



Travis County Commissioners Court Agenda Request

Meeting Date: September 11, 2012

Prepared By/Phone Number: Ken Gaede, AIA, Senior Project Manager, FMD, 854-9894

Dept. Head: Roger A. El Khoury, M.S., P.E., Director, FMD, 854-4579

County Executive: Leslie Browder, Planning and Budget, 854-9106

Sponsoring Court Members: County Judge Sam Biscoe

A handwritten signature in blue ink, appearing to read "Roger El Khoury" with initials "R.E.K." below it.

AGENDA LANGUAGE:

Consider and take appropriate action on the following space allocations for the renovation of the Ned Granger Building, pursuant to the Central Campus Facilities Master Plan and the recent relocations of several county offices and departments from the Granger Building to the 700 Lavaca Building:

A. Approve allocation of all office suites listed below:

- All office suites on the 2nd floor to the District Attorney;
- Office suite 100A on the 1st floor, and all office suites on the 3rd, 4th, and 5th floors to the County Attorney;
- The former Commissioners Courtroom to become a large conference room;
- Office suite 110 and 140 to the Records Management and Communication Resources Law Library/Self Help Center.

B. Approve relocation of the cafeteria from the 3rd floor to the 1st floor and approve allocation of suite 160 on the 1st floor for the cafeteria.

BACKGROUND/SUMMARY OF REQUEST:

This agenda item provides follow-up information to Agenda Item #21 from the August 28, 2012 Voting Session. As requested by the Commissioners Court, this item includes more detailed budget and schedule information related to renovation work at the Ned Granger Building.

This agenda item seeks formal Commissioners Court approval of updated space allocations at the Ned Granger Building ("Granger") in accordance with the renovation and reuse proposals as outlined in the Central Campus Facilities Master Plan ("CCFMP") Final Report dated March 2012 (Refer to Attachment 1):

- Provide space for the County Attorney to meet current and growth needs projected through 2025, and also space for the District Attorney's Special Prosecution section, until future developments expand facilities nearer to the Criminal Justice Center.
- Convert the Commissioners Courtroom on the 1st floor into a "campus amenity" conference room.
- Relocate the "building amenity" cafeteria from the existing 3rd floor location to the 1st floor former suite of the County Treasurer.
- Retain and expand the consolidated Law Library and Self Help Center on the 1st floor until the completion of the proposed new Civil and Family Courthouse.

STAFF RECOMMENDATIONS:

Recently various General Government offices and departments completed moving from Granger to the 700 Lavaca Building, allowing the commencement of phased renovations at Granger. Facilities Management Department (FMD) has worked with the County Attorney, District Attorney and Law Library/Self Help Center to update their space needs program for Granger renovations. FMD has tested the proposed space allocations through planning studies and confirmed with the affected offices/departments that these space allocations will appropriately address their programmed space needs as noted above. Refer to Attachment 2 for a summary of the proposed space allocations. FMD recommends that Commissioners Court approve the proposed Granger space allocations.

ISSUES AND OPPORTUNITIES:

The relocation of the cafeteria from the 3rd floor to the 1st floor is recommended because the new location:

1. Will provide for more functional and attractive space, with better preparation, storage, serving and seating areas, and natural light.
2. Will be more visible and accessible to staff and visitors.
3. Will be more efficient for deliveries and trash removal.
4. Will be easier to maintain and minimize leak problems.
5. Will allow for more efficient use of 3rd floor office space.
6. Will create active "storefront" along the sidewalk as advocated by the Downtown Austin Plan to improve the pedestrian environment, plus option for possible outdoor seating.

Refer to the separate agenda posting for August 21st for the results of the recent County staff survey showing the demand for and suggestions for improving cafeteria services in Granger. As per direction provided at the

August 28th Voting Session, FMD met with Rick Collier, Owner of Sawyer Food Services about the possible relocation of the cafeteria from the third floor to the first floor. This was a follow up meeting to the previously held discussions with Mr. Collier on the same subject. Mr. Collier provided the letter at Attachment 4 as a result of this last meeting indicating his support for the relocation to the first floor and also his concurrence with the proposed cafeteria layout, which was developed with his input and which is at Attachment 5.

FISCAL IMPACT AND SOURCE OF FUNDING:

The Commissioners Court approved funding in FY2012 for the building core improvements for HVAC, fire sprinkler and fire alarm systems and renovation of the 2nd floor. In FY2013, FMD is requesting funding to renovate the 1st, 4th and 5th floors. The funding for the 3rd floor renovation will be requested in a future year. (Refer to Attachment 3)

ATTACHMENTS/EXHIBITS:

1. Planning for Granger as shown in the Central Campus Facilities Master Plan Final Report - Part 2, Chapter 4, p.59 and Chapter 5, p. 109-112.
2. Summary of Proposed Granger Space Allocations
3. (New) Summary of Granger Renovation Funding and Moves Status
4. (New) Letter from Rick Collier, Owner of Sawyer Food Service
5. (New) Preliminary Floor Plan for 1st Floor Cafeteria

REQUIRED AUTHORIZATIONS:

N/A

CHAPTER 4 PHASING PLAN

MILESTONE 1 (cont.)

