

City of South San Francisco

P.O. Box 711 (City Hall, 400 Grand Avenue)
South San Francisco, CA



Special Meeting Agenda

Wednesday, April 25, 2018

6:00 PM

**Municipal Services Building, Council Chambers
33 Arroyo Drive, South San Francisco, CA**

Special City Council

NOTICE IS HEREBY GIVEN, pursuant to Section 54956 of the Government Code of the State of California, the City Council of the City of South San Francisco will hold a Special Meeting on Wednesday, April 25, 2018, at 6:00 p.m., in the City Council Chambers, Municipal Services Building, 33 Arroyo Drive, South San Francisco, California.

Purpose of the meeting:

Call to Order.

Roll Call.

Agenda Review.

Public Comments - comments are limited to items on the Special Meeting Agenda.

1. [Study session regarding Community Civic Campus project outreach, access plan and design concepts. \(Marian Lee, Assistant City Manager and Smith Group JJR, Master Architect\)](#)

Adjournment.

City of South San Francisco

P.O. Box 711 (City Hall, 400 Grand Avenue)
South San Francisco, CA



Special Meeting Agenda

Wednesday, April 25, 2018

6:00 PM

**Municipal Services Building, Council Chambers
33 Arroyo Drive, South San Francisco, CA**

Special City Council

NOTICE IS HEREBY GIVEN, pursuant to Section 54956 of the Government Code of the State of California, the City Council of the City of South San Francisco will hold a Special Meeting on Wednesday, April 25, 2018, at 6:00 p.m., in the City Council Chambers, Municipal Services Building, 33 Arroyo Drive, South San Francisco, California.

Purpose of the meeting:

Call to Order.

Roll Call.

Agenda Review.

Public Comments - comments are limited to items on the Special Meeting Agenda.

1. [Study session regarding Community Civic Campus project outreach, access plan and design concepts. \(Marian Lee, Assistant City Manager and Smith Group JJR, Master Architect\)](#)

Adjournment.



Legislation Details (With Text)

File #:	18-122	Name:	
Type:	Staff Report	Status:	Agenda Ready - Administrative Business
File created:	2/8/2018	In control:	Special City Council
On agenda:	4/25/2018	Final action:	
Title:	Study session regarding Community Civic Campus project outreach, access plan and design concepts. (Marian Lee, Assistant City Manager and Smith Group JJR, Master Architect)		
Sponsors:			
Indexes:			
Code sections:			
Attachments:	1. Powerpoint Presentation.pdf		

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Study session regarding Community Civic Campus project outreach, access plan and design concepts. (*Marian Lee, Assistant City Manager and Smith Group JJR, Master Architect*)

RECOMMENDATION

It is recommended that the City Council receive a presentation on the Community Civic Campus project public outreach, access plan, and design concepts, and provide comments/direction on the presented materials and next steps.

BACKGROUND/DISCUSSION

The Community Civic Campus project proposes to build a new Police, Fire and Library and Parks & Recreation facilities. The project will be built at the northeast corner of El Camino Real and Chestnut Avenue and southeast corner of Arroyo Drive and Camaritas Avenue. Our current facilities are seismically unsafe and/or undersized/underequipped to meet the growing needs of our community and new facilities are needed.

Since January 2018, with the selection of the project Master Architect (Smith Group JJR), the project team has been focused on validating the building programs for Police, Fire and Library and Park & Recreation. The team has also been developing an access plan for the site and design ideas based on the City Council preferred site concept plan identified last year.

For the Police and Fire stations, the specialty public safety subconsultants have been meeting with the Police and Fire staff to validate the public safety building functions and spaces in the buildings. For the Library and Park and Recreation facility, in addition to staff meetings, there have been many public meetings to inform the community about what we have accomplished to date and seek their input about user interface preferences.

At the City Council meeting, the Smith Group JJR will make a presentation regarding the work completed to date. The presentation is attached.

FISCAL IMPACT

This item is informational and has no impact on the City budget.

CONCLUSION

The next meeting with City Council is planned for June 13, 2018. At that time, the project team will seek direction on design options with information about project cost. The selected design options will advance to the next phase of design (schematic design) which is about 15 percent design completion.

