

BOARD OF COUNTY COMMISSIONERS OF DOUGLAS COUNTY, KANSAS

WEDNESDAY, OCTOBER 1, 2014

2:00 p.m. – Legislative Forum at the Senior Center, 745 Vermont Street Lawrence, Kansas (More than one Commission will attend. No county business will be conducted.)

4:00 p.m. Regular Meeting

-Proclamation for “National 4-H Week” October 5-11, 2014 **(4-H Representatives)**

CONSENT AGENDA

- (1) (a) Consider approval of Commission Orders;
 - (b) Consider accessing a HGAC Cooperative Contracts for Public Works equipment (Doug Stephens); and
 - (c) Consider grant for Hazardous Materials Tabletop and Full Scale Exercise (Teri Smith)

REGULAR AGENDA

- (2) Extension request for Conditional Use Permit, CUP-13-00281, Water Treatment Plant for Public Wholesale Water Supply District No. 25, a Public Utility on approximately 28 acres located ¼ mile east of intersection of E 1750 and N 1500 Roads. Mary Miller is the Planner.
- (3) Consider proposal from Treanor Architects for planning and design services for expansion of Douglas County Jail (Weinaug/McGovern)-*backup to follow on Monday.*
- (4) (a) Consider approval of Accounts Payable (if necessary)
 - (b) Appointments
 - Board of Zoning Appeal (2) eligible for reappointment 10/2014**
 - Building Code Board of Appeals (1) eligible for reappointment 12/2014**
 - Fire District No. 1 – 12/2014**
 - Jayhawk Area Agency on Aging Board of Directors – (2) vacancies**
 - Jayhawk Area Agency on Aging Tri-County Advisory Council – (2) vacancies**
 - (c) Public Comment
 - (d) Miscellaneous
- (5) Adjourn

WEDNESDAY, OCTOBER 8, 2014

WEDNESDAY, OCTOBER 15, 2014

4:00 p.m.

-9 Del Lofts NRA request (Britt Crum-Cano)

6:35 p.m.

-Annual review of Hamm-Buchheim Quarry/Hamm Quarry No. 69, Conditional Use Permit CUP-11-5-76, a Mining and Excavation use located on approximately 73 acres at 1453 E 550 Road. Mary Miller is the Planner.

WEDNESDAY, OCTOBER 22, 2014

WEDNESDAY, OCTOBER 29, 2014

WEDNESDAY, NOVEMBER 5, 2014 –Light Agenda

4:00 p.m. only

-Recognition for Emergency Management Volunteers (Teri Smith)

WEDNESDAY, NOVEMBER 12, 2014-CANCELED

THURSDAY, NOVEMBER 13, 2014

-9:00 a.m. – General Election Canvass

WEDNESDAY, NOVEMBER 19, 2014

WEDNESDAY, NOVEMBER 26, 2014-CANCELED

Note: The Douglas County Commission meets regularly on Wednesdays at 4:00 P.M. for administrative items and 6:35 P.M. for public items at the Douglas County Courthouse. Specific regular meeting dates that are not listed above have not been cancelled unless specifically noted on this schedule.



P R O C L A M A T I O N
NATIONAL 4-H WEEK IN DOUGLAS COUNTY
OCTOBER 5-11, 2014

WHEREAS, 4-H youth across the nation are keeping it green by leading efforts to solve problems in their communities, raise awareness about environmental issues, and make a difference for their futures; and

WHEREAS, 4-H is one of the largest youth development organizations in Kansas and the largest in the nation with over six million young people; and

WHEREAS, 4-H in Douglas County, Kansas claims more than 443 members and more than 175 volunteers; and

WHEREAS, 4-H, as part of the Kansas State University Research and Extension, is a program where youth learn through opportunities that provide them hands-on experiences in 4-H's mission mandates of science, engineering and technology; healthy living and citizenship; and

WHEREAS, 4-H has connected youth and their communities with the innovative research and resources from our nation's 106 land-grant universities and colleges for more than 100 years.

NOW, THEREFORE, the Board of County Commissioners of Douglas County, Kansas, proclaims the week of October 5-11, 2014, as

National 4-H Week in Douglas County

and urges the people of this community to take advantage of the opportunity to become more aware of this special program that enhances our young people's interests in their futures as part of Douglas County 4-H Youth Development and to join us in recognizing the unique partnership between our county and our state University System.

ADOPTED this 1st day of October, 2014.

**BOARD OF COUNTY COMMISSIONERS
OF DOUGLAS COUNTY, KANSAS**

Nancy Thellman, Chairman

Mike Gaughan

Jim Flory



DOUGLAS COUNTY ADMINISTRATIVE SERVICES

Division of Purchasing

1100 Massachusetts Street
Lawrence, KS 66044-3064
(785) 832-5286 Fax (785) 838-2480
www.douglas-county.com

MEMO TO: The Board of County Commissioners
Craig Weinaug, County Administrator

FROM: Jackie Waggoner, Purchasing Director
Division of Purchasing

SUBJECT: Consider Accessing the HGAC Cooperative Contracts for Public Works Equipment

DATE: September 25, 2014

Funds have been allocated in equipment reserve to purchase a rubber tire loader for Public Works. The existing equipment will be sold through our online auction.

There were four manufactures available through the Houston-Galveston Area Council's (HGAC) cooperative buying program. Mid-America Regional Council (MARC) established an inter-local agreement which extends cooperative contract pricing under HGAC to governments. This approach has proven to provide considerable savings, and allows us opportunities to make these purchases through authorized dealers in Kansas. The table below summarizes the cost of three of the manufactures with HGAC contracts:

Contractor	Model	Warranty	Cost
G.W. Van Keppel	Volvo L90G	5 Years/2500 Hours Full Machine (includes drive time and mileage)	\$174,105.00
Murphy Tractor & Equipment Co.	John Deere 624K	60 Months/5000 Hours Full Machine	\$175,388.00
The Victor L. Phillips Co.	Case 721F	5 Years/2500 Hours PT+H	\$170,814.75

The loader will replace a 2004 Komatsu model WA250-SL with 4600 hours which has several mechanical issues. This equipment is used during summer months to assist with loading construction material at various sites, and load sand/salt mixture into our spreaders during the winter months to combat snow and ice events.

It is staff's preference to award the contract to Murphy Tractor based on past service history, standardizing their equipment for parts, and ease of maintaining. Additionally, the Murphy Tractor quote includes an electrical corrosion package and manuals for \$2,215 which is not in the other two quotes. Doug Stephens and I will be at the meeting to answer any questions.