Building Project:
RENOVATE GRANGER BUILDING

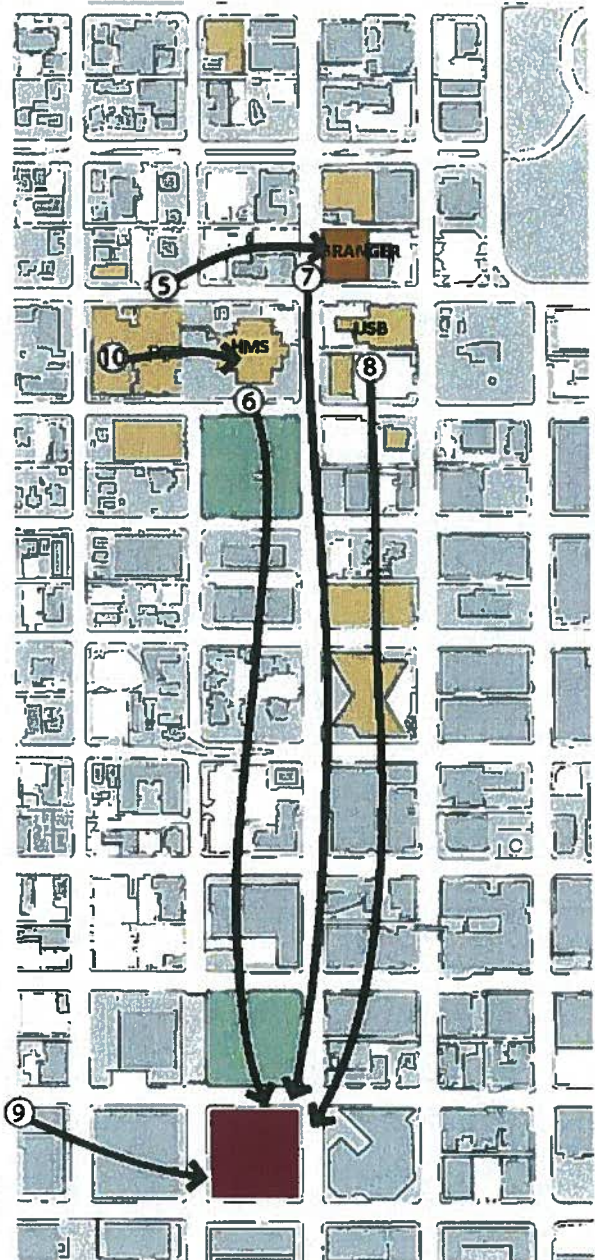
Department Moves:

- Relocate a portion of the District Attorney office (White Collar and Environmental) from Gault to Granger and expand District Attorney and County Attorney within Granger

Building Project:
BUILD CIVIL & FAMILY COURTHOUSE (CFCH)

Department Moves:

- Relocate Civil Courts, County Clerk (Civil), and District Clerk from HMS Courthouse and move Probate Courts and County Clerk (Criminal and Probate) from HMS Courthouse to CFCH temporarily during renovation of HMS Courthouse. District Attorney will have a beach head* in CFCH.
- Relocate the Law Library and Self Help Center from the Granger Building. ~~Completed in 2011~~
- Relocate Domestic Relations from USB
- Relocate Attorney General IV District Child Support Court and other support agencies from offsite locations
- Move Criminal Courts Administration, Tax Assessor – Collector’s Office, District Clerk (administration and criminal functions) from CJC to HMS Courthouse temporarily. Establish County Clerk beach head at HMS.



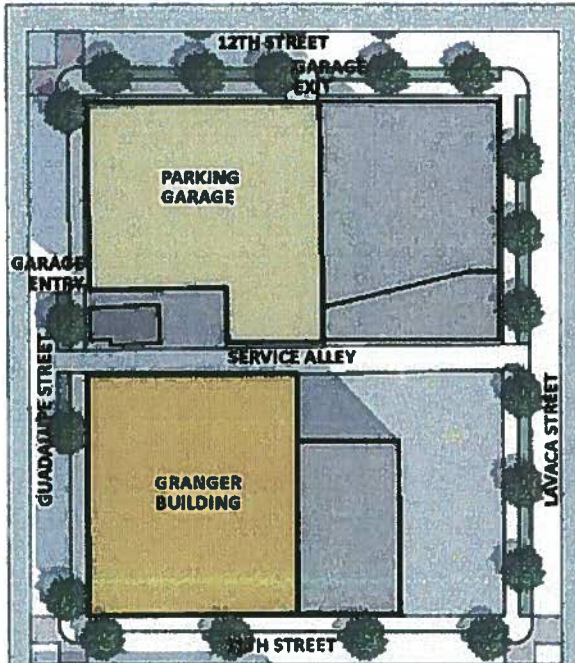
LEGEND

 New Construction	 Renovation/Fit Out
 Demolition/Vacate	 Other Travis County Buildings