Attachment: Project Update Presentation April 2018

City of South San Francisco—Community Civic Campus

AGENDA: April 25, 2018, City Council Study Session: 6-7PM, City Council Chambers, MSB

1. Introduction
2. Schedule + Engagement
3. Site Access + Egress
4. Working Programs
 - a) Police Station
 - b) Fire Station
 - c) Library and Parks & Recreation

Introduction

Community Civic Campus Project

Prepared by City Manager's Office

For City Council Study Session

April 25, 2018

Our Goal

City's commitment

Continue fiscal responsibility

Maintain essential city services during economic cycles

City's future

Population increasing

Community evolving

Need for public services growing

Safe and modern facilities for Fire, Police, Library and Parks & Recreation

Progress to Date

Site selected / Purchased for Community
Civic Campus Project

New Police Station

New Fire Station

New Library and Parks & Recreation Facility

Conceptual Site Plan Direction

Environmental Certification (CEQA)

Program Manager Selected: Kitchell

Master Architect Selected: SmithGroupJJR



Schedule + Engagement

Working Schedule

Through June 2018

Gather community input
Program and cost validation

July – Dec 2018

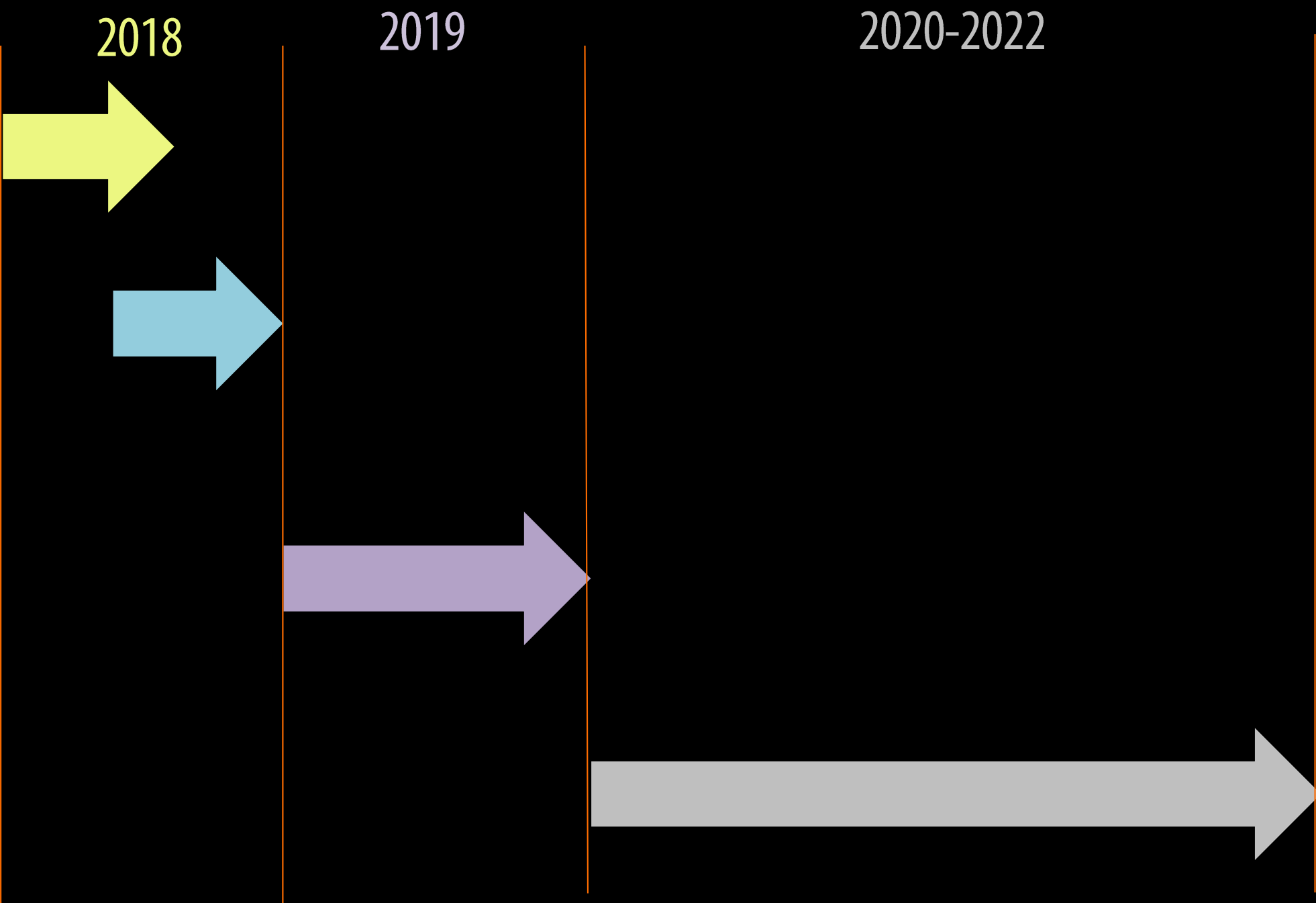
Start building design
Return for community input

