

**City of Palmer
Action Memorandum No. 15-053**

Subject: Authorize an Option for Storage Improvements at the Palmer Community Center (Railroad Depot)

Agenda of: May 26, 2015

Failed

Council Action: Postponed to June 23, 2015

Originator Information:

Originator: Tom Healy, Public Works Director

Date: May 7, 2015 **Requested agenda date:** May 26, 2015

Department Information:

| Route to: | Department Director: | Signature: | Date: |
|-----------|-----------------------|------------------|--------|
| _____ | Community Development | _____ | _____ |
| _____ | Finance | _____ | _____ |
| _____ | Public Safety | _____ | _____ |
| x | Public Works | <i>Tom Healy</i> | 5/7/14 |

Approved for presentation by:

| | Signature: | Remarks: |
|---------------|-------------------------|----------|
| City Manager | <i>Joseph A. Heenan</i> | _____ |
| City Attorney | <i>[Signature]</i> | _____ |
| City Clerk | <i>[Signature]</i> | _____ |

Certification of Funds:

Total amount of funds listed in this legislation: \$ _____

This legislation (√):

Has no fiscal impact Creates a positive impact in the amount of: \$ _____
 Negative impact in the amount of: \$ _____

Funds are (√):

Budgeted Line item(s): _____
 Not budgeted Affected line item(s): _____

General fund assigned balance (after requested budget modification): \$ _____

Enterprise unrestricted net position (after requested budget modification): \$ _____

Director of Finance Signature: *[Signature]*

Attachment(s):

- Wolf Architecture Depot storage option plans.

Summary statement: The City budgeted \$90,000 in FY 2014 for the Depot Expansion Project. Preliminary plans were drawn at the time for an unheated storage addition to the north end of the building.

In 2014, the City received State of Alaska grants for City building upgrades, including a \$200,000 grant entitled Depot Safety Upgrades and Improvements. The City has contracted with Wolf Architecture to develop plans and specifications for a project that will include building upgrades at the Depot (both the Expansion Project and Safety Upgrades and Improvements), the Public Safety Building, the Wastewater Treatment Facility office and Fire Station 3-6. The plan is to bid all of these building improvements under one bid and one contract.

It is necessary to select a preferred option for the Depot Expansion Project so Wolf Architecture can proceed with the project designs.

Attached are drawings of the Depot floor plan showing the existing storage situation and three options for storage improvements. The previous design for an addition on the north end of the Depot is not included because that design conflicted with an existing natural gas line.

Existing Conditions Plan – This shows present storage areas, an arrangement that has worked relatively well. The 170 square foot storage area in the main hall provides easy access for tables and chairs. The main hall stage is rarely moved. If there is any conflict of uses in this plan it is the use of the meeting room for storage of round tables and extra chairs. The Palmer Arts Council platform panels are also stored in the meeting room and the Quilt Guild uses a storage room. This would be the “no action” option.

Study 1 – This option leaves the main hall stage in place, retains the 170 square foot area in the main hall for table and chair storage, as well as the platform panels, and builds an unheated addition under the east building eave to store round tables and extra chairs.

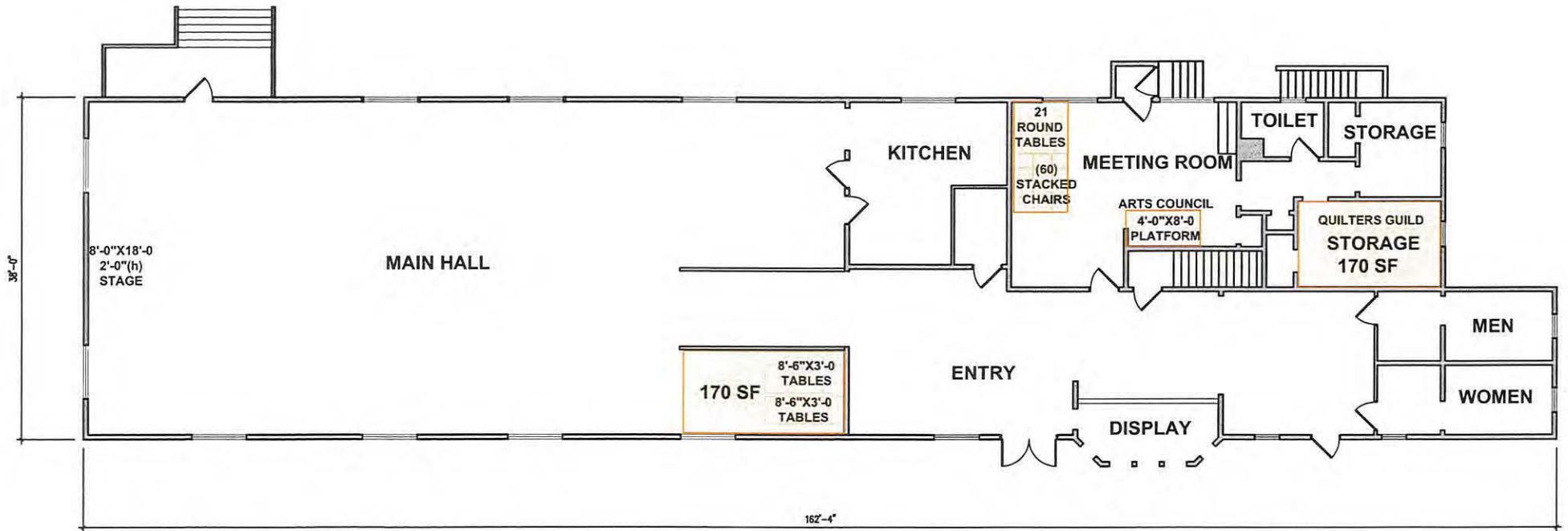
Study 2 – This option expands the new addition to provide storage for the main hall stage in addition to other stored items.

Studies 1 and 2 affect the exterior of the Depot, a registered historic building. The new addition under either Study 1 or 2 will be significantly more expensive than other options.

