

Minutes of Meeting
Justice Center Expansion
May 11, 2023
11:00 a.m.

The Kootenai County Board of Commissioners: Chair Leslie Duncan, Commissioner Bruce Mattare and Commissioner Bill Brooks met to discuss the following agenda items. Also present were Clerk Jennifer Locke, Finance Director Brandi Falcon, Executive Assistant Rosanna Santiago, Resource Management Office (RMO) Director Jody Bieze, RMO Grants Manager Dorian Komberec, BOCC Communications Coordinator Jonathan Gillham and Deputy Clerk Tina Ginorio. Also present were Longwell Trapp Architects Representative Cory Trapp, Bouten Construction Representatives Scott McGlocklin and Kreg Shelby, and LCA Architects Representative Ken Gallegos. Mr. Gallegos was present via Zoom.

- A. **Call to Order:** Chair Leslie Duncan called the meeting to order at 11:00 a.m.
- B. **Changes to the Agenda (Action):** There were no changes to the agenda.
- C. **Business:**

Preconstruction Progress Update (Discussion)

Longwell Trapp Architects Representative Cory Trapp reported that he had met with City of Coeur d'Alene staff regarding the design/review process. He said he had learned that they did not have to follow the design/review process any longer, since the project was an expansion of the Justice Building, not a new structure. He said they just needed to work administratively with the City, which should simplify things. He confirmed that they would still have to meet the design guideline requirements and ask for design departure approval for the lower floor.

Mr. Trapp stated that there was a sewer line running through the existing site which would probably be moved and explained the reasoning behind it. He reminded those present that KCSO was planning on buying a different prisoner transport vehicle than originally listed, so the sally port needed to be redesigned. He described the changes and said that they had been reviewed with the Sheriff's Office. He explained that this did make it necessary to remove some additional trees, but he had spoken to the City Forrester and their Planning Department and they agreed, so long as the trees along Northwest Boulevard were retained.

Bouten Construction Representative Scott McGlocklin described some additional changes made to the plan to make the approach to the sally port more secure. He said it would include fencing and a gate.

Resource Management Office (RMO) Grants Manager Dorian Koberec announced that the Sheriff's Office was no longer sure about the fencing.

Mr. McGlocklin acknowledged Ms. Komberec's information and remarked that they had intended to make it an "add alternate" anyway.

Buildings & Grounds (B&G) Operations Manager Greg Manley entered the meeting at 11:05 a.m.

Mr. Trapp provided illustrations of the improved sally port's function and the related change to the elevator location.

Mr. McGlocklin reported that many of the changes to the floor plans resulted from stakeholder comments received in the meeting last Thursday.

Mr. Trapp went over the current floor plans, floor by floor.

Mr. McGlocklin noted that there had been no significant reduction in square footage involved in the changes discussed so far. He said they were focusing on decreasing the overall cost and the most common way to do that would be to reduce the square footage. He commented that the current plan would accommodate the stakeholders with only a small amount of room for future growth. He stated that the next thing they would look at for savings would be finishes. He added that pre-fabrication of certain aspects might help reduce expenses.

LCA (Lombard Conrad Architects) Representative Ken Gallegos commented that the plan changes would affect the exterior of the building as well. He said they could not fully finalize exterior plans until the floor plans were completely settled.

Mr. McGlocklin described the pre-construction process and schedule. He stated that they could not yet report on any price adjustments, since things like the sally port were still being changed. He said that they hoped to have finalized these things by mid-June, at which point they could transition into presenting construction documents. He explained that, once those were prepared, they could get more detailed information from contractors and get better estimates on cost. He discussed the recommendations on this part of the process toward developing a final GMP (Guaranteed Maximum Price). He predicted that this could be available in January 2024.

Early Work Package: Utilities and Earthwork (Discussion)

Mr. McGlocklin said they recommended a three part plan, including the early creation of an Excavation and Utilities Package. He said the design team would focus their efforts over the next two and a half months on permits and contract documents related to these aspects of site preparation. He indicated that they would have a known value for this which they could bring to the Board. He explained this would represent validation that they were still on track to achieve the \$35 million (or less) target price. He commented that this would allow them to actually begin work at the site around September 2023.

Early Work Package: Foundation and Structure (Discussion)

Mr. McGlocklin said the next step would be a Foundation and Structural Package that they could then expect in October. He remarked this would offer similar benefits in that they would be able to provide a known value, which would offer additional validation of staying on track for the overall cost. The third part would include the rest of the project. He said they would have the final package available in November, with the idea that it

would be approved in December and they could begin construction. He predicted this would yield a move-in date around March 2025.

Mr. McGlocklin said that, if this three part plan were not carried out, the start date would be extended by about four months, which would make the move-in date sometime around September 2025. He remarked that starting site work in January was not ideal, depending on what sort of winter it was. He added that getting things out to the market early was better because they would receive more competitive bids.

There followed substantial discussion regarding the receipt of final estimates and deadlines.

Commissioner Brooks said he felt they were doing a good job planning the project.

Finance Director Brandi Falcon exited the meeting at 11:30 a.m.

Summary of Stakeholder/Department Discussions from May 4th Meetings (Discussion)

Chair Duncan indicated that the content for this item was covered in the earlier part of the meeting. She said that the BOCC would coordinate with LCA, Bouten and Longwell Trapp to arrange the next meeting.

Mr. McGlouklin said that the second week of June would be a good time to meet again.

Resource Management Office (RMO) Director Jody Bieze asked if any direction was needed for Bouten to make the early work package they described possible.

Mr. McGlouklin said there was nothing else needed from the Board at this time.

Mr. Gallegos agreed. He provided some additional scheduling information for construction documents.

D. 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.

E. Adjournment (Action): Chair Duncan adjourned the meeting at 11:36 a.m.

Respectfully submitted,

JENNIFER LOCKE, CLERK

BOCC SIGNATURE

BY: _____
Tina Ginorio, Deputy Clerk