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DEPARTMENT OF
GENERAL SERVICES
OFFICE OF THE DIRECTOR

CITY OF SACRAMENTO
CALIFORNIA

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DIVISIONS:

COMMUNICATIONS
FACILITY MANAGEMENT
FLEET MANAGEMENT
PROCUREMENT SERVICES

May 4, 1990

Budget and Finance Committee
Transportation and Community Development Committee
Sacramento, California

Honorable Members in Session:

**SUBJECT: REPORT BACK ON CORPORATE SERVICE CENTER
EXPANSION NEEDS**

SUMMARY

This report is in response to Councilperson Josh Pane's inquiry as to consideration of City-County Consolidated Corporate Service Center facilities at the FY 1990-91 General Government Hearing on April 17, 1990, addressing unmet needs.

BACKGROUND

Exhibit I provides an overview of the City's Space Needs Study continuing progression.

In early 1986, when the City-Wide Facilities Master Plan: Space Needs Study Phase II began, the firm selected for the Corporation Center's needs was Steinmann-Grayson-Smylie (SGS). SGS was also under contract with the County of Sacramento Public Works Department to study the County's Corporation Yard needs.

The location of a corporation service center(s) within its service area is critical to the economic and efficient delivery of services. An important part of the information gathering process for determining the optimum site location was a one month

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destination survey of all corporation yard vehicles deployed on a non-scheduled basis, etc. By gathering departure and destination data, labor, vehicle maintenance and operation costs, etc., the consultant calculated the comparative costs of travel from potential points of origin throughout the City. Using this data the consultant could determine the single lowest operation location(s) for providing City services in the City. This location was termed "Centroid". It was further determined that each mile the site was located from the Centroid added an average of \$530,294 annually to the City's operating costs (1986 \$). At this point, based on service area differences, it was determined that consolidated City and County Corporation Services Centers would not be cost effective for the City.

FINDINGS

For an optimum centralized corporate service center, the Centroid is immediately south of Business 80 Freeway and 28th Street. For two service centers - one north of the American River and one south of the American River the Centroids are as follows:

- North of American River - Bell Avenue between Rio
Linda and Norwood Avenues
- South of American River - Freeport Boulevard and 47th
Avenue

The Phase II study determined that the City should consider operating from one centralized service center. The following five sites (See Exhibit II) were considered capable of providing the required acreage.

<u>Site</u>	<u>Determination</u>
o 28th Street Landfill	Preferred Site
o Hospital Site	Rejected - Incompatible Land Use
o Union Pacific Yard	Rejected - Incompatible Land Use
o Granite Gravel Pit Site	Rejected - To Far East of Centroid
o 24th St. Corporate Center South	Rejected - 28th St. Closer to Centroid

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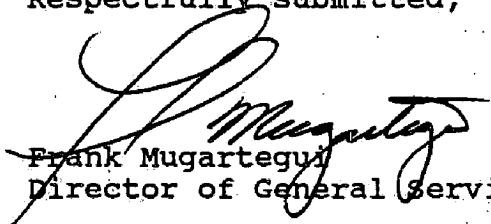
At its Joint Committee hearings in March of 1987, staff was directed to look for alternative site location(s) for the 28th Street Landfill following an extensive review of various alternatives to the 28th Street site. The determination was made to have two Corporate Service Centers (one north of the American River and one south of the American River). With the 24th Street corporate center location being .4 miles from the south area projected service centroid, we should remain at this site, upgrading it to meet the City's needs through 2025 and look for a 45+ acre site in the proximity of the north service Centroid (Exhibit II).

Phase IV of the Space Needs Study Process cannot be undertaken until a site has been acquired north of the American River.

RECOMMENDATION

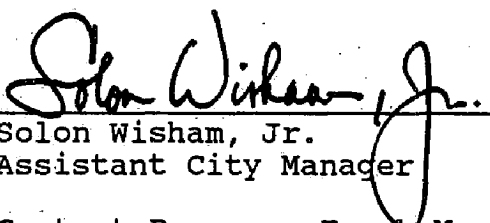
This report is for Joint Committee information and requires no action at this time.

Respectfully submitted,



Frank Mugartegui
Director of General Services

FOR COMMITTEE INFORMATION ONLY



Solon Wisham, Jr.
Assistant City Manager

May 8, 1990

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CITY OF SACRAMENTO
SPACE NEEDS STUDY
CONTINUING PROGRESSION OF EVENTS

OVERVIEW

The City-Wide Facilities Master Plan Project Space Needs Study provides an overview of the City's Administrative, Police, and Corporate Service Center needs through the year 2025. Not addressed are the future needs for libraries, fire stations, off-street parking, community center, recreation and leisure, or infrastructure.

