



MEMO TO: Beltrami County
BY: Danielle Reid
DATE: April 23, 2024
SUBJECT: Beltrami County ACC Design and Operations Committee
PRESENT: Listed below
COPY TO: all in attendance (* Indicates attended remotely)
ATTACHMENTS: Agenda
 Overall Plan

	<u>Present Name</u>	<u>Organization</u>	<u>Phone</u>	<u>Email</u>
X	John Carlson	Beltrami County		John.Carlson@co.beltrami.mn.us
X	Calandra Allen	Beltrami County		calandra.allen@co.beltrami.mn.us
X	Steve Shadrick	Beltrami County		calandra.allen@co.beltrami.mn.us
X	Kevin Warne	Beltrami County		kevin.warne@co.beltrami.mn.us
X	Tom Barry	Beltrami County		tom.barry@co.beltrami.mn.us
	Jim Boell	Consulting Engineer		Jim_boell@yahoo.com
	Scott Fetting	Klein McCarthy (KMA)		Scott@kleinmccarthy.com
*	Danielle Reid	Klein McCarthy (KMA)	(952) 955-9389	danielle.reid@kleinmccarthy.com
*	Austin Rudin	Klein McCarthy (KMA)	(952) 955-9389	Austin.Rudin@kleinmccarthy.com
X	Steven Trudeau	Kraus Anderson (KA)	(952) 955-9389	steven.trudeau@krausanderson.com
	Pat Weerts	Kraus Anderson (KA)		pat.weerts@krausanderson.com
	Larry Filippi	Contegrity Group (CGI)		larry@contegritygroup.com

NOTE: The following notes represent Klein McCarthy Architects' understanding of this meeting. If you have any questions, comments or additions please forward them to us so we can make the changes as requested.

Items in *italics* require further action.

- A. Reviewed Schedule
 - 1. Design Development
 - a. Progress Print May 2nd
 - b. Complete DD on May 23rd for release on the 24th
 - 2. Contract Documents
 - a. Committee recommended the design team continue into contract document phase after DD issuance.
 - b. Board Authorization request at the May 21st meeting
 - 1) County feels comfortable continuing services at the May 21st meeting without the 100% set to avoid slowing down the project with its accelerated schedule.
 - a) KMA to send portion of contract for requirements for authorization.

- c. CD Progress Prints June 20th and July 16th
- d. Anticipate August 1st release date
- e. Bidding most likely week of September 9th
 - 1) County indicated a concern that certain system will be sole sourced.
 - a) Some existing systems will need to tie into pre-established vendors.
 - b) Design team will review fire suppression and alarm type systems.
 - 2) The design team is obligated to write a spec for multiple bidders with the caveat being if there is an existing system.
 - 3) Controls contractor for HVAC is only contractor that is a must to maintain relationship with County due to all of the infrastructure already invested in the existing County facilities. Does not mean spec cannot still be competitive with getting multiple builders for the equipment it controls.
 - 4) County wants to be competitive, but for items like the boilers, Steve would like to maintain a standard on some of these important facility components.
 - 5) Kraus and Contegrity will be pulling together bid categories and we can review and approve who will be competing against each other.

B. Reviewed Budget Refinements

- 1. Design Development cost estimate likely prepared by June 20th
- 2. Review Spend Calendar
 - a. KMA will send billing schedule to KA.
- 3. Tom would like to emphasize the importance to make the changes discussed in last meeting that could save \$3,500,000 (Ballasted roof, Maintenance Garage, floor finishes)
 - a. Do not want to lose sight of the goal to move this money to do the needed improvements to the existing facility.
 - b. KA/Contegrity will have these revised numbers all included in their design development budget.
 - c. Schematic design had design contingency that may be reduced as the design is refined and ironed out. In the end this design contingency will go away leaving the owner contingency for any changes needed during construction. This leftover contingency money can also move over to the existing facility improvements at the end of design.

C. Reviewed Design Updates

- 1. Site Plan
 - a. Deleted the stand-alone maintenance garage.
- 2. Floor Plan
 - a. Maintenance Garage
 - 1) Not a significant addition to building square footage. In lieu of eliminated standalone garage. Under 400sf.
 - b. Work Release Locker Room
 - 1) Revised after reviewing procedures.
 - c. Male Work Release Second Level Toilet Room
 - 1) Add a second toilet, sink, and shower in case County needs to lock down second level and have the 1 to 10 ratio for plumbing fixture.
 - d. Programs Offices
 - 1) Would like the programs director office to have a film or mirroring for privacy.
 - 2) KMA will be reviewing with transition team which rooms will be entered by inmates to ensure this furniture is positioned in a safe manner.
 - e. Search/Change Room
 - 1) Revised plan after reviewing procedure.
 - f. Property Storage
 - 1) Property Storage Conveyor will be an FF+E item.
 - g. Staff Toilet access in 60 bed unit directly off of staff post.

