

BOARD OF COUNTY COMMISSIONERS OF DOUGLAS COUNTY, KANSAS

WEDNESDAY, NOVEMBER 8, 2017

2:30 p.m. Work Session – Review material from previous work sessions on the status of various capital projects and various financing mechanisms. No Backup

4:00 p.m.

-Proclamation for “Thank You Veterans Day”

-Consider approval of the minutes for May 11(Canvass), July 12, July 19, July 26, August 8 (Canvass), August 16, August 30 and September 13, 2017.

CONSENT AGENDA

- (1) (a) Consider approval of Commission Orders;
- (b) Consider recommendation of contract for air handling units in the Judicial Law Enforcement Center (Jackie Waggoner); and
- (c) Consider approval of acquisition of easements for Construction Project No. 023-4857-01/2015-17 (Kevin Sontag)

REGULAR AGENDA

- (2) Consider accessing cooperative contracts for DA remodel (Jackie Waggoner/Charles Branson)
- (3) (a) Consider approval of Accounts Payable (if necessary)
- (b) Appointments
- (c) **Board of Zoning Appeals (4) position 10/16**
- (d) **Building Code of Appeals Board (2) positions 12/16**
- (e) **Community Corrections Advisory Board (1) position resigned**
- (c) Public Comment
- (4) Adjourn

WEDNESDAY, NOVEMBER 15, 2017 – light agenda

WEDNESDAY, NOVEMBER 22, 2017 - canceled

WEDNESDAY, NOVEMBER 29, 2017

6 p.m.

-Cereal Malt Beverage Notification (Clerk's)

-Consider approval of administrative structure of Community Corrections (Robert Bieniecki)

WEDNESDAY, DECEMBER 6, 2017

-Cereal Malt Beverage Resolution for license (Clerk's Office)

WEDNESDAY, DECEMBER 13, 2017

-Amend 2017 Budget (Cammy Owens)

WEDNESDAY, DECEMBER 20, 2017

WEDNESDAY, DECEMBER 27, 2017

WEDNESDAY, JANUARY 3, 2018

WEDNESDAY, JANUARY 10, 2018

WEDNESDAY, JANUARY 17, 2018

WEDNESDAY, JANUARY 24, 2018

WEDNESDAY, JANUARY 31, 2018

***Note:** The Douglas County Commission meets regularly on Wednesdays at 4:00 P.M. for administrative items and/or 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.*



Office of the County Commission

PROCLAMATION

THANK YOU VETERANS DAY

November 11, 2017

WHEREAS, the men and women who have and currently are serving in the Armed Forces of the United States of America have made major contributions toward the preservation of this nation and her people; and

WHEREAS, honorable service performed in the defense of our nation and her cause in time of war is the highest form of citizenship; and

WHEREAS, the courage, honor, sacrifice, and dedication which veterans of the United States Armed Forces have displayed in the cause of justice, freedom, and democracy are most worthy of recognition; and

WHEREAS, the Nation and the free world are eternally grateful for the contributions of American veterans – men and women – to the advancement of the cause of an honorable world peace; and

WHEREAS, the Congress of the United States of America has designated the eleventh day of November of each year as Veterans Day; and

WHEREAS, 2017 marks the first year since 1968 that Lawrence, Kansas has held a Veterans Day Parade, on November 11th, to show gratitude for the valiant service and personal sacrifice of our veterans and their families;

NOW, THEREFORE, the Board of County Commissioners of Douglas County, Kansas, proclaims November 11, 2017 as Thank You Veterans Day and urges all citizens to thank our veterans for their sacrifice and service.

ADOPTED this 8th day of November, 2017.

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

Mike Gaughan, Chairman

Nancy Thellman

Michelle Derusseau



DOUGLAS COUNTY ADMINISTRATIVE SERVICES

Division of Purchasing

1100 Massachusetts Street
Lawrence, KS 66044-3064
(785) 832-5286 Fax (785) 838-2480
www.douglas-county.com

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

FROM: Jackie Waggoner, Purchasing Director
Division of Purchasing

SUBJECT: Consider Recommendation of Contract for Air Handling Units in the
Judicial Law Enforcement Center

DATE: November 2, 2017

Funds have been allocated in the Special Building Fund to replace five air handling units located in the Judicial & Law Enforcement Center.

