NOTICE OF AND AGENDA FOR SPECIAL MEETING OF THE CITY COUNCIL TOWN OF COLMA

Colma Community Center
1520 Hillside Boulevard
Colma, CA 94014

Tuesday, September 15, 2015
7:30 p.m.

NOTICE IS HEREBY GIVEN that the City Council of the Town of Colma will hold a Special Meeting at the above time and place for transacting the following business:

Study Session: Town Hall Renovation Project
Review of Interior Finishes

This item is for discussion only; no action will be taken at this meeting

Posted: September 11, 2015

Caitlin Corley, Interim City Clerk

TOWN OF COLMA
COLMA
AUGUST 5, 1924
CALIFORNIA

STAFF REPORT

TO:	Mayor and Members of the City Council
FROM:	Brad Donohue, Director of Public Works
VIA:	Sean Rabé, City Manager
MEETING DATE:	September 15, 2015
SUBJECT:	Town Hall Renovation Project- Review of Interior Finishes

RECOMMENDATION

This meeting is a study session only. No action will be taken at this meeting. However, staff will seek direction, comments, and consensus from the City Council on the interior finishes and systems that are being proposed for the new Town Hall facility.

EXECUTIVE SUMMARY

The purpose of this study session with City Council is to build a consensus amongst the City Council, members of the public and staff on interior finishes and systems for the Town Hall facility. Council should provide comments and suggestions so the Architect can confidently complete the project design package for bidding the project.

FISCAL IMPACT

Costs associated with City Council Study sessions are part of the agreed contract work that City Council executed with Ratcliff Architects for the Town Hall Renovation Project.

BACKGROUND

At the July 15, 2015 City Council meeting, the City Council approved a resolution for the design review for the Colma Town Hall Renovation Project. The City Council reviewed and approved several components of the project with the design review resolution, such as CEQA compliance, the layout of the facility (interior and exterior) and landscaping schemes. The purpose of the design review was to provide the City Council and public an opportunity to review and comment on items that may impact the project in a positive or adverse manner.

The design process for the new facility has been broken up into several milestones. The design review that was approved by the City Council in July was the first milestone and provided the architect with approvals to move forward from a conceptual design, to a 50 percent completion of the CD's – which is the second milestone. Ratcliff submitted 50 percent construction drawings on September 8. Staff and the architect are now reviewing the 50 percent documents for constructability, budget compliance and approval of interior finishes and facility systems such as audio/visual systems.

Staff is currently analyzing the constructability and financial components of the project. Staff and the architect are now requesting the City Council review the interior finishes and facility systems during this study session. Without consensus on these items the architect and the design team will be prevented from completing the construction documents, which will delay the project.

ANALYSIS

Tonight, the Architect will review the various aesthetic components such as:

- Previously-approved Site Plan and associated drawings such as lower level layout, main level layout and exterior elevations
- Council Chamber floor plan and interior carpet styles, and color
- Interior finish palette including tile, carpet, wood finishes, casework colors, etc.
- Audio/ Visual Systems;
- Open discussion

Values

The City Council is exhibiting *RESPONSIBILITY* to the community and staff by studying and reviewing the various interior finishes to the Town Hall Facility. The review the City Council is undertaking ensures the existing Town Hall's historical aspects remain intact while, at the same time, the Council, public and staff will benefit in the years to come from a state of the art facility.

