

BOARD OF COUNTY COMMISSIONERS OF DOUGLAS COUNTY, KANSAS

Amended Agenda

WEDNESDAY, FEBRUARY 24, 2016

1:30 p.m.

Work Session Meeting of the County Commission. Location: County Commission Chambers.
-Discussion of various mental crisis center/special court/jail update issues. (no backup)

4:00 p.m.

CONSENT AGENDA

- (1) (a) Consider approval of Commission Orders;
(b) Consider approval of 2016 Tow Service Provider Agreement and County Resolution Establishing Maximum Charges For Authorized Tow Service (Drew Vincent);
(c) Consider approval of Notice to Township Board for Cereal Malt Beverage License for Poor Farm Restaurant, 598 N 1190 Road (Clerk's Office);
(d) Consider approval of Notice to Township Board for Cereal Malt Beverage License for The Clinton Store, 598 N 1190 Road (Clerk's Office);
(e) Consider approval to solicit bids for signs and miscellaneous items for Public Works (Keith Browning);
(f) Consider approval to solicit bids for supply of asphaltic concrete (Keith Browning);
(g) Consider approval to solicit bids for supply of rock aggregates (Keith Browning);
(h) Consider approval to solicit bids for highway de-icing salt (Keith Browning); and
(i) Consider recommendation to purchase uniforms for Sheriff's Office (Ken McGovern)

REGULAR AGENDA

- (2) Discussion on County vehicle acquisitions (Jackie Waggoner)
- (3) Set the Guaranteed Maximum Price on Phase 2 and 3 and the total project authorization for the Fairgrounds Master Plan improvement project (Sarah Plinsky)
- (4) (a) Consider approval of Accounts Payable (if necessary)
(b) Appointments
-Board of Construction Codes Appeals (1) position 12/15
-Lawrence Douglas-County Health Board (1) position 03/16
-Heritage Conservation Council (2) positions 05/16
-Community Corrections Board (2) positions 01/16 and 05/16
(c) Public Comment
(d) Miscellaneous
- (5) Adjourn

WEDNESDAY, MARCH 2, 2016

WEDNESDAY, MARCH 9, 2016

WEDNESDAY, MARCH 16, 2016 – Light or cancelled

WEDNESDAY, MARCH 23, 2016

WEDNESDAY, MARCH 30, 2016

WEDNESDAY, APRIL 6, 2016

- Presentation of Champion for Child Abuse and Neglect Prevention Award (Diana Frederick)
- Proclamation for "Child Abuse Prevention Month" (Diana Frederick)

WEDNESDAY, JUNE 8 - light

WEDNESDAY, JUNE 15 - light

***Note:** The Douglas County Commission meets regularly on Wednesdays at 4:00 P.M. for administrative items and 6:00 P.M. for public items at the Douglas County Courthouse. Specific regular meeting dates that are not listed above have not been cancelled unless specifically noted on this schedule.*



**Memorandum
Douglas County, Kansas
Administration**

To: Board of County Commissioners
Craig Weinaug, County Administrator
Sarah Plinsky, Asst. County Administrator

From: Drew Vincent, Intern to the County Administrator

Date: February 22, 2016

RE: Tow Contracts for FY 2016 Consent Items

Overview

During the February 17, 2016 County Commission meeting, discussion included requested changes to the 'Tow Service Provider Agreement' and 'Resolution Establishing Maximum Charges for Authorized Tow Service'. On the recommendation of staff, the following items have been changed in the aforementioned documents:

Resolution Establishing Maximum Charges for Authorized Tow Service

Existing Charge Updates

- Clause 1i: Tow Fee increased from \$165 to \$200; mileage rate increased from \$3.00 per mile to \$4.00.
- Clause 1ii: Mileage Rate \$3.00 per mile increased to \$4.00.
- Clause 11: Disconnect Fee increased from \$60.00 to \$90.00.
- Clause 12: Labor fee increased from \$25 to \$35; floor-dry fee increased from \$5 to \$10.

New Charge and Clause

- Clause 15: State Paperwork Fee – in keeping with State of Kansas requirements that the provider start the process leading to auction and the associated cost this process produces, this clause has been added to reduce the out-of-pocket expense incurred by tow providers.

Tow Service Provider Agreement

'Belongings' Request

Summary

- One of the approved requested changes was to restrict Clause 6 dictating the items that could be retrieved from impounded vehicles. Personal property that could be picked up would include child safety items (including car safety seats) and medical supplies. Upon analysis by County legal, staff was informed that, based on Kansas state statute KSA 8-1103, the Agreement cannot limit this clause. The language needs to remain broad in keeping with state requirements.

Clause 6: Restrictions Related to Fees

- The current language in Clause 6 of the Tow Provider Contract reads: "As a condition of being appointed an authorized tow service provider for the purpose of towing, cleaning-up, and storing vehicles pursuant to this Agreement, Tow Company agrees it shall not

charge more than the maximum fees identified in Board of Douglas County Commissioners Resolution No. 12-38, as amended, which is incorporated herein by reference. Tow Company agrees that it shall not charge any other fee for such towing, clean-up, and storage services unless the fee is specifically identified and permitted in such Resolution. Any owner or authorized representative of a vehicle towed pursuant to this Agreement shall have access to personal property that is not affixed to such vehicle for up to 96 hours after such vehicle has been towed, and such personal property shall be released to said owner or authorized representative within one hour of the owner or authorized representative's request; except, however, if it is being held or seized as evidence. By becoming an authorized tow service provider and being placed on the County contract tow rotation list, Tow Company waives any possessory lien, to the extent it even has one, in any such personal property."

What Happened

- In staff analysis of the request to change this clause, Overland Park's ordinances were used as a reference point. However, County legal informed staff that the City has a separate charter that allows them to more strictly limit their towing provisions. This is why they can be more specific as to what can be retrieved from impounded vehicles.

Outcome

- Due to this staff analysis error, Clause 6 will remain as it currently stands with the addition of an exemption for medical items in keeping with the state statute.

RESOLUTION NO. 16-__

**A Resolution of the Board of County Commissioners of Douglas County, Kansas,
Establishing Maximum Charges For Authorized Tow Service**

WHEREAS, K.S.A. 19-101, et seq. provides the Board of County commissioners of Douglas County, Kansas (the "Board") with home rule authority to transact all County business and perform all powers of local legislation and administration it deems appropriate; and

WHEREAS, pursuant to its home rule authority, the Board has previously adopted Article 15 of Chapter 1 of the Douglas County Code, relating to towing and storing of vehicles at the request of the Sheriff and/or without the prior consent of the owner or operator of the vehicle; and

WHEREAS, Article 15 of Chapter 1 of the Douglas County Code, specifically Section 1-1513, provides that the Board may adopt and amend a resolution from time to time to establish maximum fees and charges for certain towing and vehicle storage services; and

WHEREAS, the Board previously adopted Resolution No. 14-26 to establish those fees and charges and adopts this Resolution to replace and supersede Resolution No. 14-26.

