STEELE COUNTY BOARD OF COMMISSIONERS
WORK SESSION AGENDA

Administration Center - 630 Florence Avenue – Owatonna, MN 55060

Steele County's Mission:
Driven to deliver quality services in a respectful and fiscally responsible way.

TUESDAY, July 12, 2022 AT 4:00 PM
County Boardroom, Steele County Administration Center

Agenda

1. Call to Order
2. Detention Center Update
3. 2023 Budget Discussions
4. Master/Capital Plan
    a. Joint Dispatch Expansion Update/Sheriff's Office Location
5. Other Business

Adjourn

Disclaimer: This agenda has been prepared to provide information regarding an upcoming meeting of the Steele County Board of Commissioners. This document does not claim to be complete and is subject to change.

Steele County
Agenda Item

Subject: Detention Center Update

Department: Administrator's Office

Committee Meeting Date: July 12, 2022

Board Meeting Date: July 12, 2022

Consent Agenda: ☐ Yes ☐ No **Resolution:** ☐ Yes ☒ No

Recommendation:

Continue jail pod wall construction, as previously approved

Background *(Including Budget Impact)*:

Steele County was recently informed by the Dodge County Sheriff that Dodge County will begin contracting with Olmsted County for jail services soon. In the wake of this development a review of our current jail pod wall construction project was completed by the Sheriff Dept. staff, Administrator, Finance Director, and Facilities Director. Last year, when the Board approved the jail pod wall project ($609,000), it was projected that one of the potential benefits of the project would be to secure boarding contracts with outside agencies like Dodge County by creating a "one stop shop" for all prisoner classifications. Financially, it was shown that the additional revenue from these contracts would have a "return on investment" effect.

Although this recent development will reduce annual boarding revenue by about $250,000 from Dodge County, staff is recommending to continue with the pod wall project based on these benefits and assessments:

1. The pod wall bid and contract was awarded earlier this year, the project design has been completed, and construction is scheduled to begin August 1st.
2. Overall, the pod wall will create a facility layout that will produce operational efficiencies to house and supervise (safely) more prisoner classifications at existing staff levels. This includes females and work release inmates.
3. Direct cost avoidance savings of $60-70,000/year will be seen by housing females at our facility vs. housing them through outside boarding contracts.
4. The new design will allow for other outside boarding contracts and revenue in the future should opportunities arise.

It should also be noted that the Detention Center staffing level will not be affected whether the wall is built or not.

Attachments:

Rice County
911 Feasibility Study
July 7, 2022

AGENDA
Thursday, July 7, 2022
3:00 p.m. – 4:00 p.m.

Option 1 - Steele Co. site > Joint Dispatch
Option 2 - Rice LEC
Option 3 - Rice + Steele separate

1. Updates Since Last Meeting
   Galen - desire to stay as Joint 911
2. Review Draft Mech/Elec Report
   ~~RF~~, Data + technology needs.
3. Review Options 1-3 and Associated Diagrams
4. Review Cost Estimates for Options 1-3
5. Review Draft Options Matrix
6. Discuss Next Steps — Aug 11th 3pm. meeting

MECHANICAL SYSTEMS

A. Existing Mechanical Systems

1. The lower level is served by existing air handler AHU-1. This air handler was installed in 2010 and is a variable air volume unit with chilled water cooling and hot water heating. Fresh air is supplied to the air handler through a louver on the mechanical room wall. The chilled water for the unit is delivered from an air cooled chiller located on the roof. The heating water is provided from three boiler located in the upper level mechanical room. The air handler appears to be in good condition with many years of useful life left.

2. Multiple VAV boxes are used to supply what would become the dispatch floor. The VAV boxes have hot water reheat coils. Supply air is distributed to the space through overhead diffusers.

3. The lower level is served by a wet type sprinkler system.

4. The existing data room is served by a 21,000 Btu/hr, Carrier split system cooling unit. There is no back-up cooling for the data room.

5. The existing data room is served by a wet type sprinkler system.

B. Recommended Mechanical Upgrades

1. The current air handler AHU-1 will not have the cooling capacity to serve the dispatch floor. The proposed 14 workstations will add approximately 45,000 Btu/hr to the dispatch area. There are two options to handle this additional cooling load:
   a. The air handler AHU-1 would need to be replaced with a larger unit with additional airflow and cooling capacity to serve the dispatch area.
   b. Provide two new approximate 3 ton capacity, split system cooling units located within the dispatch area.

