



NOTICE OF PUBLIC MEETING

CITY OF ALBANY
CITY COUNCIL WORK SESSION
City Hall, Municipal Court Room
333 Broadalbin Street SW
Monday, November 1, 2010
4:00 p.m.

AGENDA

- 4:00 p.m. **CALL TO ORDER**
- 4:00 p.m. **ROLL CALL**
- 4:00 p.m. **BUSINESS FROM THE PUBLIC**
- 4:05 p.m. **POLICE AND FIRE FACILITIES REPORT** – Wes Hare
Action Requested: Information, discussion, direction.
- 4:45 p.m. **SEWER RATE CREDIT** – Stewart Taylor, Mark Yeager
Action Requested: Information, discussion, direction.
- 5:00 p.m. **PEPSI SETTLEMENT ALLOCATION DISCUSSION**
Action Requested: Discussion.
- 5:50 p.m. **COUNCILOR COMMENTS**
- 5:55 p.m. **CITY MANAGER REPORT**
- 6:00 p.m. **ADJOURNMENT**

City of Albany Web site: www.cityofalbany.net

The location of the meeting/hearing is accessible to the disabled. If you have a disability that requires accommodation, advance notice is requested by notifying the Human Resources Director at 917-7500.



TO: Albany City Council
FROM: Wes Hare, City Manager
DATE: October 29, 2010
SUBJECT: Emergency Services Facilities Analysis – Needs vs. Wants

During the past two months, I have reviewed information from the Police, Fire and Finance Departments relative to the need/desire for new emergency service facilities. I asked Chief Bradner and Chief Boyd to prepare objective analyses of their current and future facility needs, and to provide me with copies of facility assessments conducted by architectural and engineering firms in 2003. I also asked Stewart Taylor, our finance director, to provide information regarding the costs of different funding strategies for financing new facilities. The chiefs' and Stewart's analyses are attached to this report that also includes excerpts from the 2003 professional assessments. The complete 2003 assessments are available upon request, but were not copied and included due to their length.

Does Albany need improved police and fire facilities?

My conclusion after reviewing the attached information is that there is an obvious need to replace the existing police station and Fire Station 11. Our police station is overcrowded and does not meet the operational needs of our officers and support staff. This condition has existed for at least the past 7-8 years and will continue to be a problem affecting efficiency and morale until it is corrected.

Fire Station 11 is approximately 60-years-old and, arguably, represents a greater problem than the police station. The building is unlikely to withstand a serious earthquake, creates operating difficulties and is not compliant with ADA requirements.

How urgent is the need to replace these facilities?

We have been making do with the current stations for many years and there has been no recent event affecting the urgency of a need for change. Both chiefs have acknowledged that they can continue to operate from the existing stations, but current conditions create problems that would be resolved with new facilities. We will also need to make improvements in the near future (HVAC, fire station generator, etc.) that will require significant investments to be made in inadequate facilities. The reports from Chief Bradner and Chief Boyd explain their judgments about the urgency of the needs for their departments.

Could the current facilities be expanded and remodeled to meet departmental needs?

Yes. Both facilities could be improved at significant cost to meet current needs. The police station does not have enough property in its current location to adequately meet future needs and I believe the costs of expansion plus acquiring adjacent land would exceed the benefits of remaining on the present site. Additionally, the Linn County sheriff has expressed interest in acquiring the station, which would not only assist that agency but also provide additional revenue for a new facility.

Station 11 also lacks room for expansion and the building has inherent limitations. Fire trucks must currently stop traffic on Lyon Street and back into the station. The costs of additional

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property acquisition, structural improvements to withstand seismic events, an elevator, generator, and new wiring are likely to exceed the expense of new construction.

Are there better alternatives to constructing new buildings on different sites?

There are countless alternatives to building a new police station on the site the City purchased on Highway 99; however I am unaware of and have seen no convincing evidence that there is a better choice available. We recently purchased the Highway 99 site with the belief and understanding that it is a suitable place for a new police station. Other sites that have been suggested involve dislocation of residents, removal of a valuable commercial structure from the tax rolls, and/or demolition of useful structures.

Chief Bradner is continuing to look at options for locating a new Station 11 and there are several possible sites to consider. I believe it would be prudent to proceed with a purchase when a suitable site has been identified.

Should the public have the right to vote on whether these projects are needed now?

Any public official who advocates against the public's right to vote on an important issue in Oregon probably needs to find a new job. The question should probably be whether the City should issue bonds that would require a vote as opposed to using settlement resources that require only council approval. The most compelling argument for use of settlement funds is the savings associated with avoiding debt. Stewart's attached report provides good information about what those savings would be. Citizens also have the right to bring the issue to the ballot through the referendum process if a significant number feel the council is making the wrong decision.

Are there better uses for settlement proceeds than investing in emergency service facilities?

I do not believe so. We have received suggestions for using the settlement money that would total more than \$100 million. Many of these suggestions are great ideas that could improve the community. None of them, however, will change the need to replace our police and fire stations in the near future. The council has already made the decision to pay off debt where it is financially prudent. Avoiding almost inevitable future debt and taking advantage of a favorable construction environment, in my opinion, offer the greatest opportunities to save taxpayer money by putting the settlement money to work now.

Is the city manager an unbiased, objective analyst of the need for new emergency service facilities?

No. I have worked for the city for more than five years and from about the day I started have been told that there is a need for these two stations. Soon after I arrived, I came to the council with a plan to put aside money for facilities with the understanding that we would go to the voters after about five years to request additional funds for the needed construction. The settlement money provides an opportunity to avoid debt and complete the plan I outlined five years ago. While acknowledging my biases, I believe there is a strong, objective case for proceeding with these projects. I also completely understand the difficulty of this decision and recognize the validity of many of the arguments opposing the points of view I've expressed. My conclusions represent my best judgment about what is best for Albany and the people who live here.

Respectfully submitted,

Wes Gava, City Manager



TO: Wes Hare, City Manager
FROM: Ed Boyd, Chief of Police
DATE: September 28, 2010
SUBJECT: Police Facility Information

This memorandum will seek to provide you with the information you need to put together the report for the Council related to our need for a new facility. Please feel free to modify the information presented in any way you feel is appropriate for the purposes of the report. There are really only three ways for us to get the funding needed to build a new facility: proceeds from the Pepsi money, a taxpayer approved bond or COP bonds. Of course, another option is that we stay in our current facility for the next several years. I will hopefully provide you with the information needed on each of those topics as well as others that have arisen during this conversation.

BACKGROUND

The current Albany Police Department was dedicated for service on April 29, 1988. It was constructed at a cost of just over 1 million dollars and was 10,500 square feet situated on 1.68 acres of land. The population of Albany at that time was 28,060. The size of APD at that time was 36 sworn officers and 11 non-sworn for a total of 47 employees. Currently, the City is right at 50,000 population and APD has a total of 94.25 employees – 63 sworn and 31.25 non-sworn.

For comparison purposes, the current Philomath Police Department is 10,000 square feet for 10 full time employees; the new Lebanon Police Department has approximately 23,000 square feet for a department less than half the size of APD. Keizer, Woodburn and McMinnville Police Departments average 25,000 to 33,000 square feet for departments with less than half the personnel as APD.

In our current facility, the men's locker room contains 47 lockers – we currently have 66 male employees. The female locker room has 20 lockers; we currently have 28 female employees. The Watch Commanders office has been separated with a curtain for a make-shift locker room for all patrol supervisors. All detectives and command personnel have a standalone locker in their office space.

A 1,176 square foot modular building was added in 2004 at a cost of \$150,000 to accommodate needed space for our 9 detective personnel.

The current facility has been remodeled no less than 5 different times to accommodate the growth of the department over the years. One current office used to be a bathroom. Another office was created in a hallway that has been blocked off for that purpose. Another employee uses a computer at a makeshift desk in the computer server/radio equipment room.

We have one conference room left in the police department which is used for patrol briefings, training and department meetings. There have been times where we have been required to move a staff meeting outside around a picnic table because there was a scheduled training or another meeting already happening in our conference room.

Parking is continually a challenge for us. We have enough parking spaces for our department vehicles but on most days, there is not adequate parking for the number of employees working during the day which forces them to park in the surrounding neighborhood – for which we also receive occasional complaints because we are parked on the street in front of their house.

The need for a new facility goes much further than 94 employees being more comfortable. At shift change each and every day, there are up to 14 to 16 officers trying to get changed into or out of their uniforms at the same time in 189 square feet – The floor area of the men's locker room is 7 feet wide and 27 feet long. At shift change an individual can't turn around without bumping into another person.

In the detective unit, because of the cramped space, we have to use blinking lights at each work station to let other people know that a detective is on an important phone call with a victim, witness (phone calls that we most often digitally record) so that everyone will stay silent as not to interfere with the recording. If everyone is at their desks in the detective unit (in our modular) a person basically can't back their chair up from their desk without hitting the chair behind them if someone is sitting in it. **REPORT WRITING/INTERVIEW ROOMS**

Hasso Herring recently wrote an editorial asking why officers don't just change at home – there are many reasons why the vast majority of officers don't do that. None of this is special or specific to Albany – it is the same in most all police departments. Officers, daily, deal with situations and circumstances in our community that the vast majority of citizens doesn't even understand or acknowledge exist. We are in the dirtiest places, dealing with very unpleasant and unhealthy people and places. Blood, spit, vomit are just a few things that officers get on their uniforms not all that infrequently. The last thing any officer wants to do is to take that stuff home with them in their personal cars and their homes. Most officers shower at the end of their shift before they go home for the same reasons. It is not uncommon that officers have to change uniforms in the middle of the shift for one reason or another. Most officers have their uniforms sent out for cleaning from the department (which by contract we pay for) so they don't take their dirty uniforms into their homes.

Police officers, before and after work, do the same things that every other citizen in this community does. They go to the store; they pick up their kids, they go to sporting events or a myriad of other things. Officers can't wear their uniforms when they do all that because when they do, we get complaints of officers doing personal business on duty –

It also comes down to security issues, too – officers driving their personal cars don't want to be seen in their uniform as it very clearly is visible to people that we don't necessarily want to know who we are in our personal lives. There have been instances all over this country of officers being seen in their personal vehicles, in uniform, and being confronted by individuals or followed all the way to their personal home by people that should not know where we live.

ACKNOWLEDGED NEED

The need for a new police facility has been acknowledged for several years now. It is currently a main goal in the City's Strategic Plan and is listed as an unfunded project in the CIP. Various Council members have publicly stated their support in different venues for the needs of the police department getting a new facility. Council supported your plan to start putting money aside for police and fire facility needs upon your arrival almost six years ago which allowed us to recently purchase land for a new facility. The need for a facility was acknowledged in 2002 when

authorization was granted to hire a professional architectural firm to do a needs assessment and preliminary facility plan. The 2002 space needs assessment indicated that APD “should” have 33,000 square feet (33,369) for the department size at that time. That square footage was projected to be adequate through 2022 at which time the needs assessment indicated a projected requirement of 39,000 square feet (39,096). Additionally the needs assessment indicated that APD needed 3.37 acres of land for our needs in 2002 (we currently have 1.68) with a needs projection of 4.34 acres by 2022. As you know, we purchased approximately 4.2 acres of land in the past six months so we have met the land needs.

It is currently estimated that we could build a 30,000 square foot facility (3 times our current size) for approximately 9 million dollars (\$300.00 per square foot). I also believe that in today’s economic conditions that we could most likely do it approximately \$250.00 per square foot for a total of 7.5 million. The needs assessment showed that in 2002, projected costs for a 33,000 square foot facility would have been 5.8 million which is a difference of almost 3.2 million (using the 9 million dollar figure) in just eight years. If we wait another six, seven or eight years before we build a new police facility the costs could easily be an additional 1.5 – 2 million (this is speculative depending on economic conditions of course).