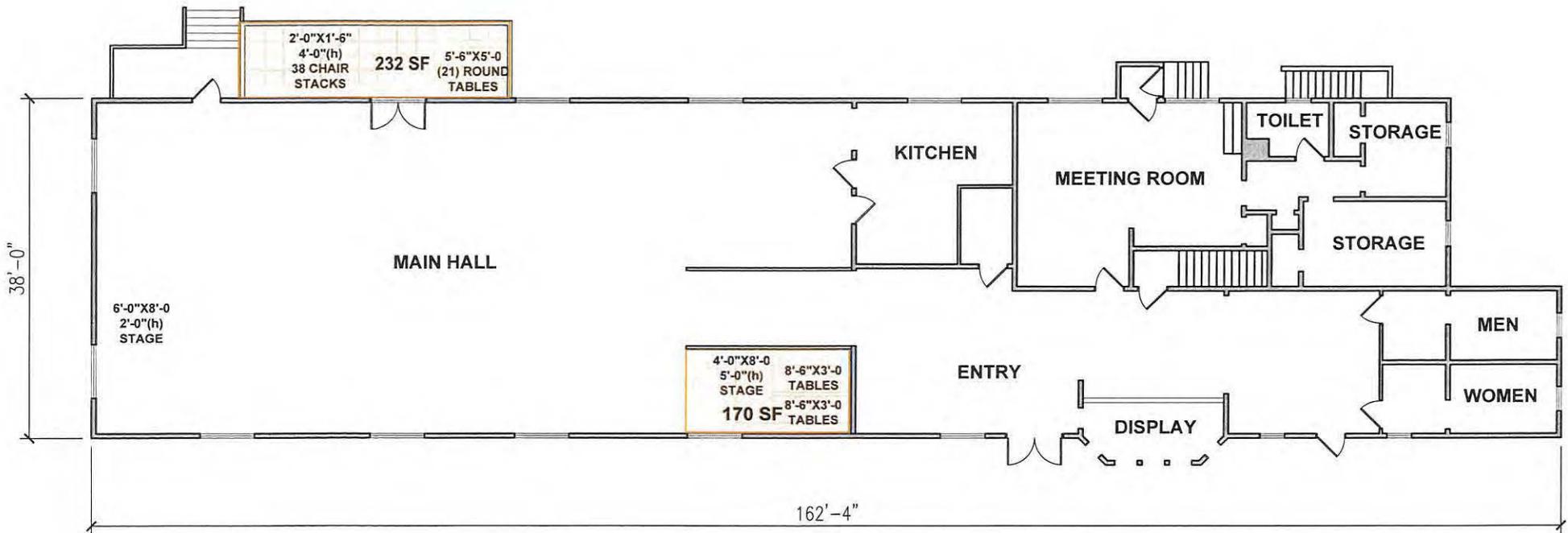
Study 3 – This option displaces the Quilt Guild from the storage room and provides space to store the stage, round tables and extra chairs with no addition to the building.

Staff has no recommendation for a preferred option. City Council should discuss these options and choose a preferred option so the design work can proceed.

Administration recommendation: Approve Action Memorandum No. 15-053 with a motion that identifies a preferred option.



**CITY OF PALMER
UPGRADES TO PALMER DEPOT
EXISTING CONDITIONS PLAN**



STORAGE PARAMETERS

STACKING CHAIRS - 5 CHAIR STACK
2x1'-4"x4" H

TOTAL AREA REQUIRED: +/- 160 - 175 SF

(21) ROUND TABLES

TOTAL AREA REQUIRED: +/- 30-40 SF

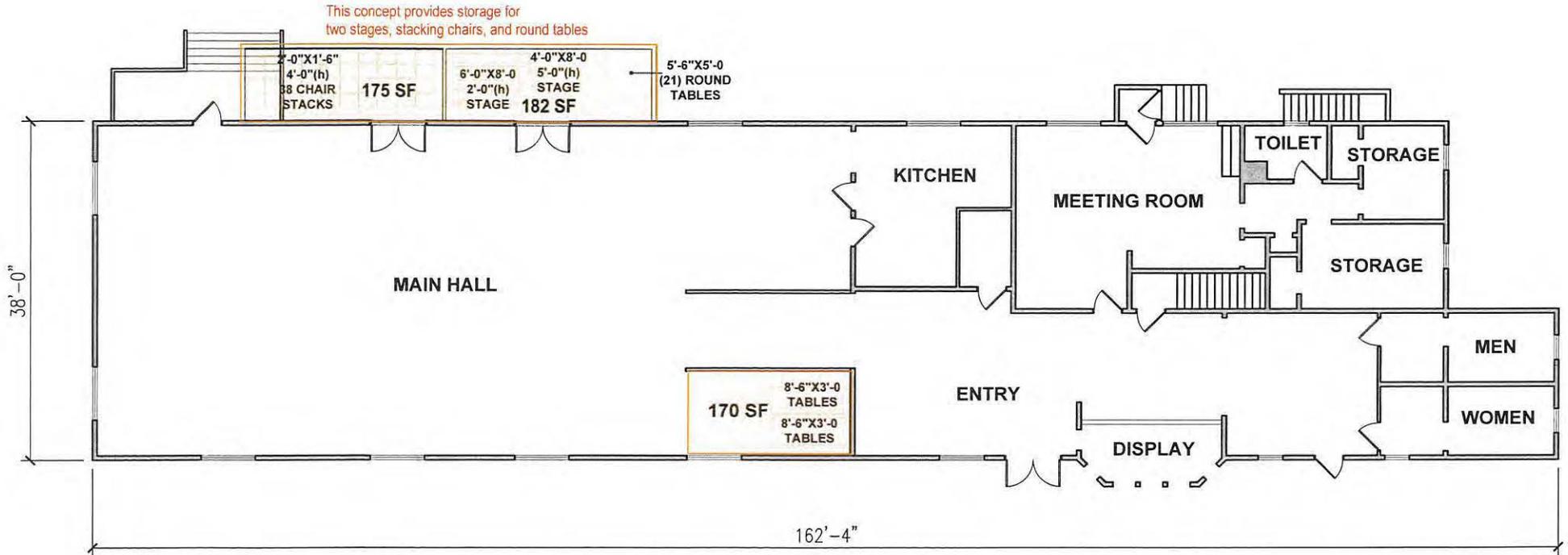
FOLDING PLATFORM
4'x8'