2. Revise the current ductwork, VAV box and diffuser configuration to match the new dispatch room layout.

3. Provide a double interlock pre-action type sprinkler system to serve the dispatch room. This type of fire protection system prevents an accidental discharge of the sprinkler heads and any water leakage within the dispatch room.

4. Additional equipment will be added in the data room resulting in increased heat load. A new Liebert style cooling unit is recommended that can operate down to -30 deg. F outside air temperature. Approximate size is estimated to be 3 tons.

5. Provide a clean agent style fire protection system to serve the data room. This type of fire protection system uses a chemical agent in lieu of water to prevent damage to the data room equipment.

ELECTRICAL SYSTEMS

A. Project Description:

1. The existing electrical service is sufficiently sized for the proposed remodel spaces.

2. *Electrical systems shall meet National Electrical Code Article 708 "Critical Operations Power Systems" (COPS) within EOC areas. COPS systems shall be separated and hardened as detailed below.*

3. Provide emergency circuits to the remodel space as required. The emergency circuits shall derive for the relocated UPS system.

4. The existing UPS shall be moved to the new location on the Main Floor and expanded Technology Room (TR).

5. Additional dedicated UPS may be required for the new spaces

6. All ampacities are approximate and shall be revisited throughout project as loads are selected and finalized.

B. Electrical Distribution:

1. Existing service consists of a 1200A, 208/120V main switchboard. The existing Peak Demand is 125 KW with a calculated capacity of approximately 60%. The service new spaces. Additional modifications will be required for expansion of power distribution.

2. See "Emergency Power" section below for discussion of emergency distribution system.

3. Provide surge suppression at main service switchboard and all life safety panelboards.

4. Provide bonding and grounding of building and electrical systems as required by Article 250 of the National Electrical Code.

C. Emergency Power

1. The facility does contain a generator. Utilize selected room luminaires for egress lighting and provide exit signs per NEC.

2. The existing building contains an exterior 250kW diesel generator used for back up of the entire building. There is a single ASCO transfer switch. It is in good condition and is assumed to have adequate capacity to handle new loads. The entire 911 center will be connected to the emergency system.

3. The facility utilizes one automatic transfer switches to feed the following loads:
   a. The entire building.
   b. A manual transfer is also installed for selected loads (panelboard).

D. Lighting

1. Provide lighting and controls in remodeled spaces.

2. All lighting shall be LED. Provide lighting and controls in each space as follows:
   a. Dispatch spaces::
      1. Linear suspended direct / indirect luminaires similar to the Peerless Bruno series or approved equal.
      2. Vacancy (manual-on) sensors with 0-10V dimmer switches.
   b. Open offices:
      1. 2x4 troffers.
      2. Vacancy (manual-on) sensors with 0-10V dimmer switches zoned as required to meet state energy code.
   c. Storage, Elec/Mech, Janitor Rooms:
      1. LED strips.
      2. Occupancy (auto-on) sensors with wall switches. Line switches (no sensors in M/E spaces).
   d. Small toilets:
      1. 1x4 troffer.
      2. Occupancy (auto-on) wall sensor.

3. Provide photocell controls in daylighting zones containing luminaires totaling 150W or greater.

4. Provide emergency lighting and exit signs along paths of egress.

E. Power Systems

1. Provide two circuits and duplex receptacles (quantity as required) to each 911 station and additional duplex receptacles, for general purpose on dedicated circuits for cleaning and miscellaneous loads.

2. Provide power connections to new mechanical loads as required by the mechanical design.

F. Fire Alarm System

1. Extend existing Simplex Grinnell fire alarm system as required to the remodeled areas.

2. Provide pull stations, smoke detectors, door holds and notification appliances as required by code.

3. All fire alarm wiring shall be in conduit.

G. Technology Systems

1. Refer to Technology Systems narrative for network communications, audio visual, security, etc scope.

H. Fiber, Copper and Network Cabling

1. The addition requires a separate fiber and telecom presence for the County.
2. Provide centrally located Technology Room(s) fitted with rack, patch panels, cable tray, plywood, etc. Network switch by Owner(s).
3. Provide outlets and associated horizontal cabling.