THE MIKE QUINN “PLAN”

During a recent Council meeting Mr. Mike Quinn presented a set of conceptual drawings and verbally advised Councilor’s that he could build a 27,000 square foot addition for “around 3 million, probably less.” This equates to construction costs of approximately \$111 per foot. I have four recently built police departments in this state where the average construction cost was \$250 per square foot on the low end and 300 a square foot on the high end. These costs are inclusive of hard costs (actual building the structure) soft costs (furnishing the building) and all fees (architectural, engineering and SDC’s). \$300 per square foot for a 30,000 square foot facility would be nine million dollars. The same structure at \$250 per square foot would equal 7.5 million dollars. Additionally, the Linn County Sheriff’s office has indicated their desire to purchase our current building to alleviate their own significant space needs. We would reasonably expect about \$1.2 million dollars from the sale of our current building which further off-sets the total overall cost.

By his own admission, Mr. Quinn’s plan does not account for the following:

- The cost of acquiring all the other property required to do his plan
- The cost of the demolition and removal of existing structures
- The costs to do the site work necessary to build a parking lot along with the building addition
- The costs to remodel our current building (which includes the most expensive things to overhaul such as property and evidence, locker rooms, dispatch, and interview rooms)

We have researched the additional costs associated with the plan of expanding the current site and building the addition as suggested by Mr. Quinn.

There are six separate pieces of property that would need to be purchased or acquired to do any expansion on the current site. The Linn County Assessor files list the combined Real Market Value of all these properties at **\$1,833,260**. This cost could reasonably be more due to the differences between what an assessed Real Market Value is and what properties actually are sold

for. Additionally, another dilemma in this scenario is when property owners know that it is the City seeking to buy property, the price tends to go up even more. This is also assuming that all property owners would be interested in selling their property. If even if one or two hold out it forces the council to go through the condemnation process which is time consuming and if completed also requires the city to pay for the relocation costs of those force to move.

Costs to demolish and remove the structures on those properties will easily be **\$500,000** to accomplish. This figure is based on some research completed when we were considering the current YMCA site as a potential location for our new facility.

Site work to prepare for parking lot work is estimated minimally at **\$326,700**. This is based on \$5.00 per square foot costs for 1.5 acres of asphalt.

Remodel of our current building could possibly be done for around \$170 per square foot which at the low end would be **\$1,785,000**. This estimate is based on input from different local contractors on remodel costs for an existing building when we were researching the viability of the Weyerhaeuser property.

All construction projects have architectural fees, engineering fees, SDC and other similar fees attached to them. Estimates based on other recent projects we have researched show approximately **\$1,000,000** for these fees (for new construction).

These costs add up to a new total of **\$8,444,960**. This is just a little short of what we believe the high end cost of a brand new facility on our property will cost. That price assumes that Mr. Quinn's stated cost that equals approximately \$111 per square foot for commercial construction is accurate. I have researched four different recently built police departments in this state. The low end average cost per square foot was \$250. The high end was \$300 per square foot.

It's important to understand that Mr. Quinn has never built a police department and does not know the needs or specifications that are required. Mr. Quinn submitted his drawings and opinions to Council without ever speaking to me once about it to find out our needs, ask questions and find out what has already been done over the past several years on this issue.

It is of significant importance that a professional architectural firm hired by the City to conduct an assessment on our current facility eight years ago recommended no further consideration of expanding on the current site because the cost greatly outweighed the benefit for doing so and that the current site was unsuitable for the long term future needs of the Albany Police Department. Adding a second floor to our current facility was discussed and considered by the architectural firm in 2002. They recommended no further consideration of that idea due again to the high cost with very little benefit over the long term. It is somewhat feasible to add another significantly larger modular building to our current location (which I'll discuss in further detail later) but even that comes with some questions related to zoning and the exemptions probably required to do that.

COUNTY/CITY JOINT FACILITY

There has been some discussion of a possible joint county/city public safety justice center and that time should be taken to fully explore this option prior to committing any funds to build a new facility for the police department. The concept is of course a good one. Anytime multiple units of government can partner and combine resources to streamline efficiencies it makes good sense.

However, from a reality based approach, the only discussion that has occurred on this topic has been a “wouldn’t it be nice if” approach that from my understanding comes up every few years. There has not been a single serious discussion, a bringing together of those that would be impacted by such a plan, a concept plan proposed or anything other than some verbal comments repeated second and third hand.

A project of this magnitude and size would easily reach the 25-30 million dollar range to make it happen and would require voter approval. Linn County will be asking voters for a 15 million dollar bond this year; the City of Albany goes out to approve our public safety levy next year and Linn County Sheriff has to approve their operating levy again a couple years after that. Additionally, there has been continued talk of going to voters to approve a bond for street improvements in our community, too. There is no one who could reasonably say that the voters, assuming that they approve everything that we already know will be coming to them, will also then approve another 25-30 million in new taxes on themselves to build a combined justice center. The idea is great; the reality of it occurring anytime in the next decade or longer is highly doubtful.

VOTOR APPROVED BOND

Figures from Stewart Taylor indicate that a voter approved bond in the amount of 10 million dollars to build a new police department would cost the average taxpayer \$42.00 a year on a home valued at \$150,000. That’s truly not all that much but if you add another 6-8 million on the same bond for a new fire station (which if we go that route probably makes the most sense) we are probably looking at a 16-18 million dollar total bond which would probably be somewhere in the neighborhood of \$70.00 a year for the average homeowner on a \$150,000 home – I did not confirm that second amount with Stewart and is just an approximation on my part! The \$42.00 per year number I got from Stewart some time ago for a 10 million dollar bond. Even though some economists have indicated the recession has been over for a year now, many more “experts” indicate that we are most probably looking at another 3-5 years before any real uptick in our economy and related conditions will improve.

I’m actually a little nervous about getting our public safety levy reapproved next year – I’m not confident at all that any other bond measure would feasibly be approved – especially given the other bonds coming up as mentioned previously.

COSTS OF STAYING HERE

There are costs associated with staying in our current facility as well. As I’ve mentioned previously, our HVAC system has been in need of replacement for almost four years now. We have been advised that the main reason that we have so many issues with the current HVAC system being able to adequately provide either the necessary heating and/or cooling is that the current system in place is undersized for a building of this size. Because of the many remodels that have taken place over the life of this building and the moving of walls that go along with doing that, the duct work and layout is not adequate as it currently sits. There are times when one portion of the building is so hot it literally requires fans to keep it bearable (this happens in dispatch routinely) and in other parts of the building you have to wear a jacket in the office because it is so cold – at the same time!

Budgetary and other reasons have prevented us from being able to do that. It is rapidly reaching the point where we have no choice and will have to make it happen. Facilities Maintenance has

estimated replacement of our HVAC system at approximately **\$180,000-\$200,000** inclusive. Additionally, there could be costs of around **\$30,000 to 50,000** for the engineering and structural modifications needed to put a larger HVAC system in place. According to Craig Carnagey the ongoing annual costs to maintain our current facility are about 20% higher than they should or could be if we were in an up-to-date facility. These costs are not optional if we are required to stay in this building for a few more years.

It is certainly feasible for us to stay where we are at for another six, seven or eight years. However, for us to do that brings significant costs (although a lot less than building a new building). If we are required to stay in this facility for any length of time we will have to do some expansion of the current facilities. This would include at a minimum the locker rooms, property and evidence and adding additional square footage in the form of additional modular components to increase the overall size of the facility. Although I have not completely researched it yet I believe we could potentially place another modular (two-story this time) on the same location as our current modular that could feasibly give us approximately 7,000 more square feet (3,500 per floor). This would give us at maximum, 17,000 square feet total between the regular building and the modular which we could probably work with for another 5-7 years if absolutely necessary. The modular addition could feasibly be done for about 1.5 million and a limited remodel of the existing building could be done for around 1.5 million as well. Total estimated funding required to stay on site for several more years would be about **\$3,000,000**. This is simply a band-aid approach to make the current location viable for a few more years.

There are also some issues related to City Code, setbacks and other requirements that “may” be problematic in trying to put a larger modular on our current site. This, too, has not been fully researched or vetted to this point. It is simply an option for consideration.

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Attachment

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TO: Wes Hare, City Manager
FROM: John R. Bradner, Fire Chief
DATE: October 4, 2010
SUBJECT: Fire Station 11 Facility Needs Report

Fire stations are essential facilities to a community and much consideration goes into their location, design, and construction. The time it takes for firefighters and paramedics to respond to an emergency is crucial to the outcome. Fire stations must be strategically located and emergency responders must be available and able to respond quickly to affect a positive outcome during a tragic event.

Albany's four fire stations are strategically located throughout the city. The two newest, Stations 13 and 14, were built to withstand forces associated with a moderate to large earthquake. Station 12 is receiving structural reinforcement in the coming year to do the same. Each of these stations is equipped with an appropriate-sized emergency generator to enable continuation of operations following a significant event, such as a weather emergency or earthquake. Station 11, Albany's main fire station located downtown, is seismically unstable and currently incapable of supporting an adequate emergency power supply.

There have been many discussions over the past few years concerning the need to replace Station 11, which have led to this facility needs assessment. This report provides information to support that rehabilitation of the existing structure would not be prudent and replacement and possible relocation of Station 11 is vital to the Fire Department's continued ability to provide essential services to our community.

Station 11 was built in 1948, and any 62-year-old structure inherently has deficiencies that require attention. This report will focus on the seismic instability, electrical and backup power needs, handicap accessibility needs, environmental concerns, and facility and site limitations of Station 11.

Seismic Instability

When Station 11 was built, seismic activity and their forces were generally not considered in structural design. Since then seismic design forces for buildings in Oregon have increased significantly, in part due to the increased knowledge of seismic hazards present in Oregon, such as the Cascadia Subduction Zone. This fault lies off the Oregon Coast and stretches for more than 700 miles from Northern California to Vancouver Island in British Columbia. Great subduction zone earthquakes are the largest earthquakes in the world and can exceed a magnitude of 9.0. Alaska experienced a 9.2 subduction zone earthquake in 1964 which caused major damage and significant loss of life. Earthquake size is proportional to the total area of the fault, and the Cascadia Subduction Zone is very large with a history of major earthquakes over time.

Seismic zones were established in order to address seismic hazards in construction. Seismic zones are expressed on a scale of zero, 1, 2A, 2B, 3, and 4, with each zone progressively expected to experience an earthquake of a greater magnitude. Our newest fire stations, Stations 13 and 14, built in 1998, were required to be constructed to meet Seismic Zone 3 building standards. Oregon is rated third highest in the nation for potential loss due to earthquakes, which is why buildings are constructed to meet this higher standard.

In 2003 Degenkolb Engineering was hired to conduct a seismic evaluation (Tier 1) of Stations 11 and 12. The structures were evaluated using the American Society of Civil Engineers (ASCE) 31-02 *Seismic Evaluation of Existing Buildings* standard. The evaluations determined that both stations did not meet the immediate occupancy performance objectives considered appropriate for emergency response facilities. The report stated, "Fire personnel and their equipment must be able to respond to the needs of the public after a major disaster. Fire stations need to be designed so that they can remain in operation after a major earthquake."

Station 12 is receiving structural rehabilitation in the coming year to address its seismic instability. Funding for these improvements is possible through a State of Oregon grant targeting seismic rehabilitation of critical public buildings. Station 11 was excluded from the grant application for several reasons. The grant excluded projects that exceed either the useful life of the building or 30 years, whichever is less. We could not foresee, nor guarantee, that the current Station 11 structure would be viable as a fire station for an additional 30 years. Additionally, it is believed to be cost-prohibitive to rehabilitate the structure, as described below.

Station 11 is approximately 14,800 square feet and is a two-story structure with a partial basement. It is constructed of shear walls with concrete floors. According to the Tier 1 evaluation, its major deficiencies are a weak first story (cracks are visible in the walls and ceiling of the apparatus bays) and torsional irregularities from the large apparatus bay openings. The report concluded that the reinforcing in the walls is below the required minimum; the walls and diaphragm lack a positive connection with reinforcement; the shear walls are not adequately doweled into the foundation and lack boundary elements; there is no trim steel located around openings in the shear walls; and the roof slab has inadequate strength to transfer the diaphragm forces to the shear walls. If this building were to be seismically rehabilitated, the remedy for correcting these issues would be to add new concrete shear walls to all four sides of the building from the foundation to the roof, adjacent to the existing concrete shear walls, in addition to new connections and replacing the roof diaphragm. This rehabilitation was described as building a stable structure inside the current building to support the existing structure.