TOTAL AREA REQUIRED: +/- 24-30 SF

Total amount of storage required: 230- 250 sf not including existing 170 sf storage area located at the SW corner of the Main Community Hall

**CITY OF PALMER
UPGRADES TO PALMER DEPOT
STORAGE CONCEPT - STUDY 1**

TOTAL STORAGE - STUDY 2: 402 sf
170 sf Interior Existing Storage
232 sf New Enclosed Cold Storage
Cold Storage contains:
- Stacking Chairs
- Round Tables



STORAGE PARAMETERS

STACKING CHAIRS: - 5 CHAIR STACK
2 x 1'-4" x 4" H

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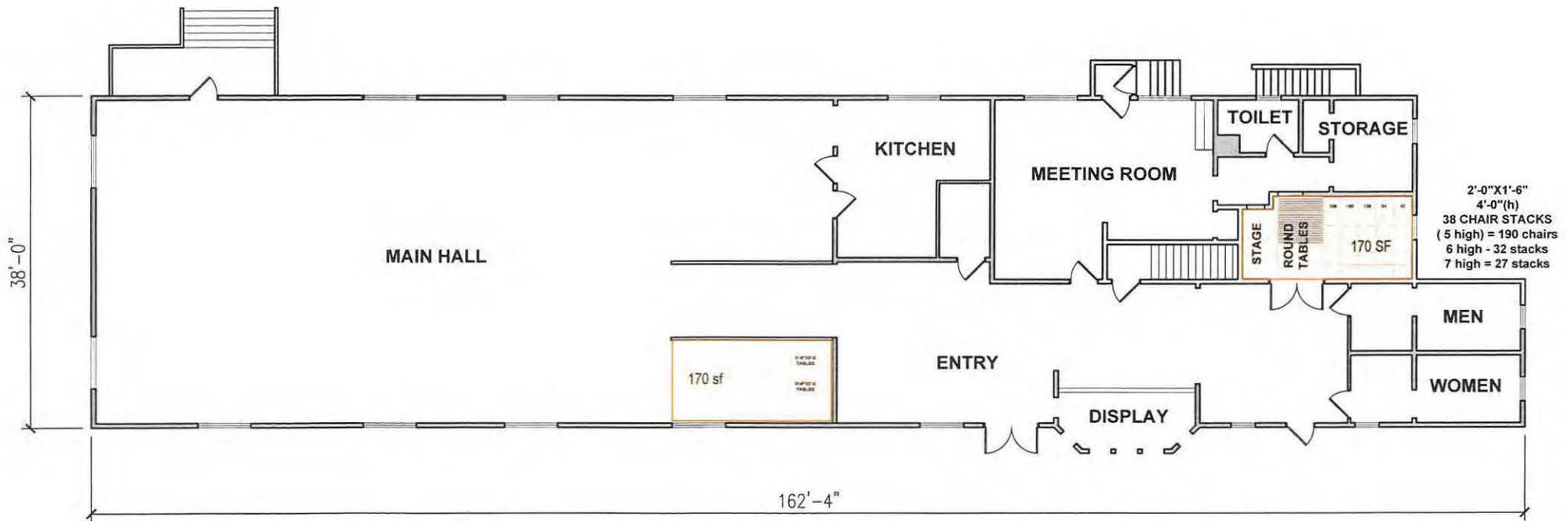
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**CITY OF PALMER
UPGRADES TO PALMER DEPOT
STORAGE CONCEPT - STUDY 2**

TOTAL STORAGE - STUDY 2: 527sf
170 sf Interior Existing Storage
357 sf New Enclosed Cold Storage
- Stacking Chairs
- 2) Stages
- Round Tables



2'-0"X1'-6"
4'-0"(h)
38 CHAIR STACKS
(5 high) = 190 chairs
6 high = 32 stacks
7 high = 27 stacks

STORAGE PARAMETERS

- STACKING CHAIRS - 5 CHAIR STACK
2'x1'-4"x4' H TOTAL AREA REQUIRED: +/- 160 - 175 SF
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**CITY OF PALMER
UPGRADES TO PALMER DEPOT
STORAGE CONCEPT - STUDY 3**

- TOTAL STORAGE - STUDY 3: 340 sf
- South Storage Contains:
 - 1) Stage
 - Stacking Chairs (Stored 7 Chairs High)
 - Round Tables

DEPARTMENT OF PUBLIC WORKS



Tom Healy
Director

Direct: (907) 761-1350
Cell: (907) 863-0741
Fax: (907) 745-0930
Email: thealy@palmerak.org

231 W. Evergreen Ave.,
Palmer, Alaska 99645-6952
www.cityofpalmer.org

MEMORANDUM

To: City Manager Joe Hannan

From: Tom Healy, PW Director 

Date: May 14, 2015

Subject: AM 15-053 – Depot Storage Options

Please add this memo and the attached plan sheet to the Council meeting packet under Action Memorandum 15-053.

The plan was developed by Wolf Architecture in 2013 at the City's direction to show an option for additional storage at the Depot. The plan involved building a 16' x 20' unheated addition on the north side of the building.

This option was not included in the storage options to be reviewed by the Council under AM 15-053 at the May 26, 2015, Council meeting because of utility and operational conflicts, as well as high construction cost in comparison to other options.

The chief conflict is a 6-inch diameter high pressure gas line 22 feet north of the building. The building will be too close to the gas line to meet separation standards. Moving the gas line is not practical due to cost. The tie-back anchor for the electrical service utility pole serving the Depot will be within the footprint of the addition, requiring relocation of the anchor and utility pole.

This design also creates an operational conflict because the main hall stage will block the doors to the storage area. The stage will have to be moved every time people need access to the storage area.

Please let me know if you need any additional information.

additional information

June 23, Regular Meeting
Item J.1.



