



# City Council Agenda

City of Campbell, 70 N. First St., Campbell, California

**NOTE:** To protect our constituents, City officials, and City staff, the City requests all members of the public follow the guidance of the California Department of Health Services', and the County of Santa Clara Health Officer Order, to help control the spread of COVID-19. Additional information regarding COVID-19 is available on the City's website at [www.campbellca.gov](http://www.campbellca.gov).

This Special City Council meeting will be conducted via telecommunication and is compliant with provisions of the Brown Act and Executive Order N-29-20 issued by the Governor.

The following Councilmembers of the Campbell City Council are listed to permit them to appear electronically or telephonically at the Special City Council meeting on January 11, 2021: Councilmember Anne Bybee, Councilmember Susan M. Landry, Councilmember Sergio Lopez, Vice Mayor Paul Resnikoff, and Mayor Elizabeth "Liz" Gibbons.

Members of the public will not be able to attend meetings at the Campbell City Council Chamber physically. The City Council meeting will be live-streamed on the City's website, and YouTube (<https://www.youtube.com/user/CityofCampbell>).

Those members of the public wishing to participate are asked to register in advance at: [https://us02web.zoom.us/webinar/register/WN\\_6rILFDeeTnKauIE3ZpyB6Q](https://us02web.zoom.us/webinar/register/WN_6rILFDeeTnKauIE3ZpyB6Q).

After registering, you will receive a confirmation email containing information about joining the meeting.

Public comment for the City Council meetings will be accepted via email at [ClerksOffice@campbellca.gov](mailto:ClerksOffice@campbellca.gov) prior to the start of the meeting. Written comments will be posted on the website and distributed to the Council. If you choose to email your comments, please indicate in the subject line "FOR PUBLIC COMMENT" and indicate the item number.

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## SPECIAL MEETING OF THE CAMPBELL CITY COUNCIL

Monday, January 11, 2021 – 3:00 p.m.

City Hall – 70 N. First Street

### CALL TO ORDER

### ROLL CALL

### ORAL REQUESTS

NOTE: This portion of the meeting is reserved for persons wishing to address the City Council on any matter not on the agenda. Persons wishing to address the Council are requested, but not required to complete a Speaker's Card. Speakers are limited to two (2) minutes. The law generally prohibits the Council from discussion or taking action on such items. However, the Council may instruct staff accordingly regarding Oral Requests.

### UNFINISHED BUSINESS

1. Receive Information and Updates Regarding Measure O, Including: (A) Summary and Overview of Project; (B) Receive Site Plan; (C) Receive and

**Consider Conceptual Design Plans for the Police Building; and (D) Receive and Consider Conceptual Design Plans for the Library Building.**

Recommended Action: That the City Council receive and consider conceptual design alternatives for the Campbell Police Operations Building and the Campbell Library, select a preferred alternative for each and/or provide feedback to staff regarding the design alternatives.

**ADJOURN**

**IMPORTANT NOTICE:** Materials related to an item on this agenda submitted to the City Council after distribution of the agenda packet are available for public inspection with the agenda packet in the lobby of City Clerk's Office, 70 N. First Street, Campbell, CA 95008, during normal business hours. These materials will also be available on the City website at <https://www.ci.campbell.ca.us/agendacenter> with the agenda packet following the last item of the agenda, subject to staff's ability to post the documents prior to the meeting. All documents not posted prior to the meeting will be posted the next business day.

In compliance with the Americans with Disabilities Act, listening assistive devices are available for all meetings held in the City Council Chambers. If you require accommodation, please contact the City Clerk's Office, (408) 866-2117, at least one week in advance of the meeting.



## *City Council Report*

**Item:** 1.  
**Category:** UNFINISHED BUSINESS  
**Meeting Date:** January 11, 2021

**TITLE:** Receive Information and Updates Regarding Measure O, Including: (A) Summary and Overview of Project; (B) Receive Site Plan; (C) Receive and Consider Conceptual Design Plans for the Police Building; and (D) Receive and Consider Conceptual Design Plans for the Library Building.

### **RECOMMENDED ACTION**

That the City Council receive and consider conceptual design alternatives for the Campbell Police Operations Building and the Campbell Library, select a preferred alternative for each and/or provide feedback to staff regarding the design alternatives.

### **BACKGROUND**

In June 2020, the City awarded the design contracts for the Measure O projects. LPA, Inc. was selected to design a new Police Operations Building, and Jayson Architecture was selected for the design of the Campbell Library Facility Improvements. On July 7, 2020, the City Council held a project kickoff meeting with both design firms to provide guidance and feedback as this phase of the project commences. Since then, both design firms have met with Police Department, Library and Measure O project staff, respectively, to understand current and projected programming needs in order to design spaces that accommodate the staffing and community needs of these facilities now and into the future.

The development of the space and program needs also led to an adjustment in the budget allocations to each of the projects.

At the December 1 Council meeting, the program documents were presented to Council for review. The Council provided comments in the following areas:

- Questions regarding how the entire Civic Center site plan will work for parking, ingress/egress, and accommodate future improvements.
- Concerns regarding the budget sufficiency to support the Police Operations Building.
- Track the existing Police Operations area renovation and associated budget separately.
- Concerns that the Library is not being programmed to appropriately meet the needs and behaviors of future libraries.

While these concerns were addressed to some degree during the discussion, more information will be presented in this report and during the presentation of January 11.

