

THE CORPORATION OF THE CITY OF WINDSOR
OFFICE OF THE CITY ENGINEER- Engineering



MISSION STATEMENT:

"The City of Windsor, with the involvement of its citizens, will deliver effective and responsive municipal services, and will mobilize innovative community partnerships"

Author's Name: Wadah Al-Yassiri	Report Date: February 24, 2015
Author's Phone: 519-255-6100 ext. 6494	Date to Steering Committee: March 3, 2015
Author's E-mail: walyassiri@city.windsor.on.ca	

To: Steering Committee – New City Hall project

Subject: New City Hall – Final Floor Plans and Facade Rendering

1. **RECOMMENDATION:** City Wide: _____ Ward(s): _____

- I. That the Steering Committee **APPROVE** the Final Floor Plans and Customer Service Counters Layout and Final Facade Rendering dated February 2015 (attached as Schedules A&B) for the New City Hall project.
- II. That the Steering Committee **DIRECT** administration to bring options for future growth within the new facility to City Council for decision.

EXECUTIVE SUMMARY: N/A

2. **BACKGROUND:**

The design team which includes various members of City administration has been working with Moriyama & Teshima Architects and Architecttura Inc. to develop the floor plans that meet the Council approved Space Needs Study completed in 2013.

3. **DISCUSSION:**

Moriyama & Teshima Architects and Architecttura Inc. ("Architects") have taken all the prerequisites (location, direction, size and height), added in energy efficient features and a few economically responsible aesthetics to ensure this new building is as beautiful as it is practical.

Design Concept

As recommended in the approved NORR's Space Needs Study, the design concept is to provide a facility that is geared to a One-Stop customer service initiative. In general, the first and second floors are designed to provide services for short and longer term customer needs. The short term

services (various licenses, customer care type services) are provided on the ground floor. Longer term services (ROW, Planning and Building Permits) are provided on the second floor. Council Chambers and various public meeting rooms are located on the ground floor for ease of public access. The third through fifth floors provide administrative offices for various departments.

Floor Plans

The Architect worked with administration in developing the Schematic and Detailed Design plans for the New City Hall building. After numerous meetings with all the affected city departments including their managers and senior managers, the Architect produced floor plans outlining adjacencies that are functional and practical. The Final Floor Plans and Customer Service Counters Layout dated February 2015 are attached as Schedule A.

Final Facade Rendering

The facade of the building takes into considerations durability and sustainability in addition to aesthetics. City Planning and Facilities provided input on the energy efficiencies for the New City Hall facility. The final rendering of the building is attached as Schedule B.

Growth Opportunity

Administration acknowledges the facility meets current programming needs; however, it should be noted that when the facility is constructed (approximately 3 years from now), there will be limited opportunity to accommodate future growth. The Architects have identified two feasible options to accommodate future growth. The building foot print for levels 3, 4 & 5 could be expanded to the East by: one-half column span (approx. 3.6m), OR one and one-half column spans (approx. 13.2m). These options would provide for unallocated space for future use. This would result in a change in the building design with additional construction costs. Administration therefore, recommends exploring the cost and schedule impacts of each option and reporting the detailed findings back to Council for decision. Time is of the essence for a decision on this change to ensure minimal impact to the design costs and project schedule.

4. RISK ANALYSIS:

The risk associated in not approving the floor plans and customer service counters layout at this time is possible and the consequences are high. A delay in meeting this milestone will delay the overall project schedule. This risk is significant. Mitigating strategy was to consult with various stakeholders and ensure all functional and operational concerns are addressed.

The risk in not pursuing future growth options within the New City Hall is possible and the consequences are high. The result is the inability to be flexible in dealing with future changes in operations or services provided. This risk is significant. Mitigating strategy is to identify and report out all operating impacts and limitations within the approved plans.

5. FINANCIAL MATTERS:

The New City Hall overall project budget is \$34.75 million.

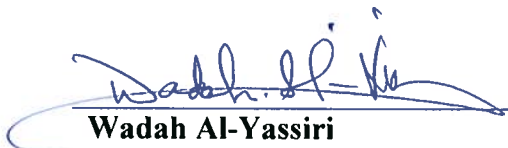
Administration has retained an independent cost consultant (A.W. Hooker) to monitor the cost of the design at each milestone and ensure compliance with the overall budget.