DEPARTMENT OF PUBLIC WORKS



Tom Healy
Director

Direct: (907) 761-1350
Cell: (907) 863-0741
Fax: (907) 745-0930
Email: thealy@palmerak.org

231 W. Evergreen Ave.,
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MEMORANDUM

To: City Manager Joe Hannan
From: Tom Healy, PW Director 
Date: June 22, 2015
Subject: Depot Storage Options

This memorandum provides additional information as requested by the City Council May 26, 2015, on the costs of Depot storage options and the utility of the stage.

Storage Option Costs

Existing Conditions Option – The “no action” option to continue storage as is will result in no cost because no improvements are necessary to continue with existing storage.

Studies 1 through 3 – Wolf Architecture’s June 14, 2015, email (attached) identifies rough-order-of-magnitude (ROM) cost estimates for the three “studies” produced by Wolf Architecture.

2013 North Addition Proposal – The 2013 option to build a 16’ x 20’ addition on the north side of the Depot is estimated to cost \$72,000 at \$225 per square foot. However, this option requires three utility relocations. Attached is Enstar’s \$4,203 estimate to relocate the gas main and the service line and meter. MEA has not estimated the cost to relocate the utility pole tie-back anchor and/or the utility pole that conflict with the proposed addition. Also, the buried electrical conduit along the Depot’s north wall that supplies power to the parking lot lights must also be relocated. Costs related to moving the power pole or tie-back anchor as well as the buried conduit are estimated to be \$4,000.

Main Hall Stage

Attached are the results of a survey sent by the Community Development Department to Depot renters from May 2014 to May 2015. Of a total of 98 surveys sent, 26 were returned.

Tom Healy

From: Gary Wolf <gwolf@wolfarchitecture.com>
Sent: Sunday, June 14, 2015 7:23 AM
To: Tom Healy
Subject: Palmer Depot Estimates

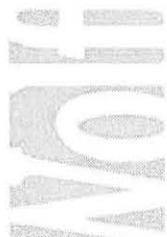
Tom
As requested I have compiled a ROM estimate which considers the impact of the storage room. Electrical, mechanical, and other architectural upgrades are not considered with these estimates. These estimates are based on square footage costs and are not accurate reflections of the actual construction cost because the entire scope of work is not fully known. These costs should however be in the ballpark and give the counsel the rough cost of each option.

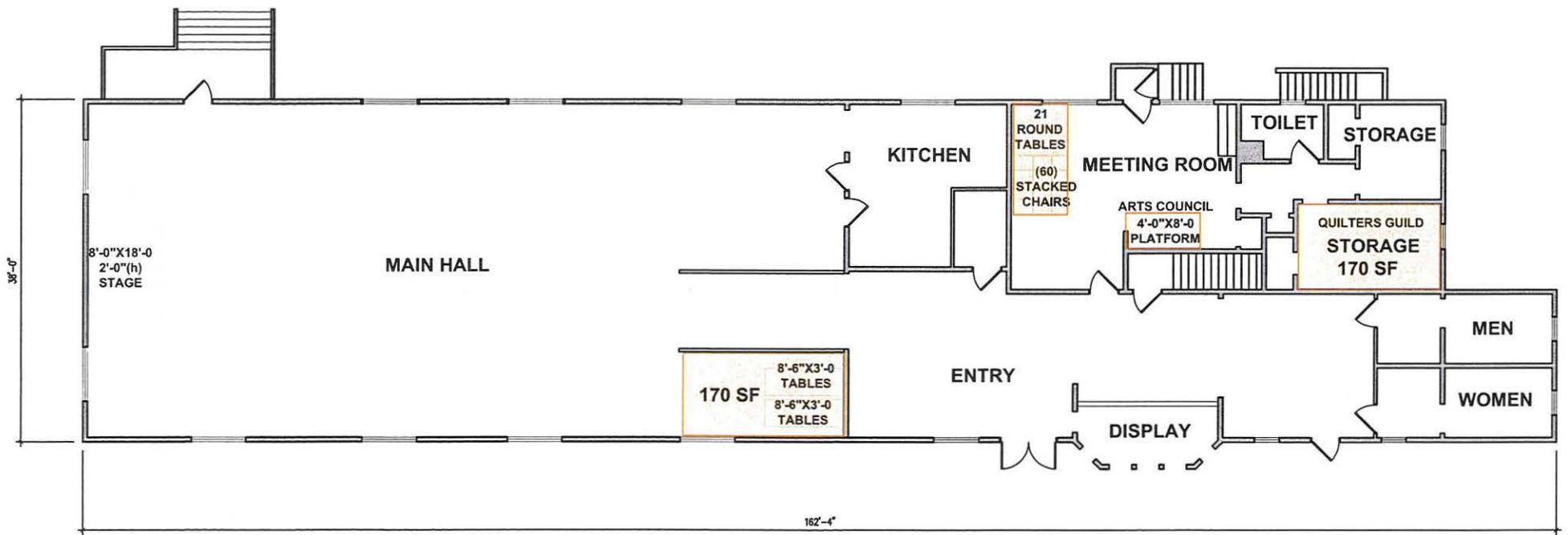
Each option requires some minor demolition and construction. We are assuming the exterior storage will not be heated and will have minimal electrical, ie. (a light and switch) The high cost per square foot reflects the demolition as well as increased cost due to the diminutive size of the addition. There is simply not enough area to distribute costs to a range that would be expected for an unheated wood framed addition.

| | | |
|---------|--------------|----------|
| Study 1 | \$ 65,250.00 | \$225 sf |
| Study 2 | \$ 80,325.00 | \$225 sf |
| Study 3 | \$ 11,050.00 | \$65 sf |