2019

Develop the design
Complete contract documents
Project goes out to bid
City Bond Rating

2020-2022

Project construction

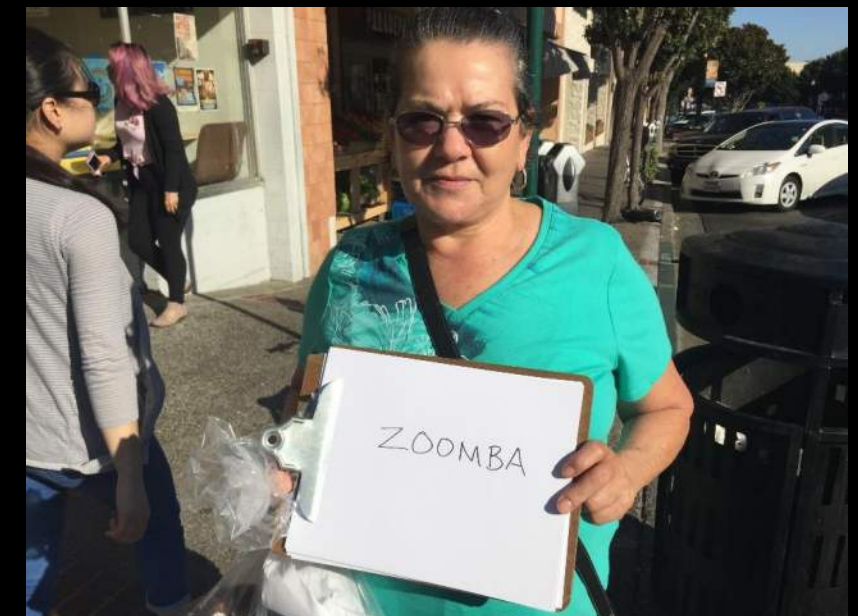
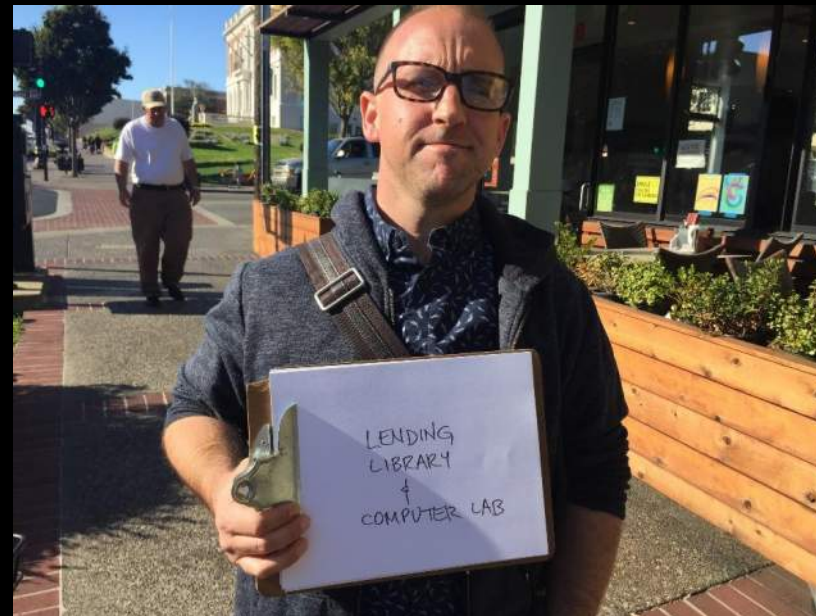


