New Civic Building

Seminar on Design Brief & Delivery

Wednesday 20 September 2006

Chairperson : Garry Moore

CHRISTCHURCH
CITY COUNCIL · YOUR PEOPLE · YOUR CITY

Programme

1. Presentation: Roy Baker
2. Discussion and Roundoff

1

Seminar Content

1. Purpose of Seminar
2. Background
3. Design Brief Overview (includes sustainability)
4. Procurement and Delivery

Att 1, Building Inclusions

Att 2, Key Statistics

2

PURPOSE OF SEMINAR

The purpose of this seminar is to present a refresher overview of the Design Brief for the New Civic Building together with information on procurement and delivery methodologies. This will allow Councillors to sign off ready for the next stage of the project, namely getting concept design options for a new building on the Orion site.

3

BACKGROUND

The project has advanced to the following stage:

- Council has selected location as Orion site
- Ownership of site and new building to be Council Controlled Trading Organisation (Tuam Ltd)
- Due diligence proceeding on Orion site including:
  - Ownership of existing land and buildings (Orion and Council split)
  - Sale and purchase of Orion site by Tuam Ltd
  - Orion replacement accommodation and its timing
  - Existing tenant relocation
  - MOU between Orion/Council/Tuam
  - Overall site development concept plan
  - Engineering matters, eg underground cable relocation, services relocation, substation relocation etc
  - City planning matters, eg zoning and height limits, broadcasting corridor etc
  - 1928 and 1939 heritage building investigation

The financial model for the project currently includes, in February 2006 dollar value:

- $85m for a generic building to accommodate public interface requirements plus 1,000 staff and Councillors
- $15m for site purchase

5

The $85m building allocated cost includes provision for:

- Public areas such as Haere Mai Wahi (welcoming place), café, customer services centre, meeting rooms
- Semi-public areas such as Council Chamber, meeting rooms, kitchen and storage
- Private (ie workspace) areas for 1,000 staff and councillors including all necessary support areas such as meeting and conference rooms etc

6

DESIGN BRIEF OVERVIEW

Australian consultants DEGW Asia Pacific have prepared a Design Brief for the new building. They did extensive consultation with staff, Councillors, local architects, business and the public to get input for the brief. Its elements are.....

7

- **Strategic Brief** describing space relationships between public, semi-public, private, workspace areas, space needs, floor plate architecture
- **Accommodation Brief** describing generic high level technical requirements for the building structure internals and externals such as storey height, ceilings, glass areas
- **Services Brief** for mechanical, electrical, structural systems
- **Environmentally Sustainable Design Brief** for people, building environment, future proofing
- **Space Budget** for areas for people, equipment and storage

8

STRATEGIC BRIEF

The following slides give key information that has been input or guided the formation of the Strategic Brief.

9

Top items staff want are:

1. Air freshness
2. Ability to concentrate at desk
3. Distraction minimisation
4. Temperature control
5. Good light
6. Security (personal and belongings)
7. Ability to see and have contact with workmates

10

Top items Mayor & Councillors want are

1. Meeting room availability
2. Versatile Council Chamber for meetings / functions / powhiri
3. Downtown location
4. Welcoming headquarters for the city
5. Some Pacific / Maori décor
6. A clean and contemporary building
7. Value for money
8. 'X' factor for building and its location

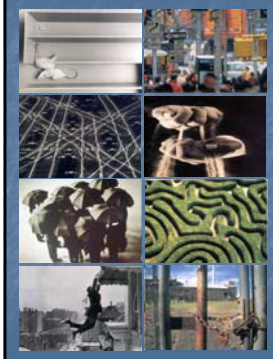
11

Want new building to be

- A culture driver by supporting new ways of doing things
- Value for the community
- Enjoyable workplace