## DISCUSSION

### Project Budget

The July 7, 2020 City Council report outlined an estimated total budget of \$50M with an allocation of \$20M to the Campbell Library Renovation, \$20 million to the Police Operations Building, and \$10M set aside as a shared budget for project costs. As the individual program needs were being developed and site issues and challenges have been identified, it has become clear that some of the elements identified in the shared budget could be appropriately allocated to the specific project budgets.

For the Police Operations Building, the allocations previously identified for Police Site Improvements - \$2,000,000; Existing PD Space Improvements - \$2,500,000; and half of the Shared Site Improvements allocation - \$500,000 have been allocated to the Police Building portion of Measure O, thereby increasing the Police Operations Building Project budget from \$20M to \$25M. The revised Police program budget now allows for a construction budget of approximately \$20M.

Council had expressed a preference for the funds for the renovation of the existing space to be identified separately from the PD Building budget. While the \$25M PD Building budget does contain the \$2.5M allocation, the costs associated with these improvements will be specifically identified going forward. Additional detail will be provided at the January 11, 2021 meeting; future updates to Council will reflect this as well.

For the Library, with the programming analysis that has been completed by Jayson Architecture along with the development of a preliminary cost model, half of the Shared Site Improvements allocation - \$500,000 and an allocation of \$510,000 from the Santa Clara Library District have been added to the Library Building project, thereby increasing the project budget from \$20M to over \$21M. The \$510,000 allocation from the Santa Clara County Library District is separate from their commitment to provide funding for the new furniture, fixtures, and equipment (FF&E) that will be required in the newly renovated facility. Additionally, the allocation for a Temporary Library Facility has been reduced substantially. This preliminary cost model now provides for a construction budget of approximately \$16.8M.

Initially, the budget for the Temporary Library Facility of \$1.5M was established based on the need to either lease modular buildings or lease market-rate space to accommodate this approximate one and a half year time-frame. The original assumption was that the Library would require 5,000 to 7,000 square feet for operations during the construction period. Upon review and discussion with the Library District, the operational plan has been revised to provide approximately 1,500 square feet of space and to move the Library program out of the current building as soon as a suitable space

can be found. Staff is currently working on providing an interim space for the Library at the Campbell Community Center. Modifying an existing space and allowing for lease payments to the City from spring 2021 through the end of 2023 is estimated at a net cost of approximately \$280,000. All of the savings related to the temporary Library facility have been reallocated into Library construction budget.

### Site Planning

At the meeting of December 1, the Council also raised questions regarding various elements related to the overall Civic Center site. Although previous staff reports have focused primarily on programming efforts for the new and the renovated buildings, staff and the consultants have given consideration to the entire site, including ingress/egress, parking, and also ensuring that future plans will not be precluded by the Measure O projects. A conceptual site plan was developed by staff and is included as Attachment A. Staff will provide the thoughts and considerations that went into this site plan during the presentation on January 11.

### Conceptual Designs

The report that the City Council received on December 1, 2020 provided budget and conceptual design information in advance of the presentations that will be provided by each of the design firms at the January 11 meeting. The programming efforts, highlights and alternatives with each of the designs are described in the sections below.

### Police Operations Building

The development of a program and space needs assessment for Police Department operations presented the City with a unique opportunity. Staff was already aware that the existing facility housing the department does not provide adequate space to host the various functions of a public safety department; thus, the program and space needs assessment provided the Department with a thoughtful opportunity to consider current needs, as well as the projected technology, staffing and infrastructure models for the growth of the department.

LPA, Inc. conducted a Space Needs Assessment that recognizes that the Police Department current and future needs must be reviewed holistically and also identified functions that would need to move into a new essential services facility and those that could remain in the existing PD space. As such LPA is proposing the construction of a new two-story building as well as a renovation of the lower level of the space currently occupied by the Police Department.

Driven by operational necessity, the plan diagram at the first floor defines a line of security where public facing spaces are in front of that line, and all other secure police operations are behind the line. The Department Operations Center, located adjacent to the lobby, provides dual functionality in that it can be used as a public meeting room. Spaces requiring access from the parking lot or the sally court are located to the east and north. Training and locker rooms which require visual privacy from the street are located to the west. The second floor is comprised primarily of office spaces, dispatch, and the employee break area with access to an outdoor roof deck to the north.

Due to the higher costs associated with the construction of a new building, the existing PD space is proposed to be repurposed to serve non-essential functions and storage needs which are not required to be housed in a Type I building designed to Essential Facility standards, as well as shared conference room space which would be available to all City Departments. A proposed canopy provides a secured, covered walkway between the new and existing buildings.

Staff is seeking comments and direction from the Council on two options related to alternative architectural massing and exterior cladding, color, and material. Two massing options are possible at the second floor depending on the location of mechanical equipment and overall building height:

- Option 1: Reduces the overall building height by placing mechanical equipment in a rooftop well at the second-floor level. Skylights provide natural daylight in the spaces adjacent to the mechanical well.
- Option 2: Places mechanical equipment on top of the second-floor roof and surrounds the equipment with a mechanical screen. Punched windows provide daylight and views at the south wall. The mechanical screen increases the overall building height.

These differences are shown in Attachment B.

Conceptual Design schemes were developed by the Design Team, consistent with the construction budget. After reviewing the conceptual designs, the third-party cost estimator developed an estimate of probable construction costs, including a list of potential construction alternates. Based on feedback from the City regarding project budgets and contingences, a final conceptual design cost model was prepared, which will be presented at the Council meeting. Once a conceptual design scheme is approved by the Council, the Design Team is prepared to proceed into the Schematic Design Phase.

