



NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS
(FEBRUARY 23, 2016) (WEEK 8 OF 2016)

Agenda and Minutes also available at
www.woodburycountyiowa.gov

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You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held February 23, 2016 at 4:30 p.m. in the Basement of the Courthouse, 620 Douglas Street, Sioux City, Iowa for the purpose of taking official action on the agenda items shown hereinafter and for such other business that may properly come before the Board.

This is a formal meeting during which the Board may take official action on various items of business. If you wish to speak on an item, please follow the seven participation guidelines adopted by the Board for speakers.

- 1. Anyone may address the Board on any agenda item after initial discussion by the Board.
- 2. Speakers will approach the microphone one at a time and be recognized by the Chair.
- 3. Speakers will give their name, their address, and then their statement.
- 4. Everyone will have an opportunity to speak. Therefore, please limit your remarks to **three minutes on any one item.**
- 5. At the beginning of the discussion on any item, the Chair may request statements in favor of an action be heard first followed by statements in opposition to the action.
- 6. Any concerns or questions you may have which do not relate directly to a scheduled item on the agenda will also be heard under the first or final agenda item "Citizen Concerns."
- 7. For the benefit of all in attendance, please turn off all cell phones and other devices while in the Board Chambers.

AGENDA

- 4:30 p.m. 1. Call Meeting to Order – Pledge of Allegiance to the Flag – Moment of Silence
- 2. Citizen Concerns Information
- 3. Approval of the agenda February 23, 2016 Action
- 4. Approval of the minutes of the February 16, 2016 meeting Action
- 5. Discussion and approval of claims Action
- 6. Board Administration/Public Bidder – Heather Satterwhite
- 4:35 p.m. a. Public hearing and sale of property Parcel #059025 (aka 1421 Silver St.) Action
(Set time)
- 4:37 p.m. b. Public hearing and sale of property Parcel #623385 (aka 100 Washington Ave) Action
(Set time)
- 7. **Budget Review Discussion for FY 2017**
- a. Update on Tax Rate Report
- b. Further Budget Reviews
- 1. County Reserves: Increase by 0.0%, 0.5%, or 1.0%
- 2. Raising the \$3.50 CAP
- c. CIP Program
- 1. 2016 Amendments to CIP
- 2. 2017 CIP

8. Human Resources – Ed Gilliland
 - a. Approval of Memorandum of Personnel Transactions Action
 - b. Authorize Chairman to sign Authorization to Initiate Hiring Process Action
 - c. Approval of request to de-authorize position Action
 - d. VeriClaim Services agreement, Discussion and Action Action
 - e. CWA Civilian Officers ratified tentative agreement for approval, discussion and action Action

9. Rural Economic Development – David Gleiser
 - a. Request for increasing the Local Match for the City of Correctionville's Vision Iowa Community Attraction and Tourism (CAT) Grant Application Action
 - b. SIMPCO Grant Writing Service Proposal for USDA Rural Development Grant Action

10. Building Services – Kenny Schmitz

Woodbury County LEC expansion project architectural services Action

11. County Sheriff – Dave Drew
 - a. Request action on 28E with the City of Merville, Iowa for Law Enforcement mutual aid and emergency/disaster response Action
 - b. Discussion and action on three sworn deputy positions for transportation/ court security division Action

**Recess Board Of Supervisors Meeting
Convene Wolf Creek Drainage District Meeting**

12. Consideration of proposals for survey and design work on the Wolf Creek And Weber Creek Drainage Districts Action

Adjourn Wolf Creek Drainage District Meeting

Convene Bennett - McDonald-Smithland Drainage District Meeting

13. Consideration of approval of additional cost for survey work on the Bennett-McDonald-Smithland Drainage District Action

**Adjourn Bennett – McDonald-Smithland Drainage District Meeting
Continue Board of Supervisors Meeting**

14. Chairman's Report Information
 - a. Budget Dates:

There is anticipated to be no further budget March 1 and March 8. However, March 15 will be the public hearing wherein after a motion to close the public hearing, we will take up the compensation schedule as recommended by the Compensation Board.
 - b. Assessor's Office Meeting: Mayor, School Board President, County Chair
 - c. Clerk of Courts Request and LEC Expansion Committee
 - d. Department Head Meeting
 - e. Veterans Affairs Letter Information

15. Reports on Committee Meetings Information

16. Citizen's Concerns Information

17. Board Concerns and Comments Information

ADJOURNMENT

Subject to Additions/Deletions

CALENDAR OF EVENTS

MONDAY, FEBRUARY 22	6:00 p.m.	Zoning Commission Meeting, Board of Supervisors' Chambers
	7:30 p.m.	Fair Board Meeting, Woodbury County Fair Office, Fairgrounds, Merville, Iowa
TUESDAY, FEBRUARY 23	1:30 p.m.	Sioux Rivers Regional Governance Board Meeting, Plymouth County Courthouse Annex Building, 215 4th Ave. S.E., Le Mars, IA
WEDNESDAY, FEBRUARY 24	10:00 a.m.	Policy Review Committee Meeting, Board of Supervisors Meeting Room, First Floor
TUESDAY, MARCH 1	4:45 p.m.	Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
WEDNESDAY, MARCH 2	12:00 p.m.	District Board of Health Meeting, 1014 Nebraska St.
THURSDAY, MARCH 3	5:00 p.m.	Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park
MONDAY, MARCH 7	6:00 p.m.	Board of Adjustment meeting, Board of Supervisors' Chambers
WEDNESDAY, MARCH 9	8:05 a.m.	Woodbury County Information Communication Commission, Board of Supervisors' Chambers
	6:30 p.m.	911 Service Board Meeting, Public Safety Center, Climbing Hill
	8:00 p.m.	County's Mayor Association Meeting, Public Safety Center, Climbing Hill
THURSDAY, MARCH 10	12:00 p.m.	SIMPCO Board of Directors, 1122 Pierce St, Sioux City
	7:00 p.m.	Siouxland Mental Health Center, Board Meeting, 625 Court Street
WEDNESDAY, MARCH 16	10:00 a.m.	Senior Center Board of Directors Meeting, 313 Cook Street
	12:00 p.m.	Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202, Sioux City, Iowa
THURSDAY, MARCH 17	11:00 a.m.	Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce St., Sioux City, Iowa
MONDAY, MARCH 21	4:30 p.m.	Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue

Woodbury County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will consider reasonable accommodations for qualified individuals with disabilities and encourages prospective employees and incumbents to discuss potential accommodations with the Employer.

Federal and state laws prohibit employment and/or public accommodation discrimination on the basis of age, color, creed, disability, gender identity, national origin, pregnancy, race, religion, sex, sexual orientation or veteran's status. If you believe you have been discriminated against, please contact the Iowa Civil Rights Commission at 800-457-4416 or Iowa Department of Transportation's civil rights coordinator. If you need accommodations because of a disability to access the Iowa Department of Transportation's services, contact the agency's affirmative action officer at 800-262-0003.



FEBRUARY 16, 2016 —SEVENTH MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS

The Board of Supervisors met on Tuesday, February 16, 2016 at 1:30 p.m. Board members present were Smith, Clausen, and Taylor. Staff members present were Karen James, Board Administrative Coordinator, Finance/Operations Controller, Ed Gilliland, Human Resources Director and Patrick Gill, Auditor/Clerk to the Board.

- 1a Dennis Butler provided an update on the proposed county tax rate.
- 1b. Motion by Taylor second by Clausen to approve the request from the Conservation Board to add a new full-time resource technician at Little Sioux Park and eliminate a season/temp summer ranger. Carried 5-0.

Motion by Taylor second by Ung to deny the request from the Conservation Board for new part-time maintenance position for Nature Center. Carried 3-2; Clausen and Smith opposed.