12

CCC culture today

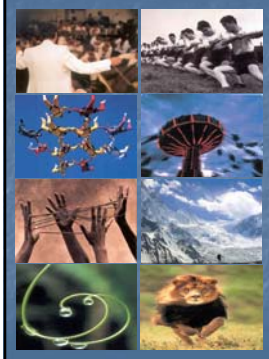


- A maze of partitions
- Relentless change
- "Closed doors"
- Confusing for the customer
- "We can't give good service"
- Bureaucratic
- Slow moving & conservative

"I want to feel proud working for the Christchurch City Council"

DEGW 13

CCC culture in the future



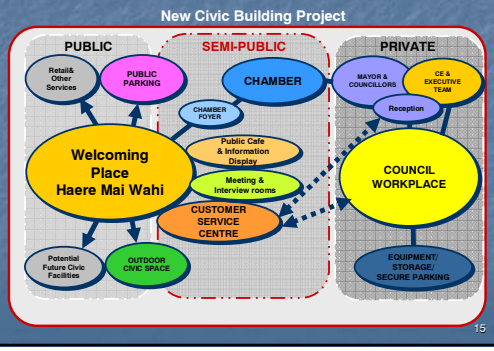
- All playing the same tune
- Greater connection & coordination
- TRUST one another
- Cheerful and fun
- Naturally light, bright and airy
- Strength, leadership & pride
- "I've got the best job in the world"

"A place of leadership and strategic vision"
Lesley McTurk, CE

DEGW 14

Section 5. Building Details

Activities should be arranged within the building to improve customer service.



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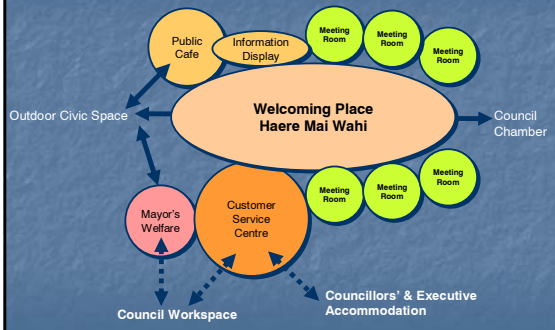
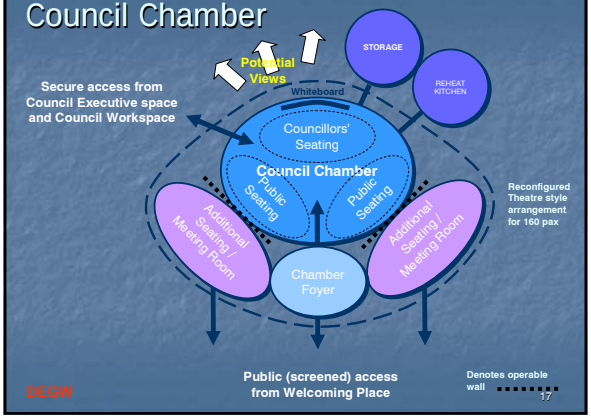
Welcoming Place - Haere Mai Wahi



DEGW 16

Council Chamber



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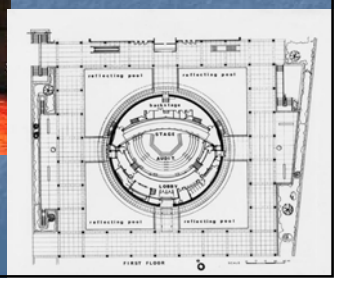
Council Chamber

Mark Taper Auditorium – Los Angeles Public Library



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Current problems at the workpoint

- **Current Individual workpoints**
  - Concentrated personal work
  - Telephone
  - Informal meetings / collaboration
  - Project work
  - Layout space
  - Storage

- **Not possible** for one workpoint to **adequately accommodate** all of these activities.
- **Need workpoint as homebase** with range of worksettings