4. Provide basket cable tray in main corridors.
5. Provide cabling to wireless access points throughout the renovation. Wireless system shall be robust and cover both floors and all public spaces ("HC Guest").
6. Connected data ports at benches, conferences rooms, offices, etc.
7. Coordinate wired and wireless needs of each entity.

I. AV Systems

1. Provide the power and data infrastructure for the proposed AV system for each 911 station and the general rooms. Locate AV racks in expanded and remodeled data closet.

2. Each system shall include rack, mixer/amplifier, wired and wireless microphones, speakers, teleconferencing capabilities, side bar, real time reporting interconnection, volume controls, sound masking and assisted listening system

J. Security Systems

1. Provide card access system, including card readers and pathways for electric strikes, door contacts, and request to exit devices.

2. Provide panic/duress buttons and system.

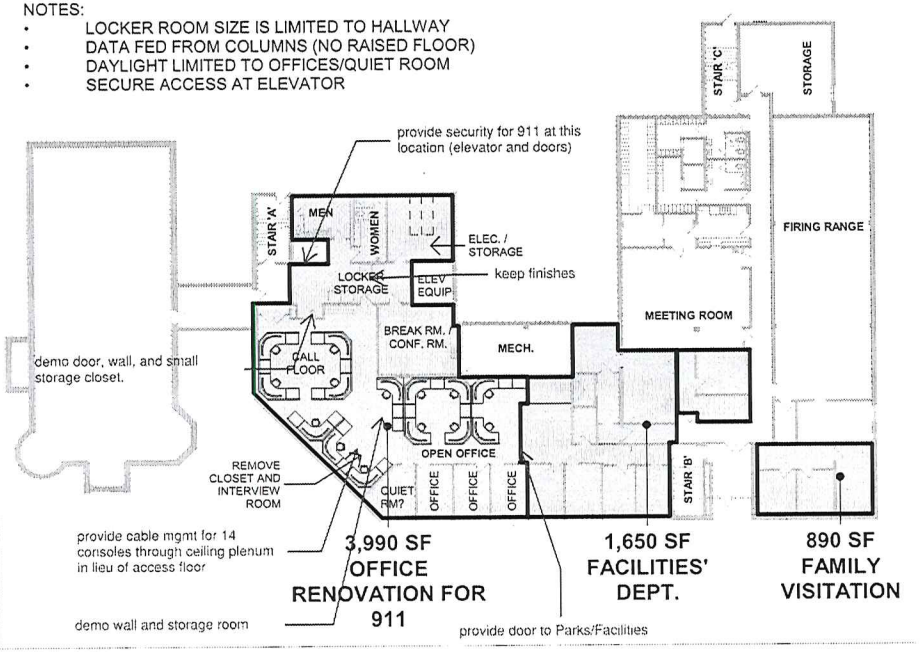
3. Provide digital security cameras at interior and exterior connected to network.

K. Exclusions

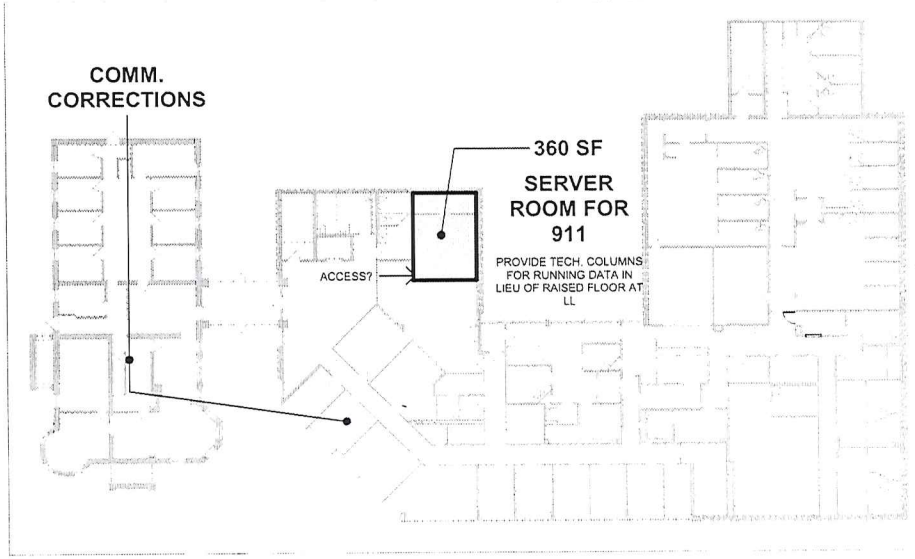
1. 911 equipment at the stations.