Sustainability Impact

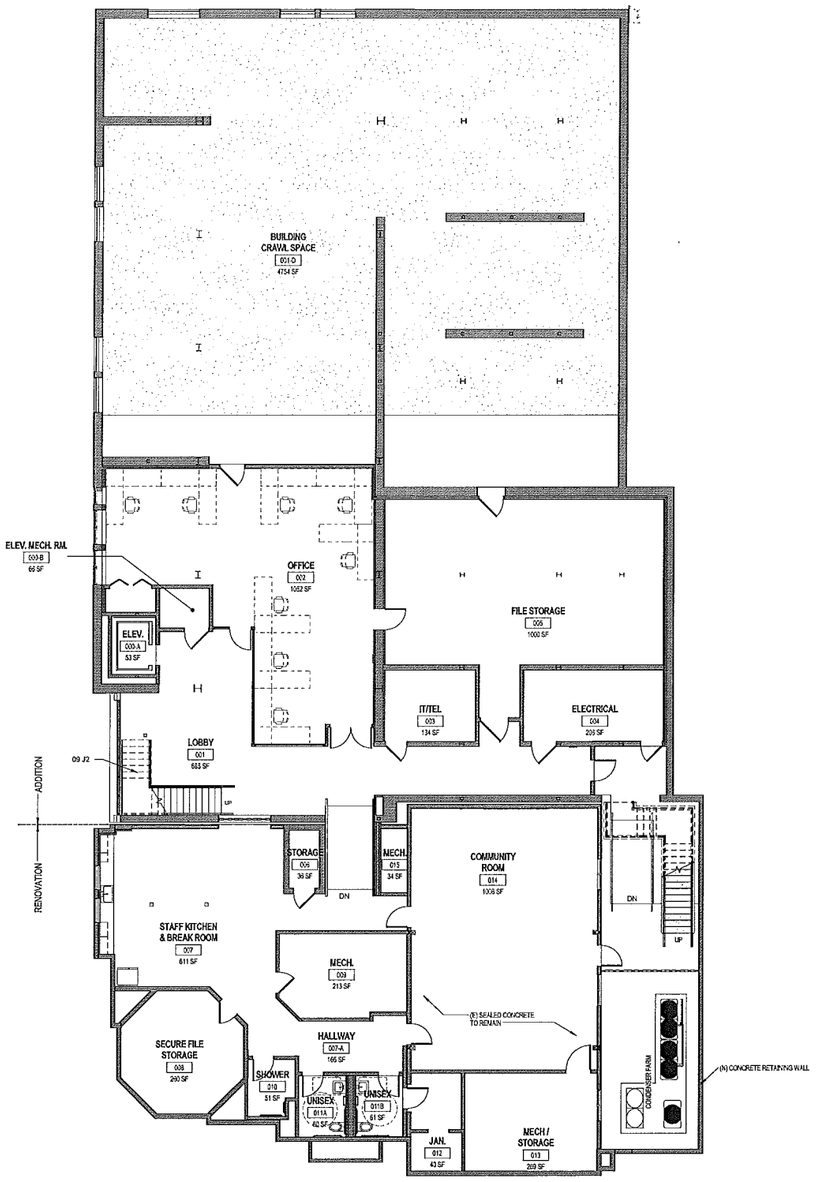
The design efforts that have been brought before the City Council and Public have been vetted with the latest energy and green building codes and the goals that are with in the Towns Climate Action Plan,

CONCLUSION

The purpose of tonight's study session is to receive constructive comments and consensus on various interior finishes so that the design team can then forward the recommendations in completing the final design.

ATTACHMENTS

A. Site and floor plan
B. Interior finish palette
C. Summary of Proposed Audiovisual System



1 LEVEL 0 - FLOOR PLAN PRESENTATION
1/8" = 1'-0"

COLMA TOWN HALL RENOVATION AND ADDITION

1198 EL CAMINO REAL COLMA, CA 94014

Keynote Legend	
Key Value	Keynote Text
09.J2	Precast Terrazzo Stair Units, finish exposed-to-view edges and reveals to match face finish and exposed edges to 1/8" radius min. Typ.

SHEET NOTES & LEGEND

CONCRETE FINISHED FLOOR, U.N.O.

TILE, REFER TO FINISH SCHEDULE

TILE IN BATHROOMS, TYP. REFER TO FINISH SCHEDULE

FINISHES LEVEL 0

NEW CONSTRUCTION

FLOOR SHEET: TERRAZZO TILE, MATCHING LEVEL 1 LOBBY
WALLS: PAINT AND RESILIENT BASE
CEILINGS: PAINTED 5/8" GYP. BD. OVER PLYWOOD, S.S.D., MACHINE ROOM WITH 1 HR. RATED CEILING

RENOVATION

FLOOR SHEET: LINOLEUM FLOORING WITH FLUID APLIED MOISTURE BARRIER IF REQUIRED, U.O.N.
WALLS: PAINT AND RESILIENT BASE
CEILINGS: PAINTED 5/8" GYP. BD. OVER PLYWOOD, S.S.D.
BATHROOMS: NEW TILE FLOOR AND WAINSCOT, PAINTED GYP. WALLS AND CEILING U.O.N.