* A “beach head” location refers to a small outpost that hosts appropriate functions of a department that is primarily based in another

CHAPTER 5 PROJECT DESCRIPTIONS

GRANGER BUILDING & GARAGE



PHASE	TYPE
Milestone 1	Renovation

SIZE

- Building: 110,000 GSF; 5 stories
- Garage: 204,600 GSF (372 spaces); 8 stories

MAIN USE

Offices and staff parking

BUDGET ESTIMATE

Granger Building

Direct Construction Cost: \$16,500,000
 Total Project Cost (TPC): \$23,133,000
 TPC Including Escalation: \$23,648,000
 Cost/SF: \$150.00

Granger Garage

Direct Construction Cost: \$1,637,000
 Total Project Cost (TPC): \$2,295,000
 TPC Including Escalation: \$2,644,000
 Cost/SF: \$8.00

PROJECT DESCRIPTION

The Ned Granger Administration Building and Parking Garage projects involve renovating the interior office space of the Granger Building once the current General Government tenants move out (most current tenants will relocate to the 700 Lavaca Building), upgrading the plumbing and HVAC systems for the entire 110,000 GSF building, and upgrading the parking garage.

The building serves an important function over the 25 year Facilities Master Plan as it provides swing-space for Courts and General Government entities. This is key to making the interim milestones work. The building will also provide space for the County to expand into beyond the 2035 space need projection.

Built in 1953, the building has a rectangular shaped floor plan and a core and shell plan typical of mid-century Modern buildings. In this regard, the building possess a functional and flexible office floor plan layout. However, the deep floor plates prohibit access to natural daylight.

The building is in poor condition and needs several costly upgrades in order to make it a useful building for the County in the future. The following are the main priorities for updating the building:

- Upgrade the cooling tower (Planned for 2012)
- Upgrade the HVAC system with a modern, energy-efficient system (Planned for 2012)
- Replace the main electrical switch
- Upgrade the fire alarm system and add fire sprinkler system (Planned for 2012)

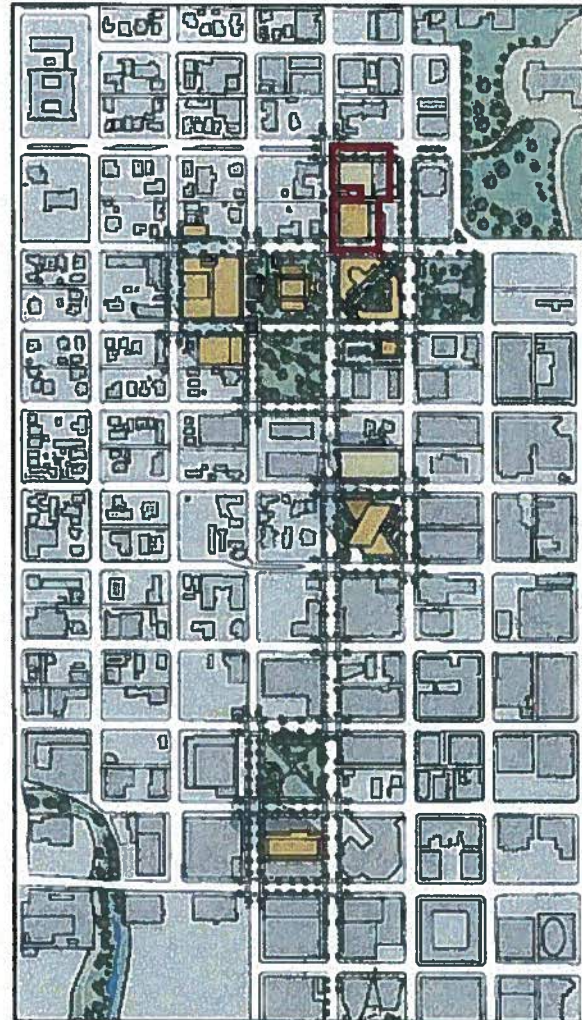
CHAPTER 5

PROJECT DESCRIPTIONS

- Upgrade the restrooms, including fixtures and drinking fountains, to be ADA accessible (Planned for 2012-2013+)
- Renovate tenant office space as current departments relocate to other buildings (Planned for 2012-2013+)
- Upgrade the IT Infrastructure (Planned for 2012-2013+)

The building occupies the entire site (built to the zero-lot-line), and helps define the urban street wall in a positive way. However, the sidewalk that skirts the perimeter of the block is tight, lacks vegetation, and is generally not a pedestrian friendly street-scape. This plan recommends that the County consider upgrading the street-scape to comply with the City of Austin's Great Streets program as described in the Campus Connectivity and Urban Design section of this plan. In conjunction with upgrading the sidewalk condition, the future uses on the first-floor should be high-visibility, public-oriented uses that engage the street and present a welcoming facade along the street edge.