The existing air handling units are the originals installed in the 1970's when the building was built. Some of the parts have become obsolete, and all units are exceeding their life expectancy and should be replaced before they fail.

We solicited bids giving preference to Carrier brand as the base bid, but allowed a deduct alternate to consider other acceptable brands. Staff feels it is important to standardize our equipment to minimize inventory of spare parts, and to ensure staff's ability to maintain the equipment. Smith & Boucher Engineers was hired to help the County determine the model and specifications needed to meet our requirements. The new units has a fan that allows them to run more efficiently. The table below summarizes the two bids that were submitted:

	Vazquez Commercial Contracting	Piping Contractor of Kansas (PCI)
Base Bid (Carrier)	\$270,300	\$247,700
Alternate Deduct	No bid	No Bid
Project Timeline	140 Days	75 Days

After reviewing the bids with Smith & Boucher Engineers and David Sparkes, it was determined that the low bid of \$247,700 was acceptable and within the allocated funds. The controls on the new air handlers will be upgraded at this time. Our provider Control Service Company will be supplying all parts and programming at a cost of \$37,529, and County staff will be installing the controls to reduce the overall project cost.

To accommodate for any unknown expenses or circumstances that could increase our cost, we are asking you to provide the Assistant County Administrator with the authority to approve change orders up to 5% (\$12,385) of the total cost.

RECOMMENDATION: The Board of County Commissioners accepts the low bid and approves contracts with Piping Contractor of Kansas in the amount of \$247,000, Control Service Company in the amount of \$37,529, and authorizes the Assistant County Administrator to approve change orders up to \$12,385..



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
Kevin R. Sontag, P.S., County Surveyor

Date : November 3, 2017

Re : Consent agenda
Acquisition of easements for construction project
Project No. 023 C-4857-01 / 2015-17

