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, OCTOBER 11, 2022 AT 4:00 PM
County Boardroom, Steele County Administration Center

Agenda

1. Call to Order

2. Joint Dispatch Technology – 20 minutes
   Jeff Nelson –PSC Alliance, Inc - Owner
   Travis Fuechtmann – Contegrity Group – Project Manager
   Jake Wollensak - Wold Architects – Associate

3. Landfill Expansion – 20 minutes
   Melanie Niday – Short-Elliot-Hendrickson

4. Sheriff's Office Schematic Design

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.

RICE COUNTY

911 FEASIBILITY STUDY

DRAFT REPORT

SEPTEMBER 7, 2022

TABLE OF CONTENTS

1. CORE PLANNING GROUP AND ADDITIONAL PARTICIPANTS

a. Core Planning Group:
- Galen Malecha, Rice County Commissioner
- Steve Underdahl, Rice County Commissioner
- Sara Folsted, Rice County, County Administrator
- Jess Thomas, Rice County, Sheriff
- Matthew Verdick, Rice County, Director of Parks and Facilities
- Jill Bondhus, Rice Steele 911 Dispatch
- Jonathan Loose, Wold Architects & Engineers
- Jake Wollensak, Wold Architects & Engineers
- Travis Fuechtmann, Contegrity Group
- Jeff Nelson, PSC Alliance (Technology)

b. Additional Participants:
- Jim Abbe, Steele County Commissioner
- James Brady, Steele County Commissioner
- Scott Goldberg, Steele County, County Administrator
- Jake Rysavy, Steele County, Director of Facilities and Fleet
- Pat Jansen, Wold Architects and Engineers (Mechanical Engineer)
- Sean McNamara, Wold Architects and Engineers (Electrical Engineer)

2. PRIMARY GOALS AND OBJECTIVES

a. The primary objective of this study is to gather all the factual data around the future 911 operations and the associated space needs in order to present objective information and options for the Rice County Board of Commissioners to consider.

- Option 1: Continue the joint powers agreement with Steele County and potentially renovate existing Owatonna LEC space to accommodate projected growth for the next ten years.
- Option 2: Continue the joint powers agreement with Steele County and potentially renovate vacated portions of the existing Rice County LEC space to accommodate projected growth for the next ten years to twenty years.
- Option 3: Move to a dedicated Rice County 911 operational model and potentially renovate vacated portions of the existing Rice County LEC space to accommodate projected growth for the next ten years to twenty years (size and locations to be determined in the study).

b. Other Considerations:

1. Flexibility for the 911 operations is critical. The potential for future consolidation with other counties should be considered when analyzing options and space needs. In addition to the trend towards more consolidated approaches to 911 operations, flexibility is critical to allow for the department to quickly evolve in response to any outside factors such as technology and emergency operations. With the recent trend of statewide standardization of radio technology, consolidation of dispatch operations allows for counties to gain efficiencies in staffing and technology costs.
2. Several factors contribute to the number of staff and dispatchers needed to operate the 911 center. In order to project future operational needs, these factors are considered to the predict the number of staff needed to operate a 911 call center:
    a. Historical population data and population projections,
    b. Historical call volume data,

c. Number of first responders within the coverage area of the 911 call center, and
d. Emerging technology (use of video and text associated with personal mobile phones) that may impact the space needed to effectively communicate with callers and first responders (more video monitors, for example).

3. Redundancy: A back-up dispatch center is needed in all options explored. The current back-up dispatch center is in the City of Faribault Police Department and would be too close geographically if the dispatch center moved to the existing Rice County LEC. The Steele County LEC, where the Rice-Steele Dispatch is currently located, could be an option for a back-up dispatch center should the primary center move to Faribault, MN.

3. SPACE PROGRAM (OPTIONS 1 AND 2)

- **Option 1 – Combined Rice/Steele 911 at Steele County LEC (Pearl Street)**
- **Option 2 – Combined Rice/Steele 911 at Rice County LEC**

WORKING PROGRAM - COMBINED RICE-STEELE 911

	FOR REF.		OPTION 1		OPTION 2					
911 Center	**Existing Space Utilization** (Steele County LEC)		**Potential Space Utilization** (Steele County LEC)		**Potential Space Utilization** (Rice County LEC)		**Future Space Need (2032)**		**Future Space Need (2042**	
Staff Support										
Staff Locker Room		180 SF		180 SF	32	250 SF	32	480 SF	40	600 SF
Toilets/Showers	2	105 SF	1	80 SF		300 SF	2	240 SF	2	240 SF
Break Room		180 SF		180 SF		300 SF		180 SF		180 SF
Quiet Room		-		Not Incl.		130 SF		120 SF		120 SF
Storage		120 SF		Level 1 LEC		250 SF		120 SF		120 SF
Administration										
Director Office	1	250 SF	1	150 SF	1	120 SF	1	180 SF	1	180 SF
Operations Manager Office	1	150 SF	1	Shared	1	120 SF	1	150 SF	1	150 SF
Office Manager WS (8'x8')	1	64 SF	1	140 SF	1	64 SF	1	64 SF	1	64 SF
GIS Office*	1	110 SF	1	Shared	1	120 SF	1	110 SF	1	110 SF
Conference Room		-		Level 1 LEC		Break Rm		250 SF		250 SF
File Storage		-		Level 1 LEC		120 SF		120 SF		120 SF
Dispatch Floor										
Dispatch Supervisors (10'x10' WS)	3	100 SF	4	300 SF	4	300 SF	4	300 SF	5	400 SF
Comm. Operators (10'x10' WS)	18	500 SF	24	1,100 SF	24	1,100 SF	24	1,400 SF	31	1,600 SF
Chair Storage		-		Not Incl.		Not Incl.	28	112 SF	36	144 SF
Data/Telecom										
Data/Telecom Room		210 SF		210 SF		360 SF		350 SF		350 SF
911 Dispatch Net Area Total	25	1,969 SF	32	2,340 SF	32	3,534 SF	32	4,176 SF	40	4,628 SF
Net to Usable SF Factor		1.52		1.28		1.23		1.40		1.40
911 Dispatch Usable SF		**3,000 SF**		**3,000 SF**		**4,350 SF**		**5,846 SF**		**6,479 SF**
			Notes: 32 total staff, 2 offices, 14 consoles, no conf. rm, no quiet rm, small locker rm.		Notes: 32 total staff, 3 offices, 14 consoles		Notes: 32 total staff, 4 offices, 14 consoles		Notes: 40 total staff, 4 offices, 16 consoles	

***Note: Need to confirm if GIS office needs to stay with dispatch center.**

4. SPACE PROGRAM (OPTION 3)

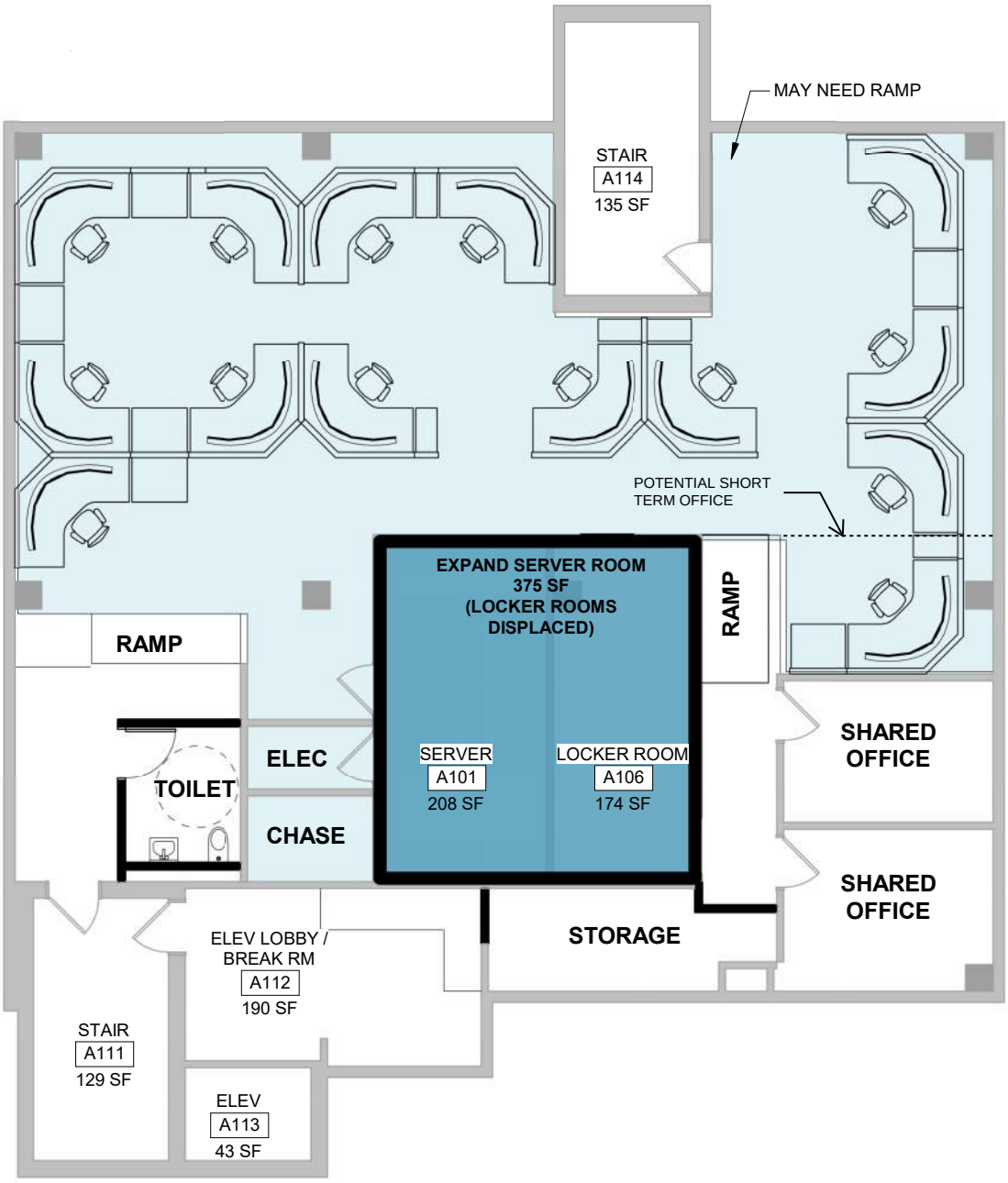
- **Option 3 – Rice County Only at Rice County LEC**