The parking garage is in relatively good condition, but it needs some investment in renovating its exterior shell, treating the parking ramp floor, repairing or reinforcing structural members, and upgrading the fire protection system. The site around the garage will also require some street-scape upgrades to conform with the Great Streets program.

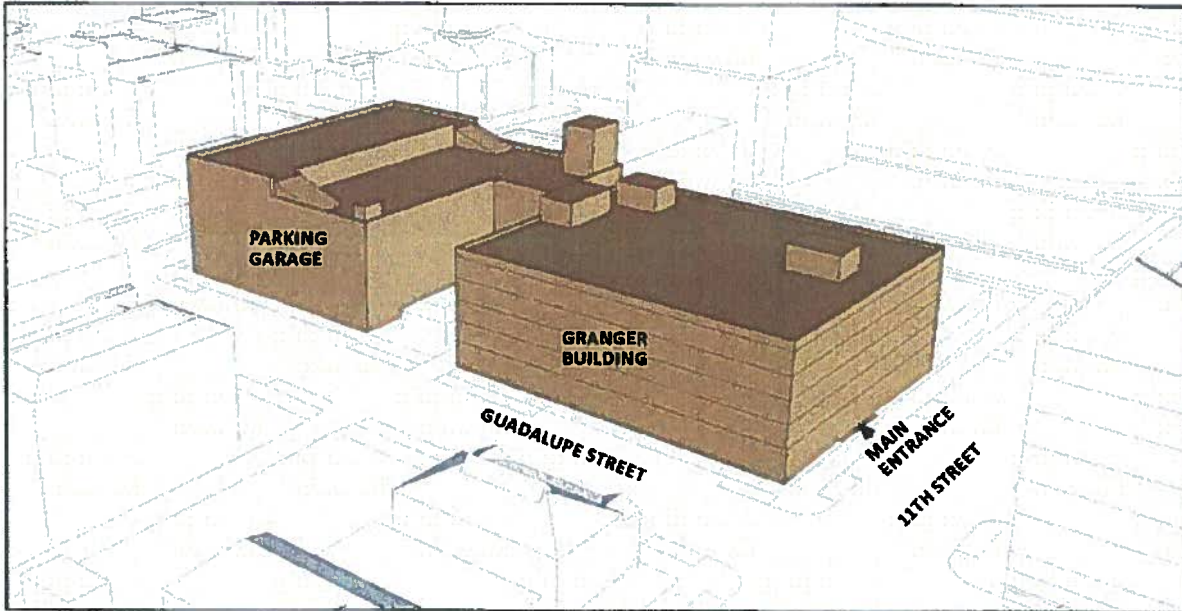


Central Campus Key Map



The Granger Building and Garage

CHAPTER 5 PROJECT DESCRIPTIONS

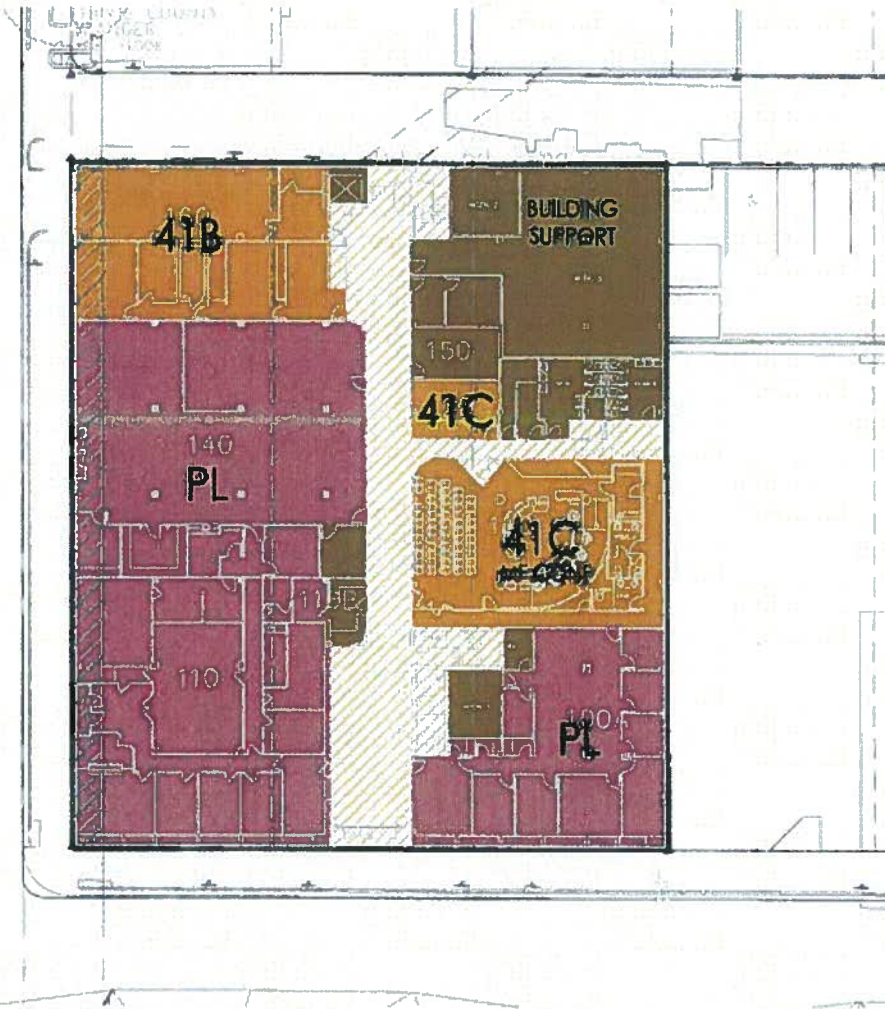


Aerial Diagram of Granger Building






GRANGER BUILDING - DEPARTMENT OVERVIEW		
MILESTONE 1	MILESTONE 2	MILESTONE 3
11. District Attorney (PIU, White Collar, Environmental Units)		
12. County Attorney		
