

Town of Bluffton  
Town Hall Renovation Project

# Town Hall Renovation Project – Project Background

- ◆ Beaufort County School District ownership
- ◆ Town of Bluffton lease through 2099
- ◆ Old Town Master Plan – keep Town Hall in Old Town Bluffton Historic District
- ◆ Town investment of more than \$750k since 2000
- ◆ Town of Bluffton FY16 CIP Budget - \$500k



# Town Hall Renovation Project – Project Background

- ◆ Town Hall occupies 2.5 acre site
- ◆ Roughly 85 parking spaces (mostly informal)
- ◆ Approximately 27,000 sf building:
  - ◆ South Wing - occupied
  - ◆ North Wing - unoccupied
- ◆ Approximately 13,000 sf Town Hall
- ◆ Approximately 3,000 sf May River Theater
- ◆ Approximately 8,000 sf unoccupied
- ◆ Approximately 3,000 sf Calhoun Station

























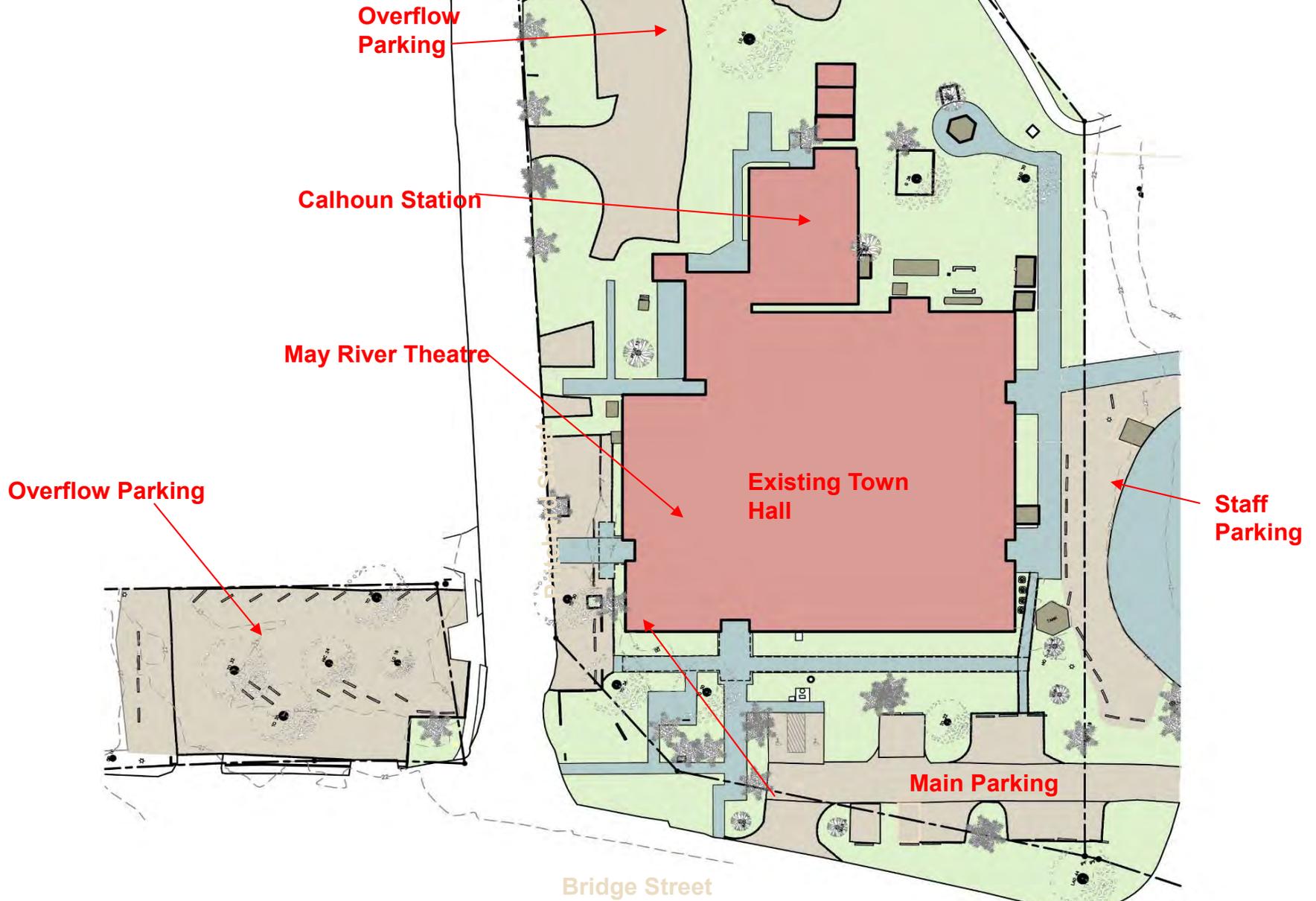


# Town Hall Renovation Project – Preliminary Feasibility Study Scope

- ◆ **Existing Building and Site Analysis**
  - ◆ Building Structure
  - ◆ Roof System
  - ◆ Mechanical Systems (heating, lighting, plumbing, electrical, fire suppression, etc.)
  - ◆ Potential Hazards (asbestos & mildew)
  - ◆ Site Constraints and Opportunities
- ◆ **Proposed Project**
  - ◆ Conceptual Design – floor plan, preliminary exterior renderings, conceptual site plan
  - ◆ Preliminary Project Budget
  - ◆ Preliminary Project Schedule



