

Handout
6C

FUND BALANCE REVIEW

General Fund

YE 2018 Unrestricted Balance	9,028,135.00	
Less Committed Funds		(534,957.00)
Less 2019 Adjustments		(136,562.00)
Adjusted TOTAL		<u>8,356,616.00</u>

50% Threshold: \$1,459,928 Over
40% Threshold: \$2,839,266 Over

Road & Bridge

YE 2018 Unrestricted Balance	3,617,723.00	
Less 2018 Capital Equip./Facility		(207,370.00)
Less 2019 Adjustments		130,000.00
Adjusted TOTAL		<u>3,540,353.00</u>

50% Threshold: \$919,004 Over
40% Threshold: \$1,343,274 Over

Health & Human Services

YE 2018 Unrestricted Balance	3,872,313.00	
Less Committed Funds		(90,000.00)
Less 2019 Adjustments		(400,000.00)
		<u>3,382,313.00</u>

50% Threshold: \$157,731 Under
40% Threshold: \$550,278 Over

2020 Planned Uses

General	\$	1,000,000	Facilities Project
	\$	50,000.00	Elections
		?????	Enbridge Tax Case
		?????	Line 3 Activities
R&B	\$	200,000	Levy Reduction
	\$	512,500	Scheduled Construction
	\$	250,000	Facilities Project
HHS	\$	350,000	Levy Reduction

Handout
7B

**Aitkin County Maintenance Building
Addition & Remodeling
October 4, 2019**

Opinion of Probable Cost

<u>New Office Addition:</u>	1,760 Sq.Ft.
1. General Site Work & Demolition	\$6,000
2. Substructure & Shell	\$84,000
3. Interior Partitions, Ceilings & Finishes	\$95,000
4. Mechanical HVAC	\$78,000
5. Electrical / Communications	\$22,000
6. Relocate Existing Electrical Service & Mech.	<u>\$30,000</u>
SUB-TOTAL	\$315,000
<u>Office Remodeling:</u>	2,752 Sq.Ft.
1. Demolition	\$19,000
2. Interior Partitions, Ceilings & Finishes	\$140,000
3. Plumbing	\$31,000
4. HVAC	\$18,000
5. Electrical / Communications	<u>\$27,000</u>
SUB-TOTAL	\$235,000
TOTAL – NEW ADDITION AND REMODELING	\$550,000
General Contractor OH&P and Gen. Conditions (10%)	\$55,000
Project Contingency (10%)	<u>\$55,000</u>
TOTAL CONSTRUCTION COST	\$660,000
A & E Design/Construction Services (11%)	<u>\$66,000</u>
TOTAL PROJECT BUDGET	\$726,000

As a comparison, based on the above totals, the cost for the addition is approximately \$179 per square foot and the cost for the remodeling of the existing office space is approximately \$85 per square foot.

Note: Due to the smaller scale and remodeling factor of this project, costs typically run higher than a larger new construction project benefitting from the economy of scale.

WIDSETH SMITH NOLTING



2019 FEE SCHEDULE

CLASSIFICATION	HOURLY RATE
<u>Engineer/Architect/Surveyor/Scientist/Wetland Specialist/Geographer</u>	
Level I	\$105.00
Level II	\$125.00
Level III	\$152.00
Level IV	\$165.00
Level V	\$180.00
<u>Technician</u>	
Level I	\$ 70.00
Level II	\$ 88.00
Level III	\$105.00
Level IV	\$120.00
Level V	\$132.00
Computer Systems Specialist	\$130.00
Senior Funding Specialist	\$120.00
Marketing Specialist	\$100.00
Funding Specialist	\$ 90.00
Administrative Assistant	\$ 63.00

OTHER EXPENSES	RATE
Mileage (Federal Standard Rate) <i>subject to IRS Guidelines</i>	
Meals/Lodging	Cost
Stakes & Expendable Materials	Cost
Waste Water Sampler	\$40.00/Day
ISCO Flow Recorder	\$60.00/Day
Photoionization Detection Meter	\$80.00/Day
Explosimeter	\$50.00/Day
Product Recovery Equipment	\$35.00/Day
Survey-Grade GPS (Global Positioning System)	\$75.00/Hour
Mapping GPS (Global Positioning System)	\$150.00/Day
ATV	\$100.00/Day
ATV w/ Tracks	\$200.00/Day
Soil Drilling Rig	\$35.00/Hour
Groundwater Sampling Equipment	\$75.00/Day
Subcontractors	Cost Plus 10%

Reproduction Costs	RATE
Black & White Copies: 8 1/2 x 11	\$0.10
Black & White Copies: 11 x 17	\$0.50
Black & White Copies: 24 x 36	\$3.00
Color Copies: 8 1/2 x 11	\$2.00
Color Copies: 11 x 17	\$4.00
Color Copies: 24 x 36	\$12.00
Color Plots: 42 x 48	\$22.00

These rates are effective for only the year indicated and are subject to yearly adjustments which reflect equitable changes in the various components.

