

2015 Achievement Awards Virginia Association of Counties

APPLICATION FORM

All applications must include the following information. Separate applications must be submitted for each eligible program. **Deadline: June 1, 2015.** Please include this application form with electronic entry.

PROGRAM INFORMATION

Locality: _____

Program Title: _____

Program Category: _____

CONTACT INFORMATION

Name: _____

Title: _____

Department: _____

Complete Mailing Address: _____

Telephone # _____ Fax # _____

E-mail: _____

SIGNATURE OF COUNTY ADMINISTRATOR OR CHIEF ADMINISTRATIVE OFFICER

Name: _____

Title: _____

Signature: _____



**THE PLANNING AND DEVELOPMENT OF THE
GREENSVILLE COUNTY OFFICE PARK**

Overview

In the 1990's, the Greenville County Board of Supervisors made an assessment of the public buildings in which governmental services were being delivered. It was evident that almost the entire inventory of buildings had major deficiencies and was not able to serve the public in an effective manner without substantial improvements.

The Supervisors set forth a methodology to address the seemingly overwhelming building deficiencies. The methodology consisted of six action items. They are as follows:

Action Item #1. General Analysis of the Building Deficiencies.

Action Item #2. Establishment of Goals.

Action Item #3. Establishment of Site Selection Criteria.

Action Item #4. Site Selection.

Action Item #5. Development of Master Plan.

Action Item #6. Implementation of Architectural and Programmatic Design.

The implementation of the program required the collaboration and partnering with various other governmental entities such as the City of Emporia, District 19 Community Services Board, the Department of Corrections, the Virginia Employment Commission, Southside Virginia Community College and many other entities.

The Planning and Development of the Greensville County Office Park

Introduction

The Greensville County Office Park is located on U.S. Route 301 approximately 2 miles north of the City of Emporia in Greensville County, Virginia. For over 10 years, the Park has been planned and developed. The County's efforts have resulted into an architecturally significant, environmentally sensitive office park in which governmental services are efficiently and effectively delivered to residents of Greensville County as well as Southside Virginia. While the appearance of the Park is visually pleasing, a great deal of effort has been placed in developing and augmenting the programs that occupy the facilities. The County's ability to marry the design of the Park, the architectural design of the individual buildings and enhanced program delivery is the subject of this application and is worthy of the 2014 VACo Achievement Award.

Identification of the Problem

In the 1990's, the Greensville County Board of Supervisors made an assessment of the public buildings in which governmental services were being delivered. It was evident that almost the entire inventory of buildings had major deficiencies and was not able to serve the public in an effective manner without substantial improvements. The Supervisors came to the following specific conclusions:

1. Buildings in use at that time were not properly designed for the services that were being implemented. Over the years, governmental services were made to fit into existing, available office space. The delivery of governmental services had to be planned around the design of the building which produced inefficiencies and ineffectiveness.

2. Building systems were outdated. This deficiency included the lack of modern environmental requirements regarding air exchange in heating, cooling and ventilation systems, the inability to conveniently meet internet and data requirements and inaccessibility issues within the buildings themselves.
3. Many building were not large enough to accommodate an efficient layout of workspace for effective service delivery. Over time, the number of staff members grew and programmatic requirements increased while the building sizes remained constant. No room for future growth was planned generations ago.
4. The physical facilities in which governmental services are delivered were scattered throughout the region. They were not centrally located within the County nor located together at one general location.
5. Some governmental programs were located in privately owned office space that was being rented. It was determined that the County could have built its own public buildings a generation ago and would now own the building, saving tax dollars. The County however was continuing to rent office space.

The Program

The Supervisors set forth a methodology to address the seemingly overwhelming building deficiencies. The methodology consisted of six action items. They are as follows:

Action Item #1. General Analysis of the Building Deficiencies. The Board of Supervisors had information gathered on each building housing a local governmental program and whether the building was owned by the County or leased. It prioritized the building construction to address the degree of need by building. It was evident that an office park was needed to become the ultimate location of buildings and the provision of governmental services.