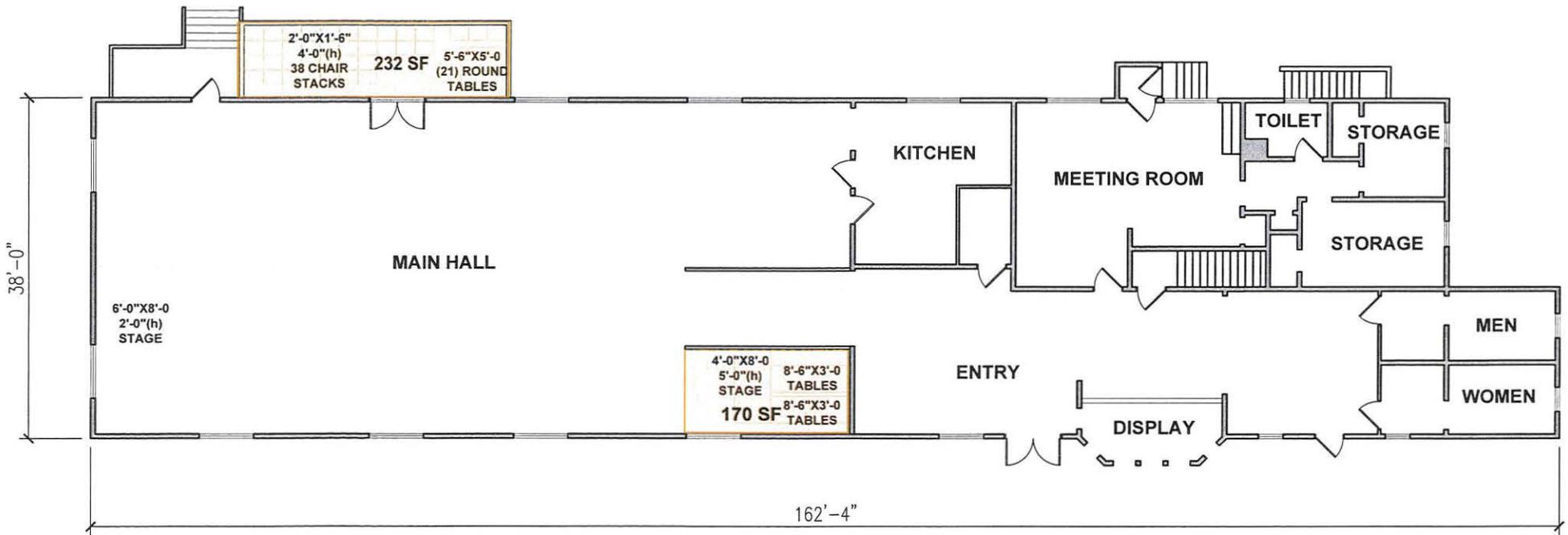
I hope these estimates are useful to you.

Gary

 **GARY WOLF AIA, LEED AP
PRINCIPAL**
p. 907-746-6670
f. 907-746-6680
gwolf@wolfarchitecture.com
518 E. Fireweed, Palmer Alaska
wolfarchitecture.com



**CITY OF PALMER
UPGRADES TO PALMER DEPOT
EXISTING CONDITIONS PLAN**



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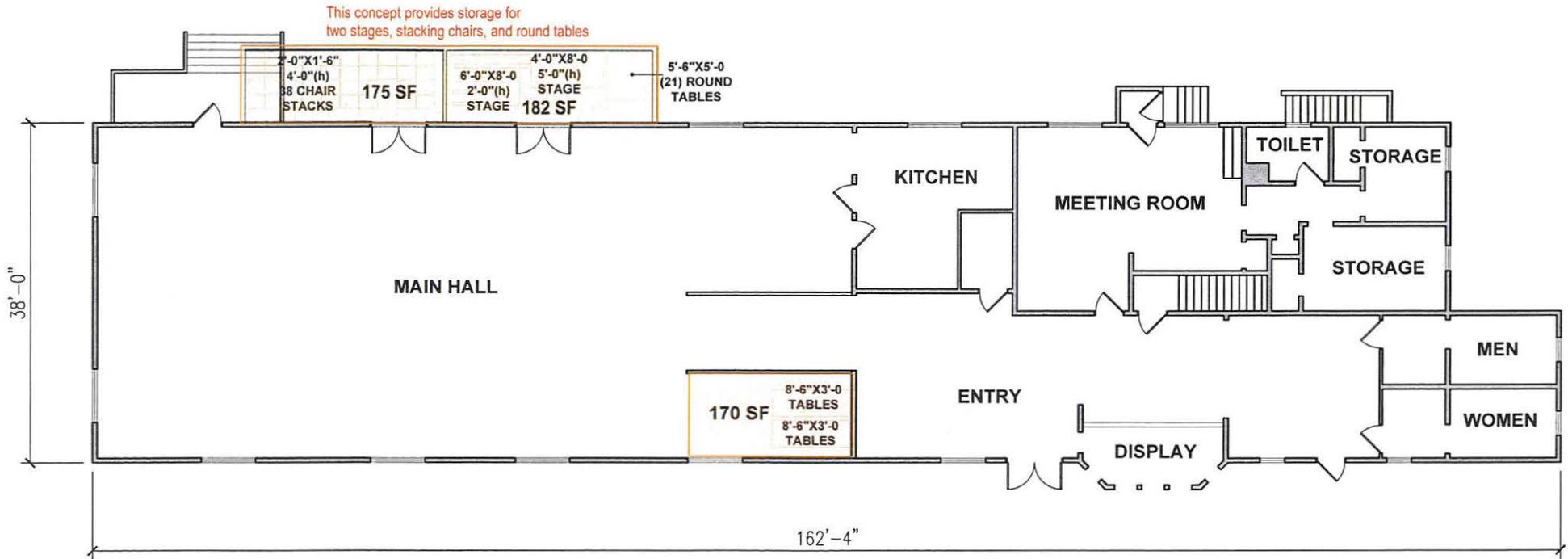
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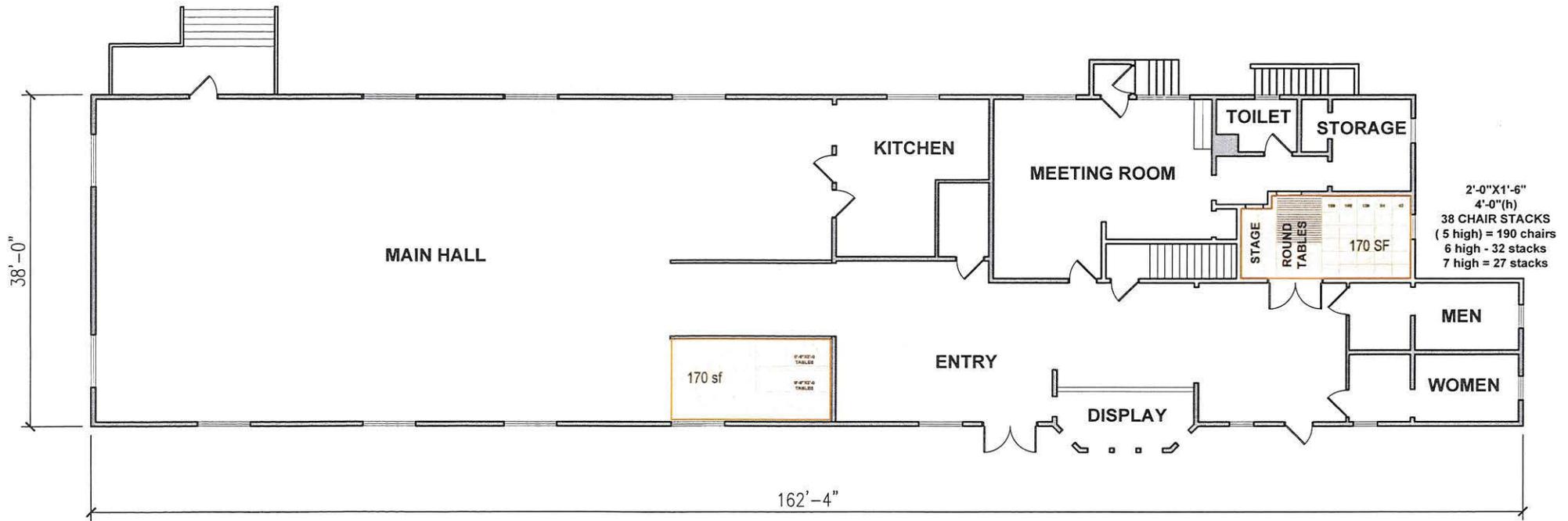
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**CITY OF PALMER
UPGRADES TO PALMER DEPOT
STORAGE CONCEPT - STUDY 3**

