

MEEKER COUNTY, MINNESOTA

BOARD OF COMMISSIONERS

Work Session Agenda

March 26, 2019

8:30 Meeting Called to Order

- Amendments to the Agenda

HR Coordinator Mikkell Johnson & Social Services Director Paul Bukovich

- Merit System Discussion

9:00 Facilities Discussion

Miscellaneous Correspondence

***Board agendas and "Meeker County Board Protocol and Public Participation Policies" are available in the board room**

POSSIBLE BUILDING ISSUES TO ADDRESS

<u>PRIORITY</u>	<u>ISSUE TO BE ADDERRED</u>	<u>COST</u>	<u>ARCHITECT ESTIMATE</u>
COURTHOUSE / LEC			
	Moving of Prisoners (Elevator) / Secure Entrance	\$800,000	
	Improve Mechanical Problems in Courthouse	\$500,000	
	Move County Administration, HR & Finance Together		
	Co-locate State & County Probation		
	Move Vital Stats to Land Records		
	Move Tax Collections to Land Records		
	Provide Space for Solid Waste Officer In Land Records		
	Place for Public to Access Records		
	Move Pass Port Records to Land Records		
	Improve Space for Voting		
	Move Pass Port Photos to Land Records		
	Move GIS Coordinator to Land Records		
	Provide More Office Space for County Attorney & Crime Victims		
	Provide More Administraive Space for Sheriff Department		
	Provide More Space for Jail / Administration		
	Provide Training Rooms for Law Enforcement		
	Improve Board Room		
	Improve Technology in Buildings		
	Improve Parking at the Court House / LEC		
	SUBTOTAL	\$1,300,000	\$3,400,000
	NEW GOVERNMENT CENTER BUILDING		\$5,000,000
	FAMILY SERVICES BUILDING		
	Improve Space for County Departments		\$4,000,000
	Improve Space for Tenants		\$1,100,000
	Improve Security in Buidling		
	Upgrade Old Cafeteria Addition		
	Replace Roof	\$500,000	
	SUBTOTAL	\$500,000	\$5,100,000
	TOTAL	\$1,800,000	\$13,500,000



Meeker County



Master Plan Implementation – Phase I

County Board Workshop

February 19, 2019



Agenda

1. Options Discussion

- Bank Property
- LEC/Courthouse Building
- New Government Services Building
- Government Services Addition
- Courthouse Remodeling
- Family Services Building

2. Budget Discussion

3. Schedule

4. Next Steps



Land Records Program

Program Summary

Departments:

1. Auditor
2. Assessor
3. Recorder / Land Records
4. Planning and Zoning
5. Shared Spaces (work room, conf, mail, etc.)

Existing:

1,111 NSF
471 NSF
1,154 NSF
1,138 NSF
431 NSF

Proposed:

860 NSF
1,330 NSF
1,710 NSF
2,145 NSF
1,540 NSF

Subtotal Building Area
Net to Gross Factor
Total Gross Square Feet

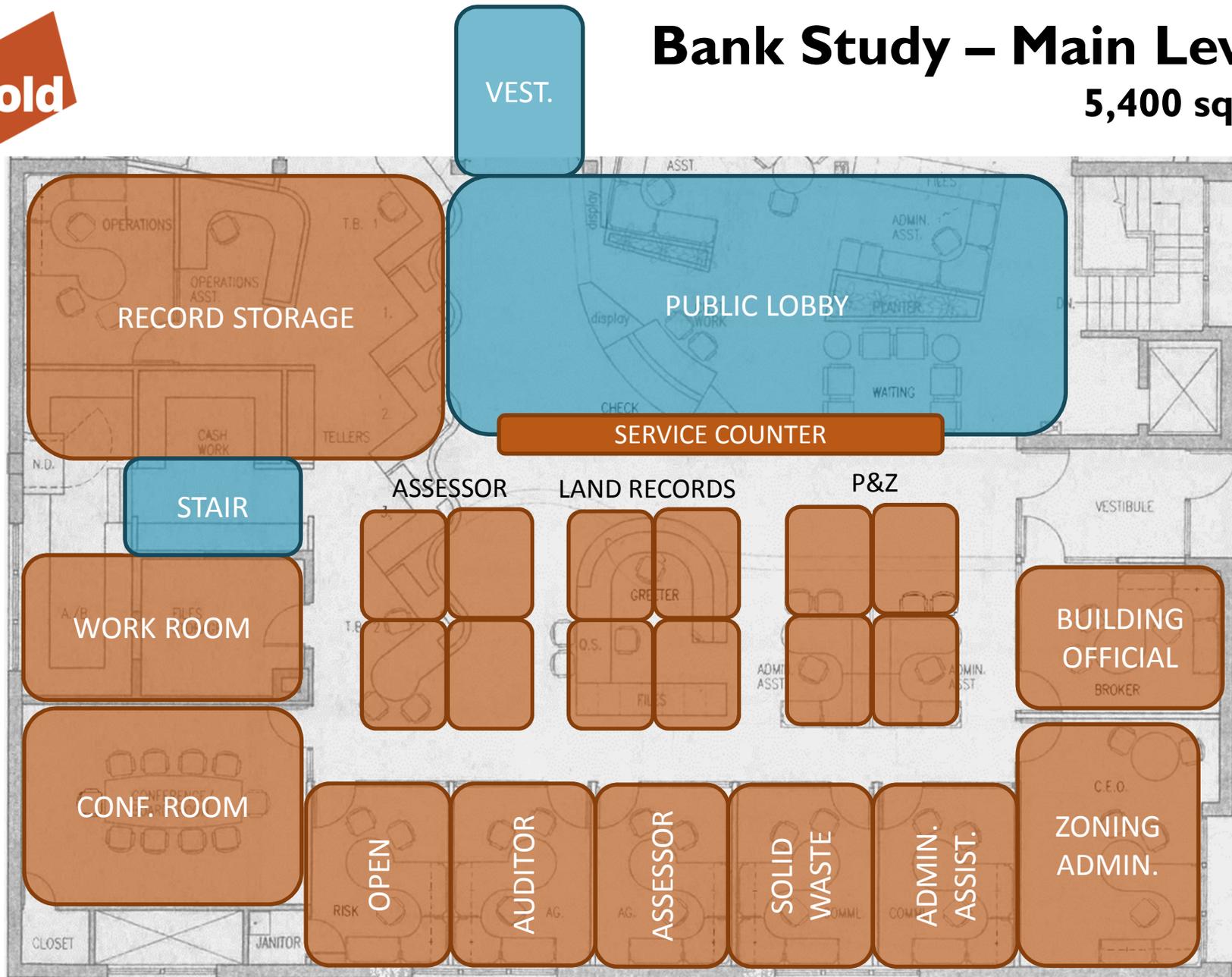
4,305 NSF
 x 1.6
6,900 GSF

7,585 NSF
 x 1.6
12,140 GSF

Wold

Bank Study – Main Level

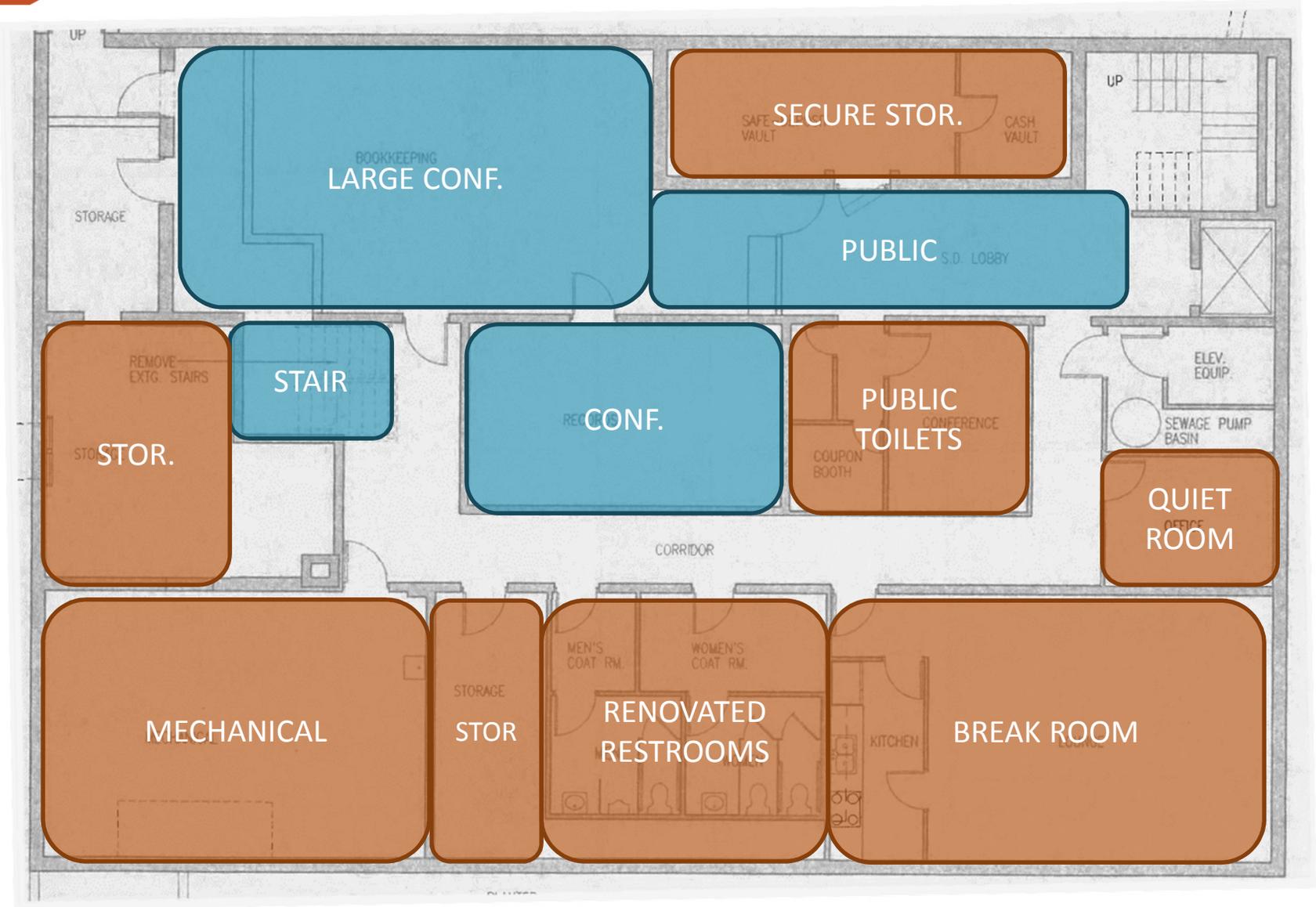
5,400 sq. ft.





Bank Study – Lower Level

5,400 sq. ft.





Bank Renovation

Budget Discussion

Renovate Bank for Land Records

10,000 sq. ft. Building x \$150/ sf to \$175/ sf (Assumes full renovation A, M & E)	\$1.5 m to \$1.75 m
Project Cost Multiplier (Fees, Testing, FF&E, Technology & Contingency)	
Total Project Cost	<u>x 1.35</u>
	\$2.0 m to \$2.4 m
Land Value (Assessed Value 2019 – all parcels)	\$437,200
Purchase Cost	Unknown

*Note: Assumes 2020 construction dollars. Cost would need to be inflated by 4% - 5% per year.



New Government Services Building

Program Summary

Departments:

1. County Board Room
2. Auditor
3. Treasurer
4. Assessor
5. Recorder / Land Records
6. Planning and Zoning
7. County Administration
8. Human Resources
9. Public Meeting Spaces
10. Shared Spaces (Break room, mail, etc.)

Existing:

718 NSF
1,111 NSF
1,410 NSF
471 NSF
1,154 NSF
1,138 NSF
730 NSF
288 NSF
1,958 NSF
431 NSF

Proposed:

1,130 NSF
860 NSF
1,380 NSF
1,330 NSF
1,710 NSF
2,145 NSF
635 NSF
730 NSF
1,065 NSF
1,540 NSF

Subtotal Building Area
Net to Gross Factor
Total Gross Square Feet

9,409 NSF
 x 1.6
15,296 GSF

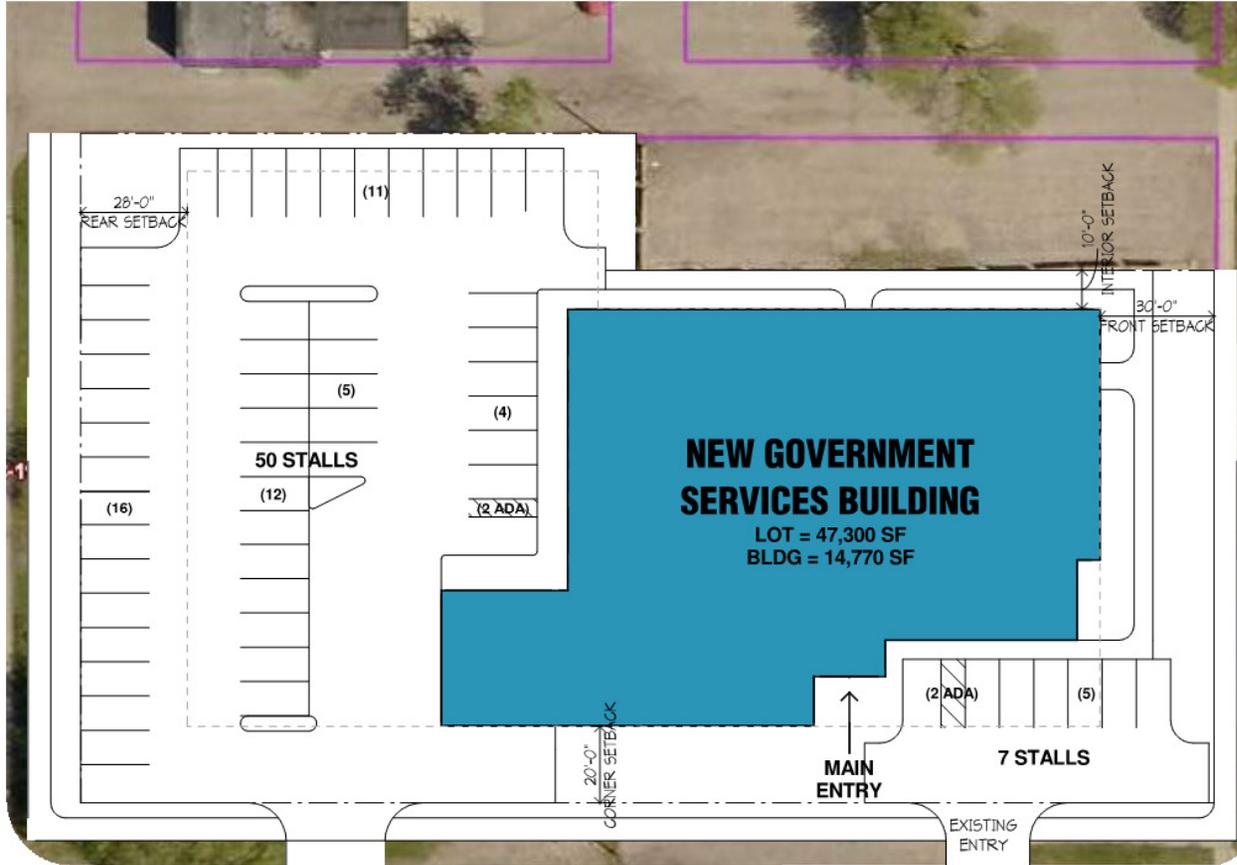
12,525 NSF
 x 1.18
14,770 GSF



New Government Services Building

Site Plan

NORTH RAMSEY AVENUE



NORTH SIBLEY AVENUE

1 SCHEMATIC SITE PLAN
1" = 30'-0"
0 22'-6" 45'

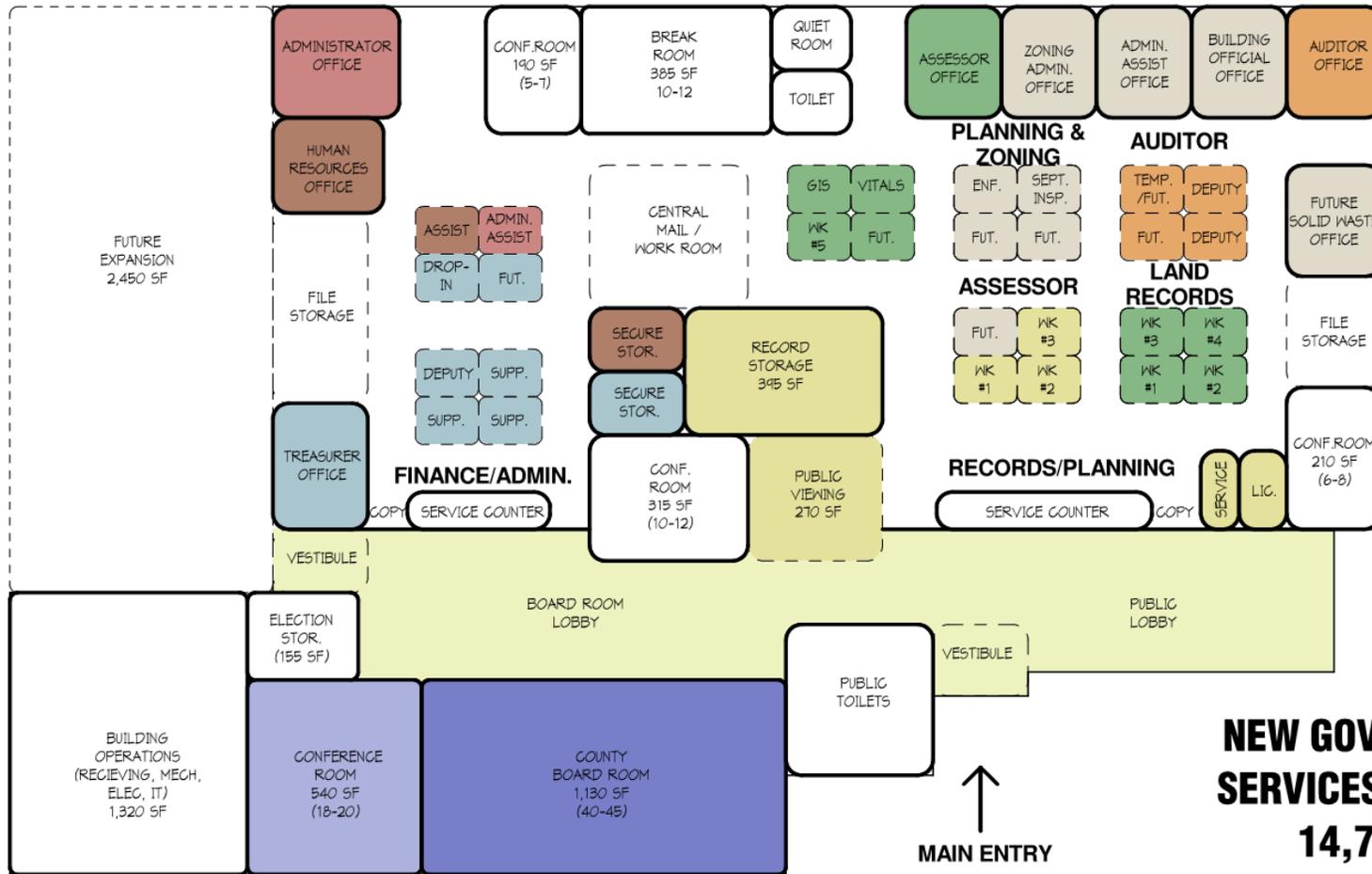
WEST 7TH STREET

57 STALLS PROVIDED
Required = 1 stall / 200 GSF + 1 stall / employee



New Government Services Building

Bubble Diagram



NEW GOVERNMENT SERVICES BUILDING
14,770 SF

1 Bubble Diagram
 1/16" = 1'-0"
 0 12' 24'



Courthouse / LEC - Program

Program Summary

Departments:

	Existing:	Proposed**:
1. County Board Room	718 NSF	-- NSF
2. Information Technology	534 NSF	980 NSF
3. Courtroom Suites*	4,783 NSF	5,591 NSF
4. Court Administration*	1,639 NSF	1,639 NSF
5. Law Library*	462 NSF	462 NSF
6. Court Services*	1,675 NSF	1,675 NSF
7. DOC	-- NSF	1,950 NSF
8. County Attorney	2,630 NSF	4,650 NSF
9. LEC / Sherriff's Office	9,332 NSF	11,492 NSF
10. Jail	17,015 NSF	19,965 NSF
11. Public Meeting Spaces	1,958 NSF	1,095 NSF
12. Shared Office Spaces <small>(Break Room)</small>	431 NSF	0 NSF
13. Relocated Departments	6,302 NSF	0 NSF
14. Future Space	<u>-- NSF</u>	<u>1,675 NSF</u>

Subtotal Building Area	47,479 NSF	51,174 NSF
Net to Gross Factor	<u>x 1.76</u>	<u>x 1.66</u>
Total Gross Square Feet	83,450 GSF	85,050 GSF