### Campbell Library

Jayson Architecture conducted a series of meetings to begin the conceptual design phase. Working within the existing Library building footprint (24,200 square foot), the Library staff shared the programming needs to best serve the Library users while planning for operational efficiencies. The facilities staff provided input on building deficiencies and maintenance concerns. From these information gathering sessions with Jayson Architecture, Library and City staff, two design concepts have been developed (Attachment B).

The scope of the Campbell Library Renovation project and program is contained within the existing 24,200 square foot building. While the square footage of the overall building remains unchanged, there are targeted changes to the allocation of space within the building in order to better facilitate current and desired programming. Some functions have decreased in size and some have been added based on modern library trends,

consultant recommendations, and the direction of the City and Library staff. Key changes include:

- Addition of several small and medium sized group study & meeting rooms
- Increase in the size of the Marketplace which serves as the first impression of the library collection and includes new and popular books
- Increase in the size of the Children's area
- Code required accessibility upgrades
- Study booth; and
- Area to display information on the history of Campbell

Since the overall size of the Library remains unchanged, these increases were achieved through modest reductions to the staff area which is currently spread inefficiently throughout the building, and the adult area which, though well used, has several collections that can be reduced without significant impact to the public. Similarly, while many of the accessibility upgrades do not impact the programming, the increased code requirements for space needed to circulate book stacks does impact the density and therefore quantity of collections. With these changes, the new program for the Campbell Library will ensure the facility continues to serve the Campbell community for decades to come.

After gaining an understanding of the programming needs, Jayson Architecture then prepared two concepts for the project, the "Town Square" and the "Orchard Green." Each concept was supported by a study of the immediate civic context as well as the larger context of the City of Campbell.

While the two conceptual design options for the renovation of the Campbell Library share many commonalities, including meeting budget and achieving program, there are several key thematic differences that set the Town Square and the Orchard Green option apart. Although both options meet the requirements of the City and Library, these differences are important to note.

From a conceptual standpoint, the Town Square is more inward facing with an emphasis on the primary entry on the east side of the building. The Orchard Green emphasizes a connection through the building from the primary entry to the plaza, City Hall, and Ainsley House on the west side of the library.

In regard to design aesthetic, the Town Square is a more playful design while the Orchard Green is more refined. Although the material palette is the same between the two options, the primary color for the Town Square metal paneling is a forest green which blends into to the surrounding tree canopy. The Orchard Green has a dark grey metal façade, which provides a timeless civic presence on the east side of the building where the primary entry is located. On the west side the dark grey allows the building to quietly sit as a background to the Orchard City Green.

There are also several key organizational differences between the two options. The Town Square has a large bleacher stair associated with the main entry, which would be used as seating and a public gathering space. The Orchard Green has prominent bay windows perched on the 2nd floor providing views, daylight, and creating depth and interest on the exterior façade. The other key organization difference is the location of the small meeting rooms in each option. In the Town Square option, they are located on the lower level, associated with the adult collection. The Orchard Green option locates the rooms on the upper level, associated with the public Marketplace collection.

After reviewing each concept in depth, it is the consensus of City staff, Library staff, and Design Team that the Orchard Green design concept better meets the needs of the City and Library. In addition to the distinctions between the two options described above, the Orchard Green is preferred for the following reasons:

1. The after-hours boundary is more defined and conducive to use.
2. It has more prominent service points and more intuitive wayfinding.
3. The staff entry location, adjacent to parking lot.
4. The site lines are visible to enclosed program spaces.
5. The community room is adjacent to front entrance and parking.
6. The refined facade and visual and conceptual connection provide a better compliment to the Civic Center complex.

Two Conceptual Design schemes were developed by the Design Team. The plans and renderings were prepared consistent with the construction budget. After reviewing the conceptual design documents, the third-party cost estimator developed an estimate of probable construction costs, including a list of potential construction alternates. Based on feedback from staff regarding contingences and Measure O shared site improvements, a final conceptual design cost model was prepared. Once a conceptual design scheme is approved by the Council, the Design Team is prepared to proceed into the Schematic Design Phase.

#### Project Schedule Update

The following tables show the revised overall project schedules in summary form, with dates for significant milestones:

<b>Police Project Milestones</b>	<b>Anticipated Completion</b>
Start Design Services	June 2020
Confirm Program and Space Needs	September 2020
Site Planning/Analysis and Site Selection	September 2020
Concept Designs ( <i>Council Meeting</i> )	January 2021
Schematic Design ( <i>Council Meeting</i> )	April 2021
Determination of Project Delivery Method	April 2021
Environmental Assessment Completion	April/May 2021
Construction Documents ( <i>Council Meeting</i> )*	March/April 2022
Start Construction	Summer 2022

Construction Completion	Early 2024

\* Depending on the chosen project delivery method, there will be different interim steps and touchpoints with Council Meetings (such as approving bridging documents and pre-qualifying and hiring a Design Build Entity, or accepting bids and awarding the construction contract), however the start of construction and construction completion are expected to be approximately the same.