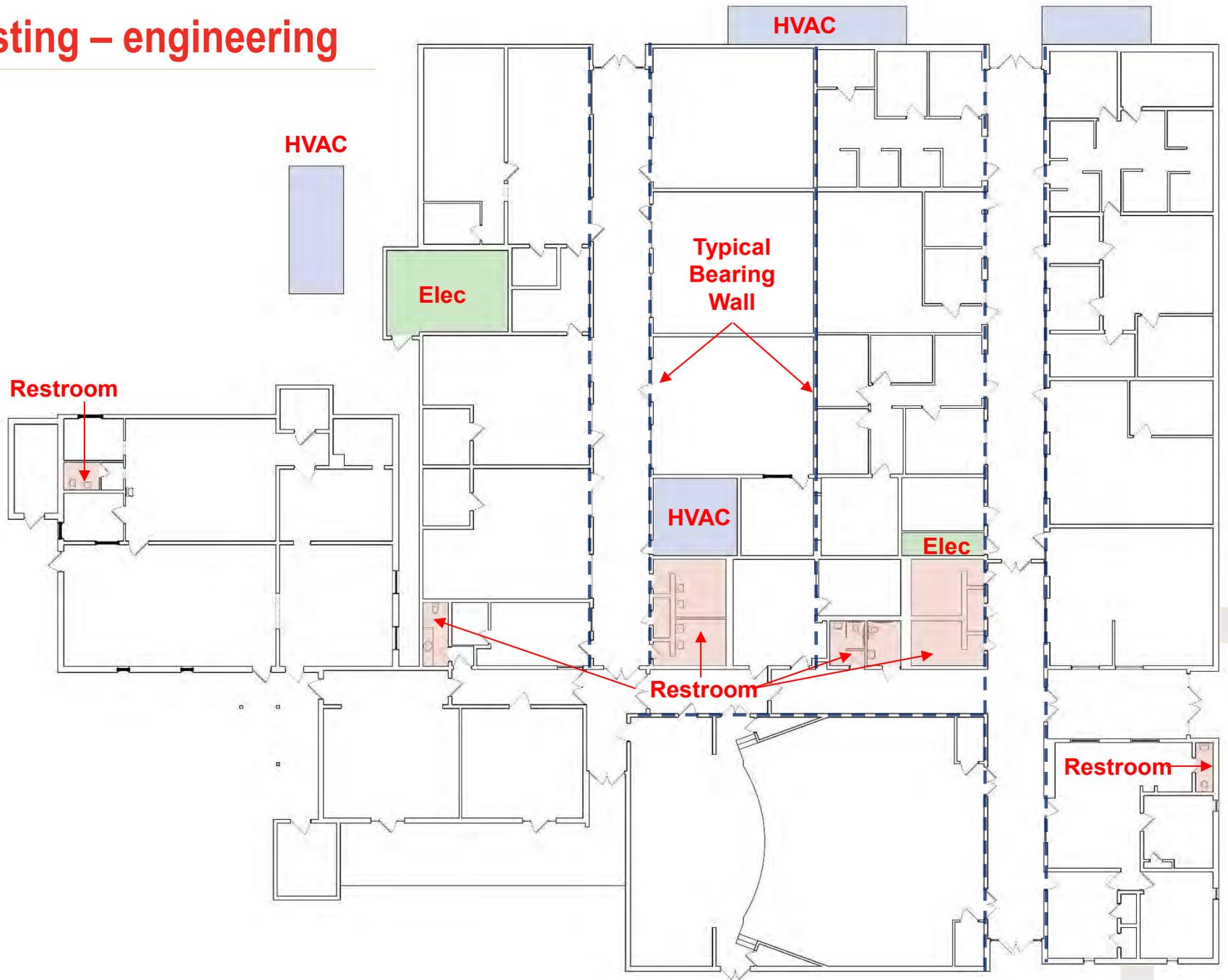
# existing – site plan



# existing – floor plan



# existing – engineering



# Town Hall Renovation Project – Existing Structure Feasibility Study

## □ Structure

- ▣ The exterior of the building is CMU block with an external brick veneer
- ▣ The block & brick are in good shape and require minimal repointing in some areas
- ▣ The interior walls are a combination of CMU / brick walls with some gypsum walls
- ▣ The building has an open web metal truss system to support the roof structure
- ▣ Various lintels are rusted and should be considered for repair or replacement in the future
- ▣ All windows are older and need to be replaced with new thermal energy efficient windows



# Town Hall Renovation Project – Existing Structure Feasibility Study

## □ Roofing

- The building had a retrofit metal roof added some time ago over the original flat roof system
- Various pipe penetrations, ridge caps, ventilators, roof panels need to be repaired
- Fasteners and gaskets need to be added in many locations
- New flashing and on lower canopies need to be considered
- The general overall roof system is in good shape and mostly needs repairs in some locations



# Town Hall Renovation Project – Existing Structure Feasibility Study

- Fire Protection
  - ▣ The building is not provided with a fire sprinkler system
  - ▣ Depending on the future renovation scope, a new system is strongly encouraged and may be required
  - ▣ The existing fire alarm system in the back wing is in disrepair and will need to be replaced
  - ▣ The existing fire alarm system in the front wing is in good condition
  - ▣ As part of the renovation / addition, both a total building system will need to be established



# Town Hall Renovation Project – Existing Structure Feasibility Study

## □ Mechanical

- Front wing of the building is conditioned by numerous split systems heat pumps
- Front condensing units are located outside on grade, air handling units are suspended above the ceiling
- Condition ranges from poor/fair to good condition
- Age ranges from 5-12 years old
- Life span of units are 15 years, strong consideration for a complete new system during renovation
- North wing conditioned by an air cooled chiller/chilled water system serving many zones
- North wing will need a complete new system since the existing unit is non operational



# Town Hall Renovation Project – Existing Structure Feasibility Study

## □ Electrical

- ▣ The existing electrical service voltage to the building is 120/208V 3 phase 4 wire fed from SCE&G
- ▣ The main service panels are located in the back wing mechanical room
- ▣ The main panels appear to be from the 1950's – 1960's and are probably original construction
- ▣ These panels are no longer manufactured, so replacements parts will be hard to locate
- ▣ A new central, up to code, system is recommended to replace this during renovation