2. Exterior lighting and infrastructure.

NOTES:
- LOCKER ROOM SIZE IS LIMITED TO HALLWAY
- DATA FED FROM COLUMNS (NO RAISED FLOOR)
- DAYLIGHT LIMITED TO OFFICES/QUIET ROOM
- SECURE ACCESS AT ELEVATOR



1 LOWER LEVEL FLOOR PLAN - 911 OPTION 2/3
1/32" = 1'-0"
0 24' 48'



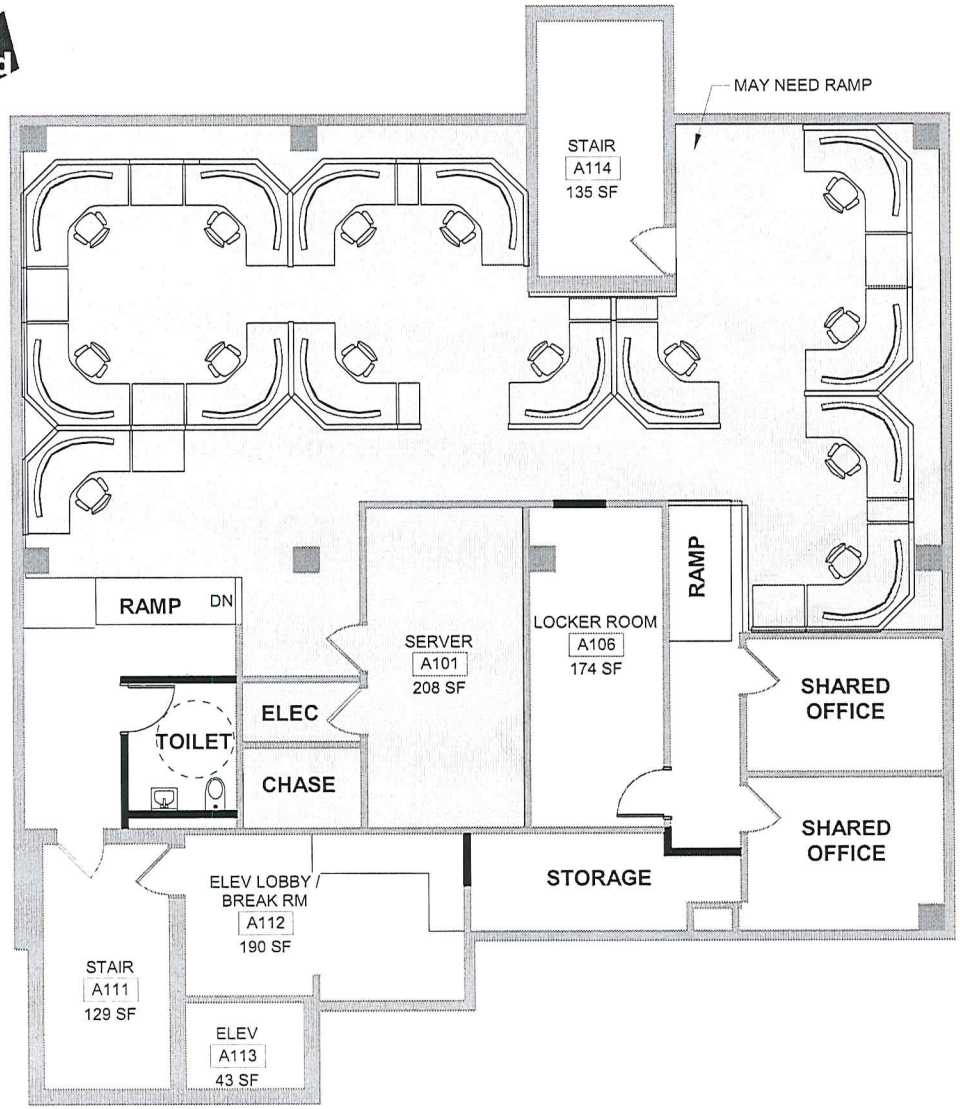
2 MAIN LEVEL FLOOR PLAN - 911 OPTION 2/3
1/32" = 1'-0"
0 24' 48'

