

**BUILDING SUB-COMMITTEE MEETING
NOVEMBER 30, 2011
5:30 P.M.**

MEMBERS PRESENT

Dave Drobisch, Chair
Jay Dunn
Mark Wicklund
David Williams

MEMBERS ABSENT

Jon Baxter
Patty Cox
Tim Dudley

COUNTY PERSONNEL PRESENT

Sheriff Tom Schneider
Jerry Lord, PBC
Josh Tanner, GIS
Deb Garrett, Env. Mgt.
Laurie Rasmus, Env. Mgt.
Rick Bright, ETSB Chair
Linda Koger, County Board Office

CALL TO ORDER

Meeting was called to order by Chair Drobisch at the Macon County Office Building.

MINUTES

Motion to approve minutes of prior meeting made by Jay Dunn, seconded by Mark Wicklund, and motion carried 4-0.

NEW BUSINESS

Engineering Estimate For Document Storage By Public Building Commission

Jerry Lord said they asked Architectural Expressions to provide us with some options, and take a look at the options that we had already looked at and surveyed focusing on the property at 2820 Parkway which is Animal Control. Larry Livergood from Architectural Expressions is here, and will go over information in front of you as far as the estimate of the building and how they came up with the pricing; what you are seeing is the largest building they could put on that piece of property there, it is not necessarily the final design or anything close to that, but it gives a good idea of construction costs per square foot.

Larry Livergood, Architectural Expressions

He distributed a two page handout and pointed out the Animal Shelter property, out in the back of it to the north there are a couple of dog runs, some had to be preserved in terms of maintaining the facility, so the proposed building size is contingent on the number of runs that need to remain. There is also a concern about access around this building as opposed to pushing it right up against the property line. They basically used what they believe is an efficient structural system which is a 40 x 40 grid, that is how they came up with a 120 x 240, and that is 28,800 square feet.

Cost, because they don't know all the specifics of the building type, how it might function, what needs to go in it, how it might need to be divided, they use a national average system; there is a company called R.S. Means that collects national construction costs every year, puts out a new book every year, this is out of 2011 for standard warehouse construction, warehouse design based on a concrete block construction with load bearing walls, and that is where they start out with the \$90.78 per square foot which is at the top.

A lot of assumptions have been made by R. S. Means as to what goes into that \$90.78 but they know on a national average, they can get a building built for that amount of money. There are a couple of adjustments that need to be made, area, height, perimeter exterior shell construction, and all of these things bring the national cost into this location, and it also associates with the building size. Rectangular buildings are more expensive than square buildings because there is more perimeter, so there is more material; that is what you are doing, you are going through a calculation and adjusting that national average. There are things that are not included in the national average, common additives such as dock levelers, overhead doors, and they assume a building of this type would need a sprinkler system, standard water based system would be appropriate or whether a specialized sprinkler system would be needed for document storage; they tried to include some of those additional costs associated in those additions you see off to the left at the bottom. Then you come up with a total building construction cost, they bring a building site work number in, have no idea depending on where this building would go, this was one consideration, it could go anywhere, and they took it as 10% of the building cost they would appropriate to site work. That adds down, they put another 10% contingency in over the top, and that is how they got to about 125 rounded dollars per square foot on a new building; they take that times the square feet showing, and you get about a 3.5 million dollar initial estimate.

What happens in these cases if they can back off on certain types of quality, materials, your number will go down; if you have specific needs that are above and beyond what a national average would account for, the number will go up. At this point it is just a talking point, a place to start to say how does that compare to other options out there, but it is not site specific other than they have assumed 10% for site work; you could take this building cost and put it on any lot that you could find, and they think the building cost number would be in the ballpark.

David Williams asked why concrete block instead of metal. Mr. Livergood said concern about longevity of archived storage in terms of how important it is to protect; when they looked at this building on several different properties, there was a need for a firewall requirement between the building and the property line, and concrete block offers the opportunity to get a fire rating in addition instead of having to build something separately. This is the type of discussion you need to have; metal buildings have their appropriate use, you can get them for less cost per square foot, but when you start looking at the materials associated with metal buildings, they typically have a shorter life span than a pre-cast or tilt-up or concrete block; part has to do with duration or age of the facility, how long do you want it to last. Some will say what happens in case of fire, do you need firewalls internally in order to subdivide the spaces, that typically happens by code in a storage, can happen in more of a hazardous condition storage type facility, but all are decisions you need to make in terms of how you want this building to function. Types of metal siding were discussed. In response to a dehumidifier question (HVAC design), Mr. Livergood said a distinction needs to be made between whether this is general archived storage or something that needs to be preserved; if they have to stay within a range of humidity and temperature control, that can increase the cost but that cost would be incurred with any facility; any new facility would have to adhere to the new state energy codes which works in your favor since cost to run a new facility would probably be less unless you are able to renovate an existing facility with additional insulation, etc. but it would be on a case by case basis.

