

**VILLAGE OF DOWNERS GROVE**  
**Report For The Village Council Meeting**  
**3/10/2020**

<b>SUBJECT:</b>	<b>SUBMITTED BY:</b>
Continued Discussion regarding the Facility Replacement & Sustainability Plan	Mike Baker Deputy Village Manager

**SYNOPSIS**

Discussion is requested regarding the Facility Replacement & Sustainability Plan

**STRATEGIC PLAN ALIGNMENT**

The goals for 2019-2021 include *Exceptional Municipal Services* and *Top Quality Infrastructure*. One of the Priority Action Items includes *Develop a Facility Replacement & Sustainability Plan*.

**FISCAL IMPACT**

N/A

**RECOMMENDATION**

N/A

**BACKGROUND**

The Village owns and operates seven major buildings that must be properly maintained. Five buildings are in a maintainable condition of Excellent, Good or Fair. The 40-year old Police Station and 90-year old Village Hall are in Below Average condition and do not provide modern work spaces that allow for efficient and effective interactions among employees and customers. Both facilities have outdated major building systems that will require significant investment to replace. The 2012 Facility Condition Assessment identified over \$10 million of recommended improvements for the Police Station and Village Hall. Maintenance activities in the Police Station and Village Hall have been very limited since 2012 in anticipation of improvements to or replacement of these buildings. These two buildings are in need of replacement.

Additional information about the FRSP is available by clicking here: <http://www.downers.us/facilities>

The Village is preparing a plan to replace these buildings with a new combined Police Station and Village Hall to be located on the Civic Center property. The FRSP will be developed over a series of meetings beginning in December and continuing through April according to the following schedule:

**Table 1**

<b>Meeting Date</b>	<b>Topic and Action</b>
December 17, 2019	Introduce the project Confirm the project process, schedule and deliverables
February 18, 2020	Present the scope, site plan, budget and financing plan for multiple development options
<b>March 10, 2020</b>	<b>Discuss the options</b> <b>Discuss the schedule including the public input process</b> <b>Begin a general discussion regarding environmental sustainability attributes of the project</b>
April 7, 2020	Discuss the budget as it relates to the environmental sustainability attributes of the project Identify and develop the preferred option
April 21, 2020	Approve the FRSP

When completed, the FRSP will answer the following questions with the deliverables described in the table below:

**Table 2**

<b>Key Question</b>	<b>Response and Deliverable</b>
What will be constructed?	<u>Project Scope (Village)</u> listing the elements of the project.  <u>Space Program</u> indicating the approximate size of the new Police Station and Village Hall.  <u>Project Scope (Development Partner)</u> for any private or public sector partner development listing the general land use and approximate size of the development.
Where will construction take place?	<u>Preliminary Site Plan</u> indicating the location of the Village project and development partner project, if applicable.
When will the project take place?	<u>Preliminary Project Schedule</u> including all steps and aspects of the project such as planning, design, public input, zoning approval, demolition, construction and closeout. It will likely be expressed in terms of quarters of a year.

<p>How much will the project cost?</p>	<p><u>Preliminary Project Cost Estimate</u> including the estimated cost range of all aspects of the project. It will be prepared by staff and a professional consultant based on the project scope, space program and preliminary site plan. It will include allowances for any environmental sustainability components of the project.</p>
<p>How will the Village pay for the project?</p>	<p><u>Preliminary Project Budget</u> including a range of project costs and revenues.</p> <p><u>Preliminary Financing Plan</u> outlining sources of funds (debt and equity), debt instruments, preliminary debt service payment schedule, revenue sources and amounts.</p>

The meeting on March 10, 2020 will provide opportunities for discussion involving the following:

1. Discuss the options
2. Discuss the schedule including the public input process
3. Begin a general discussion regarding environmental sustainability attributes of the project

**1. Discuss the options**

The staff report prepared for the February 18, 2020 meeting provided information regarding six options and can be found here:

[http://www.downers.us/public/docs/agendas/2020/02-18-20/REP%202020-8505%20-%20Discuss%20the%20Facilities%20Replacemement%20and%20Sustainability%20Plan%20\(ERSP\)%20-%20202-18-2020\\_15834.pdf](http://www.downers.us/public/docs/agendas/2020/02-18-20/REP%202020-8505%20-%20Discuss%20the%20Facilities%20Replacemement%20and%20Sustainability%20Plan%20(ERSP)%20-%20202-18-2020_15834.pdf)

**2. Discuss the schedule including the public input process**

The attached diagram reflects schedule options based variations of public input incorporated into the project.

**3. Begin a general discussion regarding environmental sustainability attributes of the project**

Issues related to environmental sustainability attributes of the project will be discussed on March 10 and on April 7. At the March 10 meeting, a general discussion/open forum will provide an opportunity for residents and Council members to express initial preferences regarding desired attributes for environmentally sustainable design of the project. At the April 7 meeting, a range of options with cost impacts will be presented and discussed.

The discussion planned for March 10 will focus on answering the following three questions:

1. Which environmental sustainable attributes would you like to see pursued in this project?
2. Why?
3. Which attribute or category of attributes is most important to you?

