a slight preference for renovating the existing library even among senior citizens.



New Senior Center or Renovate Existing?

Among those who move toward voting yes during the study, we see the strongest support for renovating the library but the vast majority have no preference.

■ New Facility ■ Renovate ■ No Preference



22. Voting yes for this package would allow converting much of the existing central library to an up-to-date senior citizens center. This would not take additional funding as a bond issue for this purpose was passed by voters in 2008. Does this make you more likely to vote yes or more likely to vote no on the package we discussed? (After response, ask:) Would you say you would definitely vote (yes / no) or only probably vote (yes / no)?

- 55% Definitely yes
- 22% Probably yes
- 4% Probably no
- 12% Definitely no
- 7% (Do not read) Undecided

23. Thinking about a new senior citizen center for Norman residents, which of the following comes closest to your beliefs: (Randomize the first two statements)

- 12% I prefer a new stand-alone facility for our senior citizens, even if it costs more
- 20% I prefer fully renovating the existing central library
- 58% As long as the facility is modern and meets the needs of our senior citizens, I do not have a preference if it is a new facility or a renovation of the central library
- 10% (Do not read) Undecided

24. (Split the sample with the next question) Do you agree or disagree with the following statement: I would prefer these projects be paid for through a sales tax rather than a property tax.

- 80% Agree
- 12% Disagree
- 8% (Do not read) Undecided

25. (Split the sample with the previous question) Do you agree or disagree with the following statement: I would prefer these projects be paid for through a property tax rather than a sales tax.

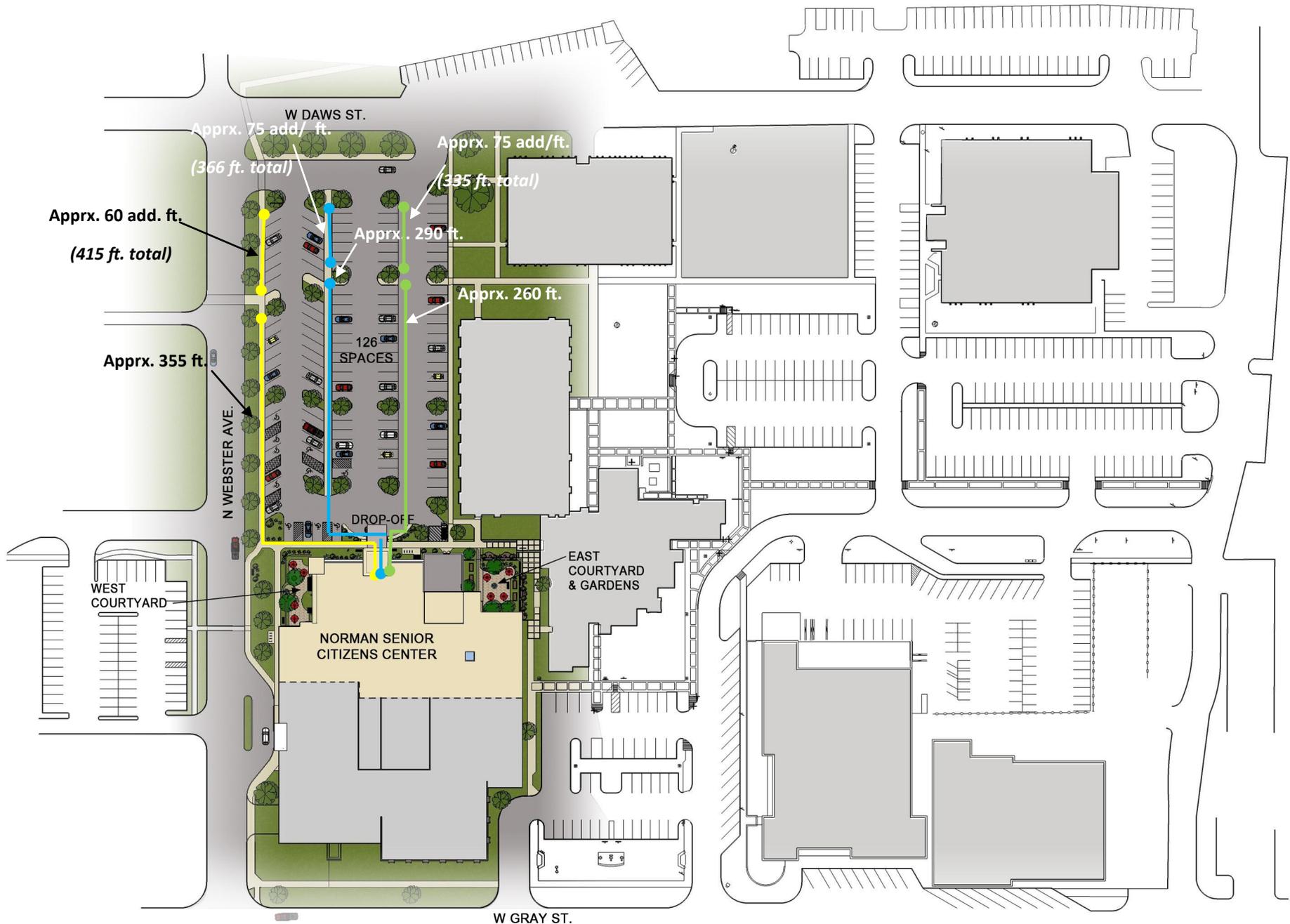
- 16% Agree
- 72% Disagree
- 13% (Do not read) Undecided

26. Which would you prefer: (Rotate statements)

- 53% A 15 year sales tax at one-half of one percent to complete these projects
- 31% A 7 and one half year sales tax at one percent to complete these projects
- 16% (Do not read) Undecided