WORKING PROGRAM - RICE COUNTY 911

	FOR REF.		OPTION 3					
911 Center	**Existing Space Utilization** (Steele County LEC)		**Potential Space Utilization** (Rice County LEC)		**Future Space Need (2032)**		**Future Space Need (2042**	
Staff Support								
Staff Locker Room		180 SF	14	210 SF	18	270 SF	22	330 SF
Toilets/Showers	2	105 SF		300 SF	2	300 SF	2	300 SF
Break Room		180 SF		300 SF		300 SF		300 SF
Quiet Room		-		130 SF		130 SF		130 SF
Storage		120 SF		250 SF		250 SF		250 SF
Administration								
Director Office	1	250 SF	1	120 SF	1	180 SF	1	180 SF
Operations Manager Office	1	150 SF		-	1	150 SF	1	150 SF
Office Manager WS (8'x8')	1	64 SF		-		-	1	64 SF
GIS Office*	1	110 SF		-		-		-
Conference Room		-		Break Rm		250 SF		250 SF
File Storage		-		120 SF		120 SF		120 SF
Dispatch Floor								
Dispatch Supervisors (10'x10' WS)	3	100 SF	1	100 SF	2	200 SF	3	300 SF
Comm. Operators (10'x10' WS)	18	500 SF	10	300 SF	14	500 SF	18	600 SF
Chair Storage		-		Not Incl.	18	72 SF	22	88 SF
Data/Telecom								
Data/Telecom Room		210 SF		360 SF		350 SF		350 SF
911 Dispatch Net Area Total	25	1,969 SF	14	2,190 SF	18	3,072 SF	22	3,412 SF
Net to Usable SF Factor		1.52		1.40		1.40		1.40
911 Dispatch Usable SF		**3,000 SF**		**3,066 SF**		**4,301 SF**		**4,777 SF**
			Notes: 12 total staff, 1 office, 4 consoles		Notes: 18 total staff, 2 offices, 7 consoles		Notes: 22 total staff, 3 offices, 9 consoles	

***Note: Need to confirm if GIS office needs to stay with dispatch center.**

5. OPTION DIAGRAMS (OPTION 1)



1 **UPPER LEVEL FLOOR PLAN - 911 OPTION 1**

1/8" = 1'-0"

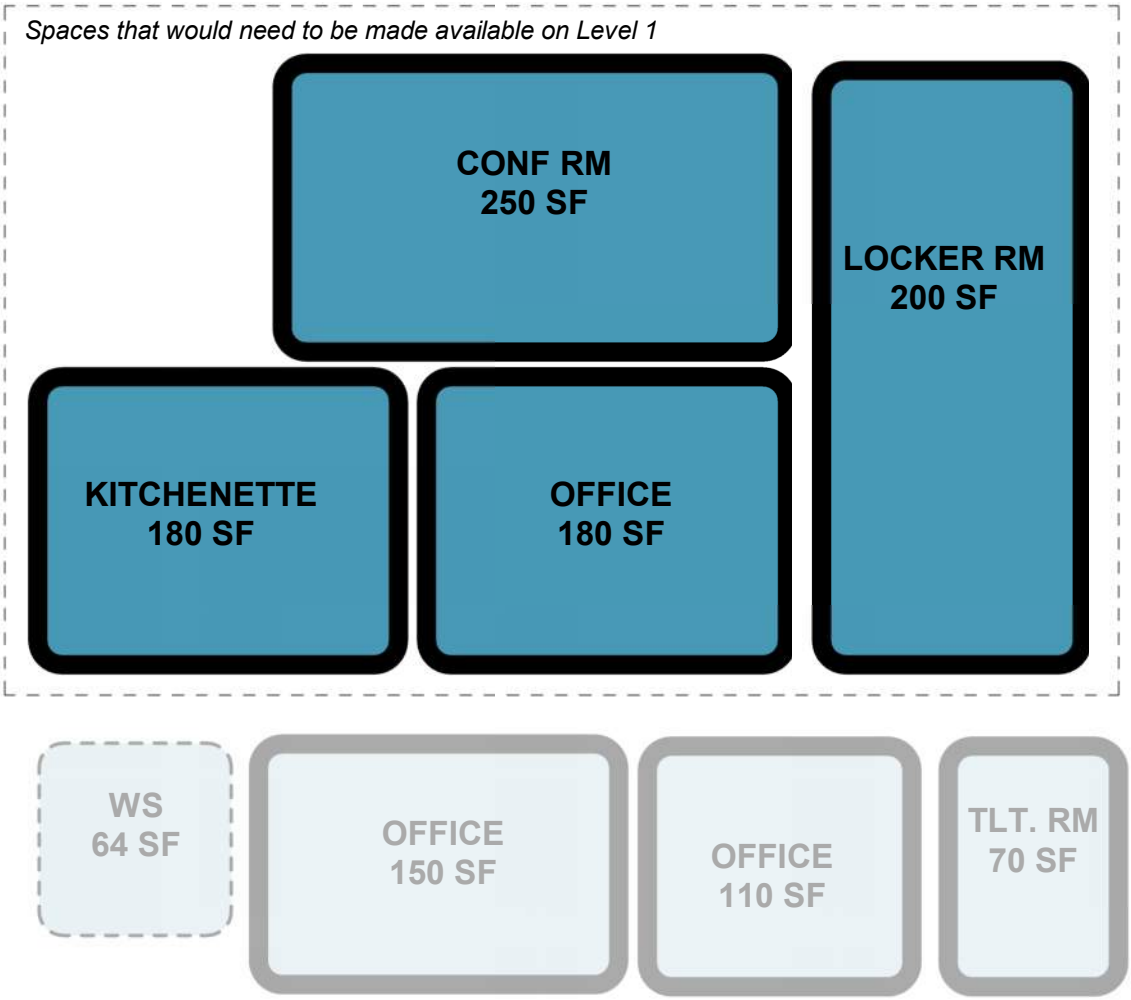
0 6' 12'

5. OPTION DIAGRAMS (OPTION 1)

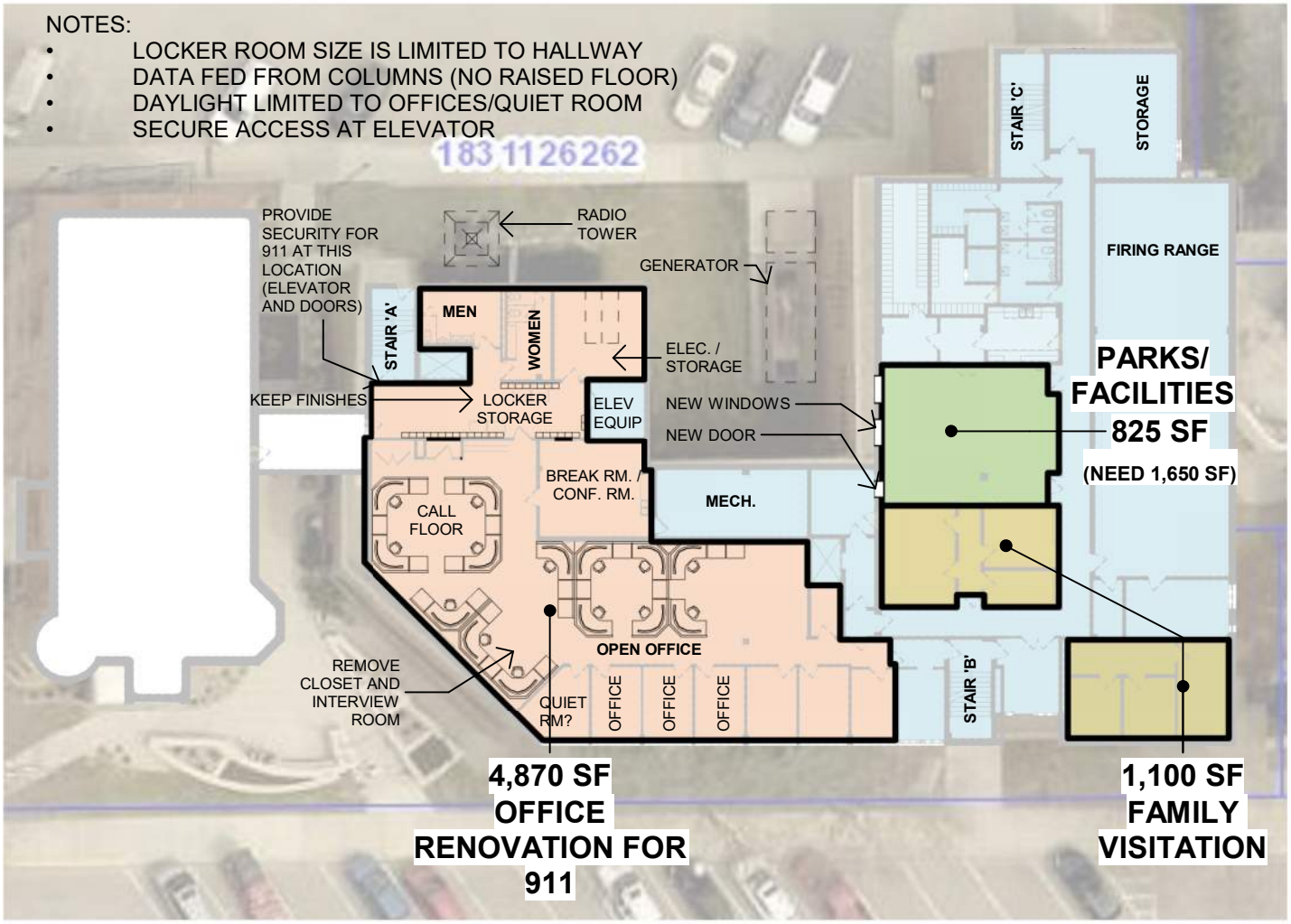
RENOVATE FOR OPEN CALL FLOOR

NOTES:

- ALLOWS FOR 14 CONSOLES (COULD BE ADDED INCREMENTALLY, AS NEEDED OVER TIME)
- RAISED CALL FLOOR EXTENDS TO OTHER SIDE
- SHERIFF CONF RM, KITCHEN UTILIZED
- BUSINESS 150 GROSS = 20 OCCUPANTS
- 50 OCCUPANTS OR LESS = 1 TOILET FIXTURE (2 IS IDEAL FOR OPERATIONS)



6. OPTION DIAGRAMS (OPTION 2)



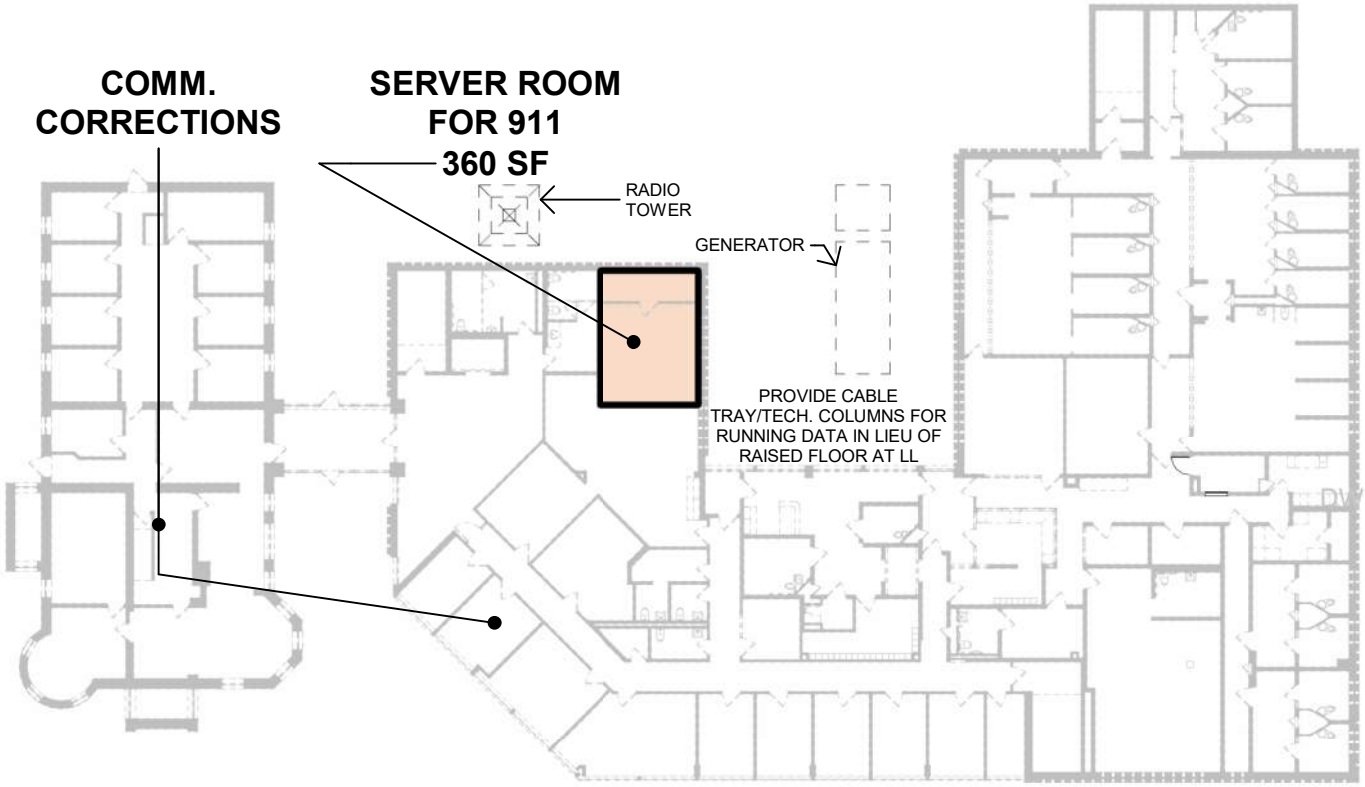
1 LOWER LEVEL FLOOR PLAN - 911 OPTION 2

1/32" = 1'-0"

0 24' 48'

***OPTION 3: SAME AS OPTION 2 BUT ONLY 7 CONSOLES**

6. OPTION DIAGRAMS (OPTION 2)



2 MAIN LEVEL FLOOR PLAN - 911 OPTION 2

1/32" = 1'-0"

0 24' 48'

***OPTION 3: SAME AS OPTION 2 BUT ONLY 7 CONSOLES**

7. COST ESTIMATE

RICE COUNTY | 911 FEASIBILITY STUDY
Study Dated: 6-15-22
Concept Estimate Update: 8-11-22

DIVISIONS OF WORK	Steele County Option #1		Rice County Option #2		Rice County Option #3	
	7-7-22 Update	8-11-22 Update	7-7-22 Update	8-11-22 Update	7-7-22 Update	8-11-22 Update
Staff Support						
Staff Locker Room	11,520	*Total - See below*	38,438	*Total - See below*	36,750	*Total - See below*
Toilets / Showers	66,560		18,450		21,000	
Break Room	36,864		59,040		67,200	
Quiet Room	0		25,584		29,120	
Storage	0		36,900		42,000	
Administration						
Director Office	9,600		11,070		12,600	
Operations Manager Office	0		11,070		0	
Office Manager WS	8,960		5,904		0	
GIS Office	0		23,616		0	
Conference Room						
File Storage	0		17,712		20,160	
Dispatch Floor						
Dispatch Supervisors	61,440		73,800		28,000	
Comm. Operators	225,280		270,600		84,000	
Chair Storage						
Data / Telcom						
Data / Telcom Room *(Incl. UPS Relocate and Dry Fire Suppression System - Novec)*	35,000		115,848		125,640	
Assume Generator and ATS' are all re-used with no work necessary.						
Assumes No Storm Shelter Requirements needed at either site.						
Sub Total Construction	**455,224.00**	**544,878.70**	**708,031.50**	**442,957.50**	**466,470.00**	**442,957.50**
** General Requirements (Allowance of 10% Carried)	45,522.40	54,487.87	70,803.15	44,295.75	46,647.00	44,295.75
Building Permitting / Plan Review	6,891.00	6,891.00	8,200.00	6,891.00	6,500.00	6,891.00
Design / Bid / Construction Contingency (Allowance of 7.0% Carried)	37,555.98	44,952.49	58,412.60	36,543.99	38,483.78	36,543.99
Sub Total	**545,193.38**	**651,210.06**	**845,447.25**	**530,688.24**	**558,100.78**	**530,688.24**
Owner Items						
Professional Fees (Arch. / Eng. / CM - Allowance of 7.5% Carried) - *Adjust to 12%*	45,522.40	78,145.21	70,803.15	63,682.59	41,857.56	63,682.59
Test / Balance / Commissioning	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00
Inflation / Escalation Factor - Midpoint of Const. *(Allowance Consideration)*	TBD	TBD	TBD	TBD	TBD	TBD
FF&E *(10% of Sub Total Construction) - Allowance*	45,522.40	54,487.87	70,803.15	44,295.75	46,647.00	44,295.75
FF&E *(14 New Consoles - Targeted Goal / 7 on Rice Co. Option #3) - Allowance*	420,000.00	Incl. in Tech.	420,000.00	Incl. in Tech.	210,000.00	Incl. in Tech.
Technology - *PSC Alliance Cost Updates*	100,000.00	1,339,000.00	100,000.00	2,232,000.00	100,000.00	1,350,500.00
UPS Allowance - Updates / Upgrades *(Steele Co. Only)*	0.00	58,000.00	0.00	58,000.00	0.00	58,000.00
Hazardous Materials / Asbestos Allowances	0.00	0.00	0.00	0.00	0.00	0.00
Sub Total Owner Items	**565,522.40**	**1,541,633.08**	**590,803.15**	**2,409,978.34**	**356,647.00**	**1,528,478.34**
BASE PROJECT TOTAL*	**1,110,715.78**	**2,192,843.14**	**1,436,250.40**	**2,940,666.58**	**914,747.78**	**2,059,166.58**

Notes

***UPDATE PER PSC REV. 2**

** 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.*

8. TECHNOLOGY

Preliminary Technology Capital Budget
Rev 2

Category	Option 1 Pearl Street RSC Combined	Option 2 Rice County LEC RSC Combined	Option 3 Rice County LEC Rice County Alone
Workstations	$ 350,000	$ 350,000	$ 175,000
Radio Consoles	$ 455,000	$ 910,000	$ 455,000
Telephone Call Processing	$ 315,000	$ 630,000	$ 315,000
Audio Logging	$ 35,000	$ 95,000	$ 200,000
CAD/RMS/Mapping	Incl	TBD	TBD
Fiber/Telecom Devices	$ 15,000	$ 15,000	$ 5,000
Backup Radio Contol Stations	$ 31,500	$ 63,000	$ 31,500
Time Synchronization	Incl	$ 8,000	$ 8,000
Service Entrance Enhancements	$ 12,500	$ 25,000	$ 25,000
Microwave Radio	$ -	$ 120,000	$ 120,000
DC Power	$ -	$ 16,000	$ 16,000
Local Equipment Moves	$ 125,000	N/A	N/A
Access Control/Premise CCTV	Div 28	Div 28	Div 28
Situational Video Awareness	Future	Future	Future
Other Software Licenses	TBD	TBD	TBD
Internal Networks	Incl	TBD	TBD
Contingency		$ 111,600	$ 135,000
Subtotal	**$ 1,339,000**	**$ 2,343,600**	**$ 1,485,500**

15 September, 2022
email: jeff.nelson@pscalliance.com
(612) 216-1502

Notes:

1) Options 1 & 2 assume 14 equipped workstations
2) Option 3 assumes 7 equipped workstation
3) All new equipment is assumed under Options 2 & 3.
   (Some repurposing may be possible but venue determination will drive details)
4) 14 equipped positions for Options 1 & 2; 7 equipped positions under option 3
5) Existing radio consoles covered under Motorola Maint Agreement
6) Existing telephone call processing acquired; servers were physically split in geo-diverse locations in 2020 (Owatonna & Faribault PD)
7) Radio (Ancom) 2023 existing support contract at Pearl Street is $11,849
8) Telephone (IES) 2023 existing support contract for Pearl Street is $37,267

9. OPTIONS MATRIX

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 **Steele County LEC - Combined**	**3,000 sf**	Yes, but compromised on office space and other admin. Spaces	No, unless LEC space becomes available	2,357,911	$2.2 million	Faribault Police, 650 sf
Option 2 **Rice County 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	$3.0 million	Pearl Street
Option 3 **Rice County LEC - Rice County Only**	**4,000 sf - 5,500 sf**	Yes, up to approx. 5,500 sf	Yes, up to approx. 5,500 sf	3,364,438	$2.1 million	TBD

10. POTENTIAL PROJECT SCHEDULE

A. Potential Timeline of Options

1. **Option 1 – Combined Rice/Steele 911 at Steele County LEC (Pearl Street)**

   **Could start at any point after approval.*

   a. **Design: January, 2023 – May, 2023**
   b. **Bidding: June, 2023 – July, 2023**
   c. **Construction: August, 2023 – February, 2024**
   d. **Occupancy: March, 2024**

2. **Option 2 – Combined Rice/Steele 911 at Rice County LEC**

   *******Construction cannot start until New Rice County LEC is occupied tentatively in October of 2024.*

   a. **Design: October, 2023 – March, 2024**
   b. **Bidding: April, 2024 – May, 2024**
   c. **Construction: October, 2024 – April, 2025**
   d. **Occupancy: May, 2025**

3. **Option 3 – Rice County Only at Rice County LEC**

   *******Construction cannot start until New Rice County LEC is occupied tentatively in October of 2024.*

   a. **Design: October, 2023 – March, 2024**
   b. **Bidding: April, 2024 – May, 2024**
   c. **Construction: October, 2024 – April, 2025**
   d. **Occupancy: May, 2025**

11. FACILITY ANALYSIS – ARCHITECTURAL

A. Existing Building Code Analysis

1. The original construction of the building was completed in 1975. There have been several renovations and modifications, most notably the renovations to the office areas in 2010 and portions of the jail in 2011 and 2012.

2. The following information is based on the 2020 Minnesota State Building Code requirements. As indicated below, the existing structure is not required to be upgraded to current building code standards (as outlined in the Conservation Code for Existing Buildings) if occupancy classification is not changing. Any modifications to the structure must maintain the minimum fire resistance rating indicated below.

3. Construction type and fire resistance is Type I-B.

   a. Structural Frame = 2 hour fire resistance.
   b. Exterior Bearing Walls = 2 hour fire resistance.
   c. Interior Bearing Walls = 2 hour fire resistance.
   d. Floor Construction = 2 hour fire resistance.
   e. Roof Construction = 1 hour fire resistance.
   f. Vertical Shafts and Elevator Shafts = 1 hour fire resistance.
   g. Corridors = 1 hour fire resistance.

4. Occupancy classification is Group B (at lower level where proposed 911 would be located). Note: No change to occupancy classification would be required for the 911 operations moving into the old Sheriff's office space.

5. Storm shelter requirement: Per the 2020 Minnesota Conservation Code for Existing Buildings, a storm shelter is not required. As outlined in the code, this project would be characterized as a Level 2 alteration (renovation of less than 50% of the building). Additionally, the space where 911 would occupy would maintain the existing classification of a Group B Occupancy, thus avoiding other additional code requirements. Chapter 11 of the Minnesota Conservation Code for Existing Buildings requires storm shelters when adding on to a building only for Type E Occupancies. Since this project would not involve any additions and the occupancy classification is Group B, ICC 500 storm shelter requirements for dispatch would not apply. This was confirmed with the with Building Official, John Rued, at a meeting held on June 15, 2022 with Matthew Verdick (Rice County) and Jake Wollensak (Wold Architects and Engineers).

B. Existing Building Structure

1. The upper level roofs are made up of structural precast hollow core concrete planks. The roof membrane is made up of a ballasted EPDM system.

2. The lower level structure is made up of steel columns and joists supporting the upper levels. The steel structure is 2-hour fire rated with variations of masonry, fire rated sheet rock, and cementitious fireproofing systems.

3. The floor is made up of 4" concrete slab on grade.

4. The outer walls are made up of cast in place concrete (at locations below grade to west and north) and brick and block cavity wall masonry on the south side (where exposed to outside).

5. Windows on the south wall do not carry any special ratings such as impact resistance or attack resistance.

C. Considerations for 911 Operations

1. The server room on the main level would be needed to serve the 911 operations down on the lower level. This would require additional space than what is currently available (see option diagrams).

2. Because technology would be served from a level above, it is proposed that the consoles be connected with power poles from the ceiling in contrast to a raised access floor system. Although a raised access floor system is in line with best practices (to increase ease of maintenance and ability to cool equipment), it would create challenges in the existing lower level space.

3. Parks and Facilities could be located in the existing training room to allow for future growth space for 911 at the east end of the space.

12. FACILITY ANALYSIS - 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.

13. FACILITY ANALYSIS - 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. New UPS is required.

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%. 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 and Motorola R56 guidelines for dispatch centers.

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. UPS Power

4. Provide new 208v 35kW ups system. System shall be capable of 4hrs at 10kW.

5. Provide new pud's (power distribution units) in each data rack.

E. 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.

F. 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.

G. 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. Provide audible shunt switch of audible alarm to allow dispatching to continue while fire alarm cause is investigated.

3. All fire alarm wiring shall be in conduit.

H. Technology Systems

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

I. 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.

J. 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

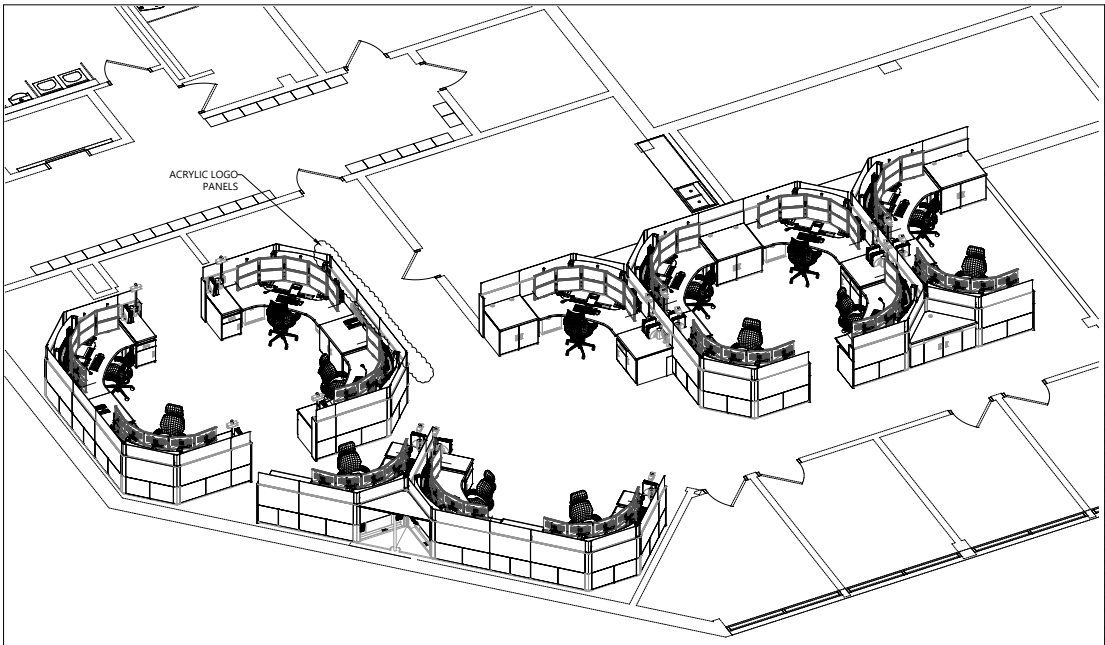
K. Security Systems

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.

L. Exclusions

1. 911 equipment at the stations and in server room: see PSC’s report.
2. Exterior lighting and infrastructure.

14. APPENDIX 1: FURNITURE LAYOUT



russbassett
8189 Byron Rd, Whittier, CA 90606 (800) 350-2445

CUSTOMER

CUSTOMER:
RICE-STEELE COUNTY 911 CENTER
PROJECT ADDRESS:
204 PEARL ST. E.
OWATONNA, MN 55060

PROJECT

PROJECT NAME:
RICE-STEELE COUNTY 911 CENTER - DISPATCH
PROJECT INITIATION DATE:
02/02/2022
CONSOLE TYPE: DEFINE
NUMBER OF POSITIONS: 14
SCALE:
NTS
SALES EXECUTIVE
MEG GRIMMIS
DESIGNER
JESSE GREEN