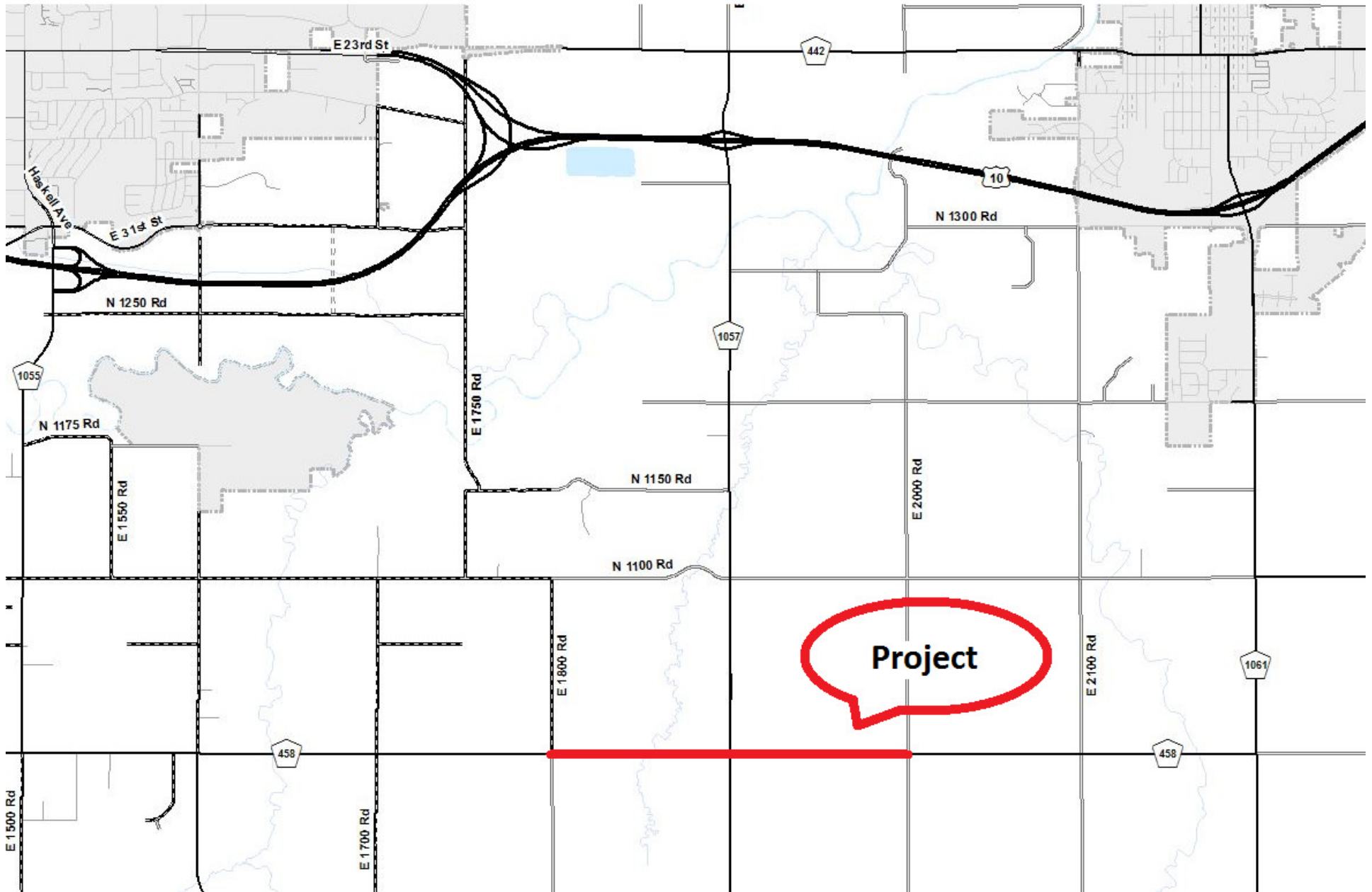
A project has been designed to replace drainage structures, to mill and overlay the road surface, and make roadside safety improvements on Route 458 from E 1800 Road to E 2000 Road. Plans were developed in-house and negotiations for permanent road easement and temporary construction easement, as well as reimbursement for fence removal and replacement, have been completed for 16 of the 19 affected landowners.

Construction is planned for 2018 with a KDOT bid letting in March 2018.

To ensure the proper completion of a necessary construction project, approval is recommended for the attached CONTRACTS FOR HIGHWAY PURPOSES.

ACTION REQUIRED: Consent agenda approval of CONTRACTS FOR HIGHWAY PURPOSES for Project No. 023 C-4857-01 / 2015-17.