RECOMMENDATION: The Board of County Commissioners authorizes staff to access the HGAC contract with Murphy Tractor & Equipment Company to purchase a loader in the amount of \$175,388.



MARC/KCRPC and H-GAC CONTRACT PRICING
WORKSHEET -
For Catalog & Price Sheet Type Purchases

Contract No.:

EM06-13

Date Prepared:

8/5/2014

This Form must be prepared by Contractor and given to End User and MARC/KCRPC. End User issues PO to Contractor, and MUST also send copy of purchase order to Rita Parker - rita.parker@kcrpc.com. Please type or print legibly.

MARC - KCRPC	Rita Parker 816-246-5083 (Fax 816-421-7758) email: rita.parker@kcrpc.com		
Buying Agency	Douglas County	Contractor:	Murphy Tractor & Equipment Company
Contact Person:	Jackie Waggoner	Prepared By:	Scott Williams
Phone:	785-832-5286	Phone:	913-708-2893
Fax:		Fax:	785-233-0587
Email:		Email:	swilliams@murphytractor.com

Catalog / Price Sheet Name:	Product Code 23L John Deere Wheel Loader Pricing Catalog
General Description of Product:	2014 John Deere 624K Wheel Loader

A. Catalog / Price Sheet Items being purchased - Itemize Below - Attach Additional Sheet If Necessary

Quan	Description	Unit Pr	Total
1	2014 John Deere 624K Wheel Loader	2756156	269955
	(see attached Price Summary & quote for detailed specifications & prices		0
	Replace Balderson Coupler with JRB Coupler, 3.5 Cu Yd JRB Bucket & JRB Coupler Hooks for shoulder machine.		0
			0
			0
			0
			0
			0
			0
			0
Total From Other Sheets, If Any:			
Subtotal A:			269955

B. Unpublished Options, Accessory or Service items - Itemize Below - Attach Additional Sheet If Necessary

(Note: Unpublished Items are any which were not submitted and priced in contractor's bid.)

Quan	Description	Unit Pr	Total
1	JRB Bucket, Coupler, & Coupler Hooks for shoulder machine		14860
1	Misc Labor & Install Coupler		5226
1	Freight Delivery , \$3,493 & 60 months 5000 hour full machine Warranty \$3,817		7310
1	Electrical Corrosion Prevention \$1,415 Tech manual & Parts Manual \$800		2215
Total From Other Sheets, If Any:			
Subtotal B:			29611

Check: Total cost of Unpublished Options (B) cannot exceed 25% of the total of \$ 297,778 For this transaction the percentage is: 10%

C. Other Allowances And/Or Special Discounts.

HGAC Discount 28% of list price not to include unpublished options	-75587
Additional Dealer Discount 18 % off list price, not to include unpublished options	-48591
Subtotal C:	-124178

Delivery Date: 90 Day ARO	D. Total Purchase Price (A+B+C):	175388
---------------------------	----------------------------------	--------

MEMO

To: The Board of County Commissioners
Craig Weinaug, County Administrator

From: Teri Smith, Director

Date: September 19, 2014

Re: Consider grant for Hazardous Materials Tabletop and Full Scale Exercise

RECOMMENDATION: The Board of County Commissioners accept the Hazardous Materials Emergency Preparedness grants for FFY 2014-2015 that have been awarded to Emergency Management. These grants are;

- \$30,000 grant to conduct a hazardous material tabletop exercise
- \$80,000 grant to conduct a hazardous materials full scale exercise

As part of the grant contract, Douglas County has an obligation to match 20% of the total sum of the project. The type of match can be in-kind (salary plus benefits, facility use, equipment, materials, etc.), which is what we will be utilizing.

The tabletop scenario would involve an aircraft response and rescue to test the whole response network from Douglas County; including airport personnel, law enforcement, fire, medical, emergency management, chaplains, Kansas University and Public Information Officers. The design of the exercise will assist staff in testing certain processes in the updated Douglas County Emergency Operation Plan.

The full scale exercise would provide an opportunity for the community to test their ability to manage a multi-agency, multi-jurisdictional, multi-operational period Hazardous Materials incident. The scenario will simulate an incident affecting, and drawing upon available resources from Douglas County; including Law enforcement, fire, medical, emergency management, Douglas County Behavioral Health Team, Kansas University, emergency communications, Lawrence Memorial Hospital, American Red Cross and Public Information Officers. The design of the exercise will assist staff in testing certain processes in the updated Douglas County Emergency Operation Plan and agencies SOPs.

Douglas County Emergency Management
111 East Eleventh Street, Unit 200 Lawrence, Kansas 66044
Telephone: 785.838.2460 Fax: 785.832.5101
Email: tsmith@douglas-county.com

Memorandum

City of Lawrence-Douglas County Planning & Development Services

TO: Board of County Commissioners

CC: Craig Weinaug, County Administrator

FROM: Mary Miller, Planner

Date: September 24, 2014

RE: **CUP-13-00281:** Conditional Use Permit for a water treatment plant for Public Wholesale Water Supply District No. 25, located ¼ mile east of the intersection of E 1750 Rd and N 1500 Rd. Submitted by Public Wholesale Water Supply District No. 25, property owner of record. *Joint meeting with Eudora Planning Commission.*

ATTACHMENTS:

A: Written Request for Extension

B: CUP plans

BACKGROUND:

At their September 23, 2013 meeting, the Board of County Commissioners voted unanimously to approve the Conditional Use Permit for the Public Wholesale Water Supply District No. 25 Water Treatment Plant subject to the following conditions:

- 1) The CUP shall comply with the terms, conditions, and limitations specified in the Division of Water Resources permit.
- 2) The property shall be platted prior to release of the Conditional Use Permit plan to Zoning and Codes.
- 3) The provision of a revised Conditional Use Site Plan with the following changes:
 - a. Delineation of a wooded area near the east side of Tract 2 that is 20 ft wide and extends 240 ft north of the south property line, and the addition of the following note: *"The trees and other vegetation in this area will be retained to screen the facility from the east. In the event the trees are removed, native conifers will be planted on 30 ft centers to provide screening."*
 - b. Note the revision date on the plan.
 - c. Show one ADA accessible parking space on the plan. This space shall also be marked and signed on site.

Per Section 12-319-2, if a building permit is not obtained for the site within one year of the Commission's approval of the CUP, the approval becomes null and void unless an extension is

requested prior to that date. The applicant provided a written request for an extension to the Planning Office on August 26, 2014, which is included with this memo as Attachment A.

DISCUSSION:

The applicant indicated that their pilot testing of treatment processes took longer than they anticipated so they cannot have the plans completed and bid before the deadline.