SHEET INDEX

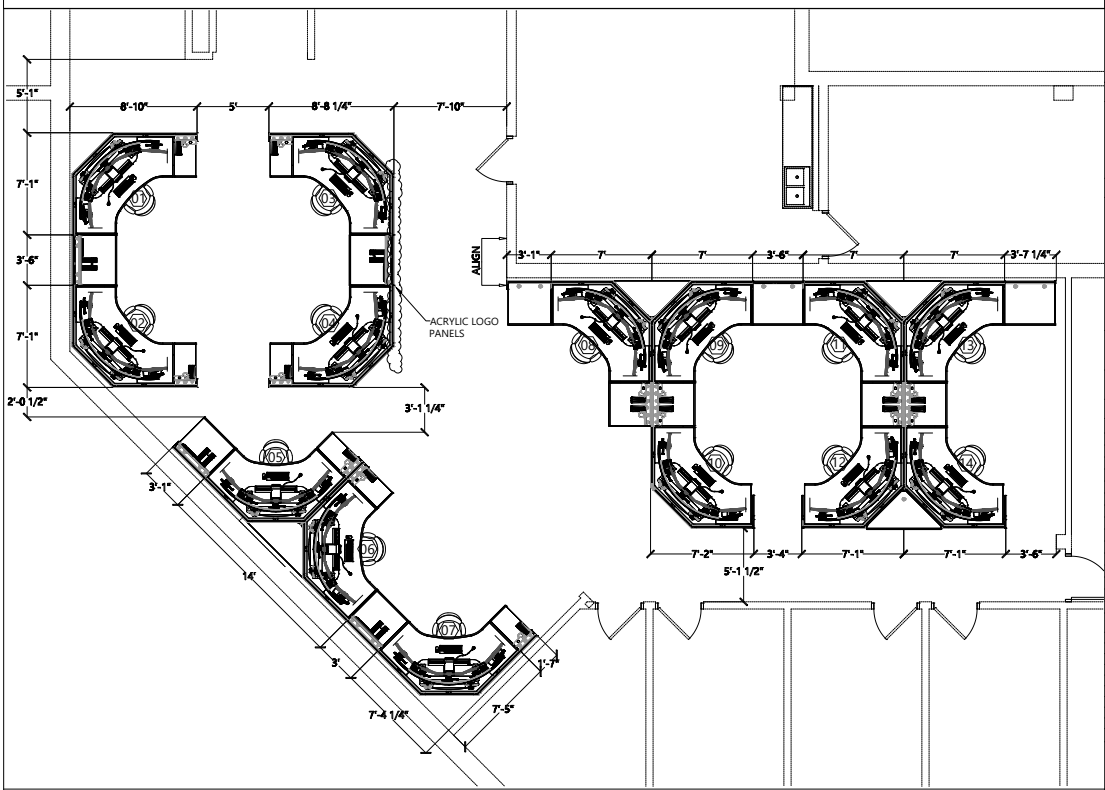
NO.	SHEET NAME
1	3D VIEW 1
2	3D VIEW 2
3	PLAN VIEW

REVISIONS

REV	DATE	DESCRIPTION	BY
A	07/12/22	2D & 3D PRELIMINARY DRAWING	JN

SHEET DESCRIPTION
3D VIEW 1

DRAWING #	OPTION	REV.	SHEET
DC-30109-01	4	A	1/3



russbassett
8189 Byron Rd, Whittier, CA 90606 (800) 350-2445

CUSTOMER

CUSTOMER:
RICE-STEELE COUNTY 911 CENTER
PROJECT ADDRESS:
204 PEARL ST. E.
OWATONNA, MN 55060

PROJECT

PROJECT NAME:
RICE-STEELE COUNTY 911 CENTER - DISPATCH
PROJECT INITIATION DATE:
02/02/2022
CONSOLE TYPE: DEFINE
NUMBER OF POSITIONS: 14
SCALE:
3/8" = 1' - 0"
SALES EXECUTIVE
MEG GRIMMIS
DESIGNER
JESSE GREEN

SHEET INDEX

NO.	SHEET NAME
1	3D VIEW 1
2	3D VIEW 2
3	PLAN VIEW

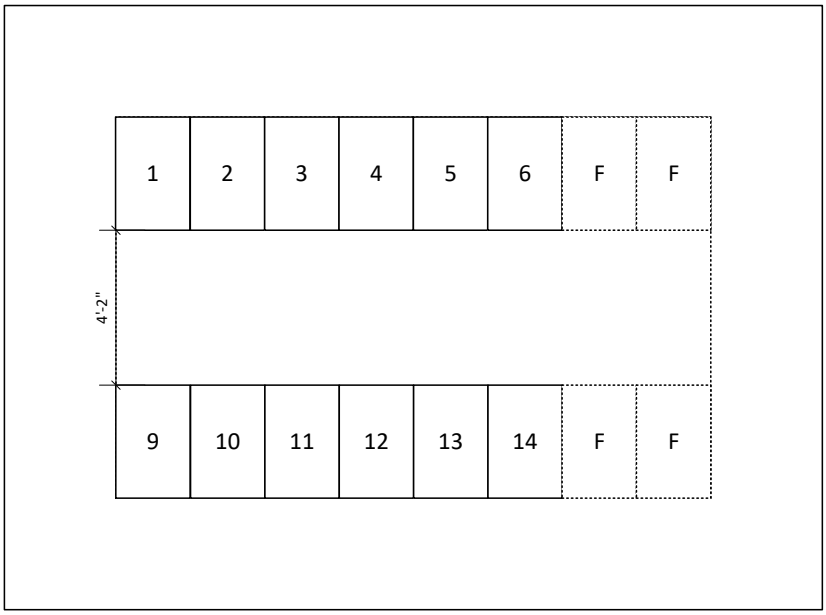
REVISIONS

REV	DATE	DESCRIPTION	BY
A	07/12/22	2D & 3D PRELIMINARY DRAWING	JN

SHEET DESCRIPTION
PLAN VIEW

DRAWING #	OPTION	REV.	SHEET
DC-30109-01	4	A	3/3

15. APPENDIX 2: SERVER ROOM LAYOUT



Server Room Dimensions Approx 22' x 16'
- 3' exterior circulation around racks/server cabinets
- Assume server cabinets are 24x36
- Assume server cabinets are 7'6" tall
- Assume cable tray at 8'-6" AFF

1) Fiber/External Telecom Demarks - Telephony
2) 9-1-1 ESINet/Network Equipment
3) Telephone Call Processing
4) Audio & Video Logging
5) CAD/RMS/Mapping
6) CAD/RMS/Mapping
F) Potential access control/premises security

9) Fiber/External Telecom Demarks - Radio
10) Radio Console Connections
11) Interop & Radio Paging
12) Backup Radio Control Stations
13) Microwave Radio Placeholder
14) DC Power Systems
F) Potential UPS

Other Notes:
-Electrical switchgear, HVAC, fire suppression located outside of server room
-Attempt to achieve Motorola R56 compliance (grounding, TVSS, etc.); more stringent than NEC
-Provide conduit or other large diameter coaxial/microwave waveguide cable routes to existing radio tower behind RC LEC
-Existing CAD/RMS now provided via off-site servers thru LOGIS. Planning should contemplate local server cluster to support CAD/RMS/Geo
-Assume geo-diverse (dual) service entrances for copper/fiber telecom to achieve needed redundancy
-Investigate need for BDA technology in lower level to allow portable radio ARMER system operation

Preliminary Draft – 11 August, 2022
Email: jeff.nelson@pscalliance.com
(612) 216-1502

Building a Better World for All of Us®

MEMORANDUM

TO: Scott Golberg
Joshua Johnson

FROM: Melanie Niday, PG
Darryl Heaps, PE

DATE: August 18, 2022

RE: Landfill Expansion Feasibility Study Addendum - Eastern Option
SEH No. STEEL 160147

Previously, SEH prepared a Landfill Expansion Feasibility Study (2021 Feasibility Study) dated September 23, 2021, evaluating future landfill disposal needs and the potential for expansion at the existing Steele County Landfill. Following discussion of the findings of that study with Steele County staff and board members, further evaluation of a potential landfill expansion to the east was requested. Therefore, this addendum was prepared to include additional information on an eastern landfill expansion option at the Steele County Landfill.

The 2021 Feasibility Study did consider eastern expansion options including a new municipal solid waste (MSW) area east and adjacent to the Phase III Demo Area and overlapping an expansion area between both the Phase IV MSW Area and the Phase III Demo Area. Neither of these options were considered practical due to space limitations and constructability issues. As a result, **this addendum focuses on an eastern MSW landfill expansion that would eliminate (and relocate) the existing Phase III Demo Area and begin combining MSW and demolition waste flows into the Phase IV MSW Area and future expansion.** This option was selected partly due to anticipated MPCA policies to require construction and demolition waste to be placed in lined landfills due to some known, and some perceived, contamination issues.

The following discussion presents an evaluation of the remaining life span of the current Phase IV MSW Area landfill, updated capacity information on the western expansion option, and the feasibility of an eastern expansion option. The calculations are based on the most recent survey conducted at the landfill on November 8, 2021.

UPDATED REMAINING LANDFILL LIFE

The calculations included in the Feasibility Study (SEH, September 2021) were based on survey data obtained in November 2020. Following the November 8, 2021, survey, the remaining capacity and life calculations were updated as part of the 2021 Annual Report. A summary of the 2021 information is presented here. The existing site layout is provided on Figure 1. Waste volumes and compaction are summarized on Table 1.

The remaining design operational capacity of 321,373 cubic yards (cy) for the Phase IV MSW Area, excluding final cover volume. Dividing the remaining operational volume by a 5-year average volume usage (2017 to 2021) of 56,602 CY/yr, actual remaining Operating Life is approximately 5.7 years. Based on these assumptions, **the current Phase IV MSW Area would reach final capacity in July 2027**.

The remaining permitted operating capacity (current constructed cells) of 43,554 cy for the Phase III Demo Area, excluding final cover volume. Dividing the remaining operational volume by a 5-year average volume usage (2017 to 2021) of 5,246 cy/yr, actual remaining Operating Life is approximately 8.3 years. Based on these assumptions, **the Phase III Demo Area would reach permitted capacity by 2030.** Note that the additional 183,000 cy from the original ultimate design capacity would require a permit modification to be available and could extend the design capacity until about 2053. However, given the current regulatory policies and rule changes being discussed at the MPCA, there is a potential that the remaining design capacity may not be accessible in the future for Steele County.