The 2003 Tier 1 evaluation preliminarily estimated seismic rehabilitation construction costs for Station 11 at \$573,120. In addition, the report indicated that "costs related to ADA compliance, asbestos abatement, relocation of equipment/staff, architectural and engineering design fees, programmatic renovations, deferred maintenance, replacement of glazing/finishes, and others have all been excluded from this report." The report concludes that, "the inclusion of these items could increase the overall cost of the project 3 to 5 times." Rehabilitation including the above items with inflationary consideration could be expected to cost between \$2.5 and \$4.5 million.

It is imperative that all emergency response facilities remain operational during a community emergency, Station 11 in particular. In addition to housing up to six emergency response personnel, Station 11 houses the offices of the City's Emergency Management Specialist, the Fire Department's Training Lieutenant, and up to five Deputy Fire Marshals (Inspectors, Public Educators, and Public Information Officer). All of these staff, and the ability for them to do their respective jobs, are extremely important during an extended community emergency. Relocating offices to another station is not an option. Stations 12, 13, and 14 were designed only to support the functions of emergency response personnel and do not have space for additional offices and personnel.

Station 11 houses two fire engines, one ambulance, one of only two brush firefighting vehicles, two of the three rescue watercraft, the battalion chief command vehicle, the only water tender,

and a rescue vehicle that is equipped with the Department's breathing air system and water rescue equipment. Due to the other stations' space limitations, Station 11 is also the depository and restock location for all medical supplies, rescue equipment, personal protective equipment, and fire equipment for all four stations. The Fire Department's ability to provide ongoing emergency fire, rescue, and medical response services would be crippled should Station 11 become inaccessible due to a seismic event.

Many structures in the downtown area are of similar age or older than Station 11 and are all subject to collapse in the event of an earthquake due to the aged integrity of the structures. A collapse in any of these structures could result in injuries or loss of human life. Approximately 25 percent of the Fire Department's emergency response workforce is located at Station 11, and at times, all on-duty emergency responders are at this station at one time for training or meetings. A collapse of Station 11 could result in the loss of between one-quarter to an entire shift of emergency responders. A loss of this magnitude and the inability to access essential equipment and supplies stored at this station would be critically detrimental to the Fire Department's ability to provide emergency response during a time of greatest need.

Electrical and Emergency Power Needs

If expected to continue emergency operations from the existing Station 11 structure, replacement of the single-phase wiring would be required. Since 1948 and the advent of computers, electronic phone systems, and other advancements in electronic equipment, the core wiring in the structure has remained unchanged. If this building were constructed today, it would be supplied with three-phase wiring to meet the requirements of modern electrical equipment.

Jim Alexander, the City's electrical inspector, inspected Station 11 in September 2010. He reported that the majority of the current electrical distribution system was manufactured by Bull Dog, a company that is no longer in business. This system is antiquated and obsolete; therefore, replacement parts will be difficult, if not impossible, to find. He concluded that since mechanical components in a building's electrical system will fail over time, it would be prudent to replace the electrical system on a predetermined schedule rather than during an emergent situation when parts could fail. Rough estimates by local electrical contractors for rewiring the building range from \$15 to \$35 per square foot. Using an average cost estimate of \$25 per square foot, the cost for rewiring Station 11 would be approximately \$370,000.

The current single-phase wiring and an obsolete transfer switch limit the size of the emergency generator for this building to 7.5 kilowatts (kw). The peak electrical demands and anticipated needs to maintain emergency operations at this station during an extended power outage would require a minimum of a 45 kw generator. Stations 13 and 14 are both equipped with a 50 kw generator to support the emergency power needs at these locations. Rough estimates by local electrical contractors to purchase a 50 kw emergency generator is between \$25,000 and \$32,000. Costs associated with installation, distribution feed, transfer switch, and additional fuel storage capacity would increase the cost to approximately \$40,000.

The existing emergency power system is significantly limited in the electrical equipment it can support during a power outage. It is intended to support the emergency notification system from the 9-1-1 center, apparatus bay doors, telephone system, and radio base station. However, during recent short-term power outages, station personnel have reported that the telephones and radio base station have not remained operational. Communications are priority to successful emergency response. No telephones or radio base station at this location creates a vulnerable communication

system, especially during emergent times. The current generator does not support lighting in operational areas of the station. Limited battery-powered lighting is currently used, but is insufficient and inadequate. An extended power outage would exhaust battery capacity and crews would be unable to continue working effectively from this location.

Apparatus bay door openers have remained powered by the emergency generator during power outages. However, should this system fail, opening these doors without automatic openers would be very difficult, if not impossible. The size and weight of the doors requires multiple personnel to lift them open. If the number of personnel in the station is not adequate to perform the task, the ability for emergency response from this station would be limited or not available.

Handicap Accessibility

The City's legal obligations and liabilities are significant in regards to the Americans with Disabilities Act (ADA). Complaints are treated as a potential violation of an individual's civil rights and processed by the Department of Justice. The ADA was passed in 1990, and it requires public facilities built or modified after 1992 to conform to specific accessibility standards. If built prior to 1992, either the barriers to the disabled need to be removed, or the program, service, or activity must be made available by an alternate means of delivery. Unless a public building is designated as completely inaccessible to the public, reasonable accommodations must be made so that disabled have the same access as others. As a civil rights' violation, the governing body along with the individual allowing the incident to occur can be held liable. Cities in Oregon have been required to make substantial changes to their buildings and infrastructure to become compliant with ADA, and accessibility lawsuits have become commonplace in parts of the country.

Station 11 is a multi-story building with no elevator access to the basement and second floor. The public typically does not need access to the basement, but the second floor houses the majority of the business offices and the only meeting room in the building. This meeting room is used routinely, as it is the largest and most centrally located for Fire Department business and training activities. Recent examples of accessibility issues include an outside instructor arriving at Station 11 in a wheelchair to teach a class to our personnel on the second floor, and an outside individual arriving for a training session who was also in a wheelchair. In both cases last-minute arrangements had to be made to re-locate to a suitable meeting room in another location. This creates a potential liability for the City, an uncomfortable situation for the individual, disruption for everyone involved, and potentially requires canceling a scheduled training event or meeting if no other location is available.

Station 11 is also a popular facility for public tours, primarily with school-aged children. A significant interest for participants is the firefighters' living quarters which reside on the second floor. Birthday parties at the fire station are auctioned off by various non-profit groups in our community as fundraisers. Those who purchase these events often request to hold their party at Station 11, in part due to the size of the meeting room on the second floor. We have had children in wheelchairs and adults with limited mobility arrive for tours or events and have had to make last-minute adjustments and limit their tour to the first floor. This creates a potential liability for the City by not providing the same program or activities to all of the public at this facility.

There is a perception that it is not necessary to provide disabled access to the second floor because firefighters should all be able to use stairs to perform their job. Firefighters experiencing limited mobility while recovering from medical situations have experienced difficulties attending

training activities or assignments at this station. The Fire Department's workforce is also made up of more than just firefighters and emergency responders. We employ non-emergency staff as well, whose offices are located in this building, and other staff who need access to the second floor of Station 11 to conduct business in performing their job duties. Using another fire station meeting room for groups of more than twelve is not an option. Station 12 doesn't have a meeting room, and the meeting rooms at Stations 13 and 14 can only accommodate ten to twelve people comfortably and are inadequate for large groups.

According to the Building Code, if a structure with public access is rehabilitated and the interior occupiable space is impacted in any way, an additional 25 percent of the total project cost must go toward improvements for making the structure more accessible for the disabled. This could include installation of an elevator and ramps, widening doors and hallways, and other improvements related to ADA. The nature of any ADA improvement would be dependent upon the type of barriers to access and the dollar amount required by the 25 percent rule. Many of these improvements would compound current issues by encroaching into already inadequate spaces inside the structure. If the cost of rehabilitating Station 11 is \$4 million, \$1 million would be required toward making these improvements, which additionally inflates the overall cost of a rehabilitation project.

Environmental Standards

The City of Albany was designated by the Oregon Department of Environmental Quality (DEQ) as a municipality along the Willamette River that must implement measures to improve water quality. This required a survey of City-owned facilities for sources of pollution that could affect waterways. Station 11 was evaluated through that process and a number of Best Management Practices (BMPs) were identified to assist in keeping pollutants from the storm drains.

Under local and state regulations, no washwater from vehicles or floor cleaning is permitted to be discharged to the stormwater system. Station 11 floor drains in the apparatus bays and the curb drains outside the station discharge to the stormwater system. The implications of this regulation are that our emergency vehicles and apparatus floors should not be cleaned with water unless we collect and transfer the washwater to a sanitary sewer line. Routine cleaning is essential to maintaining our vehicles and facility. If this building continues as an emergency response facility, infrastructure changes to the drainage system would be required and would be extensive and costly since it involves altering underground utilities.

Facility and Site Limitations

Fire Station 11 has a number of facility and site limitations that create concern. Access to four of the six emergency apparatus bays is on Lyon Street (Hwy. 20). There are no drive-through bays, requiring fire engines to be backed into the building. This blocks traffic on Lyon Street, a busy street, various times throughout the day and creates a public hazard as well as an unsafe situation for emergency vehicles and personnel. More accidents occur when backing as opposed to driving forward into a station.

The two apparatus bays that exit on Sixth Avenue are located above the basement. The size and weight of today's fire engines was not anticipated in 1948 when the building was constructed, so this area of the structure cannot support a fire engine. There are additional vehicle limitations inside this building due to the configuration of the apparatus bays and the height of the apparatus

bay doors. The aerial truck does not fit in Station 11 and responds from Station 13, in part due to this limitation.

At the time Station 11 was built, there was no consideration for women in the Fire Service. Today's Fire Service includes women, which facilitates the need to provide separate hygiene areas to accommodate female firefighters. A number of years ago a storage closet was turned into a women's locker room, with shower and bathroom facilities that can accommodate only one female firefighter at a time. This limits how we can staff our stations, as Station 11 is limited to no more than one female firefighter per shift.

A 2008 facilities condition assessment report identified that the exterior windows need replacing. Most of the first floor windows are original to the building, are not energy efficient, and create a security exposure. The report also identified replacement needs of the heating, ventilation and air conditioning (HVAC) systems, and vinyl stair tread on the interior staircase. The parking lot was identified in need of major repair due to severe cracking and pooling of water. There are additional issues with bathroom plumbing and general wear and tear of a 62-year-old structure. The estimated cost for replacing the windows, HVAC systems, stair tread, and parking lot repairs is between \$100,000 and \$125,000.

Stations 12, 13, and 14 are fully protected by fire sprinkler systems. Station 11 was built prior to this code requirement, but a sprinkler system was later added to the basement when it became a code requirement and compliance issue. If this structure were built today, it would be required to be fully protected by a fire sprinkler system. In order to continue as an emergency response facility, the remainder of the building should be equipped with a fire sprinkler system in order to protect the occupants and structure in the event of a fire.

Station 11 is located on an approximate one-half acre lot. Station 12 is located on approximately 3.25 acres, and Stations 13 and 14 are each on approximately 1.6 acres of land. The current Station 11 site location is inadequate for on-site parking, requiring staff and visitors to routinely park on surrounding neighborhood streets and private business parking lots. Properties surrounding the current Station 11 site are developed with established commercial and residential occupancies. Limited access to additional property and the current lot size limit the Fire Department's ability to keep pace with the increasing needs of the community and demands for service at its current location.

New Facility Size and Location Needs

A new fire station should be expected to last a community 40 to 60 years. When considering the replacement of Station 11, current and anticipated future needs must be evaluated. There are three major areas to consider with this project: building size, property size, and location.

Building Size

Station 11 is the largest of Albany's four fire stations, at approximately 14,800 square feet. Additional space is used at this station for day staff, the shift chief officers, training classroom, drill tower, and storage space for supplies and equipment. Current Fire Department facilities do not support housing all of our emergency response vehicles inside a fire station, requiring some equipment to be stored outdoors or in other outbuildings like the vehicle maintenance facility at Station 13. Our technical rescue trailer, a reserve ambulance, and a hazardous materials vehicle and trailer are all examples of equipment stored in these outside station locations. This equipment

should be stored inside a fire station to maintain its longevity and ensure its readiness for response. The current station size is not adequate and when designing a new station, additional space should be included to accommodate current and potential future vehicle and equipment storage needs. Because of our inability to store all of our emergency response vehicles inside a fire station, a new downtown fire station should have a minimum of five drive-through apparatus bays.