Meetings with City Staff: Police, Fire, Library and Parks & Recreation



Community Outreach **STRATEGY**

- Purpose
 - Community input to **inform** design
 - Community input to **select** design
- Process
 - Part I — Kick-off process
 - Part II — Input on conceptual design
 - Part III — Input on design options
- Design Selection & Next Steps



Community Outreach **TOOLS**

EDUCATE

★ Update Website & Messaging-- www.communityciviccampus.net

● Face-to-Face Meetings

LISTEN+INPUT

▲ Surveys (Digital + Print)

■ Print Media (City Newsletter, Post Cards, and All Resident Mailing)

■ Social Media (Next Door, Facebook, Twitter)

■ Electronic Communication (Citywide & Measure W Email Distribution)

Community Meetings

Council Study Sessions

- Study Session 1: **4/25/18**
- Study Session 2: **6/13/18**



Committee + Commission Meetings

- Parks & Rec Commission (and Friends of Parks and Recreation) on **3/20/18, 7:00 p.m., MSB**
- Library Board Meeting on **3/27/18, 6:00 p.m., Main Library Auditorium**
- Bicycle and Pedestrian Committee on **4/4/18, 6:00 p.m., City Hall Conference Room**
- Measure W Citizens' Oversight Committee on **4/4/18, 6:30 p.m., Council Chambers, MSB**
- Friends of the Library on **4/10/18, 6:00 p.m., Main Library Auditorium**
- Cultural Arts Commission on **4/19/18, 6:30 p.m., Betty Weber Room, MSB**
- Planning Commission on **4/19/18, 7:00 p.m., Council Chambers, MSB**

**Town Hall on
5/22/18, 6:30 PM,
MSB, Social Hall
and Atrium**

**Neighborhood
Group
4/23**

**Focus Groups
4/3, 4/4, 4/9,
4/10, 4/18**

**Streets Alive! Parks
Alive! Pop-Up
5/5 Orange
Memorial Park**

Commission and Advisory Meetings

Parks and Recreation Commission

- Rooms tailored for specific functions
- Wood sprung floors for safety in ballroom dancing and exercise
- Acknowledge demographics changing — more seniors

Library Board of Trustees

- Quality and quantity of outdoor space for programs
- More study space requested from high school students
- Dedicated quiet spaces
- Daylighting
- Concerns about adequate parking and storage

Measure W Citizens' Oversight Committee

- Fiscal responsibility
- Opportunities for fund raising
- Frequent website updates

Bicycle & Pedestrian Advisory Committee

- Establish site as bike “hub”
- Integrate with vehicle, pedestrian, and bike paths
- Promote bike safety in and around the site
- Sustainability

Friends of the Library

- Socialization, gathering, education and community life
- Adequate space for Library programs (size, quiet, maker space)
- Synergy between P&R and Library, indoor / outdoor
- Technology
- Inspire teens, kids and seniors
- Parking

Cultural Arts Commission

- Gallery, exhibit and display space that is generous and secure
- Theater type public performance space
- Outside spaces for quiet as well as for performances and festivals
- Integrate art into the building and site

Planning Commission

- One-stop shop — place for young families
- Easily accessible for seniors
- Visually appropriate from El Camino Real



Focus Group Meetings

Recreation + Fitness, Asian, Hispanic

- Safety, activity, and access is important for all
- Spaces for music, dance, and exercise (multi-cultural, Zumba, ballet)
- Rooms tailored for specific functions
- Adequate parking
- Computer lab / Technology that can be borrowed
- Affordable and accessible space for children to learn
- Adequate storage

Historical Society

- Timeless architectural expression
- Adequate parking and traffic mitigation
- Integration of art and history

Seniors, Literacy, Special Needs

- Safe and accessible space to stay active, social, and healthy
- Quality study areas with air and light
- Indoor outdoor space for social activities including cooking
- Classrooms with technology
- Wayfinding

Youths

- Cool night site lighting
- Eco-friendly
- Inviting atmosphere (light and open)

Neighborhood

African American



Site Access + Egress

Multimodal Transportation Plan

Current Conditions

1. Pedestrian & Bicycle Facilities:

- El Camino and Chestnut present barriers to walking and biking
- Gap in Centennial Way trail along site

2. Transit Facilities:

- Service by SamTrans ECR and 122 routes and South City Shuttle
- ¾ mile from BART