AREA SUMMARY - LEVEL 0

AREA SUMMARY (NET, INCLUDES CIRCULATION, STORAGE, MEP)
AREA RENOVATION = 3,030 SF
AREA NEW CONSTRUCTION = 2,863 SF
AREA TOTAL (NET LEVEL 0) = 5,893 SF

NOTES

1. ASSUME 3"-4" SEISMIC SEPARATION BETWEEN EXISTING & NEW CONSTRUCTION
2. AUTOMATIC SPRINKLER SYSTEM THROUGHOUT

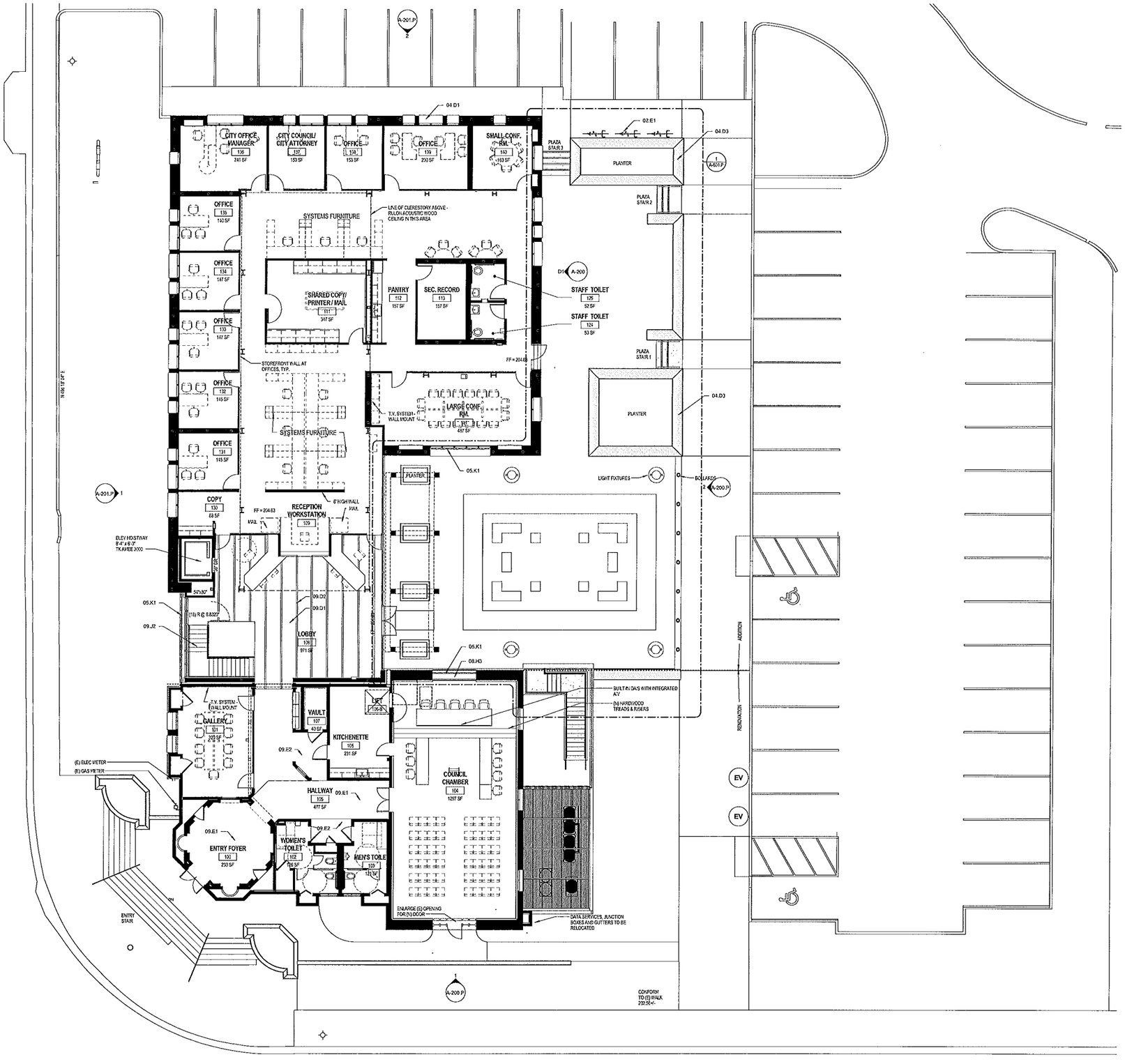
LEVEL 0 FLOOR PLAN

07/07/15

PROJECT NORTH
TRUE NORTH

AP-100

RATCLIFF



1 LEVEL 1 - FLOOR PLAN PRESENTATION
1/8" = 1'-0"

COLMA TOWN HALL RENOVATION AND ADDITION

1198 EL CAMINO REAL COLMA, CA 94014

Keynote Legend	
Key Value	Keynote Text
02.E1	Custom Exterior Metal Bike Racks, Galvinized Steel Painted to match Decorative Metal Railings, Typical of 3
04.D1	Stone Window Sill
04.D3	Stone Planter Wall Cap
05.K1	Decorative Metal Shade Device, Hinged Panels no greater than 4'-0", height and width vary, refer to sheet A-534
08.H3	(E) Window, repair to match exisiting, Manufacturer to provide shop drawings, window in Architectural drawings is not an accurate representation of the existing historic window
09.D1	(N) Ceramic Tile - TL-1A, Grout color TG-1
09.D2	(N) Ceramic Tile - TL-1B (Accent), (4) Colors matching Historic tile Inset - random pattern 25% each color, Grout color TG-1