TOTAL STORAGE - STUDY 3: 340 sf

South Storage Contains:

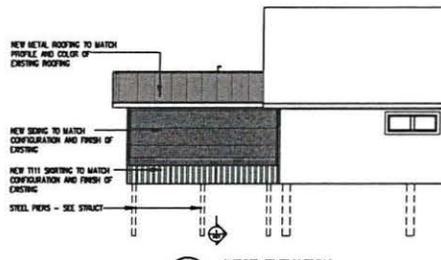
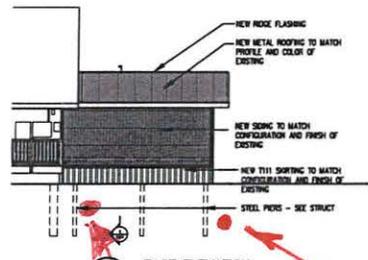
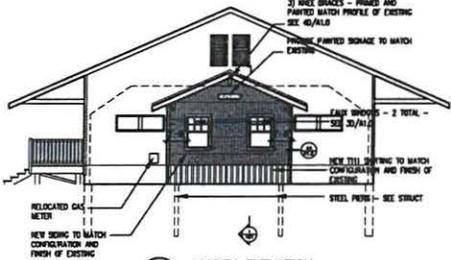
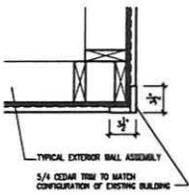
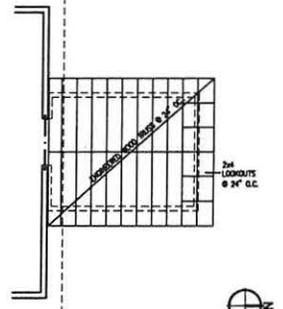
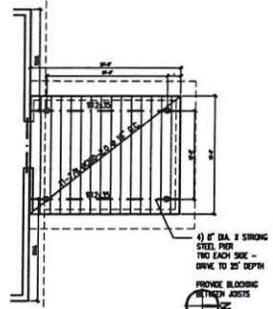
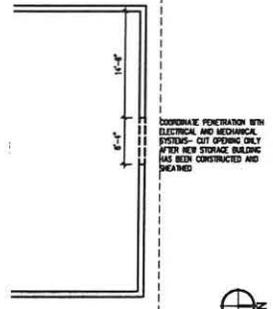
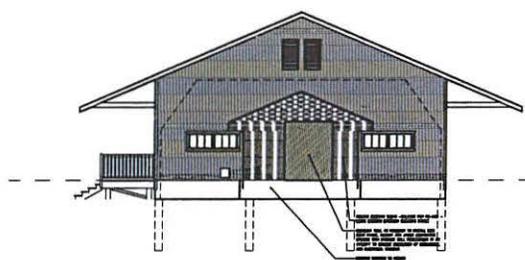
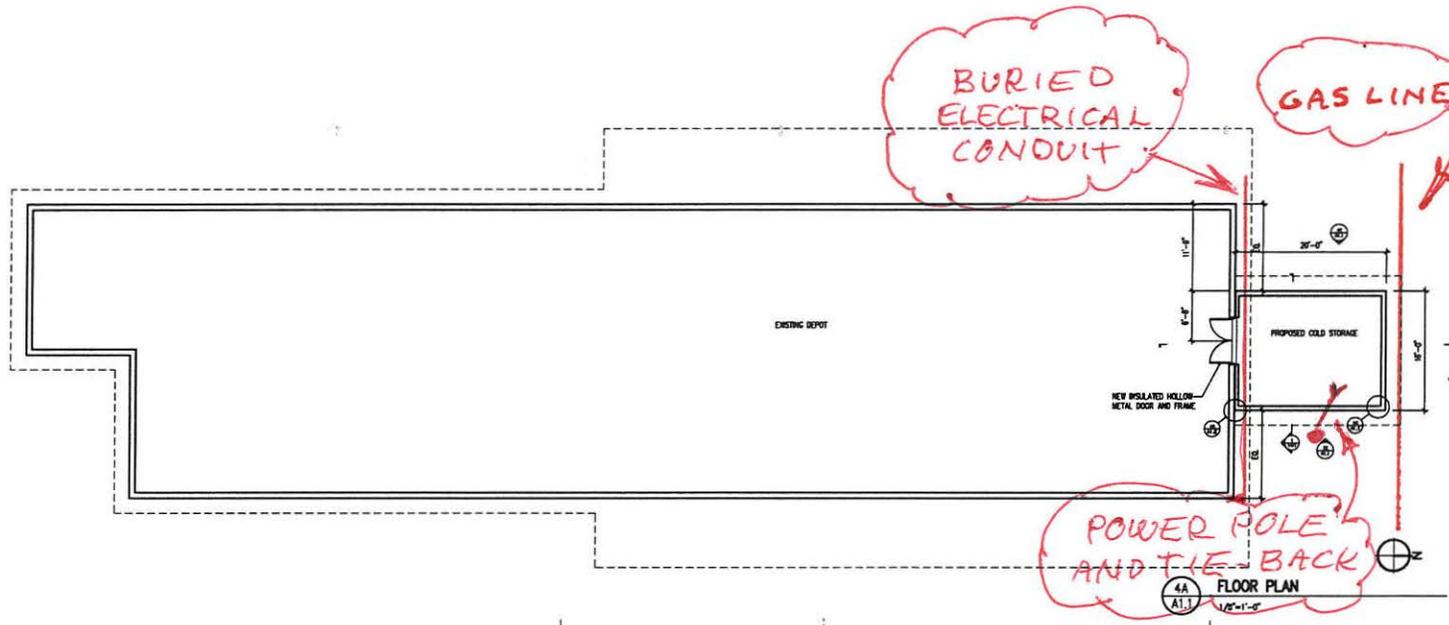
- 1) Stage
- Stacking Chairs (Stored 7 Chairs High)
- Round Tables

