

Minutes of Meeting
Buildings & Grounds
April 20, 2016
1:30 p.m.

The Kootenai County Board of Commissioners: Chairman Dan Green, Commissioner Marc Eberlein, and Commissioner David Stewart met to discuss the following agenda item. Also present were Sheriff Ben Wolfinger, Captain John Holecek, Custody Services Captain Lee Richardson, Jail Maintenance Supervisor Thomas Reed, Buildings & Grounds Director Shawn Riley, Finance Director Dena Darrow, and Deputy Clerk Alicia Lynch. Also present were Longwell + Trapp Architects (LTA) representative Cory Trapp, and citizens Leslie Duncan and Tina Kunishige.

- A. **Call to Order:** Chairman Dan Green called the meeting to order at 1:30 p.m.
- B. **Changes to the Agenda:** There were no changes to the agenda.
- C. **Old Business:** There was no old business discussed.
- D. **New Business:**

Discussion on the scope of work and the proposed fees from LCA Architects for the Jail Expansion Project

Buildings & Grounds Director Shawn Riley said LCA Architect's proposed fee was in the amount of \$940,000, which he explained was the standard 9-10% of the total project. He detailed his request for a Capital expense of \$10 million dollars, plus \$940,000 for the Architects fees and \$1 million to \$1.2 million dollars for contingencies. Chairman Green reported that Longwell + Trapp Architects (LTA) would be the local team working for LCA Architects.

LTA representative Cory Trapp clarified that the \$940,000 was based on the construction cost of the project and could change depending on the design. He explained that the first \$50,000 would be used to get a better cost estimate, determine the scope of the project, as well as to establish a fixed fee. He added that the goal of the analysis was to provide a total budget estimate including bringing the older parts of the jail up to current code compliance.

Commissioner David Stewart inquired what would happen if a future Board decided to halt the project. Mr. Trapp explained that the County would be billed up to the completed work or completed phase. He added that the County could terminate the contract at any time. Commissioner Stewart requested a capped allowance on the amount spent on printing drafts and travel.

Commissioner Marc Eberlein requested clarification on repetition of costs in the proposal. Mr. Trapp explained that the information was presented in two ways in order to break the project into phases.

Mr. Riley pointed out that Services Not Included covered Quality Control and said that would be a separate cost to the County. He explained that quality control was like an independent audit in that a third party would check the quality of the construction materials to ensure that the County was not being taken advantage of. He added that Services Not Included also covered permits and fees. Mr. Riley further added that the \$50,000 for the analysis was not a budgeted item for Fiscal Year 2016.

The Board requested LTA bring forward a contract for Legal review.

Sheriff Ben Wolfinger commented that the Sheriff’s office had worked with LCA Architects and LTA on past projects; he said they were trustworthy and he looked forward to working with them again.

E. Public Comment: This section is reserved for citizens wishing to address the Board regarding a County related issue. Idaho Law prohibits Board action on items brought under this section except in an emergency circumstance. Comments related to future public hearings should be held for that public hearing. There were no public comments.

Chairman Green adjourned the meeting at 1:51 p.m.

Respectfully submitted,

JIM BRANNON, CLERK

DANIEL H. GREEN, CHAIRMAN

BY: _____
Alicia Lynch, Deputy Clerk