Motion by Taylor second by Monson to approve the request of the Board of Supervisors to make the public bidder position full-time in the Board Administration office. Carried 4-1; Clausen opposed.
- 1c.1.a. Motion by Monson second by Taylor to increase revenue from farm rent by \$13,500.00. Carried 5-0.
- b. Motion by Taylor second by Ung to approve the use of \$250,000.00 of gaming revenues for equipment replacement. Carried 3-2; Clausen and Smith opposed.
- c. Motion by Monson second by Ung to reduce the proposed increase to the general basic health insurance fund by \$61,908. Carried 4-1; Clausen opposed.
- d. Motion by Taylor second by Ung to approve moving the funding for one uniform patrol deputy from the general basic fund to the rural basic fund. Carried 3-2; Clausen and Smith opposed.
- 1.c.2.a. Motion by Monson second by Taylor to reduce the proposed increase to the general supplemental health insurance fund by \$15,466. Carried 4-1; Clausen opposed.
- b. Motion by Taylor second by Monson to reduce the proposed increase to the general supplemental liability insurance allocation by \$100,000.00. Carried 3-2; Clausen and Smith opposed.
- 1.c.3.a. Motion by Monson second by Ung to approve funding the Soil Conservation allocation from local option sales tax proceeds. Carried 5-0.
- b. Motion by Monson second by Ung to approve funding the Bridge Replacement program from local option sales tax proceeds. Carried 5-0.

Motion by Ung second by Monson to receive the report of the county compensation board. Carried 5-0. Copy filed.
2. The meeting was called to order – Pledge of Allegiance to the Flag – Moment of Silence.
3. Matt Salvatore, Sioux City Parks and Recreation Director, updated the Board on the progress of the Cone Park Project.
4. Motion by Monson second by Taylor to approve the Agenda as submitted for February 16, 2016. Carried 5-0. Copy filed.
5. Motion by Ung second by Monson to approve the minutes of the February 9, 2016 Board meeting. Carried 5-0. Copy filed.
6. Motion by Monson second by Ung to approve the claims totaling \$751,658.33. Carried 5-0. Copy filed.

- 7a. Motion by Taylor second by Smith to separate the item dealing with the Secretary from Social Services from the other items appearing on the memorandum of personnel transactions in order for a separate vote to be taken. Carried 5-0.
- Motion by Taylor second by Monson to approve the appointment of Constance Alderson, Motor Vehicle Clerk II, County Treasurer Dept., effective 2-22-16, \$15.26/hour. Job Vacancy Posted: 1-11-16. Entry Level Salary: \$15.26/hour.; and the reclassification of Tonia Abell, Clerk II, Human Resources Dept., effective 3-3-16, \$15.96/hour, 4.5%=\$.70/hour per Wage Plan Comparability with AFSCME Courthouse Contract, from Grade 3/Step 1 to Grade 3/Step 2. Carried 5-0. Copy filed.
- Motion by Taylor second by Ung postpone indefinitely action to approve moving the position of Lisa Wilson, Secretary, Social Services Dept. from part time to fulltime effective 2-17-16, \$22.78/hour. Carried 4-1; Clausen opposed.
- 7b. Motion by Monson second by Ung to authorize the Chairperson to sign the Authorization to initiate the hiring process for (1) F/T Youth Worker, Juvenile Detention Dept., AFSCME Juvenile Detention: \$17.53/hour. Carried 5-0. Copy filed.
- 7c. Motion by Taylor second by Ung to approve the request of Darnell Green to remain on County Health Insurance Plan. Carried 5-0. Copy filed.
- 8a. Motion by Monson second by Ung to approve the lifting of tax suspension for Raymond Anderson. Carried 5-0. Copy filed.
- 8b. Motion by Monson second by Ung to approve and authorize the Chairperson to sign a Resolution approving tax suspension for Maya Lias, 521 S. Rustin St., Sioux City, parcel #894734278013. Carried 5-0.

WOODBURY COUNTY, IOWA
RESOLUTION #12,334
RESOLUTION APPROVING PETITION FOR SUSPENSION
OF TAXES THROUGH THE REDEMPTION PROCESS

WHEREAS, Maya Lias as joint titleholders of a property located at 521 S. Rustin St., Woodbury County, Iowa, and legally described as follows:

Parcel # 8947 34 278 013

CB RUSTIN & CO GUARANTY TITLE & REALTY COS SUB DIV BLK 28 LOT 6 BLK 28

WHEREAS, Maya Lias, as joint titleholders of the aforementioned property has petitioned the Board of Supervisors for a suspension of taxes pursuant to the 1999 Iowa Code Section 447.9(3) and,

WHEREAS, the Board of Supervisors recognizes from documents provided that the petitioner is unable to provide to the public revenue; and

NOW, THEREFORE, BE IT RESOLVED, that the Woodbury County Board of Supervisors hereby directs the County Auditor to redeem this property Parcel #894734278013 owned by the petitioner from the holder of a certificate of purchase of the amount necessary to redeem under section 447.9, and hereby directs the Woodbury County Treasurer to so record the approval of this tax suspension for this parcel.

SO RESOLVED this 16th day of February, 2016.
 WOODBURY COUNTY BOARD OF SUPERVISORS
 Copy filed.

9. Dave Drew, County Sheriff, presented information on the possibility of contracting for correction healthcare with Advanced Correctional Healthcare Inc. Copy filed.

- 10. Motion by Ung second by Clausen to receive Woodbury County Certified Annual Financial Report for FY 2015. Carried 5-0. Copy filed.
- 11. Motion by Ung second by Monson to approve and authorize the Chairperson to sign a Resolution designating certain employees required to commute with County owned vehicles. Carried 5-0.

RESOLUTION #12,335
A RESOLUTION DESIGNATING CERTAIN COUNTY EMPLOYEES TO COMMUTE WITH COUNTY OWNED VEHICLES

WHEREAS, the County is required by the Internal Revenue Service to meet certain criteria in order for the use of employer provided vehicles to comply with the commuting valuation rule, and

WHEREAS, in certain instances a bona fide County purpose exists for an employee to be assigned a County owned vehicle to perform services for the County and to commute between work and the employee's residence, and

WHEREAS, personal use of County owned vehicles is prohibited with the exception of County employees required by the Board of Supervisors to commute in County owned vehicles, and

WHEREAS, Woodbury County reasonably believes County employees do not use County owned vehicles for personal purposes other than required commuting and de minimis personal use,

BE IT THEREFORE RESOLVED by the Board of Supervisors, Woodbury County, Iowa, hereby requires the Building Services Director, the Emergency Services Director, the Planning and Zoning Director, the Rural Economic Development Director, certain employees designated by the Woodbury County Conservation Board, certain employees designated by the County Engineer, certain employees designated by the Siouxland District Health Board, certain employees designated by the Woodbury County Emergency Management Commission and certain employees designated by the County Sheriff to commute in County owned vehicles.

BE IT FURTHER RESOLVED that certain County employees required to commute in County owned vehicles that are not commuting in qualified nonpersonal use vehicles, clearly marked police, fire or public safety officer vehicles, or unmarked law enforcement vehicles used by a fulltime law enforcement officer authorized to carry firearms, execute warrants and make arrests will be subject to the Internal Revenue Service fringe benefit commuting rule and reported as such by the County Auditor to the Internal Revenue Service.

BE IT FURTHER RESOLVED that all other County employees unless authorized by the county on an infrequent basis are prohibited from using a County owned vehicle for a commuting trip.

SO RESOLVED this 16th day of February, 2016
 WOODBURY COUNTY BOARD OF SUPERVISORS
 Copy filed.

- 12a. Motion by Monson second by Taylor to approve the allocation of \$110,000 from Local Option Sales Tax to pay for the Comprehensive Planning. Carried 4-1; Clausen opposed. Copy filed.
- 12b. Motion by Monson second by Taylor to approve the use of a model resolution developed by the Rural Economic Development Director for presentations to rural city councils for comprehensive planning requests. Carried 4-1. Copy filed.
- 13a. Motion by Clausen second by Monson to approve the contract and bond for project #L-B(W153)—73-97 with Dixon Construction for \$483,766.00. Carried 5-0. Copy filed.
- 13b. Motion by Smith second by Clausen to reapprove the construction plans for project #L-B(X14)—73-97, replacement of existing bridge on 280th St. Carried 5-0. Copy filed.

- 13c. Motion by Monson second by Smith to reapprove the construction plans for project #FEMA 9 and FEMA 14—73-97. Carried 5-0. Copy filed.
- 13d. Motion by Clausen second by Monson to approve the certificate of completion for Schmillen Construction. Carried 5-0. Copy filed.

The Board recessed for a meeting of the Orton Slough Drainage District.

The supervisor meeting was called back to order.

- 15. Chairman Taylor reported on the Courthouse Security keys to fobs, Trospers-hoyt, identification cards, active shooter training, and incidents, the RFQ Architect LEC expansion, the Rural Economic Development rescheduling and the Rural Woodbury County Meeting discussion.
- 16. Board members reported on committee meetings.