* Area Unchanged

** Includes 2-story entrance addition (1,600SF)



Courthouse / LEC

Lower Level

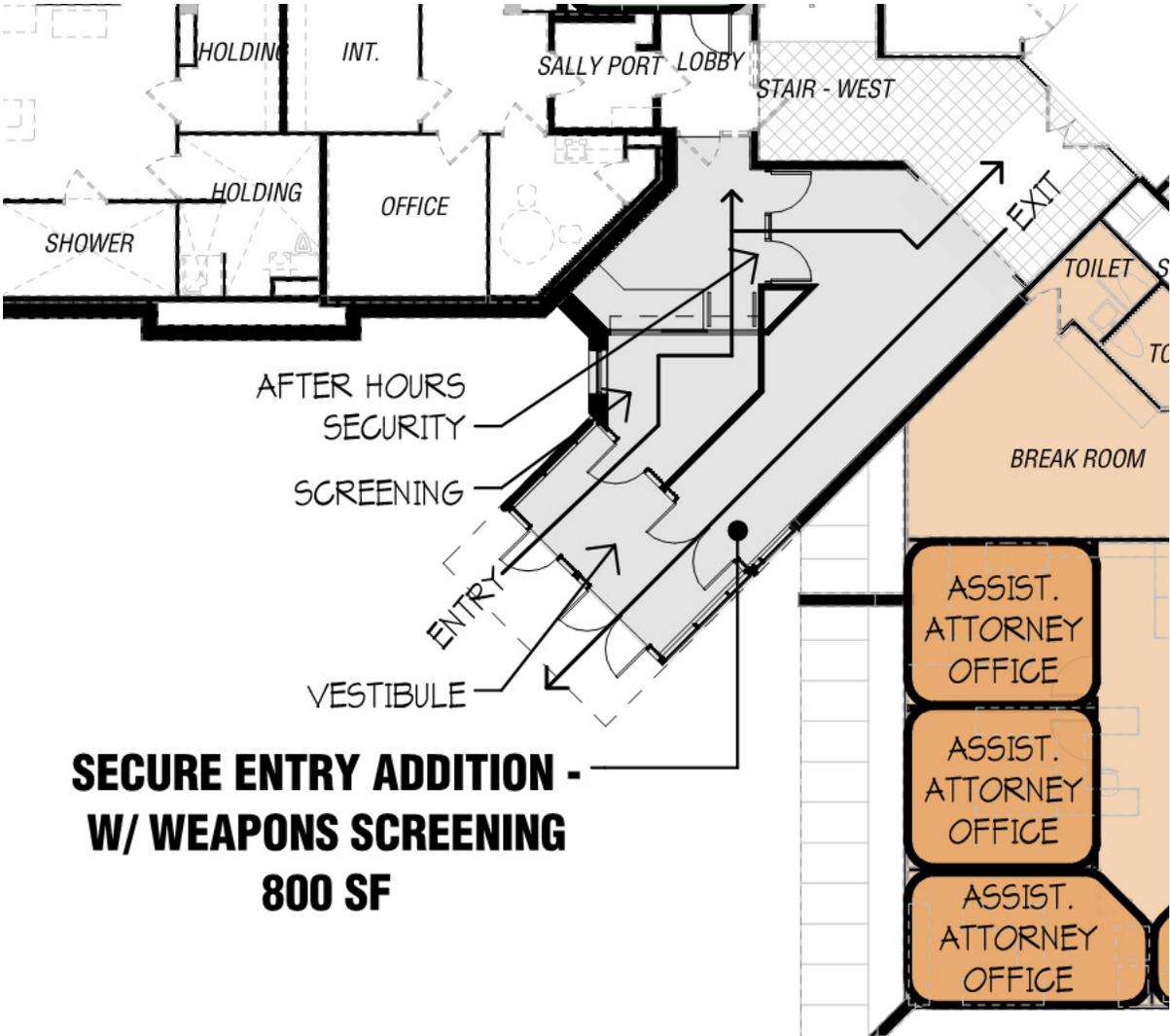


1 LOWER LEVEL
3/64" = 1'-0"
0 16' 32'



Courthouse / LEC

New Screening Entrance

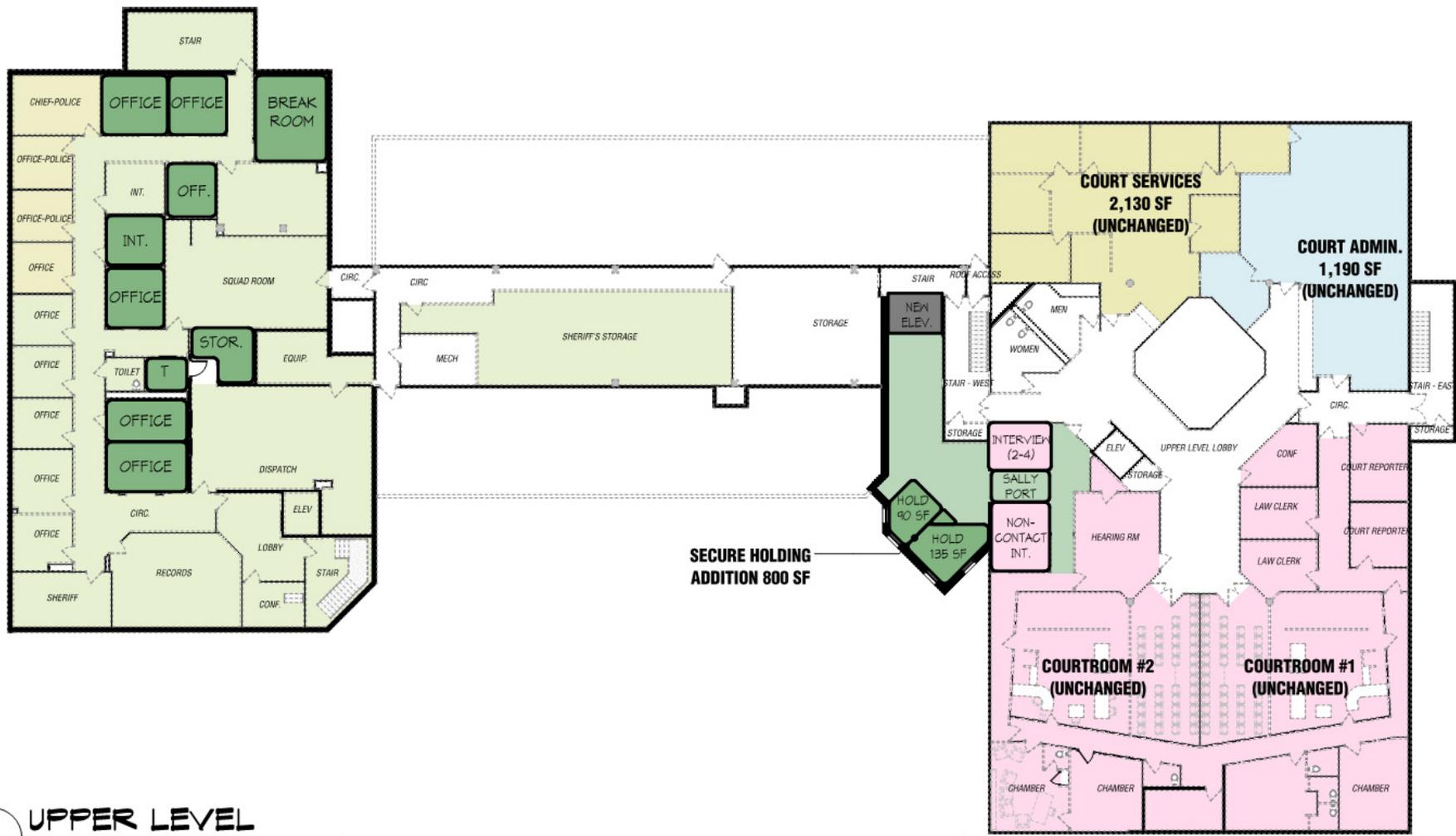


**SECURE ENTRY ADDITION -
W/ WEAPONS SCREENING
800 SF**



Courthouse / LEC

Upper Level



1 UPPER LEVEL
3/64" = 1'-0"
0 16' 32'



Courthouse/LEC – Gov. Services

Budget Discussion

New GSB Building and Courthouse Renovation

14,770 sq. ft. Building x \$240/ sf to \$275/ sf \$3.5 m to \$4.0 m
(Options estimated include wood frame, steel
frame, masonry)

Project Cost Multiplier x 1.35
(Fees, Testing, FF&E, Technology & Contingency)
Total Project Cost \$4.7 m to \$5.4 m