Office space is currently needed for ten staff members, in addition to office space required for emergency crews. Anticipating future growth, office space will need to accommodate a minimum of 15 people in addition to the office space for emergency crews. This would allow the department to grow as our community and the need for additional life safety, training, and emergency management increases. A new station should have a meeting/training room to accommodate a minimum of 60 people and additional space for storage.

Storage space is always a premium and Station 11 currently houses the majority of storage space for medical and fire equipment and supplies. A new station must have expanded space for medical and fire equipment, personal protective equipment, and space necessary for maintaining records in compliance with records retention laws.

In evaluating our current and future needs, I believe we need a new station that is approximately 25,000 square feet. For comparison purposes, Corvallis Fire Department's main station, built in 1998, is 24,950 square feet.

Property Size

The question of minimum property size for a new downtown fire station was posed to two different architectural firms. One firm indicated that one acre would be the absolute minimum and the other stated that two acres would be required. The two acre minimum was due to an anticipated construction of a single-story station versus a two-story station. The current half-acre lot does not allow for adequate parking for employees who work out of this station and public parking on-site is significantly lacking. The parking lot has room for about 20 vehicles and should be roughly doubled in size with a new facility in order to meet our needs. Our target has been to locate property between 1.25 and 2 acres to build a new downtown fire station.

Location

The footprint for potential property locations for a new downtown fire station is limited due to the requirement of maintaining appropriate response times into all portions of the city. A number of potential sites for a new downtown fire station have been considered by a formal committee. A number of these sites were rejected for reasons such as increasing current response times, poor access to emergency travel routes, excessive cost, negative community impact, inability to meet community and Department needs, and proximity to hazards.

An example of a potentially hazardous location that was rejected was property in close proximity to railroad lines. The Albany Police Department Feasibility Study (July 2003) stated, "Because of the potential for toxic spills, fires, and explosions, and the possibility of sabotage from a moving train or from a partially concealed right-of-way, the facility, or at the very least the building, should not be located adjacent to a railroad line." This same thing applies to a fire station, and for these reasons, the new downtown fire station should not be located next to a major rail line in our community.

I presented information to the Council on several viable sites that were identified through a process by the Station 11 Replacement Committee. The Council discussed these sites along with other potential property locations and is awaiting the information in this report before moving forward.

Conclusion

Overall the current Fire Station 11 structure is inadequate. The services required of the Fire Department and the resources necessary to address them have grown well beyond the capabilities of the original structure. We are limited to where staff, emergency vehicles, equipment, and specific operations can be located because of the limitations of the building. The structure is in need of significant improvements in order to ensure that it will remain standing and able to sustain emergency operations during and after a significant weather or seismic event. Rehabilitation of the current facility is not financially prudent. Following a large investment in the structure for the necessary improvements, the community would still be left with an old building that does not meet the needs of the Fire Department and the community.

JB:ljh



TO: Wes Hare, City Manager
FROM: Stewart Taylor, Finance Director
DATE: October 27, 2010
SUBJECT: Police and Fire Facility Financing

The City has two options for financing police and fire facilities. One is to use cash as the City of Hillsboro recently did. The second is to ask voters to approve General Obligation Bonds (GO Bonds) as McMinnville, Lebanon, Woodburn, Hood River, Marion County Fire District #1, and other agencies have recently done. Where cash is a viable option, the biggest difference between using cash and issuing bonds is that using cash can save potentially millions of dollars in interest costs.

Cash Considerations

Most cities, like most individuals buying a home, do not have resources to purchase public facilities with cash. More often, they seek a financing tool that enables payments to be made over time. Depending on the terms of the debt, the interest costs become a major part of the overall cost. The interest costs are avoided if a cash option is used.

The new City Library is a good example of the use of cash. Through a very generous anonymous donation, the sale of the old library property, and the use of accumulated City Facility Reserves, the City was able to move from a 17,000 square foot building into the current 40,000 square foot building without incurring debt. The new library rivals any community library in the state. It is a wonderful addition to the community and it is paid for.

If the approximately \$7 million needed for the library project would have been funded with twenty year debt, the interest costs would have exceeded \$2,000,000 based upon market conditions at the time the funding was needed. The avoided costs are a direct financial benefit to the community.

The City also has a viable cash option to finance the fire and police facilities. The litigation settlement proceeds and the combination of internal loans and interest earnings from LID or SDC installment payments could be used to develop a financing plan.

Bond Considerations

Bonds are basically negotiated obligations between a willing seller and a willing buyer. Buyers are investors who want security that payments on the bonds will be made according to the terms of the issue. Generally, that security includes a primary revenue source dedicated to making the payments. A more secure revenue source generally translates to a lower cost of issuing the bonds.

General Obligation Bonds must be approved by voters and include a primary revenue source as security for payment of the bonds. The requisite voter approval gives the City Council authority to levy an additional property tax dedicated specifically to make payments on the bonds. Because of that authority, GO Bonds generally bear interest rates lower than other types of bonds and are typically the type of bonds used to fund police and fire facilities.

General Revenue Bonds and Certificates of Participation are issues approved by the City Council as full faith and credit obligations. The City Council does not have authority to levy additional property taxes to make the payments. Rather, payments are made from the general revenues of the City. The bonds are often secured by a primary or secondary revenue source such as water or sewer rate revenues. The difficulty in using these types of bonds for fire and police facilities is in identifying a reliable revenue source to make the debt payments.

Litigation settlement proceeds are generally not a good security for bond payments because they are one-time dollars. Installment payments from LID loans are likewise not an ideal security for general revenue bonds because of their limited duration and the option for the balance of the installment to be prepaid at any time. In addition, the interest received on installment payments is offset by the interest cost of financing the bonds.

Examples of GO Bond Projects

In 1996, the City issued General Obligation Bonds to construct and furnish two fire substations. The bonds were refinanced in March, 2007 together with a portion of the City's General Obligation Bonds, Series 1999 that were used to finance reconstruction of portions of Santiam Highway, 34th Avenue, Elm Street and Salem Avenue. Total interest paid on the General Obligation Bonds Series 1996 up to the refinancing was \$1,578,908. Total interest on the Series 2007 bonds through maturity in June, 2015 will be \$1,815,024.

Other examples of recent bond issues for police and fire facilities include:

City of Hood River – Fire Station Reconstruction

GO Series 2010
12 years
Principal: \$4,250,000
Interest: \$1,271,355

Marion County Fire District No. 1 – Fire Station

GO Series 2009
15 years
Principal: \$5,000,000
Interest: \$990,562

City of McMinnville – Public Safety and Courtroom/Civic Buildings

GO Series 2006
20 years
Principal: \$13,120,000
Interest: \$6,283,373

City of Woodburn – Police Station

GO Series 2005
20 years
Principal: \$7,066,000
Interest: \$3,494,709

Police and Fire Facility Financing

Page 3

October 29, 2010

Current market conditions for municipal bonds are very favorable to issuers. Interest rates are at or near historical lows. If the City of Albany anticipates issuing bonds at some time in the foreseeable future, the City could benefit from issuing the bonds in the current market.

The following are examples of GO Bond financing and indicative rates as of October 12, 2010 for the police and fire facilities.

City of Albany – Sample Debt Service – Police Station

GO Series 2010

20 years

Principal: \$9,000,000 (plus \$145,000 for issuance costs)

Interest: \$3,898,907

Tax rate/1,000 of assessed value: \$0.16

Property Tax Levy on \$150,000 home: \$23.55

(assumes ascending debt at 3% to match anticipated AV growth)

City of Albany – Sample Debt Service – Fire Station

GO Series 2010

20 years

Principal: \$7,000,000 (plus \$130,000 for issuance costs)

Interest: \$3,044,080

Tax rate/1,000 of assessed value: \$0.12

Property Tax Levy on \$150,000 home: \$18.36

(assumes ascending debt at 3% to match anticipated AV growth)

Conclusion

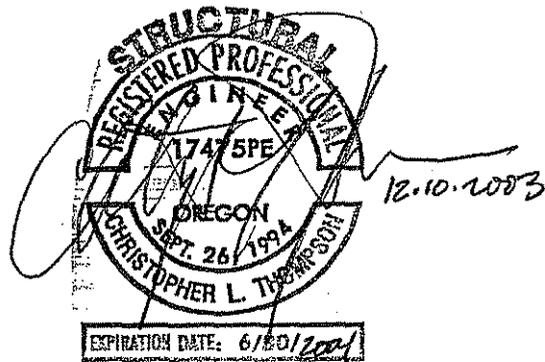
The litigation settlement proceeds provide an opportunity for the City to use cash to fund the fire and police facilities. Using cash creates the potential for saving millions of dollars in interest costs.

ST

Attachments:

Payment Schedules

CITY OF ALBANY
FIRE STATIONS 11 AND 12
BUILDING EVALUATIONS



December 10, 2003

Degenkolb Job Number A3289036.00

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1. EXECUTIVE SUMMARY

The seismic performance of Albany Fire Stations 11 and 12 was evaluated using ASCE 31-02. These evaluations indicate that neither Fire Station 11 nor 12 meet the Immediate Occupancy Performance Objective. The estimated cost of rehabilitation for Albany Fire Stations 11 and 12 is \$573,000 and \$242,000, respectively.

Fire stations need to be designed so that they can remain in operation after a major earthquake. It is not sufficient for such a structure to just remain standing. Fire personnel and their equipment must be able to respond to the needs of the public after a major disaster. Therefore, the Immediate Occupancy Performance Objective was used to evaluate these fire stations.

Fire Station 11 is a 13,000 square foot concrete shear wall building with concrete floors constructed in 1948. It has a weak first story and a torsional irregularity due to the large apparatus bay openings. Also, the walls do not have the reinforcing required for ductile behavior. Finally, the roof diaphragm is not strong enough to transfer the seismic forces to the walls. These deficiencies can be rehabilitated by adding new concrete shear walls, new connections, and replacing the roof diaphragm.

Given the extent of deficiencies, we recommend further study of Fire Station 11 to refine the potential construction costs. Additional studies including an ASCE 31-02 Tier 2 analysis would more specifically identify the deficiencies and the corresponding solutions, and thus refine our cost estimate.

Fire Station 12 is a 7,400 square foot wood shear wall building with a wood truss and plywood roof constructed from 1973 to 1991. The existing shear walls do not have hold down anchors at the shear wall ends. Also, the connections between the various roof levels are not strong enough to transfer the seismic loads. Finally, the very short shear walls on the ends of the apparatus bay are not strong enough to resist seismic loads. These deficiencies can be rehabilitated by adding new wood shear walls, adding shear wall hold downs, strengthening diaphragm connections, and adding steel moment frames.

2. INTRODUCTION

In August of 2003, Degenkolb Engineers was contracted to assist the City of Albany in seismically evaluating Fire Stations 11 and 12. We performed site visits to verify that the as-built structure matches the design documents, to review the current condition of the structure, and to document nonstructural hazards. We performed evaluations using American Society of Civil Engineers (ASCE) 31-02 *Seismic Evaluation of Existing Buildings*.

Over the past 60 years, the seismic design forces for buildings in Oregon have increased significantly. This increase is due to the increased knowledge of seismic hazards (such as the Juan De Fuca subduction zone) present in Oregon. We know there is a potential for great earthquakes, as they have happened here in the past. Figure 1, below, shows how the seismic design forces in Oregon have increased since 1945.