The Board adjourned the regular meeting until February 23, 2016.

Meeting sign in sheet. Copy filed.

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

#6a

Date: February 18, 2016

Weekly Agenda Date: February 23, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Heather Satterwhite

SUBJECT: Public hearing and sale of property Parcel #059025 (aka 1421 Silver St.)

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Public hearing and sale of property Parcel #059025 (aka 1421 Silver St.)

EXECUTIVE SUMMARY:

BACKGROUND: The Board approved the notice of property sale resolution on February 9th, 2016.

FINANCIAL IMPACT:

RECOMMENDATION: Approve the sale of property to the highest bidder, starting with a minimum bid of \$407.00

ACTION REQUIRED / PROPOSED MOTION: Approve the sale of property to the highest bidder

Approved by Board of Supervisors March 3, 2015. Revised May 5, 2015.

RESOLUTION

NOTICE OF PROPERTY SALE

Parcel #059025

WHEREAS Woodbury County, Iowa was the owner under a tax deed of a certain parcel of real estate described as:

**South 25 ft of Lots 1, Block 39, North Sioux City Addition and addition to Sioux City, Woodbury County, Iowa
(1421 Silver Street)**

NOW THEREFORE,

BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa as follows:

1. That a public hearing on the aforesaid proposal shall be held on the **23rd Day of February, 2016 at 4:35 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **23rd Day of February, 2016**, immediately following the closing of the public hearing.
3. That said Board proposes to sell the said real estate to the highest bidder at or above a **total minimum bid of \$407.00** plus recording fees.
4. That this resolution, preceded by the caption "Notice of Property Sale" and except for this subparagraph 4 be published as notice of the aforesaid proposal, hearing and sale.

Dated this 9th Day of February, 2016.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor
and Recorder

Jeremy J. Taylor, Chairman

REQUEST FOR MINIMUM BID

Name: Ozziel Loera Date: 10/14/14
Address: 1518 Silver St. Phone: 577-7231
255-0766

Address or approximate address/location of property interested in:
1421 Silver St.

GIS# 894720460002

This portion to be completed by Board Administration

Legal Description:
South 25ft. of Lots 1, Block 39,
North Sioux City on addition to Sioux City,
Woodbury County, Iowa

Tax Sale #/Date: #1065 10/20/2011 Parcel # 059025

Tax Deeded to Woodbury County on: 12/14/2015

Current Assessed Value: Land \$4,700- Building 0 Total \$4,700

Approximate Delinquent Real Estate Taxes: \$822-

Approximate Delinquent Special Assessment Taxes: \$3000-

*Cost of Services: \$107-

Inspection to: George Baykin Date: 10/14/14

Minimum Bid Set by Supervisor: \$300.00 plus \$107 for cost of services Total: \$407-

Date and Time Set for Auction: February 23rd @ 4:35

* Includes: Abstractors costs; Sheriff's costs; publishing costs; and mailing costs.



Date Created: 10/14/2014



Overview



Legend

- Roads
- Corp Boundaries
- Townships
- Sections
- Residential Sales**
 - 2012
 - 2013
 - 2014
- Parcels

Parcel ID 894720460002 **Alternate ID** 059025 **Owner Address** PBM ASSET MANAGEMENT
Sec/Twp/Rng 0-0-0 **Class** R 6333 APPLE WAY STE 115
Property Address 1421 SILVER ST LINCOLN, NE 68516-3504
SIOUX CITY **Acreage** n/a

District 087 SC LL SIOUX CITY COMM
Brief Tax Description NORTH SIOUX CITY
S 25 FT LOT 1 BLK 39

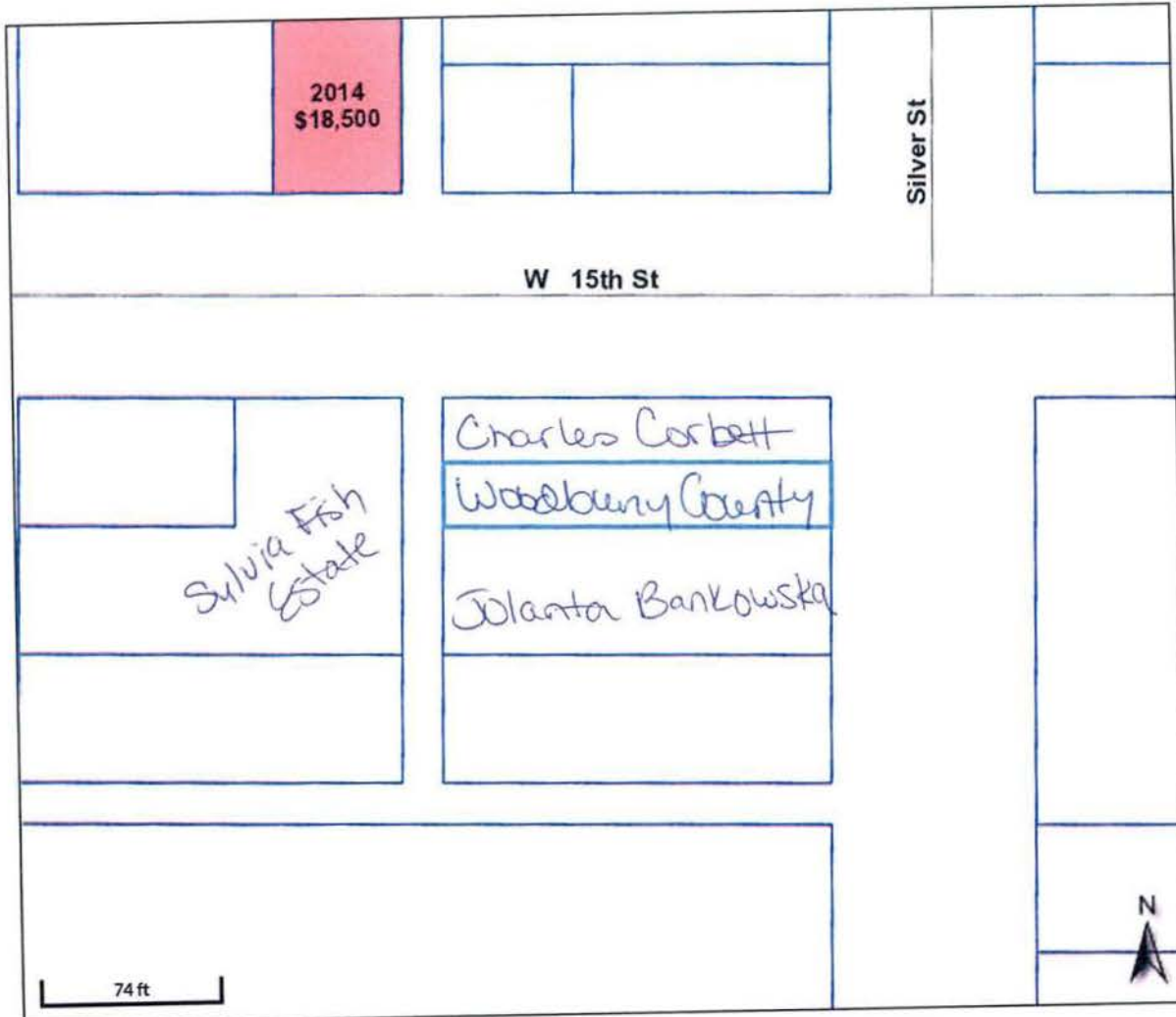
(Note: Not to be used on legal documents)

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Beacon™

Woodbury County, IA / Sioux City



Overview



Legend

- Roads
- Corp Boundaries
- Townships
- Sections
- Residential Sales
- 2013
- 2014
- 2015
- Parcels

Parcel ID 894720460002
 Sec/Twp/Rng 0-0-0
 Property Address 1421 SILVER ST
 SIOUX CITY

Alternate ID 059025
 Class R
 Acreage n/a

Owner Address WOODBURY COUNTY
 WOODBURY COUNTY COURTHOUSE
 620 DOUGLAS ST
 SIOUX CITY, IA 51101-0000

District 087 SC LL SIOUX CITY COMM
 Brief Tax Description NORTH SIOUX CITY
 S 25 FT LOT 1 BLK 39

(Note: Not to be used on legal documents)

Date created: 1/28/2016
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 The Schneider Corporation

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

#6b

Date: February 18, 2016

Weekly Agenda Date: February 23, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Heather Satterwhite

SUBJECT: Public hearing and sale of property Parcel #623385 (aka 100 Washington Ave in Oto)

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Public hearing and sale of property Parcel #623385 (aka 100 Washington Ave)

EXECUTIVE SUMMARY:

BACKGROUND: The Board approved the notice of property sale resolution on February 9th, 2016.