Attachment B

Attachment B

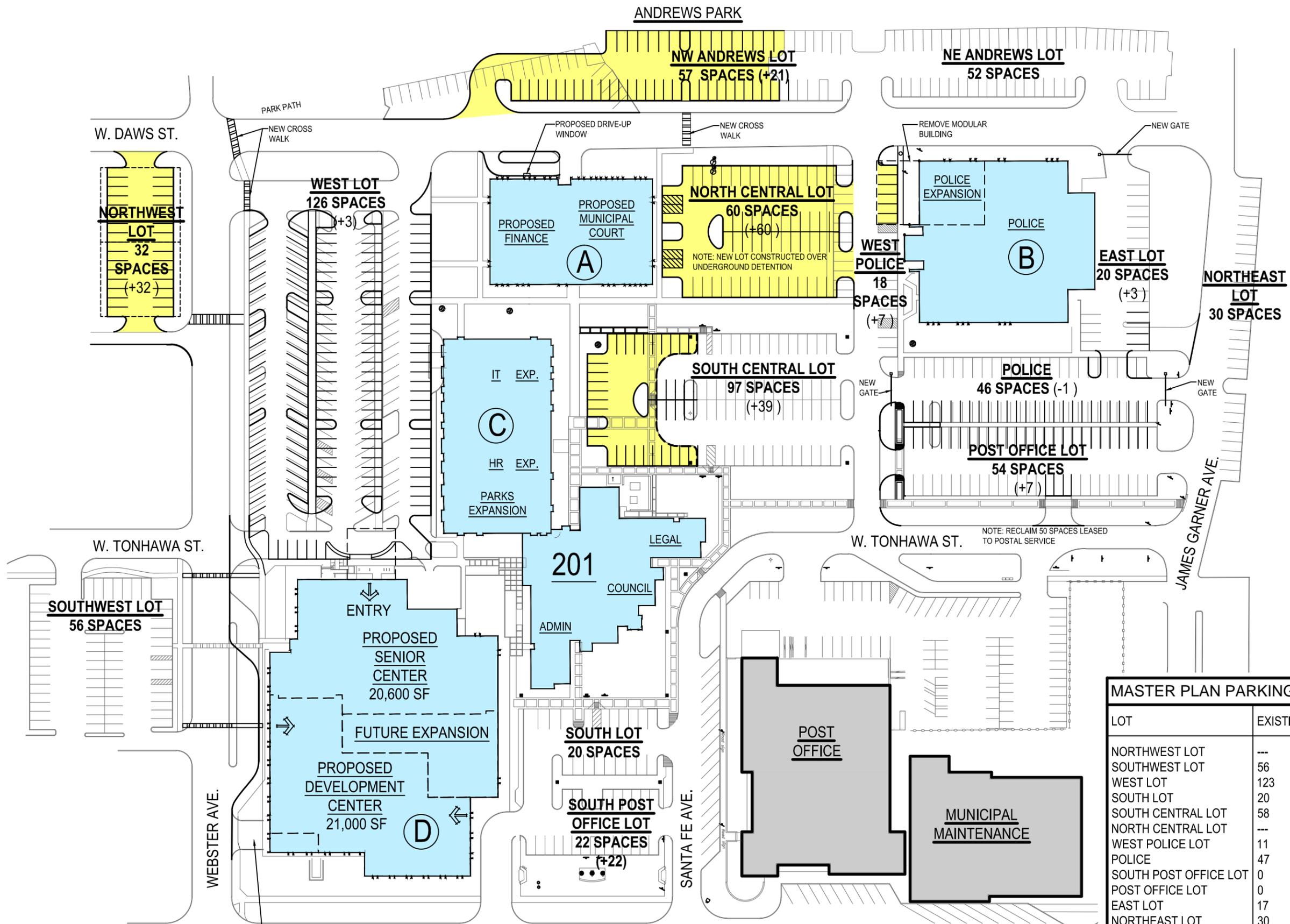


Proposed Norman Senior Citizens Center

Site Plan

Attachment C

Attachment C



PROPOSED MUNICIPAL COMPLEX PARKING PLAN
SCALE: N.T.S.

MASTER PLAN PARKING SUMMARY			
LOT	EXISTING	NEW	NET GAIN
NORTHWEST LOT	--	32	+32
SOUTHWEST LOT	56	56	--
WEST LOT	123	126	+3
SOUTH LOT	20	20	--
SOUTH CENTRAL LOT	58	97	+39
NORTH CENTRAL LOT	--	60	+60
WEST POLICE LOT	11	18	+7
POLICE	47	46	-1
SOUTH POST OFFICE LOT	0	22	+22
POST OFFICE LOT	0	54	+54
EAST LOT	17	20	+3
NORTHEAST LOT	30	30	--
NE ANDREWS LOT	52	52	--
NW ANDREWS LOT	36	57	+21
TOTAL	450	690	240



Seal:
Project:

Norman Municipal Complex Space Utilization Study

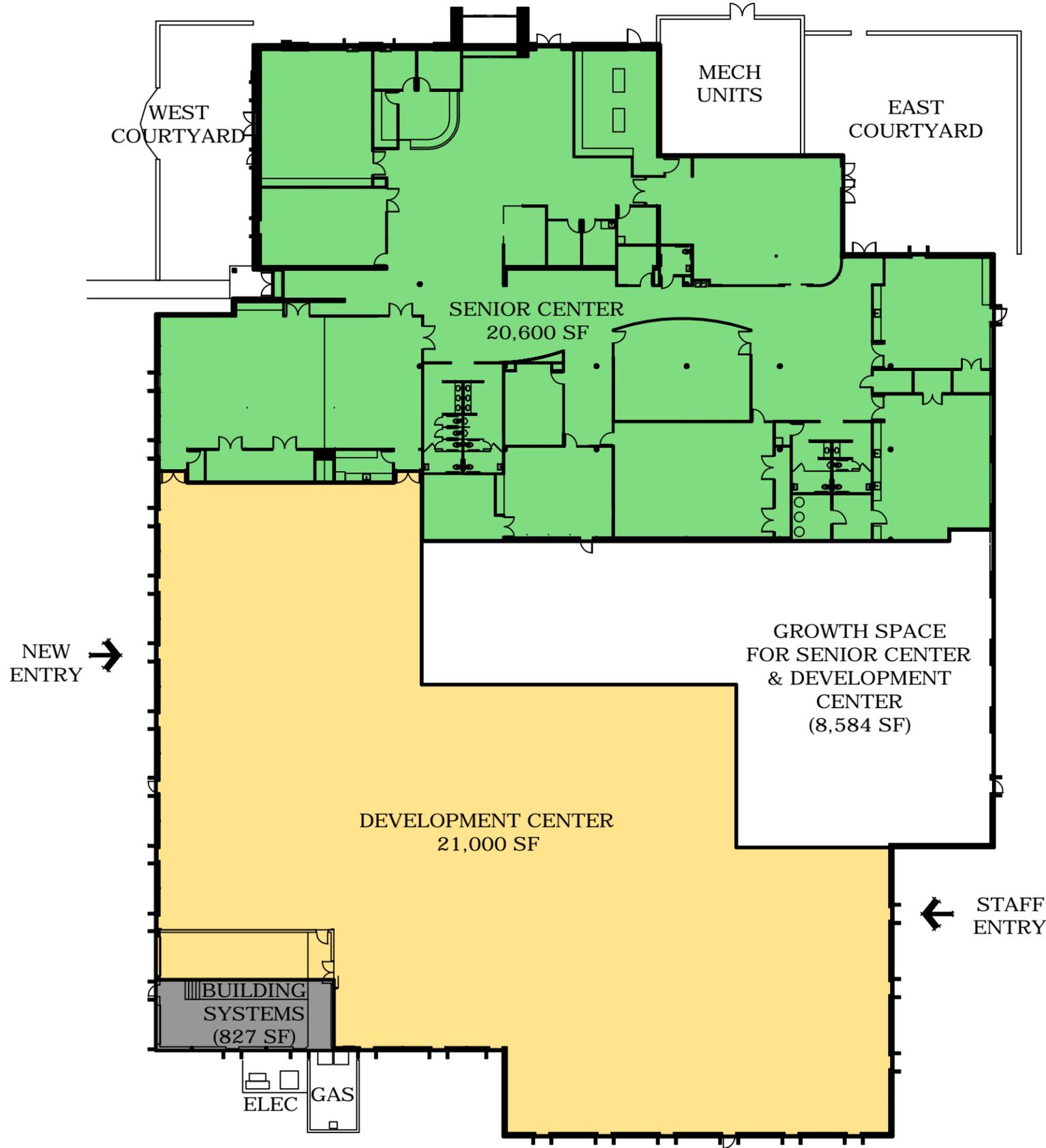
Issue Date:
09/08/2015
Revisions:

Project Number:
CM071815
Sheet Title:
CURRENT MUNICIPAL COMPLEX PARKING PLAN

Sheet Number:
PARKING

Attachment D

Attachment D



BUILDING D - PROPOSED PLAN

SCALE: 1/32" = 1'-0"

51,011 SF

DEPARTMENT LEGEND	
BS	BUILDING SYSTEMS (Mech / Elec / Toilets)
BM	BUILDING MAINTENANCE
CM	CITY MANAGER / MAYOR / CLERK
CR	COMMON AREA
CE	COMMUNITY EDUCATION
FN	FINANCE
HR	HUMAN RESOURCES
LG	LEGAL
LB	LIBRARY
MR	MEETING ROOMS / CONFERENCE
MC	MUNICIPAL COURT
PL	POLICE
SC	SENIOR CENTER
CS	COMMUNITY MEETING SPACE
IT	INFORMATION TECHNOLOGY
UD	UNDEVELOPED / GROWTH SPACE
UT	UTILITIES
DN	DEVELOPMENT & NEIGHBORHOOD CENTER
CP	PLANNING & ADMINISTRATION
GS	GIS
PR	PARKS & RECREATION
PW	PUBLIC WORKS & ENGINEERING



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Project:

Norman Municipal
Complex
Space Utilization Study

Issue Date:

09/08/2015

Revisions:

Project Number:

CM071815

Sheet Title:

BUILDING D -
PROPOSED PLAN

Sheet Number:

D-PROP

Attachment E

Attachment E



Memo

To: City of Norman Space Utilization Study

From: Rick McKinney

CC: Project File

Date: 30 June, July 1

Re: Space Assessment Meetings with Departments

Jud Foster and I met with the Directors of all the Departments located within the Municipal Complex June 30 and July 1

The intent in these initial meetings was to:

- Review the current space utilization and Layout of each department.
- Discuss what may not be functional within the current Department
- Discuss immediate and long term needs for department and staffing.
- Discuss proximity needs with other departments and the Public
- Review any exterior needs that may affect the department or building

The following scope of needs was discussed:

Note: Areas with an asterisk (*) DO NOT include circulation.

LEGAL DEPARTMENT – 201 W GRAY

City Attorney – Jeff Bryant

Current Department Area 3,045 sf

Projected Department Area 3,045 sf

- Current space is satisfactory.
- To remain in 201 W Gray for proximity to City Manager and Mayor
- One vacant office and another utilized by the Retail Marketing Coordinator
- Noted that the linear meeting space west of Legal could be subdivided into offices as it is currently not effective as a meeting space. These offices would be accessible thru a new corridor of the main building lobby.