Courthouse Renovation & Secure Entry \$2.5 m

Project Cost Multiplier x 1.35
(Fees, Testing, FF&E, Technology & Contingency)
Total Project Cost \$3.4 m

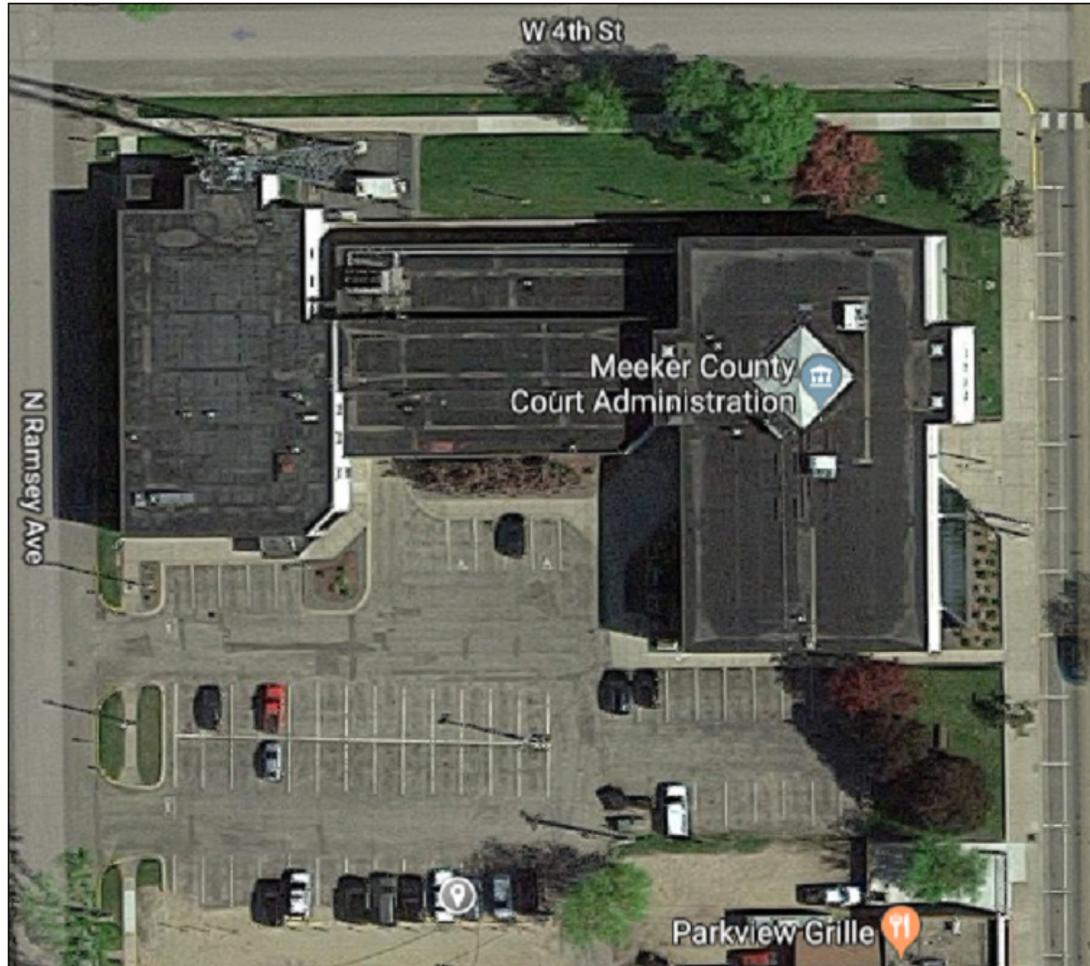
Total - \$8.1 m to \$9.4 m

*Note: Assumes 2020 construction dollars. Cost would need to be inflated by 4% - 5% per year.



Government Services Building

Addition to Existing





Government Services Building

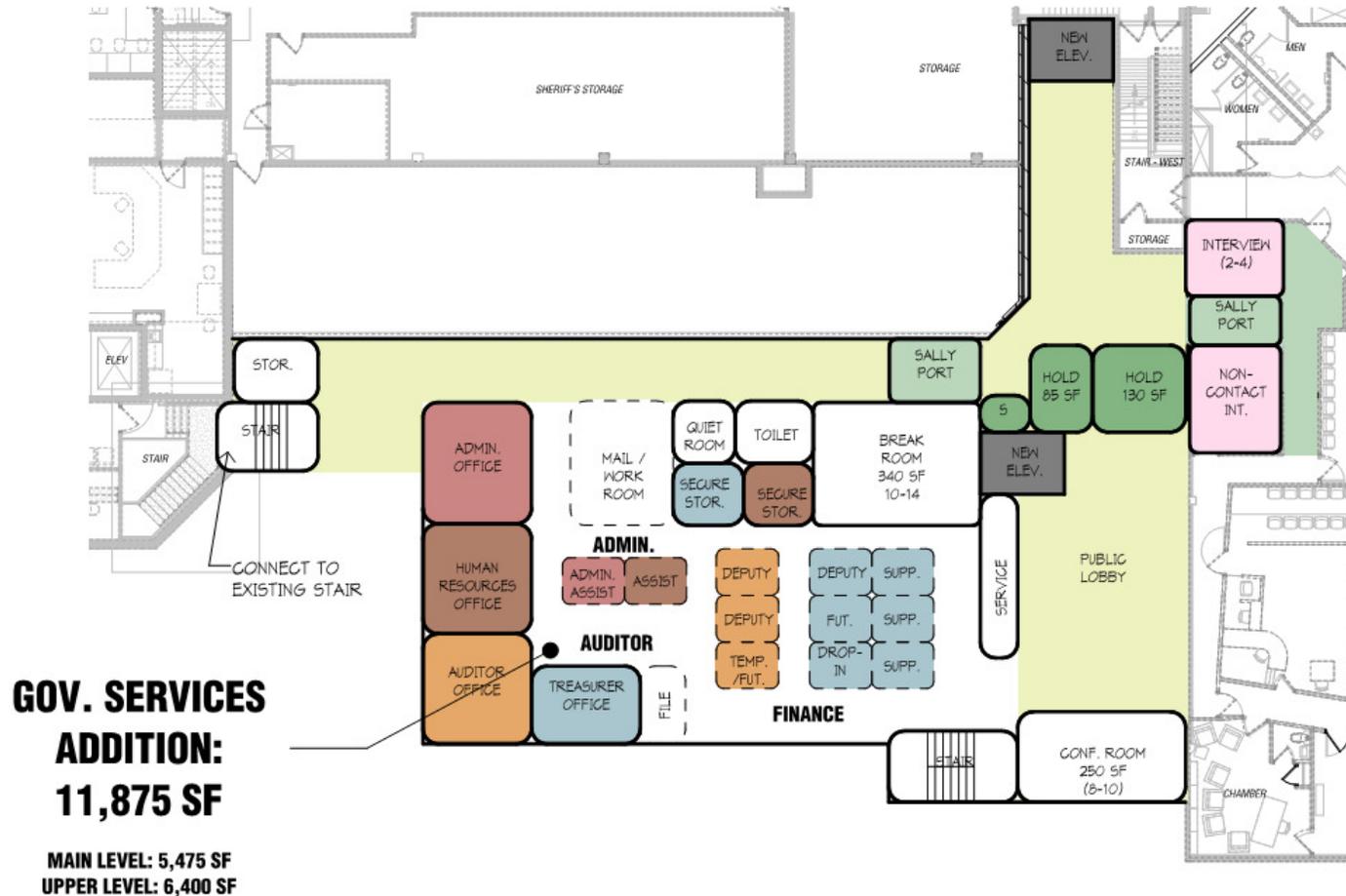
Alternative Solution





Government Services Building

Addition to Existing





Courthouse/LEC – Gov. Services Addition

Cost Estimate

Government Services Addition (11,875 sq. ft. x \$275/sf)	\$3,300,000
Courthouse/ LEC Renovation	\$2,500,000
Lower Level Board Room Renovation (1,200 sq. ft. x \$175/sf)	<u>\$210,000</u>
Total Construction Cost*	\$6 million
Project Cost Multiplier (Fees, Testing, FF&E, Technology & Contingency)	<u>x 1.35</u>
Total Project Cost	\$8.1 million

*Note: Assumes 2020 construction dollars. Cost would need to be inflated by 4% - 5% per year.