<b>Library Project Milestones</b>	<b>Anticipated Completion</b>
Start Design Services	June 2020
Confirm Program and Space Needs	August 2020
Concept Designs ( <i>Council Meeting</i> )	January 2021
Schematic Design ( <i>Council Meeting</i> )	April 2021
Construction Documents ( <i>Council Meeting</i> )	November 2021
Bid and Award ( <i>Council Meeting</i> )	March 2022
Start Construction	May 2022
Construction Completion	November 2023

### Next Steps

Upon Council direction to move forward with a preferred design alternative for each project, staff and the design teams will return to Council in April 2021 and present the schematic designs to the Council for review and approval. Additionally, at that same meeting it would be the appropriate point to make a determination regarding the project delivery method for the new Police Operations and make additional budget adjustments if appropriate. The current schedules call for the Library construction to be completed by November 2023, and for the Police Building to be completed in early 2024. This schedule assumes that Council will provide direction to staff, as appropriate, in the early stages of the project. There will also be informational presentations to stakeholder groups and City Commissions when appropriate as the projects continue to progress (not shown on the table above).

### **FISCAL IMPACT**

As discussed in the Project Budget section of this report and the December 1, 2020 Council report, the identification of program needs and development of conceptual designs led to the identification of three specific allocations that were reallocated from the shared budget to the specific project budgets. These reallocations resulted in a revised total budget for the Library project of \$21,010,000 and a total of \$25,000,000 for the Police Operations Building as shown in the tables below.

Original Library Budget	\$20,000,000
Library District Contribution (Pending)	\$510,000
Shared Site Improvements (50% Allocation)	\$500,000

<b>Revised - Library Budget</b>	<b>\$21,010,000</b>
Police Budget (Original)	\$20,000,000
Shared Site Improvements (50% Allocation)	\$500,000
Police Site Improvements	\$2,000,000
Existing PD Space Allocation	\$2,500,000
<b>Revised - Police Budget</b>	<b>\$25,000,000</b>

After accounting for the reallocations, the Measure O budget totals \$50,510,000. This revised amount includes the voter approved bond measure of \$50 million and a \$510,000 contribution from the Santa Clara County Library District. Thus, the total project budget from City funds continues to match the \$50 million that was approved by voters and adopted by the City Council in the Capital Improvement Plan.

## ALTERNATIVES

1. Provide feedback and direct staff and project consultants to refine or alter the conceptual designs for either or both of the Measure O projects. These new conceptual designs would be presented to the City Council at a future meeting and would likely impact the project schedule.

Prepared by:

Todd Capurso, Director of Public Works

Approved by:

Brian Loventhal, City Manager

### Attachment:

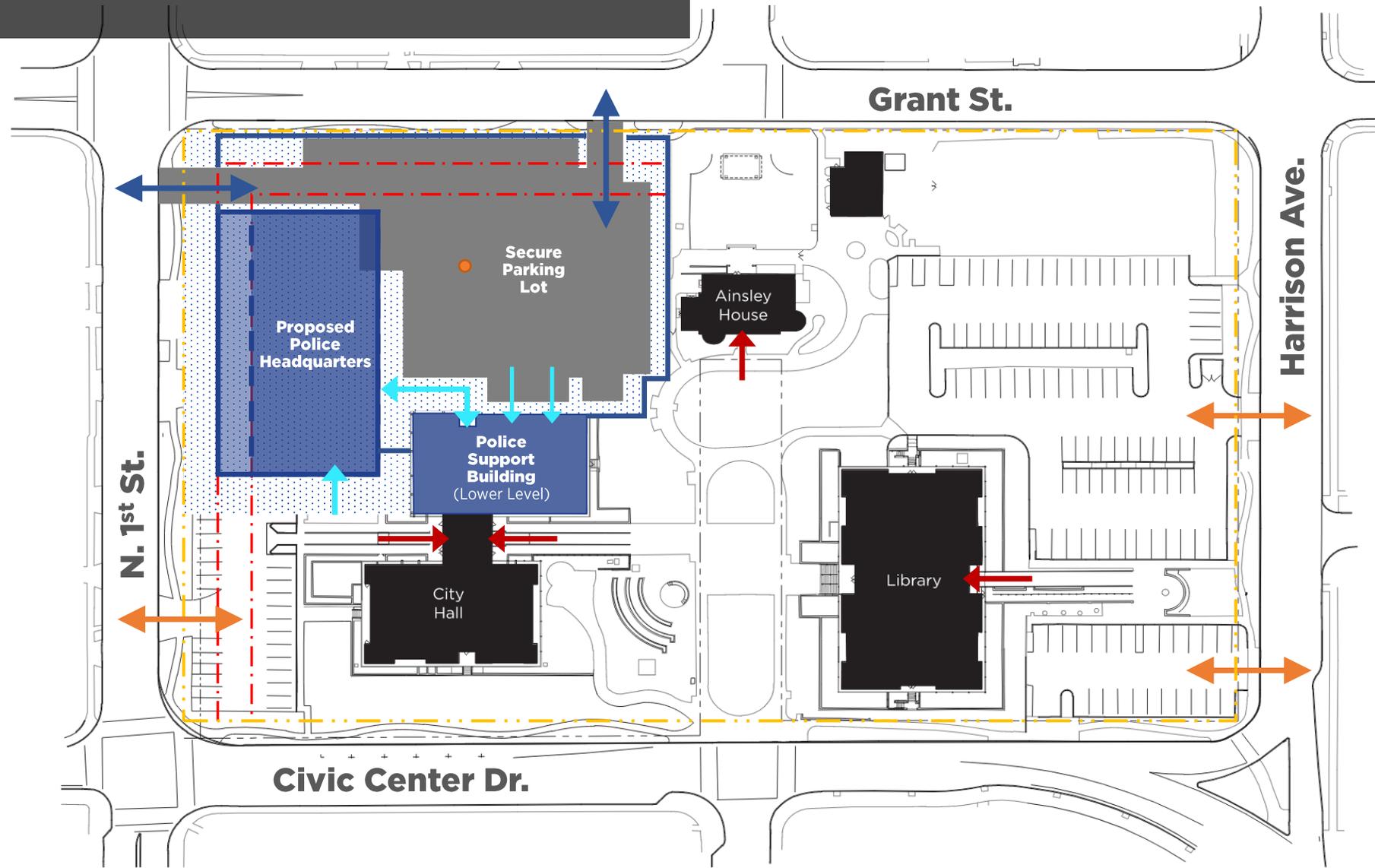
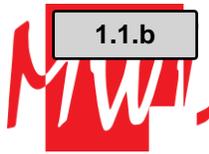
- a. Site Plan
- b. PD Conceptual Design
- c. Library Conceptual Design