3. Auto Facilities:

- Intersection of two major congested thoroughfares
- 86 percent of non-work trips within South San Francisco occur via driving



Multimodal Transportation Plan

Project Improvements

1. Pedestrian & Bicycle Facilities:

- Centennial Way trail gap closure, sidewalk/crosswalk enhancements, and onsite pathways
- Grand Boulevard upgrades on El Camino Real
- 120 bicycle parking spaces

2. Transit Facilities:

- Relocation of SamTrans and South City Shuttle bus stops

3. Auto Facilities

- 262 parking spaces for Library and Parks & Recreation
- Police & Fire egress prioritization
- 10 percent TDM mode shift goal



Multimodal Transportation Plan

Antoinette Lane

Planned Changes: 38' curb to curb width with parking; landscaping and Centennial Trail (15') added on west side



Multimodal Transportation Plan

Further Analysis:

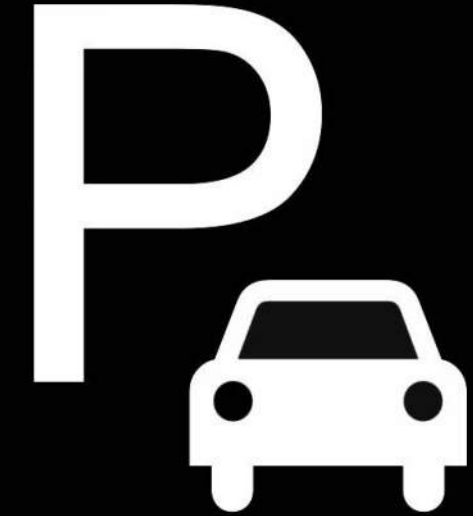
Bike Hub

Parking Management

Off Site Parking

Shuttle Route

Pedestrian Safety Amenities



Public Safety

Police Station

Police Station—Process and Work to Date

Meetings:

Programming meetings held with police staff on February 5, 6 and 27, 2018.
Additional meetings including March 8, 26 and April 11, 2018.

Precedent Tours:

Toured Terrell Police Facility, Forney Justice Center, North Richland Hills City Hall and Public Safety and Keller Justice Center and Animal Control.
As well as San Mateo PD, Pacifica PD and Colma PD.

Police Station—Working Program

Program:

Program Estimate:
Program Validation:
Total number of Stories:

Program Elements:
Services,

Further Analysis:

Ranges:

38,500 sq ft
43,300 - 46,700 sq ft
2

911 Emergency Center, Administrative,
Records, Communications,
Investigations, Property and Evidence
and Patrol, Physical Training,
Classroom and Firing Range.

IT relocation,
60 surface vs 181 Structure parking



New Building will support resources for:

Neighborhood police patrols
Rapid 9-1-1 emergency response times
Crime prevention
Gang suppression programs

Fire Station

Fire Station—Process and Work to Date

Meetings

Programming meetings held with fire staff on February 20 and March 14, 2018 .

Multiple follow-up meetings.

Precedent Tours

Toured South San Francisco Fire Station 63, San Francisco Fire Station 64, South San Francisco Fire Station 65, Napa Fire Station 5, South San Francisco Fire Station 61, South San Francisco Fire Station 62, Oakland Fire Station 8 and Oakland Fire Station 18.

Fire Station — Working Program

Program:

Program Estimate:
Program Validation:
Total number of Stories:
Total Number of Parking spaces:

Ranges:

6,700 sq ft
8,800 – 9,200 sq ft
1
14 Surface



New Building will support resources for:

3 Apparatus Bays
Apparatus Support
Living, Dining and Sleeping Quarters

Library and Parks & Recreation

Size and Scale — Existing Buildings vs Working Program

Current Facilities



New Facility



Size and Scale — Site Buildable Area

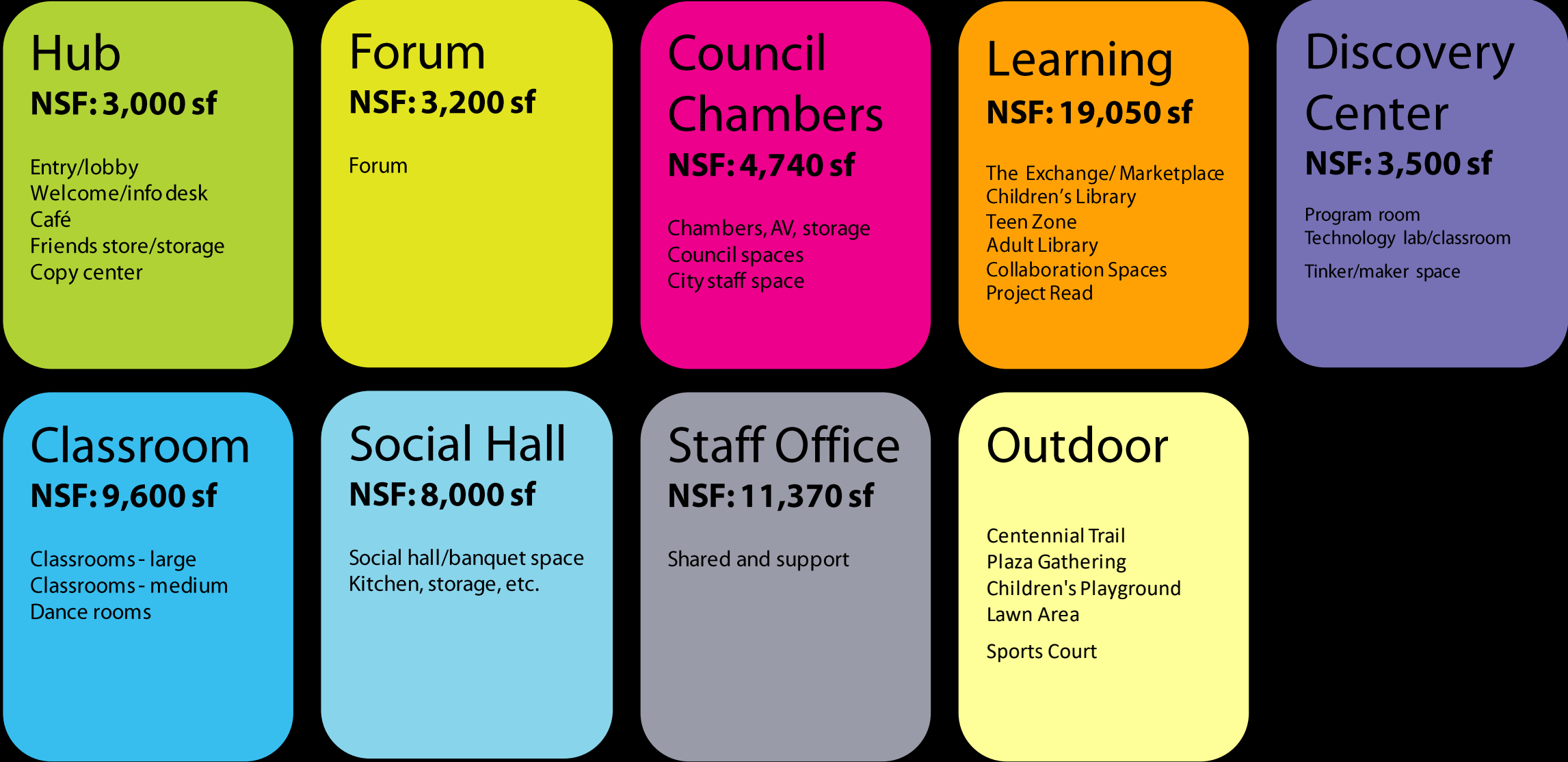


Library and Parks & Recreation — Working Program

Program Elements	Range
Program Estimate:	85,500 sq ft
Program Validation:	80,500 - 85,500 sq ft
Total number of Stories:	2
Total Number of Parking spaces:	262
Further Analysis:	Surface vs Structured Parking Open Space Programming Rooftop Programming