09.E1	(E) Historic Ceramic Tile - TRL-1, Clean, Refurbish and Repair of (E) Historic Tile Installation, Grout to be cleaned and sealed, in case of extreme soiling and staining the grout joints may be colored with commercial grade epoxy based grout colorants, grout colorants must be kept off of the tile surfaces
09.E2	(N) Ceramic Tile - TRL-2 to match (E) Historic Ceramic Tile Type, Installation of (N) Tile installation is to be Seamless, Level, and Matching Historic Tile System including Grout color
09.J2	Precast Terrazzo Stair Units, finish exposed-to-view edges and reveals to match face finish and exposed edges to 1/8" radius min. Typ.

SHEET NOTES & LEGEND

EV SYMBOL INDICATES ELECTRIC CHARGING STATION

FINISHES LEVEL 1

FINISHES - LEVEL 1

CHAMBER
FLOOR: CARPET
WALLS: PAINTED VENEER PLASTER & WOOD WAINSCOT
CEILING: (E) WOOD TO REMAIN

KITCHENETTE
FLOOR: RUBBER/CORK
WALLS: PAINTED GYP. BD.
CEILING: PAINTED GYP. BD.
CABINETS: PLASTIC LAMINATE & CORIAN TOPS

LOBBY
FLOOR: TILE
WALLS: PAINTED GYP. BD.
CEILING: PAINTED GYP. BD. & ACOUSTIC PLANK CEILING (ASSUME 70%)

OFFICES
FLOOR: CARPET TILE & RESILIENT BASE
WALLS: PAINTED GYP. BD. & STOREFRONT AT CORRIDOR WALL
CEILING: ACOUSTIC CEILING TILE

AREA SUMMARY - LEVEL 1

AREA SUMMARY (NET, INCLUDES CIRCULATION, STORAGE, MEP)
AREA RENOVATION = 2,826 SF
AREA NEW CONSTRUCTION = 6,549 SF
AREA TOTAL (NET LEVEL 1) = 9,375 SF