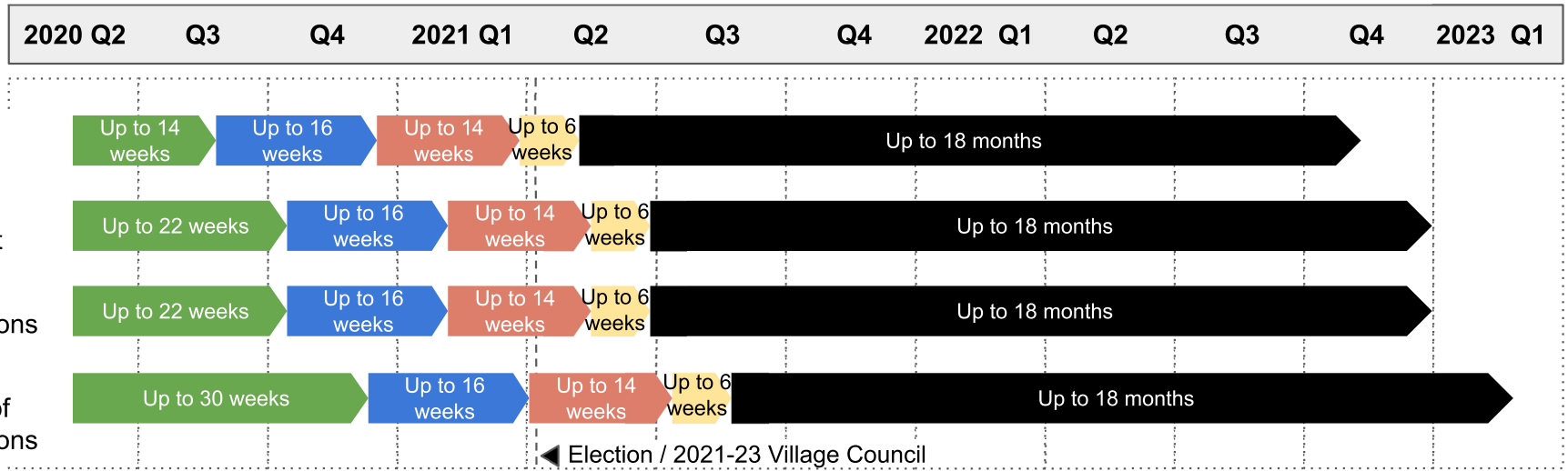
The following general categories and attributes have been prepared to assist with the discussion. This does not represent a complete set of possible categories or attributes.

1. Stormwater management (permeable pavers, green roof, rain gardens, open space)
2. Water usage (water recapture, low flow fixtures & toilets)
3. Energy conservation (use of clean, renewable energy including geothermal, solar or wind)
4. Transportation (bicycle facilities, electric vehicle charging stations)
5. Site improvements (light pollution reduction, heat island reduction, passive recreation)
6. Sustainable construction practices (material sourcing, recycled building materials)

**Attachments**

Pre-Construction Schedule Options Diagram

## FRSP Design & Construction Schedule Options



**Key**

- ▶ = Schematic Design
- ▶ = Design Development
- ▶ = Construction Documents
- ▶ = Bidding
- ▶ = Construction
- = To be Determined

**Option 1: Baseline**

- Two Plan Commission meetings & neighborhood meeting to present/consider zoning petition
- Public input during regular Council meetings

**Option 2: Informal General Public Input**

- Additional public input that could include design charrettes, additional neighborhood meetings, etc. (public input assumed to add 8 weeks to project schedule)
- Two Plan Commission meetings & neighborhood meeting to present/consider zoning petition
- Public input during regular Council meetings

**Option 3: Formal Use of Boards & Commissions**

- Up to two meetings of the Environmental Concerns Comm. (ECC) and Architectural Design Review Board (ADRB) or Plan Comm. (meetings assumed to add 8 weeks to proj. schedule)
- Two Plan Commission meetings & neighborhood meeting to present/consider zoning petition
- Public input during regular Council meetings

**Option 4: Informal Public Input & Formal Use of Boards & Commissions**

- Two meetings of the ECC and two meetings of the ADRB (meetings assumed to add 8 weeks to project schedule)
- Additional public input that could include design charrettes, additional neighborhood meetings, etc. (meetings assumed to add 8 weeks to project schedule)
- Two Plan Commission meetings & neighborhood meeting to present/consider zoning petition
- Public input during regular Council meetings

**List of Council Actions by Project Phase**

- Approve Professional Services Contracts
- Approve Memorandum of Understanding with District 58 \*
- Approve Schematic Design Plans
- Approve Design Development Plans
- Approve Zoning
- Approve Construction Documents
- Approve Bids and Construction Contracts
- Approve District 58 Intergovernmental Agreement \*
- Authorize Bond Issuance
- Approve TIF Inducement Resolution \*
- Approve TIF Qualification Report \*
- Approve Special Service Area \*
- Approve Redevelopment Partner \*
- Approve Redevelopment Agreement \*
- Approve Zoning Entitlement for Redevelopment Partner \*

\* If Applicable