	17C. Mental Health Public Defender	17C. Mental Health Public Defender
41C. Campus Amenities - General Government	41C. Campus Amenities - General Government	41C. Campus Amenities - General Government
Public Agency Lease Space	Public Agency Lease Space	Public Agency Lease Space
Cafeteria		

Note: Interim moves between the Milestones are covered in detail in Chapter 4: Phasing Plan

CHAPTER 5 PROJECT DESCRIPTIONS



**GRANGER BUILDING - MILESTONE 3
BLOCKING DIAGRAM - FIRST LEVEL**

Departmental Space Allocation (NO\$F)		
	PL Public Agency Lease Space	9,800 SF
	41B Building Amenities	2,100 SF
	41C Campus Amenities	2,500 SF
	Building Support	
	Public Circulation	

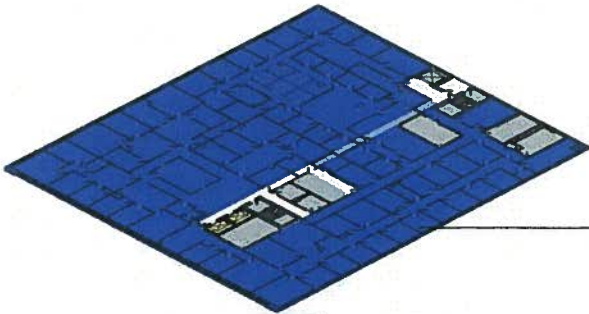


1" = 40' - 0"