In addition, the CUP approval was conditioned on the platting of the property. It will be necessary to plat the property through the major subdivision process (preliminary and final plat) before the CUP plans are released to Zoning and Codes.

There have been no significant changes in the area that should affect the compatibility of the proposed use.

Planning Staff provided written notice of the extension request to all property owners within 1000 ft. and no comments have been received as of the date of this memo. The Eudora Planning Commission was also contacted, as this property lies within the 3 mile area of influence, and the Chair indicated they had no concerns with the extension request.

RECOMMENDATION:

Based on these factors, staff recommends approval of a one-year extension to the approval for CUP-13-00281, Conditional Use Permit for water treatment plant for Public Wholesale Water Supply District No. 25 subject to the conditions approved by the County Commission at their September 23, 2013 meeting.

August 26, 2014

Mary Miller, AICP
City of Lawrence Douglas County
Planning & Development Services
6 East 6th St.
P.O. Box 708
Lawrence, KS. 66044

**RE: CUP-13-00281 (Request for Extension)
W.O. 14366.100**

Dear Mary:

This letter is our request for a one year extension to CUP-13-00281 which was approved September 23, 2013. We have been in the process of pilot testing treatment processes over the last year which has taken longer than originally intended. We are seeing positive results from this process now, but are not in a position to have these plans completed and bid prior to the one year deadline.

For these reasons we are requesting a one year extension to the original CUP. If you have any further questions regarding this information or need additional documentation please let me know.

Sincerely,

BARTLETT & WEST, INC.



John A. Ruckman, P.E.

Cc: Larry Wray, PWWSO No. 25 Chairman

Last edit on: 03/16/2010 Drawing Name: W:\Proj\14000\14366\14366.dwg Layout Name: 100scale Plotted By: ALB00077 Plotted on: 8/7/2013 12:58:25 PM



DESCRIPTION:

TRACT 1
A TRACT OF LAND IN THE SOUTHEAST QUARTER OF SECTION 34, TOWNSHIP 12 SOUTH, RANGE 20 EAST OF THE SIXTH PRINCIPAL MERIDIAN, IN DOUGLAS COUNTY, KANSAS, DESCRIBED AS FOLLOWS:
COMMENCE AT THE SOUTHWEST CORNER OF SAID SOUTHEAST QUARTER; THENCE ON AN ASSUMED NORTH AZIMUTH OF 88 DEGREES 27 MINUTES 56 SECONDS, 783.12 FEET ALONG THE SOUTH LINE OF SAID SOUTHEAST QUARTER TO THE POINT OF BEGINNING; THENCE 358 DEGREES 15 MINUTES 38 SECONDS, 1600.00 FEET; THENCE 88 DEGREES 27 MINUTES 56 SECONDS, 545.00 FEET TO THE EAST LINE OF THE WEST HALF OF SAID SOUTHEAST QUARTER; THENCE 178 DEGREES 15 MINUTES 38 SECONDS, 1600.00 FEET ALONG SAID EAST LINE TO THE SOUTH LINE OF SAID SOUTHEAST QUARTER; THENCE 268 DEGREES 27 MINUTES 56 SECONDS, 545.00 FEET ALONG SAID SOUTH LINE TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED TRACT CONTAINS 20.02 ACRES, MORE OR LESS.

TRACT 2
A TRACT OF LAND IN THE SOUTHEAST QUARTER OF SECTION 34, TOWNSHIP 12 SOUTH, RANGE 20 EAST OF THE SIXTH PRINCIPAL MERIDIAN, IN DOUGLAS COUNTY, KANSAS, DESCRIBED AS FOLLOWS:
COMMENCE AT THE SOUTHWEST CORNER OF SAID SOUTHEAST QUARTER; THENCE ON AN ASSUMED NORTH AZIMUTH OF 88 DEGREES 27 MINUTES 56 SECONDS, 1328.12 FEET ALONG THE SOUTH LINE OF SAID SOUTHEAST QUARTER TO THE POINT OF BEGINNING; THENCE 358 DEGREES 15 MINUTES 38 SECONDS, 870.00 FEET; THENCE 88 DEGREES 27 MINUTES 56 SECONDS, 400.00 FEET; THENCE 178 DEGREES 15 MINUTES 38 SECONDS, 870.00 FEET ALONG SAID EAST LINE TO THE SOUTH LINE OF SAID SOUTHEAST QUARTER; THENCE 268 DEGREES 27 MINUTES 56 SECONDS, 400.00 FEET ALONG SAID SOUTH LINE TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED TRACT CONTAINS 7.99 ACRES, MORE OR LESS.

SURVEY NOTES:

1. THIS SURVEY DOES NOT CERTIFY OWNERSHIP.
2. ALL DISTANCES ARE MEASURED UNLESS OTHERWISE NOTED.
3. THERE ARE NO GAPS OVERLAPS OR KNOWN DISCREPANCIES BETWEEN OWNERSHIP OR POSSESSION, UNLESS SHOWN.
4. THE CLIENT DID NOT PROVIDE A TITLE INSURANCE POLICY. THERE MAY BE EASEMENTS OF RECORD OTHER THAN THOSE SHOWN HEREON.

NOTES:

1. CONCRETE ENTRANCE SURFACING SHOULD BEGIN AT LEAST 2' NORTH OF CHIP SEALED N1500 RD TRAVELWAY. THE AREA BETWEEN N1500 RD TRAVELWAY AND THE CONCRETE ENTRANCE SHOULD BE ASPHALT.
2. GRADING SHALL BE SUCH THAT SURFACE WATER DRAINAGE IS TO THE NORTH/NORTHWEST AWAY FROM N1500 RD.