NOW THEREFORE, be it resolved by the Board as follows:

SECTION 1. Maximum Charges. Pursuant to Section 1-1513 of the Douglas County Code, as amended, the maximum authorized charges for towing, storage and other related services with respect to a vehicle having a licensed gross weight of 18,000 pounds or less towed by an authorized tow service provider pursuant to the County contract tow rotation list or towed by any tow provider without the prior consent of the owner or operator of the vehicle, are as follows:

1. For towing, including use of wheel lifts, rollback and flatbed, a maximum charge of:
 - i. \$175 for vehicles having a licensed gross weight of 12,000 pounds or less, plus \$4.00 per mile.
 - ii. \$250 for trucks and other vehicles having a licensed gross weight of more than 12,000 pounds or having more than 4 wheels on the ground, plus \$4.00 per mile, but see Section 14 below for trucks and other vehicles having a licensed gross weight of more than 18,000 pounds.
 - iii. Billable mileage is defined as the lesser of (i) starting from the location of business, to the hook-up site and back to the location of business, or (ii) starting from the location of the tow operator when receiving the call, to the hook-up site and back to the location of business.

Subject to Section 12 below, this charge includes clean-up of all accident debris and spills, including but not limited to the use and removal of floor-dry or similar products to clean up any fluid spills.

2. For storage of a vehicle, a maximum charge of: \$35 per day. Daily charges shall be determined for any portion of a calendar day the vehicle is stored, beginning at the time the vehicle is first placed in the storage lot; provided, however, that storage charge shall be waived if the owner or authorized representative retrieves the vehicle within the first 24 hours; provided further that the tow company may only assess a storage charge for days that there is reasonable access to personnel who may respond to release the vehicle.

3. Exclusive of state recognized holidays, no additional charge shall be assessed for releasing a vehicle between the hours of 8:00 a.m. to 5:30 p.m., Monday through Friday. For releasing a vehicle during all other times, a maximum charge of: \$35.

4. For tarping a vehicle with broken windows otherwise open to the weather, a maximum single charge of: \$15.

5. For dolly use in towing a vehicle, a maximum charge of: \$50. This charge is addition to the basic tow service charge. A dolly charge cannot be assessed unless a dolly is necessary and actually used to tow the vehicle.

6. For winching, a maximum charge of: \$110 per hour, prorated by each one-quarter hour. This charge includes labor necessary to operate the winch but is in addition to the basic tow service charge.

7. For extraordinary labor for winching and securing the vehicle in excess of 30 minutes, a maximum charge of: \$72 per hour, prorated by each one-quarter hour. Extraordinary labor may only be charged for non-customary labor necessarily and actually incurred for removal of a vehicle or mechanically necessary to prepare the vehicle for towing, and any such charge shall be described in detail on the report. No additional charge may be assessed for the first 30 minutes of extraordinary labor.

8. A tow company may assess reasonable additional charges for extraordinary situations that necessarily and actually require more than one wrecker. The charge for an additional wrecker shall not exceed the maximum charges provided for in this Resolution for the first wrecker.

9. For the waiting or standby time after the wrecker has been at the scene for 30 minutes, a maximum charge of: \$72 per hour, prorated by each one-quarter hour. No additional charge may be assessed for the first 30 minutes of wait or standby time.

10. For a motorist assist involving delivery of fuel, tire changes, unlocks, jumpstarts, and other services commonly associated with a motorist assist, a maximum service charge of \$70, plus mileage provided above; provided, however, that the tow company may charge for materials, such as fuel, delivered; provided further that if the tow company demands cash payment before releasing the vehicle to the owner or operator and, as a result, tows the vehicle because the owner or operator does not have sufficient cash at the time, the owner or operator shall be permitted to retrieve the motor vehicle within 24 hours and pay the foregoing charge and the tow company shall release the vehicle to the owner or other authorized person with no additional charges whatsoever.

11. If the owner or other authorized person in control of the vehicle arrives at the scene prior to removal or towing of the vehicle, and such person is capable of safely operating the vehicle and such vehicle is functional, the vehicle shall, upon request of such person, be disconnected from the towing or removal apparatus. That person shall be permitted to remove the vehicle without interference upon the payment of a reasonable charge of not more than \$90 plus mileage provided above, and no other charge shall be assessed; provided, however, that if the tow company demands cash payment before releasing the vehicle to the owner or operator and, as a result, tows the vehicle because the owner or operator does not have sufficient cash at the time, the owner or operator shall be permitted to retrieve the motor vehicle within 24 hours and pay the foregoing charge and the tow company shall release the vehicle to the owner or other authorized person with no additional charges whatsoever.
12. For accidents requiring fluid clean-up, a maximum charge of: \$35 for labor and \$10 for floor-dry or similar products to clean up any fluid spills. For extraordinary labor in the clean-up of accident debris and spills in excess of 30 minutes, a maximum charge of: \$72 per hour, prorated by each one-quarter hour. Extraordinary labor may only be charged for non-customary labor necessarily and actually incurred for removal of accident debris and fluids, and any such charge shall be described in detail on the report. No additional charge may be assessed for the first 30 minutes of extraordinary labor.
13. Following a period of 15 days, a state paperwork fee may be assessed for the purpose of complying with statutory requirements related to notification of auction. In assessing fees pursuant to K.S.A. 8-1102 through 8-1108, only actual costs incurred, up to a maximum of \$100, may be assessed. Tow company shall maintain copies of all expenses and shall make proof available upon request to the County Administrator or his/her designated representative.
14. The maximum charges contained in this Resolution shall not apply to trucks and other vehicles having a licensed gross weight of more than 18,000 pounds.
15. Each tow company shall provide to each owner or authorized representative an itemized bill indicating the amount for each service provided.

SECTION II. Repeal. Resolution No. 14-26 is repealed on the effective date of this Resolution.

SECTION III. Effective Date. This Resolution shall take effect and be in force from and after its publication once in the official County newspaper.

IN WITNESS WHEREOF, the foregoing Resolution was adopted February 24, 2016.

**BOARD OF COUNTY COMMISSIONERS OF
DOUGLAS COUNTY, KANSAS:**

Jim Flory, Chair

Mike Gaughan, Member

Nancy Thellman, Member

ATTEST:

Jameson D. Shew, County Clerk

DOUGLAS COUNTY, KANSAS
TOW SERVICE PROVIDER AGREEMENT

This Douglas County, Kansas Tow Service Provider Agreement (this “**Agreement**”) is entered into by and between Douglas County, Kansas (hereinafter “**County**”) and _____ (hereinafter the “**Tow Company**”).