Aitkin County Maintenance Building Addition & Remodeling Study

Aitkin, MN

February 10, 2009



WIDSETH SMITH NOLTING & ASSOC.
7804 Industrial Park Road
Baxter, MN 56425
TEL: 218.829.5117
FAX: 218.829.2517
www.wsn-mn.com

WSN No. 116B0009

Aitkin County Maintenance Building Addition & Remodeling Study

Aitkin, Minnesota

Building Representative: John Welle, County Engineer
Personnel: Mark Hallan, P.E.
Richard zumBrunnen, A.I.A.
Jack Christofferson, P.E.
John Pilegaard, P.E.
WSN Project No.: 116B0009
Building Designed: July, 1975
Building Footprint: 13,740 Square Feet - Existing
1,880 Square Feet - Proposed Addition
15,620 Square Feet Total (Gross Area)

Executive Summary

Widseth Smith Nolting was hired by Aitkin County to complete a study of the existing County Maintenance Building. The intended goal of this study is to provide the County with an assessment of the existing building and to develop a plan for constructing an addition to the building to provide space for additional offices and administrative functions. We were also to provide a statement of probable cost for the new addition and the necessary remodeling to accommodate these proposed changes.

The building is constructed of load-bearing, concrete block exterior walls with brick veneer; slab-on-grade concrete floor; structural steel columns and bar joist framing with metal roof deck and a recently installed, insulated EPDM roof. The building is a well-built structure that, with proper maintenance, will last many more years.

Mechanical engineers, electrical engineers and architects from WSN spent time reviewing drawings and photographs of the existing building to gain the knowledge and familiarity necessary to prepare this evaluation. The format of the report begins with a brief summary of the major issues relating to areas of architecture, mechanical systems and electrical systems. We then estimated the probable construction costs for the various areas of improvements. The last section of the report is a Code Review. We have also included a proposed conceptual floor plan, defining the probable building addition and remodeling layout designed to meet the program needs of the office building.

Some of the reoccurring issues on the interior of the building are building code related. Besides minor issues with clearances at some doorways, the major violations occur at the main entry and at each of the rest rooms. The depth of the main entry does not meet current codes and clearance requirements around toilet room fixtures are deficient. Although neither the county nor the city has adopted the State Building Code, compliance with accessibility, plumbing and electrical code requirements are still required.

The existing sizes of the restrooms do not comply with the ADA handicap accessibility codes. It would be very expensive and difficult to expand the rest rooms at their current locations. Therefore, we are proposing new locations and expanded sizes for the restrooms as shown on the attached conceptual floor plan.

The IBC and State Building Code definition for the building's use is "B" occupancy for office area and "S-1" occupancy for the shop area. Based on these occupancies, the proposed building could have a total occupant load of 83 people. With this additional occupant load, the proposed building fixture count would be in compliance for the number of toilet fixtures for both males and females.

The other major accessibility issue relates to the depth of the existing front entryway. This is deficient in meeting the requirements dictated by ADA. The entryway shown in the proposed floor plan has been modified by extending the interior door system into the building to meet current codes.

The proposed addition and remodeling would include wood-framed interior walls with painted gypsum board finish. Existing ceilings and carpeting would be removed and replaced with similar materials and finishes. Existing exterior walls would be furred out with 2 x 4 studs, insulated and finished with a vapor-barrier and new painted gypsum board.

Mechanical Systems

Plumbing:

The facility has a 1-1/2" diameter potable water service and 4" diameter waste line. The existing restrooms have tank type floor mounted water closets and wall hung lavatories. All appear to be in good operating condition. In order to meet current ADA requirements, restroom remodels will require the relocation of the existing fixtures or replacement with new reduced flow fixtures. The only existing electric water cooler is currently located in the corridor at the handicapped height and will serve the needs.

Fire Protection:

No fire protection sprinklers are installed nor required for this facility. Should fire protection sprinklers need to be supplied, a new 6" diameter water service would need to be installed.

Heating and Cooling Systems:

The County offices are currently heated and cooled with three (3) recently replaced high efficiency down-flow furnaces with new direct expansion (DX) cooling coils with remote condensing units located on the east side of the facility. The down-flow furnace means the

Financial Summary

The financial impact of notations above summarized by the architect, mechanical engineer and electrical engineer are as indicated below. All items are estimated in today's dollars. No factor was applied for future inflation.