19

New workplace styles

20

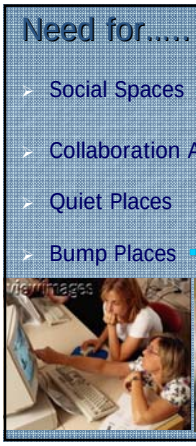
Need for…

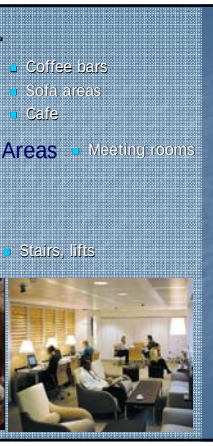
- **Better access** to and **communication** with colleagues
- **Teamwork** and **collaboration**
- **Flexibility** to
  - **Reconfigure** groups and teams
  - Manage **churn**
  - **Adapt to changes** in Council's business over time
- **All personnel** will be provided with **open workspace**
- The only exception to this policy will be the **Mayor** and **Chief Executive**

21

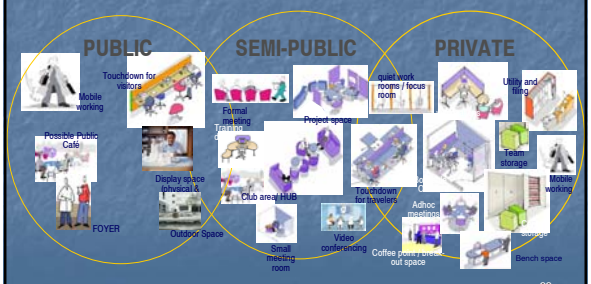
Need for.....

- Social Spaces
  - Coffee bars
  - Sofa areas
  - Cafe
- Collaboration Areas
  - Meeting rooms
- Quiet Places
- Bump Places
  - Stairs, lifts





Diverse range of worksettings



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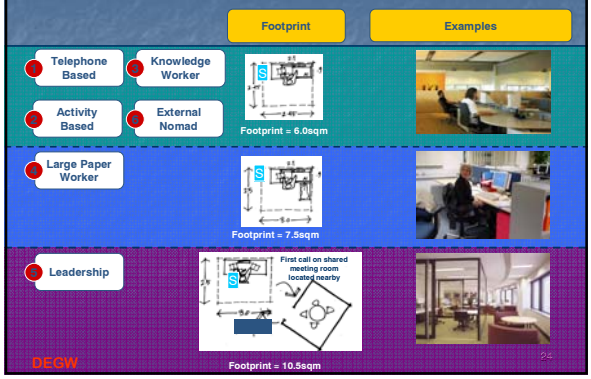
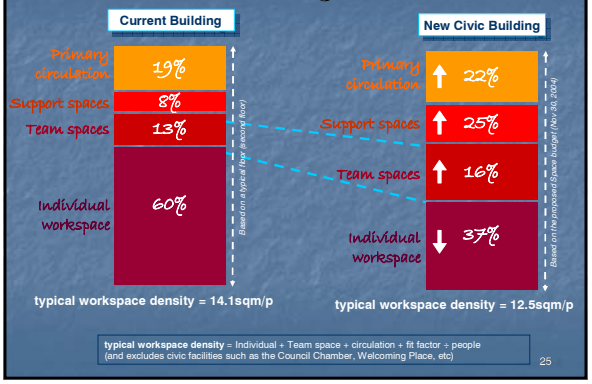
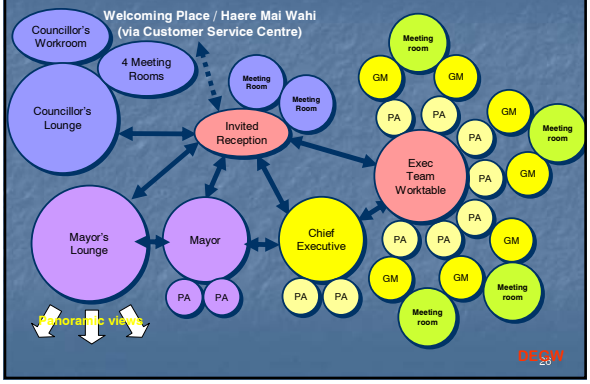
Individual workspace allocation