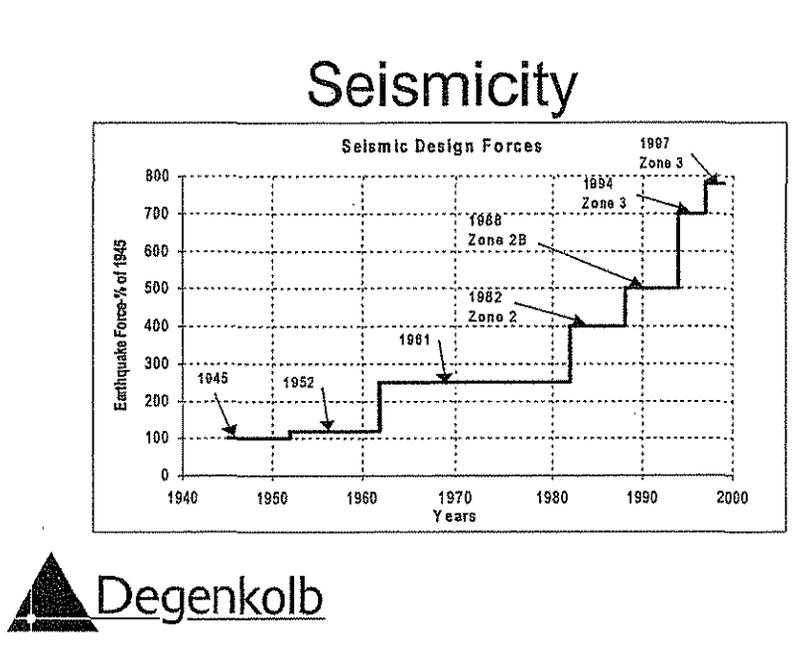


Figure 1: Oregon seismicity over time.

During the 1980's, the detailing requirements of the Uniform Building Code changed significantly. These changes were driven by observations of previous building performances in seismic events and require that all elements of the structure be interconnected. The intent of these code changes are to protect building occupants by ensuring that the building can withstand damage due to earthquake without collapsing.

Fire stations need to be designed so that they can remain in operation after a major earthquake. It is not sufficient for such a structure to just remain standing. Fire personnel and their equipment must be able to respond to the needs of the public after a major disaster.

The definition of "essential" is included in Title 24 of the State of Oregon Building Code. This code, however, only addresses the structural design of new buildings. To better address these existing essential facilities, we have used ASCE 31-02 requirements for the Immediate Occupancy performance level.

ASCE 31-02 has three different levels of evaluation (Tier 1, 2, and 3). We performed a "Tier 1" evaluation for each fire station. Tier 1 is the most basic level of study that includes the completion of checklists of evaluation statements that identify potential deficiencies in a building based on performance of similar buildings in past earthquakes. Further investigation can be conducted using the procedures of Tier 2 and Tier 3. Tiers 2 and 3 will either confirm or eliminate potential deficiencies identified in the Tier 1 evaluation.

3. ALBANY FIRE STATION 11

3.1 Building Description

Fire Station 11 is a concrete shear wall building, located at 110 6th Avenue, Albany, Oregon that was constructed in 1948 with no significant additions. Station 11 is a two-story 13,000 square foot structure with a small basement structure covering approximately 1,800 square feet and a three-story stair well.

Station 11 is approximately square in plan with concrete diaphragms and perforated concrete shear walls. Approximately two thirds of the first floor consists of an apparatus bay with the remainder of the first floor occupied with office spaces and general equipment storage. There are no immediately adjacent structures to Fire Station 11. The second floor incorporates living quarters, meeting areas, and office space. The first floor height is approximately 16 feet, while the second floor height is approximately 12 feet.

The structural drawings show that the second floor gravity system is a concrete deck over open web steel joists, but our observation during our preliminary site visit appeared to indicate that the second floor was actually a flat concrete slab with concrete beams. The roof is a Zonolite deck over open web steel joists.

The building's lateral force resisting system consists of stiff concrete diaphragms and concrete shear walls throughout.

3.2 Structural Deficiencies

Based on the procedures of ASCE 31-02, some deficiencies in the building's lateral force resisting system have been identified. The deficiencies found include:

- A weak story exists in the 1st floor because of the large openings at the apparatus bays.
- A torsional irregularity exists at the 1st floor because of the large openings at the apparatus bays on two sides of the building.
- The amount of reinforcement in the walls is below the minimum amount required.
- There is not a positive. (i.e. with reinforcement) connection between the shear walls and diaphragm.
- The shear walls are not adequately doweled into the foundation.
- Slender shear walls do not have boundary elements.
- No trim steel is located around openings in the shear walls.

- The roof consists of built up roofing and a 3" Zonolite slab. The Zonolite slab has inadequate strength to transfer the diaphragm forces to the shear walls. (Zonolite products from this time period have been known to have asbestos contamination. Abatement of asbestos from this building was not considered in the cost estimate.)

3.3 Nonstructural Deficiencies

The following nonstructural deficiencies were found:

- Suspended lights in the apparatus bay appear not to have lens covers.
- Mechanical units on the roof appear not to be braced.

3.4 Adjacency Hazards

No adjacency hazards were observed.

3.5 Geologic and Site Hazards

No geologic evaluation was performed.

3.6 Expected Building Performance

Because of the deficiencies listed above, Albany Fire Station 11 does not meet the Immediate Occupancy Performance Objective of ASCE 31-02. We recommend that the building be strengthened to the Immediate Occupancy Performance level.

3.7 Proposed Structural Strengthening Scheme

Because of these deficiencies, Fire Station ¹¹ does not meet the Immediate Occupancy objective of ASCE 31-02. To bring the building to an Immediate Occupancy performance level, the following scope of work is proposed:

- Add shotcrete shear walls to all four sides of the building from the foundation to the roof as shown in the sketches. Each shear wall will require a new concrete footing and connection to the existing concrete diaphragm at the second floor and a connection to the existing concrete walls.
- Add a bent plate connection between the existing 2nd floor and the existing concrete shear wall.
- Remove and replace the existing Zonolite roof slab and built up roofing. Replace roof with 18 gauge metal deck with angle connections to the existing concrete walls.

These proposed solutions would likely cause significant disturbance to the existing operations in the fire station. Therefore, we recommend further study to refine structural strengthening scheme and construction costs. Additional evaluation of the building using

Tier 2 procedures could reveal a solution with less impact on the current function of the building while still maintaining the Immediate Occupancy Performance Objective.

3.8 Proposed Nonstructural Strengthening Scheme

Provide new seismic bracing for all inadequately braced nonstructural items including but not limited to:

- Add lens covers to the suspended lights in the apparatus bay and tie covers to light frame to prevent light or bulbs from falling.
- Mechanical units on the roof should be secured to the roof.

3.9 Cost Estimate

The following cost estimate outlines the projected costs for Structural and Nonstructural work. They are based on the above seismic strengthening scope of work. A detailed breakdown is included at the end of this section. The estimates are shown in 2003 U.S. dollars.

Structural	\$512,421
Nonstructural	\$8,596
Construction Contingency	<u>\$52,102</u>
Total Construction	\$573,120

The total construction cost for Albany Fire Station 11 is \$44.09 per gross square foot.

These costs have been prepared using brief narrative descriptions provided by Degenkolb Engineers. These describe the general size and construction of the building and itemize the work required to correct the seismic deficiencies. Small format drawings showing the general nature of the structural work have accompanied the descriptions. The costs contained in this report should be considered as order-of-magnitude costs, and are provided to enable the client to make preliminary budgeting decisions.

All of the costs of construction presented in this report are based upon the buildings being unoccupied and the contractor having full access to the site at all hours. In most cases this is not likely to be the case for the actual construction, and appropriate adjustments will have to be made to the project costs.

In addition to the above, the pricing is based on the following general conditions of construction: The general contract will be competitively bid with qualified general and main subcontractors. The contractor will be required to pay prevailing wages.

The costs of many aspects of this construction have been excluded. Costs related to ADA compliance, asbestos abatement, relocation of equipment/staff, Architectural and Engineering design fees, programmatic renovations, deferred maintenance, replacement of

glazing/finishes, and others have all been excluded from this report. The inclusion of these items could increase the overall cost of the project 3 to 5 times.

3.10 Photographs

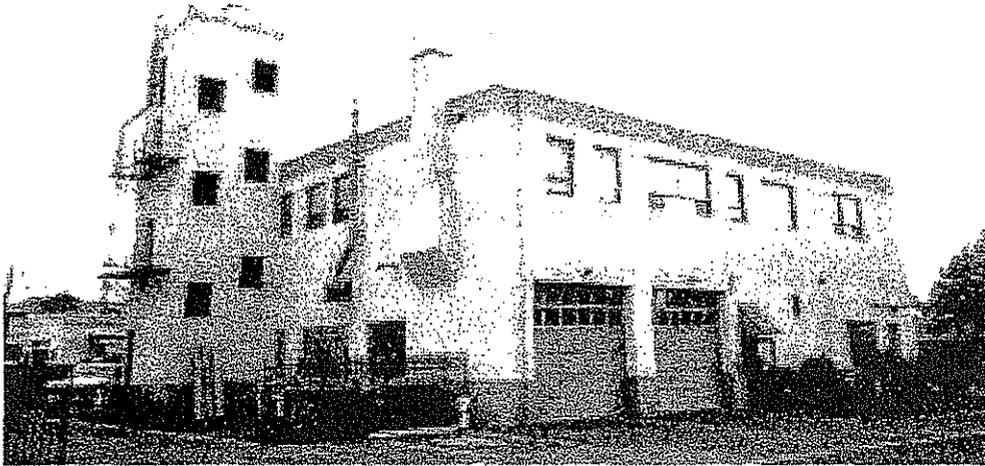


Photo 1: Building exterior



Photo 2: Apparatus bay doors

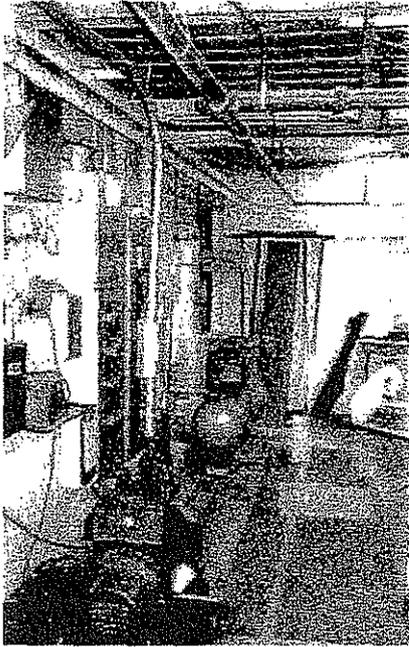


Photo 3: Equipment in the basement



Photo 4: Unanchored mechanical unit on roof

3.11 ASCE 31-02 Check Sheets

Building Name: Albany Fire Station 11 Date: 11/10/3
 Building Address: 110 6th Avenue Albany, Oregon Page: 1 of 2
 Job Number: A3289036.00 Job Name: City of Albany Fire Station Evaluations By: MJR Checked: JSM

ASCE 31* BASIC CHECKLIST S4: STEEL FRAMES WITH CONCRETE SHEAR WALLS

C	NC	N/A		Comments
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BUILDING SYSTEM