6. CONSULTATIONS:

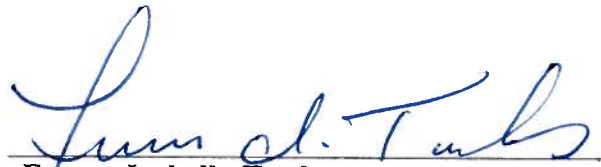
Members of the New City Hall Project Executive Committee
Various members of administration

7. CONCLUSION:

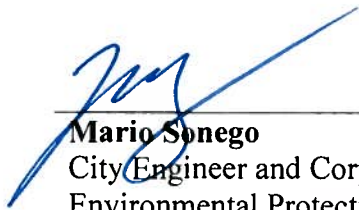
The final floor plans for the New City Hall have been prepared based on Council direction to move forward with the Design Concept – Campus. The internal layout provides for the One-Stop customer service direction and the detailed space requirements outlined within the City Hall Occupancy Program prepared by NORR Architects in 2013. Minor changes to the programming were made to account for recent organizational changes; however, the intent of the programming remains the same. Extensive consultations have taken place with all affected departments to ensure efficient function and operations. The Executive Committee recommends the approval of the Proposed Floor Plans and Customer Service Counters Layout dated Feb. 2015 for the New City Hall building.



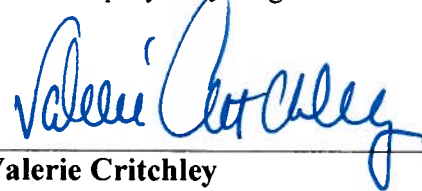
Wadah Al-Yassiri
Project Administrator



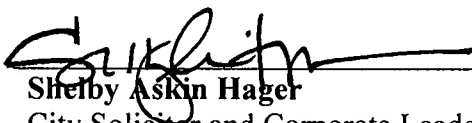
France Isabelle-Tunks
Senior Manager of Development, Projects & ROW/Deputy City Engineer



Mario Sonogo
City Engineer and Corporate Leader
Environmental Protection and Transportation
Co-Project Sponsor, New City Hall Project



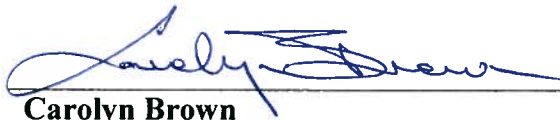
Valerie Critchley
City Clerk/Licence Commissioner and
Corporate Leader Public Engagement and
Human Services
Co-Project Sponsor, New City Hall Project



Shelby Askin Hager
City Solicitor and Corporate Leader
Economic Development and Public Safety



Onorio Colucci
Chief Financial Officer/City Treasurer and
Corporate Leader Finance and Technology



Carolyn Brown
Corporate Leader for Transportation Services



Jelena Payne
Community Development and Health
Commissioner and Corporate Leader Social
Development, Health, Recreation & Culture



Helga Reidel
Chief Administrative Officer

WAY/lp

APPENDICES:

Schedule A – Final Floor Plans and Customer Service Counters Layout dated February 2015

Schedule B – Final Facade Rendering dated February 2015

DEPARTMENTS/OTHERS CONSULTED:

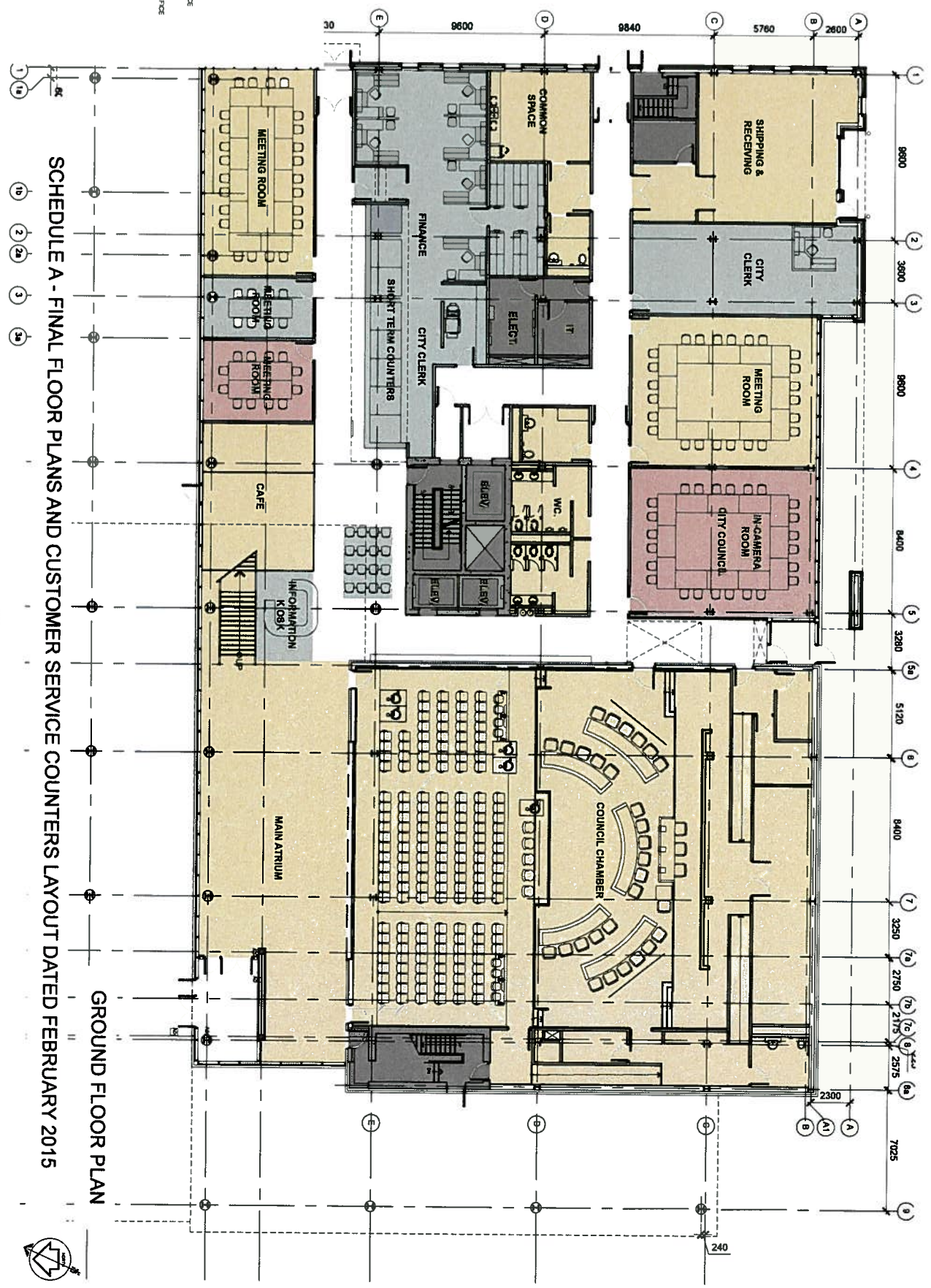
Name:

Phone #: 519 ext.

NOTIFICATION :