# CIVIC CENTER SITE PLAN



Attachment: Site Plan (Measure O Update)

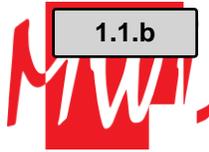
# Proposed Site Plan



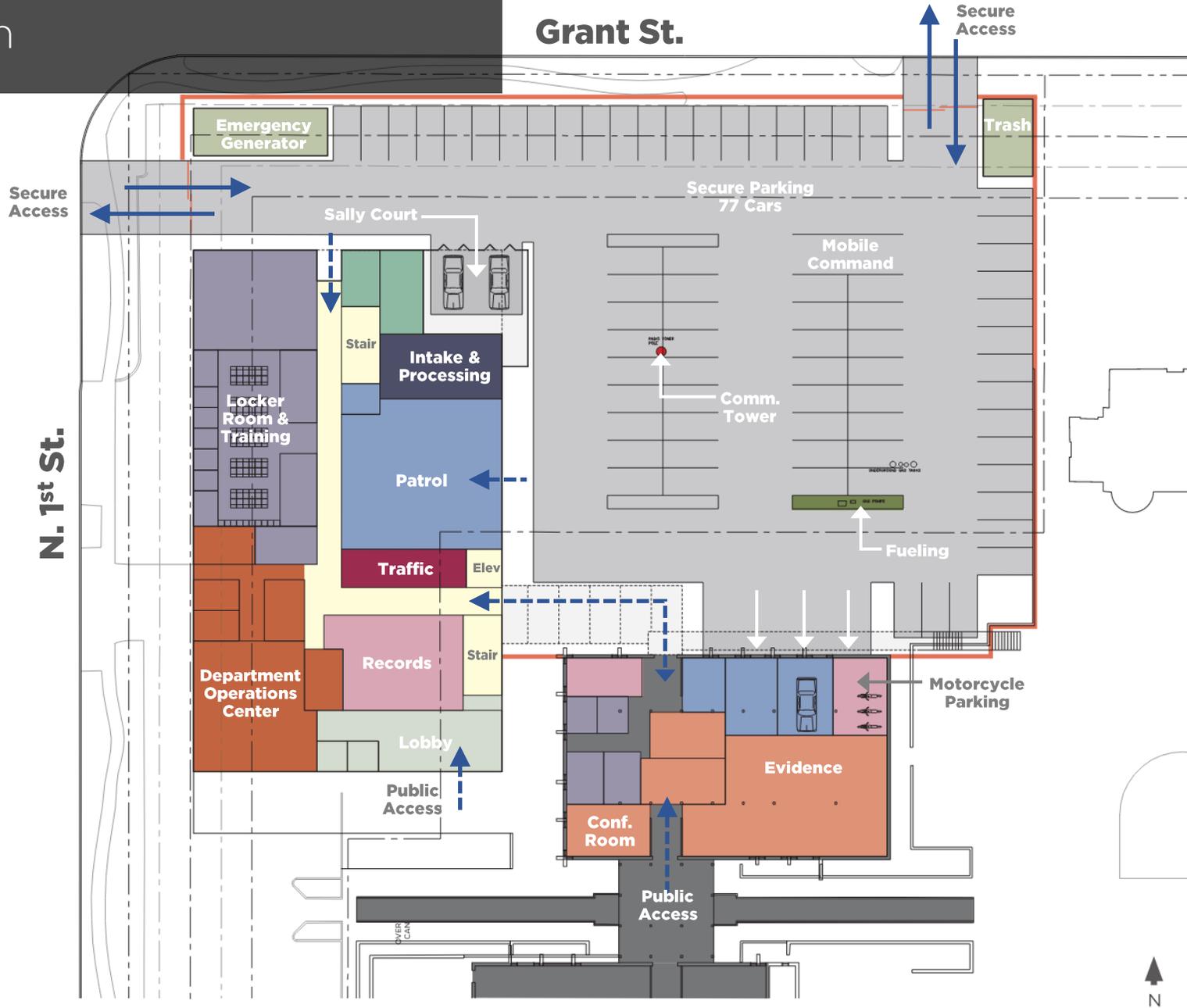
Attachment: PD Conceptual Design (Measure O Update)

# First Floor Plan

Grant St.