Action Item #2. Establishment of Goals. The Supervisors adopted a set of goals to help guide the long range planning and development of the Park. They are as follows:

1. The buildings in the Park should be architecturally significant and similar in exterior appearance. Not only should they be aesthetically pleasing but there should be a focus on life cycle costs rather than the cheapest cost at the time of construction.
2. The Park should be environmentally sensitive. Green space and natural areas should be emphasized.
3. The Park should be a location where governmental services can be centralized in order to be more convenient to the citizens.
4. The Park as well as the individual building should be designed for ease of expansion and to easily accommodate future growth. Expansion in the future should be accommodated easily and inexpensively with proper planning in the initial design of the Park.
5. An emphasis should be placed on grouping buildings together in which the services that are delivered have similar functional relationships.
6. The County should seek opportunities to enhance the delivery of governmental service as a part of the planning process.

Action Item #3. Establishment of Site Selection Criteria. The Board of Supervisors established criteria that defined a suitable site. The criteria are as follows:

- a. The site for the Park should be adequately sized to accommodate the future buildings that were planned to ultimately be placed in the Park.
- b. The site for the Park should be as accessible as possible by vehicle.
- c. The site for the park should be served or easily served by public utilities.

- d. The site for the Park should not contain substantial environmental issues.

Action Item #4. Site Selection. Identify the alternative sites and evaluate them by the criteria established in Action Item #2.

Action Item #5. Development of Master Plan. Procure a consultant to develop a master plan adhering to the requirements as set forth above.

Action Item #6. Implementation of Architectural and Programmatic Design. Commence the process of planning each individual building, both architecturally and programmatically.

How the Program Fulfilled the Awards Criteria

1. Innovation.

The process established by the Board of Supervisors to address the deficient building facilities is innovated in several ways.

- a. The Board of Supervisors adopted a long range planning approach to the provision of public office space rather than a building by building approach.
- b. The County, acting as a potential landlord, successfully responded to a Request for Proposal offered by District 19 Mental Health/Mental Retardation to provide office space within the Park. The Emporia/Greenville Unit of the District 19 Community Services Board is now fully operational.
- c. The Park is the eastern terminus of the E58 Broadband Project constructed by Mid Atlantic Broadband. The County built in its office park an extensive fiber network for use in serving its buildings with high speed internet services as well as shared Information resources and applications. The network

consists of individual runs from each outlying building back to the main administration building network room. The fiber cable used is twelve strand multimode. This allows for many connections to be made to each building from one cable and the potential for large growth on the network. The fiber cable was also placed in conduit with multiple man holes along its route to allow for maintenance, future cable placement and replacement. Internet access is provided to the network from Mid-Atlantic Broadband Coop (MBC). A fiber to fiber connection is made between networks in the County Administration Building. Internet service is then shared to all County-owned buildings through its fiber network. Sharing this connection reduces cost, centralizes resources and reduces management of those resources. The Greenville County Fiber network is a great asset and is used heavily.

- d. The County fulfilled the role of project manager to motivate and assist the Virginia Employment Commission (VEC) and the other required partners to create a comprehensive one stop service center to serve Southside Virginia.

2. Partnering/Collaboration

Partnering and collaboration with other governmental entities was a necessary component for the successful implementation of the Program. The various partners associated with each new building constructed in the Park are identified below:

<u>BUILDING</u>	<u>PARTNERS</u>
Southside Regional Jail	Greenville County, the City of Emporia and the Virginia Department of Corrections
Health Department	Greenville County & the City of Emporia

Administration Building	Greensville County & Greensville County Water and Sewer Authority
Workforce Development Center (SVEC Phase I)	Greensville County, the City of Emporia, Southside Virginia Community College and Southside Programs for Adult Continuing Education, Mary Baldwin College
Golden Leaf Commons (SVEC Phase II)	Greensville County, Southside Virginia Community College and Longwood University
District 19 MHMR Services Bldg	Greensville County and District 19
Comprehensive One Stop (SVEC Phase III)	Greensville County, Virginia Employment Commission-Department of Rehabilitative Services, Veterans Administration, Longwood University

3. Model for Other Communities

This program serves as a model for other communities in the following ways:

- a. The program incorporated a comprehensive approach in identifying the problem, including an examination of all public facilities, not just those with obvious deficiencies.