DATE	BY	DESCRIPTION

BARTLETT & WEST

1200 NW EXECUTIVE DR. - TOPEKA, KS 66615
PHONE 781.237.7599
WWW.BARTLETTWEST.COM

CONDITIONAL USE PLAN

PUBLIC WHOLESALE WATER SUPPLY DISTRICT NO. 25
WATER SYSTEM IMPROVEMENTS
DOUGLAS COUNTY, KS

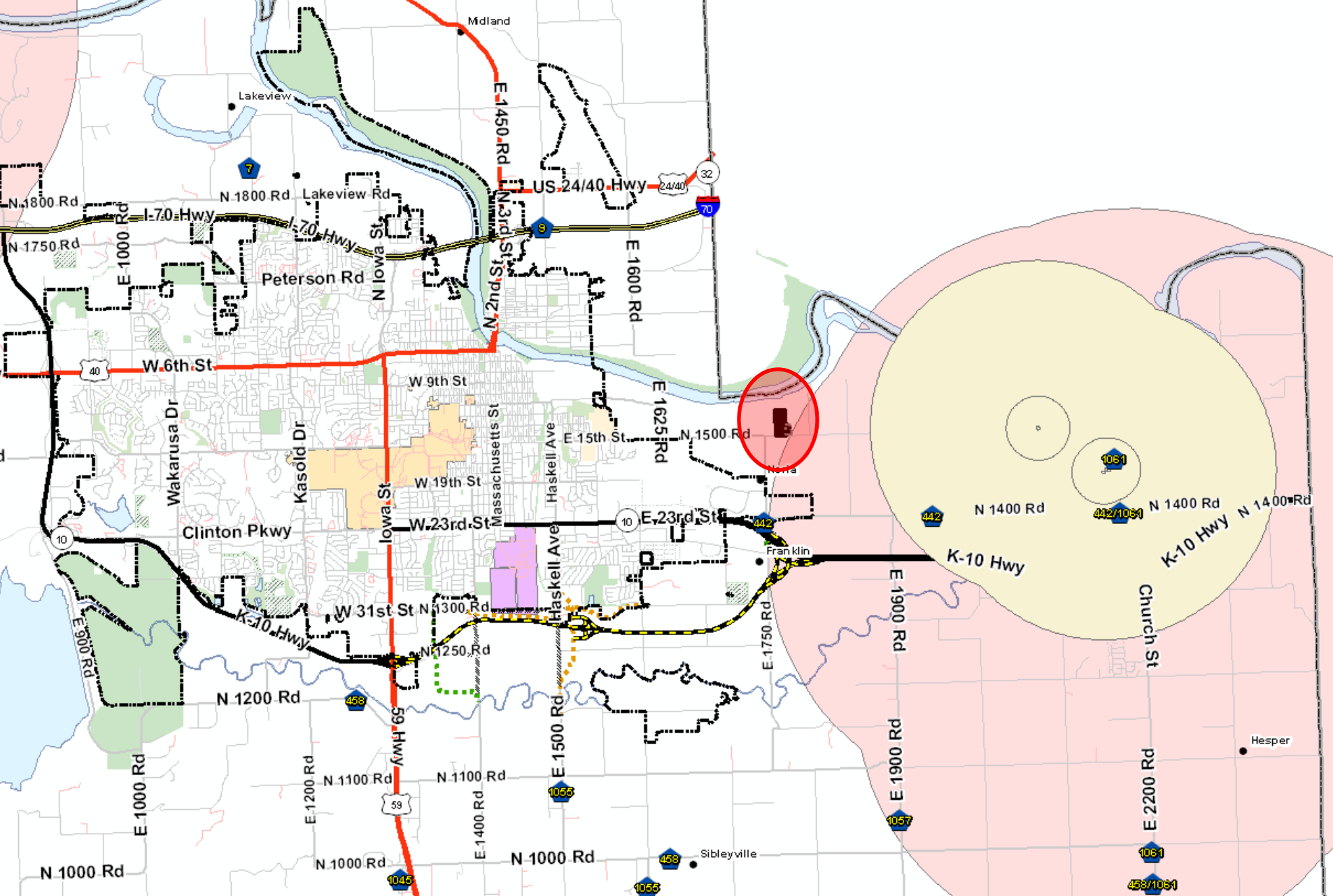
DESIGNED BY:	JAS
DRAWN BY:	DOJ
APPROVED BY:	JAR
DESIGN PROJ:	14366.100
CONST PROJ:	---
SCALE:	AS LISTED
DATE:	JUNE 2013
DRAWING NO:	1
SHEET NO:	1 of 1



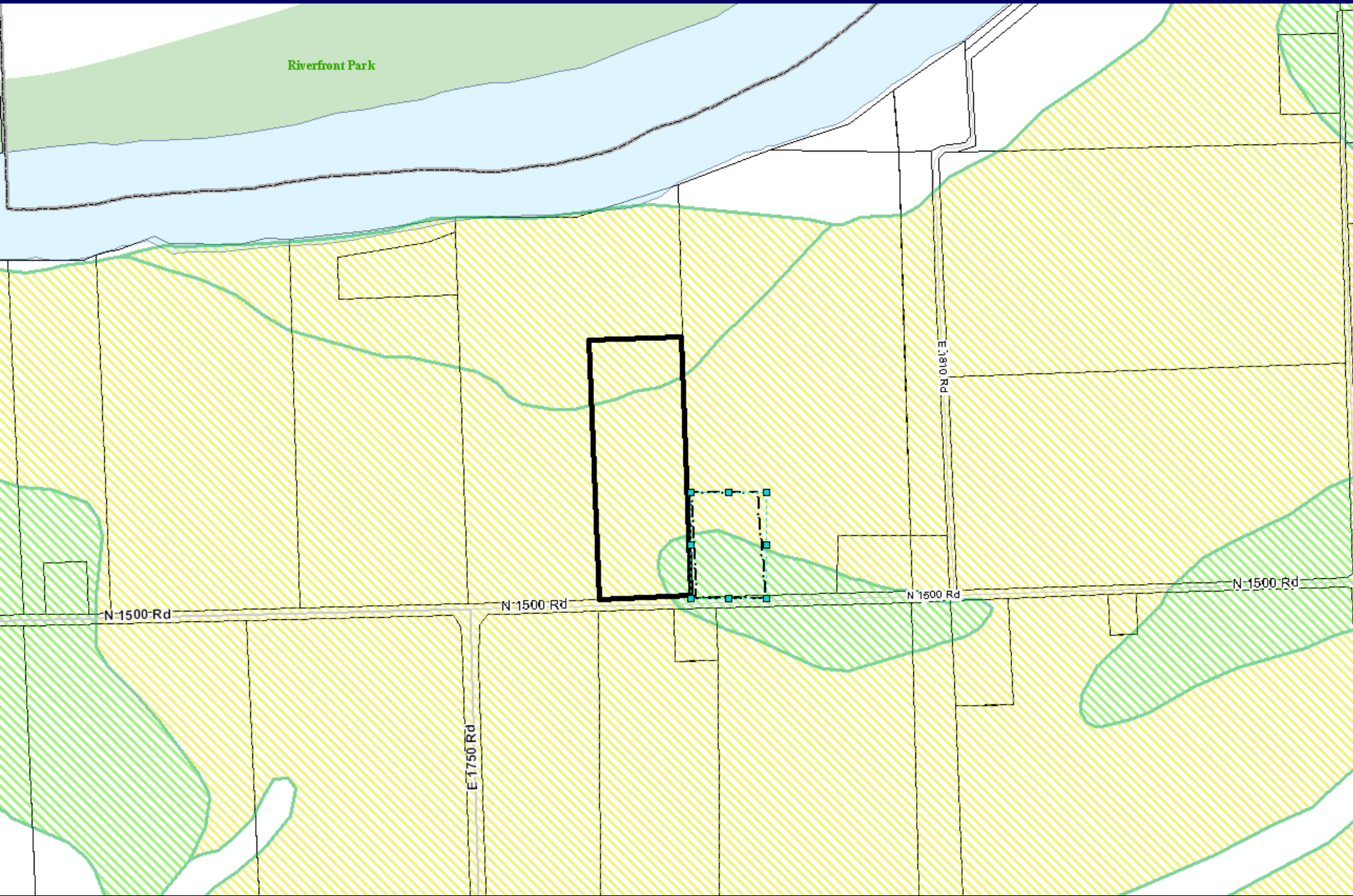
City of Lawrence
Douglas County
PLANNING & DEVELOPMENT SERVICES

