

Memo



Date: December 1, 2009
File: 0760-20
To: City Manager
From: Director, Infrastructure Planning
Subject: City Hall 4th Floor Renovations - Update

Recommendation:

THAT Council receives this report dated December 1, 2009 by the Director, Infrastructure Planning as information.

Background:

This is an update to the report provided on January 21, 2009. Renovations to City Hall 4th Floor are on schedule for completion in February 2010. The attached chart shows the achieved efficiencies in space utilization (see Annex 1). These efficiencies were achieved through reductions in circulation space, slight reductions in staff work space areas and significant reductions in management work space areas.

Efficiency Analysis	Former	Renovation	Increase	% Increase
Open Work Space	39	52	13	33%
Enclosed office	14	16	2	14%
Total Work Spaces	53	68	15	28%
(Mtg.Room)/Occupants	(4)/40	(13)/116	(9)/76	(25%)/190%
TOTAL OCCUPANTS	93	184	91	98%

Technical and programming performance improvements include the following:

- The building chiller was expanded to provide air conditioning to the 4th floor during the summer and to provide ice-making capacity for the Stuart Park ice rink during the winter, avoiding the need for duplicate equipment.
- Separate ventilation and air conditioning has been provided to the 4th floor, which previously stole ventilation air from the remainder of the building, making temperature control difficult.
- All open area workspaces are arranged at the perimeter of the floor plate to provide natural light and view, reducing the need for artificial lighting and conserving on electrical energy. In addition, high efficiency lighting has replaced older fluorescent fixtures and solar blinds have been included to reduce solar gain and glare.
- Carpet tile has been used to reduce the cost of flooring replacement in high traffic areas.
- Adequate plumbing fixtures and accessibility features have been provided for the increased occupancy loads.

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- Improved security has been provided between the public and staff areas.
- Many more spaces have been included for collaborative work and meetings with the public

The main 4th floor meeting Room #1 will replace the electronically outdated main meeting room on the 3rd floor which, being adjacent to the main HVAC mechanical room is very noisy. Excepting the Council Chamber, this Room #1 will become the main meeting room for the entire building, and will host major public meetings. Room #1 takes advantage of existing north-facing skylights built when the fourth floor was added to the building in the early 1990's. Room #1 has been fitted with appropriate acoustic treatment and has been wired for a number of AV equipment installations. A budget submission will be made in the 2010 budget to provide AV equipment in the 4 public meeting rooms with emphasis on Room #1 (the remaining 3 will be equipped with plasma display monitors and controls for computer presentations only). The following equipment is under consideration for Room #1 based on recommendations by M^c2 System Design Group, the same consultant that specified the AV equipment in the 2007 Council Chamber upgrades.

1. Plasma monitor for computer and overhead presentations
2. Sound system including mixer, amp and ceiling speakers
3. Audio conference packages for teleconferencing
4. Video-conference package
5. Audio and video meeting recording capability
6. Listening and translation upgrades using Infra Red or FM technologies
7. AV equipment controls
8. Flexible/foldable tables for various meeting and video conference configurations (Annex 2)

Internal Circulation:

Project Engineer, Design & Construction Services

Considerations not applicable to this report:

Legal/Statutory Authority:

Legal/statutory Procedural Requirements:

Existing Policy:

Financial/Budgetary Considerations:

Personnel Implications:

Technical Requirements:

External Agency/Public Comments:


Communications Considerations:

Alternate Recommendation:

Submitted by:



R.Cleveland, Director, Infrastructure Planning

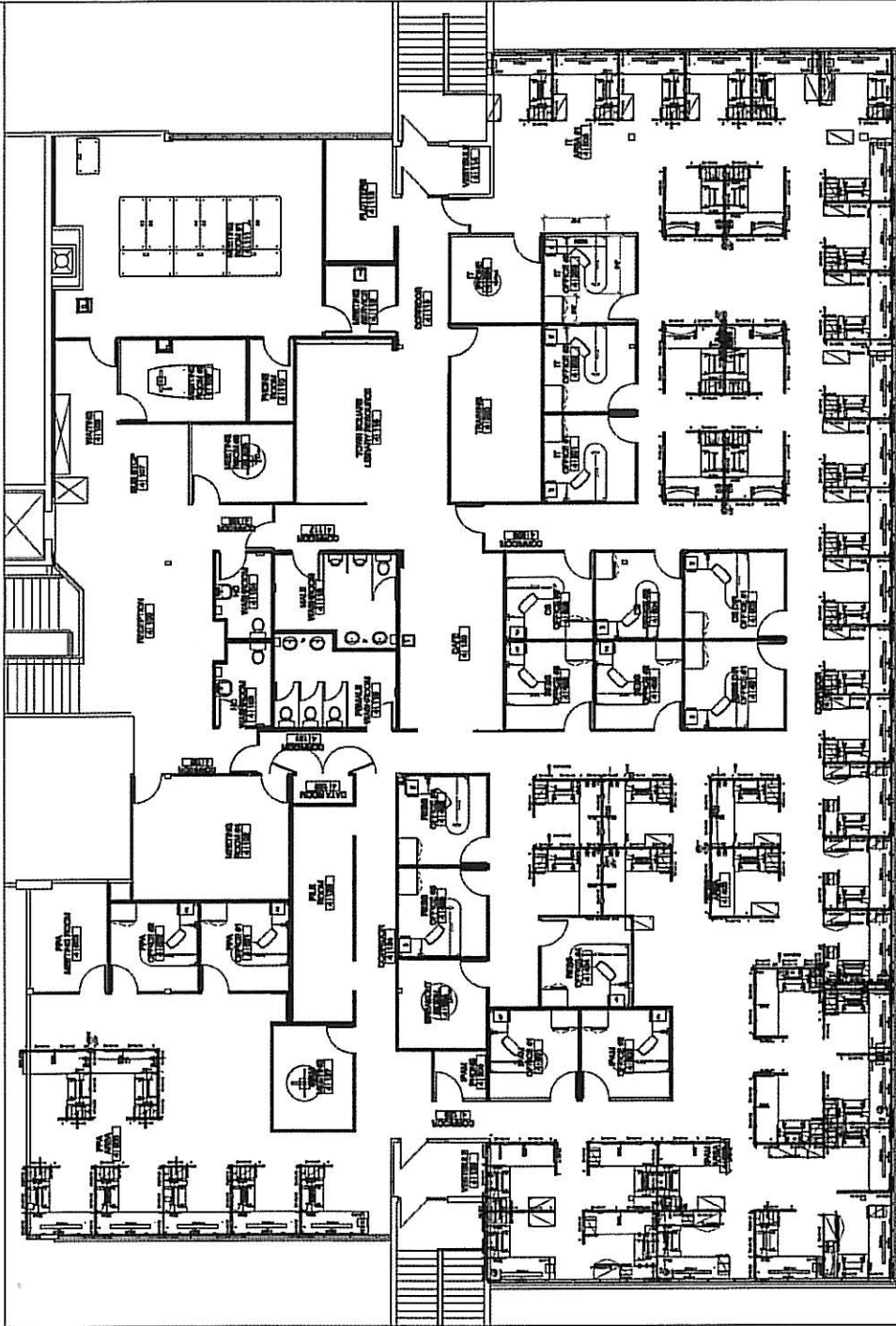


Approved for inclusion: J.Paterson, General Manager, Community Sustainability

CC: Bill Berry, Director, Design & Construction Services
Guy Gutman, Project Technician
Steve Walker, Building Technician

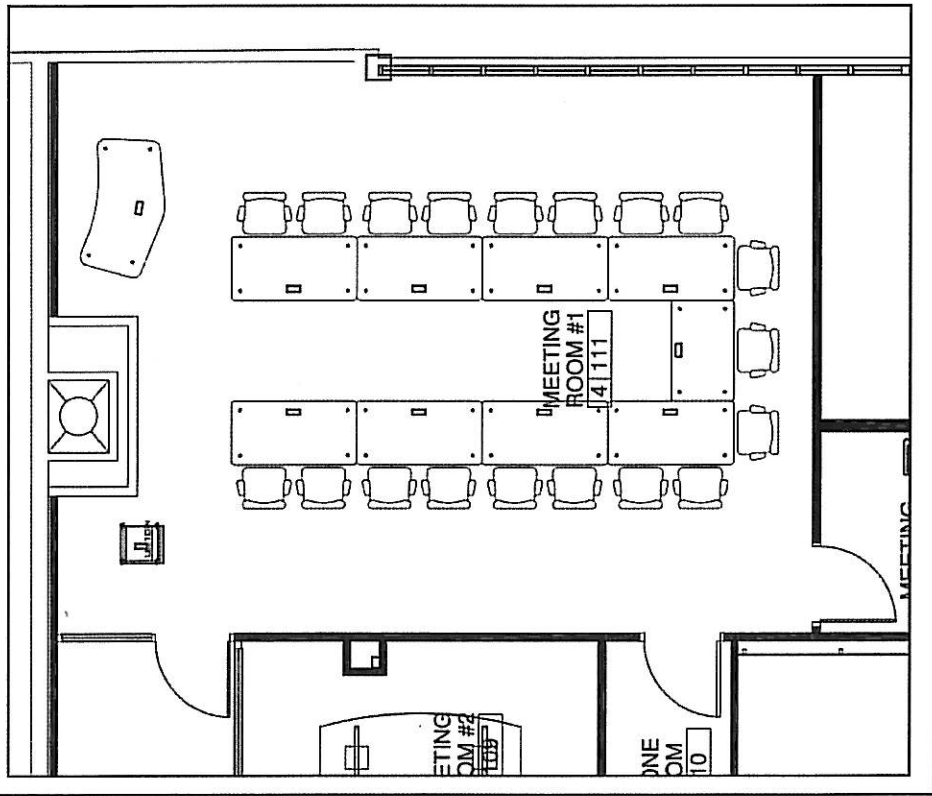
ANNEX 1:

CITY OF KELOWNA, 4TH FLOOR
AGGREGATE FURNITURE & EQUIPMENT PLAN
25 NOV. 2009

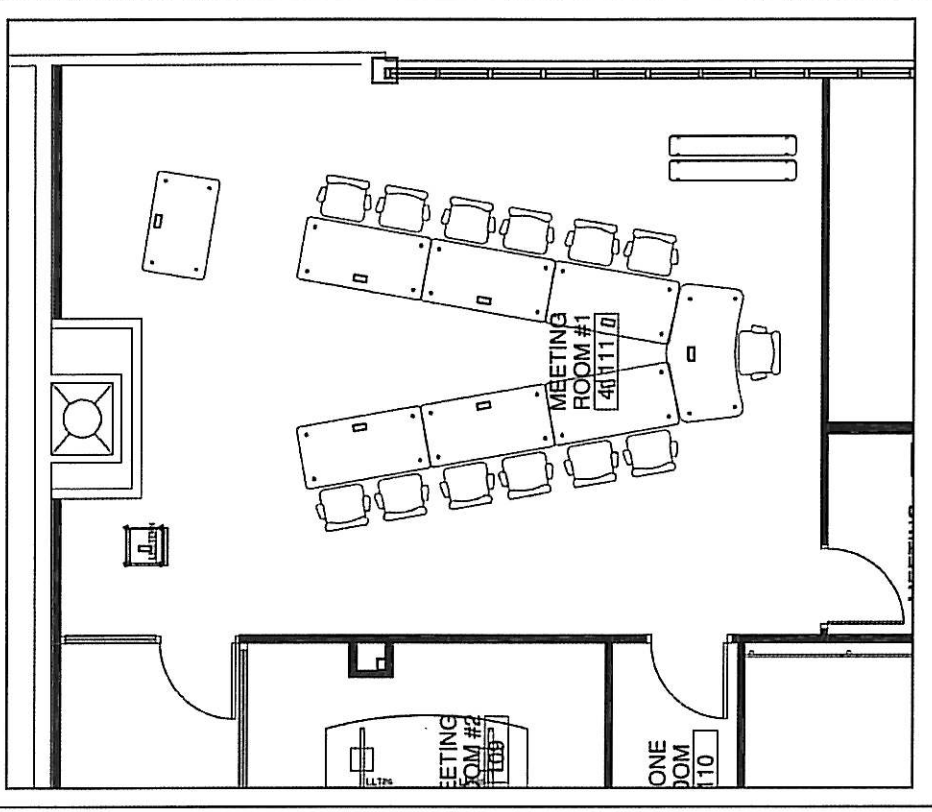


ANNEX 2: Room #1 Furniture Configurations

CITY OF KELOWNA, 4TH FLOOR
MEETING ROOM FURNITURE
27 NOV. 2009
SCALE: 1/4" = 1'-0"