The order of change – *from today to tomorrow*



Leaders accommodation



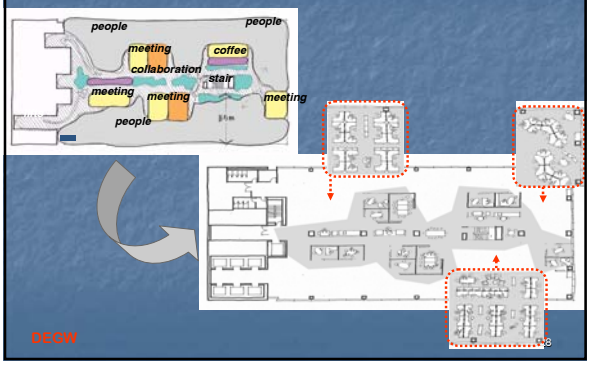
Building Plates

Need to:

- Foster teamwork
- Be flexible and adaptable
- Provide a variety of spaces

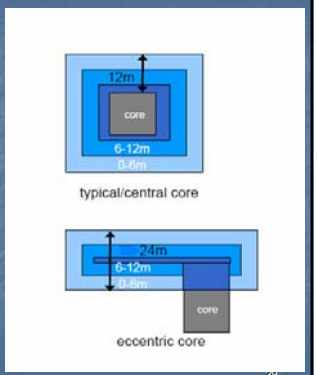
27

Applying the zoning concept



Depth of Space

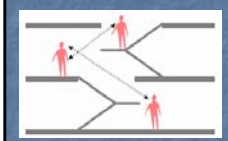
Nobody should be greater than 12 metres from natural light



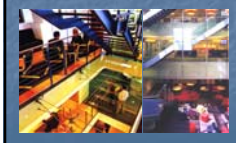
DEOW

29

Vertical Connectivity



Sight principle



DEOW

Environmentally Sustainable Design Brief

Items that are included in the building:

FOR PEOPLE

Thermal and ventilation comfort from:
- External shading facades
- Internal shading blinds
- Tinted double glazing
- Adjustable air vents to workstations
- Opening windows (except not in smoggy conditions)
- Excellent air filtration and air monitoring
- Humidity control
- Low VOC carpets and wood products
- Central vacuum cleaning system (120k)
- Basement bike parks, lockers and showers for 300 cyclists

Lighting
- All workstations max 12m from natural light
- Layered artificial light from combination of up & down lighting
- Local task lighting

Noise control
- Acoustic coating to exposed ceilings (865k)

Visual relief
- Long distance views and visual connectivity
- Open staircase (100k)

Team interaction
- Efficient floor plate sizes

31

Environmentally Sustainable Design Brief

FOR THE BUILDING

Energy efficiency
- Smallest facades to west and east orientation
- Efficient lighting, fans, pumps
- Exposed ceilings for heat sinks
- Solar water heating (100k)
- Chilled beams
- Ground sourced heat pump
- Low energy computer screens

Water Management
- On demand & taps
- Water management restrictors
- Some waterless urinals
- Rainwater collection & reuse system (100k)

Ecology
- Drip feed site irrigation with reused rainwater

Waste reduction and waste management systems
- Construction waste reduction
- Reduce lining cutoffs by grid layout
- PVC minimisation
- Interior and exterior solid waste management systems

Sustainable products
- Timber
- Carpet
- Linings
- Floor tiling

Avoidance of harmful emissions
- Carpets, claddings, refrigerants

Emergency power generator (250k)

Voice over equipment (1,000k)

32

Environmentally Sustainable Design Brief

FOR FUTURE PROOFING

Raised floor (2,400k)
- Easy access to services
- Easy workstation relocation for churn

Open plan work environment
- Easy workstation relocation for churn

General design basis that will enable retrofitting over time

Commissioning Program
- 12 month commissioning & tuning plan
- Building users manual
- Commissioning review by independent agent

