

HENNEPIN COUNTY

MINNESOTA

FINAL COMMITTEE AGENDA

BOARD OF HENNEPIN COUNTY COMMISSIONERS OPERATIONS AND LIBRARIES COMMITTEE

TUESDAY, APRIL 3, 2018
12:30 PM

Chair: Linda Higgins, District 2

Vice-Chair: Jeff Johnson, District 7

Members: Mike Opat, District 1
Marion Greene, District 3
Peter McLaughlin, District 4
Debbie Goettel, District 5
Jan Callison, District 6

1. Minutes From Previous Meeting

A. 02/27/2017 Operations & Libraries Meeting Minutes

2. New Business

Routine Items

A. **18-0123**

Schematic Design approval for the Penn and Plymouth 4th Floor Buildout for Department of Community Corrections and Rehabilitation (CP 1005577)

HENNEPIN COUNTY

MINNESOTA

COMMITTEE MINUTES

BOARD OF HENNEPIN COUNTY COMMISSIONERS OPERATIONS AND LIBRARIES COMMITTEE

TUESDAY, FEBRUARY 27, 2018
1:30 PM

Chair: Linda Higgins, District 2
Vice-Chair: Jeff Johnson, District 7

Members: Mike Opat, District 1
Marion Greene, District 3
Peter McLaughlin, District 4
Debbie Goettel, District 5
Jan Callison, District 6

Commissioner Linda Higgins, Chair, called the meeting of the Operations and Libraries Committee for Tuesday, February 27, 2018 at 2:05 PM. All Commissioners were present.

1. Minutes From Previous Meeting

A. 01/30/2018 Operations & Libraries Meeting Minutes

Commissioner Peter McLaughlin moved to approve the Minutes from the Previous Meeting, seconded by Commissioner Marion Greene and approved - 7 Yeas

2. New Business

Routine Items

A. 18-0074

Amd 1 to Agmt A165335 with Initial Defense, LLC., providing security officer and supervisor training services for Facility Services employees, extend contract through 3/27/19, incr NTE by \$50,000 for new total NTE of \$99,000

CONSENT

Commissioner Debbie Goettel moved to approve, seconded by Commissioner Marion Greene and approved - 7 Yeas

Items for Discussion and Action

B. 18-0075

Agmt A188626 with Overlay Consulting to implement a building energy benchmarking program, 3/1/18-12/31/23, NTE \$105,000 and Agmt CON000000000639 with the McKnight Foundation accepting partial funding for the cost of the program, 1/1/18-12/31/18, \$50,000 (recv)

CONSENT

Commissioner Peter McLaughlin moved to approve, seconded by Commissioner Marion Greene and approved - 7 Yeas

3. Adjourn

There being no further business, the meeting of the Operations and Libraries Committee for Tuesday, February 27, 2018 was declared adjourned at 2:10 PM.

Yolanda C Clark
Deputy Clerk to the Board

HENNEPIN COUNTY

MINNESOTA

Board Action Request 18-0123

Item Description:

Schematic Design approval for the Penn and Plymouth 4th Floor Buildout for Department of Community Corrections and Rehabilitation (CP 1005577)

Resolution:

BE IT RESOLVED, that the following actions be approved for the Penn and Plymouth 4th Floor build out (DOCCR) (CP 1005577):

- Approval of schematic design of DOCCR Juvenile Services office space, as part of the Penn and Plymouth 4th Floor build out
- Authorization to proceed with project design development and construction documents; and

BE IT FURTHER RESOLVED, that the County Administrator be authorized to award a contract if within the approved project budget; that the Chair of the Board be authorized to sign the contacts on behalf of the county after the performance and payment bonds have been properly executed; and that the Controller be authorized to disburse funds as directed.

Background:

In May 2017, Hennepin County Board resolution 17-0167 authorized negotiations for the purchase of the fourth floor of the Thor Development at the southeast corner of Penn and Plymouth Avenues N in the City of Minneapolis, along with associated parking. The fourth floor will be jointly owned by NorthPoint, Inc. and Hennepin County.

In 2015, the Hennepin County Department of Community Corrections and Rehabilitation (DOCCR) embarked on a Strategic Facilities Master Plan. In alignment with that plan, DOCCR Juvenile Services is seeking to combine three of its probation offices into one central location on a portion of the fourth floor of the Thor Development. The three offices to be combined are:

- Eastside Neighborhood Probation, at 2632 Central Ave NE, Minneapolis;
- North Satellite Office, at 3650 Fremont Avenue N, Minneapolis; and
- Suburban Unit, at 6040 Earle Brown Drive, Brooklyn Center.

DOCCR Juvenile Services currently has three supervisors and 26 staff at these sites. The new location provides adequate space for existing staff, as well as anticipated future growth. The recommended consolidation will eliminate two leased locations, while providing a new space that is both close to other frequently needed Hennepin County services and readily accessible by public transportation. Lease cost savings as a result of this move are estimated at approximately \$132,000 per year.

Collaborative Design Group is providing architectural and engineering design services through construction administration, via a consultant services authorization (A178077) in the amount of \$146,802.

Scope:

DOCCR Juvenile Services will occupy 9,500 gross square feet of the county-owned fourth floor. The

building developer will provide a shell, with mechanical, electrical and plumbing stub-ins ready for tenant improvements. The interior design and level of finish for the new DOCCR office will follow county standards for interior office environments, similar to recently completed renovations for DOCCR at Brooklyn Crossing.

The schematic-design estimated project cost is \$2.4 million, which includes estimated construction costs of \$1.2 million. The project is included in the approved 2018 Capital Budget.

Current Request:

Approval of the Schematic Design is requested. The Schematic Design report's Executive Summary has been distributed to the County Board, and a copy is on file with the Clerk to the County Board. Approval is requested to authorize the County Administrator to award a contract if within the proposed budgets.

Impact/Outcomes:

The DOCCR Juvenile Services' relocation to, and buildout of, space in the Thor Development will address the following needs, consistent with the tenets of the DOCCR's strategic facilities master plan:

- provide additional office space to accommodate best-practice caseload ratios;
- improve safety and security for employees and clients; and
- locate offices near other social services and public transportation to better serve clients.