

# Item 15



## Travis County Commissioners Court Agenda Request

**Meeting Date:** May 28, 2013

**Prepared By/Phone Number:** Leslie Stricklan, 854-4778

**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".

### **AGENDA LANGUAGE:**

Consider and take appropriate action to allocate portions of the 1st floor of the Ned Granger Building:

- A. Approve allocation of suite 100A to the County Attorney.
- B. Approve allocation of suites 110 and 140 to the Records Management and Communication Resources Law Library/ Self-Help Center.
- C. Approve allocation of part of the former Commissioners Courtroom to become staff locker/shower rooms.
- D. Approve allocation of part of the former Commissioners Courtroom to become a large conference room.
- E. Discuss the relocation of the cafeteria from the 3<sup>rd</sup> floor to the 1<sup>st</sup> floor and discuss the allocation of suite 160 on the 1<sup>st</sup> floor to the cafeteria.

### **BACKGROUND/SUMMARY OF REQUEST:**

This agenda item seeks formal Commissioners Court approval of updated space allocation of the 1st Floor at the Ned Granger Building ("Granger") as shown on the attached plan and summarized as follows:

- Suite 100A is 1,160 NOSF and is currently allocated to the County Attorney. Suite 100A would remain allocated to the County Attorney Office.
- Suites 110 and 140 are 7,201 NOSF. The Law Library and Self Help Center are currently located in suite 140 on the 1<sup>st</sup> floor and would remain in suite 140 and expand into suite 110 until the completion of the proposed new Civil and Family Courthouse.
- Convert 525 NOSF of the Commissioners Courtroom on the 1<sup>st</sup> floor into staff locker/shower rooms.
- Convert 995 NOSF of the Commissioners Courtroom on the 1<sup>st</sup> floor into a "campus amenity" conference room.

- Suite 160 is 2,134 SF. Relocate the “building amenity” cafeteria from the existing 3<sup>rd</sup> floor location to the 1<sup>st</sup> floor former suite of the County Treasurer.

This proposed space allocation is consistent with long range facilities plans that were presented to the Commissioners Court:

- November 2011 as part of the Central Campus Facilities Master Plan.
- August 21, 2012 cafeteria survey
- September 11, 2012 space allocation discussion.
- January 2013 as part of a worksession on facilities master plans.

### **STAFF RECOMMENDATIONS:**

The Facilities Management Department recommends that Commissioners Court approve the proposed allocation of the Granger 1<sup>st</sup> Floor to the County Attorney, Law Library Self-Help Center, and building amenity spaces as shown. The floor was partially vacated due to recent moves to 700 Lavaca, so this is the best time for renovation of the Granger 1<sup>st</sup> floor to meet the functional needs of the proposed uses and concurrently update the outdated building systems and improve safety and security in the most cost effective manner.

### **ISSUES AND OPPORTUNITIES:**

The Facilities Management Department has worked closely with the County Attorney and the Law Library Self Help Center to develop the program and plans for their respective suites in the Granger 1<sup>st</sup> floor renovation to meet their expansion needs through their anticipated occupancy durations until they move to future long term locations. With the exception of finishes such as paint and carpet which are scheduled for periodic replacement subject to normal wear in accordance with industry best practices, the proposed Granger 1<sup>st</sup> floor renovation generally should last at least 15 years, allowing for possible minor changes in the future to adapt to evolving operational requirements.

There are two options for the Cafeteria location:

Option 1 – Move the Cafeteria from existing 3<sup>rd</sup> floor location to 1<sup>st</sup> floor. This would allow the 3<sup>rd</sup> floor to be entirely occupied by the County Attorney and reduce visitor traffic on this upper floor. The cost impact would be \$213,454 to construct the new cafeteria on the 1<sup>st</sup> floor, which is included in current approved project funding.

Option 2 – Remove the Cafeteria from the 3<sup>rd</sup> floor location and provide

no cafeteria on the 1<sup>st</sup> floor. This would give the County Attorney the desired expansion space on the 3<sup>rd</sup> floor and reduce visitor traffic there. However, there would be no food service within this building, which is contrary to the desires expressed in the staff survey in 2012. The staff survey showed a majority of staff wanted a cafeteria, and would like to see more seating, better service, and healthy food options. While there could be a cost reduction of \$213,454, by not building out the cafeteria on the first floor, Suite 160 would still need to be renovated for whatever space allocation is ultimately approved by the Commissioners Court. If approved as office space, it would cost approximately \$142,500 to renovate Suite 160. The cost reduction in this scenario would be approximately \$70,954.