- | | | | | |
|-------------------------------------|-------------------------------------|--------------------------|--|---|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 4.3.1.1 LOAD PATH: The structure shall contain a minimum of one complete load path for Life Safety and Immediate Occupancy for seismic force effects from any horizontal direction that serves to transfer the inertial forces from the mass to the foundation. | |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 4.3.1.3 MEZZANINES: Interior mezzanine levels shall be braced independently from the main structure, or shall be anchored to the lateral-force-resisting elements of the main structure. | |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 4.3.2.1 WEAK STORY: The strength of the lateral-force-resisting system in any story shall not be less than 80% of the strength in an adjacent story above or below for Life-Safety and Immediate Occupancy. | Ratio (NS) = 0.75 < 0.8 NG
Ratio (EW) = 0.82 > 0.8 OK |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 4.3.2.2 SOFT STORY: The stiffness of the lateral-force-resisting-system in any story shall not be less than 70% of the lateral-force-resisting system stiffness in an adjacent story above or below, or less than 80% of the average lateral-force-resisting system stiffness of the three stories above or below for Life Safety and Immediate Occupancy. | Ratio (NS) = 0.75 > 0.7 OK
Ratio (EW) = 0.82 > 0.7 OK |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 4.3.2.3 GEOMETRY: There shall be no changes in horizontal dimension of the lateral-force-resisting system of more than 30% in a story relative to adjacent stories for Life Safety and Immediate Occupancy, excluding one-story penthouses and mezzanines. | |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 4.3.2.4 VERTICAL DISCONTINUITIES: All vertical elements in the lateral-force-resisting system shall be continuous to the foundation. | |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 4.3.2.5 MASS: There shall be no change in effective mass of more than 50% from one story to the next for Life Safety and Immediate Occupancy. Light roofs, penthouses and mezzanines need not be considered. | |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | 4.3.2.6 TORSION: The estimated distance between the story center of mass and the story center of rigidity shall be less than 20% of the building width in either plan dimension for Life Safety and Immediate Occupancy. | e = 16'
20% 75' = 15' (NG) |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 4.3.3.3 DETERIORATION OF STEEL: There shall be no visible rusting, corrosion, cracking, or other deterioration in any of the steel elements or connections in the vertical- or lateral-force-resisting systems. | No deterioration observed. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 4.3.3.4 DETERIORATION OF CONCRETE: There shall be no visible deterioration of concrete or reinforcing steel in any of the vertical- or lateral-force-resisting elements. | No deterioration observed. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 4.3.3.9 CONCRETE WALL CRACKS: All existing diagonal cracks in wall elements shall be less than 1/8" for Life Safety and 1/16" for immediate Occupancy, shall not be concentrated in one location, and shall not form an X pattern. | No diagonal shear wall cracks greater than 1/16" observed |



Building Name: Albany Fire Station 11

Date: 11/10/03

Building Address: 110 6th Avenue Albany, Oregon

Page: 2 of 2

Job Number: A3289036.00

Job Name: City of Albany Fire Station Evaluations

By: MJR

Checked: JSM

ASCE 31* BASIC CHECKLIST S4: STEEL FRAMES WITH CONCRETE SHEAR WALLS

C NC N/A Comments

LATERAL-FORCE-RESISTING SYSTEM

- 4.4.1.6.1 COMPLETE FRAMES: Steel or concrete frames classified as secondary components shall form a complete vertical load carrying system.
4.4.2.1.1 REDUNDANCY: The number of lines of shear walls in each principal direction shall be greater than or equal to 2 for Life Safety and Immediate Occupancy.
4.4.2.2.1 SHEAR STRESS CHECK: The shear stress in the concrete shear walls, calculated using the Quick Check procedure of Section 3.5.3.3, shall be less than 100 psi or 2*sqrt(f'c) for Life Safety and Immediate Occupancy.
4.4.2.2.2 REINFORCING STEEL: The ratio of reinforcing steel area to gross concrete area shall be not less than 0.0015 in the vertical direction and 0.0025 in the horizontal direction for Life Safety and Immediate Occupancy.
4.4.2.2.9 COLUMN SPLICES: Steel columns encased in shear wall boundary elements shall have splices that develop the tensile strength of the column. This statement shall apply to the Immediate Occupancy Performance Level only.

CONNECTIONS

- 4.6.2.1 TRANSFER TO SHEAR WALLS: Diaphragms shall be connected for transfer of loads to the shear walls for Life Safety and the connections shall be able to develop the lesser of the shear strength of the walls or diaphragms for Immediate Occupancy.
4.6.3.5 FOUNDATION DOWELS: Wall reinforcement shall be doweled into the foundation for Life Safety and the dowels shall be able to develop the lesser of the strength of the walls or the uplift capacity of the foundation for Immediate Occupancy.
4.6.3.6 SHEAR-WALL-BOUNDARY COLUMNS: The shear wall boundary columns shall be anchored to the building for Life Safety and the anchorage shall be able to develop the tensile capacity of the column for Immediate Occupancy.

* - Checklist statements are based on the second public ballot version of ASCE 31. This checklist will be updated as revisions are made to ASCE 31.



Building Name: Albany Fire Station 11 Date: 11/10/3
 Building Address: 110 6th Avenue Albany, Oregon Page: 1 of 2
 Job Number: A3289036.00 Job Name: City of Albany Fire Station Evaluations By: MJR Checked: JSM

ASCE 31* SUPPLEMENTAL CHECKLIST S4: STEEL FRAMES WITH CONCRETE SHEAR WALLS

C	NC	N/A	Comments
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LATERAL-FORCE-RESISTING SYSTEM

- 4.4.2.2.3 COUPLING BEAMS: The stirrups in coupling beams over means of egress shall be spaced at or less than $d/2$ and shall be anchored into the confined core of the beam with hooks of 135° or more for Life Safety. All coupling beams shall comply with the requirements above and shall have the capacity in shear to develop the uplift capacity of the adjacent wall for Immediate Occupancy.
- 4.4.2.2.4 OVERTURNING: All shear walls shall have aspect ratios less than 4 to 1. Wall piers need not be considered. This statement shall apply to the Immediate Occupancy Performance Level only. Ratio max = 3.6
- 4.4.2.2.5 CONFINEMENT REINFORCING: For shear walls with aspect ratios greater than 2 to 1, the boundary elements shall be confined with spirals or ties with spacing less than $8d_b$. This statement shall apply to the Immediate Occupancy Performance Level only. No boundary ties.
- 4.4.2.2.6 REINFORCING AT OPENINGS: There shall be added trim reinforcement around all wall openings greater than three times the thickness of the wall. This statement shall apply to the Immediate Occupancy Performance Level only. No trim reinforcing around openings.
- 4.4.2.2.7 WALL THICKNESS: Thickness of bearing walls shall not be less than $1/25$ the unsupported height or length, whichever is shorter, nor less than 4". This statement shall apply to the Immediate Occupancy Performance Level only. $16'25" = 7.68 < 8$ (OK)
- 4.4.2.2.8 WALL CONNECTIONS: There shall be a positive connection between the shear walls and the steel beams and columns for Life Safety and the connection shall be able to develop the strength of the walls for Immediate Occupancy. No connection observed

DIAPHRAGMS

- 4.5.1.4 OPENINGS AT SHEAR WALLS: Diaphragm openings immediately adjacent to the shear walls shall be less than 25% of the wall length for Life Safety and 15% of the wall length for Immediate Occupancy.
- 4.5.1.7 PLAN IRREGULARITIES: There shall be tensile capacity to develop the strength of the diaphragm at re-entrant corners or other locations of plan irregularities. This statement shall apply to the Immediate Occupancy Performance Level only.
- 4.5.1.8 DIAPHRAGM REINFORCEMENT AT OPENINGS: There shall be reinforcing around all diaphragm openings larger than 50% of the building width in either major plan dimension. This statement shall apply to the Immediate Occupancy Performance Level only. No 50% openings in diaphragms.



Degenkolb

DEGENKOLB ENGINEERS

Building Name: Albany Fire Station 11

Date: 11/10/3

Building Address: 110 6th Avenue Albany, Oregon

Page: 2 of 2

Job Number: A3289036.00

Job Name: City of Albany Fire Station Evaluations

By: MJR Checked: JSM

ASCE 31* SUPPLEMENTAL CHECKLIST S4: STEEL FRAMES WITH CONCRETE SHEAR WALLS

C NC N/A

Comments

CONNECTIONS

- 4.6.3.10 UPLIFT AT PILE CAPS: Pile caps shall have top reinforcement and piles shall be anchored to the pile caps for Life Safety, and the pile cap reinforcement and pile anchorage shall be able to develop the tensile capacity of the piles for Immediate Occupancy. **No pile caps.**

* - Checklist statements are based on the second public ballot version of ASCE 31. This checklist will be updated as revisions are made to ASCE 31.

APPENDIX A: COST ESTIMATE

Concept Estimate

Seismic Upgrades

At

**South End Fire Station 11,
110 6th Avenue,**

Albany, Oregon

December 3, 2003

COST SUMMARIES

OVERALL COST SUMMARY

	LIFE SAFETY UPGRADES	IMMEDIATE OCC. UPGRADES	COMPLETE RETROFIT
STRUCTURAL	\$ -	\$ 375,821	\$ 375,821
NON-STRUCTURAL	\$ -	\$ 145,197	\$ 145,197
SUB-TOTAL	\$ -	\$ 521,018	\$ 521,018
CONSTR CONTINGENCY (10%)	\$ -	\$ 52,102	\$ 52,102
TOTAL CONSTR COST	\$ -	\$ 573,120	\$ 573,120
COST/ S.F.	\$ -	\$ 44.09	\$ 44.09
GFA (SF)	13,000.00		

PROJECT DETAILS

BASIS OF ESTIMATE

The project comprises the structural upgrade of the Albany Fire Station 11 located at 110 6th Avenue, Albany, Oregon.

The estimate is based upon measured approximate quantities and built-up rates prepared from the engineer's report, received November 10th, 2003

Where information was lacking, assumptions and allowances have been made, based where possible on discussions with the engineers.

Pricing is based on December 2003 costs. An estimating contingency of 10.00% has been added to reflect the level of information available.

It is assumed that the project will be competitively bid and that the contractor will be required to pay prevailing wages.

No escalation allowance has been included.

All margins have been distributed through out the unit rates.

ITEMS SPECIFICALLY INCLUDED

- . General Conditions @ 15.00%
- . Overhead and Profit @ 12.00%
- . Bonds and Insurance @ 1.50%
- . Extra for Phasing @ 10.00%
- . Estimating Contingency @ 15.00.

ITEMS SPECIFICALLY EXCLUDED

- . Statutory Authorities' charges
- . Site investigation and test bores
- . Work outside site boundaries
- . A/E Fees
- . Construction management fees
- . Professional fees
- . Owner's administration
- . Owner furnished and installed furniture, furnishings and equipment
- . Artwork
- . Land, legal and finance costs
- . Hazardous material removal

FIRE STATION 11, ALBANY, OR

CONCEPT STUDY

ESTIMATE DETAILS

ALBANY FIRE STATION 11 - CONCEPT ESTIMATE

Page 5.1

TRADE DETAIL REPORT

Estimated rates

Trade		Page	Cost \$	%
S1	Add shotcrete shear walls to perimeter	1	272,759	52.4
S2	Add bent plate connection between 2nd floor & wall	2	23,355	4.5
S3	Remove and replace roofing	2	216,307	41.5
N1	Brace suspended lights	3	2,518	0.5
N2	Brace mechanical units	3	6,078	1.2
Grand Total \$			521,017	100.0

ALBANY FIRE STATION 11 - CONCEPT ESTIMATE

Page 1

TRADE DETAIL REPORT

Estimated rates

Ref	Description	Unit	Qty	Rate	Value
<u>Add shotcrete shear walls to perimeter</u>					
<u>STRUCTURAL IMMEDIATE OCCUPANCY</u>					
5	Apply 12" shotcrete to existing walls	CY	107	781.40	83,610
3	Backfill with as dug material on completion of shotcrete	CY	27	17.36	469
2	Excavation around perimeter for access to foundations	CY	27	12.15	328
6	Prep existing walls for shotcrete	SF	2880	0.87	2,500
4	Replacement of paving around perimeter for access to foundations	SF	360	8.68	3,126
1	Sawcutting and break up existing paving around perimeter for access to foundations	SF	360	4.34	1,563
18	New foundation at the base of shotcrete	CY	14	955.05	13,371
19	Dowelling existing foundation to new	LF	90	147.60	13,284
20	Connection to existing diaphragm at 2nd floor	LF	90	260.47	23,442
21	Temporary removal / moving of interior pipework and other equipment prior to shotcreting and reinstall on completion	Item			26,047
22	Dowelling concrete in to existing structure	SF	2880	17.36	50,010
<u>NON-STRUCTURAL IMMEDIATE OCCUPANCY</u>					
7	Paint shotcreted walls to match existing	SF	31680	1.74	55,011
<u>Add shotcrete shear walls to perimeter Total \$</u>					<u>272,759</u>