PARKING SUMMARY - EXTERIOR SURFACE PARKING
STANDARD - 45
ELECTRIC CHARGING - 2
ACCESSIBLE - 2
TOTAL - 49

NOTES

1. ASSUME 3"-4" SEISMIC SEPARATION BETWEEN EXISTING & NEW CONSTRUCTION
2. AUTOMATIC SPRINKLER SYSTEM THROUGHOUT

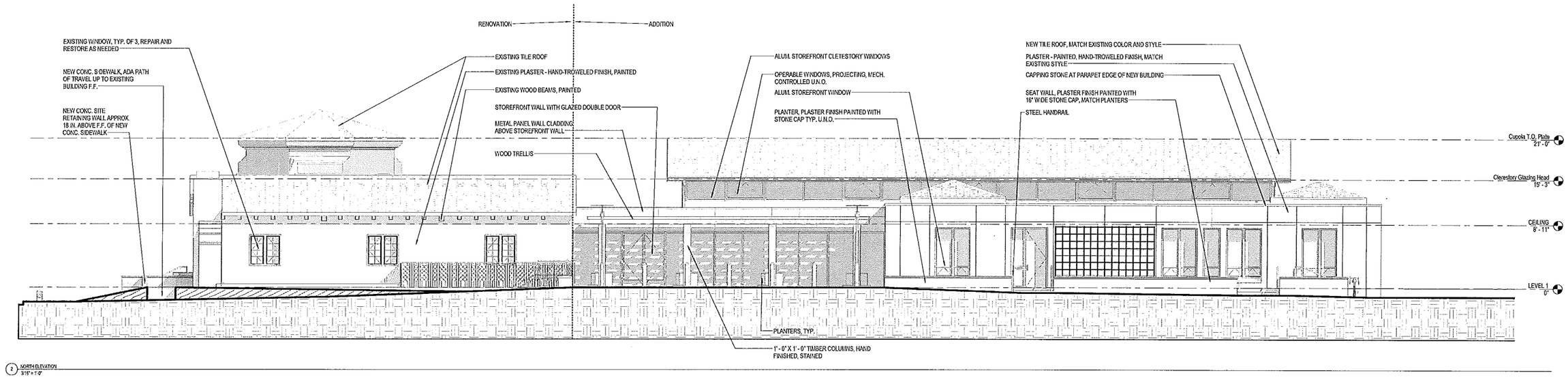
LEVEL 1 FLOOR PLAN

8/13/2015

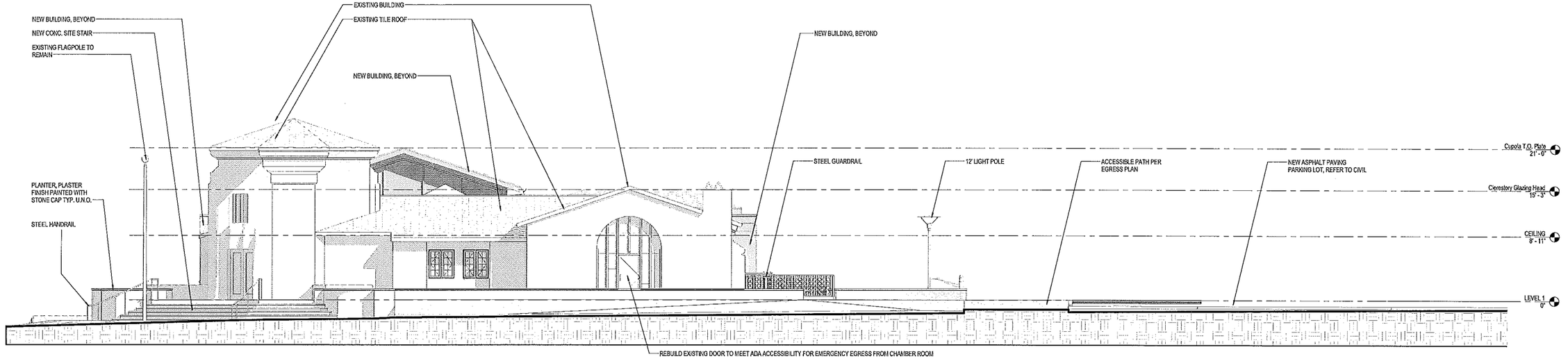
PROJECT NORTH
TRUE NORTH

AP-100

RATCLIFF



2 NORTH ELEVATION
3/16" = 1'-0"



1 EAST ELEVATION
3/16" = 1'-0"

EXTERIOR ELEVATIONS

07/07/15

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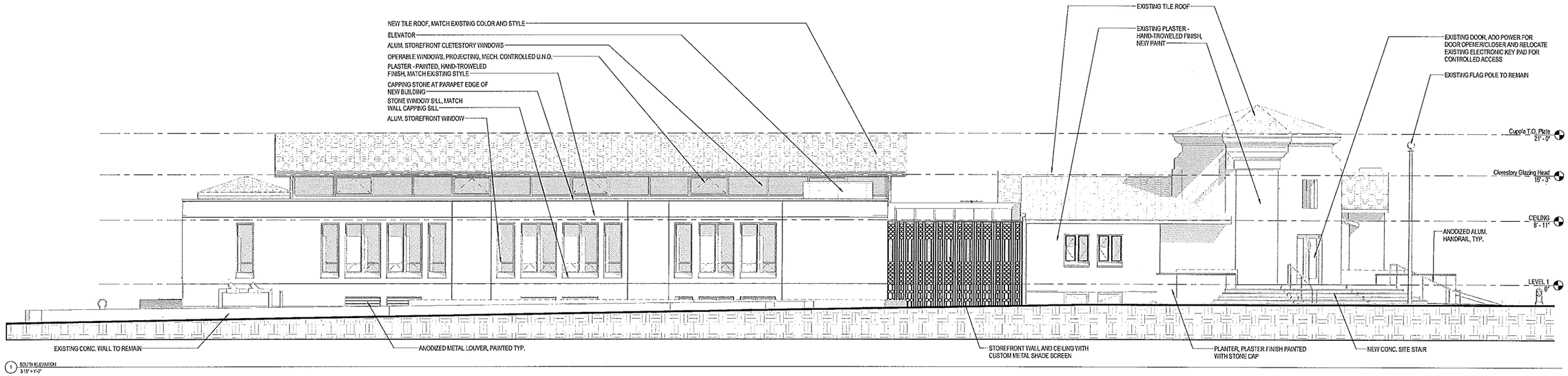