33

The following Environmentally Sustainable Design and other items are NOT included in the $85m allowed for the generic building:

- Escalator ground to first floor (250k)
- Artwork (say 250k)
- External vertical louvers (fixed 2,300k, motorised 4,300k)
- Full load emergency generator (extra 150k, recommended)
- Grey/blackwater recycling (300k)
- Basement bike parks over 300
- Basement carparks over 30
- Wind power generation (not practical in town)
- Triple glazing (1,000k)
- Solar chimneys (250k, only practical with low rise atrium building)

34

Design / Tender / Construct

This is the proposed procurement & delivery method. There are 2 alternative variations.

Option 1

Multiple shortlisted architects compete to submit alternative building designs
- 3 to 5 architectural firms are shortlisted via a Registration of Interest, evaluation and selection process
- Shortlisted firms work up their own concept designs based on the requirements of the Design Brief together with a cost estimate
- Alternatives are evaluated against a set of agreed criteria (eg, fulfilment of key aspects of DB, aesthetics, cost) and the Council/Tuam Ltd select a preferred option
- A professional services contract is awarded by Tuam Ltd to the relevant architectural firm to develop the preferred option to tender document stage

35

Design / Tender / Construct

Option 1 (continued)
- Tenders are called from 3 to 5 shortlisted construction companies for the construction work
- Tuam Ltd evaluate tenders and award a contract to the preferred tenderer
- Tuam Ltd (or its agent) oversee construction and commissioning of the new building

Note this is in broad detail the way the Art Gallery and Convention Centres were procured. A blend of local and international architectural expertise will be sought.

Advantages of this methodology are certainty of design details, certainty of costs, richness of design concept input being from several different firms. There are zero known disadvantages

36

Design / Tender / Construct

Option 2

One selected architect submits alternative building designs

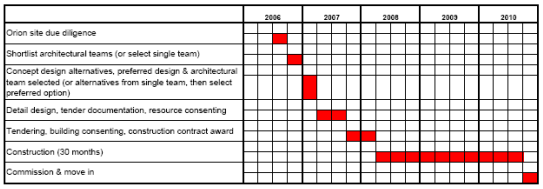
- A single architectural firm is chosen via a Registration of Interest, valuation and selection process. This can be a 2 stage process to first select a shortlist of large firms capable of the project, followed by a more refined evaluation of their attributes against a set of appropriate attributes
- A professional services contract is awarded by Tuam Ltd to the relevant architectural firm to develop the several alternative concept design options
- Alternatives designs are evaluated against a set of agreed criteria (eg, fulfilment of key aspects of DB, aesthetics, cost) & the Council/Tuam Ltd select a preferred option
- From then on the process mimics Option 1 above

Advantages of this methodology are certainty of design details, certainty of costs. Disadvantages are the lack of input from other than one architectural firm. This is considered a serious drawback & for that reason Option 1 is considered the preferred delivery methodology.

37

Timing

New Civic Building Project
Timeframe (27.09.07)



Note that the timeframe of 2.5 years for construction for an $85m building represents an average spend of $2.8m/month which is ambitious (compare with $1.1m for Art Gallery and $1.9m for Children's hospital).

38

Council Input

The New Building and its site will be owned by Tuam Ltd. However the Council will need to signoff in key areas as follows:

- Note the Council has already 'received the BD' at its meeting 27 Oct 2005
- Council will need to sign off on the selection of a preferred concept design for the site & building

39

Public Input

Public and ratepayer input on the project has been to date:

- Council website form, mailout to architects/ builders/ designers, counter survey form, briefing for NZIA & NZBI in late 2004
- Via the 2004 – 14 LTCCP
- Via the draft 2006 – 16 LTCCP

The next stage of public consultation will be:

- Invited comment on the alternative concept design options
- This will be fed into the evaluation process to assist the Council & Tuam Ltd to select a preferred concept design for the site & new building