Table 1 - Current Landfill Lifespan

Year	MSW			Demolition		
	Tonnage (tons)	Volume Used (cy)	Compaction Rate (lbs/cy)	Tonnage (tons)	Volume Used (cy)	Compaction Rate (lbs/cy)
2021	38,386	51,251	1,498	3,353	4,651	1,442
2020	40,132	56,617	1,418	6,361	3,306	3,848
2019	39,675	58,896	1,347	4,364	4,438	1,967
2018	37,580	51,122	1,470	6,888	5,238	2,630
2017	39,329	65,122	1,208	5,633	8,598	1,310
5 Year Average	39,020	56,602	1,388	5,320	5,246	2,239

Notes:
1. Compaction rates can be skewed in years when cover is placed since cover takes but is not included in the tonnage of waste received.
2. Tonnage values are based on calender year. Volume Used calculation based on survey dates.

Calculations:

MSW Phase IV - Remaining Design Operating Life		321,373	RDOC - Drawing 3
	÷	56,602	5-year average annual volume
	=	5.7	yr
Demolition Phase III - Remaining Permit Operating Life		43,554	RPOC - Equation 3a
	÷	5,246	5-year average annual volume
	=	8.3	yr

UPDATED WESTERN EXPANSION OPTION

The western expansion option presented in the Landfill Expansion Feasibility Study submitted on September 23, 2021, was based on survey data from 2020 and the average volume usage from 2016 through 2020. Design capacity of the western expansion scenarios considered the need for approximately 1.5 million cy of operation capacity, or approximately 1.6 million cy of design capacity (including final cover) to provide 25 years of landfill disposal, past the current remaining life expectancy of 2027. Because of the need to purchase property with this scenario, we limited the total capacity to about 25-years to minimize the amount of property to purchase and limit encroachment on the farmstead to the west. With the updated calculations presented above using data through 2021, **the life expectancy of the western expansion scenario for MSW disposal only would continue to provide disposal capacity until 2052 as presented previously**.

However, it should be noted that the average annual waste volumes of 56,602 cy and the 25-year life expectancy would assume that demolition waste would continue to be disposed separately. Given the potential for unlined demolition landfills to be discontinued in the state of Minnesota, co-disposal of MSW and demolition waste should be considered. Adding the demolition waste to the MSW waste stream will decrease the operational capacity by an additional 5,246 cy per year; over a 25-year period, that capacity usage would decrease the total MSW operational capacity by 131,150 cy or a decreased life expectancy of the western expansion by over 2 years. Therefore, **the life expectancy of the western expansion scenario for a combined MSW and demolition disposal would provide disposal capacity until about 2050**.

EASTERN EXPANSION OPTION DESIGN

A conceptual layout was prepared to illustrate an eastern expansion option as shown in Figures 2 and 3. To create the conceptual layout, the following assumptions were made:

- **Design Capacity:** Vertical expansion over the east slopes of Phase IV MSW Area (piggybacking) and cell development to the east could accommodate a waste volume of 2,054,520 cubic yards, exceeding the 1,600,000 cubic yards potentially needed for a 25-year landfill life. **Because no property would need to be purchased and no homes exist to the east, this eastern expansion option would more readily provide a lifespan of over 30 years in comparison to the 25 years for the western expansion option.** However, the in-place waste in the Phase III Demolition Area would need to be removed and placed in the existing Phase IV MSW Area to accommodate an eastern expansion for MSW; as presented in the 2021 Annual Report, there are 99,568 cy of demolition waste currently in-place.

  Removing the in-place demolition waste would not change the approximate 2.0 million cy yard capacity of an eastern expansion. However, **to accommodate construction, the in-place demolition waste would need to be removed and placed in the existing Phase IV MSW Area prior to construction of the expansion area**; relocating the in-place demolition waste into the Phase IV MSW Area will reduce its remaining capacity (321,373 cy) under the current permit by the 99,568 cy of in-place demolition waste; in addition, the annual volume of MSW waste flows (56,602 cy) would increase by the additional annual volume from demolition waste flows (5,246 cy). As a result, **the current remaining life expectancy of the Phase IV MSW Landfill of 5.7 years (until July 2027), would be modified as follows:**

November 2021 Phase IV MSW Remaining Capacity	321, 373 cy
Existing In-Place Demolition Waste for Relocation	99,568 cy
Revised Phase IV MSW Remaining Capacity	221,805 cy
Annual MSW + Demo Volume Usage (56,602 + 5,246 cy)	61,848 cy/year
Remaining Life Expectancy (from November 2021)	**3.5 years**
Anticipated Date Expansion Needed	**May 2025**

- **Base Elevations:** The landfill would be constructed adjacent to and east of the existing Phase IV MSW Area footprint. The landfill base elevations would be similar but adjusted for groundwater elevations. The wastes would be filled over the east slope of Cells D through G of Phase IV. The ultimate landfill height would match the Phase IV MSW Area proposed final closure elevations.
- **Phasing:** The cell centerlines for this expansion would be oriented north-south similar to the Phase IV MSW Area. Western phases would be filled first, then the eastern phases. Leachate would be collected along center trenches and directed north to a leachate collection sump. A pump would discharge the leachate to a separate and new load out located north of the landfill. The leachate collection and discharge system would function similar to the existing Phase IV leachate collection system. Each cell size for the expansion would be based on anticipated future filling rates to accommodate useful construction frequencies.
- **Stormwater:** The stormwater ditch currently located north of the Phase III Demolition Landfill would need to be relocated, possibly adding in a perimeter ditch to the eastern expansion to flow to the existing sedimentation basin west of Phase IV MSW Area to minimize additional stormwater features.

- **Access:** The primary access route to the expansion could follow the existing primary landfill access road. North of the Phase IV MSW Area the route would turn to the east and access the expansion just beyond the northeast corner of the existing Phase IV MSW Area.

EASTERN EXPANSION ADVANTAGES AND DISADVANTAGES

However, the third option (Removal of Phase III Demo Area to Develop East of Phase IV MSW Area) presented above does provide benefits that the western expansion option does not:

- **County-Owned Property:** The eastern expansion option is located on current county-owned property. Unlike the western expansion option, this area would not need to be purchased to construct additional cells. In addition, the landfill would not be encroaching on neighboring homes because no homes are present immediately to the east.
- **Utilizes Existing Facilities:** The eastern expansion option allows for the continued use of existing facilities on-site, including the office, scale, maintenance buildings, and on-site access roads. A supplementary leachate sump, separate holding tank, and leachate load out would be necessary for the eastern expansion option to handle the additional leachate generated from the expanded landfill.
- **Utilizes Existing Hydrogeologic Evaluation Data:** Because this area for the eastern expansion was included in previous hydrogeologic evaluations and geotechnical investigations, costs associated with the completion of soil boring, well installation, and geotechnical testing will be minimized. It is anticipated that landfill groundwater monitoring requirements could utilize much of the existing monitoring wells on-site.
- **Eliminates the Phase III Demo Area:** Regulations on demolition landfills are anticipated to change in the future and could require a landfill liner. In addition, some groundwater quality detections in nearby wells can be attributed to the unlined demolition landfill. Therefore, removal of the existing demolition landfill has the benefit of eliminating the potential issue of having an unlined disposal area. Costs associated with a lined landfill for demolition waste would be shared with the MSW disposal costs.
- **Former Wetland Area Mitigated Previously:** The former wetland area included in the proposed eastern expansion option area has already been mitigated and would not require additional permitting for expansion. However, the high groundwater table would need to be considered in design and construction, particularly since much of the area has been used as a borrow source in recent years. However, saturated conditions in proximity to the clay portion of a composite liner system can be helpful in maintaining liner integrity by sustaining moisture content of the compacted clay and prevent cracking.

SUMMARY

Based on the information presented above, the following information summarizes the updated information since the 2021 Feasibility Study:

- The current Phase IV MSW Area would reach final capacity in July 2027 under current operations.
- The Phase III Demo Area would reach permitted capacity by 2030 under current operations.
- The life expectancy of the western expansion scenario for MSW disposal would continue to provide disposal capacity until 2052 as presented previously.
- The life expectancy of the western expansion scenario for ***combined*** MSW and demolition disposal would provide disposal capacity until about 2050.

This addendum focuses on an eastern MSW landfill expansion that would eliminate (and relocate) the existing Phase III Demo Area and begin combining MSW and demolition waste flows into the Phase IV MSW Area and future expansion. The following information summarizes issues associated with an eastern expansion to the existing Phase IV MSW Area:

- Because no property would need to be purchased and no homes exist to the east, an eastern expansion option would more readily provide a lifespan of over 30 years in comparison to the 25 years for the western expansion option.
- To accommodate construction, the in-place demolition waste would need to be removed and placed in the existing Phase IV MSW Area prior to construction of the expansion area.
- The current remaining life expectancy of the Phase IV MSW Landfill of 5.7 years (until July 2027), would be reduced by the relocated demolition waste and the addition of demolition waste to the MSW waste stream as follows:

Remaining Life Expectancy (from November 2021)	3.5 years
Anticipated Date Expansion Needed	May 2025

CONCLUSIONS

Both the western and eastern expansion scenarios presented are viable options for future waste disposal for Steele County. Permitting efforts would not significantly vary between the two options. The primary disadvantages of each scenario are noted as follows:

Western Expansion Disadvantages:

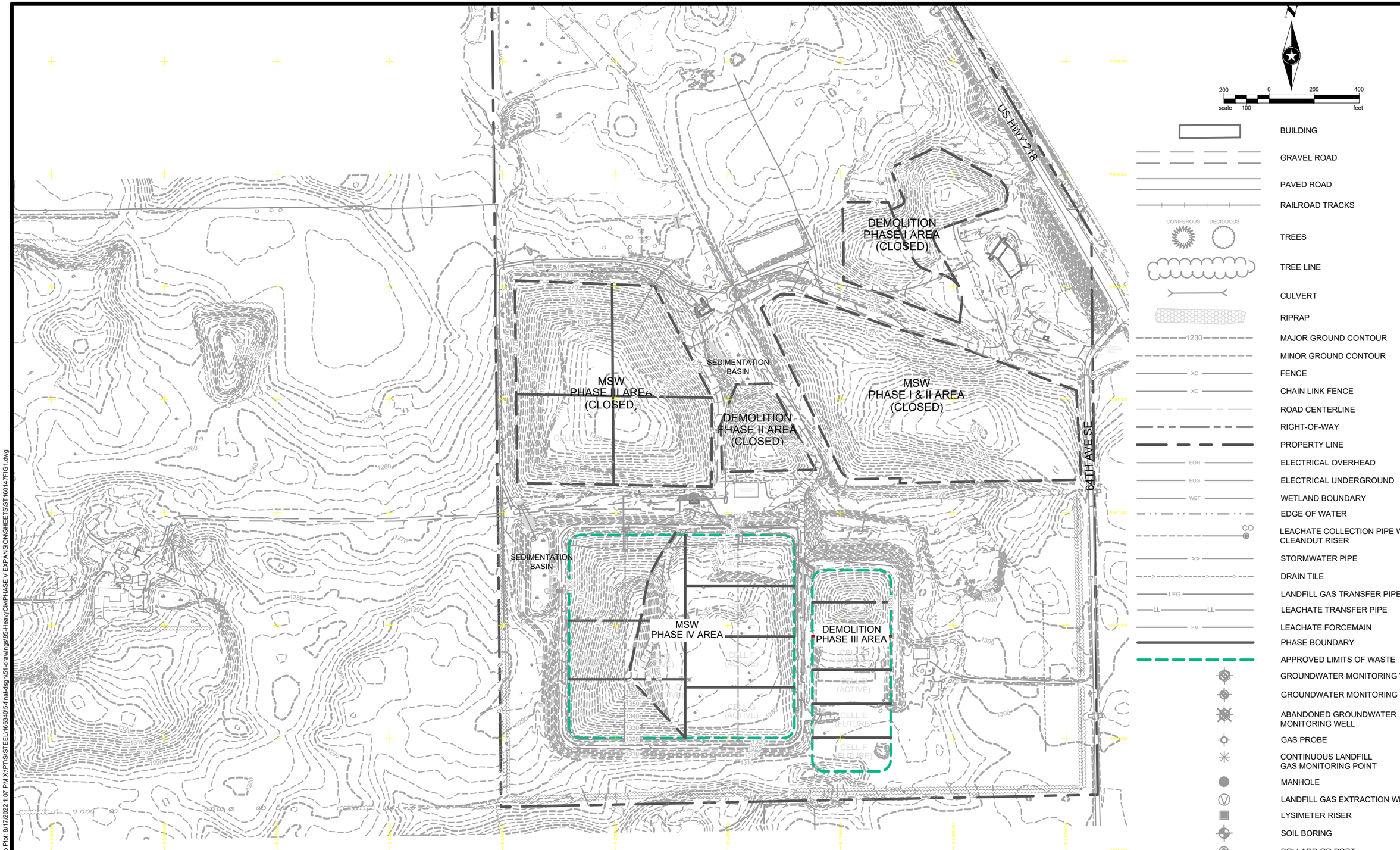
1. Purchase of property.
2. Encroachment on neighbors.
3. Additional hydrogeologic evaluations, geotechnical investigations, and expanding monitoring system.
4. Minimizing purchase of property and encroachment on neighbors would somewhat reduce potential life expectancy.

Eastern Expansion Disadvantages:

1. Costs/efforts to relocate existing demolition waste.
2. Immediate reduction in the remaining capacity and life expectance of the Phase IV MSW Area once demolition waste relocation is complete.
3. Use as a borrow site for landfill operations may require significant borrow sources for site development.

In addition, this Addendum to the 2021 Feasibility Study has identified the primary key advantages associated with the eastern expansion including:

1. Provides up to 30 years of additional waste disposal.
2. County-owned property.
3. Utilizes existing facilities, hydrogeologic evaluations, monitoring systems, and wetland mitigation efforts.
4. Eliminates MPCA concerns regarding groundwater quality issues associated with unlined demolition landfills.



Save: 8/17/2022 1:01 PM tromanko Plot: 8/17/2022 1:07 PM X:\PT\S\STEEL\166340\5-final-dsgn\51-drawings\85-HeavyCiv\PHASE V EXPANSION\SHEETS\ST160147FIG1.dwg

SEH Project	STEEL 160147
Drawn By	TTR
Designed By	TTR
Checked By	DRH

Rev.#	Revision Issue Description	Date
.		
.		
.	EXPANSION REDESIGN	08/17/2022
.	ISSUED FOR REVIEW	09/23/2021

Rev.#	Revision Issue Description	Date
.		
.		
.		

SEH

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE 08/17/2022

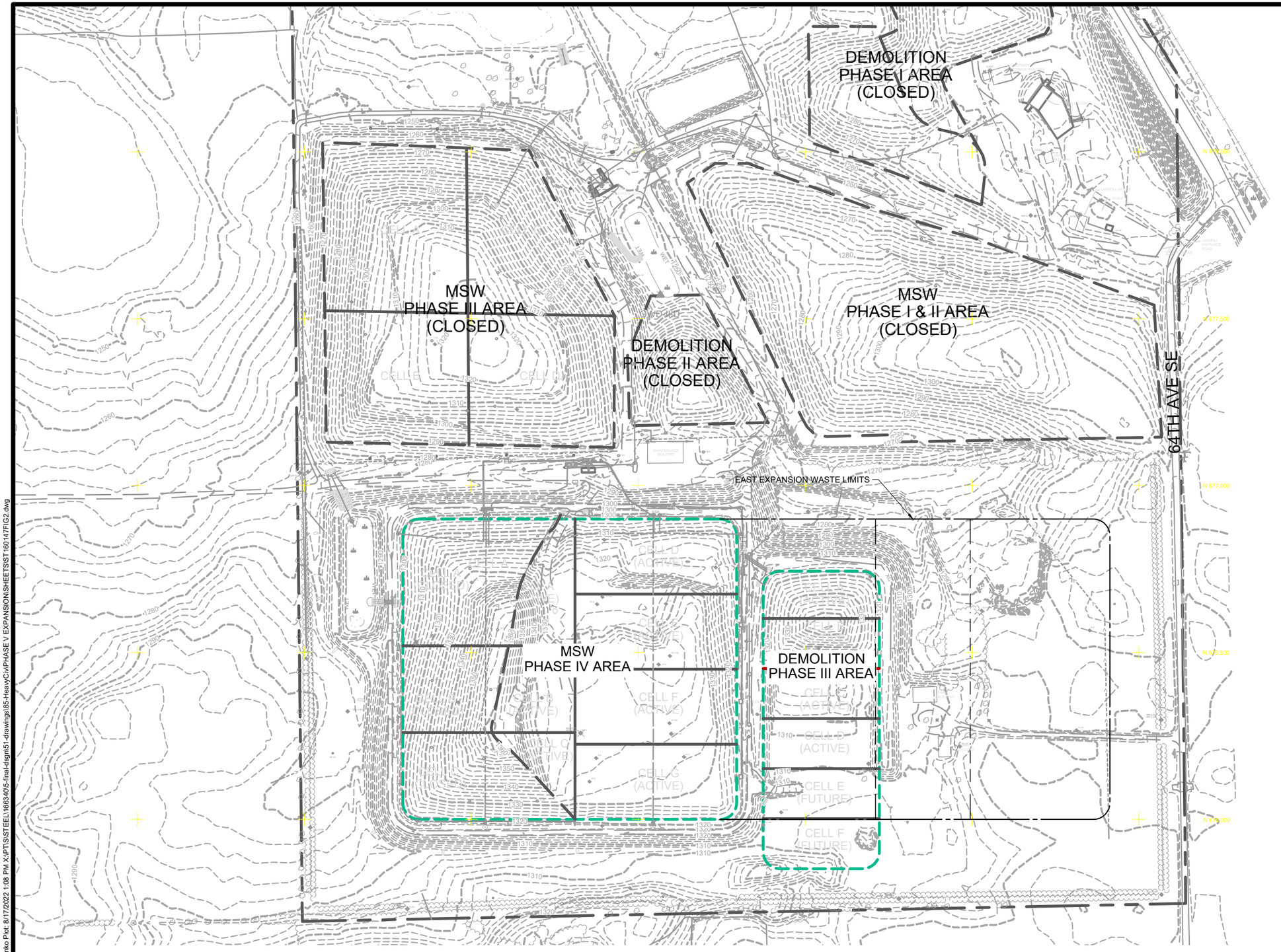
DARRYL R. HEAPS
LICENSE NO. 19531

STEELE COUNTY PHASE V EXPANSION

BLOOMING PRAIRIE, MINNESOTA

SITE PLAN AND EXISTING CONDITIONS

FIG 1 of 3



N

150 0 150 300
scale 75 feet

- BUILDING
- GRAVEL ROAD
- PAVED ROAD
- RAILROAD TRACKS
- TREES (CONIFEROUS, DECIDUOUS)
- TREE LINE
- CULVERT
- RIPRAP
- MAJOR GROUND CONTOUR (1230)
- MINOR GROUND CONTOUR
- FENCE (XC)
- CHAIN LINK FENCE (XC)
- ROAD CENTERLINE
- RIGHT-OF-WAY
- PROPERTY LINE
- ELECTRICAL OVERHEAD (EOH)
- ELECTRICAL UNDERGROUND (EUG)
- WETLAND BOUNDARY (WET)
- EDGE OF WATER
- LEACHATE COLLECTION PIPE WITH CLEANOUT RISER (CO)
- STORMWATER PIPE (>>)
- DRAIN TILE
- LANDFILL GAS TRANSFER PIPE (LFG)
- LEACHATE TRANSFER PIPE (LL)
- LEACHATE FORCEMAIN (FM)
- PHASE BOUNDARY
- APPROVED LIMITS OF WASTE
- GROUNDWATER MONITORING WELL NEST
- GROUNDWATER MONITORING WELL
- ABANDONED GROUNDWATER MONITORING WELL
- GAS PROBE
- CONTINUOUS LANDFILL GAS MONITORING POINT
- MANHOLE
- LANDFILL GAS EXTRACTION WELL (V)
- LYSIMETER RISER
- SOIL BORING
- BOLLARD OR POST
- LIGHT POLE
- STORMWATER MANHOLE (D)

Save: 8/17/2022 1:02 PM tromanko Plot: 8/17/2022 1:08 PM X:\PT\S\STEEL\160340\5-final-dsgn\51-drawings\85-HeavyCiv\PHASE V EXPANSION\SHEETS\ST160147FIG2.dwg

SEH Project	STEEL 160147
Drawn By	TTR
Designed By	TTR
Checked By	DRH

Rev.#	Revision Issue Description	Date
.		
.	EXPANSION REDESIGN	08/17/2022
.	ISSUED FOR REVIEW	09/23/2021

Rev.#	Revision Issue Description	Date
.		
.		
.		