Pursuant to Resolution HR-12-9-2 of the Board of Douglas County Commissioners, codified at Article 15 of Chapter 1 of the Douglas County Code, as amended (collectively the “**County Contract Tow Requirements**”), County designates Tow Company as an “authorized tow service provider” for the purpose of towing, removing, and storing vehicles upon request by the County, all in accordance with the County Contract Tow Requirements. For and in consideration of the foregoing, Tow Company and the County agree as follows:

1. **Term; Renewal.** Subject to earlier termination in accordance with this Agreement, the Term of this Agreement shall commence on March 1, 2016 and shall expire at the end of the day on December 31, 2016. If Tow Company desires to renew this Agreement for an additional calendar year, Tow Company should submit a renewal application at least 30 days prior to the expiration date of this Agreement.

2. **Statutory and Regulatory Requirements.** Tow Company shall be solely responsible for complying with all requirements of K.S.A. 8-1102 through 8-1108, and amendments thereto, the Douglas County Code, and any subsequent amendments thereto, relative to the towing, removing, or storing, of vehicles at the request of the County and, thereafter, the sale or release of vehicles, together with any personal property in such vehicles, by the Tow Company. Tow Company shall at all times maintain a current Certificate of Public Service issued by the Kansas Corporation Commission and operate one or more trucks providing tow services and registered with the Kansas Corporation Commission. Tow Company shall remove and lawfully dispose of fuel or fluid spills, and any oil dry or other related product from any accident site in accordance with all applicable laws and regulations.

3. **Indemnification and Hold Harmless.** Tow Company agrees to indemnify the County and hold the County, together with its employees, officials, and other representatives, harmless from all claims, suits, actions, and proceedings of every name or description, in law or equity, for or on account of any injuries or damages received or sustained by any person, firm or corporation as a result of any act or omission of Tow Company while engaged in any action or providing any service pursuant to this Agreement. If Tow Company tows, removes, or stores a vehicle through dispatch from the Douglas County Emergency Communications Department pursuant to this Agreement at the request of any other municipality or law enforcement agency, as provided in Section 10 below, this indemnification and hold harmless shall extend to such other municipality or law enforcement agency, together with its employees, officials, and other representatives and they shall all be deemed third-party beneficiaries hereof.

4. **Method of Operation.** Tow Company hereby acknowledges and agrees that Tow Company will comply with and be subject to all terms, conditions, and requirements of the County Contract Tow Requirements, all of which are incorporated by reference into this Agreement. Without limiting the foregoing Tow Company agrees to each of the following:

a. Tow Company shall maintain current valid insurance as outlined in this Agreement;

b. Tow Company shall maintain a properly zoned, fenced, secure storage area, and vehicles and personal property therein shall be maintained in such a manner as to safeguard such property and avoid damage to such property;

c. At all times, 24 hours per day, 7 days per week, Tow Company shall have a representative available by phone and able to meet the owner or authorized representative at the premises where the towed vehicle is stored or kept for releasing the vehicle or retrieving personal property;

d. Tow Company shall clean all debris from accidents or vehicle breakdowns; and shall remove from the site and properly dispose of all pollutants, fuel and fluid spills, and oil dry or similar product used to remove those items; no such items shall be washed, swept, or permitted to be discharged into the road, stormwater system, or drainage ditch;

e. Tow Company shall have drivers and wrecker services available to respond to tow requests on a 24 hour per day, 7 day a week basis, and shall respond as quickly as possible, taking into account the time of day, distance to travel, and traffic and weather conditions;

f. Tow Company agrees to provide information at request to the County of any disposition of a vehicle removed pursuant to this Agreement, including sale or release, and that any disposition of a vehicle removed pursuant to this Agreement shall be in accordance with municipal, state, and federal laws, including adherence to all applicable notice provisions;

g. Tow Company agrees that tow services shall be provided in a professional and courteous manner, and tow services personnel shall provide such services in a manner that will not bring about discredit to the County;

h. The failure to comply with the terms and conditions of this Agreement may, in the sole discretion of the County Administrator or his designee, result in the revocation of this Agreement and the removal of the Tow Company from the County contract tow rotation list of authorized tow service providers; and

5. **Insurance Requirements.** It is understood and agreed that Tow Company shall maintain and provide to the Douglas County Administrator, or his designee, proof of the following insurance protection:

a. Public liability insurance indemnifying the public generally against damages arising out of the operation of the wrecker service. The authorized tow operator shall be responsible for entering the County on such policy or policies of insurance as a named insured. Such policy or policies of insurance shall be in an amount of at least \$500,000.00 for one person, \$500,000.00 for one accident, and \$500,000.00 property damage and a minimum aggregate limit of \$1,000,000.00. This coverage can be provided as a combined single limit.

b. Garage keeper's minimum liability policy covering fire, theft or damage to or loss of property while in tow or otherwise in the care, custody and control of the authorized tow operator. Such policy or policies of insurance shall be in an amount of at least \$100,000.00 for each individual claim up to a maximum aggregate limit of \$200,000.00 per occurrence.

Proof of insurance must be furnished on standard Acord[®] certificate of insurance forms. The County is to be named as a named insured on all required insuring agreements and each certificate must state that the County will be given 10 days advanced written notice if the policy is canceled or changed.

6. **Restrictions Related to Fees.** As a condition of being appointed an authorized tow service provider for the purpose of towing, cleaning-up, and storing vehicles pursuant to this Agreement, Tow Company agrees it shall not charge more than the maximum fees identified in Board of Douglas County Commissioners resolution attached hereto as Exhibit A, and as amended, which is incorporated herein by reference. Tow Company agrees that it shall not charge any fees other than those specifically identified and permitted in such Resolution. Any owner or authorized representative of a vehicle towed pursuant to this Agreement shall have access to (1) personal property that is not affixed to such vehicle for up to 96 hours after such vehicle has been towed, and (2) personal medical supplies, and such personal property or medical supplies shall be released to said owner or authorized representative within one hour of the owner or authorized representative's request; except, however, if it is being held or seized as evidence. By becoming an authorized tow service provider and being placed on the County contract tow rotation list, Tow Company waives any possessory lien, to the extent it even has one, in any such personal property.

7. **No Exclusive Contract; No Vested Rights.** Tow Company understands that this is not an exclusive contract and that Douglas County may designate other tow operators as authorized tow service providers. Nothing in this Agreement, the County's designation of Tow Company as an authorized tow service provider, or the County's utilization of Tow Company for tows shall confer any vested property rights upon Tow Company to continue as an authorized tow service provider, to remain on the County contract tow rotation list, or to tow any vehicle for County.