*CUP-13-00281
PWWSD NO 25
Extension Request*

*October 1, 2014
Board of County Commissioners*



Location Map



Riverfront Park

N-1500 Rd

N-1500 Rd

N-1500 Rd

N-1500 Rd

E-1750 Rd

E-1810 Rd

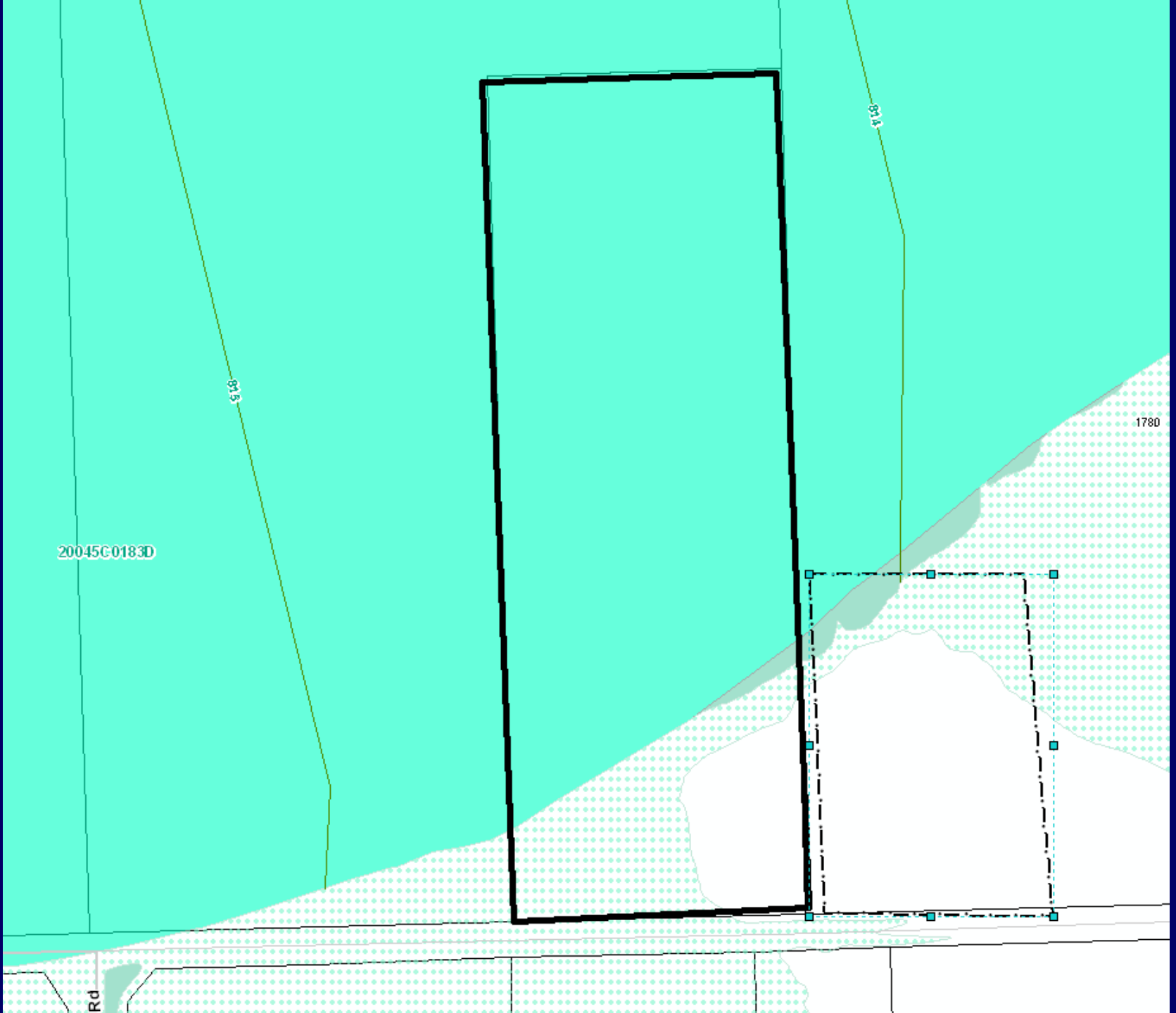
20045C0183D

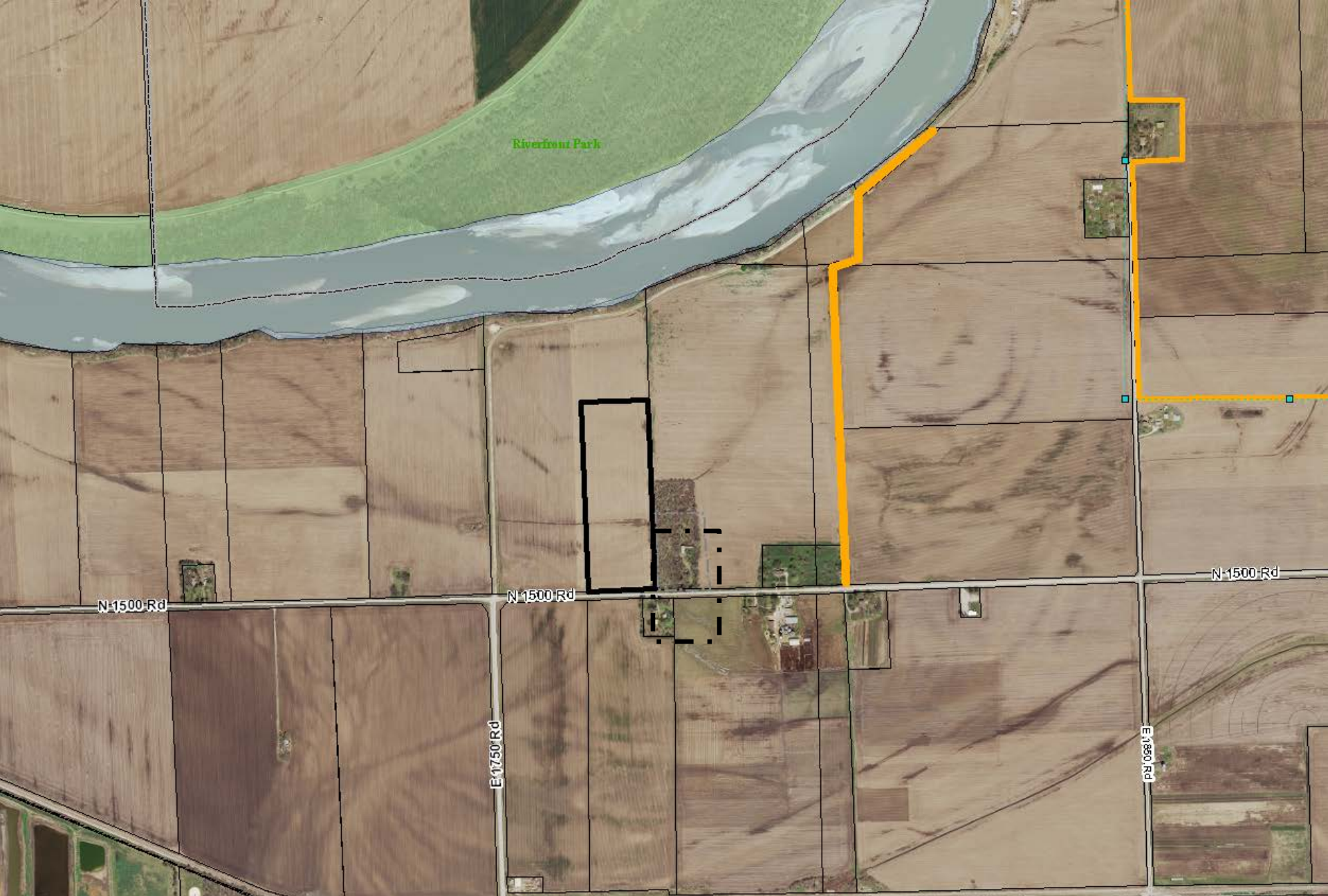
813

813