FINANCIAL IMPACT:

RECOMMENDATION: Approve the sale of property to the highest bidder, starting with a minimum bid of \$313.00

ACTION REQUIRED / PROPOSED MOTION: Approve the sale of property to the highest bidder

Approved by Board of Supervisors March 3, 2015. Revised May 5, 2015.

RESOLUTION

NOTICE OF PROPERTY SALE

Parcel #623385

WHEREAS Woodbury County, Iowa was the owner under a tax deed of a certain parcel of real estate described as:

**The North 100 feet of Lot 6 in Block 4 in the Town of Oto, Woodbury County, Iowa
(100 Washington Ave)**

NOW THEREFORE,

BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa as follows:

1. That a public hearing on the aforesaid proposal shall be held on the **23rd Day of February, 2016 at 4:37 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **23rd Day of February, 2016**, immediately following the closing of the public hearing.
3. That said Board proposes to sell the said real estate to the highest bidder at or above a **total minimum bid of \$313.00** plus recording fees.
4. That this resolution, preceded by the caption "Notice of Property Sale" and except for this subparagraph 4 be published as notice of the aforesaid proposal, hearing and sale.

Dated this 9th Day of February, 2016.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

Patrick F. Gill
Woodbury County Auditor
and Recorder

Jeremy J. Taylor, Chairman

REQUEST FOR MINIMUM BID

Name: Frank Weite

Date: 4/9/14

Address: P.O. Box 93 Oto, IA 51044

Phone: 251-3706

Address or approximate address/location of property interested in:

100 Washington Ave

GIS# 864306455001

This portion to be completed by Board Administration

Legal Description:

N 100 ft. Lot 6 Block 4 City of Oto

Tax Sale #/Date: 01274 / 2007

Parcel # 623385
~~604450~~

Tax Deeded to Woodbury County on:

— 1/15/14

Current Assessed Value: Land \$1,770 Building \$2,660 Total \$4,430

Approximate Delinquent Real Estate Taxes: \$2,430-

Approximate Delinquent Special Assessment Taxes: ~~\$2,430.00~~

*Cost of Services: ~~0~~ \$113

Inspection to: George Boylan

Date: _____

Minimum Bid Set by Supervisor: \$200.00 plus cost of services \$113 Total: \$313

Date and Time Set for Auction: February 25th @ 4:37

* Includes: Abstractors costs; Sheriff's costs; publishing costs; and mailing costs.



Overview



Legend

- Roads
-  Corp Boundaries
-  Townships
-  Sections
- Residential Sales**
-  2013
-  2014
-  2015
-  Parcels

Parcel ID	864306455001	Alternate ID	000000000623385	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	6-86-43	Class	C		WOODBURY COUNTY COURTHOUSE
Property Address	100 WASHINGTON AVE	Acreeage	n/a		620 DOUGLAS ST
	OTO				SIOUX CITY, IA 51101-0000
District	067 OTO LL ANTHON OTO COMM				
Brief Tax Description	OTO CITY OF				
	N 100 FT LOT 6 BLK 4				
	<i>(Note: Not to be used on legal documents)</i>				

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 **Developed by**
 The Schneider Corporation



Overview



Legend

- Roads
-  Corp Boundaries
-  Townships
-  Sections
- Residential Sales**
-  2013
-  2014
-  2015
-  Parcels

Parcel ID	864306455001	Alternate ID	000000000623385	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	6-86-43	Class	C		WOODBURY COUNTY COURTHOUSE
Property Address	100 WASHINGTON AVE	Acreage	n/a		620 DOUGLAS ST
	OTO				SIOUX CITY, IA 51101-0000

District 067 OTO LL ANTHON OTO COMM
Brief Tax Description OTO CITY OF
 N 100 FT LOT 6 BLK 4
 (Note: Not to be used on legal documents)

Date created: 1/28/2016
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#7a

Tax Rates - If Scenario #1 is Adopted

Fund	FY 2016 Current Tax Rates	Proposed Budget Tax Rates for FY 2017	After 12-22-15 Adjustments	After 1-4-16 Adjustments	After 1-12-16 Adjustments	After 1-19-16 Adjustments	After 1-26-16 Adjustments	After 2-9-16 Adjustments	Adding Cash Reserve Incre.	
									Tax Rates After 2-16-16 Adjustments	Tax Rates After 2-23-16 Adjustments
General Basic	3.50000	3.81946	3.76337	3.76337	3.74769	3.70670	3.67738	3.65935	3.62616	3.70013
General Supplemental	2.82458	2.97915	2.97915	2.92650	2.92134	2.92032	2.92032	2.87308	2.81437	2.81437
County Services	0.97917	0.72746	0.72746	0.72746	0.72746	0.72746	0.72746	0.72746	0.72746	0.72746
Debt Service	0.21239	0.26708	0.26708	0.26708	0.26708	0.26708	0.26708	0.26708	0.26708	0.26708
Total County - Wide Tax Rate	7.51614	7.79315	7.73706	7.68441	7.66357	7.62156	7.59224	7.52697	7.43507	7.50904
Rural Basic	3.12277	3.64728	3.48231	3.48231	3.10081	3.10081	3.10081	3.08583	3.05932	3.05932
Total Township Tax Rate	10.63891	11.44043	11.21937	11.16672	10.76438	10.72237	10.69305	10.61280	10.49439	10.56836

Taxable Valuations:

Rural (Townships)	1,068,524,464
Urban (Cities)	2,851,812,073
Total for County	3,920,336,537
Debt Service	4,302,351,792

2-16-16 General Basic Adjustments Include:

2 Improvement Positions	0.01850
Health Insurance	0.01560
Pending Negotiations	0.00770
Proposed 5% Comp Board Recommendations	0.02790

The Running Total: Current Tax Rates for FY 16

Certified budget March 15, 2015

Woodbury County: County-Wide
\$7.52 / \$1,000

-\$0.25

Woodbury County: Rural Unincorporated
\$10.64 / \$1,000

-\$0.78

The Running Total: Current Tax Rates for FY 17

After December 1, 2015 Adjustment*

Woodbury County: County-Wide
\$7.79 / \$1,000

+\$0.27

Woodbury County: Rural Unincorporated
\$11.44 / \$1,000

+\$0.80

**Total department budget requests including improvement items*

The Running Total: Current Tax Rates for FY 17

After December 22, 2015 Adjustment

Woodbury County: County-Wide
\$7.74 / \$1,000

+\$0.22

-\$0.05

Woodbury County: Rural Unincorporated
\$11.22 / \$1,000

+\$0.58

-\$0.22

*Major actions: Reduced allocation to Siouxland District Health,
Local Option Sales Tax funding for P&Z, Econ. Development*

The Running Total: Current Tax Rates for FY 17

After January 4, 2016 Adjustment

Woodbury County: County-Wide
\$7.68 / \$1,000

+\$0.16

-\$0.06

Woodbury County: Rural Unincorporated
\$11.17 / \$1,000

+\$0.53

-\$0.05

Major actions: Reduced allocation to Juvenile Detention, combining positions, aligning budget to allocation

The Running Total: Current Tax Rates for FY 17

After January 12, 2016 Adjustment

Woodbury County: County-Wide
\$7.66 / \$1,000

+\$0.14

-\$0.02

Woodbury County: Rural Unincorporated
\$10.76 / \$1,000

+\$0.12

-\$0.41

Major actions: Reduced allocation to Electrical line items, Reduction in Emergency Services and use of L.O.S.T. for tax reduction Secondary Roads

The Running Total: Current Tax Rates for FY 17

After January 19, 2016 Adjustment

Woodbury County: County-Wide
\$7.62 / \$1,000

+\$0.10

-\$0.04

Woodbury County: Rural Unincorporated
\$10.72 / \$1,000

+\$0.08

-\$0.04

Major actions: Reduced allocation to Sheriff's Departments and Building Services

The Running Total: Current Tax Rates for FY 17

After January 26, 2016 Adjustment

Woodbury County: County-Wide
\$7.59 / \$1,000

+\$0.07

-\$0.03

Woodbury County: Rural Unincorporated
\$10.69 / \$1,000

+\$0.05

-\$0.03

Major actions: Reduced allocation to Building Services, Board Expense, Veterans Affairs and increases in Medical Examiner, Communications Center

The Running Total: Current Tax Rates for FY 17

After February 9, 2016 Adjustment

Woodbury County: County-Wide
\$7.53 / \$1,000

+\$0.01

-\$0.06

Woodbury County: Rural Unincorporated
\$10.61 / \$1,000

-\$0.03

-\$0.08

Major actions: Reduced allocations to Emergency Services 2 Positions (Improvement), \$1,000 County Attorney, utilized Local Option Sales Tax, etc.