SEH

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE 08/17/2022

DARRYL R. HEAPS
LICENSE NO. 19531

STEELE COUNTY PHASE V EXPANSION

BLOOMING PRAIRIE, MINNESOTA

PROPOSED EXPANSION FOOTPRINTS

FIG 2 of 3

N

100 0 100 200
scale 50 feet

BUILDING
GRAVEL ROAD
PAVED ROAD
RAILROAD TRACKS
CONIFEROUS DECIDUOUS TREES
TREE LINE
CULVERT
RIPRAP
MAJOR GROUND CONTOUR
MINOR GROUND CONTOUR
FENCE
CHAIN LINK FENCE
ROAD CENTERLINE
RIGHT-OF-WAY
PROPERTY LINE
ELECTRICAL OVERHEAD
ELECTRICAL UNDERGROUND
WETLAND BOUNDARY
EDGE OF WATER
LEACHATE COLLECTION PIPE WITH CLEANOUT RISER
STORMWATER PIPE
DRAIN TILE
LANDFILL GAS TRANSFER PIPE
LEACHATE TRANSFER PIPE
LEACHATE FORCEMAIN
PHASE BOUNDARY
APPROVED LIMITS OF WASTE
APPROVED LIMITS OF WASTE
APPROVED LIMITS OF WASTE

Save: 8/17/2022 1:01 PM tromanko Plot: 8/17/2022 1:09 PM X:\PT\S\STEEL\166340\5-final-dsgn\51-drawings\85-HeavyCiv\PHASE V EXPANSION\SHEETS\ST160147FIG3.dwg

SEH Project	STEEL 160147	Rev.#	Revision Issue Description	Date	Rev.#	Revision Issue Description	Date	
Drawn By	TTR	.			.			
Designed By	TTR	.	EXPANSION REDESIGN	08/17/2022	.			
Checked By	DRH	.	ISSUED FOR REVIEW	09/23/2021	.			

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE 08/17/2022

DARRYL R. HEAPS
LICENSE NO. 19531

STEELE COUNTY PHASE V EXPANSION

BLOOMING PRAIRIE, MINNESOTA

WEST EXPANSION FINAL CLOSURE GRADES

FIG 3 of 3

Steele County Agenda Item

Subject: Steele County Sheriff's Addition to the Detention Center

Department: Building & Grounds

Committee Meeting Date: October 4, 2022

Board Meeting Date: October 11, 2022

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

Policy Committee Recommendation:

Committee recommends discussion at Board work session.

Recommendation:

To approve the Facilities and Fleet Director to begin schematic design per the proposal from Wold Architects.

Background *(Including Budget Impact)*:

Previously the County embarked on a space study to assist with the overall Master Plan. Per the Master Plan it was recommended that the location of the Sheriff's office be moved to the Detention Center Site. Some of the efficiencies created by this move would be consolidation of Sheriff's Department operations, better/safer access to the freeway or main highways, use of underutilized space, and less deferred maintenance.

Also included in the Master Plan was the recommended size of the Sheriff's office, this size should be approximately 12,000sf. After further research and discovery, it was suggested at the previous work session that there is approximately 2500sf at the detention center that could be retrofitted to accommodate part of the Sheriff's office while only adding on approximately 9,000sf for the remainder of the square footage needed. This recommendation also included that the County should begin the schematic design phase to better understand the scope of the project, which would include the current 2,500sf at the detention center and an addition of 9,000sf. This phase would also better assist us with planning our budget for the project.

Attachments:

Wold Proposal

Wold Cost Analysis

Cost Analysis/Addition & Renovation vs All New Addition

Steele County

Sheriff's Office / Law Enforcement Center Relocation to Detention Center

Addition and Renovation vs One New Addition

Addition and Renovation			**One New Addition**		
Estimated Cost			*Estimated Cost*		
9,000 Square Foot Addition	$	3,600,000	12,000 Square Foot Addition	$	4,800,000
2,500 Square Foot Renovation		560,000	Increase for 2023 Construction		300,000
Increase for 2023 Construction		240,000			
Total Construction Cost		4,400,000	Total Construction Cost		5,100,000
Estimated Cost for Fees, Testing, Furniture & Equipment, Contingencies and Market Volatility		1,408,000	Estimated Cost for Fees, Testing, Furniture & Equipment, Contingencies and Market Volatility		1,632,000
Total Estimated Cost	$	5,808,000	*Total Estimated Cost*	$	6,732,000
Savings Utilizing Existing Space	$	(924,000)	Additional Cost for Larger Addition	$	924,000

Advantages	*Advantages*
- Less expensive - Utilize existing space at the Detention Center - Move Sheriff operations away from downtown Owatonna and centralize Public Safety functions	- Move Sheriff operations away from downtown Owatonna and centralize Public Safety functions
Disadvantages	*Disadvantages*
- None noted	- More Expensive

October 6, 2022

Jake Rysavy, Facilities & Fleet Director
Steele County
630 Florence Avenue
Owatonna, Minnesota 55060

Re: Sheriff's Addition and Renovation to the Jail Facility
Commission No. 9999

Dear Jake:

It was great talking to you about next steps for the design of an addition and renovation to the current jail for the Sheriff's Department. This project was discussed during the Master Planning work and would benefit from further development. This would provide a more comprehensive solution with more detail that will allow for a refined budget and scope.

- Finalize the layout of the facility to determine the optimal layout for the building.
- Develop the site solution to determine the orientation and modifications needed to accommodate both public and staff parking.
- Meet with city planning, engineering and code enforcement to gain consensus and approval of the solution.
- Develop massing and exterior design concepts.
- Meet with County leadership and Board as needed to support the approval process.

To advance the design to the level needed to determine a final solution, gain needed approvals and provide a detailed budget, I am recommending we start the design process and complete Design Development by the end of the year. This will allow for the level of detail needed to gain approval on the design solution and have enough detail to go through a formal approval from the city, if needed, for the development of the site. I recommend the following preliminary schedule:

1. Schematic Design – October 2022 through December 2022.
2. County Board Approval of Schematic Design – December 2022
3. Design Development – December 2022 – February 2023
4. Contract Documents – March 2023 through May 2023.
5. Bidding – May - June 2023.
6. Construction – July 2023 through March 2024.

We can adjust the schedule as needed as we receive feedback and direction. Once we receive approval of the schematic design, we would commence Design Development, Contract Document and Bidding Phases of the work.

We are excited to help you with this important project and look forward to continuing what we started together. We typically establish a fixed fee at the project onset. All engineering and consultants are included in our fixed fee. For a project that is an addition to an existing building, I would propose a fixed fee based on 7.5% of agreed on cost of construction. From our discussion, this would entail adding approximately 9,000 sq. ft. to the existing building and renovating existing approximately 2,500 sq. ft. in the existing facility to accommodate the Sheriff's needs. Utilizing current costs for construction that includes escalation and inflation, we would recommend $4.4 million be allocated for construction. Utilizing a 32% Project Cost Factor, we would recommend a Total Project Cost of $5.81 million for this project, which would include a budget for fees, testing, contingencies and FF&E. Our fee calculation would be as follows:

$4,400,000 (construction cost) x 7.5% = $330,000 (Total Architectural Fee)

Reimbursable expenses would be in addition to this fixed fee and are estimated to be approximately $12,000.

Based on feedback from County leadership, there is interest in understanding the potential costs for starting on the first phase of design. As our contract and industry standard reflects, the typical breakdown for each phase is as follows:

Schematic Design (SD) – 15%
Design Development (DD) – 20%
Construction Documents (CD) – 40%
Bidding, Procurement (BD) – 5%
Construction Administration (CA) – 20%

Utilizing these percentages, the fixed fee to complete the Schematic Design is:

$330,000 x 15% = **$49,500 total maximum SD fee (not including reimbursables)**

As the projects continue to progress we would prepare proposals for subsequent phases for consideration of approval by the Board.

Please call me if you have questions regarding this proposal.

Sincerely,

Wold Architects and Engineers

John McNamara | AIA, LEED AP
Partner

Steele County

Scott Golberg Date
County Administrator

cc: Jake Wollensak, Wold Architects and Engineers

COST ANALYSIS

		Budget Estimate	
CONSTRUCTION			
9,000 SF Addition and 2,500 SF Renovation	$	4,160,000	
6% Escalation	$	240,000	
SUBTOTAL CONSTRUCTION COSTS	**$**	**4,400,000**	
FEES, TESTING, MISC. PROJECT COSTS			**% of Const. Cost**
Architectural Fees	$	330,000	7.5%
Reimbursable Expenses	$	12,000	0.3%
Testing (Survey, Geotechnical, Special Inspections)	$	89,300	2.0%
Commissioning	$	7,500	0.2%
Contingency	$	440,000	10.0%
SUBTOTAL PROJECT COSTS - (FEES, TESTING)	**$**	**878,800**	**20.0%**
FURNITURE & EQUIPMENT / TECHNOLOGY COSTS			
Furniture and Equipment Allowance	$	352,000	8.0%
Low Voltage (Technology and Security)	$	176,000	4.0%
SUBTOTAL PROJECT COSTS - (FFE + T)	**$**	**528,000**	**12.0%**
SUBTOTAL CONSTRUCTION COST	$	4,400,000	
SUBTOTAL PROJECT COSTS - (FEES, TESTING, MISC.)	$	878,800	**20.0%**
SUBTOTAL PROJECT COSTS - (FFE/T)	$	528,000	**12.0%**
TOTAL PROJECT COST	**$**	**5,810,000**	**32.0%**