# Town Hall Renovation Project – Existing Structure Feasibility Study

## □ Plumbing

- ▣ The existing plumbing system is estimated to contain older cast iron pipes
- ▣ The existing restrooms are in poor quality, lack adequate handicap service and under served
- ▣ New sanitary vents & waste pipes are recommended
- ▣ New proper handicap restrooms and the proper amount of stalls are required in the renovation

## □ Lighting

- ▣ The existing lighting system in the front wing consists of lay-in fluorescent acrylic lens units
- ▣ The existing lighting system in the rear wing is in various stages of disrepair and should be replaced



# Town Hall Renovation Project – Existing Structure Feasibility Study

- Asbestos
  - ▣ Currently there are numerous locations in the building that contain asbestos in some form
  - ▣ Asbestos is located in floor tile, mastic, ceiling materials, plaster, stage curtain & roof flashing
  - ▣ Asbestos abatement will have to be performed before demolition can occur in the building



# Town Hall Renovation Project – Feasibility Study Summary of Findings

- ❑ Existing building has “good bones” - can use the existing structure with alterations and additions per approved scope
- ❑ Adequate land for parking to accommodate various shared-uses
- ❑ Adequate space to accommodate current needs, while also room to grow
- ❑ Renovation will formalize a mixed-use Town Hall:
  - ❑ Town Hall Offices
  - ❑ Formal Public Meeting Space
  - ❑ Municipal Court
  - ❑ May River Theater
  - ❑ Calhoun Station



# Town Hall Renovation Project – Preliminary Goals and Priorities

- Town Hall Site Improvements
  - ▣ Organize and expand parking availability – approximately 145 spaces
  - ▣ Add outdoor lighting to parking areas and building
  - ▣ Establish formal gathering area for Town events and public use
  - ▣ Minor improvements for on-site stormwater management
  - ▣ Minor improvements to Town Hall signage
  - ▣ Addition of pedestrian safety elements on Bridge Street and Pritchard Street