8. **Breach of Agreement and Termination.** A violation of this Agreement, including but not limited to the County Contract Tow Requirements incorporated herein by reference, shall be deemed sufficient justification for the County to order that the designation of Tow Company as an “authorized tow service provider” for the purpose of towing, removing, and storing vehicles pursuant to this Agreement, be suspended or revoked and, if revoked to terminate this Agreement. In addition, County may terminate this Agreement upon 5 days advance written notice to Tow Company if County revises or substantially amends the County Contract Tow Requirements or otherwise changes the manner in which County provides for contract towing. Tow Company may freely conclude such provisions of this Agreement are unfair or unduly restrictive, in which case Tow Company may terminate this Agreement and its designation as an authorized tow service provider by providing County with 5 calendar days advance written notice.

9. **Assignment.** Tow Company may not assign or transfer this authority as an authorized tow service provider or of any interest or responsibility in this Agreement.

10. **Tows for Other Municipalities.** This Agreement, including but not limited to the restrictions related to fees, shall apply with respect to the towing, removing, and storing of vehicles dispatched through the Douglas County Emergency Communications Department at the request of any other municipality or law enforcement agency if such municipality or law enforcement agency has requested the utilization of this Agreement.

11. **Large Vehicles.** Tow Company

☐ DOES

(check one box)

☐ DOES NOT

have equipment to tow vehicles having a licensed gross weight of more than 18,000 pounds. [If neither box is checked, it will be interpreted as if Tow Company does not have the necessary equipment.]

[remainder of page intentionally blank, signature page to follow]

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates set forth below, effective the date that the second party signs this Agreement.

County:

Douglas County, Kansas

By: G. Craig Weinaug
Its: County Administrator

Date: _____

Tow Company:

[insert full legal/corporate name of Tow Company]

By: _____
Title: _____

Date: _____

EXHIBIT A
(attached)

NOTICE TO THE TOWNSHIP BOARD

STATE OF KANSAS DOUGLAS COUNTY, ss

TO THE TOWNSHIP CLERK, CLINTON TOWNSHIP

This is to notify the members of your Township Board that application has been filed with the Douglas County Commission for **Poor Farm Restaurant** to sell Cereal Malt Beverages at retail for consumption on the premises: **598 N 1190 Rd.**

The Township Board may within (10) days file an advisory recommendation as to the granting of such a license and such advisory recommendation shall be considered by the Board of County Commissioners before such license is issued KSA 41-2702.

Done by the Board of County Commissioners this **24th day of February, 2016**

CHAIRMAN

COUNTY CLERK

(SEAL)

The board of county commissions in any county shall not issue a license without giving the clerk of the township board in the township where the applicant desires to locate, written notice by registered mail, of the filing of the application.

NOTICE TO THE TOWNSHIP BOARD

STATE OF KANSAS DOUGLAS COUNTY, ss

TO THE TOWNSHIP CLERK, CLINTON TOWNSHIP

This is to notify the members of your Township Board that application has been filed with the Douglas County Commission for **The Clinton Store** to sell Cereal Malt Beverages at retail for consumption off the premises: **598 N 1190 Rd.**

The Township Board may within (10) days file an advisory recommendation as to the granting of such a license and such advisory recommendation shall be considered by the Board of County Commissioners before such license is issued KSA 41-2702.

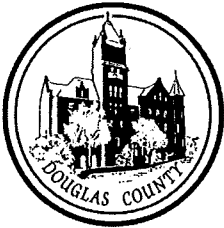
Done by the Board of County Commissioners this **24th day of February, 2016**

CHAIRMAN

COUNTY CLERK

(SEAL)

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DOUGLAS COUNTY PUBLIC WORKS

3755 E. 25th Street
Lawrence, KS 66046
(785) 832-5293 Fax (785) 842-1201
dgcopubw@douglascountyks.org
www.douglascountyks.org

Keith A. Browning, P.E.
Director of Public Works/County Engineer

MEMORANDUM

To : Board of County Commissioners

From : Keith A. Browning, P.E., Director of Public Works/County Engineer
Laura A. Glass, Administrative Services Manager *LAG*

Date : February 19, 2016

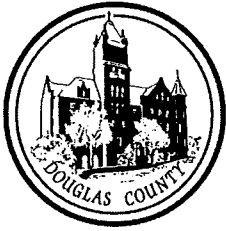
Re : Consent Agenda Approval to Solicit Bids for Signs & Miscellaneous Items

The Public Works Department requests approval to solicit bids for the purchase of finished signs, fluorescent signs, sign blanks, and other miscellaneous traffic control items. Townships and cities have been given the opportunity to purchase signs as part of this bid package.

Funds in the amount of \$49,500 were budgeted and approved for these items.

We plan to open bids in March 2016. Contracts will be presented to the BOCC for approval thereafter.

Action Required: Consent Agenda approval to solicit bids for signs and miscellaneous items.



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Keith A. Browning, P.E.
Director of Public Works/County Engineer

MEMORANDUM

To : Board of County Commissioners

From : Keith A. Browning, P.E., Director of Public Works/County Engineer
Laura A. Glass, Administrative Services Manager *LAG*

Date : February 19, 2016

Re : Consent Agenda Approval to Solicit Bids for Supply of Asphaltic Concrete

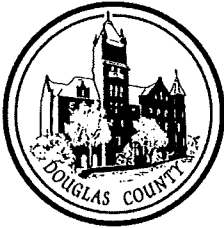
The Public Works Department requests approval to solicit bids for the supply of asphaltic concrete material for the 2016 maintenance season.

As in the past, this year's supply contract will include a price adjustment factor tied to KDOT's Monthly Asphalt Price Index. The adjustment factor will increase/decrease the price for asphaltic concrete mix by \$0.50/ton for each \$10.00/ton increase/decrease in the Monthly Asphalt Price Index.

Funds in the amount of \$575,000 were budgeted and approved for this item.

We plan to open bids in March 2016. Contracts will be presented to the BOCC for approval thereafter.

Action Required: Consent Agenda approval to solicit bids for supply of asphaltic concrete mix for the 2016 maintenance season.



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Keith A. Browning, P.E.
Director of Public Works/County Engineer

MEMORANDUM

To : Board of County Commissioners

From : Keith A. Browning, P.E., Director of Public Works/County Engineer
Laura A. Glass, Administrative Services Manager *LAG*

Date : February 19, 2016

Re : Consent Agenda Approval to Solicit Bids for Supply of Rock Aggregates

The Public Works Department requests approval to solicit bids for the supply of various crushed rock aggregates for the 2016 maintenance season. These materials are used for routine maintenance of county-maintained roads and bridges.