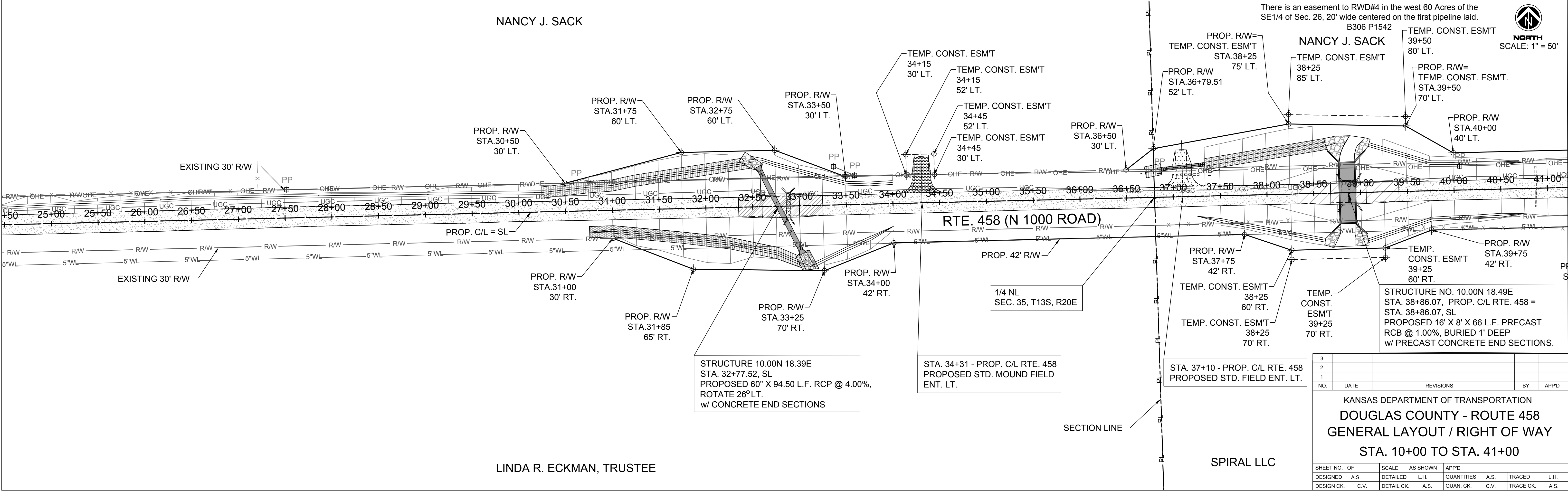
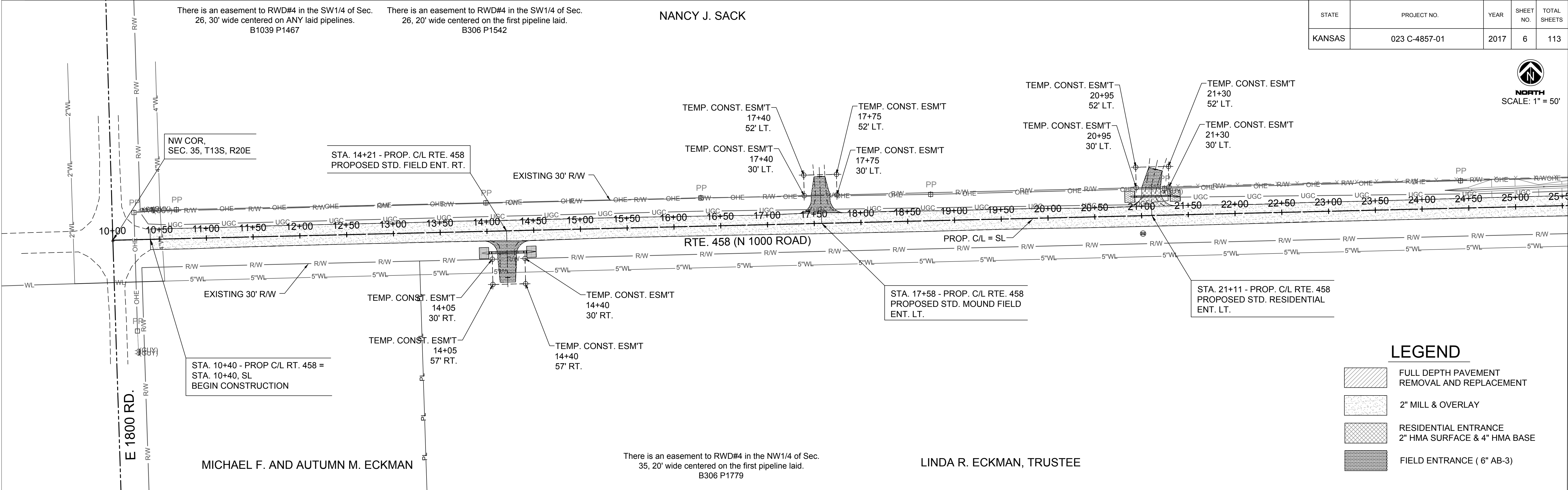
General Location Map for Project No. 023 C-4857-01 / 2015-17