1.1.b



Secure Access

Secure Access

Secure Access

Secure Parking  
77 Cars

Sally Court

Mobile Command

Fueling

Comm. Tower

Motorcycle Parking

Evidence

Conf. Room

Records

Traffic

Patrol

Intake & Processing

Department Operations Center

Locker Room & Training

Emergency Generator

Trash

N. 1st St.

Public Access

Public Access

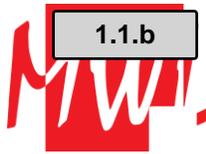
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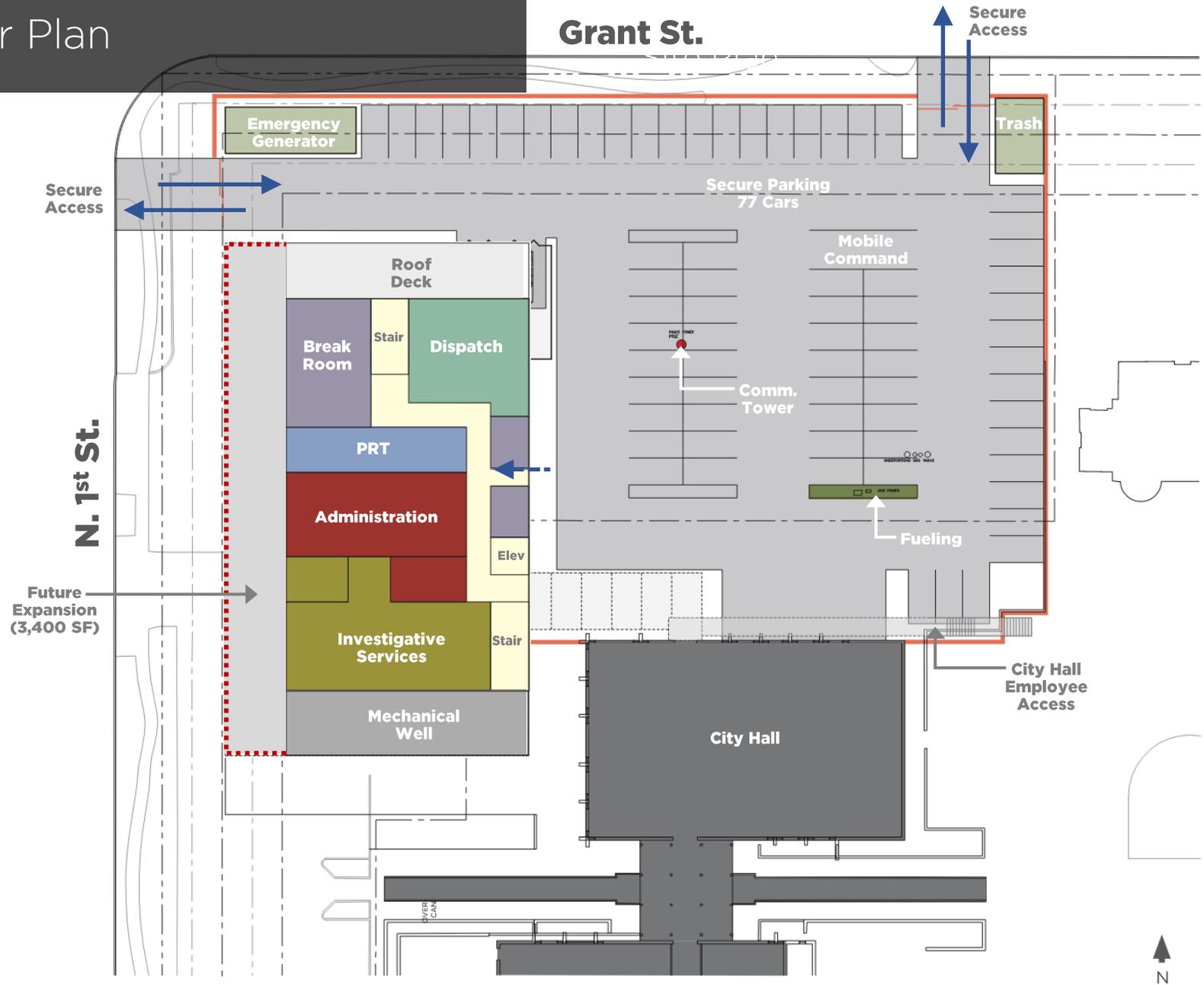
Attachment: PD Conceptual Design (Measure O Update)

# Second Floor Plan

Grant St.



1.1.b



Attachment: PD Conceptual Design (Measure O Update)