10/24 - tentative move date for Sheriff
2025 - remodel

10 yr. need - ~~10,000 ft²~~ 5,800 ft²
20 yr. need - 6,400 ft²

RICE STEELE 911 CENTER
SPACE NEEDS STUDY
MAY 4, 2022

RENOVATE FOR OPEN CALL FLOOR

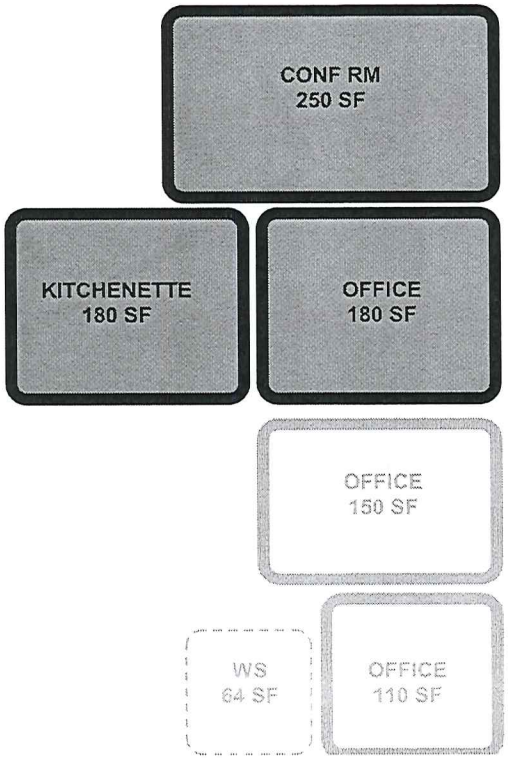


1 UPPER LEVEL FLOOR PLAN - OPTION 1
1/8" = 1'-0"
0 6' 12'

NOTES:

- ALLOWS FOR 14 CONSOLES
- RAISED CALL FLOOR EXTENDS TO OTHER SIDE
- SHERIFF CONF RM, KITCHEN UTILIZED
- BUSINESS 150 GROSS = 20 OCCUPANTS
- 50 OCCUPANTS OR LESS = 1 TOILET FIXTURE

Office	150 SF
Kitchenette/Break Rm	180 SF
Conference Room	250 SF
1.6 Net to Usable	
Total Square Footage Needed:	**1,000 SF**



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UPPER LEVEL
FLOOR PLAN
OPTION 1