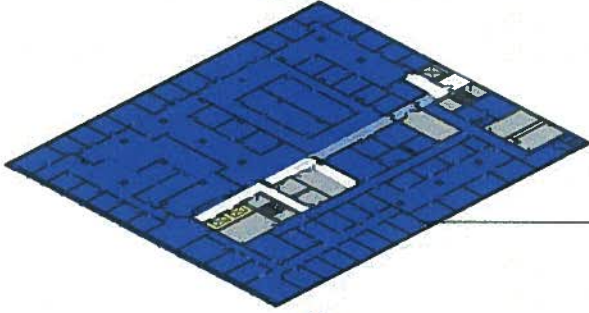
PROPOSED NED GRANGER SPACE ALLOCATIONS

5th Fl



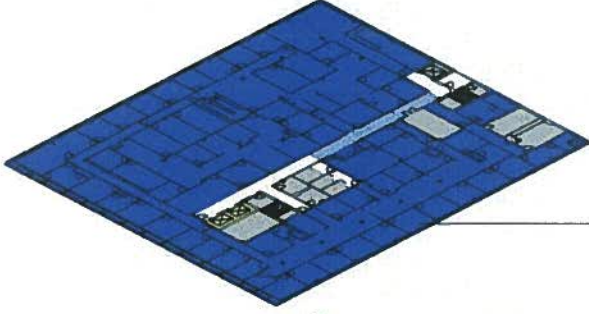
COUNTY ATTORNEY

4th Fl



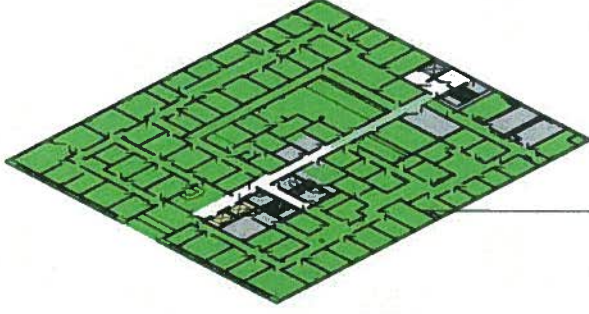
COUNTY ATTORNEY

3rd Fl



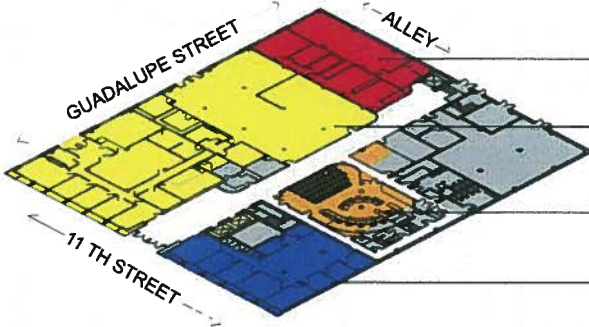
COUNTY ATTORNEY

2nd Fl



DISTRICT ATTORNEY

1st Fl



CAFETERIA

LAW LIBRARY +
SELF HELP CENTER

CONFERENCE

COUNTY ATTORNEY

ATTACHMENT 2 - PAGE 2
 PROPOSED GRANGER SPACE ALLOCATIONS

Floor	Suite/RM	Proposed Tenant / Function	Proposed Area	Previous Area	Net Increase	Prior Tenant
1	160	Cafeteria /Amenity	2,100	1,167	933	Treasurer
1	Com. Courtrm	Large Conf/Amenity	1,600	NA	1,600	Com. Courtrm
1	110, 140	Law Library & Self Help Center	7,465	3,410	4,055	RMCR Adm & Media
2	200/full floor	District Attorney-Special Prosecution	17,697	10,301	Note 1	Auditor
1	100A	County Attorney	1,160	1,160	0	County Attorney
3	300/full floor	County Attorney	17,800	16,660	1,140	County Attorney, Cafeteria
4	400/full floor	County Attorney	17,800	17,800	0	County Attorney
5	500/full floor	County Attorney	17,800	0	17,800	Commissioners, District Attorney
	<i>Note 1</i>	<i>DA space increase includes space to move staff from Gault to Granger</i>				

Floor	Proposed Tenant / Function	FY12 Budget	FY13 Budget	Status	Move-in Date
1 - 5	Planning and Design for below projects	\$167,231		Planning & Design funds in FY2012 Approved Budget	
1	Cafeteria /Amenity		\$213,454	Design & Construction funds in FY2013 Prelim Budget	September 2013
1	Large Conf/Amenity, County Attorney, Law Library & Self Help Center		\$906,329	Design & Construction funds in FY2013 Prelim Budget	
1	Renovate building lobby and entry		\$307,472	Design & Construction funds in FY2013 Prelim Budget	
2	District Attorney-Special Prosecution	\$1,476,608		Design & Construction funds in FY2012 Approved Budget	February 2013
3	County Attorney	TBD		Construction funds pending FY2014 budget process	
4	County Attorney		\$1,331,877	Construction funds in FY2013 Prelim Budget	December 2013
5	County Attorney		\$1,332,200	Construction funds in FY2013 Prelim Budget	July 2013
All	Building System Core Improvements: HVAC, Cooling Tower, Fire Sprinkler, Fire Alarm	\$1,922,850		Design & Construction funds in FY2012 Approved Budget	
All	Replace exterior windows with energy efficient windows		\$397,876	Design & Construction funds in FY2013 Prelim Budget	
1, 4-5	FFE		\$282,500	Funds in FY2013 Prelim Budget	
1, 2, 4, 5	Moves		\$88,000	Funds in FY2013 Prelim Budget	
All	<i>ITS network improvement</i>	<i>ITS budget</i>		<i>Funded per construction phase</i>	
	Total Budget =	\$3,566,689	\$4,859,708		

Sawyer Food Service

Attachment 4

2823 Hancock Drive
Austin, Texas 78731

Roger El Khoury
Director
Travis County
Facilities Management Department
1010 Lavaca Street
Austin, Texas 78767

TRAVIS COUNTY - FMU
RECEIVED
SEP 25 2002
INITIAL

Re: Granger Cafeteria

Mr. El Khoury,

I appreciate the opportunity to have meet with you again last week on the proposed new Granger cafeteria. I think having a new cafeteria with a large dining area and moving to the first floor will be a huge benefit for Travis County employees and the surrounding community. I have looked over the proposed layout by Mr. Noack and think that it is an ideal plan for the new cafeteria.