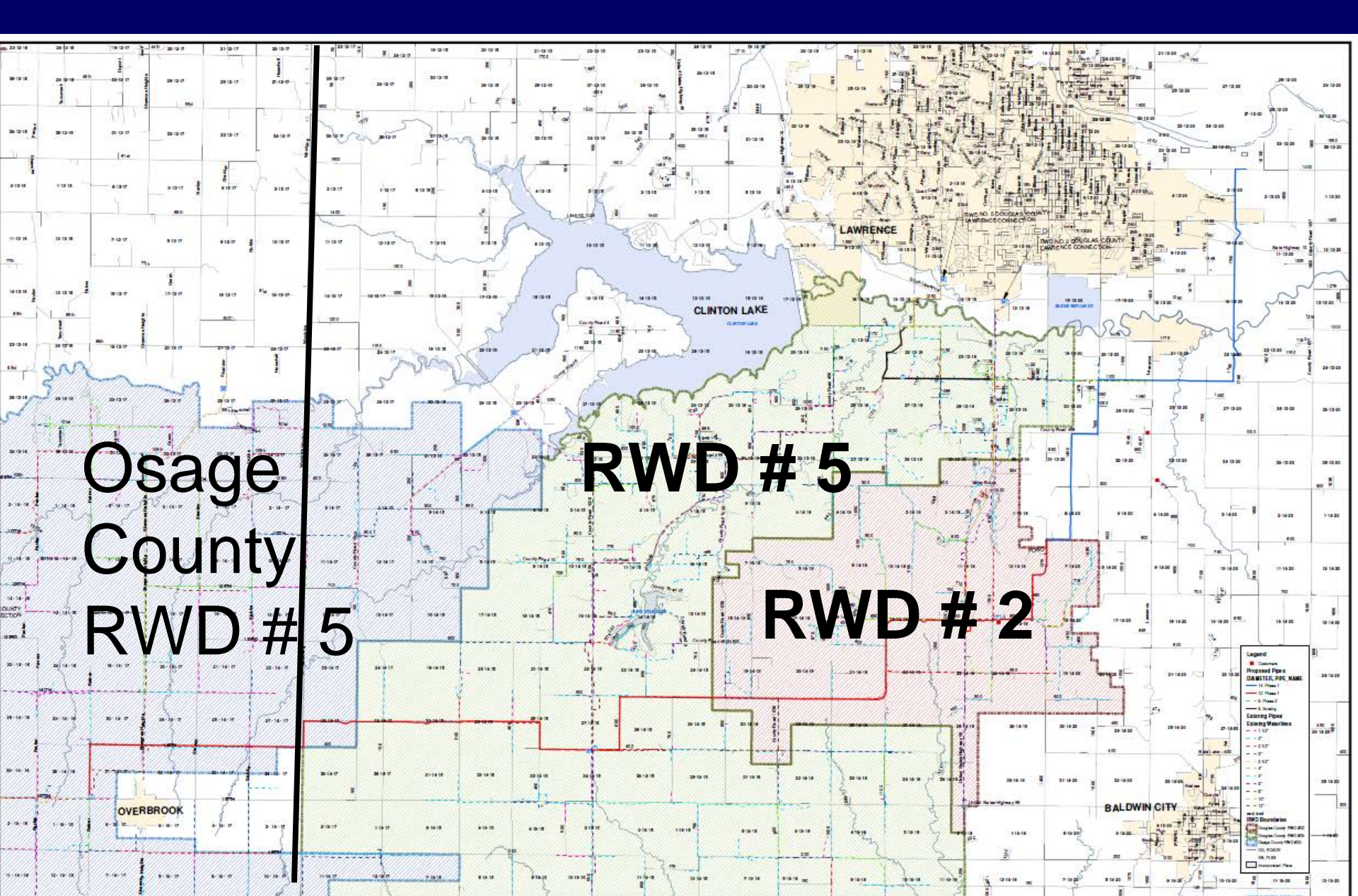
1780

Rd





Land Use



Osage
County
RWD # 5

RWD # 5

RWD # 2

#	DATE	DESCRIPTION

DESIGNED:	ALB
DRAWN BY:	ALB
CHECKED BY:	JAR
PROJECT ENGR:	ALB

BARTLETT & WEST
 1700 WASHINGTON DRIVE - PUEBLO, COLORADO 81001
 PHONE: 719.241.8000 FAX: 719.241.8001
 WWW.BARTLETTWEST.COM