The Running Total: Current Tax Rates for FY 17

After February 16, 2016 Adjustment

Woodbury County: County-Wide
\$7.43 / \$1,000

-\$0.09
REDUCED

Woodbury County: Rural Unincorporated
\$10.49 / \$1,000

-\$0.15
REDUCED

The Before and After of FY 17 Budgeting



*The BEFORE Picture:
Current Tax Rates for FY 16*

Certified budget March 15, 2015

Woodbury County: County-Wide
\$7.52 / \$1,000

-\$0.25

Woodbury County: Rural Unincorporated
\$10.64 / \$1,000

-\$0.78

*The AFTER Picture:
Current Tax Rates for FY 17*

After February 16, 2016 Adjustment

Woodbury County: County-Wide
\$7.43 / \$1,000

-\$0.09
REDUCED

Woodbury County: Rural Unincorporated
\$10.49 / \$1,000

+0.5% = .037 (\$145,000)

+1.0% = .074 (\$290,000)

-\$0.15
REDUCED

The Challenges

Several increased position requests

Potential \$354,000 increase to Health Insurance Fund

6 negotiated union contracts

Rate of inflation (materials, equipment, etc.)

The Budget Process: How We Got Here

- Developed earlier-than-ever budgeting and took budgets up earlier
- Separated improvement requests from operating budgets
- Developed a separate Capital Improvement Project approval
- Kept track of tax rates and what each improvement request would cost in terms of levy
- Allowed hiring of specific and critical positions due to **improvement request** process

The Result?

A Lean, Responsible, Effective Budget

The Budget was reduced to achieve the levy by \$1.074 million from the original starting position.

- Eliminated duplication of positions
- Brought in line budgets with FY to date projections
- Approved positions only on the justification of a position: need / funding source
- Reduced utility costs based on projected savings from LED retrofit
- Reduced “reserves within reserves” to be in line with best practices
- Utilized gaming revenue and Local Options Sales Tax to reduce tax burden
- Accounted for and budgeted from increased revenue sources
- Compensated hard-working employees while responsibly negotiating contracts

Increased Effective Services with Lean Budget

The following positions were added in order to increase public safety, customer services, mandates, and quality of life issues.

<u>Emergency Services Officer</u>	<u>Public safety in Rural Woodbury County</u>
<u>Veterans Affairs Service Officer</u>	<u>Services Veterans Cases up +200% in 2 years</u>
<u>Technology IT position</u>	<u>Increases Effective County-City Services</u>
<u>Conservation Tech to full time</u>	<u>Quality of Life and Safety: Little Sioux Park</u>
<u>County Attorney Positions</u>	<u>Sustains and generates collection revenue</u>
<u>Public Bidder half to full time</u>	<u>Allows public sales and generates tax dollars</u>
<u>Soil Conservationist</u>	<u>Allows transition to new person for 1 year</u> Protects ag land, soil, waterways

Preliminary Budget Numbers

FY 16 Certified \$51,578,848

FY 17 Proposed \$52,653,367

Reductions -\$1,074,519

FY 17 Current \$51,879,614

This is a \$300,766 increase over last year, which is almost the same number as the improvement requests.

This includes approximately \$306,000 in improvement requests, \$245,913 in health insurance reserve increase, and \$350-\$375,000 in increased compensation.

A Responsible Future

The Fiscal Year 17 Budget contains a possible measure to bring reserves up a full percentage to 20.1% or 20.6%, which is a 0.5 - 1% total county budget increase based on a goal of reaching toward recommended levels.

We likewise made responsible decisions to health insurance and liability funds to sustain the County in the future.

The County has also passed the Taxpayers First Resolution. While lowering the tax levy for the second straight year will help, ultimately these measures will act as a “bridge” to future revenue from Iowa’s largest investment in state history to further help local property taxpayers as the Board has committed to dedicating 50% of future revenue to such property tax relief.

February 23 during Regular Meeting: CIP

During one more week of budget on February 23 during our regular meeting we will take up Capital Improvement Projects. It will be critical to look at projects long overdue that could realize efficiencies, mitigate safety concerns, and catch up on investing for preventative maintenance and sustainability. This includes serious HVAC concerns (building automation), the preservation of our historic courthouse (windows, terra cotta, steam traps, tuckpointing), the possibility of LEC Expansion instead of utilizing Prairie Hills, and other regular CIP items.

#7b1

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: February 19, 2016

Weekly Agenda Date: February 23, 2016

DEPARTMENT HEAD / CITIZEN: <u>Supervisor Jeremy Taylor</u>		
SUBJECT: Proposal for Reserve Level Increase: 0.0%, 0.5%, or 1.0%		
ACTION REQUIRED:		
Approve Ordinance <input type="checkbox"/>	Approve Resolution <input type="checkbox"/>	Approve Motion <input checked="" type="checkbox"/>
Give Direction <input type="checkbox"/>	Other: Informational <input type="checkbox"/>	Attachments <input type="checkbox"/>

WORDING FOR AGENDA ITEM: 1% Increase in Reserve Levels

EXECUTIVE SUMMARY: In examining the current budget picture with Budget Analyst Dennis Butler and Deputy Auditor Jean Jessen, we looked at the attached spreadsheet in terms of the levy rates. The levy rates had increased due to the proposed 5% comp board recommendation for elected officials as well as projections to pending negotiations. It may be advisable to increase the levy rate to move in the direction of building up reserves to \$145,000 rather than \$290,000 if the Board's goal is still to provide substantive property tax relief. This would mean that if all things are equal, then the Board would theoretically go from 19.6% to 20.1%.

BACKGROUND: There are other factors to consider as there always are when dealing with budget and reserve levels. Dennis and I are including the spreadsheet that was sent to all supervisors (information only—do not reply all) on February 18 after spending a couple hours with Jean trying to get to the exact levy amounts based on negotiations and the comp board proposed increase. These other factors include the fact that the health care costs within the jail are projected to be over the current amount, something that could eat into reserves. Conversely, however, there are reserve building functions such as the approximately \$200,000 over in Juvenile Detention, projections over and above the very conservative estimates of what the County Attorney Payment Program, as well as other departments and divisions that gain due to retirements and cash carryover.

See Exhibit 1: Spreadsheet of Current Levy Rates Updated 2-16-16.

See Exhibit 2: General Fund Cash Reserves Last Ten Fiscal Years

FINANCIAL IMPACT: \$0, \$145,000, or \$290,000

RECOMMENDATION: Approve the "Action Required."

ACTION REQUIRED: Move that the County Reserve Levels be increased by \$145,000 (.5%) or \$290,000 (1%), or not at all.