CITY OFFICES – 201 W GRAY

City Manager – Steve Lewis

Mayor – Cindy Rosenthal

City Clerk – Brenda Hall

Current Department Area 3,488 sf

Projected Expansion 4,855 sf (Office Build-out)

- Space is fully occupied with no room for expansion
- Sound / Privacy / Security is a concern (Access Control @ Reception vestibule)
- Need Customer Counter for license renewal with a seasonal demand every year. Possible walk up window in building lobby to eliminate customer traffic within the Reception Area.
- City Manager and Mayor are “exposed” with glass at front of building
- Possibly reconfigure reception area so offices are not fully exposed to lobby distractions
- Rolling Storage is full and a scan / file program is in place
- Need fireproof record storage for meeting minutes (Use NW closet)
- Upstairs "L" shaped Storage area is filling up
- Mech / Elec / It / Roof Systems are satisfactory
- Council Chambers – No requests
- Study Session Room is too small and often overcrowded-expand or reduce table size. Consider expanding Study Session Room into corridor and closing off east exit doors.
- Multi-Purpose Room is too linear for effective use... Convert to more usable office space

POLICE DEPARTMENT – BUILDING B

Chief Keith Humphrey

Current Area 19,400 sf (16,106 sf + 3,294 sf basement)

Projected Expansion 23,174 sf (19,880 sf + 3,294 sf basement)

- Inadequate office space now in building. No room for growth with current layout
- Originally designed for 100 employees, presently a staff of 237 plus 13 incoming. 175 now work outside of Police headquarters
- EOC to be relocated from basement by 2018
- Detailed space study needed for entire Police building. Need to reconfigure space for efficiency.
- Basement is not ADA compliant, proposed as back up facility for tech equipment or storage
- CID, Property / Evidence, Crime Lab, Investigations have moved to NIC on Lindsey Street
- Additional expansion space is available at Lindsey Street
- CID in Police Building was converted to Patrol Briefing Room-functions better now. Requested south entry / exit to vehicle parking lot.
- Need space for large meeting room and offices
- Crime Lab space was converted to Crime Analyst space
- Consider adding entry to south side of building into Briefing Room.
- Need to expand locker room space for female officers
- Need community space for public functions-no space to interact with public
- Not interested in keeping modular building extension...could be moved away.
- Administration area needs to be reworked

Site Comments

- Suggest modifying parking lot east and south of Building B. Desire to close off L-shaped parking to south and east. Close off west entry, add 2-way gate at east entry, add exit-only gate at north entry drive, close off second entry drive to east
- Possibly enclose east courtyard for additional space. Note: existing subgrade tank may be present?
- Parking is an issue and limited (staff and patrol cars).
- Will regain parking after removal of modular court buildings (5 spaces)
- Question: Can parking leased by the Post Office in the southern half of lot south of Building B be recaptured?

MUNICIPAL COURT – BUILDING B

Court Clerk – Ronda Guerrero

Current Area 6,174 sf

Projected Relocation Area 8,885 sf (Building A)

- No current movement or requirement for transition to a Court of Record (COR), but Norman population is large enough to qualify. Court of Record status would require additional staff, facilities, judge and cost. Allows for some appeals. Also provides a higher level of customer service and care. Expansion space to be allocated if future transition occurs for a COR.
- Current area is sufficient, but need an office for City Attorney and Community Service Coordinator (currently are located in the modular building extension).
- Need three (3) holding cells for prisoner transfer
- Need separate Juvenile Court Room of same size and capacity with support offices.
- Court room seats 75 now which is appropriate size for both court rooms
- Video arraignment with County Jail is working very well.
- Security improvements are required as metal detection process is not secure, in & out traffic is not able to be monitored
- 4 Court sessions per week now, 124 dockets per year
- Parking is very crowded on court dates as staff spaces are taken
- ADA compliance and ease of accessibility is critical

UTILITIES – BUILDING C

Director – Ken Komiske

Current Area 1,259 sf *

Projected Relocation Area Part of Development Center

- Part of the proposed Development Services Center near Public Works & Planning
- Need additional offices for expansion, engineer
- Relocate near Public Works
- Current space is full with small offices
- Request meeting room
- Need additional space for file storage

HUMAN RESOURCES – BUILDING C

Director – Gala Hicks

Current Area 3,889 sf *

Projected Area 5,487 sf *

- Currently have one open office
- Will need office space for Recruiter and Risk Manager
- Confidentiality is an issue, request glass partitions
- Testing room is also used for Applications and Meetings
- Training is done on-line and in-house
- Suggest Police have their own separate Training / Computer Room @ NIC
- Computer Lab is used frequently by entire campus
- Need larger Training Room for large groups
- SW office has loud “hum” from electrical panel
- High demand for parking
- Remodel Toilet Rooms for ADA compliance
- Require additional accessible storage space

FINANCE – BUILDING C

Director – Anthony Francisco

Current Area 3,912 sf *

Projected Area 5,403 sf (Relocate to Building A)

- Current space is full and Department is down six positions
- Potential to add office for City Auditor position (@ Finance or City Offices -201)
- Need two (2) offices for Capital Budget positions
- Need privacy walls for Customer Service Reps
- Need better security , have had issues with public that would be better served in private
- Storage and meeting space is at a premium
- Need conference room
- Request updated building restrooms

INFORMATION TECHNOLOGIES – BUILDING C

Director – Tim Powers; Network Manager - Kari Madden

Current Area 2,581 sf *

Projected Area 3,803 sf *

- Plan to add one person (work station) in Data Center
- IT to remain in Building C - would be cost prohibitive to relocate Data Center
- Need to keep Work Group together in one location, not split to EOC
- Concerned about security–should not be accessible by general public
- Need meeting space for Group (12-13 people)
- Need better separation / privacy between work stations
- Request a Holding Area
- Need small meeting space for vendors
- CRAC units are cooling well (2) but Data Center needs improved air flow / hot return
- Request a better central building break room and additional storage

PARKS & RECREATION – BUILDING C

Director – Jud Foster

Current Area 2,224 sf *

Projected Area 2,788 sf * (Option: 4,591 sf near Truck Dock, Building D)

- Current space is sufficient
- Presently have one extra office – will accommodate Forester position if added
- Need additional accessible storage for sports & event equipment
- Need additional file storage area
- P&R requires a lot of public access and location closer to entry would help
- Possibly relocate adjacent to Library dock for equipment storage and distribution. This also allows P&R to manage / monitor the Community Meeting Space.