40

Multistage Project

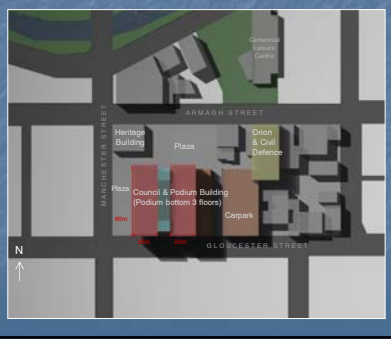
New Civic Building is part of a multistage project for redevelopment of the Orion site. Staging could be:

- Staged demolition of existing buildings and staged site preparation
- New Civic Building and Podium
- New Carpark Building
- New Civil Defence Building
- Orion relocation (possibly into shared new building on site). Includes relocation of Orion tenants

41

Option A: Twin Plate – Plan

Draft



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Option A: Twin Plate – Aerial

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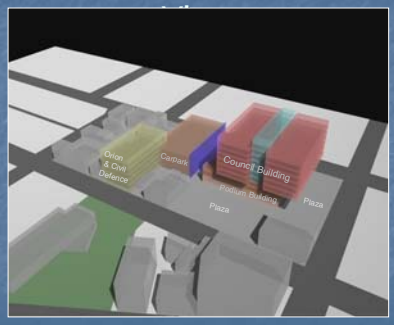

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Option A: Twin Plate – Perspectives

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View looking east down Gloucester Street

View looking south from Centennial site

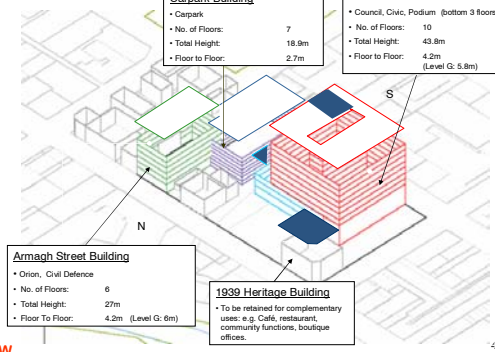
DEGW

Option A – Isometric

Draft

Carpark Building
- Carpark
- No. of Floors: 7
- Total Height: 18.9m
- Floor to Floor: 2.7m

Council & Podium Building
- Council, Civic, Podium (bottom 3 floors)
- No. of Floors: 10
- Total Height: 43.8m
- Floor to Floor: 4.2m (Level G: 5.8m)



Armagh Street Building
- Orion, Civil Defence
- No. of Floors: 6
- Total Height: 27m
- Floor To Floor: 4.2m (Level G: 6m)

1939 Heritage Building
- To be retained for complementary uses: e.g. Café, restaurant, community functions, boutique offices.

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Option A – Plan

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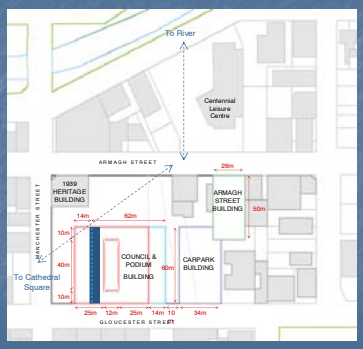
NOTE:
Existing 1988 building needs to be demolished and Orion relocated before construction can commence on new Council & Podium Building.



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Option A – Gross Floor Area & Net Lettable Area