- b. The program incorporated an emphasis on long term construction and operating costs rather than an initial lowest construction cost.
- c. The program emphasized the convenience to the citizens regarding location and governmental service delivery.
- d. The program ended the practice of the County renting office space thereby reducing costs in the long term.
- e. The County built office space to house governmental services in distressed economic times. Contractors' bids were approximately 25 % less than the architect's construction budget and low interest loans were available which provided a lower debt service payment.
- f. The program implemented the centralization of governmental services for the convenience of the citizens.

Program Results

The results achieved by the Greenville County Board of Supervisors have been highly successful. Action Item #1 was the general analysis of the building deficiencies. Action Item #2 was to establish goals to help guide the long range planning and development of the Park. Action Item #3 was to establish site selection criteria.

Action Item #4 was to identify the site, conduct certain analysis regarding environmental conditions and public utilities and to acquire the site. The site that was selected consists of 40 acres and is located on U.S. Route 301, approximately one-half mile north of I-95, Exit 13. Public utilities including telephone services were adjacent to the site. The wetlands were identified prior to the acquisition of the property and were found to have an insignificant impact on the development potential of the Park.

Action Item #5 was to procure a consultant to develop a master plan adhering to the requirements as set forth above. The county hired the firm of Baxter Bailey and Associates to develop the master plan for the site. Frequent meetings between the County and the consultant were held to ensure the goals of the Board of Supervisors was met.

Action Item #6 was to begin the process of planning each individual building, both architecturally and programmatically. The Supervisors used a phased approach, prioritizing the need, (i.e. the building deficiencies) and then planning and constructing the building in order of priority. Since 2001, the following buildings and governmental services have been relocated to the Greensville County Office Park:

Southside Regional Jail	7,990 sf	1998
Southside Community Corrections	2,480 sf	2001
Sheriff's Office	4,600 sf	2003
Health Department	5,200 sf	2003
Administration Building	36,114 sf	2005
Workforce Development Center (SVEC)	18,305 sf	2006
Golden Leaf Commons (SVEC)	11,141 sf	2006
District 19 MHMR Services Bldg	7,770 sf	2010
SVEC Phase III VEC One Stop Center	21,110 sf	2013

The buildings have been located within the Park by function relationship. The Southside Regional Jail, the Sheriff's Office, and Southside Community Corrections are adjacent to each other. The Health Department and District 19 Community Services Board Office are located adjacent to each other. The three phases of the Southside Virginia Education Center have been constructed allowing room for a doubling of the educational space in the future.

Greenville County Government Center

Greenville County, Virginia

Owner: Greenville County
Board of Supervisors

Owner Contact:
K. David Whittington
County Administrator
Greenville County, Virginia
Phone 1-434-348-4205

Building Type: New
Office
Facility

Completion Date: 2004

Area: 36,114 SF

Cost Estimate: \$2,950,000

Bid: \$3,911,550

**Construction
Cost:** \$4,030,316
\$111.60 psf

In 2000, Baxter Bailey & Associates developed a Comprehensive Master Plan for Greenville County of which, the Greenville County Government Building is a part of.

This new 36,000 SF facility houses the Commissioner of Revenue, Treasurer, Planning & G.I.S., Building Inspections and Water & Sewer Offices as well as various Administrative Offices for the County.