Name	Address	Email Address	Telephone	FAX

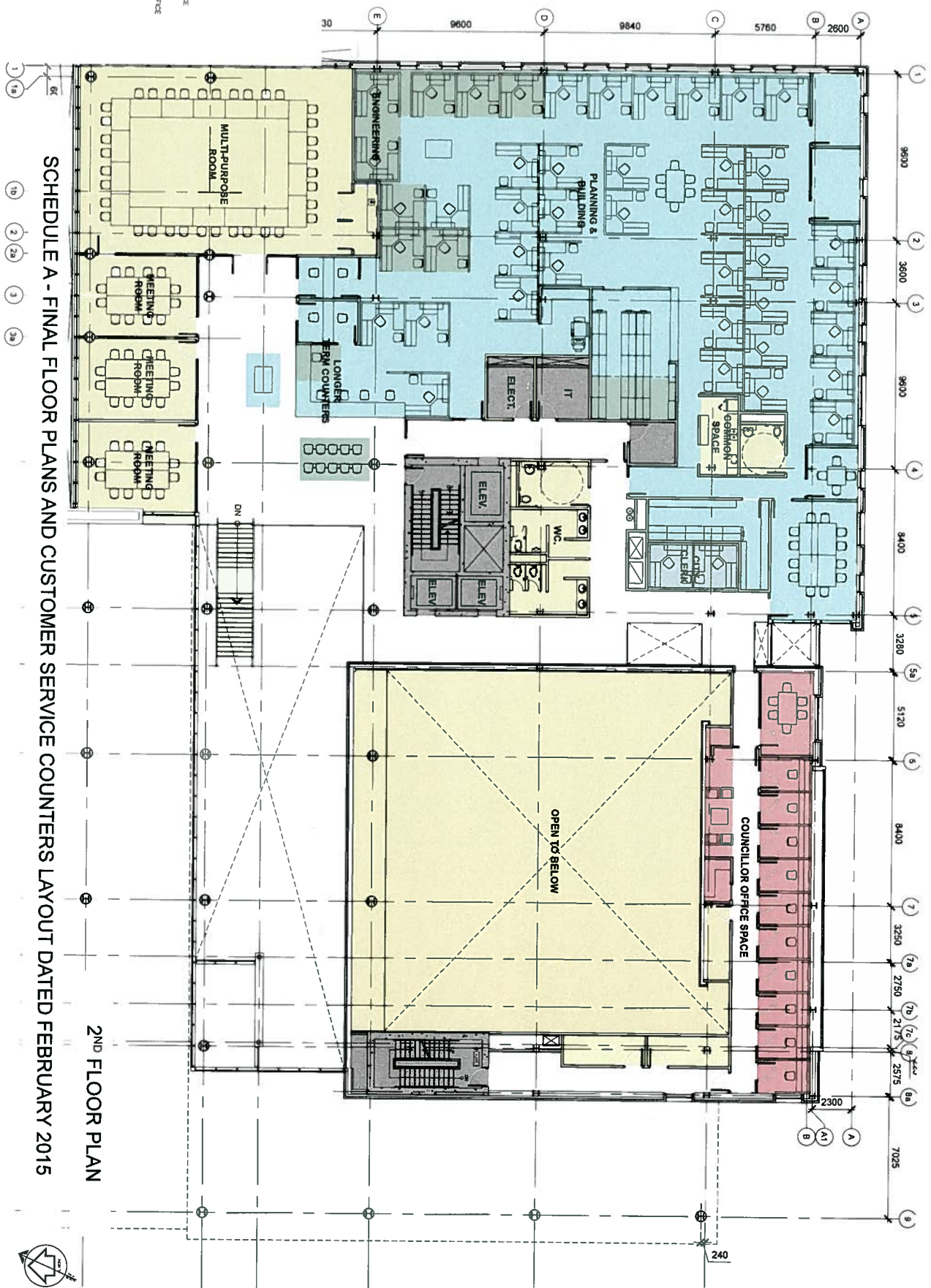
- LEGEND**
- FUTURE GROWTH
 - COMMON SPACES
 - CLERKS
 - SERVICE SPACE
 - CONSULTATION OFFICE SPACE
 - OVER-ADMINISTRATIVE OFFICE
 - FINANCE
 - ENGINEERING
 - BUILDING & PLANNING
 - WAITERS OFFICE



SCHEDULE A - FINAL FLOOR PLANS AND CUSTOMER SERVICE COUNTERS LAYOUT DATED FEBRUARY 2015

GROUND FLOOR PLAN

- LEGEND**
- FUTURE GROWTH
 - COMMON SPACES
 - CLEANS
 - SERVICE SPACE
 - COUNCILLOR OFFICE SPACE
 - CHIEF ADMINISTRATIVE OFFICE
 - FINANCE
 - ENGINEERING
 - BUILDING & PLANNING
 - WARDEN'S OFFICE