Comm No: 999999

RICE COUNTY | 911 FEASIBILITY STUDY

Study Dated: 6-15-22
Concept Estimate Update: 7-7-22

Just under 3000 ft² 4300 ft² w/expansion room

contegritygroup | Construction Management

DIVISIONS OF WORK	Steele County Option #1				Rice County Option #2				Rice County Option #3			
	SF	Net Usable Factor 1.28	Unit Cost	Total	SF	Net Usable Factor 1.23	Unit Cost	Total	SF	Net Usable Factor 1.40	Unit Cost	Total
Staff Support												
Staff Locker Room	180	230.40	50.00	11,520.00	250	307.50	125.00	38,437.50	210	294.00	125.00	36,750.00
Toilets / Showers	80	102.40	650.00	66,560.00	300	369.00	50.00	18,450.00	300	420.00	50.00	21,000.00
Break Room	180	230.40	160.00	36,864.00	300	369.00	160.00	59,040.00	300	420.00	160.00	67,200.00
Quiet Room	0	0.00	160.00	0.00	*130*	159.90	160.00	25,584.00	*130*	182.00	160.00	29,120.00
Storage	0	0.00	120.00	0.00	*250*	307.50	120.00	36,900.00	*250*	350.00	120.00	42,000.00
Administration												
Director Office	150	192.00	50.00	9,600.00	120	147.60	75.00	11,070.00	120	168.00	75.00	12,600.00
Operations Manager Office	0	0.00	75.00	0.00	*120*	147.60	75.00	11,070.00	0	0.00	75.00	0.00
Office Manager WS	140	179.20	50.00	8,960.00	64	78.72	75.00	5,904.00	0	0.00	75.00	0.00
GIS Office	0	0.00	160.00	0.00	*120*	147.60	160.00	23,616.00	0	0.00	160.00	0.00
Conference Room	Exist.				Exist.				Exist.			
File Storage	0	0.00	120.00	0.00	*120*	147.60	120.00	17,712.00	*120*	168.00	120.00	20,160.00
Dispatch Floor												
Dispatch Subervisors	300	384.00	160.00	61,440.00	300	369.00	200.00	73,800.00	100	140.00	200.00	28,000.00
Comm. Operators	1,100	1,408.00	160.00	225,280.00	1,100	1,353.00	200.00	270,600.00	300	420.00	200.00	84,000.00
Chair Storage	N.I.C.				N.I.C.				N.I.C.			
Data / Telcom												
Data / Telcom Room *(Incl. UPS Relocate and Dry Fire Supression System - Novec)*	210	268.80	130.21	35,000.00	360	442.80	261.63	115,848.00	360	504.00	249.29	125,640.00
Assume Generator and ATS' are all re-used with no work necessary.												
Assumes No Storm Shelter Requirments needed at either site.												
Sub Total Construction		2,995.20	151.98	**455,224.00**		4,346.82	162.88	**708,031.50**		3,066.00	152.14	**466,470.00**
** General Requirements (Allowance of 10% Carried)				45,522.40				70,803.15				46,647.00
Building Permitting / Plan Review				6,891.00				8,200.00				6,500.00
Design / Bid / Construction Contingency (Allowance of 7.0% Carried)				37,555.98				58,412.60				38,483.78
Sub Total				**545,193.38**				**845,447.25**				**558,100.78**
Owner Items												
Professional Fees (Arch. / Eng. / CM - Allowance of 7.5% Carried)				40,889.50				63,408.54				41,857.56
Test / Balance / Commissioning				12,000.00				12,000.00				12,000.00
Inflation / Escalation Factor - Midpoint of Const. *(Allowance Consideration)*				TBD				TBD				TBD
FF&E *(10% of Sub Total Construction) - Allowance*				45,522.40				70,803.15				46,647.00
FF&E *(14 New Consoles - Targeted Goal / 7 on Rice Co. Option #3) - Allowance*				420,000.00				420,000.00				210,000.00
Technologoy				100,000.00				100,000.00				100,000.00
Hazardous Materials / Asbestos Allowances				0.00				0.00				0.00
Sub Total Owner Items				**565,522.40**				**590,803.15**				**356,647.00**
BASE PROJECT TOTAL*				**1,110,715.78**				**1,436,250.40**				**914,747.78**

Notes

** ESTIMATE IS BASED ON AN OPEN COMPETITIVE BID MARKET.*

** ESTIMATE IS BASED ON HISTORICAL VALUES AND IS AN APPROXIMATION OF CONSTRUCTION COSTS FOR 2022*

** BASE PROJECT TOTAL DOES NOT INCLUDE COSTS FOR INCEDENTALS TO ONGOING COUNTY OPERATIONS THAT NEED TO BE ACCOUNTED FOR DURING PHASING AND DISRUPTION OF PROJECT IF NECESSARY.*

*** GENERAL REQUIRMENTS (Owner Budget) are for items such as; Surveying, Soil Borings, Site Fencing, Portable Toilets, Dumpsters, Office Trailer, Plan Reproduction, Mailing Fees, Temp Signage, Temp Power, Temp Heat/Cool, Special Inspections/Testing, Builders Risk Insurance, Temp Enclosures, Safety Barricades, Fire Protection, Moving Expense, Final Cleaning, Temp Storage, On Site Supervision, This Budget will be refined and established in conjunction with the owner and the architect based on the anticipated needs of the project.*

Rice County 911 Feasibility Study - Options Matrix

CRITERIA	Available Space	Space to Accommodate Growth Short Term (2032 - 10 yrs)	Space to Accommodate Growth Long Term (2042 - 20 yrs)	Geography / Staffing Pool (within 60 mi radius)	Project Cost (Draft Estimate from CGI)	Back-Up EOC Option
Option 1 Owatonna LEC Combined	**3,000 sf**	Yes, but compromised on office space and other admin. Spaces	No, unless LEC space becomes available	2,357,911	$850,000 - $1,100,100	Faribault Police, 650 sf
Option 2 Faribault LEC Combined	**4,000 sf - 5,500 sf**	Yes, up to approx. 5,500 sf	Yes, up to approx. 5,500 sf	3,364,438	$1,430,000	TBD
Option 3 Faribault LEC Rice Only	**4,000 sf - 5,500 sf**	Yes, up to approx. 5,500 sf	Yes, up to approx. 5,500 sf	3,364,438	$910,000	TBD

Current backup - 650 ft² (Faribault PD)
6 work stations
Malecha - How many employees will we lose moving to Faribault?