General Fund Cash Reserves
Last Ten Fiscal Years

<u>FY</u>	<u>Accrued Cash Balance</u>	<u>Per Cent of Reserves to Expenditures</u>
2015	5,839,452	19.6%
2014	6,419,383	22.8%
2013	7,398,007	27.1%
2012	7,481,364	27.5%
2011	5,569,107	19.9%
2010	5,356,318	19.4%
2009	5,792,146	21.2%
2008	7,157,033	27.7%
2007	6,374,908	26.4%
2006	5,375,281	21.9%

Woodbury County Capital Improvement Plan 2016
 Approved by the Board of Supervisors xxxxxxxx xx, 2015



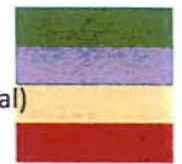
Project Title	Location/Submitter	Project Cost	CIP - Annual	Funding Sources		
				Bonds	Cons. Reserve	Other
2016						
Updating WCICC Technology	Courthouse/WCICC Directo	150,000	150,000	150,000		
New Voting Machines 1 of 3	County Auditor	750,000	250,000	250,000		
Capital Improvements	Starcom	80,500	80,500	80,500		
Purchase materials to complete concrete driveway	Emergency Services	10,000	10,000	10,000		
Replace Windows and Doors FY 2015	Emergency Services	47,425	47,425	47,425		
Building Improvements	Emergency Services	20,000	20,000	20,000		
LED Lighting Project	Bldg. Services - Co. Wide	915,188	915,188	553,804		361,384
Courthouse Elevators Re-tooling	Bldg. Services - Crthouse	414,748	414,748	414,748		
Courthouse Duct Work at WCICC	Bldg. Services - Crthouse	19,326	19,326	19,326		
Steam Traps Replace non-functioning units	Bldg. Services - Crthouse	8,000	8,000	8,000		
Outdoor Perimeter Lighting Replacement	Bldg. Services - Crthouse	5,000	5,000	5,000		
Courthouse Cooling Tower	Bldg. Services - Crthouse	5,000	5,000	5,000		
Board of Supervisors Office Meeting Rooms	Bldg. Services - Crthouse	54,433	54,433	54,433		
Steam Trap Study	Bldg. Services - Crthouse	20,000	20,000	20,000		
Courthouse HVAC Upgrade	Bldg. Services - Crthouse	60,000	60,000	60,000		
Courthouse Painting	Bldg. Services - Crthouse	10,000	10,000	10,000		
Courthouse Roof	Bldg. Services - Crthouse	10,000	10,000	10,000		
Courthouse Exterior Façade Windows	Bldg. Services - Crthouse	185,000	185,000	185,000		
Courthouse Lobby Globes	Bldg. Services - Crthouse	80,000	80,000	80,000		
Replace Front Steps of LEC and Hand Rails	Bldg. Services - LEC	167,500	167,500	167,500		
Replacement Restroom Doors in LEC Jail	Bldg. Services - LEC	39,150	39,150	39,150		
LEC Jail Expansion	Bldg. Services - LEC	25,000	25,000	25,000		
LEC Water Heater	Bldg. Services - LEC	6,000	6,000	6,000		
LEC Clothes Washer Replacement	Bldg. Services - LEC	10,000	10,000	10,000		
LEC Hot & Cold Water Shut-offs in Plumbing Tunnels	Bldg. Services - LEC	10,000	10,000	10,000		
HVAC Pneumatic System Air Compressor	Bldg. Services - T/Hoyt	2,000	2,000	2,000		
Trosper Hoyt Roof	Bldg. Services - T/Hoyt	20,000	20,000	20,000		
Trosper/Hoyt Interior Painting	Bldg. Services - T/Hoyt	5,000	5,000	5,000		
Trosper Hoyt Juvenile Detention Door Replacements	Bldg. Services - T/Hoyt	50,000	50,000	50,000		

2nd Floor Carpet - Back Half	Bldg. Services - T/Hoyt	6,500	6,500	6,500
3rd Floor - New Carpet DHS	Bldg. Services - T/Hoyt	15,000	15,000	15,000
Asphalt Road at Prairie Hills Facility	Bldg. Services - P/Hills	16,144	16,144	16,144
Prairie Hills Projects are all on Hold	Bldg. Services - P/Hills	46,460	46,460	46,460

2016 Total	2,763,374	2,401,990	\$0	\$361,384
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Total Cost of Approved and Unapproved Projects	\$2,763,374
Less LED Rebates	(361,384)
Less Carryover from Previous FY's	(509,196)
Net Capital Loan needed to cover CIP projects	<u>\$1,892,794</u>

Codes: Green - Approved/In Progress
 Purple - Complete
 Yellow - Unknown (Needs Board Approval)
 Red - On Hold



Woodbury County Capital Improvement Plan 2017
 Approved by the Board of Supervisors xxxxxxxx xx, 2016

#7c2

Project Title	Location/Submitter	Project Cost	CIP - Annual	Funding Sources		
				Bonds	Cons. Reserve	Other
2017						
Updating WCICC Technology	Courthouse/WCIC Director	\$150,000	150,000	150,000		
County PC Replacement Program	Courthouse/WCIC Director	\$87,000	87,000	87,000		
New Voting Machines 2 of 3	County Auditor	\$750,000	250,000	250,000		
Starcom Improvements	WCICC	\$80,500	80,500	80,500		
Communications Radio Consoles 1 of 2	WCICC	\$225,000	225,000	225,000		
Animal Control Holding Facility	Emergency Services	\$7,500	7,500	7,500		
Modernize the Climbing Hill Facility (bathroom, Showers, Kitchen and Sleeping Quarters)	Emergency Services	\$25,000	25,000	25,000		
Update Security Boards in the Receiving Unit and in New Recording Security Camera and Travel Cable in Detention Elevator	Juv. Detention Director	355,100	355,100	355,100		
	Juv. Detention Director	4,526	4,526	4,526		
Building Services 401 8th Street - Window Repair	Bldg. Services - Bldg. Services	\$3,000	3,000	3,000		
Courthouse Exterior Façade Windows	Bldg. Services - Crthouse	\$450,000	450,000	450,000		
HVAC Automation	Bldg. Services - Crthouse	\$274,468	274,468	274,468		
Human Resources Department Office Improvement	Bldg. Services - Crthouse	\$40,000	40,000	40,000		
Tuckpointing	Bldg. Services - Crthouse	\$400,000	400,000	400,000		
Steam Traps	Bldg. Services - Crthouse	\$537,000	537,000	537,000		
Judges Room #207 Carpet	Bldg. Services - Crthouse	\$5,000	5,000	5,000		
Chiller Eddy Current Test & Tube Bundle Cleaning	Bldg. Services - Crthouse	\$5,000	5,000	5,000		
Plumbing	Bldg. Services - Crthouse	\$20,000	20,000	20,000		
Fire Alarm Upgrade	Bldg. Services - Crthouse	\$5,000	5,000	5,000		
Flooring	Bldg. Services - Crthouse	\$20,000	20,000	20,000		
Terra Cota	Bldg. Services - Crthouse	\$50,000	50,000	50,000		
Security System	Bldg. Services - Crthouse	\$15,000	15,000	15,000		
Painting	Bldg. Services - Crthouse	\$20,000	20,000	20,000		
Electrical	Bldg. Services - Crthouse	\$20,000	20,000	20,000		
HVAC Automation	Bldg. Services - LEC	\$163,183	163,183	183,000		
Public Restrooms	Bldg. Services - LEC	\$16,000	16,000	16,000		
Roof	Bldg. Services - LEC	\$20,000	20,000	20,000		
Windows and Doors	Bldg. Services - LEC	\$10,000	10,000	10,000		

Project Title	Location/Submitter	Project Cost	CIP - Annual	Funding Sources		
				Bonds	Cons. Reserve	Other
2017 (Con't)						
Mudjacking Southwest Corner	Bldg. Services - LEC	\$15,000	15,000	15,000		
Security System	Bldg. Services - LEC	\$25,000	25,000	25,000		
Skylight Repairs	Bldg. Services - LEC	\$5,000	5,000	5,000		
Tuckpointing	Bldg. Services - T/Hoyt	\$250,000	250,000	250,000		
Steamtraps	Bldg. Services - T/Hoyt	\$211,500	211,500	211,500		
Trosper Hoyt Carpet Repair	Bldg. Services - T/Hoyt	\$20,000	20,000	20,000		
Detention Electronic Door Hardware	Bldg. Services - T/Hoyt	\$50,000	50,000	50,000		
Replace CASA Carpeting Excluding Courtrooms	Bldg. Services - T/Hoyt	\$16,000	16,000	16,000		
HVAC Automation	Bldg. Services - T/Hoyt	\$357,023	357,023	357,023		
Flooring	Bldg. Services - T/Hoyt	\$20,000	20,000	20,000		
Windows and Floors	Bldg. Services - T/Hoyt	\$15,000	15,000	15,000		
Juvenile Detention Flooring (Tile) Replacement	Bldg. Services - T/Hoyt	\$15,000	15,000	15,000		
Dorothy Pecaut HVAC Upgrades	Bldg. Services - Dorothy Peaut	\$43,481	43,481	43,481		
Dorothy Pecaut Exterior Lighting	Bldg. Services - Dorothy Peaut	\$6,000	6,000	6,000		
New Boiler Replacement	Bldg. Services - Dist. Health	\$150,000	150,000	150,000		
Security Doors to Back of Building	Bldg. Services - Dist. Health	\$30,000	30,000	30,000		
Siouxland District Health Building Exterior Caulking	Bldg. Services - Dist. Health	\$16,000	16,000	16,000		
Atrium/Hall Flooring Replacement	Bldg. Services - Dist. Health	\$20,000	20,000	20,000		
HVAC Automation	Bldg. Services - Dist. Health	\$32,128	32,128	32,128		
HVAC Automation	Bldg. Services - Tri - View	\$20,433	20,433	20,433		
Replace two boilers at 35,000 each - FY 2015	Bldg. Services - P/Hills	\$42,460	42,460	42,460		
Windows and Doors	Bldg. Services - Tri-View	\$20,000	20,000	20,000		
Tuckpointing Treasurers Office	Bldg. Services - Anthon	\$20,000	20,000	20,000		
2017 Totals			4,658,302	4,658,302		