- h. Staff Break Room
 - 1) Adjusted to provide nook off main corridor for Self-Checkout Market.
 - i. Outdoor Patio area
 - 1) Space for a picnic table. Reviewing whether there is a code that would prevent a gas grill.
 - 3. Security Meeting Scheduled for May 15th
- D. New Business
- 1. None at this time.
- E. Next meeting
- 1. May 14th at 1pm
 - 2. Mechanical team will join at 2:30pm to review Steve's questions and comments.
 - 3. Keep Schedule and budget on the agenda for all D&O meetings moving forward

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Beltrami County Adult Corrections Center
DESIGN & OPERATIONS COMMITTEE
MEETING AGENDA
April 23, 2024 at 1pm

- A. Review Schedule
 - 1. Design Development Phase
 - 2. Contract Document Authorization ~~by May 24th~~
May 21st board meeting May 8th - due date
- B. Review Budget Refinements
 - 1. Review Spend Calendar
- C. Review Design Updates
- D. New Business
- E. Next Meeting
 - 1. May 14th at 1pm

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GENERAL NOTES:

1. REFER TO CIVIL, STRUCTURAL, MECHANICAL, ELECTRICAL AND SECURITY ELECTRONS PLANS FOR RELATED WORK AND SPECIAL REQUIREMENTS.
2. REFER TO CODE REVIEW PLANS FOR CODE COMPLIANCE REQUIREMENTS.
3. REFER TO SECURITY WALL PLANS FOR ADDITIONAL WALL CONSTRUCTION INFORMATION AND REQUIREMENTS.
4. SEE MECHANICAL, ELECTRICAL, AND OTHER PLANS FOR ROOF PENETRATIONS THAT ARE REQUIRED WHICH MAY NOT BE SHOWN ON THIS PLAN.
5. REFER TO THE ROOM FINISH SCHEDULE & OPENING SCHEDULE FOR ADDITIONAL INFORMATION.
6. REPORT CONFLICTS &/OR DISCREPANCIES IN PLANS TO THE ARCHITECT FOR CLARIFICATION PRIOR TO STARTING WORK.
7. INSTALL BLOCKING IN WALLS AS REQUIRED FOR SUPPORT OF CABINETS, SHELVING, & OTHER WALL MOUNTED ITEM.
8. SEE DIMENSION PLANS FOR DIMENSIONS AND WALL TYPES.
9. REFER TO STRUCTURAL FOR NON-BEARING MASONRY LINTEL SCHEDULE.



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BELTRAMI COUNTY

BELTRAMI COUNTY ADULT CORRECTIONS CENTER

ADDRESS TBD
BEMIDJI, MN

Architect's Project #: 2312.00

Consultants

Civil
Frieberg & Grund
321 Belmont Ave. NW
Bemidji, MN 56601
Telephone: 218-759-9218

Structural
Pfeiffer & Clark Engineering
2333 East County Road J
White Bear Lake, MN 55110
Telephone: 651-407-6056

Mechanical, Electrical, & Security Electronics
EDJ-Data, Inc.
1112 North 5th Street
Minneapolis, MN 55411
Telephone: 612-343-5965

Food Service Design
Rippe Associates
10400 Yellow Circle Dr. Suite 100
Minnetonka, MN 55343
Telephone: 952-653-0313

Fire Protection
EDJ-Data, Inc.
1112 North 5th Street
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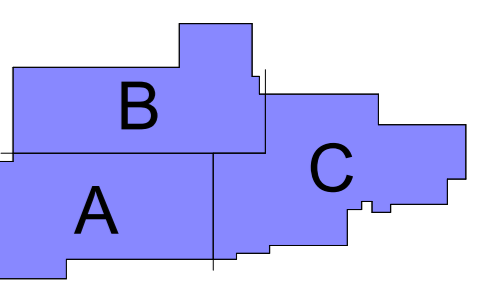
50% DESIGN DEVELOPMENT
April 16, 2024

Item	Description	Date

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Key Plan



FIRST LEVEL - FLOOR PLAN

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1 FIRST LEVEL - FLOOR PLAN
SCALE: 1/16" = 1'-0"