Reimbursable Project Cost Estimate

Project: Palmer Community Center Relocation
 ENSTAR Proposal #: 7108 RC #: Input AFE/RC#

Date: 6/12/2015

| | | | | | |
|----|---|---|--------------|------------|---|
| A. | Preliminary Engineering | | | | |
| | 1 man hours @ | \$80.00 /Hr | | \$80.00 | |
| | Construction Overhead = | 49.58% of Labor Cost | | \$40.00 | |
| | Transportation & Equipment = | 15.98% of Labor Cost | | \$13.00 | |
| | Payroll Tax = | 22.25% of Labor Cost | | \$18.00 | |
| | Admin & General Overhead = | 96.97% of Labor Cost | | \$78.00 | |
| | | | | | A. \$229.00 |
| B. | Construction Engineering, Engineering Services & Measurement | | | | |
| | Regular Time: | 11.5 man hours @ | \$45.00 /Hr | \$517.50 | |
| | Overtime: | 0 man hours @ | \$67.50 /Hr | \$0.00 | |
| | Payroll Tax = | 22.25% of Labor Cost | | \$115.00 | |
| | | | | | B. \$632.50 |
| C. | Construction Labor | | | | |
| | Regular Time: | 0 man hours @ | \$45.00 /Hr | \$0.00 | |
| | Overtime: | 0 man hours @ | \$67.50 /Hr | \$0.00 | |
| | Payroll Tax = | 22.25% of Labor Cost | | \$0.00 | |
| | | | | | C. \$0.00 |
| D. | Construction Overhead | | | | |
| | | 49.58% of Labor Costs (in sections B + C) | | | D. \$257.00 |
| E. | Materials & Supplies | | | | E. \$371.50 |
| F. | Materials Handling Charge | | | | F. \$148.00 |
| | | 39.73% of Materials (section E) | | | |
| G. | Transportation & Equipment | | | | G. \$83.00 |
| | | 15.98% of Construction Eng. & Labor (in sections B + C) | | | |
| H. | Contract Construction | | | | |
| | Contract Backhoe (hrs) | 8 /Hr @ | \$184.67 /Hr | \$1,477.00 | |
| | Contract Dozer (hrs) | 4 /Hr @ | \$125.74 /Hr | \$503.00 | |
| | Brushing less than 4" [ft] | 0 /Ft @ | \$1.75 /Ft | \$0.00 | |
| | Clearing greater than 4" [ft] | 0 /Ft @ | \$80.00 /Ft | \$0.00 | |
| | Boring (2"-4") [ft] | 0 /Ft @ | \$80.00 /Ft | \$0.00 | |
| | Boring (6"-8") [ft] | 0 /Ft @ | \$100.00 /Ft | \$0.00 | |
| | Asphalt/Ground Repair | 0 /Ft @ | \$4.50 /Ft | \$0.00 | |
| | Misc | 0 /Ft @ | \$0.00 /Ft | \$0.00 | |
| | | | | | H. \$1,980.00 |
| I. | Administrative & General Overhead | | | | |
| | | 96.97% of Labor Costs (excluding payroll tax) | | | I. \$502.00 |
| | | | | | Project Sub-total: \$4,203.00 |
| J. | Department of Labor Notice of Work Fee | | | | |
| | | 1.0% of contract construction costs <i>if contract construction costs over \$25,000</i> | | \$0.00 | J. \$0.00 |
| | | | | | Total before any betterments: \$4,203.00 |
| K. | Betterments | | | | |
| | | | | | Reimbursable Project Cost Estimate: \$4,203.00 |



ELECTRICAL CONDUIT

GAS LINE



2013

Schematic Design
COLD STORAGE ADDITION TO
CITY OF PALMER TRAIN DEPOT
PALMER, ALASKA

| | |
|---------|----------|
| Drawn | Date |
| GW | 4/5/2013 |
| Checked | Job No. |
| GW | 1232 |

Sheet Contents
FLOOR PLAN
EXTERIOR ELEVATIONS
DEMO PLAN
DEMO ELEVATION
FRAMING PLANS

| | |
|----------|-------|
| Category | Sheet |
| A1 | 1 |

Letters sent to all the 98 applicants and organizations that rented the Depot between May 2014 and May 2015. We received 26 responses. The letter asked four questions:

1. Did you use the stage during your rental?
2. What did you use it for?
3. Did it serve your purpose?
4. Would you have preferred if the stage was not on the floor of the main room?

