



TOWN OF
VIENNA
Parks and Recreation

Date: May 2, 2023

To: Mayor & Town Council

CC: Mercury Payton, Town Manager
Christine Horner, Director of Public Works
Marion Serfass, Director of Finance
David Levy, Director of Planning/Zoning
Natalie Monkou, Director of Economic Development

From: Leslie Herman, Director of Parks & Recreation

Subject: Annex – Future of the existing building

While the Town is in the midst of an Annex Long Term Use Study, council will eventually need to determine the future of the existing building. Staff has identified four (4) options for the Annex building located at 301 Center Street, summarized below.

Option #1 – Do nothing with the building until the long term use project is funded and ready to implement.

There is continual overhead expense and no return. The building continues to fall into disrepair.

Expenses:

- Washington Gas - \$8,500 annually (July 2021 – June 2022)
- Dominion Electric - \$23,000 annually (July 2021 – June 2022)
- Staff Inspections – 2 staff x 2 hours per inspection x 12 inspection per month x 12 months X \$30 = \$17,280
- Roof repairs - \$5,600

- HVAC Issues – cost to repair approximately \$20,000

Church/Sanctuary Unit

- York Unit that sits at ground level, next to the Sanctuary, has a low refrigerant charge. The unit can't cool during warmer months. This unit is over 30 years old, the cost to re-charge the unit would be \$4,000. However, because of the age of the unit, vendors would not offer a guarantee on the unit holding the charge. In fact, they recommend a new unit. This unit has been down since mid-August.

Roof Top Unit (RTU)

- Heat exchanger has failed for RTU #3; the heat exchanger cannot be repair or replaced. A new RTU unit will need to be purchased. This unit handles the first-floor lobby area.
- This does not include RTU #4 that is currently unable to cool the second floor.

Option #2 - Make entire Building Code Compliant

At the March 28, 2022 Vienna Town Council conference session, staff recommended using the Annex for recreational purposes and meeting spaces for at least the next 10 years, completing the upgrades to make the building code compliant and making the improvements to the programming and meeting space for public use. Staff reported that the estimated cost to make the Annex compliant with building codes in order to obtain a new occupancy permit (\$500,000), to make programming and meeting space improvements for public use (\$225,000) and to install an elevator (\$200,000) was approximately \$925,000.

Based on these findings, Council expressed concern that the renovation investment for the short-term use of the Annex was too high, a permanent use for the Annex had not been determined, public engagement for permanent use had not occurred, concern that the current CIP debt will push permanent use project out too far to satisfy the community and that the short-term use may influence long term decisions.

Option #3 - Demo Entire Building

Rough ballpark pricing for demolition and removal of debris of the entire building as one.
Estimate \$250,000

Estimated pricing includes;

- Disconnecting sewer/ water utilities (Gas and Electric will need to be disconnected by the owner of the property)
- Demolition of Structure/Removal of Debris
- Erosion Controls

- Importing Dirt to fill in where structure has been removed
- Grading of imported dirt to provide positive drainage
- Stabilization of disturbed area with seed/straw
- Does not include removal of asphalt driveway / parking lot or tree removal.
- Civil engineering
- County Fees

Option #4 - Partial demo of the Building to retain Gymnasium and Supporting Spaces -

There is the option to conduct a partial demo of the Annex to retain the gymnasium and supportive spaces. Whitman, Requardt & Associates shared that this will be a two-step process to determine the cost to demo a portion of the Annex while maintaining the structural integrity of the gymnasium and supporting spaces.

Step 1 - WRA will provide a structural and architectural analysis for partial demolition of the Annex, with only the gymnasium and necessary ancillary space to remain. To determine the extent of demo, it is necessary to first determine architecturally and structurally what portions of the existing structure are required to remain. WRA will review the required support spaces to allow the gym to remain in operation. This includes the toilet rooms, means of ingress and egress, and mechanical and electrical equipment and spaces. WRA will review the existing structural configuration to determine what component of the Annex could possibly be demolished while maintaining the structural integrity of the gymnasium and supporting spaces. The Town can determine based on the results of the structural and architectural analysis if they want to move forward with Step 2 to get the cost estimate for partial demo.

Time frame - WRA will schedule a site visit with Parks & Recreation within 2 weeks of notice to proceed. The evaluation of demolition will be submitted 4 weeks from date of the site visit. Office closed last week of December.

Cost : \$11,772

Step 2 - Based on the results of the Annex structural and architectural evaluation, Whitman, Requardt & Associates will provide a cost estimate for the partial demolition of the Annex, with only the gymnasium and necessary ancillary spaces to remain. WRA will prepare a Rough Order of Magnitude Cost Estimate for demolition of the portions of the building determined to be expendable, new construction to provide new envelope at the limits of demolition, and conversion of remaining site to standard parking. Cost estimate will include making the facility code compliant and design services for demo or new construction.

Time frame - WRA will complete the cost estimate within 4 weeks after the acceptance of the demolition evaluation by the Town.

Cost: \$11,808