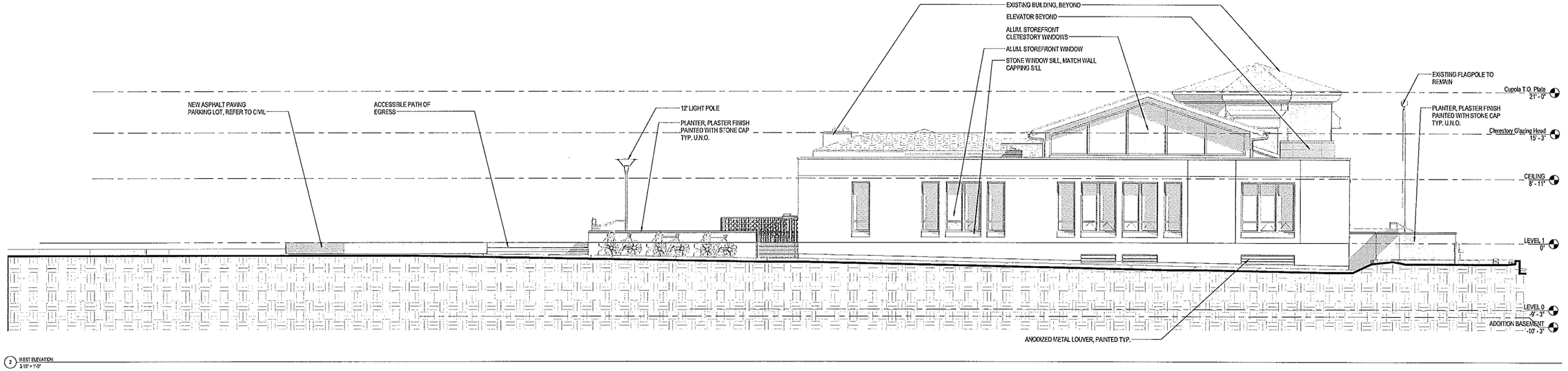

EXTERIOR ELEVATIONS

07/07/15

COLMA TOWN HALL RENOVATION AND ADDITION
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RATCLIFF

PAINT COLORS

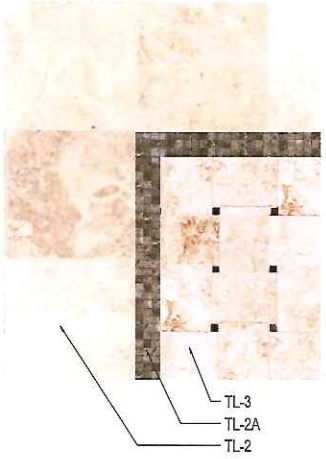
P1 : TYPICAL FIELD COLOR FOR NEW CONSTRUCTION AREAS
P2 : ACCENT COLOR AT CONFERENCE ROOMS AND KITCHENS
P3 : ACCENT COLOR AT OFFICES AND COPY ROOMS

ADDITION CLOSED OFFICES CARPET TILE

MANUFACTURER : SHAW
CARPET TILE PATTERN : VEIL 59594
CARPET TILE COLOR : DESERT 33201

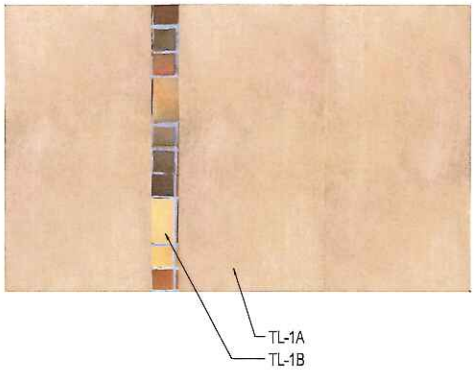
ADDITION OPEN OFFICE & CIRCULATION CARPET TILE