We will structure the bid form similar to that used for asphalt supply bids. We are requesting bids for the following:

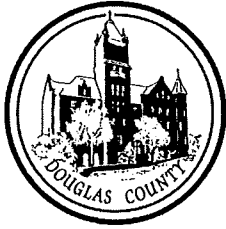
Shot Rock (Selectable) Quarry Run - Bid Quantity Range of 100–1,500 tons
AB-3 (Combined Material) – Bid Quantity Ranges of 100-2,000 tons
Surfacing Material (Road Rock Special) - Bid Quantity Ranges of 100–3,000 tons
Stone for Rip Rap (Light 18") - Bid Quantity Range of 100–1,500 tons
Stone for Aggregate Ditch Lining D₅₀ (6") – Bid Quantity Range 100-2,000

For each quantity range the supplier will stipulate the quarry's location and can bid different costs depending on the quarry where the aggregate is produced. The bids will be analyzed while taking into account the haul costs from each quarry that submits a bid.

Funds in the amount of \$232,500 were budgeted in Road and Bridge and an additional \$11,700 was budgeted in Parks for this item.

We plan to open bids in March 2016. Contracts will be presented to the BOCC for approval thereafter.

Action Required: Consent Agenda approval to solicit bids for supply of crushed rock aggregates for the 2016 maintenance season.



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Keith A. Browning, P.E.
Director of Public Works/County Engineer

MEMORANDUM

To : Board of County Commissioners

From : Keith A. Browning, P.E., Director of Public Works/County Engineer
Laura A. Glass, Administrative Services Manager *LAG*

Date : February 19, 2016

Re : Consent Agenda Approval to Solicit Bids for Highway De-Icing Salt

The Public Works Department requests approval to solicit bids for the supply of 3,800 tons of highway de-icing salt for the 2016/2017 winter storm season. The tonnage was increased in 2016 to allow for the additional material that will be used by KDOT. Douglas County will be reimbursed by KDOT for all material used. Townships and cities will be given the opportunity to purchase salt as part of this bid package.

Funds in the amount of \$195,000 were budgeted and approved for this item.

We plan to open bids in April 2016. Contracts will be presented to the BOCC for approval thereafter.

Action Required: Consent Agenda approval to solicit bids for supply of highway de-icing salt for the 2016/2017 winter storm season.

OFFICE OF

Jim Martin, Undersheriff
111 E 11th St – Operations
Lawrence, KS 66044
(785) 841-0007, fax (785) 841-5168



THE SHERIFF

Gary Bunting, Undersheriff
3601 E 25th St – Corrections
Lawrence, KS 66046
(785) 830-1000, fax (785) 830-1085

KENNETH M. MCGOVERN
Sheriff

MEMORANDUM

To: The Board of County Commissioners
County Administrator Craig Weinaug

From: Sheriff Kenneth M. McGovern

Date: February 23, 2016

Subject: Consider Recommendation to Purchase Uniforms

The Douglas County Sheriff's Office is requesting permission to complete a uniform purchase with Alamar Uniforms. This purchase is necessary to replace the current daily uniforms with a lower cost alternative which will significantly reduce costs in the future.

Alamar currently has an active contract for the State of Kansas. The contract pricing is being extended to Douglas County. The cost of this purchase is \$54,192.70, and the funding is currently available in the 2016 budget. We also request permission to complete future uniform purchases with Alamar as the need arises for replacements or new personnel.

I recommend that the Board of County Commissioners approve this request to purchase uniforms. I will be available to answer any questions.



DOUGLAS COUNTY ADMINISTRATIVE SERVICES

Division of Purchasing

1100 Massachusetts Street
Lawrence, KS 66044-3064
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www.douglas-county.com

MEMO TO: The Board of County Commissioners
Craig Weinaug, County Administrator

FROM: Jackie Waggoner, Purchasing Director
Division of Purchasing

SUBJECT: County Vehicle Acquisitions

DATE: February 19, 2016

It is my understanding that there has been some inquiry in regards to how Douglas County purchases vehicles and opportunities provided to local dealerships.

For a number of years the County has been participating in a metro regional vehicle bid through MACPP (Mid America Council of Public Procurement). Our contracts allow us the ability to purchase several different types of vehicles (cars, trucks, police pkgs., SUV, vans, cab & chassis, etc.) throughout the year. While the participating agencies provide estimated quantities and types for the bidding process, there is not a commitment to how many are purchased. In the past, the total annual quantities have ranged from 300-500 vehicles. In 2015 the participating agencies purchased 430+ vehicles. Each awarded model has different cutoff ordering dates, but the contracts have a provision most dealerships honor that allow the County to order the next year's model at the current year's pricing.

The County started participating in the cooperative bidding process approximately 10-15 years ago after comparing our bids to the metro vehicle contracts. At that time, the City and County met with all local dealerships to explain how the cooperative bidding process worked, and encouraged them to attend a joint meeting with all participating agencies and dealerships. While a few attended, none of the local dealerships submitted a bid. I followed up with dealerships and the majority indicated that it was too much work, and their delivery expenses would be higher since they could have a significant number of vehicles to deliver to the Kansas City area.

I took the concerns of local dealerships to the vehicle committee and adjustments have been made to address them. The contracts are no longer awarded to the low bidder; they are awarded to all dealerships who meet the bid requirements. It is then up to each participating agency to determine which contract best meets their needs (based on base bid + optional equipment, warranty, etc.). Local dealerships could bid only vehicles the County and/or City anticipate buying each year. To address the delivery cost, the contract allow dealerships to structure their delivery cost (e.g. 0-20 miles no charge; 20-40 miles flat rate/per mile cost, etc.). If a local dealership only wanted the opportunity to sell vehicles locally, they could structure their delivery cost accordingly. After these changes were made, I contacted the local dealerships to make them aware of how the contract could work for their interests.

While the City of Lawrence participated in the cooperative bidding process in the past, I believe they are now soliciting their own bids, and award to local dealerships if their bid is within a certain percent of the low bid. Last time I spoke with the City fleet manager about their vehicles, I understood they were paying more than contract pricing, and the time added for the bidding process added to their expense.

Both the Sheriff's Office and Public Works Fleet Division have indicated that the contract has allowed them to have other models to choose from when they have been experiencing significant mechanical issues on a particular brand/model.

During the last bidding process (2013), the participating agencies asked the dealerships if they would consider a renewable contract. This approach was taken due to the amount of work required by the lead agency. The contracts were established as a one year contract with the option to renew for two additional years. We are currently in the last year of our renewable contract and MACPP anticipates new bids to be released later this year.

It is my professional opinion, that the cooperative bidding process provides through the regional contract gives Douglas County the buying power to make vehicle purchases more cost efficiently, and allows staff the flexibility to purchase vehicles as needed throughout the year. The contracts are structured to provide our local dealerships an opportunity to participate, if they choose to do so. I will be available at the commission meeting to discuss this topic.