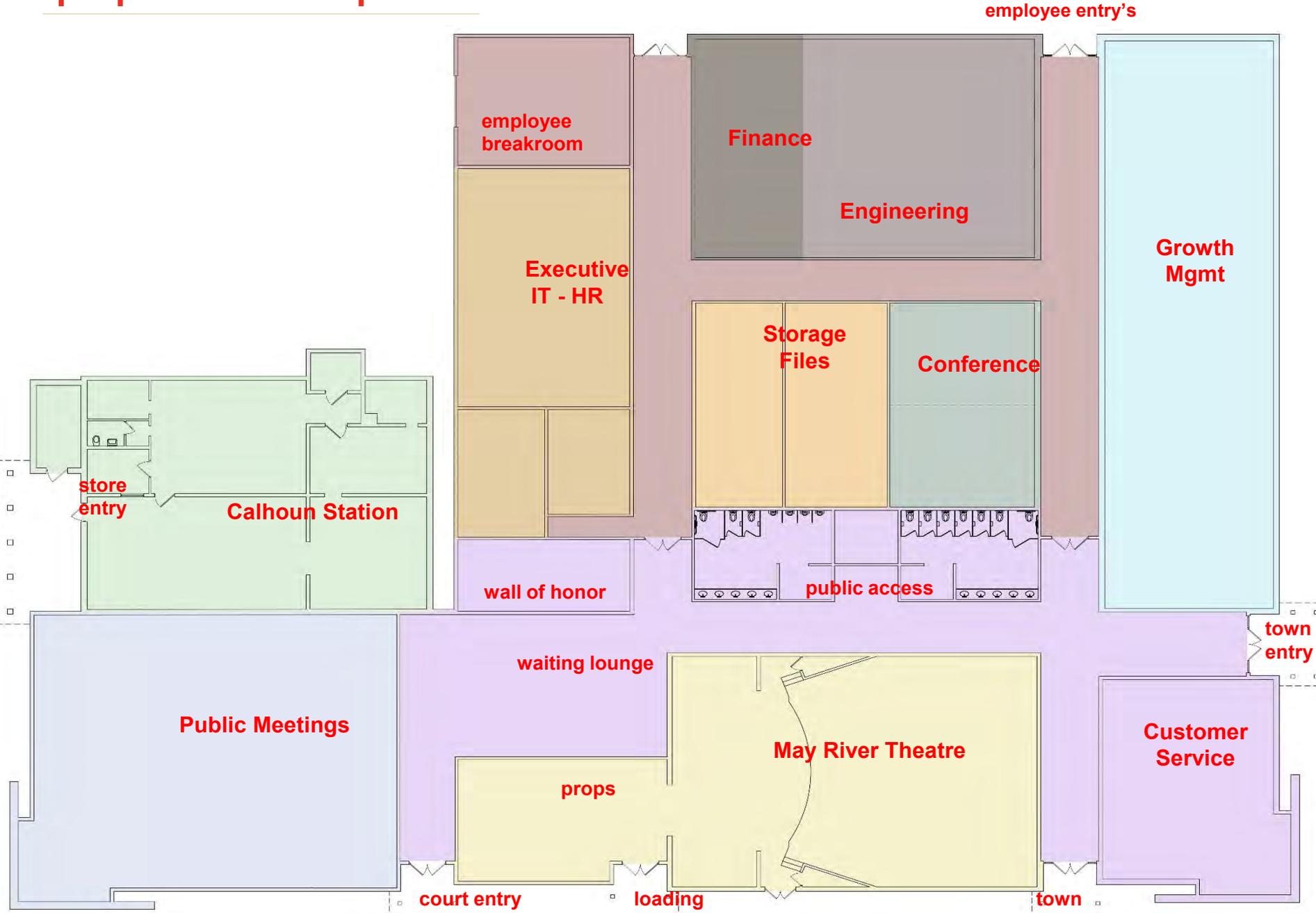


# Town Hall Renovation Project – Preliminary Goals and Priorities

- Improve Town Building
  - Improve technology, efficiency of office space, and consolidate Town operations at Town Hall
  - Provide formal public meeting space for Town Council meetings, Municipal Court, and other public meetings
  - Enhance citizen entry to Town Hall and create shared common area for Town Hall, May River Theater, and Municipal Court
  - Improve customer and citizen experience at Town Hall
  - Improve air quality, provide natural lighting, and remediate asbestos
  - Enhance public safety measures for mixed-use functions
  - Improve existing building systems and update building to current building standards where feasible/required