Draft

OPTION A Level	Function	Plate 1 L (m)	Plate 1 W (m)	Plate 1 L*W (sqm)	Atrium L (m)	Atrium W (m)	Atrium L*W (sqm)	GFA per floor (sqm)	Core Factor	NLA per floor (sqm)	No. of floors	GFA (sqm)	NLA (sqm)
Council Building													
G	Podium Bld & Civic	60	76	4,560				4,560	0.85	3,876	1	4,560	3,876
1 to 2	Podium Bld	60	62	3,720				3,720	0.85	3,162	2	7,440	6,324
3 to 9	Council	60	62	3,720	40	12	480	3,240	0.85	2,754	7	22,680	19,278
SUBTOTAL (Council Building)											10	34,680	29,478
Carpark Building													
G to 6	Carpark (600 spaces)	60	34	2,040				2,040	1.00	2,040	7	14,280	14,280
SUBTOTAL (Carpark Building)											7	14,280	14,280
Armagh Street Building													
G to 5	Orion & Civil Defence	50	26	1,300				1,300	0.85	1,105	6	7,800	6,630
SUBTOTAL (Armagh Street Building)											6	7,800	6,630
Corner 1939 Heritage Building													
G to 3		32	25	800				800	0.85	680	4	3,200	2,720
SUBTOTAL (Corner 1939 Building)											4	3,200	2,720
TOTAL												59,960	53,108

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Option B: Single Plate – Plan

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Option B: Single Plate – Aerial View

Draft

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Option B: Single Plate – Perspectives

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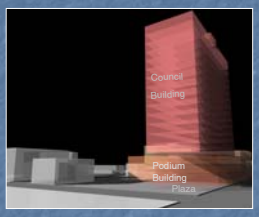


View looking east down Gloucester Street

View looking south from Centennial site

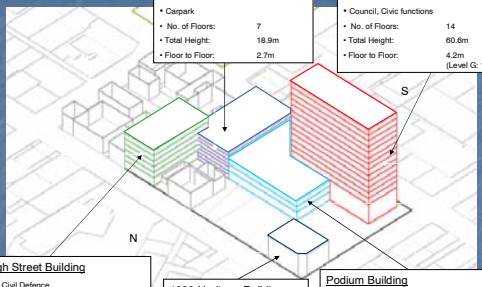
DEGW

Option B – Isometric

Draft

Carpark Building
- Carpark
- No. of Floors: 7
- Total Height: 18.9m
- Floor to Floor: 2.7m

Council Building
- Council, Civic functions
- No. of Floors: 14
- Total Height: 60.6m
- Floor to Floor: 4.2m (Level G: 14.4m)



Armagh Street Building
- Orion, Civil Defence
- No. of Floors: 6
- Total Height: 27m
- Floor To Floor: 4.2m (Level G: 6m)

1939 Heritage Building
- To be retained for complementary uses: e.g. Café, restaurant, community functions, boutique offices.

Podium Building
- No. of Floors: 3
- Total Height: 14.4m
- Floor to Floor: 4.2m (Level G: 6m)

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Option B – Plan

Draft

NOTE:
Orion can remain located in existing 1988 building while construction of new Council & Podium Buildings takes place.

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Option B – Gross Floor Area & Net Lettable Area

Draft

OPTION B														
Level	Function	Plate 1 L (m)	Plate 1 W (m)	Plate 1 L*W (sq.m)	Atrium L (m)	Atrium W (m)	Atrium L*W (sq.m)	GFA per floor (sq.m)	Core Factor	NLA per Floor (sq.m)	No. of floors	GFA (sq.m)	NLA (sq.m)
Council Building													
G	Civic & Council	35	25	875				875	0.85	744	1	875	744
1 to 13	Council	71	25	1,775				1,775	0.85	1,509	13	23,075	19,614
SUBTOTAL (Council building)											**14**	**23,950**	**20,358**
Podium Building													
G to 2	Podium Building	62	60	3,720				3,720	0.85	3,162	3	11,160	9,486
SUBTOTAL (Podium Building)											**3**	**11,160**	**9,486**
Carpark Building													
G to 6	Carpark (600 spaces)	60	34	2,040				2,040	1.00	2,040	7	14,280	14,280
SUBTOTAL (Carpark building)											**7**	**14,280**	**14,280**
Armagh Street Building													
G to 5	Orion & Civil Defense	50	26	1,300				1,300	0.85	1,105	6	7,800	6,630
SUBTOTAL (Armagh Street building)											**6**	**7,800**	**6,630**
Corner 1939 Heritage Building													
G to 3		32	25	800				800	0.85	680	4	3,200	2,720
SUBTOTAL (Corner 1939 Building)											**4**	**3,200**	**2,720**
TOTAL												60,390	53,474