ALBANY FIRE STATION 11 - CONCEPT ESTIMATE

Page 2

TRADE DETAIL REPORT

Estimated rates

Ref	Description	Unit	Qty	Rate	Value
<u>Add bent plate connection between 2nd floor & wall</u>					
<u>STRUCTURAL IMMEDIATE OCCUPANCY</u>					
8	Bent plate connection at 2nd floor	T	2.58	6,077.57	15,680
23	Anchors for bent plate	EA	52	130.23	6,772
<u>NON-STRUCTURAL IMMEDIATE OCCUPANCY</u>					
9	Refinish areas disturbed by plate addition	SF	104	8.68	903
<u>Add bent plate connection between 2nd ... Total \$</u>					<u>23,355</u>
<u>Remove and replace roofing</u>					
<u>STRUCTURAL IMMEDIATE OCCUPANCY</u>					
15	Angle connection to existing wall	T	7.96	6,077.57	48,377
11	18 gauge metal decking over existing structure	SF	6429	4.78	30,700
10	Removal of existing built up roofing and sheathing	SF	6429	0.87	5,582
24	Temporary shoring of structure	SF	6429	4.34	27,909
25	Anchors at angle	EA	177	130.23	23,051
<u>NON-STRUCTURAL IMMEDIATE OCCUPANCY</u>					
14	Allowance for flashings etc.	Item			8,682
12	New insulation over metal deck	SF	6429	2.60	16,745
13	New membrane roofing	SF	6429	8.60	55,260
<u>Remove and replace roofing Total \$</u>					<u>216,307</u>

ALBANY FIRE STATION 11 - CONCEPT ESTIMATE

TRADE DETAIL REPORT

Estimated rates

Ref	Description	Unit	Qty	Rate	Value
<u>Brace suspended lights</u>					
<u>NON-STRUCTURAL IMMEDIATE OCCUPANCY</u>					
16	Seismic bracing clips to existing pendant lights in aparatus bay	EA	29	86.82	2,518
Brace suspended lights Total \$					2,518
<u>Brace mechanical units</u>					
<u>NON-STRUCTURAL IMMEDIATE OCCUPANCY</u>					
17	Bracing of mechanical units	Item			6,078
Brace mechanical units Total \$					6,078

SUMMARY

Purpose of Study

This study was commissioned by the City of Albany in 2002 with the purpose of determining the current and future space needs of the Police Department and comparing alternative sites and buildings in which to provide the needed facilities. An alternative to include a Municipal Court was added to the study.

Part A: Staffing

Part A provides a Police Staffing Chart broken down by divisions and sections, indicating actual current staffing (as of February 2003), needed current staffing, and the estimated need for 2022.

The totals, including sworn and non-sworn personnel, are:

	2002 <u>Actual</u>	2002 <u>Need</u>	2022
Total sworn + non-sworn	77.23	93	142

Part B: Space Standards

Part B includes the "Space Standards" (room sizes) used in determining the space needs.

Part C: 2002 Police Space Needs and

Part D: 2022 Police Space Needs

The 2002 and 2022 building and site area needs, based on the staffing and space standards, are presented on page 1 of this part. The building area is summarized by division and other general areas on the second page.

The total building and site areas for the Police Department are:

	2002	2022
Total Building Area	33,369 s.f.	39,096 s.f.
Total Site Area	146,962 s.f. (3.37 acres)	189,203 s.f. (4.34 acres)

Part E: Municipal Court Space Needs

Space for a Municipal Court is outlined in this part. The space is summarized on page 1.

The total building and site needs for both the Police Department and the Court are:

	2002		2022	
<hr/>				
<u>Building Area</u>				
Police	33,369	s.f.	39,096	s.f.
Court	6,062	s.f.	6,062	s.f.
Total Building Area	39,431	s.f.	45,158	s.f.
<hr/>				
<u>Site Area</u>	2002		2022	
Police	146,962	s.f.	189,203	s.f.
Court	27,814	s.f.	27,814	s.f.
	(4.01 acre)		(4.98 acre)	

Part F: Adjacency Diagrams

Part F includes diagrammatic relationships of the various components of the Police Facility and the Municipal Court.

Part G: Site Selection Criteria

In this part various site issues, important to a Police Facility or Police/Court Facility, are outlined, providing a site "shopping list."

Part H: Comparison of 2002 and 2022 Space Needs with Existing Site Area

Part H provides a chart in which the existing Police site is compared with the 2002 and 2022 need, and indicates the existing site area deficiencies.

The existing site is deficient by 72,964 s.f. (1.68 acres) for the 2002 need and by 115,203 s.f. (2.64 acres) for the 2002 need if the building and parking were to remain a single story.

Consideration was given to a 2 story building with 2 level parking. However, putting a second story over the existing building would be both problematic and expensive. Further, parking areas are most efficient if rectangular. The existing parking area is triangular and multi-level parking is much more expensive than parking on grade. Even if building over an existing building and constructing multi-level parking on a triangle were not issues, the site would still fall short in area by at least 25,331 s.f. (0.6 acres) for 2002, and by 54,055 s.f. (1.24 acres) for 2022.

Obtaining additional property adjacent to the existing site would likely be difficult and expensive. The site is adjoined by a multi-family housing complex.

For these reasons the existing site was dropped from further consideration.

Part I: Concept Plans

Two scenarios are included.

Purchase Value

Concept A would renovate and expand an existing, vacant retail building:

- A-1: Police only
- A-2: Police and Municipal Court

Purchase Value

Concept B would provide all new facilities on an assumed vacant site:

- B-1: Police only
- B-2: Police and Municipal Court

Part J: Outline Specifications

The building description or "Scope of Work" outlines the type of improvements in the building renovations and additions in an existing retail building and site (A Concepts), and in a new building on a cleared site (B Concepts).

Included for the renovation schemes are new plumbing, seismic upgrades, replacement of heating, ventilation and air conditioning systems (HVAC), and new electrical systems.

Additions to the renovation scheme and the new building scheme would be of Type V N construction, the least restrictive construction type, with a fire sprinkler system.

Part K: Statement of Probable Cost

Estimates include a breakdown for renovation and new construction. A summary of the estimated costs follow.

CITY OF ALBANY
POLICE FACILITY FEASIBILITY STUDY

7/10/03

SUMMARY OF ESTIMATED COSTS
FOR 2002 SPACE NEEDS

	SUB-TOTAL	15% DESIGN & CONSTRUCTION CONTINGENCY	TOTAL
Scheme A-1			
Conversion of Existing Retail Building Renovations and Additions for Police Facility Only			
Construction	\$ 4,049,462.00	\$ 607,419.00	\$ 4,656,881.00
Other Identified Costs (1)	\$ 974,334.00	\$ 146,150.00	\$ 1,120,484.00
Total Construction Cost + Other Costs & Contingencies			\$ 5,777,365.00 (2)(3)
Scheme A-2			
Conversion of Existing Retail Building Renovations and Additions for Police Facility and Municipal Court			
Construction	\$ 4,852,677.00	\$ 727,901.00	\$ 5,580,578.00
Other Identified Costs (1)	\$ 1,161,644.00	\$ 174,247.00	\$ 1,335,891.00
Total Construction Cost + Other Costs & Contingencies			\$ 6,916,469.00 (2)(3)
Scheme B-1			
New Building Construction for Police Facility Only			
Construction	\$ 5,062,244.00	\$ 759,337.00	\$ 5,821,581.00
Other Identified Costs (1)	\$ 1,106,739.00	\$ 166,011.00	\$ 1,272,750.00
Total Construction Cost + Other Costs & Contingencies			\$ 7,094,331.00 (2)(3)
Scheme B-2			
New Building Construction for Police Facility and Municipal Court			
Construction	\$ 6,054,630.00	\$ 908,195.00	\$ 6,962,825.00
Other Identified Costs (1)	\$ 1,317,820.00	\$ 197,673.00	\$ 1,515,493.00
Total Construction Cost + Other Costs & Contingencies			\$ 8,478,318.00 (2)(3)

- (1) Other Identified Costs Include:
- Furnishings, Workstations, & Equipment
 - A&E Fees
 - Printing & Reproduction Expenses
 - Survey
 - Geotech Investigation
 - Systems Development Charges
 - Plan Checking Fees & Permits
 - Testing & Inspection
 - Moving Expenses

- (2) Other Possible Costs to Consider
- Real Estate & Real Estate Fees
 - Owner's Project Representative
 - Financing Costs
 - Legal Fees

- (3) Costs are for mid 2003. Inflation (currently running at 1% or less per year) should be calculated to the approximate mid-point of construction. The mid-point of construction would likely be about 1½ years after the start of design for the project.

CITY OF ALBANY
POLICE FACILITY FEASIBILITY STUDY

7/10/03

SUMMARY OF ESTIMATED COSTS
FOR 2022 SPACE NEEDS

	SUB-TOTAL	15% DESIGN & CONSTRUCTION CONTINGENCY	TOTAL
Scheme A-1			
Conversion of Existing Retail Building Renovations and Additions for Police Facility Only			
Construction	\$ 4,679,614.00	\$ 701,942.00	\$ 5,381,556.00
Other Identified Costs (1)	\$ 1,114,267.00	\$ 167,140.00	<u>\$ 1,281,407.00</u>
Total Construction Cost + Other Costs & Contingencies			\$ 6,662,963.00 (2)(3)
Scheme A-2			
Conversion of Existing Retail Building Renovations and Additions for Police Facility and Municipal Court			
Construction	\$ 5,482,829.00	\$ 822,425.00	\$ 6,305,254.00
Other Identified Costs (1)	\$ 1,300,371.00	\$ 195,056.00	<u>\$ 1,495,427.00</u>
Total Construction Cost + Other Costs & Contingencies			\$ 7,800,681.00 (2)(3)
Scheme B-1			
New Building Construction for Police Facility Only			
Construction	\$ 6,039,856.00	\$ 905,978.00	\$ 6,945,834.00
Other Identified Costs (1)	\$ 1,308,638.00	\$ 196,296.00	<u>\$ 1,504,934.00</u>
Total Construction Cost + Other Costs & Contingencies			\$ 8,450,768.00 (2)(3)
Scheme B-2			
New Building Construction for Police Facility and Municipal Court			
Construction	\$ 7,008,466.00	\$ 1,051,270.00	\$ 8,059,736.00
Other Identified Costs (1)	\$ 1,513,692.00	\$ 227,054.00	<u>\$ 1,740,746.00</u>
Total Construction Cost+ Other Costs & Contingencies			\$ 9,800,482.00 (2)(3)

- (1) Other Identified Costs Include:
- Furnishings, Workstations, & Equipment
 - A&E Fees
 - Printing & Reproduction Expenses
 - Survey
 - Geotech Investigation
 - Systems Development Charges
 - Plan Checking Fees & Permits
 - Testing & Inspection
 - Moving Expenses

- (2) Other Possible Costs to Consider
- Real Estate & Real Estate Fees
 - Owner's Project Representative
 - Financing Costs
 - Legal Fees

- (3) Costs are for mid 2003. Inflation (currently running at 1% or less per year) should be calculated to the approximate mid-point of construction. The mid-point of construction would likely be about 1½ years after the start of design for the project.



TO: Albany City Council
VIA: Wes Hare, City Manager
FROM: Stewart Taylor, Finance Director
Diane Taniguchi-Dennis, P.E., Public Works Director *diane dennis*
Mark Yeager, P.E., Utility Services Manager

DATE: October 14, 2010, for the November 1, 2010, City Council Work Session

SUBJECT: Sewer Bill Credit

RELATES TO STRATEGIC PLAN THEME: ● Effective Government

Action Requested:

Staff is seeking direction from the Council regarding implementation details of the sewer bill credits to include in a resolution for consideration in the regular Council meeting on Wednesday, November 10, 2010.

Discussion:

Following the supplemental budget hearing on September 22, 2010, the City Council indicated that the sewer bill credit should be applied to all sewer accounts, and that other details of the credit be scheduled for discussion at a future work session.

To implement the sewer bill credit in accordance with Council expectations, staff needs direction on:

- the method of application of the credit to different types of accounts,
- the method of delivering the credit to the eligible accounts, and
- what language to use to identify the credit on the bill.

Based on the understanding of Council's desire to include all sewer accounts, staff recommends calculating the credit on the actual billing of individual accounts and delivering the credit through a separate adjustment on the bill.