Jay Dunn feels we have several needs, some depend on LEC usage with police department, but one thing critical is document storage which would require some kind of fire protection system other than water; hazardous materials he doesn't think appropriate to mix with document storage, we have a need for electronics recycling since we're looking at doing away with our contract with BLH, and they passed new laws on electronic recycling, we could actually make some money by having a facility to store some of that until a vendor picks it up. We also have potential storage for evidence, the sheriff's office, and the city police; the city is looking at signing a three-year extension but he doesn't know where they're at on that, and they are renting two sites off site to store evidence; sheriff's evidence storage is pretty full so between document storage and evidence, that is going to take up some space. He talked to the city manager about document storage, and there is potential for an intergovernmental agreement if we had space that they could utilize that; he would like to see the county do what they can to keep the city there long term, we have a need for EMA also, and building at Animal Control won't work because the ways the railroads are situated. We could use more space in the LEC for EMA, if we could free it up the city could use more space, we need to look at evidence storage, and we have a definite need for document storage.

Chair Drobisch asked if the city has said how much space they need. Jay will check on it. Chair Drobisch asked how much storage we use currently. Document storage, Jay replied we need 5000 square feet now, we could fill 5000 square feet, so we were looking at projecting 10,000. Retention of documents was questioned, and Sheriff Schneider said any class X felonies are required to be kept for lifetime, you have the unsolved category, the chances for appeal, normally 7 years, and then look at state for archives to get rid of them; we routinely get rid of them, but we are hitting the limit right now. Chair Drobisch asked if he is looking at 10,000 square feet for document storage plus evidence storage plus recycling, and is he going to try to stick it all in a complex together. Jay isn't sure, there is a lot of stuff at the incubator with different groups, some stuff has been moved back here because of water damage to some voting stuff, and we have a need for a storage area with climate control and fire protection.

Josh Tanner said with evidence storage there are different types of evidence including cage which has stuff that doesn't store well like bicycles and big oddly shaped things (2500 square feet), then you have evidence that is actual documents or paperwork which is difficult to tell because it is all over the place, upstairs they have space but it is not all utilized (attic), and if you have 2000 square feet if it were stored in a place designed to hold documents, maybe we could get it in half the size. Jerry Lord commented attic space at LEC has never been designed for document storage. Microfilming was discussed. With the city, Sheriff Schneider does not know about their offsite storage, but speaking for us we have one primary location, trace evidence & evidence that needs to be stored in controlled environment, an overflow area at the LEC where a majority of the stuff that Josh talked about is, and that is getting crammed now.

Rick Bright's question is if you are looking at the EOC to be moved or whatever rather than moving that building, could it all be rolled into one bond issue, and revamped on the campus that is there for the EOC, and then build your evidence and document storage in another facility. Chair Drobisch said close proximity is the other thing, and are these storage areas gone to on a regular basis or intermittent.

With documents, Josh replied the sheriff's office scans them and once in the electronic system, theoretically they would never need to touch them again, but they are still required to keep them. Rick Bright thinks you could store several items that you never have to go to again, but still make sure they are in a safe environment as required by law. Jay Dunn doesn't think there will be a lot of traffic into the storage area once the paperwork is there. Sheriff Schneider discussed their current microfilm vendor and they very seldom get into the storage area when they get these things microfilmed; it is costly, but is beneficial. Preferably Jay Dunn would like to see EOC stay where it is, but they do need more room especially in emergency situations which he described. Chair Drobisch commented it would be better to keep them in a downtown area, maybe build a specific building or buy one to remodel, and is it critical to have them close to the LEC. Sheriff Schneider said it is nice because if there is an issue they go straight there, the majority of officeholders that have to respond, it is centralized, but the location right now is not conducive to that type of environment; as the captain said earlier, maybe some building off of that because we want to keep the city centrally located and all work together, but you have to look at the feasibility.

Chair Drobisch envisions the current LEC, shut off Water Street, buy it from the city, set it totally off, and put a building annex next to it with these things in mind. Jay Dunn commented we have room for expansion right now on the current campus at the LEC. Rick Bright said quite a bit of property there between the building and the parking lot, easily built out, room there to expand the EOC, and keep the Com center between the city and county; ETSB just spent over a million dollars to upgrade the Com center, and it would be worth looking at expanding the current EOC rather than build something that really isn't broken except for space. Chair Drobisch agrees with that, and we could buy the ground that Mosser owns. Jay Dunn said we have already bought it, are on track to build a parking lot there come the spring, and that has already gone through this committee. Chair Drobisch feels the additional parking is important, but the document storage is even more critical.