MANUFACTURER : SHAW
CARPET TILE PATTERN : SKETCH 59591
CARPET TILE COLOR : DESERT 33201



TYPICAL FLOOR AT RESTROOMS

MANUFACTURER : ITALICS
FIELD COLOR : PATARA
ACCENT COLOR : DAEDALA

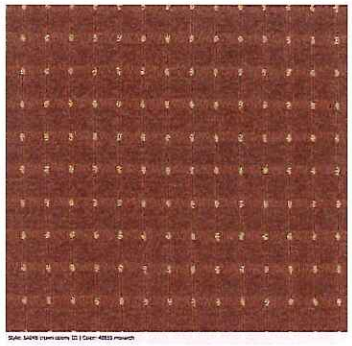


TYPICAL FLOOR AT LEVEL 1 LOBBY

MANUFACTURER : ITALICS
FIELD TILE : GENESIS
FIELD COLOR : AVANA
ACCENT TILE : 2"x2" TILE TO MATCH HISTORIC

HISTORIC EXISTING TILE

PATTERN AND COLORS TO BE
RECREATED FOR INFILL AREAS
OF REMODELED 1941 BUILDING



COUNCIL CHAMBER CARPET TILE

MANUFACTURER : SHAW
CARPET TILE PATTERN : CROWN COLONY III
CARPET TILE COLOR : 48855

CUSTOM FURNITURE

WALNUT WOOD FOR USE IN
ALL CUSTOM FURNITURE
AND CABINETRY

INTERIORS MATERIAL BOARD

09/11/2015

Attachment B

COLMA TOWN HALL RENOVATION AND ADDITION
1198 EL CAMINO REAL COLMA, CA 94014

TOWN OF COLMA
COLMA
AUGUST 5, 1924
CALIFORNIA

Summary of Proposed Audiovisual Systems

Colma Town Hall
Colma, California

August 29, 2015

Prepared by:
Smith, Fause & McDonald Inc.
San Francisco, CA

Background

The purpose of this document is to summarize the proposed audiovisual equipment design developed through programming meetings with City of Colma (City) representatives, Ratcliff Architects, and by on-site observation of existing audiovisual systems installed in:

- Council Chambers.
- Data/Telecomm Room (lower level)
- AV Equipment Rack (office cabinet adjacent to chamber)

Audiovisual systems are outlined on a room-by-room basis below. While the functional requirements differ for each programmatic use, they share a common, underlying layer of AV technology that must meet today's standards and ensure sensible upgrade paths for the systems as those standards evolve.

Digital audiovisual technology is rapidly eclipsing analog. Major PC manufacturers announced their migration away from analog/VGA type video technology in 2010. Certain legacy analog video transmission standards have fallen out of use, e.g. component video, S-Video. Furthermore, few currently manufactured display devices still include VGA, with most accepting HDMI, DisplayPort, and DVI. Presentation sources likewise have evolved to include wireless mobile/hand-held devices, laptops, and thumb drives, requiring contemporary signal paths and display surfaces to realize their improved signal quality.

Functional Outline of Proposed Audiovisual Systems

Lobby 108

Digital Signage Monitor: 46"-65" diagonal wall-mounted flat panel LCD display connected to staff CPU for display of City-selected digital content, calendars, schedules, announcements, and more. Lobby 108's display may operate as a stand-alone digital signage display or be integrated to Chamber system to act as an overflow monitor, if desired.