Option 1

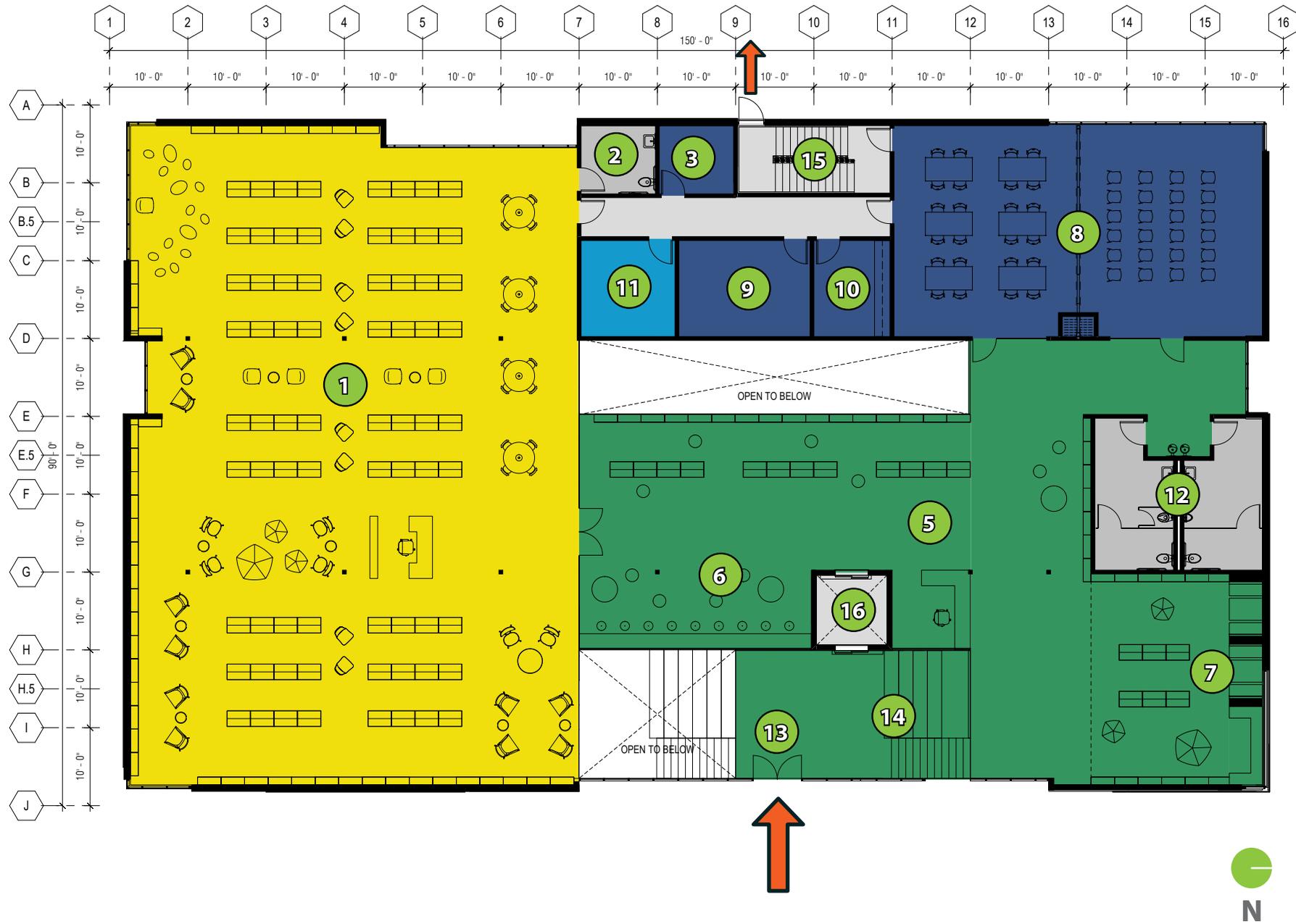
Option 2

Attachment: PD Conceptual Design (Measure O Update)



- ① LIBRARY
  - ② ORCHARD GREEN
  - ③ AINSLEY HOUSE
  - ④ ENTRY PLAZA
  - ⑤ SHORT TERM PARKING
  - ⑥ BOOK DROP
  - ⑦ NEW DRIVE AISLE
  - ⑧ NEW SIDEWALK TO BUS STOP
- ⊖  
N

Attachment: Library Conceptual Design (Measure O Update)



- 1 CHILDREN'S
- 2 FAMILY RESTROOM
- 3 STORYTIME STORAGE
- 4 SMALL MEETING ROOM
- 5 LOBBY/ MAIN INFO DESK
- 6 MARKETPLACE
- 7 STUDY NOOKS
- 8 COMMUNITY ROOM
- 9 COMMUNITY ROOM STORAGE
- 10 SERVERY
- 11 FRIENDS' WORKROOM
- 12 PUBLIC RESTROOM
- 13 ENTRY
- 14 MAIN STAIR
- 15 EXIT STAIR
- 16 ELEVATOR

Attachment: Library Conceptual Design (Measure O Update)

# TOWN SQUARE - UPPER FLOOR PLAN



- 1 ADULTS
- 2 TEENS
- 3 QUIET READING
- 4 LARGE MEETING ROOM
- 5 SMALL MEETING ROOM
- 6 STAFF WORKROOM
- 7 SORTING/RETURNS
- 8 1 PERSON OFFICE
- 9 SECONDARY INFO DESK
- 10 STAFF LOUNGE
- 11 STAFF RESTROOM
- 12 STAFF LOCKERS/ENTRY
- 13 ELECTRICAL ROOM
- 14 IT ROOM
- 15 EXIT STAIR
- 16 ELEVATOR

Attachment: Library Conceptual Design (Measure O Update)