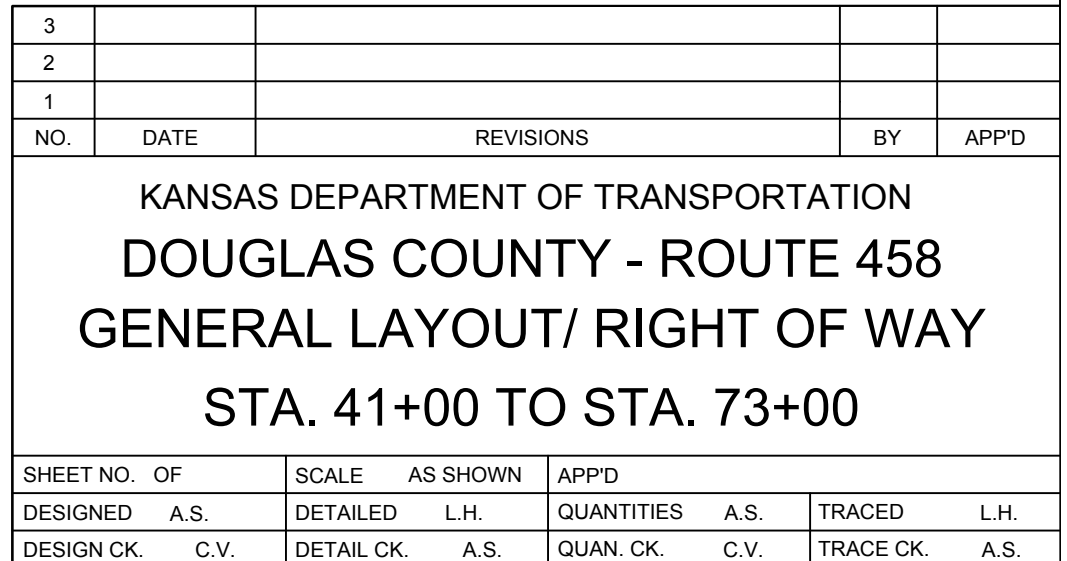
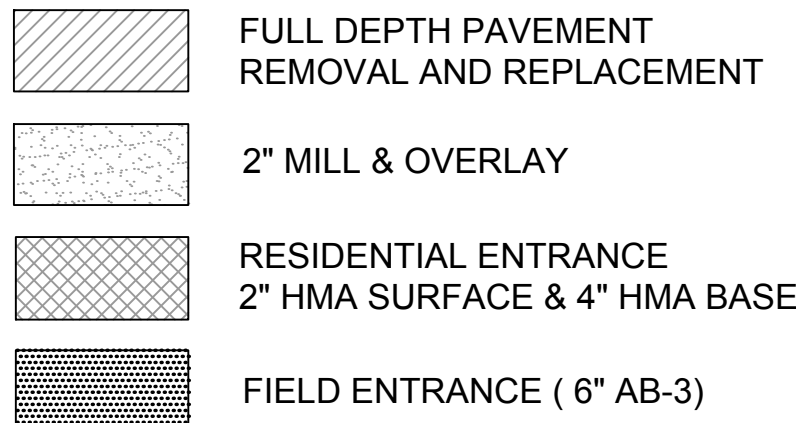
STATE	PROJECT NO.	YEAR	SHEET NO.	TOTAL SHEETS
KANSAS	023 C-4857-01	2017	6	113



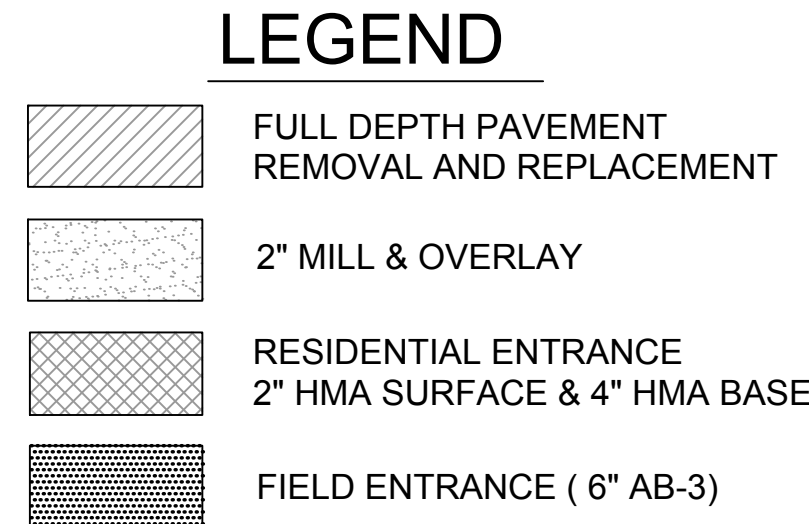
NORTH
SCALE: 1" = 50'



