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DATE: April 15, 2024  
TO: Michelle Hale, Chair  
Committee of the Whole (COW)  
THROUGH: Denise Koch, Engineering and Public Works Director  
FROM: Jeanne Rynne, Chief Architect  
FOR: INFORMATION  
SUBJECT: CBJ Office Space Options Analysis

### **Executive Summary**

As a follow-up to the presentation to the COW on March 11, Jensen Yorba Wall (JYW) has prepared conceptual drawings of what office space and Assembly chambers might look like in the Burns Building and at Marie Drake. Further analysis was done on the level of tenant improvements that could be done at the Burns Building and Marie Drake. Please see the budgetary cost estimate prepared by JYW 4/5/24 attached. Note, all costs outlined in the memo should be considered a budgetary allowance for the general scope of work v. a detailed estimated based on a definitive design.

### **Burns Building**

#### **Tenant Improvements**

The 4/5/24 estimate from Jensen Yorba Wall (JYW) has been updated since the 3/11/24 memo based on more detailed historical project costs. Additionally, the total square footage was adjusted down based on updated numbers on available lease space from the building owner. The latest budgetary estimate lands at \$70/SF (previously \$60/SF). The average workstation furnishings cost is \$7,000 per station. This yields a construction estimate of \$2.5M and a total project cost of \$3.3M (previously \$3.5M and \$5.1M). Total project costs include design fees, project administration and permitting.

An advantage to the Burns Building space is that the existing floor plan is very open and provides maximum flexibility for configuration of office space. Furthermore, the existing walls on the second floor are modular non-bearing partitions that are easier to demolish than standard stud wall construction, enabling our funds to go toward other improvements.

The Burns Building can easily accommodate the Assembly Chambers in the former State Board of Education meeting room, which is 25% larger than the existing Assembly Chambers space.

### **Marie Drake**

#### **Tenant Improvements**

The scope of work for tenant improvements at Marie Drake was based on a budgetary number of \$300/SF. This was derived from the \$16.3M previously earmarked toward a new city hall that could potentially be redirected toward tenant improvements at Marie Drake. This would allow for up to \$10.5M in construction costs. At this budget, the level of remodel would be slightly better than the 'Project Type 2+' level described in the 3/11/24 memo to COW – basically upgrading classroom finishes and installing systems furniture for workstations. Work would include additional power and cable to cubicles. Options to reconfigure walls would be limited. Some of the classrooms at Marie Drake are smaller than the standard classroom at 24' x 24' v. 30' x 30'. This yields a tighter layout of workstations in the existing classroom size (see slide).

The commons area at Marie Drake could easily accommodate the Assembly Chambers and associated spaces as it is nearly twice the size of the current Assembly Chambers proper.

### Parking

Existing parking spaces at Marie Drake include approximately 45 stalls (25 adjacent to the turf field).

A preliminary analysis was performed by CBJ Engineering to look at the cost of building a parking garage at the site of the turf field. Using the Downtown Parking Garage as a basis, we confirmed the 4-storey, 209 stall garage could fit on the field site. Using the 2009 construction costs and applying escalation to 2025, the ROM estimate to build a similar parking garage at the soccer field is \$18.6M for construction (209 stalls @\$88,995/stall), yielding a total project cost of \$26.6M. 209 stalls exceeds the 180 CBJ employee parking passes issued for the Marine Parking Garage during cruise ship season.