Jay Dunn commented we wanted to take a look at what we could do at Animal Control because we own the property, the Building Commission does, and that provides a nice side area; also looked at a building on East Pershing Road presently they are wanting \$700,000 for, it has been sitting there a year or more, and 19,000 so about 10,000 less than the one we could build on Animal Control. Jerry Lord said he has not been in the building. Jay Dunn would like the architect or somebody to look at it since it looks in darn good shape. Chair Drobisch suggested getting cost of renovation on building on East Pershing for comparison purposes as to building something new. Jerry Lord said you are looking at 28,800 square foot building on the cost on this new, if you knock that back to match the existing building on Pershing you are going to knock 1.2 million dollars off your cost, and we need to compare apples to apples when looking at that.

David Williams asked if we are really looking at two different structures here, document storage would be better served off our main campus and electronic storage would be best off the main campus, but he is also hearing EOC talk better suited on the LEC campus. Chair Drobisch feels we are looking at three different projects, EOC expansion, document storage, and recycling. Jay Dunn said with recycling, we are going to try and stay away from the hazardous materials. Mr. Livergood discussed the recycling issue which suggests it should be a separate facility.

Deb Garrett discussed others currently using the warehouse, they have been out there 8-9 years, and have never had a hazardous situation; if they combine document storage with recycling, let's not go the extreme of hazardous materials. Paints were discussed, and separate buildings vs. separate HVAC systems were discussed. Deb said warehouse is run down, no maintenance is done there, she doesn't think it is safe for residents, and she could go on and on. Mark Wicklund sees three facilities here also, removal of storage documents at LEC would create if we add on to that building more space, eliminating those would free up space for more building and rearranging for EOC by adding on to green area there now. Sheriff Schneider doesn't think that is going to make a big difference. If moving documents and evidence, Rick Bright said no because of the way the building is constructed, a lot is off the boiler rooms so as far as personnel back in there, he is not sure that is where you want it; adding on to EOC will give a functional command center plus being able to function in an actual emergency.

On the new building, Mark said if it is solely for storage, actual size could be reduced; 10,000 for our storage on paper and that, to put in to have that designed for that type storage would be cheaper to have that building in a new facility than updating an older structure. Larry Livergood said that would need to be looked at on a case by case basis and story height was discussed; going up rather than out was discussed, do you have type of material handling equipment to store things that high, weight not so much a problem with single story slab on grade.

David Williams brought up bonding authority, it is not an unlimited amount, is it based on assessed valuation with a certain percentage we can issue. Chair Drobisch said that is through the Building Commission. Jerry Lord said it is with the city, you are in around the 25 million dollar range, and that is on the low side. Chair Dunn's understanding is it is unlimited. Jerry Lord said their bonding authority is set with the levies.

Chair Drobisch asked about opening up the EOC and expand it off the existing center, what about below grade storage. Discussion about core samples since not knowing what is there. Anytime over one floor, Chair Dunn added take into consideration cost of elevator; it is ideal for EOC but he is not sure about ETSB, if we're talking about dispatch then we have to get the city involved since if they are potentially going to build something new at Wabash Crossing, they might take it with them. Hallway between dispatch and the grass area. Jerry Lord said they would eliminate the hallway, and initial studies in 2005 were discussed; some places identified was grassy area between building and parking garage, whole area down that west side is available and would be a matter of doing the construction, west of EMA room there is a rocky area that is fairly open, so you could take that entire side there to develop at grade and expand those needs out, dispatch center and west of records department is area to do that. Chair Drobisch asked that be looked into for how much area is there.

Chair Drobisch mentioned the picture of French Quarter West. Jay Dunn said Mr. Tyrolt and Bernie Neighbor were willing to donate it, it is about 10 acres with 5 or 6 acres filled in with fill 25 ft deep, he wouldn't want to build any multi-story building on it but it might be okay for a metal building with slab floor, and he feels we should discuss it since we need to give Mr. Tyrolt an answer. Type of fill and compaction was discussed.

Josh Tanner commented the genesis of the project is what we can do to keep police department from leaving; easiest thing is to move easiest stuff first, the documents, so they approached it in a phased program; find a place and move very easiest stuff first because if we start pulling the hairs on this, it starts coming apart in all different directions. Document storage was approached first since they are just sitting in the LEC so if we find a place for those documents and move them out, then we can start tackling some of these others because we will see how much space; until we get documents out of there, a lot of other questions cannot be answered.

Previous tour of other buildings was brought up along with approximate cost to possibly use them for document storage. Josh replied the more moves you make, the more friction you cause by the cost incurred in moving all these documents. Jerry Lord commented there are inherent issues around document storage in those other locations including building set offs/requirements as far as fireproofing, Auto Zone you are closer to the back so renovation costs and a problem with that location; they took the approach they can look at any of those locations and come up with just a cost of building a building, so if somebody felt strongly that is where we should build, then they can focus on to it. Josh added you can move the building wherever you want, but the cost of the building doesn't really change; if we were to purchase an in-town lot and because of new city rules, you lose a ton of space since you can't build them as close to the road, setbacks are huge, and the building gets tiny.