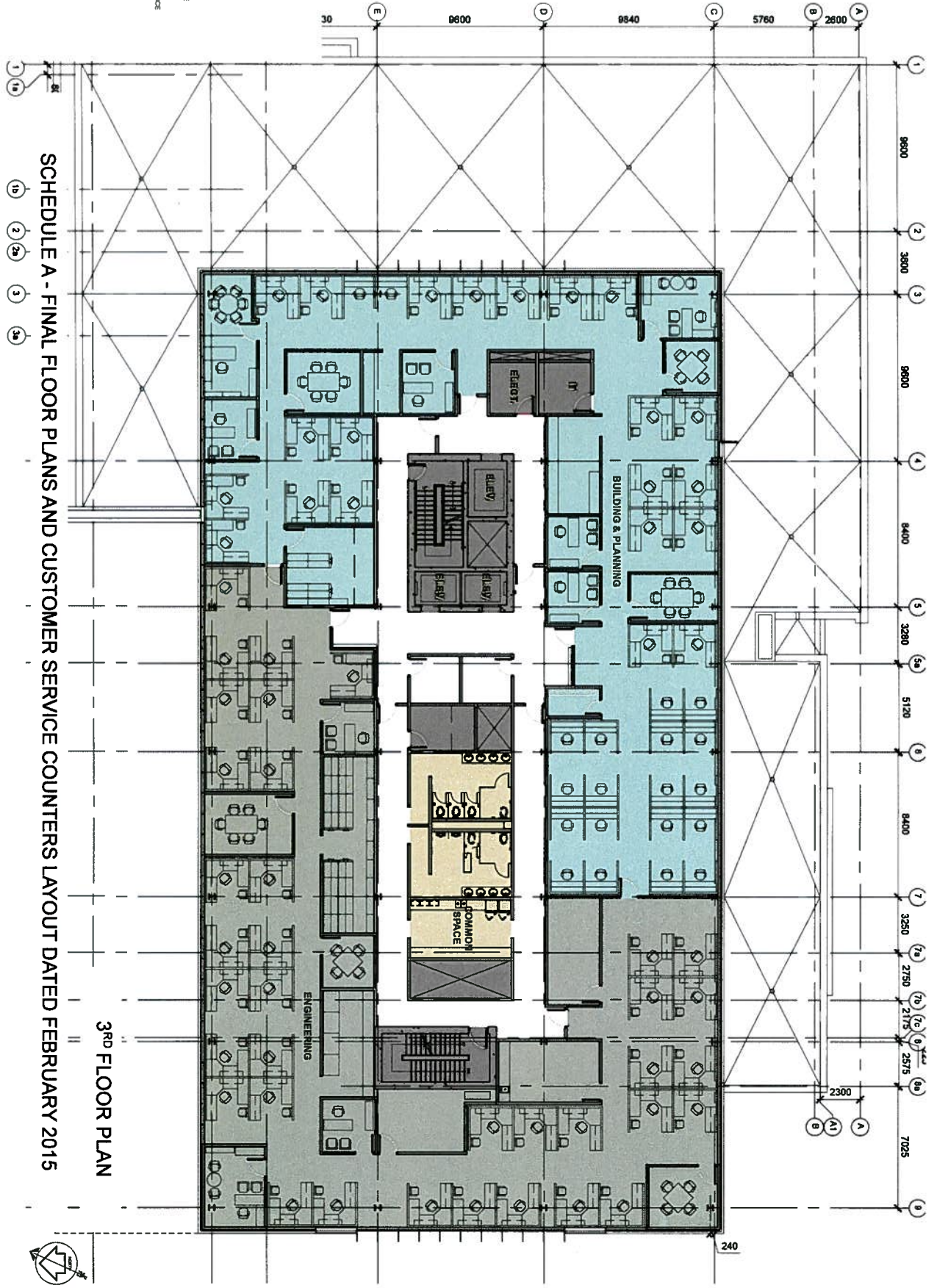


SCHEDULE A - FINAL FLOOR PLANS AND CUSTOMER SERVICE COUNTERS LAYOUT DATED FEBRUARY 2015

2ND FLOOR PLAN



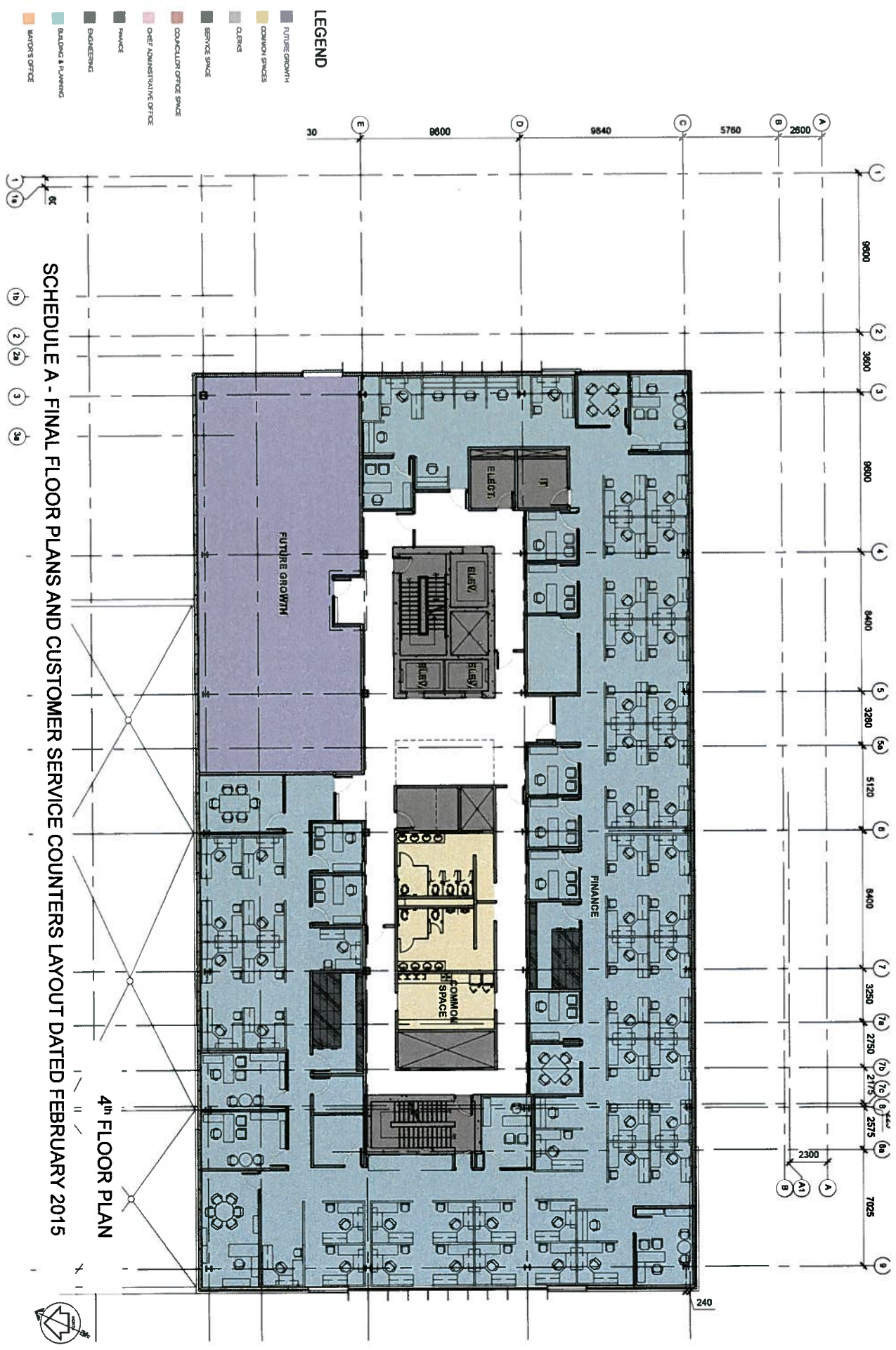
- LEGEND**
- FUTURE GROWTH
 - COMMON SPACES
 - CLERKS
 - SERVICE SPACE
 - COUNCILOR OFFICE SPACE
 - CHIEF ADMINISTRATIVE OFFICE
 - HALLWAY
 - ENGINEERING
 - BUILDING & PLANNING
 - WORKERS OFFICE



SCHEDULE A - FINAL FLOOR PLANS AND CUSTOMER SERVICE COUNTERS LAYOUT DATED FEBRUARY 2015

3RD FLOOR PLAN





SCHEDULE A - FINAL FLOOR PLANS AND CUSTOMER SERVICE COUNTERS LAYOUT DATED FEBRUARY 2015

4th FLOOR PLAN

- LEGEND**
- FUTURE GROWTH
 - COMMON SPACES
 - OFFICE
 - SERVICE SPACE
 - CONSULTATION OFFICE SPACE
 - CHIEF ADMINISTRATIVE OFFICE
 - RECEPTION
 - ENGINEERING
 - BUILDING & PLANNING
 - WORKER'S OFFICE



- LEGEND**
- FUTURE GROWTH
 - COMMON SPACES
 - CLERKS
 - SERVICE SPACE
 - CONSULTATION OFFICE SPACE
 - CHIEF ADMINISTRATIVE OFFICE
 - MAYOR'S OFFICE
 - WORKERS OFFICE
 - BUILDING & PLANNING
 - ENGINEERING
 - FINANCE