Greensville County Sheriff's Office

Emporia, Virginia

Owner Contact:
K. David Whittington
County Administrator
Greensville County, Virginia
Phone: 1-434-348-4205

Building Type:
New Office Facility

Completion Date: 2003
Area: 4,600 SF

Cost Estimate: \$583,800
Bid: \$668,315
**Construction
Cost:** \$686,900
\$150.50 psf



Greensville County Health Department

Emporia, Virginia

Owner Contact:
K. David Whittington
County Administrator
Greensville County, Virginia
Phone: 1-434-348-4205

Building Type:
New Office Facility

Completion Date: 2003
Area: 5,300 SF

Cost Estimate: \$661,200
Bid: \$632,357
**Construction
Cost:** \$651,000
\$124.50 psf



Southside Community Corrections and Pretrial Services



District 19



Southside Virginia Education Center (sign)



Golden Leaf Commons (front)



Golden Leaf Commons (inside)



GREENSVILLE COUNTY GOVERNMENTAL CENTER

GREENSVILLE COUNTY, VIRGINIA

BOARD OF SUPERVISORS:
 Peggy R. Wiley, Chairman
 Michael W. Ferguson, Vice Chairman
 James C. Vaughan
 Margaret T. Lee

K. David Whittington, County Administrator



FEATURES OF THE LANDSCAPE CONCEPT

- I. OVERALL DESIGN CONCEPT REFLECTS A TRADITIONAL VISION OF VIRGINIA PUBLIC BUILDING ARRANGEMENT AND SITE PLANNING, WITH TREE SEMI-PERMEABLE BUILDINGS ALONG THE COMMONS, ADJACENT PARKING AND VEHICULAR CIRCULATION SITUATED AT THE PERIMETER OF THE COMPLEX.
- II. LANDSCAPE PLANTING IS FORMALIZED IN THE COMMONS IN A SYMMETRICAL LAYOUT TO COMPLEMENT THE PROMINENT AXIAL COMPOSITION OF THE LAYOUT AND THE TRADITIONAL BUILDING STYLE EMPLOYED.
- III. FORMALIZED OVERSTORY SHADE TREES AND UNDERSTORY FLOWERING TREES IN THE CIRCUMFERENTIAL PARKING LOOP CREATE A SHADY AND ATTRACTIVE SPACE TO PARK AND DRIVE.
- IV. GREENBELT OF "GREEN WALL" AT WEST END FRAME THE GOVERNMENT CENTER AND PARTNER NORTH VEGEALLY SCREEN EXISTING VIEW OF REGIONAL JAIL, SUGGEST PLANTING HIGH ENDPOINT "GREEN WALL" BEYOND ZONING PHASE I TO ALLOW FOR EARLY GROWTH.
- V. PRESERVATION AND IMPROVEMENT OF THE EXISTING WOODLANDS ALONG THE SOUTH BOUNDARY AS PERMANENT GREENBELT.
- VI. DEVELOPMENT OF FITNESS AND NATURE TRAIL IN THE NATURE HARDWOOD FOREST WITHIN THE ADJACENT TO THE NORTHWEST CORNER OF THE SITE WITH FAMILIAR EXERCISE DEMONSTRATIONS AND PERFORMANCE; THIS DEVELOPMENT WILL BENEFIT THE COMMUNITY AT LARGE AND SERVE BOTH FITNESS AND EDUCATIONAL NEEDS.
- VII. SMALL AREA OF WETLAND NOW EXISTS ALONG SOUTH BOUNDARY; WITH MOST OF THE WETLANDS PRESERVED AND INCORPORATED INTO SOUTH BOUNDARY GREENBELT; THEIR APPROXIMATELY THREE-TENTHS OF AN ACRE WILL BE DISTURBED BY FUTURE PHASES AND HENCE MITIGATION OF LESS THAN ONE ACRE CAN SHOULD OCCUR ELSEWHERE NEAR EXISTING WETLANDS ON THE LARGER SITE PARCELS.



MASTERPLAN / 2000

Approved by the Greenville County Board of Supervisors: November 20, 2000