Council Chamber 104

Presentation Surfaces: (2) 55"-70" diagonal wall-mounted flat panel LCD displays for main audience seating area. Desktop/dais flat-panel LCD displays for Council and Staff. Podium mounted flat-panel LCD display for presenter.
Means of Control: Fully integrated RS-232/serial control system with top-set freestanding touch-panel display control panel at Clerk station. Smaller, push-button control panel at podium for presenter to select sources.
Mix-Minus Microphone System and DSP: Each Councilmember and Staff microphone, along with the Presenter's is processed by an advanced digital signal processor to manage levels, control feedback, and provide isolation, articulation, and clarity of sound by controlling background noise and cross-talk between multiple microphones, particularly in situations where multiple speakers use theirs simultaneously.
Matrix Switch: The quantity of AV signals routed and the flexibility demanded by the Council system will require a matrix AV switch to be located in the AV equipment rack. This switch, in addition to providing all routing for Chambers, acts as a core/hub for the entire Town Hall, and may be used to connect satellite spaces, e.g. conference rooms, storage, so that their AV systems can display what is live in the Council Chamber, in spillover conditions. Such switches are typically modular by design and will be sized according to present need and anticipated growth/evolution of the system. Outside connections, such as an AV feed brought over fiber from the Police Station across the street, can be aggregated at the AV switch for integration into the Chamber system.

Inputs: Media inputs are located at Presenter's Podium, Clerk's station, on side wall of dais area (for non-board events), and audiovisual equipment rack.
Sources: VGA, stereo analog audio (1/8"), HDMI, USB (thumbdrive), wireless (wifi).
Audio Outputs: Council chamber is fitted with (E) high-quality Meyer Sound side-fill monitors located along side walls at eaves. Design proposes to re-use and supplement, if needed, with same.
Media Outputs: XLR and HD-SDI coax jacks are provided at rear of chamber

for radio/television/media who wish to tap chamber feeds directly for broadcasting or recording.

Description: User may connect VGA, HDMI, analog audio device to media input points on wall or in floorbox. The media input plates auto-select the source based on what is connected. This may be overridden or disambiguated (in the event multiple sources are connected simultaneously) by selecting the source on the push-button control panel. Push-button control panel likewise controls volume and power on/off. System may be programmed with configurable auto-shutdown function. Gallery 108's system may be integrated with Council Chamber system to serve as an overflow monitor, if desired.

Large Conference 127

Presentation Surface: Wall-mounted flat panel LCD display.
Means of Control: Small push-button control panel, wall-mounted, adjacent to display.
Inputs: Wall-mounted media input panel adjacent to display. (2) floorbox media input panels.
Sources: VGA, stereo analog audio (1/8"), HDMI
Audio Outputs: Display-mounted soundbar type stereo loudspeaker. Flush-mount, in-ceiling loudspeakers.

Description: User may connect VGA, HDMI, analog audio device to media input points on wall or in floorbox. The media input plates auto-select the source based on what is connected. This may be overridden or disambiguated (in the event multiple sources are connected simultaneously) by selecting the source on the push-button control panel. Push-button control panel likewise controls volume and power on/off. System may be programmed with configurable auto-shutdown function. Conference 127's system may be integrated with Council Chamber system to serve as an overflow monitor, if desired.

Small Conference 121

Presentation Surface: Wall-mounted flat panel LCD display.
Means of Control: Small push-button control panel, wall-mounted, adjacent to display.
Inputs: Wall-mounted media input panel adjacent to display. Floorbox media input panel.
Sources: VGA, stereo analog audio (1/8"), HDMI
Audio Outputs: Display-mounted soundbar type stereo loudspeaker. Flush-mount, in-ceiling loudspeakers.

Description: User may connect VGA, HDMI, analog audio device to media input points on wall or in floorbox. The media input plates auto-select the source based on what is connected. This may be overridden or disambiguated (in the event multiple sources are connected simultaneously) by selecting the source on the push-button control panel. Push-button control panel likewise controls volume and power on/off. System may be programmed with configurable auto-shutdown function. Conference 121's system may be integrated with Council Chamber system to serve as an overflow monitor, if desired.

Storage 006

Presentation surface: Wall-mounted flat panel LCD display.
Means of Control: Small push-button control panel, wall-mounted, adjacent to display.
Inputs: Wall-mounted media input panel adjacent to display. Floorbox media input panel.
Sources: VGA, stereo analog audio (1/8"), HDMI
Audio Outputs: Display-mounted soundbar type stereo loudspeaker. Flush-mount, in-ceiling loudspeakers.

Description: User may connect VGA, HDMI, analog audio device to media input points on wall or in floorbox. The media input plates auto-select the source based on what is connected. This may be overridden or disambiguated (in the event multiple sources are connected simultaneously) by selecting the source on the push-button control panel. Push-button control panel likewise controls volume and power on/off. System may be programmed with configurable auto-shutdown function. Storage 006's system may be integrated with Council Chamber system to serve as an overflow monitor, if desired.

END