8/31/2017 12:26:16 PM jameasmith



STA. 77+06 - PROP. C/L RTE. 458
CONSTRUCT STD. RESIDENTIAL
ENT. RT.



STRUCTURE NO. 10.00N 19.43E
STA. 88+86.97 - PROP. C/L RT. 458
STA. 88+86.97, SL
PROPOSED 66" X 68.50 L.F. RCP @ 1.00%,
w/ CONCRETE END SECTIONS.

PAT
THRASHER,
TRUSTEE

STA. 90+02 - PROP. C/L RTE. 458
PROPOSED STD. RESIDENTIAL
ENT. RT.

STA. 93+00 - PROP. C/L RTE. 458
PROPOSED STD. MOUND RESIDENTIAL
ENT. RT.

There is an easement to RWD#4 in the east 65 Acres of the S1/2 of the SE1/4 of Sec. 25, 20' wide centered on the first pipeline laid.
B306 P1544

MICHAEL W. & WILLY D. SNOW

STA. 101+56 - PROP. C/L RTE. 458
CONSTRUCT STD. RESIDENTIAL
MOUND ENT. LT.

STA. 96+50.64 - PROP. C/L RTE. 458
PROPOSED STD. RESIDENTIAL
ENT. LT.

TEMP. CONST. ESM'T
96+75
55' LT.

PROP. R/W=
TEMP. CONST. ESM'T
96+75
40' LT.

HYD

PROP. R/W
STA.98+56.34
40' LT.

PROP. R/W
STA.98+56.31
30' LT.

TEMP. CONST. ESM'T-
101+25
75' LT.

TEMP. CONST. ESM'T-
101+00
30' LT.

TEMP. CONST. ESM'T.
101+70
75' LT.

TEMP. CONST. ESM'T
102+00
30' LT.

EXISTING
PP

COMPTON FARMS LLC

KANSAS DEPARTMENT OF TRANSPORTATION
DOUGLAS COUNTY - ROUTE 458
GENERAL LAYOUT/ RIGHT OF WAY
STA. 73+00 TO STA. 105+00

3					
2					
1					
NO.	DATE	REVISIONS		BY	APPD
KANSAS DEPARTMENT OF TRANSPORTATION DOUGLAS COUNTY - ROUTE 458 GENERAL LAYOUT/ RIGHT OF WAY STA. 73+00 TO STA. 105+00					
SHEET NO. OF		SCALE	AS SHOWN	APPD	
DESIGNED	A.S.	DETAILED	L.H.	QUANTITIES	A.S.
DESIGN CK.	C.V.	DETAIL CK.	A.S.	QUAN. CK.	C.V.
				TRACED	L.H.
				TRACE CK.	A.S.


NORTH
SCALE: 1" = 50'