#89

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) F

Date: 02-18-16

Weekly Agenda Date: 02-23-16

DEPARTMENT HEAD / CITIZEN: <u>Ed Gilliland</u>		
SUBJECT: <u>Memorandum of Personnel Transactions</u>		
ACTION REQUIRED:		
Approve Ordinance <input type="checkbox"/>	Approve Resolution <input type="checkbox"/>	Approve Motion <input checked="" type="checkbox"/>
Give Direction <input type="checkbox"/>	Other: Informational <input type="checkbox"/>	Attachments <input checked="" type="checkbox"/>

WORDING FOR AGENDA ITEM: Approval of Memorandum of Personnel Transactions

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED/PROPOSED MOTION: Motion to Approve the Memorandum of Personnel Transactions

HUMAN RESOURCES DEPARTMENT

MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: February 23, 2016

*** PERSONNEL ACTION CODE:**

- | | |
|----------------|---------------------|
| A- Appointment | R-Reclassification |
| T - Transfer | E- End of Probation |
| P - Promotion | S - Separation |
| D - Demotion | O - Other |

TO: WOODBURY COUNTY BOARD OF SUPERVISORS

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Jochum, Theresa	Social Services	2-24-16	Social Worker			S	Separation.
Wilson, Lisa	Social Services	2-24-16	Secretary			S	Separation.
Lacy, David	Building Services	3-05-16	Custodian	\$16.04/hour	6%=\$.94/hour	R	Per AFSCME Courthouse Contract agreement, from Grade 1/Step 3 to Grade 1/Step 4.
Jepsen, Jered	Roadside Management	3-06-16	Weed Commissioner/ Equipment Operator	\$23.20/hour	4%=\$.91/hour	R	Per Wage Plan Matrix, 3 year Salary Increase.

APPROVED BY BOARD DATE:



GILLILAND, HR DIRECTOR:

WOODBURY COUNTY
HUMAN RESOURCES DEPARTMENT

TO: Board of Supervisors and the Taxpayers of Woodbury County
FROM: Ed Gilliland, Human Resources Director
SUBJECT: Memorandum of Personnel Transactions
DATE: February 23, 2016

For the February 23, 2016 meeting of the Board of Supervisors and the Taxpayers of Woodbury County the Memorandum of Personnel Transactions will include:

- 1) Social Services Social Worker, Separation.
- 2) Social Services Secretary, Separation.
- 3) Building Services Custodian, from Grade 1/Step3 to Grade 1/Step 4.
- 4) Weed Commissioner/Equipment Operator, Wage Matrix 3 year Salary Increase.

Thank you

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST

#8b

Date: 2-18-16

Weekly Agenda Date: 2-23-16

DEPARTMENT HEAD / CITIZEN: Ed Gilliland

SUBJECT: Authorization to Initiate Hiring Process

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Authorize Chairman to Sign Authorization to Initiate Hiring Process.

EXECUTIVE SUMMARY: We are one person short and need to add one person back

BACKGROUND: We lost our Assistant HR Director in December and have been running one person short since then. This is part of reorganization.

FINANCIAL IMPACT: In the long run there will be savings as we will not have an Assistant Director, while this is not a direct replacement for the Assistant Director, as others bump up they will do so in a manner that leaves us with a lower cost per position.

RECOMMENDATION: Please authorize to initiate the hiring process.

ACTION REQUIRED/PROPOSED MOTION: Motion to Authorize Chairman to Sign Authorization to Initiate Hiring Process.

HUMAN RESOURCES DEPARTMENT
WOODBURY COUNTY, IOWA

DATE: February 23, 2016

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
Human Resources	Clerk II	Wage Plan: \$15.26/hour		

Chairman, Board of Supervisors

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE



Date: 02-18-16

Weekly Agenda Date: 02-23-16

DEPARTMENT HEAD / CITIZEN: Ed Gilliland

SUBJECT: Deauthorize Existing Position

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Approval of Request to Deauthorize Position

EXECUTIVE SUMMARY: GPS Tracker Position is being deauthorized

BACKGROUND: Gary Niles, CJCO, has agreed to take Luis fulltime.

Luis is now doing community tracking for JCS which gives us the service that we need. He tracks the kids that JD puts on a GPS tracking program out in the community.

FINANCIAL IMPACT: Positive cash flow to the County as we have one less part time person.

RECOMMENDATION: Please approve the deauthorization of this position.

ACTION REQUIRED/PROPOSED MOTION: Motion to Approve Request to Deauthorize Position.

HUMAN RESOURCES DEPARTMENT
WOODBURY COUNTY, IOWA

DATE: February 23, 2016

REQUEST TO DEAUTHORIZE COUNTY POSITION(S)

DEPARTMENT	POSITION	APPROVED	DISAPPROVED
Juvenile Detention	P/T GPS Tracker		

Chairman, Board of Supervisors

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) R

#84

Date: 02-18-16

Weekly Agenda Date: 02-23-16

DEPARTMENT HEAD / CITIZEN: Ed Gilliland

SUBJECT: VeriClaim Services, Discussion and Action

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: VeriClaim Services, Discussion and Action.

EXECUTIVE SUMMARY: Currently Woodbury County utilizes VeriClaim Services for our liability claims and in some cases our property claims. They are able to provide professional adjusters to ensure the amounts we are liable for are fiscally responsible.

BACKGROUND: VeriClaim became a part of Woodbury County claims management in January of 2013 when we moved to OneBeacon for liability. At that time the carrier/agency we work with had completed an RFP for services and selected VeriClaim. However, no formal contract was signed for the services. VeriClaim followed the pricing and procedure lined out in the RFP the last 3 years while working without a formal contract. The contract replicates the RFP and completes the detail of their total service offerings to the County.

FINANCIAL IMPACT: Information explaining the service and fees is attached. There are no upfront fees and the financial impact to the County should be negative because of the savings generated from their handling of the claims they work. We pay a fee when they work on claims, but only when they work on claims, these fees have been part of our process for the last 3 years.

RECOMMENDATION: Recommend to continue our relationship with VeriClaim Services for our liability and property claims and sign the formalized contract.

ACTION REQUIRED/PROPOSED MOTION: Motion to approve VeriClaim Services and sign the appropriate contract.

**SERVICE AGREEMENT FOR ADMINISTRATION OF
WOODBURY COUNTY GENERAL LIABILITY CLAIMS PROGRAM**

This Agreement is entered into effective the 1st day of January, 2016, by and between VeriClaim, Inc. ("Contractor") and Woodbury County, Iowa ("Client").

RECITALS

1. Client self-insures its claims administration program for general liability risks and desires to have Contractor provide the specific services set forth below in connection with such self-insured program (the "Program," as defined on Exhibit A, attached hereto).
2. Contractor is willing to provide such services on the terms and conditions hereinafter stated.