Opinion of Probable Cost**New Office Addition:****1,880 Sq.Ft.**

1. General Site Work & Demolition	\$5,000
2. Substructure & Shell	\$65,000
3. Interior Partitions, Ceilings & Finishes	\$73,000
4. Mechanical HVAC	\$60,000
5. Electrical / Communications	\$17,000
6. Relocate Existing Electrical Service & Mech.	<u>\$15,000</u>
SUB-TOTAL	\$235,000

Office Remodeling:**2,752 Sq.Ft.**

1. Demolition	\$15,000
2. Interior Partitions, Ceilings & Finishes	\$108,000
3. Plumbing	\$25,000
4. HVAC	\$15,000
5. Electrical / Communications	<u>\$22,000</u>
SUB-TOTAL	\$185,000

TOTAL – NEW ADDITION AND REMODELING	\$420,000
Project Contingency (10%)	<u>\$42,000</u>
TOTAL CONSTRUCTION COST	\$462,000

A & E Design/Construction Services (13%)	<u>\$60,000</u>
--	-----------------

TOTAL PROJECT BUDGET	\$522,000
----------------------	-----------

As a comparison, based on the above totals, the cost for the addition is approximately \$138 per square foot and the cost for the remodeling of the existing office space is approximately \$73 per square foot.

Note: Due to the smaller scale and remodeling factor of this project, costs typically run higher than a larger new construction project benefitting from the economy of scale. The remodeling square foot cost is higher due to the increased costs for constructing the two new restrooms.

Accessibility (ADA/ MN Accessibility Requirements)

1. Parking (IBC Table 1106.1) = 2 required (1 to be Van accessible 96" wide w/ 96" wide access aisle)
2. Toilet room fixtures and accessories required to be accessible per MN State Building Code Chapter 1341.
 - One stall in each restroom to be wheel chair accessible
 - Grab bar mounting heights and lengths
 - Pipes under lavatory need to be insulated
 - Signage – size and mounting heights
3. Exterior Sidewalks/Ramps shall have a maximum slope of 1:20
4. Door maneuvering clearances
 - Door swings @ Toilet Rooms = 18" pull/ 12" push
 - Doors in series @ Vestibules = Door width + 48"

Fire Protection (IBC Chapter 34 Section 3403 & Table 503/ MN 1311.0407)

Maximum Allowable Building Area (without sprinkler)

<u>OccupancyType</u>	<u>IBC Table 503</u>	<u>Adjustment Factor</u>	<u>Total Allowable Area</u>	<u>Proposed Area</u>
"B"	9,000 sf	1.75	15,750 sf	4,644 sf
"S-1"	9,000 sf	1.75	15,750 sf	10,976 sf

Fire suppression sprinkler system is not required.



Board of County Commissioners Agenda Request

Add-ON

7.5
Agenda Item #

Requested Meeting Date: November 12, 2019

Title of Item: Pictometry Aerial Photography

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
Submitted by: Mike Dangers, County Assessor		Department: County Assessor
Presenter (Name and Title): Jessica Seibert, County Administrator and Mike Dangers, County Assessor		Estimated Time Needed: 15 minutes
Summary of Issue: <p>Pictometry was presented to the County Board on September 24, 2019. After discussion regarding the aerial photography program, the Board remanded the item to the Budget Committee. The Budget Committee reviewed the possible funding sources, namely the Recorder's Technology Fund and the Recorder's Compliance Fund.</p> <p>It is the recommendation of the Budget Committee to purchase Pictometry using the Recorder's Compliance Fund with the understanding that the total fee of \$164,135.50 is split up into payments over three years. The exact payment schedule is four interest-free payments as described below:</p> <p>\$13,677.94 due at signing \$41,033.88 due at initial shipment of imagery in spring 2020 \$54,711.84 due at first anniversary of shipment \$54,711.84 due at second anniversary of shipment</p> <p>Pictometry will provide numerous benefits to county departments as outlined in previous meetings. This program is not intended to replace field employees and it will be available to only Aitkin County Government unless the Board grants other access. The Recorder's Funds mentioned above are recording fee dollars and not property tax dollars.</p>		
Alternatives, Options, Effects on Others/Comments: <p>If Pictometry is not purchased, other aerial photography options could be explored. These two-dimensional options have fewer benefits to the users as compared to three-dimensional photography.</p>		
Recommended Action/Motion: <p>Please pass a motion to approve the purchase of Pictometry and authorize Mike Dangers to sign the contract on behalf of Aitkin County. The contract would not be signed until approved by the County Attorney.</p>		
Financial Impact: <p>Is there a cost associated with this request? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$ 164,135.50</p> <p>Is this budgeted? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>Please Explain:</i></p> <p>This amount would be paid for by existing funds and not property tax dollars.</p>		