Account Credits

The monthly sewer bill for single-family residential accounts and for most commercial accounts is calculated annually. It is applied each year on July 1 based on the current fixed charge plus the volume rate times the previous winter's average water use. Once established, the sewer bill for these accounts is the same for each of the next 12 months. Because the fixed charge and the volume rate were increased by seven (7) percent on July 1, 2010, the full-year sewer bill credit will be calculated by multiplying the monthly sewer bill by seven (7) percent and then multiplying it by twelve (12) months to represent the full-year credit. It is important to note that the actual credit amount for each account will vary according to each customer's billed winter average water use.

This one-time sewer bill credit amount will be listed as a separate adjustment on the bill, see attached example bill. Staff is also seeking Council direction regarding the exact wording to appear on the bill identifying the sewer credit.

The sewer bill for approximately 200 commercial accounts is calculated monthly based on the current fixed charge plus the volume rate times the actual monthly water consumption rather than a winter average water use. These accounts generally have seasonal variations in water consumption based on customer demand, the nature of the business being conducted, and generally do not have irrigation or have a separate irrigation meter. For these customers, the seven (7) percent sewer bill credit will be calculated for each month's actual bill. The initial adjustment will include a credit for the amount of the increased charges paid due to the rate increase between the months of July 2010 and the month the credit is first applied to the bill. The remaining monthly credits will show on each month's bill through June, 2011. All of the monthly credit amounts will be listed as a separate adjustment on the bill.

Sewer bills for industrial accounts are calculated monthly based on the volume and strength of the wastewater discharged by the industry. For these customers, staff is recommending that a credit be applied based on seven (7) percent of the actual monthly bill. The initial adjustment will include a credit for the amount of the increased charges paid due to the rate increase between the months of July 2010 and the month the credit is first applied to the bill. The remaining monthly credits will show on each month's bill. All of the monthly credit amounts will be listed as a separate adjustment on the bill.

Credit Implementation Table

<u>Customer Account Type</u>	<u>One-time Credit</u>	<u>On-going Credit</u>
Residential (winter average)	7% of annual sewer charges	None
Commercial (winter average)	7% of annual sewer charges	None
Commercial (monthly)	Initial credit – 7% year to date	7% of monthly bills thru June
Industrial (monthly)	Initial credit – 7% year to date	7% of monthly bills thru June

Implementation Costs and Schedule

To develop and implement the programming changes necessary to apply the sewer bill credits, the City will need to work with the billing software vendor, Springbrook, and the bill printing vendor, InfoSend, to make the necessary changes. It is estimated that the direct cost will be between \$3,000 and \$5,000 to implement the program changes. Including programming time and the normal process to send out the monthly bills, it is anticipated that the sewer bill credits will show up on customer's bills six to ten weeks following Council adoption of the implementing resolution.

A draft Council resolution is attached for review.

Budget Impact:

The seven (7) percent sewer bill credit is estimated to total \$840,000. However, the actual cost of the sewer bill credits may be more or less than \$840,000 depending on the actual water consumption for the monthly commercial and industrial accounts, and the variance in winter averages for the rest of the customers. The City Council has previously approved the transfer from the Pepsi settlement proceeds to the Sewer Fund.

MAY:kw
Attachment

RESOLUTION NO. _____

A RESOLUTION IMPLEMENTING A SEWER BILL CREDIT FOR WASTEWATER SYSTEM USE.

WHEREAS, the Council of the City of Albany duly adopted Resolution No. 5917 to increase sewer rates by seven (7) percent effective July, 1, 2010; and

WHEREAS, that rate increase was necessary to meet ongoing debt service requirements and other system expenses; and

WHEREAS, the City recently received a litigation cash settlement; and

WHEREAS, the City Council recognizes the ongoing burden of increasing utility bills on Albany customers; and

WHEREAS, the City Council desires to help Albany utility customers respond to unique economic conditions.

NOW, THEREFORE, BE IT RESOLVED by the Albany City Council that sewer bill credit for current customers as specifically described in Exhibit "A" (attached hereto) is hereby adopted; and

BE IT FURTHER RESOLVED that the credit established by this resolution shall be effective upon adoption.

DATED AND EFFECTIVE THIS ___rd DAY OF NOVEMBER 2010.

Mayor

ATTEST:

City Recorder

EXHIBIT "A"

WINTER AVERAGE SEWER ACCOUNTS

For each active winter average account, the one-time sewer bill credit shall be computed as follows:

$$A = (B + C) \times 0.07 \times 12$$

where: A = total credit amount
B = monthly fixed charge
C = monthly volume charge
0.07 = seven percent rate increase
12 = twelve months

and where: the rates used to calculate the monthly fixed charge and the monthly volume charge are based on the adopted July 1, 2010, rates (Resolution 5917),

and where: an "active" account is defined as a customer that is receiving a regular monthly sewer bill at the time the credit is calculated,

and where: a "winter average" account is defined as an account that uses an average of winter water use as the basis for calculating the monthly sewer bill.

The credit calculation shall be applied to all active winter average accounts. Credits shall be applied to the account holder of record regardless of who pays the bill.

This one-time sewer bill credit shall only apply to active accounts. The credit shall only be applied once and shall be implemented on a billing cycle basis using the City's standard billing cycle schedule.

Accounts that were active prior to the implementation of the credit, but are not active at the time the credit is implemented, shall not be eligible for a credit or refund.

New accounts that are established after the credit has been implemented in the applicable billing cycle shall not be eligible for the credit.

MONTHLY SEWER ACCOUNTS

Initial “Catch-up” Sewer Bill Credit:

For each active sewer account that is billed for sewer use based on actual monthly water consumption, the initial sewer bill credit shall be computed as follows:

$$A = (B + C) \times 0.07$$

where: A = initial credit amount
B = monthly fixed charges paid or billed between July 1, 2010, and the bill with the initial credit
C = monthly volume charges paid or billed between July 1, 2010, and the bill with the initial credit
0.07 = seven percent rate increase

and where: the rates used to calculate the monthly fixed charge and the monthly volume charge are based on the adopted July 1, 2010, rates (Resolution 5917),

and where: an “active” account is defined as a customer that is receiving a regular monthly sewer bill at the time the credit is calculated,

and where: a “monthly” account is defined as an account that is billed for sewer use based on actual monthly water consumption.

The initial credit calculation shall be applied only to those accounts that use actual monthly water use to calculate the monthly sewer bill (some commercial accounts and all industrial accounts). Credits shall be applied to the account holder of record regardless of who is paying the bill.

This one-time, initial sewer bill credit shall only apply to active accounts. The initial credit shall only be applied once and shall be implemented on a billing cycle basis using the City’s standard billing cycle schedule.

Accounts that were active prior to the implementation of the credit, but are not active at the time the initial credit is implemented shall not be eligible for a credit or refund.

New accounts that are established after the credit has been implemented in the applicable billing cycle shall not be eligible for the credit.

Ongoing Sewer Bill Credit:

Once the initial sewer bill credit has been applied to the monthly sewer accounts, the on-going sewer bill credit for those accounts eligible to receive the credit shall be computed as follows:

$$A = (B + C) \times 0.07$$

where: A = monthly credit amount
B = monthly fixed charge
C = monthly volume charge
0.07 = seven percent rate increase

and where: the rates used to calculate the monthly fixed charge and the monthly volume charge are based on the adopted July 1, 2010, rates (Resolution 5917), and

where: an “active” account is defined as a customer that is receiving a regular monthly sewer bill at the time the credit is calculated, and

where: a “monthly” account is defined as an account that is billed for sewer use based on actual monthly water consumption.

This on-going sewer bill credit shall only apply to active accounts. The on-going credit shall be implemented on a billing cycle basis using the City’s standard billing cycle schedule. Credits shall be applied to the account holder of record regardless of who is paying the bill.

Accounts that were active prior to the implementation of the credit, but are not active at the time the credit is implemented shall not be eligible for a credit or refund.

Only those accounts that are active at the time of the implementation of the initial catch-up credit shall be eligible for the on-going bill credit. New accounts that are established after the initial credit has been implemented in the applicable billing cycle shall not be eligible for the on-going credit.

The on-going sewer bill credit will be discontinued following the completion of the June, 2011, billing cycle.

Credit Language on Bills:

Credits that are applied to customer accounts as a result of the implementation of this resolution shall not be combined with any other account adjustments and shall be separately identified on each customer’s bill and listed as follows:

PEPSI SEWER CREDIT



CITY OF ALBANY
 UTILITY BILLING
 PO BOX 945
 333 BROADALBIN ST SW
 ALBANY, OR 97321-0352
 (541) 917-7547

SERVICE INFORMATION

ACCOUNT NUMBER: 012345-000
 SERVICE ADDRESS: 123 MAIN ST SE
 BILLING PERIOD: 09/01/10 to 09/30/10
 TOTAL AMOUNT DUE: \$ 41.05

BILL DATE

10/01/10

DUE DATE

10/15/10

CUSTOMER
 123 MAIN ST SE
 ALBANY OR 97321

Meter Reading	Previous Read	Current Read	Units
09/01/10 to 09/30/10	1234	1240	6

BILLING DETAILS

Water Charges

Flat Charges 16.25
 Consumption Charges 21.72
 Low Income Assistance 0.35

Sewer Charges

Flat Charges 27.99
 Consumption Charges 11.84

TOTAL CURRENT CHARGES 78.15

PREVIOUS BALANCE 80.44

TOTAL PAYMENTS -80.44

ADJUSTMENTS -3.62

PEPSI SEWER CREDIT -33.48

TOTAL AMOUNT DUE: \$ 41.05

IMPORTANT MESSAGE

Payments received after 9/30/10 may not be reflected on this bill. 1 unit = approx. 748 gallons.

RETURN THIS PORTION WITH YOUR PAYMENT

MAKE CHECKS PAYABLE TO:



CITY OF ALBANY
 UTILITY BILLING
 PO BOX 945
 333 BROADALBIN ST SW
 ALBANY, OR 97321-0352
 (541) 917-7547

Account Number: 012345-000
 Service Address: 123 MAIN ST SE
 Billing Period: 09/01/10 to 09/30/10
 Statement Date: 10/01/10
 Current Balance Due Date: 10/15/10

Total Amount Due: \$ 41.05

Amount Enclosed:

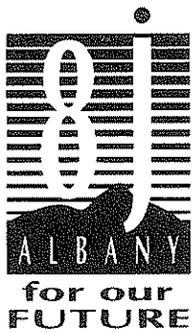
EMAIL: utilitybilling@cityofalbany.net
 OFFICE HOURS: 8:00 - 4:30 MONDAY THRU FRIDAY

NAME:

REMIT TO:

CUSTOMER
 123 MAIN ST SE
 ALBANY OR 97321

CITY OF ALBANY
 UTILITY BILLING
 PO BOX 945
 ALBANY, OR 97321-0352



Greater Albany Public School District 8J

718 Seventh Avenue SW
Albany, Oregon 97321-2399
(541) 967-4501 • FAX 967-4584

October 25, 2010

Mayor Sharon Konopa
Albany City Council
333 Broadalbin St. SW
Albany, OR 97321

Dear Mayor and Members of the Albany City Council:

In March of this year the City of Albany and the Greater Albany Public School District entered into an agreement for the City to provide the School District with \$300,000 to be used toward a track/soccer field at Timber Ridge School with the City becoming the Priority User. For the \$300,000 the City is also to receive title to Burkhart Park from the School District. The Assessor's valuation of Burkhart Park was \$117,720 leaving a balance of \$182,280 from the \$300,000 payment. The agreement further allows the City to utilize this balance towards the \$545,060 acquisition cost of Deerfield Park if the purchase occurs within the next three years. In other words, if purchased before 2013 the City could purchase Deerfield Park from the School District for an additional \$362,780.

While there are any number of worthwhile uses of the "Pepsi Money," the School Board unanimously requests due consideration on the part of the City Council to utilize \$362,620 of these proceeds to obtain title to Deerfield Park. This transaction would both leave the City with a valuable capital asset at an amount significantly lower than if purchased after 2013 and will provide the District with additional funding necessary to install a competitive rubber track at Timber Ridge School as opposed to a cinder track. This will allow for year round school and community use of the facility.

Respectfully,

Liisa Reid
Board Chair
on behalf of the Greater Albany Public School District Board of Directors