PUBLIC WORKS – BUILDING A

Director – Shawn O’Leary

Current Area 3,496 sf *

Projected Relocation Area Part of Development Center

- Part of the proposed Development Services Center near Planning & Utilities
- Current space is maxed out – no room for staff expansion
- Storm Water Project will require 4-5 additional staff
- Building A renovation is Functioning well – customer service area much improved
- Need more storage area for plans / files / rolling files
- Parking is an issue

PLANNING – BUILDING A

Director – Susan Connors

Current Area 5,176 sf *

Projected Relocation Area Part of Development Center

- Part of the proposed Development Services Center near Public Works & Utilities
- Plan reviewer to be added soon.
- Need additional space for new Building Inspectors and Code Officers (TBD)
- No vacant space for staff expansion

SENIOR CITIZEN’S CENTER

Director: Sandi Lasseter

Current Area 8,000 sf (Remote)

Projected Relocation Area 20,600 sf (Library location or at different site)

DEVELOPMENT CENTER

Director: Shawn O’Leary, Susan Connors

Current Area 14,288 sf

Projected Relocation Area 21,000 sf (Building D)

City of Norman Municipal Complex
Space Utilization Study
 15 September 2015

Location	Department / Area	Current Area	Proposed Area	Option (Remote Senior Center)
201 West Gray				
	1 Administration	3,488	4,855	
	2 Legal	3,045	3,045	
	3 Meeting Rooms	5,302	3,935	
	4 Common Areas	3,237	3,237	
	5 Building Systems	2214	2,214	
	6 Storage (2nd Level)			
Total Area		17,286	17,286	
Building A				
	1 Planning	5,176	0	
	2 Building Systems	930	930	
	3 Public Works / Engineering	3,496	0	
	4 Meeting Space	1,109	0	
	5 G.I.S.	854	0	
	6 Common Areas	3,653	0	
	7 Finance	0	5,403	
	8 Municipal Court	0	8,885	
	9 Expansion Space			
Total Area		15,218	15,218	

Location	Department / Area	Current Area	Proposed Area	Option (Remote Senior Center)
Building B				
	1 Municipal Court-Original	3,774	0	
	2 Municipal Court-Extension	2,400	0	
	3 Police (first floor)	16,106	19,880	
	4 Basement	3,294	3,294	
	5 Common Area / Building Services	538	538	
Total Area		26,112	23,712	
Building C				
	1 Finance	3,912	0	0
	2 Internet Technologies	2,581	3,803	3,803
	3 Parks & Recreation	2,224	2,788	0
	4 Human Resources	3,889	5,487	5,487
	5 Utilities	1,259	0	0
	6 Common Area	3,519	3,429	3,429
	7 Building Services	1,083	1,083	1,083
	8 Growth Space	0	1,877	4,665
Total Area		18,467	18,467	18,467
Building D				
	1 Library	48,929	0	0
	2 Building Systems	2,082	827	827
	3 Senior Citizen's Center		20,600	0
	4 Development Center		21,000	21,000
	5 Parks & Recreation		0	4,591
	6 Lobby		0	978
	8 Community Meeting Space		0	3,000
	7 Growth Space		8,584	20,615
Total Area		51,011	51,011	51,011

Attachment F



Norman Senior Center Feasibility Assessment Study Overview and Summary

September 15, 2015

Lifespan Design Studio was asked to participate with The McKinney Partnership Architects and various City of Norman staff members in an assessment of opportunities and limitations associated with the potential adaptation of portions of the Norman Public Library and site to accommodate the Norman Senior Center. The study team toured the current Senior Center and Library, interviewed staff, and led two public input sessions to develop a base understanding of current operations and goals and issues to be incorporated in a vision for a new facility. A comprehensive “wish list” of activities and services of interest to the staff and community was compiled and referenced in the development of a preliminary architectural program for a new stand-alone facility or renovated facility within the existing library.

The approved (preliminary) architectural program identifies approximately 20,400 square feet of interior space to support programs, services, drop-in/informal uses, staff, storage, and operations (attached). Functionally efficient dimensions were identified for each of 35 rooms and spaces, taking the projected group sizes, furnishings, equipment, storage, and other requirements into consideration. Generous square footage allowances were assigned for circulation space, restrooms, and other general-use areas, to facilitate a layout that is comfortable, accessible, and easily navigated by participants of diverse ages and abilities. In addition, the building Master Plan allows for future growth into vacant space adjacent to the Senior Center as needs arise.

The feasibility of accommodating the architectural program effectively within the Library building was assessed through a “program fit” preliminary design process. The design team studied opportunities for laying out the rooms and spaces in a configuration that is appealing, logical, and operationally efficient, while avoiding or neutralizing compromises or inefficiencies imposed by existing conditions.

Key goals in the layout of the program fit plan included but were not limited to:

- Seamless accessibility throughout the building and site (no steps or ramps)
- Ease of orientation, navigation, and way-finding
- Operational efficiency
- Abundant natural light in applicable activity spaces

The approved program fit plan includes a welcoming lobby-lounge, with a mix of soft seating and tables inviting guests to sit and chat, gather for an informal hand of cards, or enjoy a snack purchased in the lobby café. The adjacent clubroom offers pool tables and a chance to gather around a TV to watch a game; while a large game room comfortably accommodates card groups and similar activities. Just across the lobby guests are welcomed into the Dining Room, where Cleveland County Aging Services will serve lunch in a friendly neighborhood eatery setting. Weather permitting, snacks and meals can be enjoyed outside in the adjacent courtyards and gardens.