PUBLIC WHOLESAL WATER SUPPLY DISTRICT NO. 25
 DOUGLAS COUNTY, KANSAS

MASTER LAYOUT

SHEET	1
TOTAL SHEETS	1

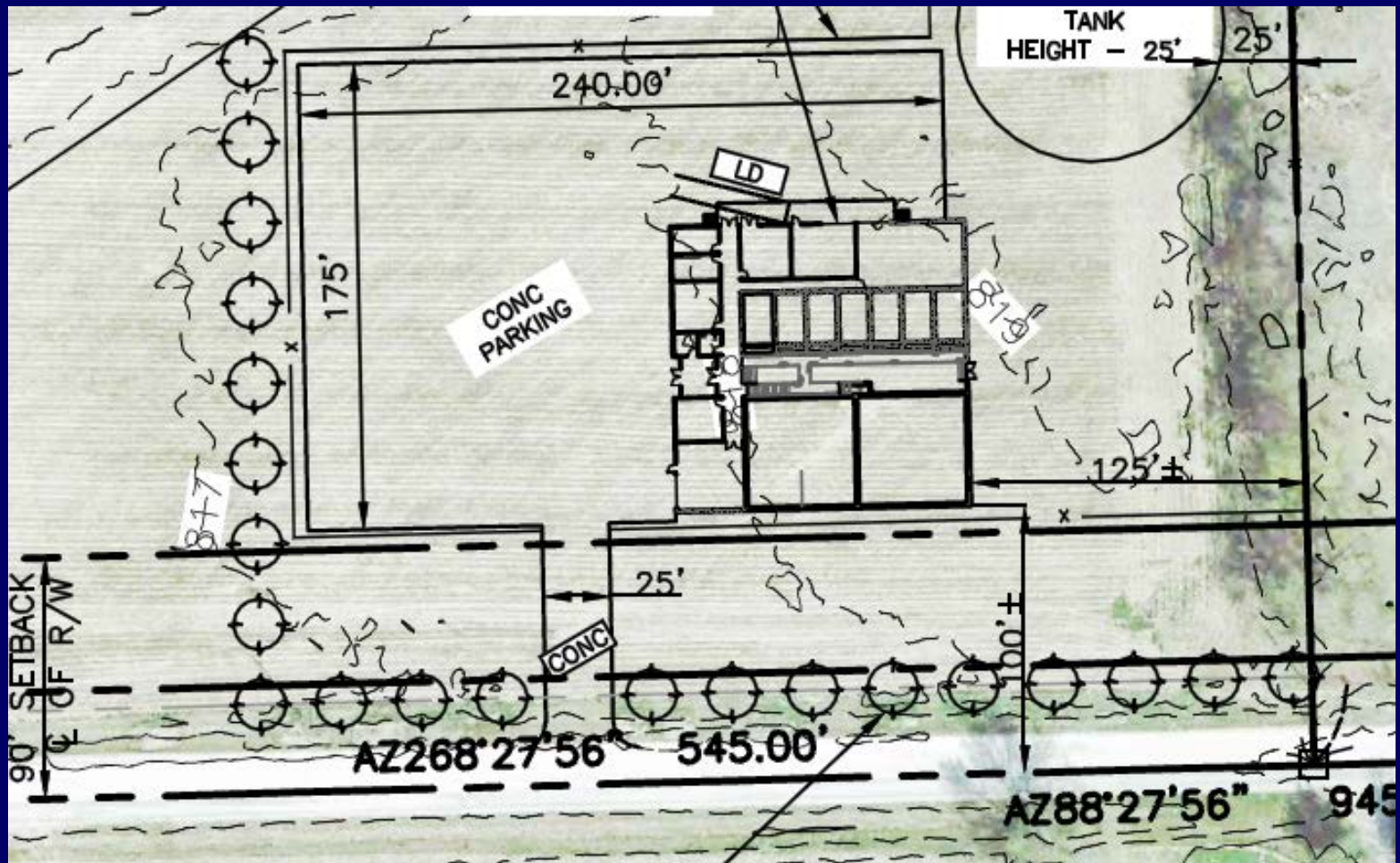
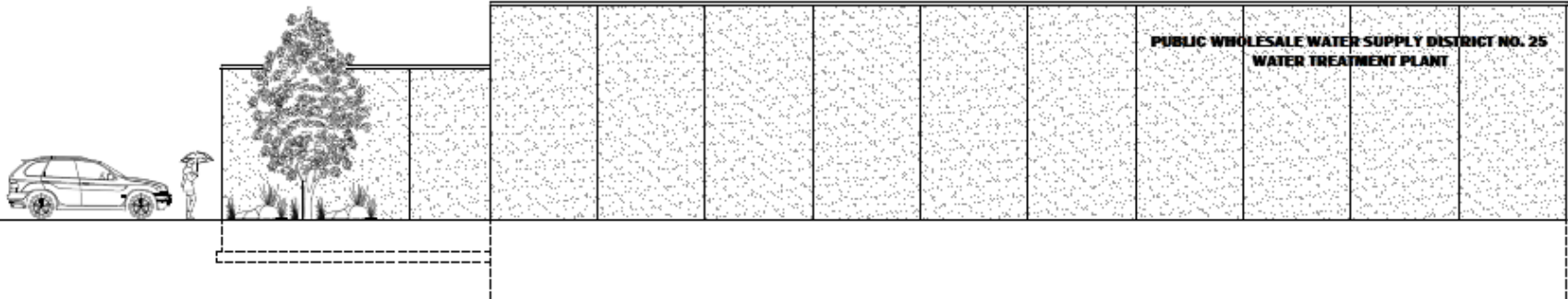


PROJECT NO:	14200-000
CONTRACT NO:	2
SCALE:	1" = 4000'
DATE:	MAY 2011

DRAWING NO.
SHEET NO.

THIS DRAWING IS THE PROPERTY OF BARTLETT & WEST. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. NO PART OF THIS DRAWING IS TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF BARTLETT & WEST.