DOUGLAS COUNTY FAIRGROUNDS
PHASE 2 GMP-Cost Proposal
Open Pavilion

Div	Cost Category	Item Description	Total	Notes 1
015	FIELD CONDITIONS (ITEMS NOT IN 4.5% GC)			
	0104	Field engineer	\$ 20,000	
	0107	General carpentry/Foreman	\$ 38,016	
	0110	Dumpsters	\$ 4,000	
	0121	Temporary fencing	\$ 5,500	
	0122	Site signage	\$ 1,000	
	0124	Toilets	\$ 1,500	
	0126	Winter protection	\$ 3,000	
	0127	Safety	\$ 5,625	
	0140	Temporary utilities	\$ 4,000	
	0155	Survey, staking, and layout	\$ 4,320	
	0160	Final cleaning	\$ 1,500	
	0170	Equipment rental	\$ 4,000	
	0180	Building permits	\$ 12,500	
	0190	Builders risk insurance	\$ 2,300	
	0195	Delivery, postage, printing, notices	\$ 1,500	
	TOTAL FIELD CONDITIONS		\$ 108,761	
030	CONCRETE-BUILDING			
	0301	Footings, foundations, slabs	\$ 465,000	Conroy
	0390	Dock slab	\$ -	In above
	0399	Miscellaneous concrete	\$ -	All in above
	TOTAL CONCRETE-BUILDING		\$ 465,000	
040	MASONRY			
	0405	CMU	\$ 126,600	Werts-including rebar
	0499	Miscellaneous masonry items	\$ -	None
	TOTAL MASONRY		\$ 126,600	
050	METALS			
	0573	Metal security fencing	\$ 92,000	Kansas Fence
	0599	Bollards	\$ 3,214	TFIW
	TOTAL METALS		\$ 95,214	
060	CARPENTRY			
	0699	Column caps	\$ 8,345	Hunt
	TOTAL CARPENTRY		\$ 8,345	
070	THERMAL & MOISTURE			
	0720	Blow-in insulation	\$ 1,500	
	0792	Caulking and joint sealants	\$ 1,938	RWP
	0799	Miscellaneous	\$ -	None
	TOTAL THERMAL AND MOISTURE		\$ 3,438	
080	DOORS & WINDOWS			
	0805	Doors, frames, and hardware	\$ 12,424	Install in 0699
	0830	Overhead doors	\$ 15,597	Overhead Door
	0899	Miscellaneous doors and windows	\$ -	None
	TOTAL DOORS & WINDOWS		\$ 28,021	

DOUGLAS COUNTY FAIRGROUNDS
PHASE 2 GMP-Cost Proposal
Open Pavilion

Div	Cost Category	Item Description	Total	Notes 1
090	FINISHES			
	0921	Framing, drywall, interior metal install	\$ 31,504	B and B
	0991	Painting	\$ 11,816	Law Deco
	0999	Miscellaneous finishes	\$ -	None
	TOTAL FINISHES		\$ 43,320	
100	SPECIALTIES			
	1014	Signage allowance	\$ 500	
	1021	Toilet compartments	\$ 8,565	
	1028	Toilet accessories	\$ 3,683	
	1044	Fire extinguishers and cabinets	\$ 2,241	
	1099	Other specialties	\$ -	None
	TOTAL SPECIALTIES		\$ 14,989	
120	FURNISHINGS			
	1260	Bleachers-7 @ 25' X 4 high	\$ 28,790	Dant Clayton
	1299	Miscellaneous furnishings	\$ -	None
	TOTAL FURNISHINGS		\$ 28,790	
130	SPECIAL CONSTRUCTION			
	1334	Metal building systems	\$ 761,777	Mar Lan
	TOTAL SPECIAL CONSTRUCTION		\$ 761,777	
210	FIRE SUPPRESSION			
	2110	Fire suppression systems-water based	\$ 124,715	Jayhawk
	2130	Fire pumps	\$ 38,551	Jayhawk
	2199	Power for fire pump	\$ 3,148	Ace
	TOTAL FIRE SUPPRESSION		\$ 166,414	
220	PLUMBING			
	2210	Plumbing	\$ 181,777	Action
	2299	Miscellaneous plumbing	\$ -	None
	TOTAL PLUMBING		\$ 181,777	
230	HVAC			
	2309	Large diameter fans	\$ 47,350	Acme Dock
	2330	HVAC systems	\$ 31,273	Chambers
	TOTAL HVAC		\$ 78,623	
260	ELECTRICAL			
	2610	Electrical	\$ 205,990	Ace
	2656	Exterior lighting	\$ -	In 2610
	TOTAL ELECTRICAL		\$ 205,990	

DOUGLAS COUNTY FAIRGROUNDS
PHASE 2 GMP-Cost Proposal
Open Pavilion

Div	Cost Category	Item Description	Total	Notes 1
270	COMMUNICATIONS			
	2730	PA system	\$ 27,127	MSM
	2740	Extra speakers and amplifier	\$ 2,977	MSM
	TOTAL COMMUNICATIONS		\$ 30,104	
280	SAFETY AND SECURITY			
	2831	Fire alarm systems	\$ 56,555	Ace
	2899	Miscellaneous systems	\$ -	None
	TOTAL SAFETY AND SECURITY		\$ 56,555	
BID SUMMARY				
	SUBTOTAL-COST OF THE WORK (COTW)		\$ 2,403,718	
400	GENERAL CONDITIONS		\$ 108,425	Not to exceed 4.5% of COTW
500	CONTINGENCY			
	5001	Contingency	\$ 100,486	
		Subtotal with contingency	\$ 2,612,629	
600	CONTRACTOR OH & P		\$ 91,442	
		Subtotal with OH & P	\$ 2,704,071	
800	BONDS			
		Bonds	\$ 25,657	
	GMP FOR PHASE 2		\$ 2,729,728	

DOUGLAS COUNTY FAIRGROUNDS
PHASE 2 GMP-Cost Proposal
Open Pavilion

Div	Cost Category	Item Description	Total	Notes 1
PHASE 2 ALTERNATES				
	#1	LED Light Fixtures		
		Electrical	\$ 42,425	
		Markups and Bond	\$ 4,243	
		TOTAL ADD	\$ 46,668	
	#2	Bottle Filler at Water Fountain		
		Plumbing	\$ 1,541	
		Markups and Bond	\$ 154	
		TOTAL ADD	\$ 1,695	
	#3	Audio Looping		
		Electrical	\$ 2,530	
		AV	\$ 6,840	
		Subtotal	\$ 9,370	
		Markups and Bond	\$ 937	
		TOTAL ADD	\$ 10,307	
	#4	Bird Netting at Clerestory		
		Pre-engineered building	\$ 14,470	
		Markups and Bond	\$ 1,447	
		TOTAL ADD	\$ 15,917	
	#5	Bollards in lieu of CMU at 16 Int Columns		
		Conroy	\$ 2,160	
		Werts	\$ (19,000)	
		TFIW	\$ 3,080	
		Caulking base plates	\$ 256	
		Paint bollards	\$ 720	
		Subtotal	\$ (14,944)	
		Markups and Bond	\$ (1,494)	
		TOTAL DEDUCT	\$ (16,438)	
	#6	Trailer Hook-ups at RV-16 additional		
		Electrical	\$ 48,670	
		Markups and Bond	\$ 4,867	
		TOTAL ADD	\$ 53,537	
	#7	Snowguards on Pre Eng Building		
		Pre-engineered building	\$ 29,277	
		Markups and Bond	\$ 2,928	
		TOTAL ADD	\$ 32,205	