# TOWN SQUARE - LOWER FLOOR PLAN



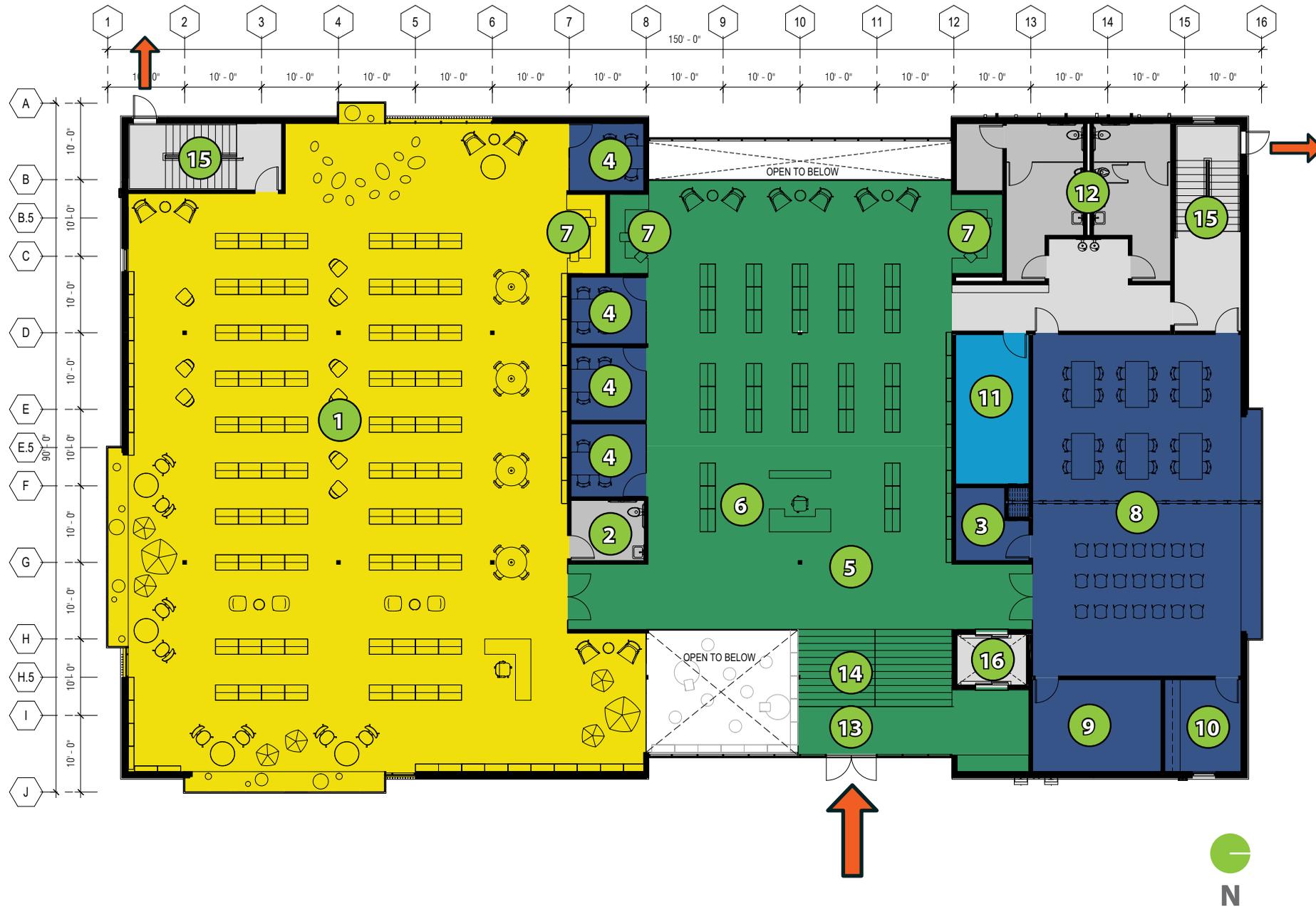
Attachment: Library Conceptual Design (Measure O Update)

**TOWN SQUARE**  
 SOUTHWEST PERSPECTIVE



- ① LIBRARY
  - ② ORCHARD GREEN
  - ③ AINSLEY HOUSE
  - ④ ENTRY PLAZA
  - ⑤ SHORT TERM PARKING
  - ⑥ BOOK DROP
  - ⑦ NEW DRIVE AISLE
  - ⑧ NEW SIDEWALK TO BUS STOP
- ⊖  
N

Attachment: Library Conceptual Design (Measure O Update)



- 1 CHILDREN'S
- 2 FAMILY RESTROOM
- 3 STORYTIME STORAGE
- 4 SMALL MEETING ROOM
- 5 LOBBY/ MAIN INFO DESK
- 6 MARKETPLACE
- 7 STUDY NOOKS
- 8 COMMUNITY ROOM
- 9 COMMUNITY ROOM STORAGE
- 10 SERVERY
- 11 FRIENDS' WORKROOM
- 12 PUBLIC RESTROOM
- 13 ENTRY
- 14 MAIN STAIR
- 15 EXIT STAIR
- 16 ELEVATOR

Attachment: Library Conceptual Design (Measure O Update)

# ORCHARD GREEN - UPPER FLOOR PLAN



- 1 ADULTS
- 2 TEENS
- 3 QUIET READING
- 4 LARGE MEETING ROOM
- 5 SECONDARY INFO DESK
- 6 STAFF WORKROOM
- 7 SORTING/RETURNS
- 8 1 PERSON OFFICE
- 9 MAIN STAIR
- 10 STAFF LOUNGE
- 11 STAFF RESTROOM
- 12 STAFF LOCKERS/ENTRY
- 13 ELECTRICAL ROOM
- 14 IT ROOM
- 15 EXIT STAIR
- 16 ELEVATOR

Attachment: Library Conceptual Design (Measure O Update)



Attachment: Library Conceptual Design (Measure O Update)

**ORCHARD GREEN**  
SOUTHEAST PERSPECTIVE

City Council Presentation | Campbell Library | November 17<sup>th</sup>, 2020