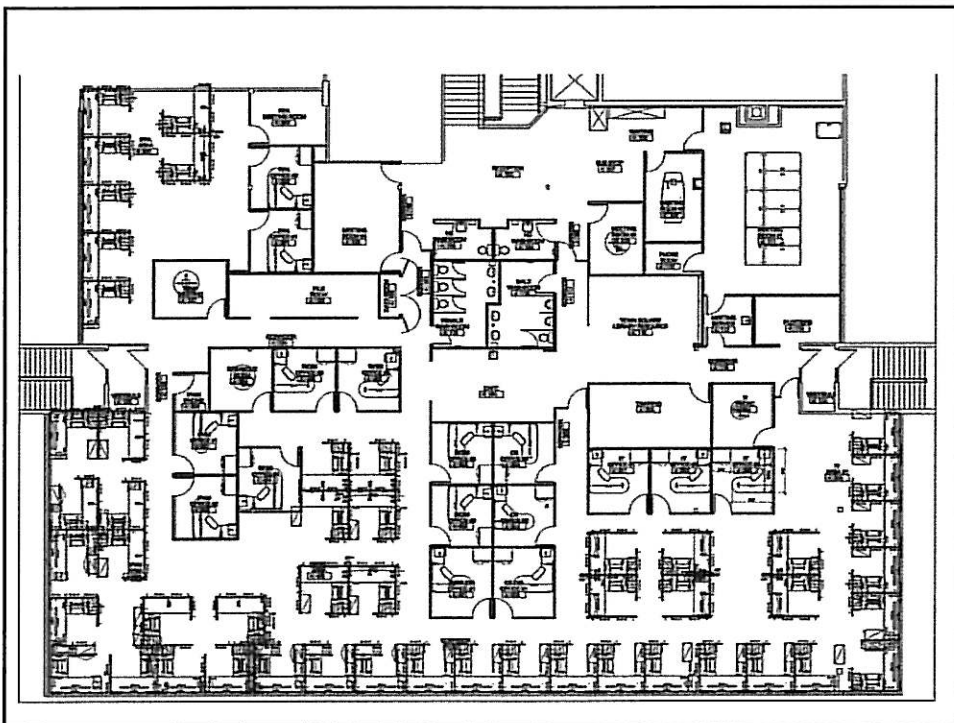
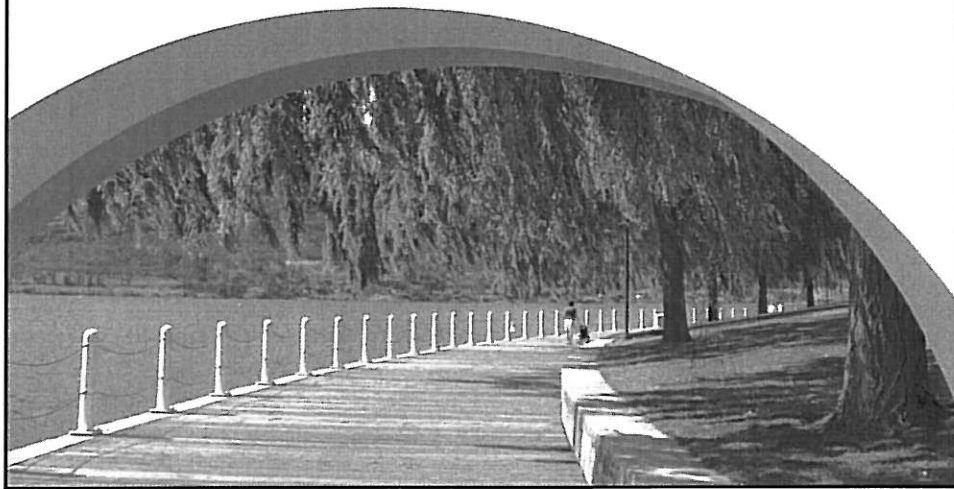
CITY OF KELOWNA, 4TH FLOOR
MEETING ROOM FURNITURE
27 NOV. 2009
SCALE: 1/4" = 1'-0"