DOUGLAS COUNTY FAIRGROUNDS
PHASE 3 GMP-Cost Proposal
Arena and Restrooms

Div	Cost Category	Item Description	Total	Notes 1
015	FIELD CONDITIONS (ITEMS NOT IN 4.5% GC)			
	0104	Field engineer	\$ 8,000	
	0107	General carpentry/Foreman	\$ 5,904	
	0110	Dumpsters	\$ 8,000	
	0121	Temporary fencing	\$ 6,450	
	0122	Site signage	\$ 675	
	0125	Storage trailer	\$ 2,500	
	0127	Safety	\$ 4,875	
	0140	Temporary utilities	\$ 3,000	
	0155	Survey, staking, and layout	\$ 6,580	
	0160	Final cleaning	\$ 800	
	0170	Equipment rental	\$ 4,000	
	0180	Building permits	\$ 1,900	
	0190	Builders risk insurance	\$ 1,050	
	0195	Delivery, postage, printing, notices	\$ -	None
	TOTAL FIELD CONDITIONS		\$ 53,734	
030	CONCRETE-BUILDING			
	0301	Restroom & Crow's Nest Concrete	\$ 23,725	Bottorff
	0399	Concret at trash bollards	\$ -	In above
	TOTAL CONCRETE-BUILDING		\$ 23,725	
040	MASONRY			
	0405	CMU	\$ 34,000	Masonry Concepts
	0499	Miscellaneous masonry items	\$ -	None
	TOTAL MASONRY		\$ 34,000	
050	METALS			
	0501	Structural steel at crow's nest	\$ 9,063	
	0505	Labor to move crow's nest	\$ 7,500	
	0599	Bollards	\$ -	Included in 0501
	TOTAL METALS		\$ 16,563	
060	CARPENTRY			
	0601	Framing, trusses, exterior trim at Restroom	\$ 16,795	
	0699	Misc carpentry	\$ 1,500	
	TOTAL CARPENTRY		\$ 18,295	

DOUGLAS COUNTY FAIRGROUNDS

PHASE 3 GMP-Cost Proposal

Arena and Restrooms

Div	Cost Category	Item Description	Total	Notes 1
070	THERMAL & MOISTURE			
	0736	Composition shingle roofing	\$ 2,300	McLaughlin
	0740	Metal wall panels & gutter	\$ 2,500	
	0792	Caulking and joint sealants	\$ 1,825	RWP
	0799	Miscellaneous	\$ -	None
	TOTAL THERMAL AND MOISTURE		\$ 6,625	
080	DOORS & WINDOWS			
	0805	Doors, frames, and hardware	\$ 4,450	Duranotic
	0899	Miscellaneous doors and windows	\$ -	None
	TOTAL DOORS & WINDOWS		\$ 4,450	
090	FINISHES			
	0991	Painting	\$ 9,514	Law Deco
	0999	Miscellaneous finishes	\$ -	None
	TOTAL FINISHES		\$ 9,514	
100	SPECIALTIES			
	1021	Toilet compartments	\$ 8,400	Meyer
	1028	Toilet accessories	\$ 2,774	Meyer
	1099	Other specialties	\$ -	None
	TOTAL SPECIALTIES		\$ 11,174	
220	PLUMBING			
	2210	Plumbing	\$ 52,539	Action
	2299	Miscellaneous plumbing	\$ -	None
	TOTAL PLUMBING		\$ 52,539	
230	HVAC			
	2307	Ventilation fan and curb	\$ 10,796	River City
	2330	Misc	\$ -	None
	TOTAL HVAC		\$ 10,796	
260	ELECTRICAL			
	2610	Electrical-Restroom	\$ 11,824	
	2632	Arena lighting	\$ 51,635	
	2641	Site lighting & communications conduits	\$ 64,108	
	2655	Power & lighting at Existing Parking Lot	\$ 18,000	
	2656	Site lighting at Parking Lot B	\$ 14,455	
	TOTAL ELECTRICAL		\$ 160,022	

DOUGLAS COUNTY FAIRGROUNDS
PHASE 3 GMP-Cost Proposal
Arena and Restrooms

Div	Cost Category	Item Description	Total	Notes 1
270	COMMUNICATIONS			
	2751	PA System	\$ 49,977	MSM
	2740	Miscellaneous	\$ -	None
	TOTAL COMMUNICATIONS		\$ 49,977	
310	EARTHWORK			
	3110	Additional earthwork	\$ 35,000	
	3199	Miscellaneous earthwork	\$ -	None
	TOTAL EARTHWORK		\$ 35,000	
320	EXTERIOR IMPROVEMENTS			
	3214	Mill and overlay at Extension parking	\$ 16,890	Sunflower Paving
	3215	Demo & Asphalt patch at Existing Drives/Parking	\$ 5,000	Allowance
	3218	Asphalt paving	\$ 66,940	
	3219	Concrete paving	\$ 313,600	
	3230	Chain link fencing around arena	\$ 27,300	Kansas Fence
	3231	Fencing & gates at 19th Street	\$ -	In above
	3233	Fencing at trash 3 enclosures	\$ 8,600	Kansas Fence
	3240	Segmental block seating and walls	\$ 393,976	BC Hardscapes
	3241	Handrails & guardrails at seating areas	\$ 94,123	TFIW with powder coat
	3242	Sleev-its, sonotubes, concrete	\$ 20,000	
	3291	Landscape allowance and street trees	\$ 46,000	Allowance
	3294	Site seeding	\$ 37,500	Allowance
	3299	Signage allowance	\$ 15,000	Allowance
	TOTAL EXTERIOR IMPROVEMENTS		\$ 1,044,929	
330	UTILITIES			
	3310	Waterlines	\$ 22,000	
	3399	Miscellaneous utilities	\$ -	None
	TOTAL UTILITIES		\$ 22,000	
BID SUMMARY				
	SUBTOTAL-COST OF THE WORK (COTW)		\$ 1,553,343	
400	GENERAL CONDITIONS		\$ 56,710	Not to exceed 4.5% of COTW
500	CONTINGENCY			
	5001	Contingency	\$ 62,134	
		Subtotal with contingency	\$ 1,672,187	
600	CONTRACTOR OH & P		\$ 58,527	
		Subtotal with OH & P	\$ 1,730,713	
800	BONDS			
		Bonds	\$ 14,309	
	GMP FOR PHASE 3		\$ 1,745,022	