While some of the facility's rooms will be appointed with specific functions in mind, its largest space, the Assembly Room, will accommodate a broad spectrum of activities. A motorized acoustic partition can be closed to divide the 2,400 square foot space in two, with one section twice as large as the other, for the added flexibility of choices in room size. This "workhorse" space will support anything from banquets to dances, entertainment, informative presentations, parties, bridge tournaments and much more. Nearby, the classroom and conference room will be furnished and equipped to support state of the art educational experiences and discussion groups focused on a spectrum of subjects, including opportunities to keep up with the latest in personal use technology.

Exercise and fitness spaces are staple items in 21st Century Senior Center design. An equipped fitness center and professionally appointed exercise studio are positioned in the center of the facility, with a nearby lounge and restrooms for participant convenience. Sunny spaces at the northeast end of the building have been identified for artistic pursuits, including pottery and ceramics, painting, and a spectrum of handcrafts.

The assessment of this option extended beyond the walls of the Library to the surrounding outdoor spaces, streets, driveways, and parking lots. Positioned at the heart of a busy cluster of municipal facilities and offices, the successful use of the facility as a Senior Center depends in large part upon opportunities for accommodating safe, easy pedestrian and vehicular access. With the proposed location of the Senior Center entrance on the north end of the building near Webster Avenue and Tonhawa Street, a preliminary design site plan was developed demonstrating the opportunity to enhance the existing parking lot immediately in front of the new Senior Center to support these goals. In closing off the existing parking access drive at Tonhawa and Webster, Center participants are routed to enter and exit at one of two locations at the north end of the lot, and follow an easily navigated route to the front door for passenger drop off, before parking. Sidewalks offer

pedestrians the opportunity to make their way into the building without having to walk in traffic.

Outdoor activity spaces at the northeast and northwest corners of the Center afford two sizeable courtyards offering guests space to gather, socialize, and garden. A pedestrian-friendly route past the parking lot and across Daws Street provides quick access to the walking paths and abundant resources of Andrews Park and the proposed new public library to the north.

The visual transformation of the building exterior creates a unique new identity for the Senior Center. Renderings depicting the new facility with increased glass areas, new vertical elements, a clearly defined covered entrance, and courtyard gardens all combine to present an appearance that reflects the new interior.

Lifespan Design Studio provided input on issues specific to a facility for the proposed uses and users to support thorough effective cost estimating. Areas of focus included but were not limited to:

- The lighting environment
- The sound environment and related issues
- Heating, ventilation and air conditioning
- Plumbing
- Kitchen
- Finishes, Fixtures, and Equipment
- Casework and built-ins
- Furniture

As the City continues into formal design for the adaptation of the Library building or construction of a new stand-alone facility on a site to be determined, additional in-depth study of consumer interests and operational goals should be conducted to support the review and fine-tuning of the architectural program, size and proposed layout.

**Norman Senior Center
Architectural Program for Program fit Study
Program vs. Designed Square Footage Comparison**

Room/Space Name	Activity Types	Notes	Adjacencies	Program Sq. Feet	Designed Sq. Feet
Vestibule	Walk-off, lobby temperature protection	Automatic sliding doors with 6' clear opening (10' x 14' unit)	Main entrance	140	140
Reception	Greeting and directing guests, membership, program registration, receiving payments, answering phones	Generously-sized work station, counter areas at transaction and desk height, storage	Main entrance	150	180
Lobby- Lounge	Waiting, socialization, enjoying food/drink purchased at café, playing games, etc.	Mix of soft seating, 2-tops and 4-tops (game tables), includes open lobby space, literature display, drop-in use computer station/s, printed media	Main entrance, café counter	1400	Not calculated
Café (Customer Service)	Purchasing packaged beverages and snacks and fresh coffee/tea throughout the day (schedule TBD)	Reach-in cases and volunteer cashier station, securable when not open	Main lounge	144	84
Coordinator's Office				120	120
Assistant's Office				100	100
Future Full Time Staff Member's Office				110	120
Copy/Work Room	Shared use by full staff	Copier and other equipment, counter/work area, storage in cabinets	Reception, staff offices	80	116

**Norman Senior Center
Architectural Program for Program fit Study
Program vs. Designed Square Footage Comparison**

Room/Space Name	Activity Types	Notes	Adjacencies	Program Sq. Feet	Designed Sq. Feet
Assembly Room (dividable)	Special/large group events, banquets, dances, parties, entertainment, presentations/meetings, movie viewing, musical programs – divided spaces used for a broad spectrum of activity types.	Motorized acoustic partition divides room into two sections with separate corridor access. Incorporates program storage and catering pantry.	Positioned where adjacent corridor/lounges support break-out function, table & chair storage room.	~2400	2435
Dining Room	Daily lunch program, multi-purpose	Sized to seat ~60 people at tables, booths etc. of a variety of sizes, dining/“commercial” ambiance, food service area	Direct connection to kitchen	1600	1395
Assembly Room Table, Chair & Platform Storage	Storage of tables, chairs, platform sections, and other equipment used in the Assembly Room	Consider dual access from corridor and assembly room	Assembly Room	300	240
Kitchen	Receiving and serving daily meals prepared off-site, packaging outgoing home delivered meals, misc. programmatic uses.	Assumes meal site food is prepared off-site	Dining Room, receiving entrance incorporated	500	607
Games Room	Bridge, canasta, dominoes, other board games, scheduled and drop-in use: flex use to support a spectrum of activity types	Sized to accommodate up to 10 tables		1100	991
Club Room	2 pool tables, 1 game table, puzzle table, social seating	Club room ambiance for drop-in use. TV		650	640