The City-Wide Facilities Space Needs Project has been divided into five (5) phases as outlined below:

- Phase I - This phase represented the first step in planning for the inevitable growth of city government along with its facility needs and present deficiencies. Final report on Phase I presented to City Council in June of 1984.
- Phase II - This phase provides the estimated square footage requirement through the year 2025 utilizing data gathered from all activities, identify potential building sites, develop project phasing and implementation schedule, and assist in creating an overall financial plan. The final report was presented to the City Council in January of 1987.
- Phase III - Provide master planning for the Civic Center Complex and Corporate Service Center facilities. Identification of functions, space requirements, inter-relationships and siting of facilities. The final report for the Civic Center Complex was presented to the City Council in August 1989 and for the Corporate Service Center in September of 1989.

CONTINUING PROGRESSION OF EVENTS

Phase IV - This phase will provide for architectural building design plans and specifications for the City-Wide Facilities Master Plan Project as funding is made available.

Phase V - Construction of facilities as funding is available.

- o March 1965 - Building and Facilities Study prepared by Ernst and Ernst providing recommendations for City Hall, Hall of Justice, and Corporation Yard(s) Received by Council and filed.
- o October 1982 - Phase I providing first step in planning for growth of City study begins.
- o June 1984 - Phase I final report reviewed by the Budget and Finance and Transportation and Community Development Committees.
- o July 1984 - Phase I Study presented to City Council and accepted.
- o October 1985 - Phase II Study authorized to begin.
- o March 1986 - Phase II Study: City Council approved contracts with the following firms:

CONTINUING PROGRESSION OF EVENTS

	<u>Firm</u>	<u>Area</u>
	Kaplan, McLaughlin & Diaz	Administration Included Police Headquarters
	Carrissimi-Rohrer & Associates	Police Satellites
	Steinman-Grayson- Smylie	Corporation Yards
o	March 1986 thru January 1987	- Phase II Study - Extensive data gathering, numerous planning workshops involving City staff. The information and data gathered was utilized to arrive at projected 2025 space needs.
o	January 1987	- Phase II final report presented to the City Council and forwarded to Budget and Finance Committee and Transportation and Community Development Committee for joint committee hearings.
o	February/March 1987	- Four Joint Committee Hearings held: 2/17/87 first hearing - overview and administrative needs. 3/3/87 second hearing - Police needs

CONTINUING PROGRESSION OF EVENTS

3/10/87 third hearing - Corporation Yard(s) needs

3/17/87 fourth hearing - Financing options, recommendations and implementation schedule

- o March 24, 1987 - Phase II Space Need Study Report accepted in concept by City Council with the exception of the 28th Street Landfill as the site for a centralized corporation yard and commence with Phase III.
- o August 1988 - Phase III of Space Needs Study Project under way with the approval of contracts with the following firms:

<u>Firm</u>	<u>Area</u>
Kaplan, McLaughlin, Diaz; Foothill Design Group	Civic Center Complex
Dreyfuss & Blackford; Steinmann, Grayson, and Smylie; Daniel C. Smith & Associates	Corporate Service Centers

- o August 1989 - To provide interim relief for the overcrowding and employee safety concerns at the 24th St. City Corporate Service Center. City Council approved the appropriation of \$215,000 for preparation of EIR and the preparation of plans and specifications for the project.

CONTINUING PROGRESSION OF EVENTS

- o August 8, 1989 - Phase III final report on Civic Center Complex providing for Administrative functions and Public Safety administration function. This report was heard and reviewed by the Budget and Finance Committee and Transportation and Community Development Committee and forwarded to the City Council and accepted.

- o September 5, 1989 - Phase III final report on Corporate Service Center Master Plan was heard and reviewed by the Budget and finance Committee and Transportation and Community Development Committee and forwarded to the City Council for conceptual acceptance and staff directed to:
 1. Investigate the acquisition of land for a North Area Corporate Service Center to include space for a Police substation, and
 2. Explore the options for expanding the 24th St. Corporate Service Center South.

CONTINUING PROGRESSION OF EVENTS

- o February 1990 - With the acceptance of the Negative Declaration for the expansion of the 24th St. City Corporation Service Center, Council authorized an agreement for architectural services with Dreyfuss and Blackford Architects for the preparation of the plans and specifications for this internal expansion and modification.

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