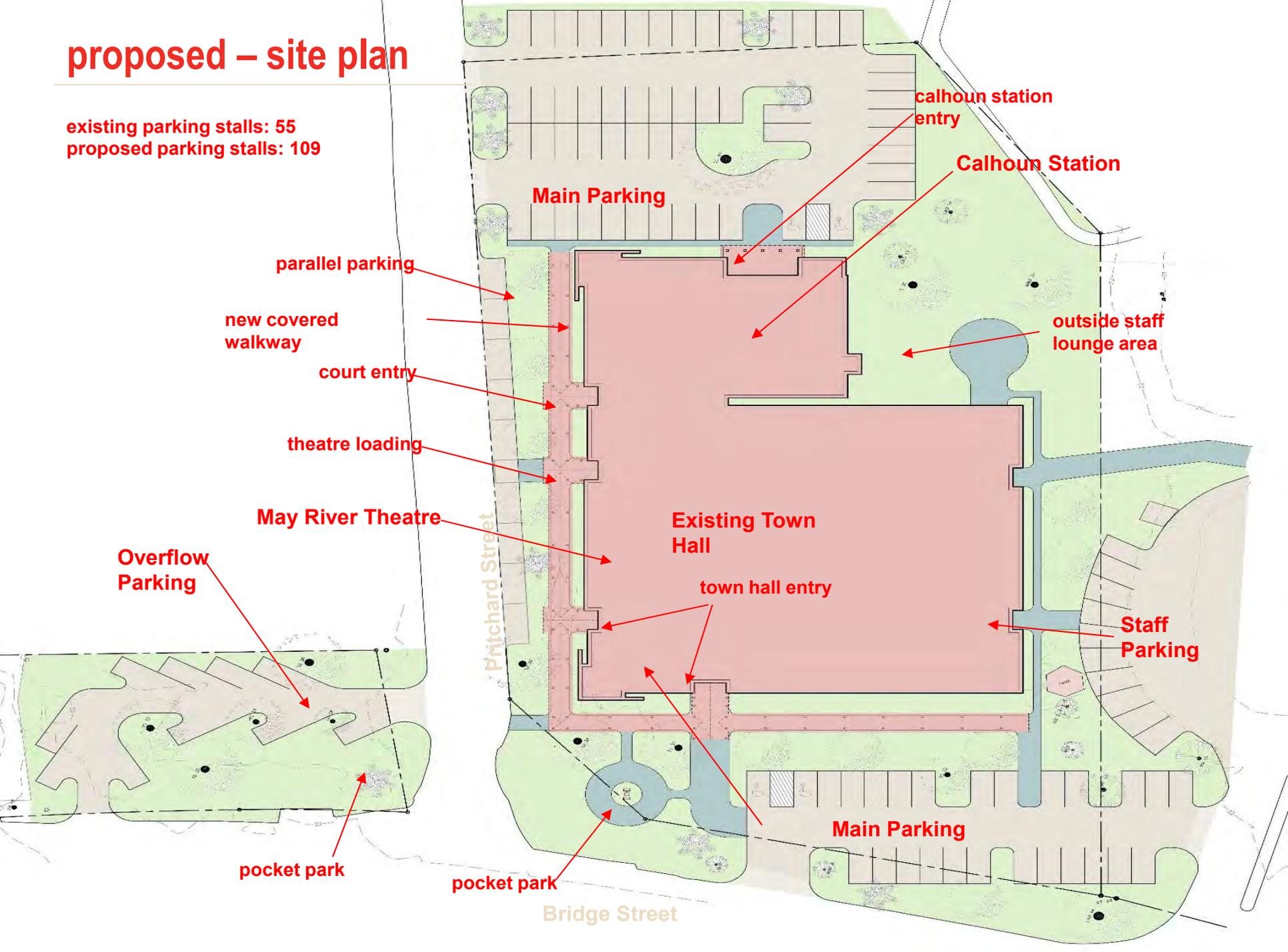


# proposed – floor plan



# proposed – site plan

existing parking stalls: 55  
proposed parking stalls: 109



calhoun station  
entry

Calhoun Station

Main Parking

parallel parking

new covered  
walkway

court entry

theatre loading

May River Theatre

Overflow  
Parking

Existing Town  
Hall

town hall entry

outside staff  
lounge area

Staff  
Parking

pocket park

pocket park

Main Parking

Bridge Street

Pritchard Street

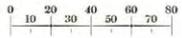


**PARKING**

90° PULL IN	120
ANGLED	18
PARALLEL	9
<b>TOTAL SPACES</b>	<b>147</b>

# BLUFFTON TOWN HALL

BLUFFTON, SC  
DECEMBER 2015



# FY16 Capital Improvement Project Priorities

Project	Type	Proposed FY 16 Activities
Calhoun Street & Adjacent Area Improvements	Old Town Improvements	Design/Pursue Construction Funds
Old Town Streetscape, Lighting & Parking	Old Town Improvements	Concept Phase-Parking/Lighting
Calhoun Street River Overlook/Community Park	Old Town Improvements	Pursue Potential Opportunities
May River Watershed Action Plan & Stormwater Improvements	Stormwater	Design & Construction Work
Bluffton Parkway Phase 5B	Roadway Improvements	Pursue Construction Funds
General Pathways	Pathways	Construct Goethe-Shults Sidewalks
Buck Island-Simmons ville Sewer	Sewer & Water	Concept Phase & Design
Jason-Able Sewer	Sewer & Water	Concept Phase & Design
Oyster Factory Park - Next Phase	Park Development	Garvin House & Parking Lot Work
Buckwalter Place Tech Park Infrastructure	Town Facilities	TBD
Parks and Recreation	Park Development	Ongoing Activities as Needed
Land Acquisition	Land Acquisition	Pursue Potential Opportunities
Calhoun Street Dock Improvements	Old Town Improvements	Coordinate with Beaufort County
BIS Pathways	Pathways	Concept Phase/Pursue Funding
Recreational Access Improvements - River, Facilities, Parks	Park Development	Pursue Potential Opportunities
General Sewer	Sewer & Water	Concept Phase/Pursue Funding
Town Hall and Municipal Court	Town Facilities	Proposed
Oscar Frazier Park: Event Parking	Park Development	Proposed
Oscar Frazier Park: Tennis Courts	Park Development	Proposed
Oscar Frazier Park: Field of Dreams	Park Development	Proposed