Population of 60 mile radius around Faribault, MN

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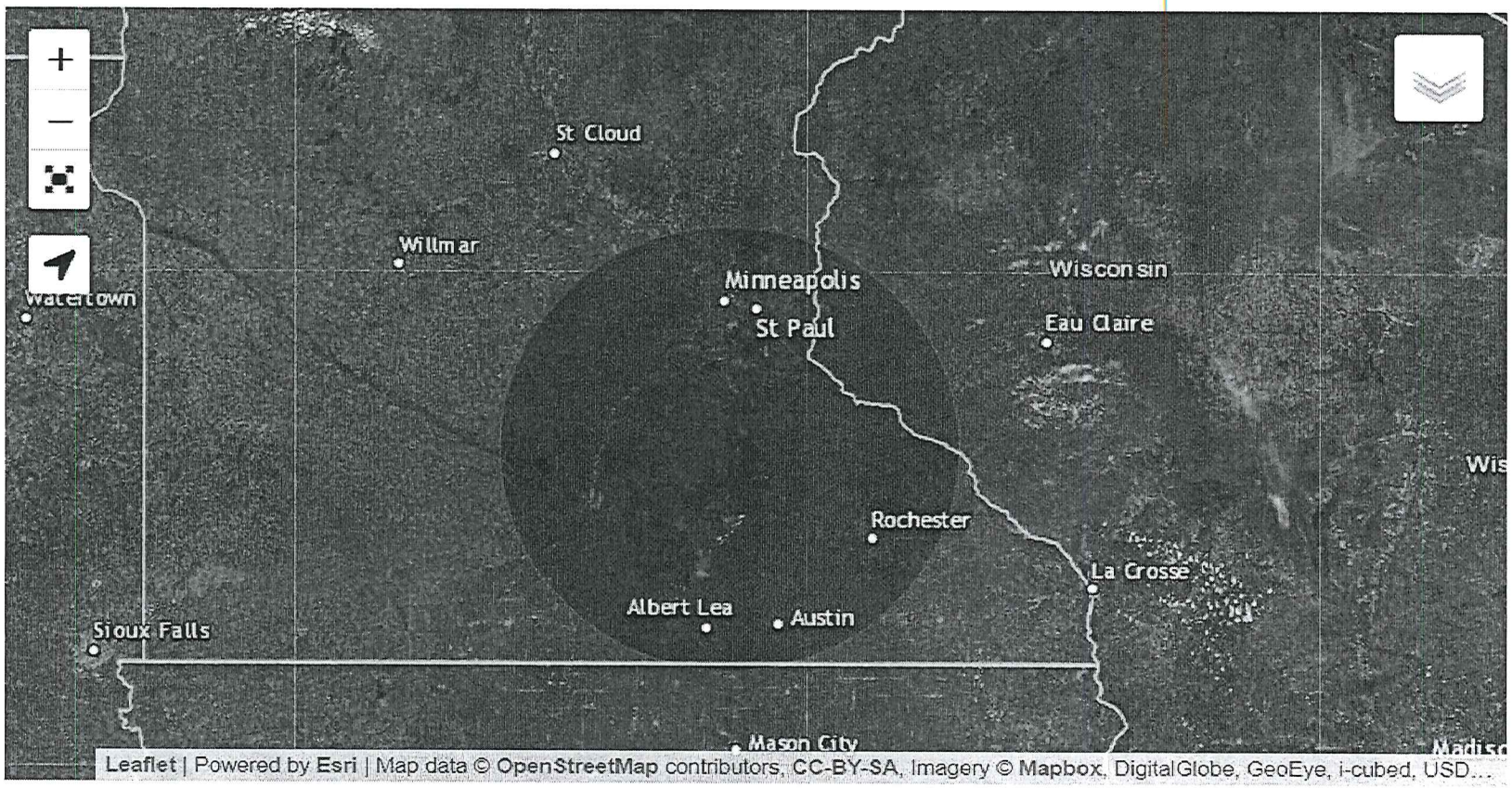

Population of 60 mile radius around Owatonna, MN

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