26 RESPONSES:

| | |
|----|--|
| 1 | Stage was useful in its location. |
| 2 | We used the heck out of the stage! I think we have utilized it for every event I have helped with at the depot (even when it was in back). We used it for speaking and presenting. I think the stage serves as a good focal point for the events we host. If it wasn't there we would still try to come up with something to use as a stage! It's great for decorating. I don't care where the stage is, as long as it is usable. I like that it isn't stationary. |
| 3 | Yes, we used the stage on May 6, 2014. We used the stage to take a team photo and hand out awards and presentations. The stage did serve our purpose. We were happy that the stage was part of the main floor – Worked for us. |
| 4 | We did not use the stage when we rented the depot. It would have been better had it been gone. |
| 5 | We did not use the stage in any of the three public meetings of the Master Plan. I think the main reason was we not only used the projector for presentations we also had easels with maps that we wanted closer to the public. It neither helped nor hindered our purpose. I would prefer it stay in the same configuration as it is. I did give us the flexibility to adjust our presentation to our specific needs. I believe if we had a large audience (100 or more) we may have used it. The max we had was about 50 so it was not required. |
| 6 | We only used the stage area of the Depot at our last meeting. We had a slide show presentation and used the screen behind the stage, which worked perfectly. I noticed that meeting attendees were sitting on the stage as a type of bench and that kids liked to climb up and down. We have setup a small coloring area there for kids in the past. We look forward to holding more meetings in the Depot in the future, whether or not the stage is on the main floor. |
| 7 | 1) No, I did not use the stage during my rental usage time on April 17-18; 2) nothing; 3) no; 4) Yes, we had to move it out of the way. |
| 8 | We did use the stage during or rental on April 26, 2015. The band we hired played music from the stage. The stage served the purpose well. We were pleased there was a stage and liked the location in the main room. |
| 9 | The event we had was a memorial service, and the stage served our purpose. We decorated around it and had pictures on the stage, podium, etc. Looking back I think I liked having the stage there. |
| 10 | I haven't ever used the stage during any of the 5 times I've rented the depot. We've had to move it to the manager's apartment each time. |
| 11 | We used the stage for client appreciation night. We had live music and it worked perfectly to have the band on stage where their equipment was out of harms way. We appreciated having the extra pieces on site to enlarge the stage. |

| | |
|----|---|
| 12 | 1) We have used the stage every time we used the Depot, 2) We use it for tech crew positions and barrier for chair set up. 3) Serves the purpose very well. 4) For our performances, we prefer the stage on the floor of the main room. |
| 13 | We used the stage every time we have rented the Depot and will be using it for our future rentals too. We love the Palmer Depot. |
| 14 | 1) We did use the stage. 2) We ended up setting the DJ up on the stage. 3) We didn't really intend to use the stage, it was just convenient. 4) It didn't really make a difference whether the stage was there or not. |
| 15 | It was good to have the stage there. We didn't actually have a performance at the memorial service, but we used the stage to set out some items we wanted people to look at. It was definitely useful and not in the way – we had lots of room for the 50-60 folks who attended. |
| 16 | 1) No, we did not use the stage during our August 16, 2014 rental. 2) N/A 3) N/A 4) We would have preferred that the stage not be there. It took up additional space that could have been used for other things. |
| 17 | 1) We use the stage every time we rent the Depot, 24 times per year. 2) During our Thursday meetings we use the stage for our PA system, any speaker giving a presentation, "Show and Tell" when we show quilts we have completed during that month, and our "Education Minute" where sewing or quilting tips and advice is offered. 3) The stage serves our purpose very well and accents the use of the building. With 60 – 80 people attending every meeting, the stage increases visibility and acoustics for everyone. 4) We prefer that the stage be kept in the main hall. If it were moved or stored, we would not be able to move it back and the use would be lost to us. |
| 18 | We had a small turnout for public hearing October 21, 2014. We decided it best to be on the same level as the participants to make our presentation more personable. We did not, therefore, use the stage. |
| 19 | 1) Yes we used the stage for our speaker and the podium. 2) Our speaker stood on it, 3) Yes, it served the purpose very well. 4) It was where it needed to be for our purpose. |
| 20 | 1) Yes, we did use the stage in the main room. 2) We had a number of presentations and lectures during our symposium. We needed the screen for power point presentations with the presenters up on the stage behind the podium. 3) Yes, it served our purpose well. 4) We were very pleased that it was there and would have missed it if it were gone. |
| 21 | 1) Yes, the stage was used during our rental of December 5, 2014. 2) We used it for a band we hired. 3) It did serve our purpose. 4) Like the stage being on the floor when we rent the depot. |
| 22 | 1) Yes. 2) Wedding ceremony and musicians. 3) Yes, very well. 4) No it was useful where it was. In fact, I have been to many events at the Depot in my 31 years in Palmer and to the best of my memory, the stage was always used. We strongly disagree with moving the stage. |
| 23 | 1) No 2) N/A 3) N/A 4) It wasn't in the way. |
| 24 | 1) No 2) N/A 3) N/A 4) Didn't make a difference one way or the other. |
| 25 | Yes, we did use the stage during our rental in 2014. We used it for PowerPoint presentations and announcements. As well as general "MC"ing of our symposium. I thought it served its purpose quite well. If it was not raised off the ground I think audience members way in back would have a difficult time seeing speakers and the presentation screen in front. I don't know where else you are considering putting a stage, but I think for our purposes the stage set-up and location work very well. |

26

1) Sort of. 2) Set the tree up there and presents. 3) Yes. It was nice having the tree elevated so all could enjoy. 4) The stage didn't bother us at all and we put it to good use.