**Norman Senior Center
Architectural Program for Program fit Study
Program vs. Designed Square Footage Comparison**

Room/Space Name	Activity Types	Notes	Adjacencies	Program Sq. Feet	Designed Sq. Feet
Exercise Studio	Various exercise and dance classes, yoga, tai chi, etc.	Appointed for the anticipated uses with exercise flooring, mirror wall with ballet barre, bench/cubbie area, integrated storage for equipment and chairs	Equipped fitness studio, restrooms, fitness lounge	1620	1360
Equipped Fitness Studio	Independent use of cardio and resistance training equipment, stretching	Equipment types TBD ~ 9-10 pieces, includes bench/cubbie area	Exercise studio, restrooms, fitness lounge	1000	870
Lounge 2	General use for informal socialization, waiting before activities, etc.	Soft seating	Exercise and Equipped Fitness Studios	200	Not calculated
Classroom/tech education	Any activity requiring a classroom set-up and infrastructure and/or special tech supports	Furnished, wired and equipped to support technology education. Integrated program supply and equipment storage		920	655
Ceramics/pottery studio	For classes, groups, and drop-in use	Incorporates counter areas, sinks, and storage for supplies, equipment including potters wheels, works in progress and display, sinks with clay trap. Adjacent kiln room and greenware storage		1200-1400	1346
Art/Handcrafts Studio	Various art and handcraft media – classes, groups, and drop-in use	Appropriate storage and display for a variety of media/crafts including quilting, painting, carving		1000	882

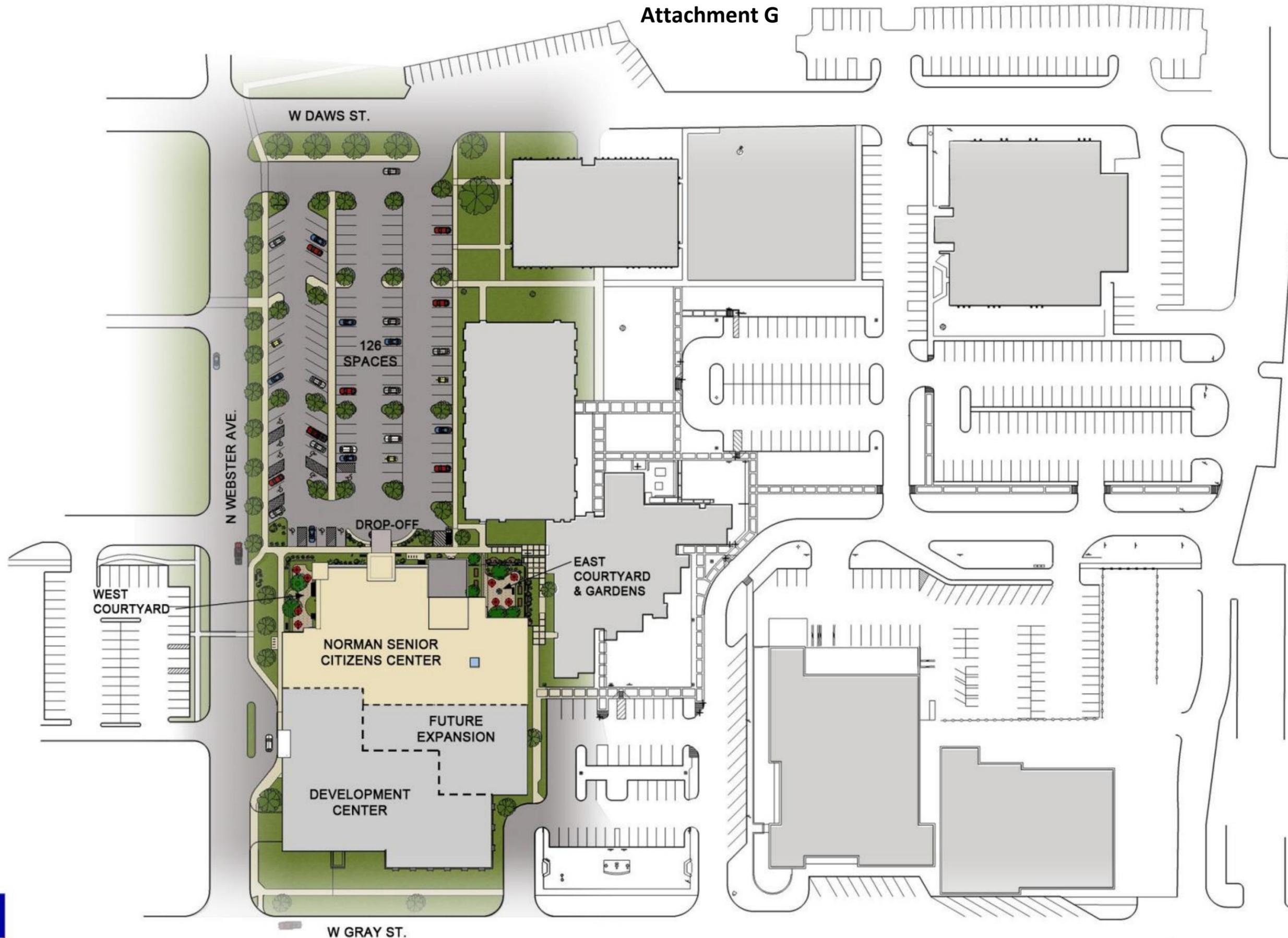
**Norman Senior Center
Architectural Program for Program fit Study
Program vs. Designed Square Footage Comparison**

Room/Space Name	Activity Types	Notes	Adjacencies	Program Sq. Feet	Designed Sq. Feet
Conference Room	Discussion/support groups, meetings	Seats 12-14, credenza		350	323
Library/Quiet Lounge		Soft seating, small table/s, media shelving	TBD	200	
Health/Personal Services Room/s	Flex-use room with hand sink for various health and personal/private services	Small counter area with hand sink and cabinets, sized to accommodate a massage table		125 ea	102 ea
Restroom A – Women	General use	1 HC stall with sink, 3 standard stalls, 3 sinks, doorless entry TBD	Central, easily accessed from main lounge, assembly room, dining	268	265
Restroom B – Men	General use	1 HC stall with sink, 1 standard stall, 2 urinals, 3 sinks, doorless entry TBD	Central, easily accessed from main lounge, assembly, dining	268	265
Restroom C – Women	General use	1 HC stall with sink, 1 standard stall, 1 sink, doorless entry TBD	Near exercise rooms	150	165
Restroom D - Men	General use	1 HC stall with sink, 1 urinal, 1 sink, doorless entry TBD	Near exercise rooms	150	165
Companion Restrooms (2)	General use		Main lounge/assembly, exercise rooms	60 ea	60
Maintenance Storage/Work Room	Equipment and supply storage, small repair projects	Open shelving, small work bench, utility sink	TBD	120	120
Mop/supply Closets 1-2 @ 15 SF each	For use by maintenance staff	Mop sink, utility sink (?), open shelving	TBD	30	20