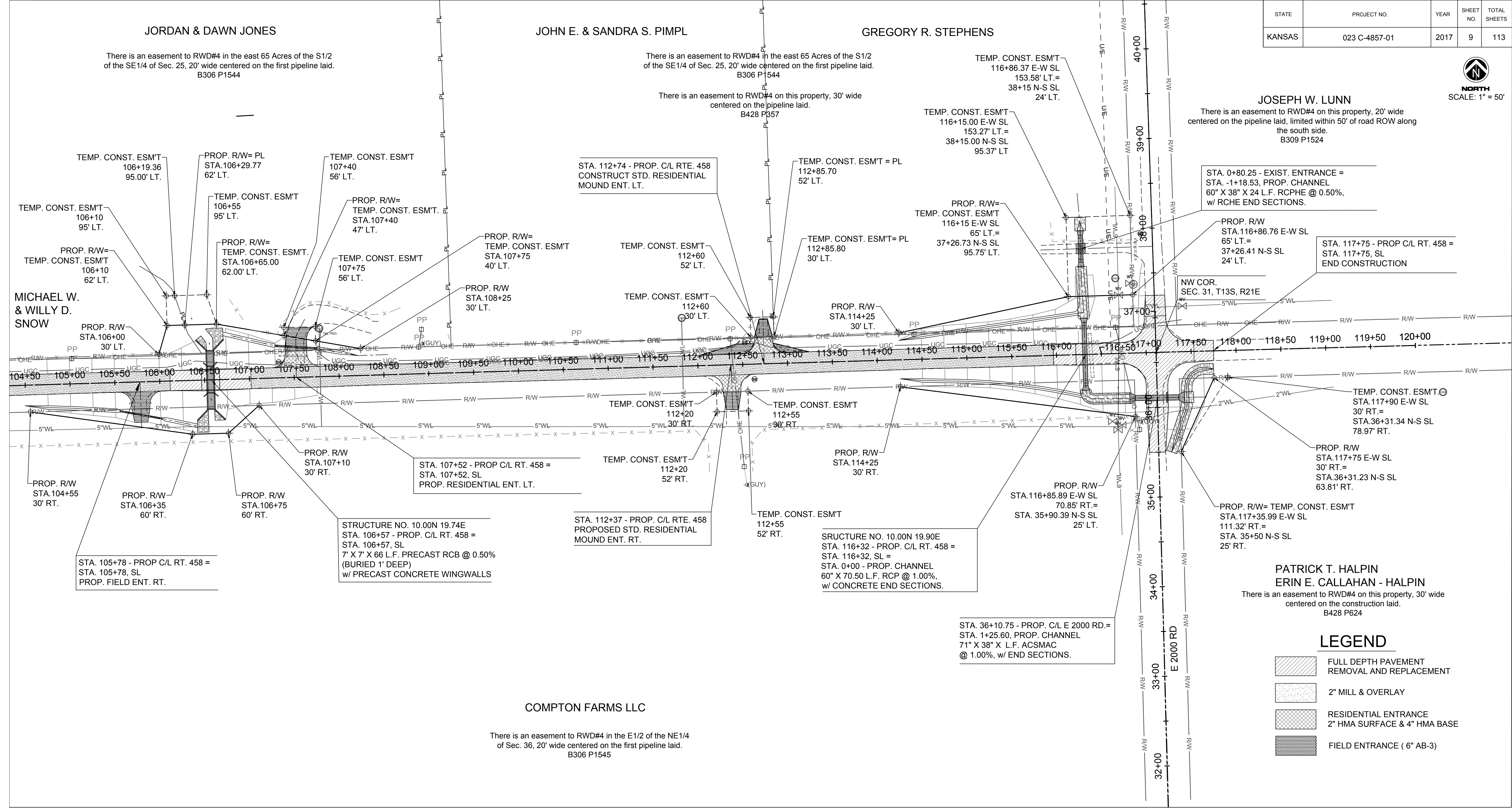
9/19/2017 9:50:39 AM, jamessmith

COMPTON FARMS LLC

There is an easement to RWD#4 in the W1/2 of the NE1/4
of Sec. 36, 20' wide centered on the first pipeline laid.
B306 P1699

TRICIA M. & JOSHUA C. GORDEN

VERNON HADL



STATE	PROJECT NO.	YEAR	SHEET NO.	TOTAL SHEETS
KANSAS	023 C-4857-01	2017	9	113



NORTH
SCALE: 1" = 50'

JOSEPH W. LUNN

There is an easement to RWD#4 on this property, 20' wide centered on the pipeline laid, limited within 50' of road ROW along the south side.
B309 P1524

STA. 0+80.25 - EXIST. ENTRANCE = STA. -1+18.53, PROP. CHANNEL 60" X 38" X 24 L.F. RCPHE @ 0.50%, w/ RCHE END SECTIONS.