DEGW

ATTACHMENT 1A
SCHEDULE OF BUILDING INCLUSIONS

	Item	Net Internal Area (includes fit plus circulation factors) m2	Gross Floor Area m2
1	**Individual Work points**		
	1000 staff workstations		
	Workstations for councillors		
		8,665	
2	**Team Shared Spaces**		
	Personal storage space		
	111 meeting spaces ranging from 2 to 20 people, accommodate 474 total people		
	Centralised storage area		
	17 coffee/tea stations		
		3,108	
3	**Team Specific Spaces**		
	Equipment storage, filing, worktables, libraries, specialist spaces etc		
		757	
4	**Common Facilities**		
	Haere Mai Whai		
	Customer Services Centre		
	Public toilet		
	Parenting room		
	Café		
	Archives reading room		
	ITS server room		
	UPS room		
	PC build room		
	PABX room		
	Training room		
	Copy centre		
	Security room		
	Mail room		
	First aid room		
	Mayors welfare room		
	MOA room		
	Open stairway		
	Note Civil Defence & large HR training space offsite		
		1,898	

5	**Civic Facilities**		
	Council chamber, expandable seating rooms, entry foyer		
	Warming kitchen		
	Furniture store		
	Bio box		
	Reception area for Councillors & Executive Team		
	Councillor's lounge		
	Councillor's workroom		
	Councillor's meeting rooms		
	Mayor's office & assistant's space		
	Mayor's lounge		
	CEO's office & assistant's space		
		1,164	
6	**Basement Facilities**		
	Storage for certain Units		
	300 bike spaces & lockers		
	Staff showers		
	30 carparks		
	Loading dock & storage		
	Solid waste management area		
	Note central archives offsite		
		2,356	
	Total Areas	**17,948**	**21,178**

Notes

1. Building is accommodates 1,000 staff & Councillors
2. GFA = NIA x 1.18. This conversion makes allowance for ground floor lobby, core toilets, core showers, core stair landings
3. Overall density for new building = 17.9m2/person (ie NIA/person)
   Workspace density for new building = 12.6m2/person (includes individual + team + circulation + fit factor)
   Note that these densities for the new building are similar to those for other recently designed territorial authority buildings. This is a check that the design is efficient in terms of m2/person.

ATTACHMENT 1B
KEY STATISTICS
(includes some comparisons with current)

Item	
Design staff & Councillor number (ie desks)	1,000
Net Internal Area (NIA)	17,948 m2 (note 1)
Gross Floor Area (GFA)	21,178 m2 (note 1)
Personal workspace areas	Vary 6.0 / 7.5 / 10 m2/person
Workplace density	12.9 m2/person (note 2)
NIA density	17.9 m2/person (note 2)
Number of meeting/conference/interview/breakout rooms (vary from 2 to 20 people)	111 (current 30)
Number of seats in above spaces	474 (current 300)
Capacity of Council Chamber • Seating for councillors • Public meeting theatre style • Seated diners • Cocktail guests	230 m2 plus 100 m2 expansion, ie 330 m2 capacity (current Chamber 200m2) 30 160 150 250
Councillor accommodation • Shared (with Executive) reception • Lounge • Workroom • Meeting rooms	 50 m2 100 m2 (current 125) 80 m2 4 rooms x 20 m2 each
Basement carparks	30
Basement bike facilities • Bike parks each with locker • Associated showers	 300 (current 150) 20 (current nil)

Notes
1. GFA = NIA x 1.18. This conversion makes allowance for ground floor lobby, core toilets, core showers, core stair landings
2. Overall density for new building = 17.9m2/person (ie NIA/person)
   Workspace density for new building = 12.6m2/person (includes individual + team + circulation + fit factor)
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