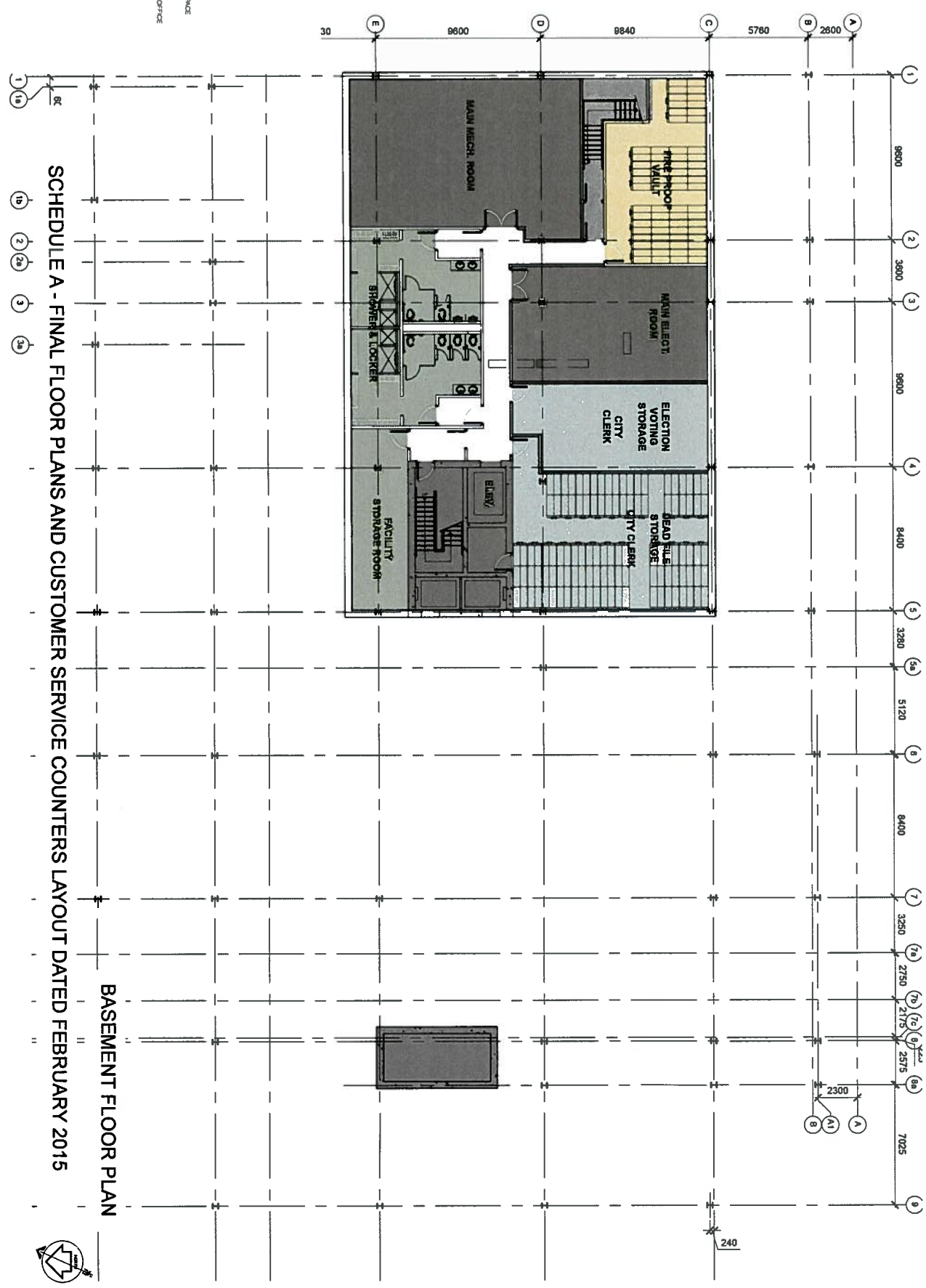


SCHEDULE A - FINAL FLOOR PLANS AND CUSTOMER SERVICE COUNTERS LAYOUT DATED FEBRUARY 2015

5th FLOOR PLAN



- LEGEND**
- FUTURE GROWTH
 - COMMON SPACES
 - OLEFINS
 - SERVICE SPACE
 - CONSULTOR OFFICE SPACE
 - OPER. ADMINISTRATIVE OFFICE
 - FINANCE
 - ENGINEERING
 - BUILDING & PLANNING
 - MAYOR'S OFFICE