Family Services Building - Program

Program Summary

Departments:

	Existing:	Proposed:
1. Public Health	4,985 NSF	5,020 NSF
2. WIC*	1,064 NSF	Inc. NSF*
3. Social Services	10,079 NSF	15,580 NSF
4. Extensions/Parks/EDA	2,617 NSF	1,985 NSF
6. Veteran's Services	617 NSF	985 NSF
7. CMJTS	1,279 NSF	1,515 NSF
8. Safe Avenues**	775 NSF	775 NSF
8. New Beginnings	965 NSF	1,335 NSF
9. Woodland Services	5,207 NSF	6,550 NSF
10. Public Meeting Spaces	1,132 NSF	4,375 NSF
11. Shared Office Spaces	550 NSF	735 NSF
12. Lobby, Auditorium, Building Storage	24,045 NSF	24,045 NSF
13. Existing Band Building	<u>8,135 NSF</u>	<u>-- NSF</u>

Subtotal Building Area	61,450 NSF	62,900 NSF
Net to Gross Factor	<u>x 1.21</u>	<u>x 1.19</u>
Total Gross Square Feet	74,275 GSF	74,775 GSF***

* Included with Public Health

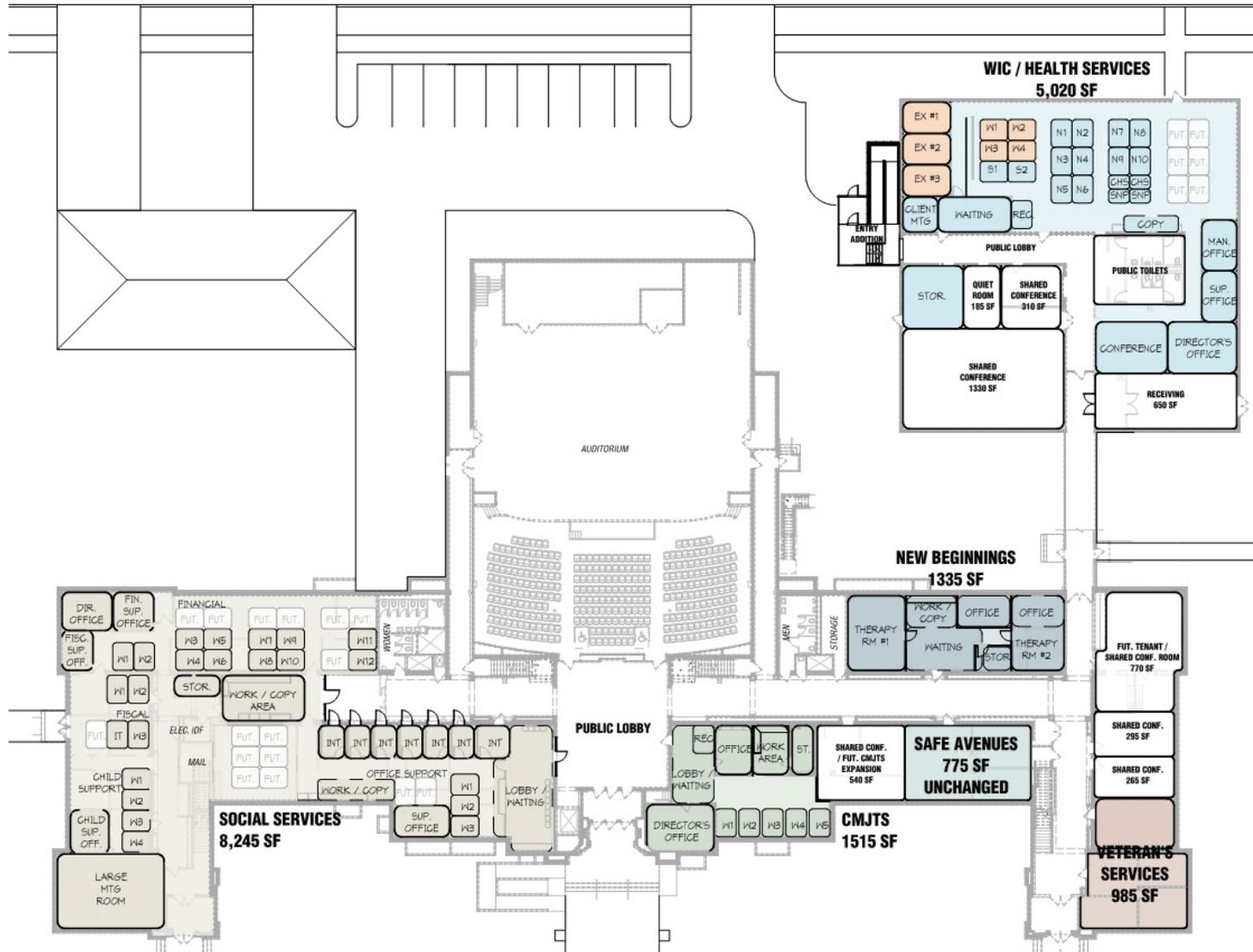
** Area unchanged

***Includes 1-story accessible entrance addition (500 SF)



Family Services Building

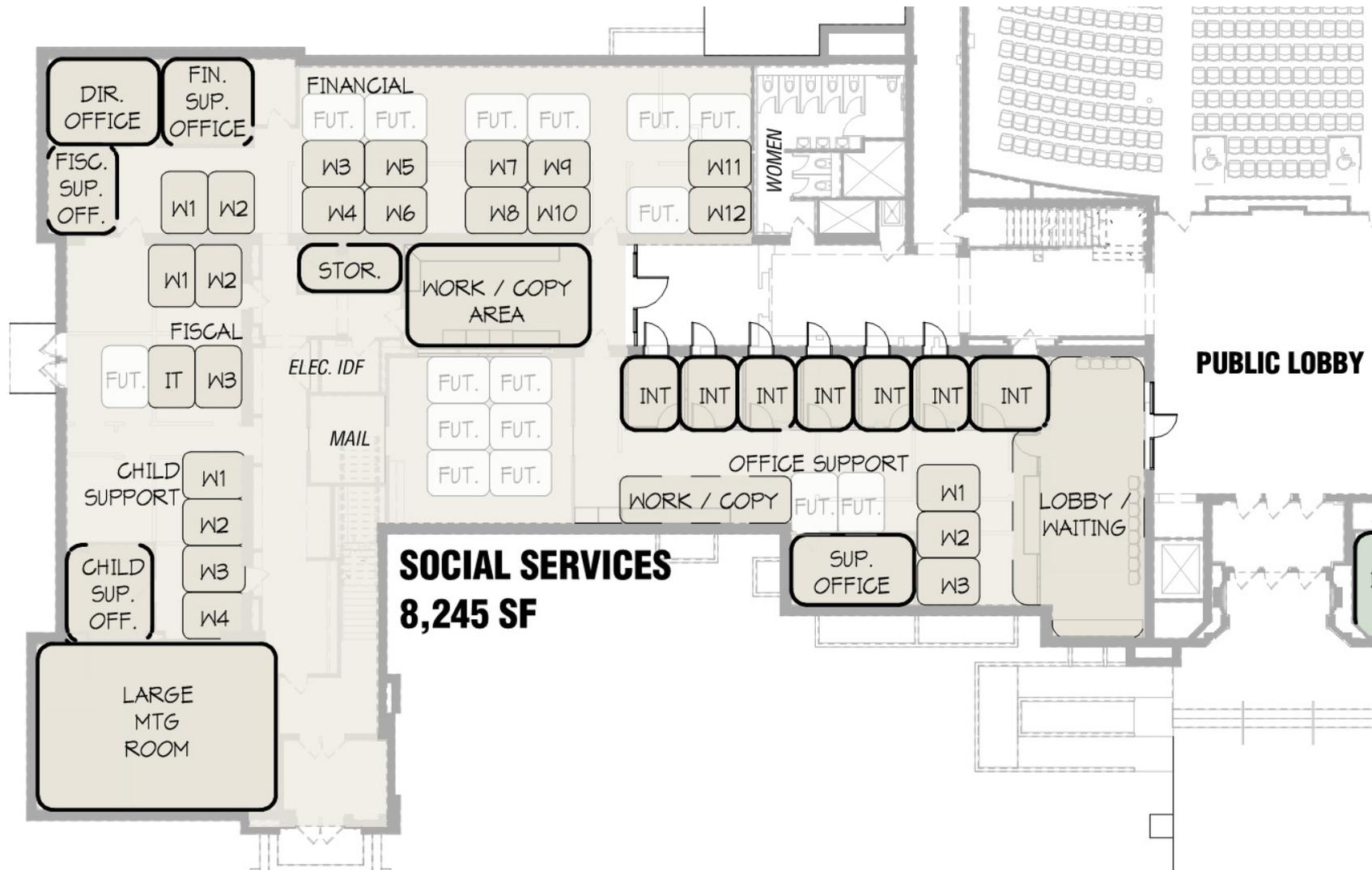
Main Level





Family Services Building

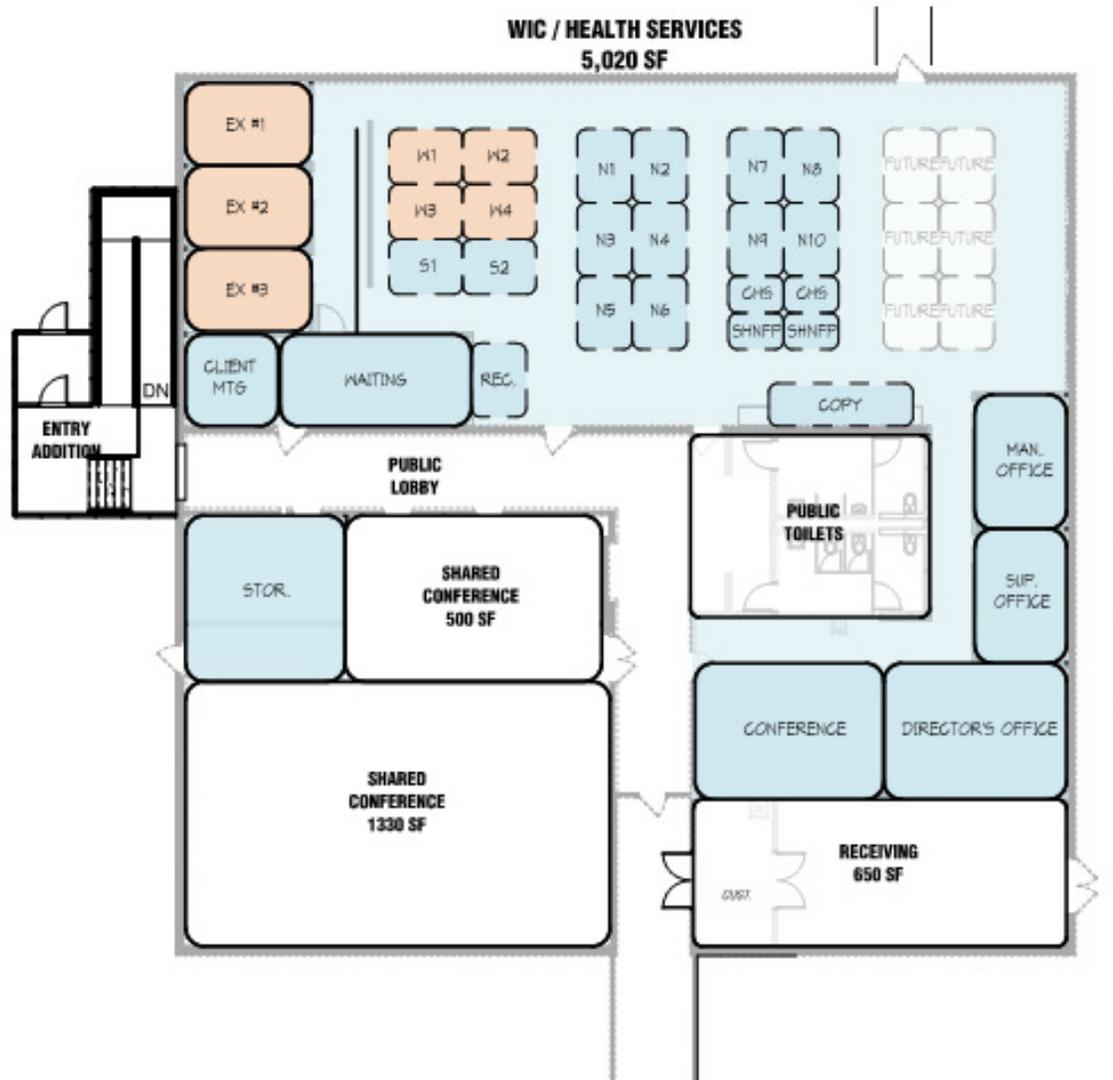
Main Level – Social Services Wing





Family Services Building

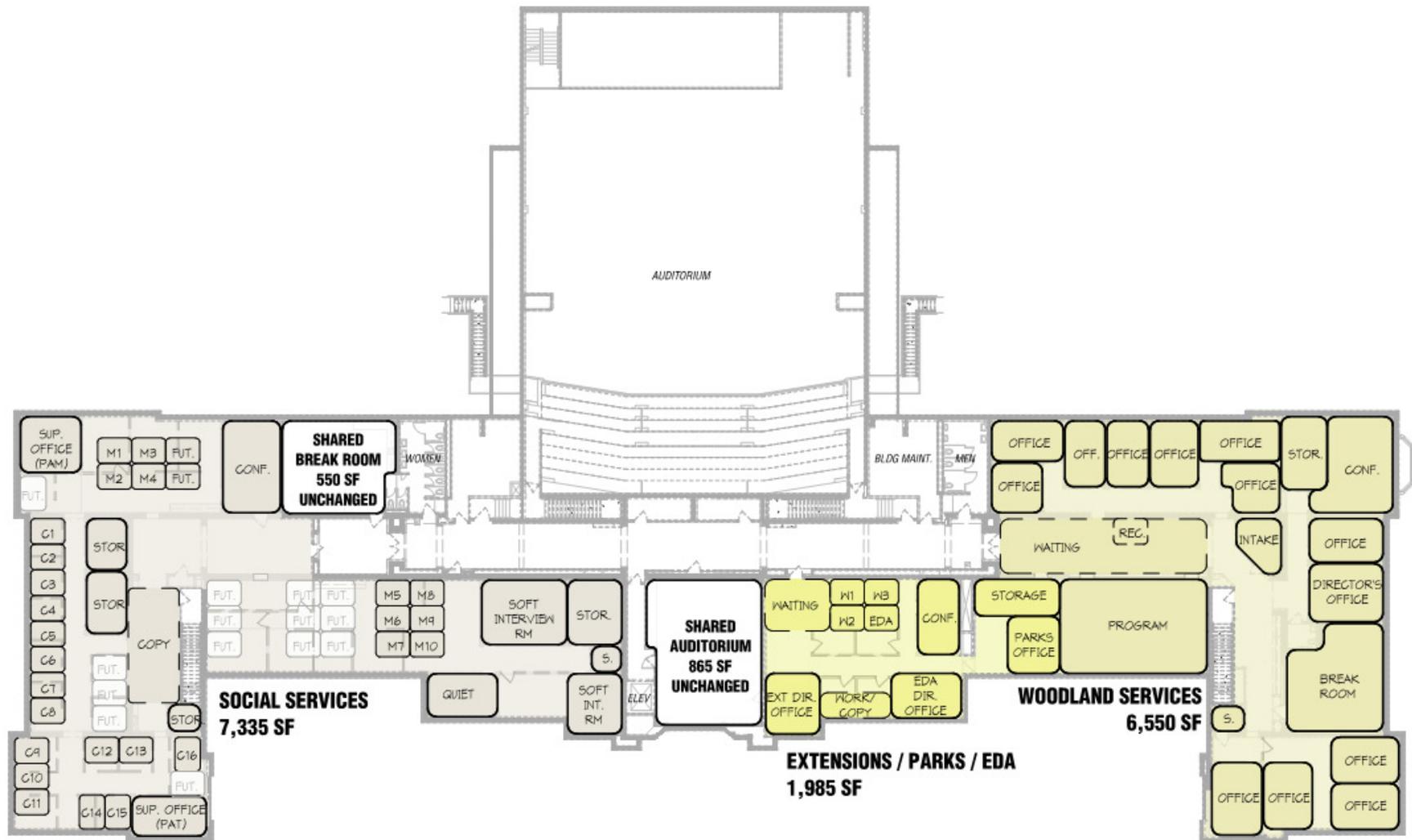
Main Level - Annex





Family Services Building

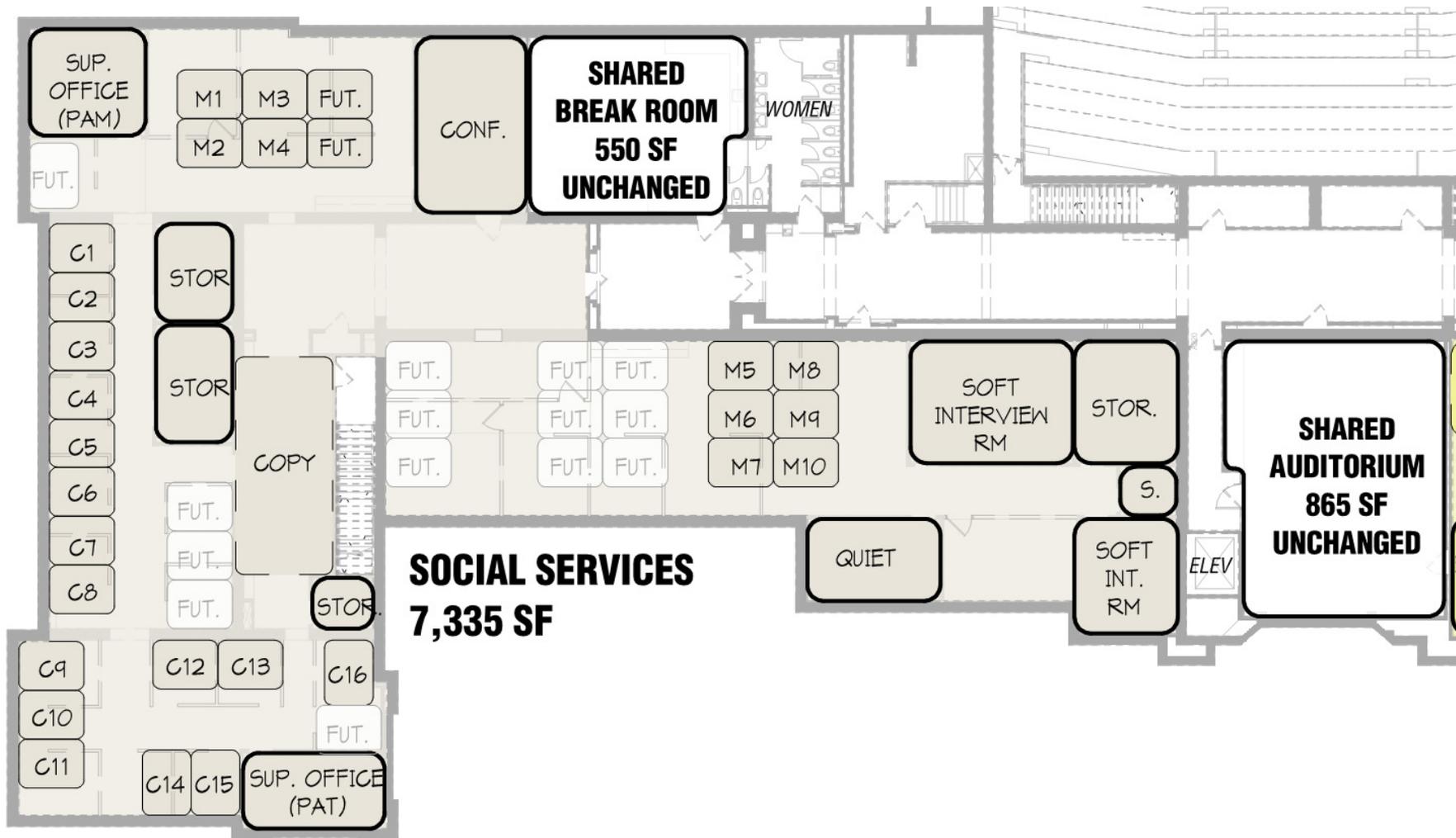
Upper Level





Family Services Building

Upper Level – Social Services Wing





Family Services Building

Cost Estimate

Family Services Building Renovation

Social Services Renovation	\$1,700,000
Public Health Renovation (old band area)	<u>\$1,300,000</u>
Total Construction Cost	\$3,000,000
Project Cost Multiplier <small>(Fees, Testing, FF&E, Technology & Contingency)</small>	<u> x 1.35</u>
Total Project Cost	\$4,000,000

Other Renovation

New Beginnings	\$165,000
CMJTS (Workforce)	\$145,000
Extension	\$255,000
Woodlands	<u>\$275,000</u>
Total Construction Cost	\$840,000
Project Cost Multiplier <small>(Fees, Testing, FF&E & Contingency)</small>	<u> x 1.35</u>
Total Project Cost	\$1.1 million

*Note: Assumes 2020 construction dollars. Cost would need to be inflated by 4% - 5% per year.



Master Plan Implementation – Phase I

Thank You!

QUESTIONS?

Next Steps...