DOUGLAS COUNTY FAIRGROUNDS

PHASE 3 GMP-Cost Proposal

Arena and Restrooms

Div	Cost Category	Item Description	Total	Notes 1
PHASE 3 ALTERNATES				
	#1	LED Light Fixtures		
		Electrical-Restroom and site lights	\$ 12,578	
		Markups and Bond	\$ 1,258	
		TOTAL ADD	\$ 13,836	
	#2	Additional paving at circle, 20' to 30' radius		
		Concrete	\$ 15,600	
		Markups and Bond	\$ 1,560	
		TOTAL ADD	\$ 17,160	
	#3	Chain link in lieu of guardrail at Arena		
		Fencing	\$ 11,670	
		Guardrails	\$ (36,340)	
		Subtotal	\$ (24,670)	
		Markups and Bond	\$ (2,467)	
		TOTAL DEDUCT	\$ (27,137)	
	#4	Additional asphalt paving		
		Paving	\$ 19,400	
		Markups and Bond	\$ 1,940	
		TOTAL ADD	\$ 21,340	
	#5	8" at circle in lieu of 6" paving-20' radius		
		Concrete	\$ 11,580	
		Markups and Bond	\$ 1,158	
		TOTAL ADD	\$ 12,738	

Total Project Budget - 02.18.15
Douglas County - Fairgrounds Improvements

Construction Costs	Value	Notes
1 Phase I, Meeting hall, Site and Parking	\$2,348,925	Approved
1 Upgrade cost to LED light fixtures	\$0	\$7,421 Approved to be funded by Sustainability Fund
3 Enhanced Sound System	\$13,242	Approved
4 Audio Looping System	\$9,957	Approved
2 Phase II - Open Pavilion	\$2,729,728	Bid Cost per 01.21.16, Estimate was \$2,965,100
1 Upgrade cost to LED light fixtures	NO	\$46,668 Not included in base bid above
2 Bottle Filler @ DF	NO	\$1,695 Not included in base bid above
3 Hearing Assistanace Loop at Judging Arena	??	\$10,307 Not included in base bid above
4 Bird Netting	??	\$15,917 Not included in base bid above
5 Delete masonry at interior colum wraps	NO	(\$16,438) Not included in base bid above
6 Add electrical for 16 RV units (16 in base)	NO	\$53,537 Not included in base bid above
7 Snow guards over entries	??	\$32,205 Not included in base bid above
8 Cost to delete Fire pump	??	(\$41,500) Fire pump and Electrical
3 Phase III - Outdoor Arena and Restrooms	\$1,745,022	Bid Cost per 2.18.16, Estimate was \$1,883,900
1 LED Site Lighting	??	\$13,836 Recommend Approval, and to be funded by Sustainability Fund
2 Additional Paving at Cicle (20' vs. 30' wide)	??	\$17,160 Not included in base bid above - Recommend Approval
3 Chain link in lieu of Guardrail at Open Arena	??	(\$27,137) Not included in base bid above - Recommend Approval
4 Additional Asphalt Paving	NO	\$21,340 Not included in base bid above - Recommend this not be included
Subtotal	\$6,846,874	Includes \$230,000 of Construction contingency

Furniture, Fixtures and Equipment (FF&E)

Multi-Media / AV	\$0	Meeting Hall Projector, Screen & Installation - Incl. in MarLan cost
IT / Data by Owner		Install of site fiber (conduit by GC), equipment, etc.
Meeting Hall	\$3,996	Per R&R proposal dated 01.05.15 - was allowance of \$5,000
Open Pavilion	\$2,500	Allowance
Arena	\$2,000	Allowance
Racking and Cages	\$200,000	Allowance for Priefert panels, poultry and rabbit cages & tables
Exterior Signage	\$3,500	Allowance - MarLan Also carrying an allowance of \$15,000
Water Meter and Development Fees	\$150,000	Allowance
Appliances	\$150	Microwave @ meeting hall
Recycling bins	\$750	Allowance
Tables and Chairs at meeting Hall	\$6,500	Allowance
Maintenance Equipment	\$500	Allowance
Abatement	\$2,500	Allowance
Access Control Work	\$0	
Blinds	\$0	
Subtotal:	\$372,396	

Owner Items

Professional Fees	\$327,019	Architect, Structural, Mechanical - 06.06.14 proposal
Professional Fees	\$115,000	Civil Engineer - 10.22.14 proposal
Professional Fees	\$6,590	Design Consultant - Priefert
Additional Renderings	\$1,125	Design Consultant - Pixel Foundry
Pre-Construction Fees	\$10,000	Construction Manager
Moving Expenses	\$0	
GeoTechnical Report (Alpha Omega)	\$5,600	Services Already Performed
Environmental Survey (Baker Environmental)	\$2,650	Services Already Performed
Survey Cost	\$0	Included in Civil engineering fees
Construction Testing	\$25,500	Cook Flat Strobel
Printing and Shipping of Bid Documents; Misc.	\$750	Allowance
Subtotal:	\$494,234	

Summary

	Cost	Percent of Project Cost
Construction Costs	\$6,846,874	88.8%
FF&E	\$372,396	4.8%
Owner Items	\$494,234	6.4%
Subtotal:	\$7,713,504	100.0% 01.21.16 budget - \$7,727,457
Owner's Contingency	\$231,405	3%
Total Project Cost	\$7,944,909	

\$ 4,615,133.00 Cash identified in the 2015 CIP between 2015 and 2016 CIPs
\$ 1,900,000.00 CIP Sales tax funds identified in 2015
\$ **6,515,133.00 Estimated Project Budget in the 2015 CIP**

\$ 800,000.00 Unspent 2015 Facilities CIP projects (Contingency and JLE Chiller)
\$ 137,500.00 Push 2016 Jail Chiller project out or into Jail Expansion project
\$ 379,178.00 Additional CIP Sales Tax Funds available at the end of 2015
\$ 115,000.00 Reduce funding from Downtown Space Needs Project proposed for 2016
\$ **1,431,678.00 Additional funds identified to support the Total Project Budget 2.16**

\$ **7,946,811.00 Total Funds identified**

\$7,944,909 Total Project Budget Authorization

\$ 2,279,178.00 verify this is the total fund balance in 451 CIP Sales Tax after transfers