Larry discussed zoning requirements and city steps to go through to get approved; we have looked at Church/Wood lot and came up with about 13,000 square foot building and if you tear down what is there, that would be right up against the required setbacks, etc. and if you are willing to go up, you could double that amount of square footage; when looking at that, we were also looking at recycling which you wouldn't put on upper floors, so it wasn't looked at in detail; same situation at Franklin/Macon which limitations were discussed. Chair Drobisch commented that building would be taken down, and Larry said yes and he is talking about preparing the lot for a new facility. If it is just document storage, it is a different set of criteria than a combined facility. Chair Drobisch suggested combining document storage and maybe evidence. Two story facility was discussed again.

IP Plaza building was brought up by David Williams. Josh Tanner replied their public statement is that it is not for sale, and they are not moving. Chair Drobisch sees no reason to pursue it since it won't go anywhere other than tying up in a long-term battle.

From this committee, Josh said they are looking for direction as to does this committee want to pursue a site for a new building or one of these existing buildings for reconstruction. Chair Drobisch said committee needs to look at this one on East Pershing, cost to bring it to usable state, and also the other site on the other side of Franklin; tear that building down and look at maybe a two story building with ground access on both so you don't have to put an elevator in.

Regarding the property to be donated to the county (behind French Quarter), Josh asked if they should pursue that donation. Chair Drobisch is not enthusiastic about it, and doesn't know if it is that usable. David Williams feels it is remote, might propose a security situation back there, and he feels we would be better off centrally located. Chair Drobisch said they are asking for a recommendation, and his is to pursue the one on East Pershing and the one across on Franklin.

David Williams said we have already looked at the one on Franklin, and Chair Drobisch agreed but we didn't take any cost of putting a building up. Jerry Lord commented that was the reason for this study to see what size the building would be whether here or anywhere else. Chair Drobisch said we need to set a budget as to what it would cost to do these initially. Jerry Lord stated if you are asking is the building at Franklin going to cost \$123 per square foot, that is pretty much the answer; if you are going to go in detail design, it could fluctuate same as any of the other buildings you are looking at; committee has a ballpark idea of what the costs are going to be at any location, and committee just needs to choose do we want to concentrate on that one, this one, or the one at Parkway.

Mark Wicklund added we will have to purchase those properties, have them demolished, and there will be additional cost to that where if we do storage behind the animal shelter, we own the property so you're looking at less cost; even if we go with the smaller unit there for storage and evidence, and then look at Carquest facility to refurbish for waste management or facility on Pershing. Chair Drobisch said look at the one on Pershing for recycling, and other site on Franklin for document storage and evidence; if the city would like to join in fine, and if they don't we will do it on our own.

Jay Dunn wants a time set up for this committee to look at the one on Pershing with Jerry and Architectural Expressions, and an idea of cost to refurbish it to compare it to a new site at animal control; he asked Larry to get some idea of Franklin Mall, a little more specific on whether we could access it without an elevator. Larry said if we separate these issues, looking at a recycling facility separate, it opens up an opportunity to relook at these other two properties; information is needed on Franklin first which he will try to get; recycling was discussed including a line of cars showing up on certain days to drop things off suggesting car stacking space being needed. Deb Garrett commented it is mostly done by appointment so they don't have long lines, they don't do it twice a year, and electronics would be open daily so there would not be long lines; other community recycling events were discussed.

Committee decided tour of building at 1291 East Pershing would be December 14 at 4:00 p.m. Chair Drobisch said committee would meet to tour out there to view it, and would not come here for a meeting; Larry will view it first with committee and then do his analyzation. Josh Tanner commented there won't be much to discuss since Larry will not have any information and if we don't have a meeting, the realtor was amenable to leaving the key so he could show anybody at any time when convenient. Chair Drobisch thinks doing it as a group since at least that way committee is altogether.

Jay Dunn will check with the city to see what kind of evidence/document storage they are talking about. Jerry Lord will try to get square footage figures for EMA, what the footprint is, and for dispatch area. Jay Dunn asked if committee wants him to call Mr. Tyrolt to tell him we are not interested, and Chair Drobisch said yes at this time we are not interested.

Motion to go into closed session made by David Williams, seconded by Mark Wicklund, and motion carried 4-0.

CLOSED SESSION

Purchase/Lease Of Real Property For The Use Of Macon County

Motion to return to open session made by David Williams, seconded by Mark Wicklund, and motion carried 4-0.

ADJOURNMENT

Motion to adjourn made by David Williams, seconded by Jay Dunn, motion carried 4-0, and meeting adjourned at 6:46 p.m.

Minutes submitted by Linda Koger
Macon County Board Office