**Norman Senior Center
 Architectural Program for Program fit Study
 Program vs. Designed Square Footage Comparison**

Room/Space Name	Activity Types	Notes	Adjacencies	Program Sq. Feet	Designed Sq. Feet
General Storage 1-2 @ 80 SF each	For storage of items not otherwise provided for above,	Open/shelving TBD		160	206
Lockers/coat storage	For general use by patrons (for boots, coats, and other personal effects)	Alcoved off of corridors – proposed is for 30 lockers (half-height). Also provide coat storage solutions in applicable activity spaces.	Main lounge, multiple locations?	130	In activity spaces
Sub total (net square feet)				~17000	
Efficiency factor	Wall thicknesses, circulation, etc.	20% (assumes mechanical is provided separately)		~3400	
Total proposed square footage for all Public and General-use Spaces				~20,400	20,558

Attachment G



Proposed Norman Senior Citizens Center

Site Plan





Proposed Norman Senior Citizens Center

Floor Plan
20,600 SF





Existing



Proposed



Proposed Norman Senior Citizens Center

View from Northwest





Existing

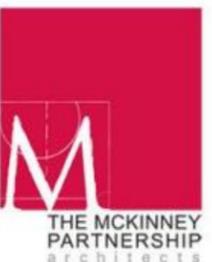


Proposed



Proposed Norman Senior Citizens Center

View of Northeast Courtyard





Lobby



Commons



Lounge





Proposed Norman Senior Citizens Center

Northwest Perspective



Attachment H

Attachment H

City of Norman Senior Center - Exist. Library Site, Option "EL"

Base Building (20,600 SF) Incl. Contingency	\$3,849,719.00	
Food Service Equipment	\$191,168.00	
FFE	\$366,935.00	
Inflation (6% over 2 years)	<u>\$242,453.22</u>	
Subtotal		\$4,650,275.22
A&E Basic Fees (8.5%)	\$395,273.39	
Expenses	<u>\$30,000.00</u>	
Subtotal		<u>\$425,273.39</u>
Existing Library Site (EL)- Estimated Cost		\$5,075,548.61

City of Norman Senior Center - Andrews Park Site, Option "AP"

Revised 2/12/2016

Scope	Unit Cost	Allowance	Subtotal	Comments
Base Building & Site Estimate (21,000 SF)	\$250.00	\$5,250,000.00		OKC bid @ \$235, AP @ \$250
Food Service Equipment		incl		Incl in OKC Bid
FFE (Per SF)	\$15.00	incl		Incl in OKC Bid
Additional Site Development				
Sub-Parking Detention (37,000 SF)	\$7.00	\$260,000.00		Allowance
Concrete Drainage Box (625 LF@6x12)	\$1,280.00	\$800,000.00		Cost Estimated
LOMR & Drainage Study		\$100,000.00		Public Works Est
Quiet Zone Improvements @ Acres Street		\$75,000.00		Reduced scope @ Acres Street
Platting & Zoning & Public Improvements		\$27,500.00		2nd quote
Site Demolition		\$75,000.00		
Public Sewer Extension (80 LF+ MH)	\$45.00	\$3,900.00		Unit Price allowance
Public Fire Line (180 LF + Hydrant)	\$35.00	\$8,800.00		Unit Price allowance
Additional Fill @ Tank & Drainage Ditch		\$50,000.00		Utilize dirt from under parking
Landscaping		\$70,000.00		Reduced scope
Design Contingency (6%) at concept stage		\$403,212.00		Standard
Construction Contingency (6%)		<u>\$403,212.00</u>		OKC used 6 1/2% @ DD Estimate
Subtotal			\$7,526,624.00	
Inflation (4.5%)			<u>\$338,698.08</u>	18 months later than OKC Bids
Subtotal			<u>\$7,865,322.08</u>	
A&E Basic Fees, Consultant, Addl. Site Engineering Expenses, Testing, Survey, Supp.Inspections			\$747,205.60	8.5% + FEMA Site Engineering Allowance
		<u>\$45,475.00</u>		
			<u>\$792,680.60</u>	
Andrews Park (AP)- REVISED Cost Estimate			\$8,658,002.68	

NIC- LEED, IT, Full Kitchen Relocation

Attachment I

Andrews Park: Option AP Land



Attachment J



ANDREWS PARK - PROPOSED SENIOR CITIZEN'S CENTER SITE OPTION AP
 N.T.S.



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Project:
**SENIOR CITIZENS CENTER
 ANDREWS PARK
 SITE FEASIBILITY STUDY**
 Norman, Oklahoma

Issue Date:
 01/13/2016

Revisions:

Project Number:

Sheet Title:
**PROPOSED SENIOR CITIZENS
 CENTER SITE OPTION AP**

Sheet Number:

Attachment K

Option L4 (Additional land on Acres)

- **New facility**; requires 1-2 stories
- **Direct access** to required parking
- Requires **additional \$9.0M plus additional land cost of \$TBD**
- **Fronts Andrews Park** and is **proximate** to the library.
- Library can proceed on **schedule**
- Requires **additional land** and removes taxable housing from the city.



Attachment L

50 Spaces

This parking lot may be required in the future for option where the Senior Center is co-located with the library and the on-site parking is less than 400 spaces. The entry would align with the library entry drive.

 ROW related to Library site



Future expansion parking