**FISCAL IMPACT AND SOURCE OF FUNDING:**

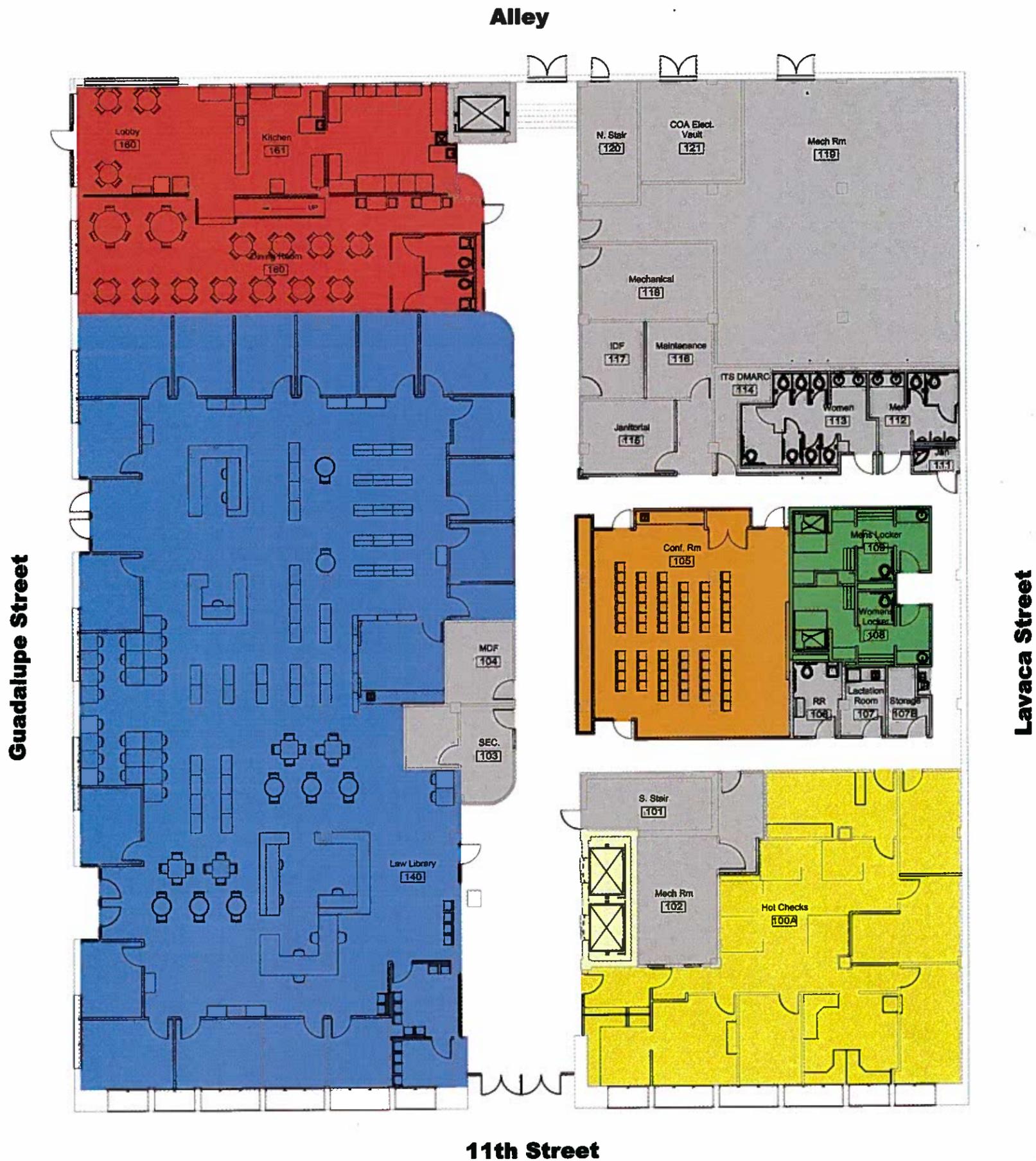
In FY2013, Commissioners Court approved \$1,119,783 for the project budget to renovate the 1<sup>st</sup> floor and approved funding with 2013 Certificates of Obligation.

**ATTACHMENTS/EXHIBITS:**

1. Proposed 1<sup>st</sup> Floor Plan
2. Summary of Proposed Granger 1<sup>st</sup> Floor Space Allocations

**REQUIRED AUTHORIZATIONS:**

N/A



**NED GRANGER PROPOSED 1ST FLOOR**

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li><span style="display: inline-block; width: 20px; height: 20px; background-color: blue; margin-right: 5px;"></span> <b>LAW LIBRARY + SELF HELP CENTER</b></li> <li><span style="display: inline-block; width: 20px; height: 20px; background-color: yellow; margin-right: 5px;"></span> <b>COUNTY ATTORNEY HOT CHECKS DIV.</b></li> <li><span style="display: inline-block; width: 20px; height: 20px; background-color: orange; margin-right: 5px;"></span> <b>CONFERENCE</b></li> </ul> | <ul style="list-style-type: none"> <li><span style="display: inline-block; width: 20px; height: 20px; background-color: green; margin-right: 5px;"></span> <b>STAFF LOCKERS/SHOWER</b></li> <li><span style="display: inline-block; width: 20px; height: 20px; background-color: grey; margin-right: 5px;"></span> <b>BUILDING MECHANICAL/RESTROOMS/ITS/ETC.</b></li> <li><span style="display: inline-block; width: 20px; height: 20px; background-color: red; margin-right: 5px;"></span> <b>CAFETERIA</b></li> </ul> |
|---|---|

**PROPOSED NED GRANGER SPACE ALLOCATIONS**  
 TRAVIS COUNTY FACILITIES MANAGEMENT DEPARTMENT



<b>Suite</b>	<b>Proposed Tenant/Function</b>	<b>Proposed Area</b>	<b>Previous Area</b>	<b>Net Increase</b>	<b>Prior Tenant</b>
100A	County Attorney	1,160	1,160	0	County Attorney
110, 140	Law Library and Self Help Center	7,201	3,410	3,791	RMCR Adm & Media
Com. Courtrm	Staff Locker-Showers/Amenity	525	NA	525	Com. Courtrm
Com. Courtrm	Large Conf/Amenity	995	NA	995	Com. Courtrm
160	Cafeteria/Amenity	2,134	1,167	967	Treasurer