Blueways-Kayak Trail	Park Development	Proposed
Corridor/Median Beautification: Highway 46, Burnt Church, Simmons ville, US 278	Roadway Improvements	Proposed

Key
High Priority
Secondary Priority
Long Term Project



# Town Hall Renovation Project – Project Scope/Preliminary Budget

- ◆ Space Assessment – 30,800 sf
  - ◆ Town Hall – 19,000 sf
  - ◆ Town Council Chambers/Municipal Court – 5,800 sf
  - ◆ May River Theater – 3,000 sf
  - ◆ Calhoun Station – 3,000 sf
- ◆ Preliminary Project Budget
  - ◆ FY16 - \$500k approved
  - ◆ FY17 – additional \$2.5M - \$3M proposed
- ◆ Preliminary Project Schedule
  - ◆ Construction start date – no later than November, 2016



# Town Hall Renovation Project – Project Proposal

- ◆ Town Council prioritization of Town Hall Renovation Project in FY16/FY17 CIP Program
- ◆ Town Council preliminary approval of proposed project:
  - ◆ Scope / Budget / Schedule
- ◆ Town Council approval to solicit the following proposals:
  - ◆ Design Team – architect, mechanical, electrical, plumbing, structural, and fire protection design professionals, and civil engineer
  - ◆ Construction Team – construction manager/general contractor with a not to exceed contract amount



# Preliminary Project Schedule

Action Item	Time Frame
<b>Existing Conditions &amp; Conceptual Design Presentation Package</b> <i>presentation to Town Council for consideration of scope and budget</i>	January 19, 2016
<b>Solicitation of RFP / RFQ from Vendors</b> <i>bid invitations to vendors</i>	February, 2016
<b>RFP / RFQ Design Team Packages Due to Town</b> <i>complete bid package due to town for review and interviews</i>	March, 2016
<b>Town Council Consideration of Design Team Contracts of Vendors</b> <i>council reviews and approves all vendors to commence project</i>	May 10, 2016
<b>Design Team Kick-off</b> <i>all vendors to meet and start kick-off meeting of the project</i>	June 1, 2016
<b>Town Hall Design/Town Council Consideration of Construction Contract/ Construction Cycle</b> <i>approx. 4 month design schedule / min 9 month construction schedule</i>	June 1, 2016 – July 15, 2017



# Questions

- ✓ **Background**
- ✓ **Feasibility Study**
- ✓ **Proposed Scope**
  - ✓ **Design**
  - ✓ **Budget**
  - ✓ **Schedule**