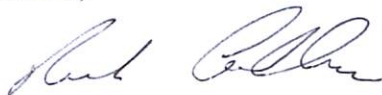
As you are aware the very limited seating in the dining area in the current cafeteria has always been a problem. The new cafeteria will more than triple the customer seating and along with public access from the outside will create an opportunity for greatly increased participation. This will enable me to hire additional food service employees which in turn give me a chance to provide a larger variety of menu selections and more efficient service.

Today's healthier lifestyles have led to many new concepts and ideas in the food-service industry. We would be able to add these to the new menu along with continuously changing and adding new items as they come available.

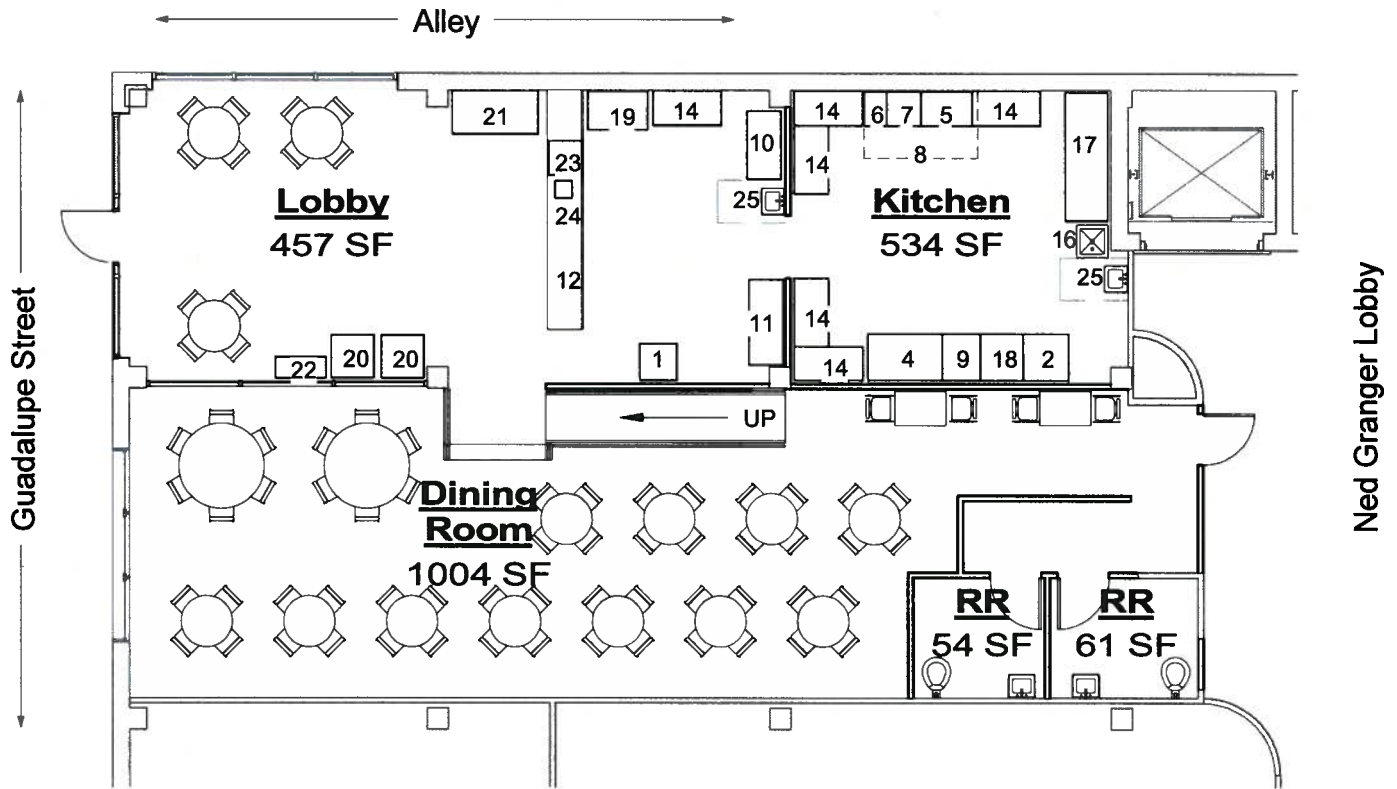
The new cafeteria will also help us to improve our service. The additional service staff and new layout will enable us to help service customers in a quicker and more efficient manner.

Again, I appreciate the opportunity to have met with you and look forward to working with you on the new cafeteria.