CITY HALL 4TH FLOOR

Renovation Update

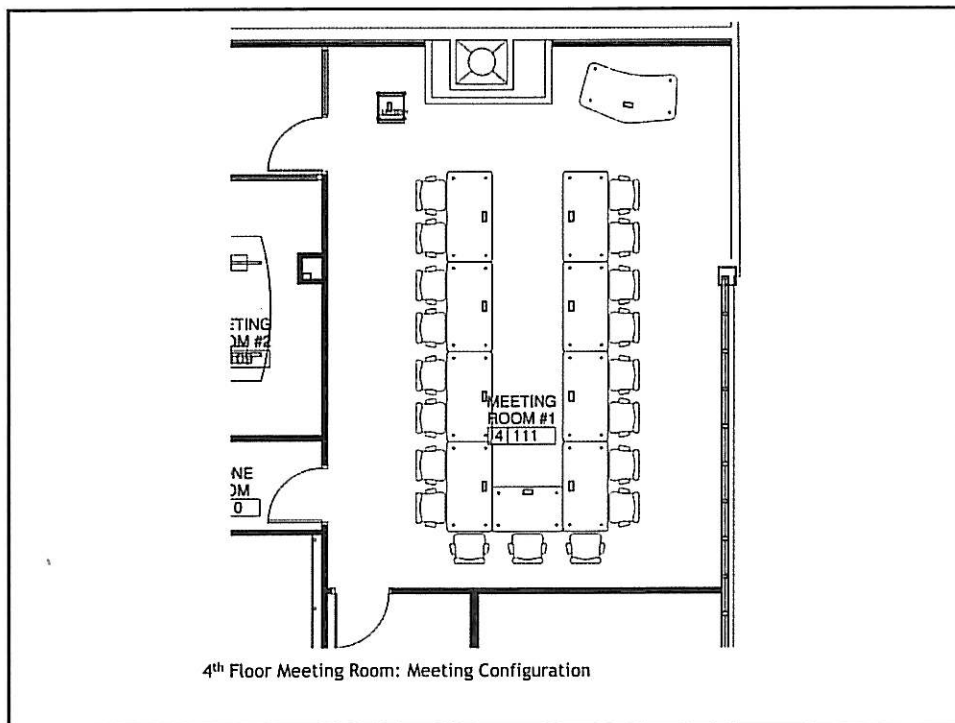
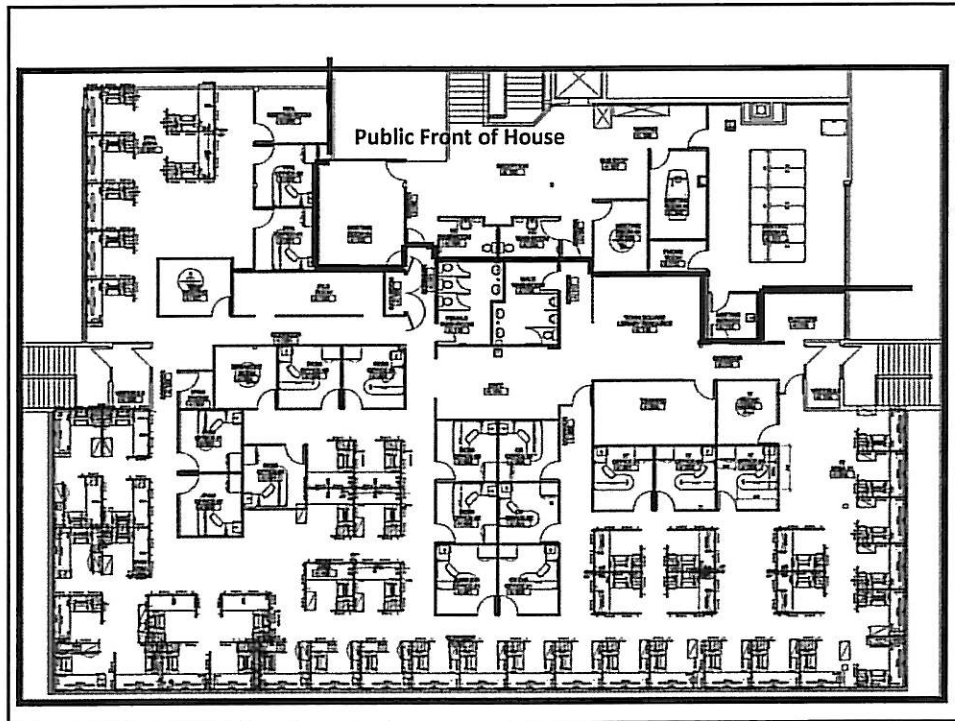


