Administrative Space Needs Assessment and Facilities Condition Assessment, City of Las Cruces, New Mexico

Las Cruces is the county seat of Doña Ana County and the largest city in the county. It is one of the fastest growing regions in the southwest, second only to Las Vegas, Nevada in population growth rate. The city houses administrative functions in multiple locations and facilities, many of which are beyond their capacity and life expectancy.

Architectural Research Consultants, Incorporated (ARC) was retained by the City of Las Cruces to conduct a space needs assessment of administrative functions and a condition assessment of existing facilities. The intent of the study was to identify current administrative space needs, identify potential opportunities for consolidation and assist the city in planning for future administrative facilities. ARC worked with city administrative staff in each department to determine the factors driving the supply and demand for administrative facilities and to develop a strategy to meet current and projected future needs. A questionnaire was distributed to gather base data, and on-site interviews and facility tours were completed to further understand the issues of each department.

The study includes the administrative functions of most city departments, including city administrative services, legal services, finance, public works, community development, public services, facilities and utilities. Fire and police services are not part of the study. The outcome of the study shows that about 120-125,000 gross square feet are required to meet ten-year space needs forecasts.

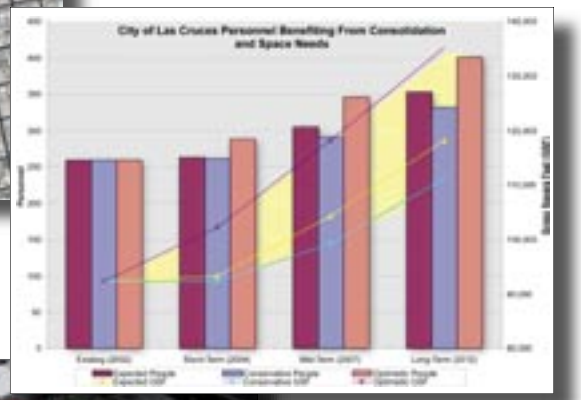
Along with the space needs study, a condition assessment based on FCI (Facilities Condition Index) standards was completed for 39 city-owned buildings, totaling approximately 467,000 gsf. The condition assessment report includes both administrative and non-administrative facilities. Each report includes an overview of the building and site, a description of deficiencies, a summary of recommendations, and a summary of capital improvement costs. Additionally, several city-owned properties were evaluated to potentially accommodate administrative facilities.

Schedule: 2003

Client: City of Las Cruces, New Mexico

Map illustrating City of Las Cruces facilities and other major non-city facilities in the downtown core, along with land owned by the city (left).

Summary of personnel benefiting from consolidation and space needs (below)



An illustration of possible massing of an addition to the City Office Center and new parking structure