- 1. Distribution Area**
- 2. Well location and number (6)**
- 3. Limitation on water appropriated:**
 - ≠ 800 gallons per minute.**
 - ≠ 420.48 million gallons per year per site**
 - TOTAL ≠ 676 million gallons per year.**





Planning Commission action—

Voted 10-0 at their 9/23/13 meeting to recommend approval based on findings in the staff report and subject to the conditions of approval in the report.

September 12, 2014

Craig Weinaug
County Administrator
Douglas County
11th and Massachusetts Streets
Lawrence, KS 66549

Craig,

Thank you for the opportunity to provide services associated with the Douglas County Jail. As the designer of the original facility, I have a special sense of stewardship over the facility and the Sheriff's department. As our first and arguably best jail facility, it launched a focused career that over the last 15 years has been dedicated exclusively to the practice of Justice Architecture. I have included a brochure of Treanor Justice and a list of our projects since the Douglas County Jail was complete. We have grown to be the dominate Justice Architect in Kansas and have completed justice projects in 7 states, ranging in size from \$200,000 to \$122,000,000.

We understand the service needed for this effort will be a sequential process of specific steps to narrow the possible solutions to the problems identified, and to conclude with the complete architectural services for the implementation of the final solution. As discussed we have prepared a brief scope of work for each of these steps that describe the purpose and outcome of each step.

- **Needs Confirmation:**

This first step would evaluate the effect of the creation of a Mental Health Court and Mental Health Crisis Intervention Center on the mental health bed space projections for the current detention facilities. It would begin by profiling the client type that would benefit from access to alternatives to the current system and make projections for how many individuals may be diverted from detention for those with mental health issues. The study will include information obtained from facility records regarding classification and treatment, as well as interactions and discussions with mental health professionals from Bert Nash and other agencies to understand how the proposed systems would function.

To complete this task, we intend to use the services of a consultant that has national experience in mental health in jail facilities. One of these whom we have worked together with in the past is Huskey Associates from Chicago. Bobbie Huskey is a renowned authority on mental health issues and diversionary programs in detention. We have worked with Bobbie in the completion of many projects, and the care and knowledge she brings will give Douglas County the ability to understand the effects of a Mental Health Court and Crisis Center on the jail needs.

Additionally, Margaret Severson, J.D., M.S.W. at the University of Kansas has studied the issues associated with mental health in prisons and would be an asset to this project. The opportunity exists to utilize either or both of these experts to study this issue, and Treanor Architects will engage them in more specific discussion to refine this proposal within 21 days of approval.

The deliverables would be a report outlining the findings and providing recommendations for future bed space in the jail as well as a description of the function of the Mental Health Court and the profile of the individuals that could be diverted from detention.

The scheduled duration for this portion of the study will be 90 days from approval to start. Professional fees for this service will range between \$60,000 and \$75,000. We will present a refined proposal within the next 21 days.

- **Benchmarking and Public Education:**

The second step would be to benchmark what has been successful in other communities related to Mental Health Courts and detention solutions. This effort will include researching projects that have been completed in other areas of the country and documenting the attributes that make them successful. It will include visits to select facilities to see and discuss the reasons why the facility works well and understand specific elements that can be emulated by Douglas County to ensure success.

Public understanding of the issues and solutions for this problem will be critical to the success of the project. Treanor Architects may utilize information gathered in these studies to assist the county in a public education campaign, including town hall type discussions and information distribution to media outlets to ensure accurate reporting.

Deliverables for this study will be a report on facilities that have implemented a mental health court and facilities that have successfully built mental health beds in detention environments. It will include plans and information regarding site visits to the facilities studied.

The scheduled duration for this portion of the study will be 90 days from approval to start. Professional fees for this service will be a lump sum of \$14,500. This service could overlap in time to run somewhat concurrently with the Needs Confirmation. This service will also incur travel costs for teams to visit other facilities. This cost is not part of this fee but should not exceed \$10,000

- **Concept Design:**

With the completion of the first two steps, there will be a better understanding of what should be built to accommodate the need. This next step will focus on the preparation of a building design solution that will solve that need. We will work with the Sheriff Office staff to first complete a programmatic list of all spaces necessary to determine a building area need. From this information the building solution will be completed in a workshop with stakeholders to determine the best solution. This solution will involve the addition of any needed Mental Health unit as well as the space needs for the Re-Entry program and work release spaces.

The deliverables for this step will include plans and renderings of the concept in a manner that will allow stakeholders and the public to easily understand the building additions that would be proposed. Schedule planning and cost estimates will be included. It will also include a written program list of spaces with a cost estimate to allow the commission to understand the costs prior to the concept design generation.

The scheduled duration for this portion of the study will be 120 days from completion of the first two steps. Professional fees for this service will be a lump sum of \$72,250.

- **Operational Impact Study:**

Understanding the impact on staffing is paramount to a good solution. The concept design will determine the number of staff that will be needed to adequately serve the detention needs. We will work with the Sheriff's Office to determine the number of full time and part time posts and project the associated costs for this solution. Treanor Architects will also work with Mechanical Engineers to ascertain the probable cost of operating the building from a facilities maintenance stand point.

The deliverable for this step will be a description of the projected staffing need and a cost estimate including staff and other operational costs.

The scheduled duration for this portion of the study will be 30 days and will run concurrently with the Concept Design. Professional fees for this service will be a lump sum of \$12,900

▪ **Architecture/Engineering Services:**

Upon approval of the concept design and once the County has funding mechanism put in place for the building solution, the final step would be the architectural implementation of the concept. This phase would provide the architectural and engineering design and documents necessary to seek competitive bidding and represent the County during construction of the project.

The schedule for this step will vary dependent on a number of factors; however construction documents should be completed approximately 9 months from approval to proceed. Bidding and construction for this project should be anticipated to take between 18-24 months.

Professional fees for this work are typically determined as a percentage of the construction costs. Regionally, fees for the specialty design of jail facilities involving additions and renovation ranges between 7% and 10%. Because of the relationship built with Douglas County, and our documentation and knowledge of this facility, Treanor Architects proposes a fee of 7.4% of the cost of construction for all necessary Architectural, Structural, Mechanical, Electrical, and Security Electronic Engineering. This would not include Civil Engineering, the extents of which are unknown at this time.

We believe these services will allow Douglas County to have very deliberate and careful steps to understanding the need and to finding a solution that is sized appropriately. Following these steps will allow the County to consider alternatives to expanding the facilities, as well as ensuring good stewardship of County resources to know the facility will serve the County for years to come.

Please review this proposal and if you should have any questions or comments please do not hesitate to contact me at your convenience. Again, we look forward to assisting Douglas County on this project.

Sincerely,



Daniel R. Rowe, AIA
President
Treanor Architects, P.A.