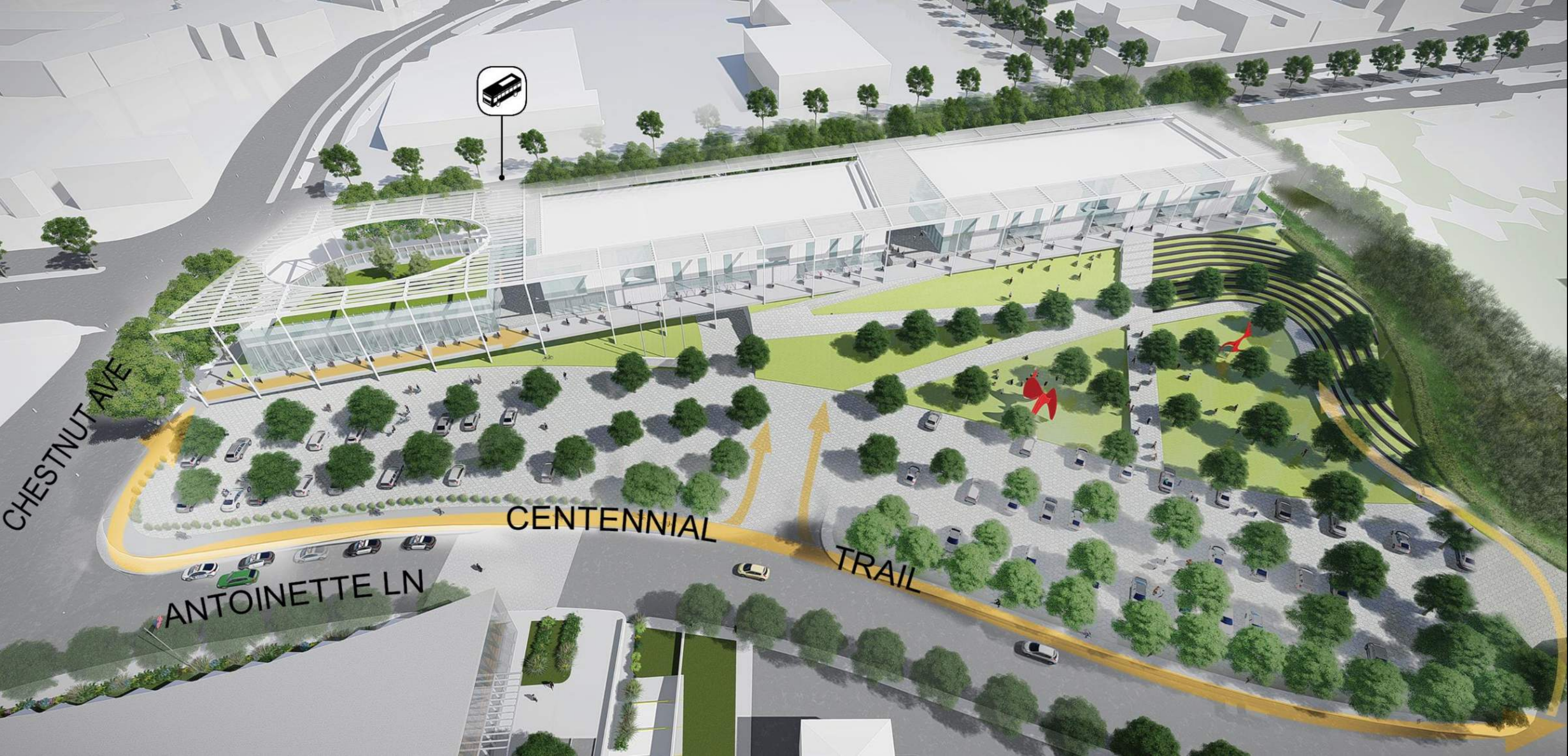


Working Program



Design Analysis

- 1 - Preferred Design**
- 2 - Phased Approach**
- 3 - High Density Approach**



Preferred Design –Surface and Structured Parking



Phased Approach – Surface Parking / Phase I



Phased Approach – Future Deck and Maximum Outdoor Space / Phase II



High Density Approach – All Surface Parking / 3 Story Building

NEXT STEPS

May 5, 9AM – 2PM: Streets Alive! Parks Alive! Pop-Up, Orange Memorial Park

May 22, 6:30 PM: Measure W Town Hall, MSB, Social Hall and Atrium

May 22: Second Survey Posted to Website

June 13, 6-7PM: City Council Study Session, Approve Concept Design

Website: www.communityciviccampus.net

Questions/Comments: CommunityCivicCampus@ssf.net

Thank you

Website:

www.communityciviccampus.net

Questions/Comments:

CommunityCivicCampus@ssf.net