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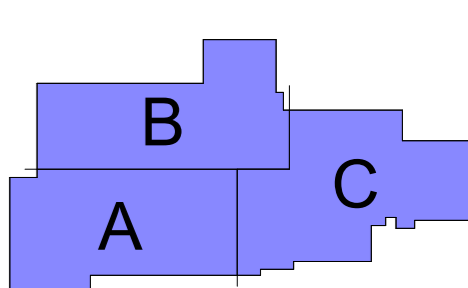
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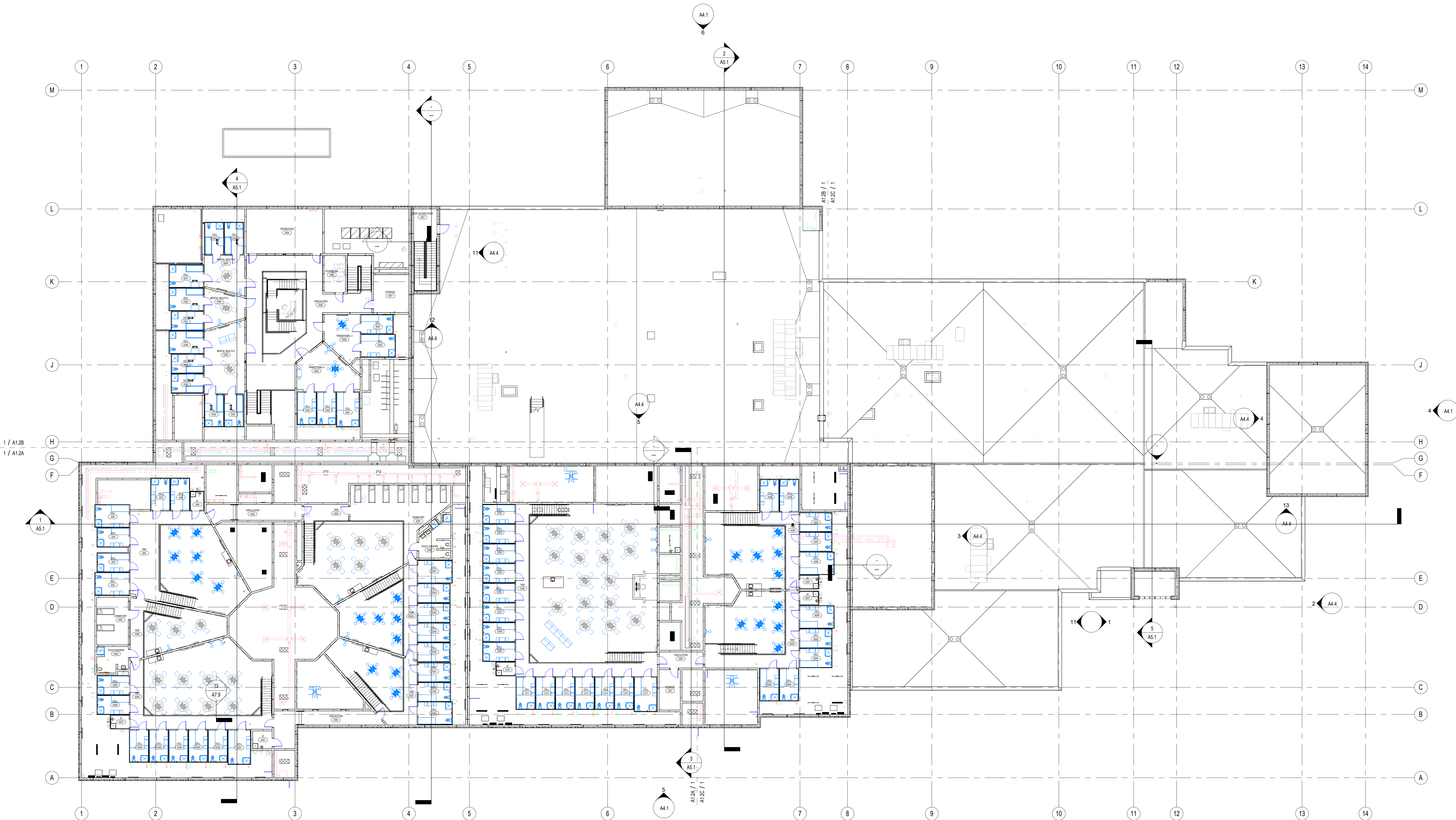
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SECOND LEVEL - FLOOR
PLAN

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1 SECOND LEVEL - FLOOR PLAN
A1.2 SCALE: 1/16" = 1'-0"

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