Thanks,



Rick Collier
Owner
Sawyer Food Service
512-496-8550



1 Cafeteria-1st Floor
3/32" = 1'-0"

Seating for 72

EXISTING EQUIPMENT LIST

1 - Glass Door Refrigerator	26"	16 - Mop Sink	22"
2 - Freezer - White	32"	17 - 3 Compartment Sink	90"
3 - Freezer - Chest (not used)	48"	18 - Refrigerator - SS	30"
4 - Freezer / Ref Combo	52"	19 - Ice Machine	42"
5 - Range Oven	36"	20 - Drink Merchandiser	30"
6 - Fryer	16"	21 - Salad Bar	60"
7 - Flat Top Grill	24"	22 - Chip Rack	36"
8 - Vent Hood	84"	23 - Fountain Drink Disp	24"
9 - Freezer - SS	27"	24 - Coffee Maker	12"
10 - Sandwich Prep	48"		
11 - Steam Table	60"		
12 - Serving Line	14'		
13 - Seving Line (not used)	48"		
14 - Prep Table (6)	48"		
15 - Prep Table (not used)	60"		

**FACILITIES
MANAGEMENT
DEPARTMENT**

Roger A. El Khoury, M.S., P.E., Director
1010 Lavaca, Suite 400
P.O. Box 1748
Austin, Texas 78767
(512)854-9681



TCAB Ned Granger Bldg. Cafeteria

314 W. 11th Street
AUSTIN, TEXAS

SHEET NO.

A1.0

8/31/12

August 28, 2012 Voting Session, Item #21

Questions from the Commissioners Court with Answers:

Q1. I just have a question about the estimate cost...and I don't think that there is any point in having details on line item discussions when they may not have it available...I just don't want us to have any big surprises on the cost...we need to have some more clarity in...what's labor and what's capital investment...what is movable from the other place that we're not replicating costs on.

A1. The detailed construction cost for the Cafeteria was handed out to the Court during the discussion of Item #21 on 8/28/2012. A significant cost savings is being realized by reusing existing kitchen and cafeteria equipment from the 3rd floor. Non-construction costs such as asbestos abatement and new furniture are included in other FY13 Granger Building budget requests.

Q2. How long would a construction project actually take us?

A2. There are a number of construction projects planned for the Granger that will vary in length. Some typical construction time frames are listed below for the various renovation projects:

PROJECT	START	COMPLETE	DURATION
2 nd Floor Renovation	Sept. 2012	Jan. 2013	4 months
5 th Floor Renovation	Feb. 2013	June 2013	4 months
4 th Floor Renovation	July 2013	Nov. 2013	4 months
Cafeteria Renovation	May 2013	Sept. 2013	4 months

Q3. The budget is on the Fiscal 2013? Is the construction schedule on the fiscal year also? Or on the calendar year? What is the construction completion date for the 4th Floor?

A3. The construction schedules are planned to coordinate with the relevant fiscal year funding. The 4th Floor Renovation is scheduled to begin construction in July 2013, complete construction in November 2013, with move-in to occur in December 2013.

Q4. Has there been any consideration of subcontracting out the design and construction renovation of the cafeteria?...There are firms that do restaurant design on spec....We at least have the experience here where we designed the cafeteria space and only got two bidders because of the design limitations....I think that this is an area where the private sector probably knows better than we in terms of what our employees would most like.

- A4. As with all of our projects, Facilities Management has procured the design services of a mechanical-electrical-plumbing (MEP) engineering firm to assist with all MEP-related elements of the Granger Building projects. This includes MEP issues related to the cafeteria design. Most MEP firms, including the one hired for the Granger projects, are qualified and capable to design cafeteria MEP systems, including exhaust systems and grease traps. FMD staff have worked on several commercial kitchen projects while at Travis County and prior to working for the County. FMD staff are qualified to design a commercial kitchen and cafeteria, including one like the proposed renovation at the 1st Floor of the Granger Building. FMD staff have been working with the current food vendors at the Granger Building and soliciting their advice in the organization of the kitchen and the food service equipment. We intend to continue working with them through the design and construction phases of the project. As a reminder, the cafeteria in the Lower Level of 700 Lavaca which was cited as an example of “design limitations” contributing to “only two bidders” was designed and project managed 100% by outside consultants. The number of bidders was limited somewhat by the fact that the new cafeteria did not include full on-site kitchen facilities. This was not an FMD project.
- Q5. Have we discussed these recommendations with Sawyer, the vendor?
- A5. Yes. As per direction provided at the August 28th Voting Session, FMD met with Rick Collier, Owner of Sawyer Food Services about the possible relocation of the cafeteria from the third floor to the first floor. As a result, Mr. Collier provided the letter at Attachment 4 to the agenda memo reposting on this same subject. His letter indicates his support for the relocation and also his concurrence with the proposed cafeteria layout, which was developed with his input.