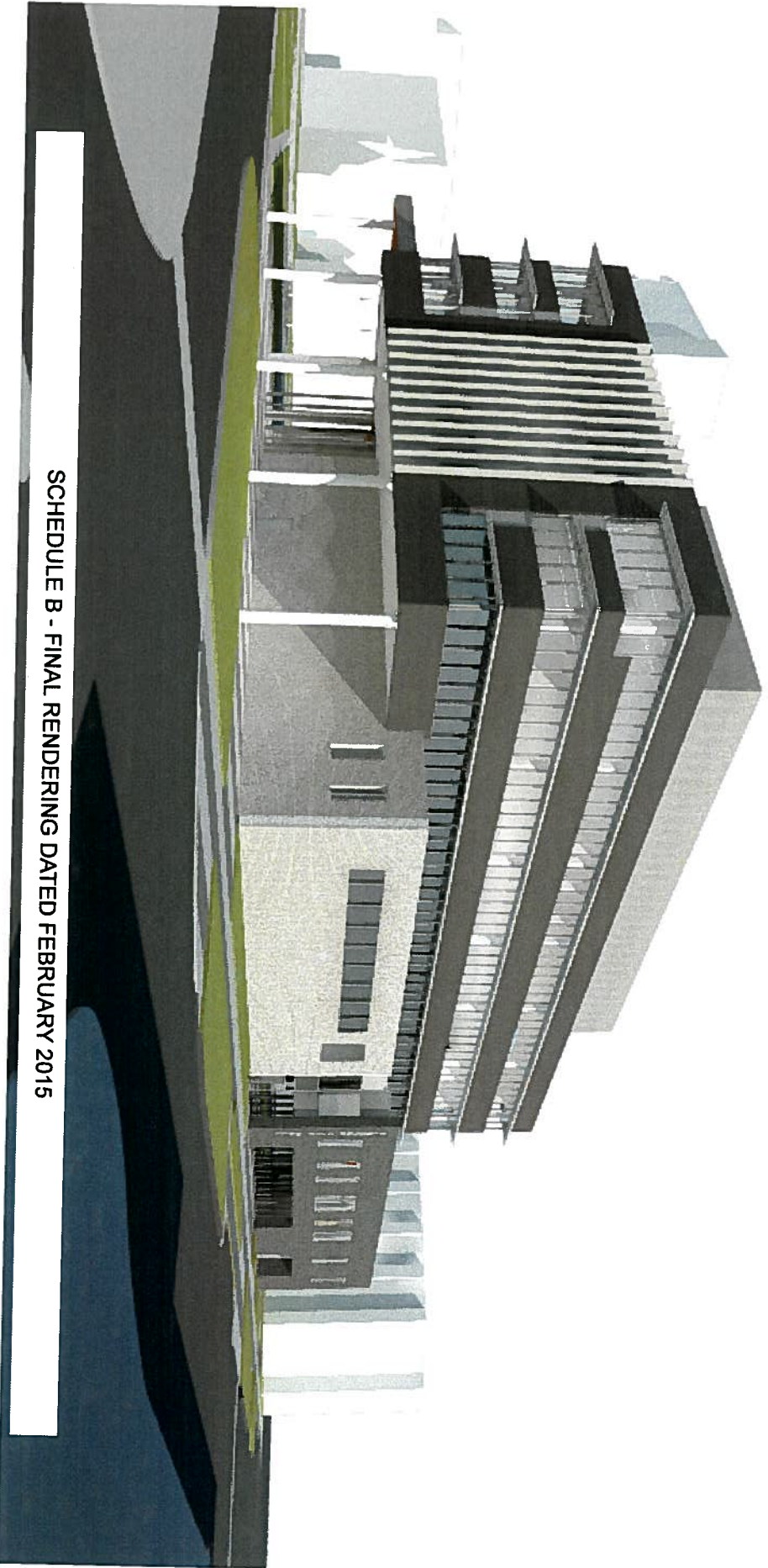
SCHEDULE A - FINAL FLOOR PLANS AND CUSTOMER SERVICE COUNTERS LAYOUT DATED FEBRUARY 2015

BASEMENT FLOOR PLAN





SCHEDULE B - FINAL RENDERING DATED FEBRUARY 2015



SCHEDULE B - FINAL RENDERING DATED FEBRUARY 2015