PROP. R/W STA.116+86.76 E-W SL 65' LT.= 37+26.41 N-S SL 24' LT.

STA. 117+75 - PROP C/L RT. 458 = STA. 117+75, SL END CONSTRUCTION

NW COR. SEC. 31, T13S, R21E

TEMP. CONST. ESM'T STA.117+90 E-W SL 30' RT.= STA.36+31.34 N-S SL 78.97' RT.

PROP. R/W STA.117+75 E-W SL 30' RT.= STA.36+31.23 N-S SL 63.81' RT.

PROP. R/W= TEMP. CONST. ESM'T STA.117+35.99 E-W SL 111.32' RT.= STA. 35+50 N-S SL 25' RT.

PATRICK T. HALPIN

ERIN E. CALLAHAN - HALPIN

There is an easement to RWD#4 on this property, 30' wide centered on the construction laid.
B428 P624

LEGEND

- FULL DEPTH PAVEMENT REMOVAL AND REPLACEMENT
- 2" MILL & OVERLAY
- RESIDENTIAL ENTRANCE 2" HMA SURFACE & 4" HMA BASE
- FIELD ENTRANCE (6" AB-3)

3					
2					
1					
NO.	DATE	REVISIONS	BY	APP'D	

KANSAS DEPARTMENT OF TRANSPORTATION
DOUGLAS COUNTY - ROUTE 458
GENERAL LAYOUT/ RIGHT OF WAY
STA. 105+00 TO STA. 117+75

SHEET NO.	OF	SCALE	AS SHOWN	APP'D	
DESIGNED	A.S.	DETAILED	L.H.	QUANTITIES	A.S.
DESIGN CK.	C.V.	DETAIL CK.	A.S.	QUAN. CK.	C.V.
				TRACE CK.	A.S.



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

FROM: Jackie Waggoner, Purchasing Director
Division of Purchasing

SUBJECT: Consider Accessing Cooperative Contracts for District Attorney's Office Remodel

DATE: November 6, 2017

The District Attorney's (DA) Office received approval during the 2018 budget process to add two assistant district attorneys positions and two support staff positions. The primary reasons for adding staff was to accommodate the Lawrence Police Department's addition of body cameras which will create a significantly increased workload for both attorney and support staff, and also in response to the Court's addition of a new Pro Tem Judge.

Staff explored multiple options for locating office space for this staff by accessing a general construction contract with The Wilson Group under the NJPA (National Joint Powers Alliance), and the State of Kansas contract with Designed Business Interiors for furniture. We also looked at lease options. The cost to lease was approximately \$31,200 annually (\$650 monthly per person). This solution creates many logistical and security challenges. Some examples would include issues with security of the County's computer network, obstructions with shared DA staff workload, and transporting and securing highly confidential files.

Following the review of all the options, staff chose to make their second floor waiting area into office space for the two support staff positions, and convert their second floor conference room into a shared office for the two attorney positions. This option has a cost associated with moving a secure door. Below summarizes the cost:

Designed Business Interiors	\$25,527.57 not-to-exceed cost
The Wilson Group	\$22,710.00
Control Installations of Iowa	<u>\$ 1,441.00</u>
Total Cost	\$49,678.57

The request for Supplemental Resources included \$25,550 Funding for this project in the 2018 Budget. It should be noted that the timing for the request was rushed because of the budget process. After consideration, lease space is not feasible for the operations of the DA's Office. Funds beyond what is outlined in the 2018 Budget are available from the Special Building Fund. To accommodate for any unknown expenses or circumstances that could increase our cost, we are asking you to provide the Assistant County Administrator with the authority to approve change orders up to 5% (\$2,483.93) of the total cost.

Recommendation: The Board of County Commissioners approves accessing cooperative contracts with Designed Business Interiors, The Wilson Group, and Control Installations of Iowa Contractor for total project cost of \$49,678.57 to remodel the DA's Office, and authorize the Assistant County Administrator to approve change orders up to 5% of the total.