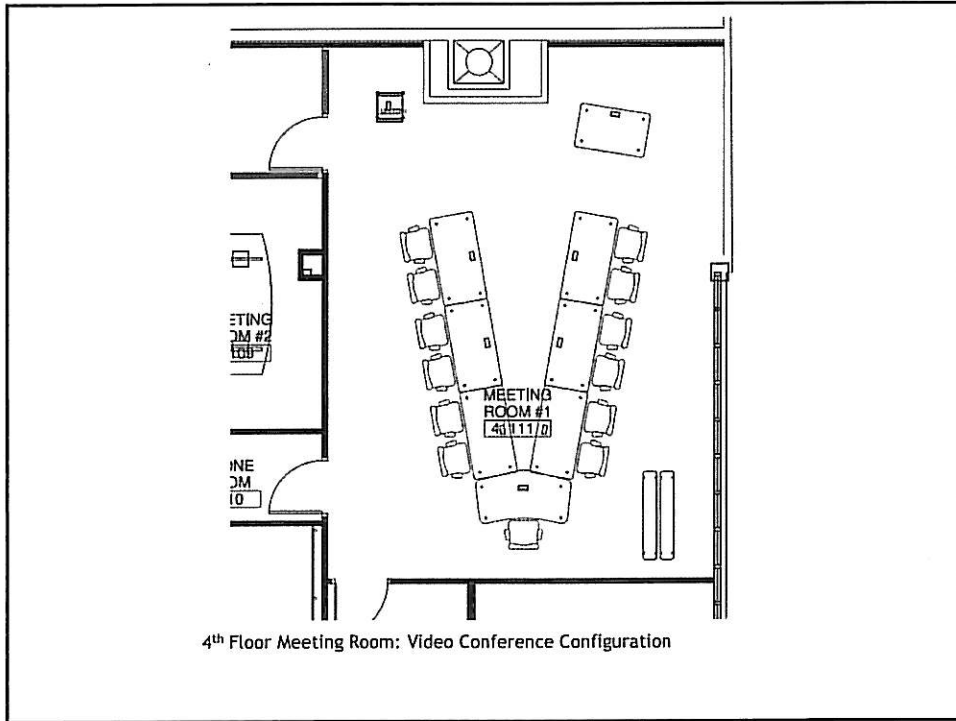
SPACE EFFICIENT IMPROVEMENTS

Space Type	Former Layout	Current Reno	Increase	% Increase
Open Work Space	39	52	13	33%
Enclosed Office	14	16	2	14%
Total Work Spaces	53	68	15	28%
(Mtg Rm)/Occupants	(4)/40	(13)/116	(9)/76	(25%)190%
TOTAL OCCUPANTS	93	184	91	98%



BUILDING PERFORMANCE IMPROVEMENTS

- ▶ Chiller for building and Stuart Park rink
- ▶ Ventilation and air conditioning
- ▶ Daylight/View/Energy efficiency
- ▶ Carpet tile for inexpensive replacement
- ▶ Green furniture
- ▶ Accessibility and plumbing
- ▶ Improved security
- ▶ Collaborative work spaces





Boardroom All-Positions Teleconferencing



MEETING TABLE CONFIGURATIONS (\$8K)

The advertisement features a 3D rendering of a conference table and chairs on the left, and a photograph of a conference room on the right. The 3D rendering shows a long, dark conference table with several chairs around it. Above the rendering are three small icons representing different table configurations: a rectangular table, a U-shaped table, and a curved table. The photograph shows a similar setup in a real room with a large window in the background.

A/V EQUIPMENT CHOICES: ROOM # 1

- ▶ **Displays (plasma)**
 - ▶ **Minimum: 80" (50k), Optimum: 103" (\$85k)**
- ▶ **Sound Systems**
 - ▶ **Mixer, Amp, Ceiling Speakers (\$10k)**
 - ▶ **Teleconference**
 - ▶ Standalone: 1 unit, 2 extensions (\$2k)
 - ▶ Table top teleconference: 3 wireless mics (\$6k)
 - ▶ **24 Individual wired mics, (\$60k)**
 - ▶ **24 Individual wireless mics (\$85k)**

A/V EQUIPMENT CHOICES: ROOM # 1

- ▶ **Video Conferencing (\$75k)**
- ▶ **AV Recording**
 - ▶ **Audio only (\$2k)** need table top telecon package
 - ▶ **AV recording (\$4k)** need AV conference package
- ▶ **Listening / Translation Aids**
 - ▶ **IR Transmitter (1), headsets (16) (\$9k)**
 - ▶ **FM Transmitter (2), receivers (16) (\$6.5k)**
- ▶ **Wireless touch control panel (\$8k)**

A/V EQUIPMENT: ROOM #2-4

- ▶ **Basic Minimum Presentation Facilities:
smaller public meeting rooms**
 - ▶ #2- 50" Plasma, speakers, mounts, control (**\$5.4k**)
 - ▶ #3- 32" plasma, speakers, mounts, control (**\$3.6k**)
 - ▶ #4- 42" plasma, speakers, mounts, control (**\$4.5k**)