AGREEMENT

1. **Services to Be Performed by Contractor:** Contractor agrees to perform the following services:
 - A. With regard to Claims Administration, Contractor shall:
 - (1) During the term of this Agreement, review all claim and loss reports received from Client that are required to be reviewed under the Program (a "Qualified Claim"), and process each such claim or loss report in accordance with applicable statutory and administrative regulations;
 - (2) Conduct an investigation of each Qualified Claim to the extent deemed necessary by Contractor in the performance of its obligations hereunder;
 - (3) Arrange for independent investigators, appraisers, or medical or other experts to the extent deemed necessary by Contractor in connection with processing any Qualified Claim;
 - (4) Maintain a file for each Qualified Claim which shall be the property of Client and which shall be available for review by Client during normal business hours upon three (3) days prior written notice;
 - (5) Notify Client's first layer excess or umbrella insurer of each Qualified Claim where the values may exceed Client's retention, providing such insurer with necessary information on the current status of those claims, unless relieved of this obligation by Client pursuant to paragraph 2A;
 - (6) Assist Client's counsel, if requested, in preparing the defense of litigated cases arising out of Qualified Claims, negotiating settlements and pursuing subrogation or contribution actions;

- (7) Maintain a current estimate of the expected total cost of each Qualified Claim which is based on facts known at the estimation date, but is not trended or actuarially developed;
 - (8) Use a proprietary data management system to furnish to Client agreed upon loss and information reports. These reports shall contain information such as each Qualified Claim date, condensed claim description, payments made, estimated future costs and total expected costs of all Qualified Claims, as well as summary and other data deemed relevant by Contractor, but not IBNR (incurred but not reported) claims or actuarially developed loss values; and
 - (9) Annually report federal, state and local 1099 information under Contractor's tax identification number(s) for vendor payments issued by Contractor on bank accounts established and managed by Contractor on behalf of Client, but not for payment authorizations when Contractor does not issue the checks. Client recognizes and agrees that any earnings credits realized on the account(s) will be utilized to offset banking analysis fees related to any Contractor managed claim fund account. To the extent that earnings credits do not off-set all bank account fees, Client shall pay the additional bank account fees due.
- B. Contractor shall provide the special investigative unit (SIU) services set forth in the attached SIU Service Schedule.
 - C. Contractor will provide the MMSEA/SCHIP Reporting services as set forth in the Medicare Reporting Services Schedule attached hereto.
 - D. Contractor will provide additional Medicare compliance services as set forth in Medicare Compliance Schedule attached hereto.

2. **Obligations of Client:**

- A. Client shall provide Contractor in a timely manner with its first layer excess insurance or umbrella insurance information for the policy years necessary for proper notification of applicable Qualified Claims to such first layer excess insurers by Contractor. Should Client fail to provide such information, Contractor shall be relieved of any obligation to provide any notification to any excess or umbrella insurer.
- B. Client shall pay to Contractor a service fee which, in the initial term of this Agreement, shall be computed and payable as shown in Exhibit B, attached hereto and made a part of this Agreement, plus applicable taxes, if any.
- C. Client shall at all times provide funds adequate for the payment of Qualified Claims, including allocated loss adjustment expenses. For purposes of this

Agreement, allocated loss adjustment expenses shall mean all costs, charges or expenses incurred by Contractor, its agents or its employees which are properly chargeable to a Qualified Claim including, without limitation, court costs; fees and expenses of attorneys; appeal bonds; independent adjusters; investigators; appraisers; vocational services, training or evaluation; medical expenses and medical cost containment service providers (including those provided by Contractor, if applicable); durable medical equipment; rehabilitation services; experts and witnesses; fees for obtaining statements, diagrams, reports, records, documents, transcripts, depositions, index bureau filings and re-filings, and photographs; cost of file retrieval; cost associated with the pursuit of subrogation and/or Special Injury Fund claims; hearing representation services; and travel fees and expenses incurred at Client's request.

- D. It is expressly understood that Contractor shall not be required to advance its own funds to pay losses or allocated loss adjustment expenses for any Qualified Claim hereunder. It is further understood that if Client fails to promptly provide funds sufficient to allow required payments to be made timely, or if funds previously provided by or on behalf of Client are seized, frozen or otherwise unavailable to Contractor to allow required payments to be made timely on account of the bankruptcy, receivership, or other insolvency proceeding of Client [or Insurer, in cases where Insurer funds claim account], Contractor will have no obligation to perform any claims payments services during any period of underfunding.
- E. Should Client fail to make timely payments of any service fees due Contractor or should Client in any other way breach a material term of this Agreement, Contractor shall then have the right to refuse to perform any further services. If Contractor elects to exercise its rights under this paragraph, in addition to all other legal or equitable remedies, Contractor will have the right to its full minimum fee, if any, as well as any other fees for which Contractor may be eligible, and may collect such fees from any loss fund that may be in Contractor's care, custody and control.

3. Discontinuance of Operations:

Should Client discontinue its business for any reason, all fees due Contractor shall be paid immediately. Contractor shall have no further obligation to continue to provide the services called for in this Agreement, and, at Contractor's option, this Agreement shall be considered terminated as of the date Client ceases operations or is subject to a bankruptcy or receivership filing, either voluntarily or involuntarily.

4. Covered Jurisdictions:

This Agreement shall cover all operations of Client in the state(s) of Iowa.

5. **Term of Agreement and Termination:**

- A. The term of this Agreement shall be for the period commencing on January 1, 2016 and ending on December 31, 2016.
- B. This Agreement may be terminated by either party at any time, provided that at least sixty (60) days prior written notice of the effective date of termination is given to the other party.
- C. Contractor is providing services to Client on a life of contract basis. If requested by Client, Contractor will continue to process Client's Qualified Claims remaining open at the expiration or termination of this Agreement, if any, provided that Client shall continue to make adequate funds available for the payment of such Qualified Claims, including any allocated loss adjustment expenses and pay information technology and data tape fees. This provision shall not apply unless the additional fee for this service shall have been negotiated and agreed to in writing prior to the effective date of termination.
- D. Upon expiration or termination of this Agreement, Contractor shall deliver, at Client's sole cost, the hard copy and imaged files that Contractor has maintained for Qualified Claims (but not including any computer hardware, firmware, software or other proprietary information of Contractor), except those Contractor has agreed in writing to continue to process; provided, however, that Contractor or its agents, employees or attorneys shall continue to be entitled to inspect all such files and make copies or extracts there from. Imaged files shall be transferred to Client in the same electronic format. If Client does not agree to accept such files, they will be retained or destroyed at Contractor's option and Client shall have no recourse against Contractor for failure to retain them. Upon request and for the prevailing fees at the time of termination, Contractor will also provide its standard tape(s) containing the computer data for the Qualified Claim files stored on Contractor's computer system(s).
- E. Upon any termination or expiration of any contract or service arrangement between the parties, Client agrees to pay all applicable severance pay and other benefits as directed by Contractor policies for employees working on Client's program.

6. **Practice of Law:**

It is understood and agreed that Contractor will not perform, and Client will not request performance of, any services which may constitute the unauthorized practice of law.

7. **Indemnification:**

- A. Contractor shall be fully responsible for exercising reasonable care at all times in the performance of its obligations hereunder. However, if Contractor is named as

a party to any litigation or proceeding, or is the subject of any claim or demand because of its actions on behalf of Client, Client agrees to indemnify, defend, and hold Contractor, its officers, directors, employees and agents harmless from any and all losses, damages, costs, judgments and expenses (including attorneys fees and costs) with respect to any such litigation, proceeding, claim or demand, unless and until a finding is entered to the effect that Contractor failed to exercise such reasonable care in the performance of its obligations hereunder. Contractor agrees to indemnify, hold harmless and defend Client, its directors, officers, employees and agents from and against any and all liabilities, loss or damage that they may suffer as a result of any claim, demand, cost or judgment against them arising out of the negligence or willful misconduct of Contractor in connection with its performance under this Agreement, provided that such acts or omissions do not arise out of or relate to oral or written instructions, procedures or forms supplied by Client or to Client's internal management or adjustment of its claims. Each party agrees to keep the other fully informed of any matter for which it is defending, holding harmless or indemnifying the other party. Each party reserves the right to appoint its own counsel, at its own expense, regarding any matter defended hereunder and to approve any settlements of same.

- B. Notwithstanding anything to the contrary contained in the above paragraph, it is understood and agreed that if Client, directly or through a subcontractor or vendor of Client's choosing ("Client Subcontractor"), retains administration of a claim or performs any services for a claim Contractor administers, or if Client otherwise directs the administration of a claim, Client will indemnify, defend, and hold Contractor, its officers, directors, employees and agents harmless from the losses, damages, costs, judgments and expenses (including attorneys fees and costs) as a result of any litigation or proceeding, fines, penalties, revocation of license, or any other state regulatory investigation or action arising against Contractor related to the acts or omissions of Client or the Client Subcontractor.
- C. If Client's access to claim data includes the ability to add and modify data, Contractor shall not be required to verify, or otherwise be responsible for, the accuracy of data added or modified by Client. Client shall indemnify, defend and hold Contractor, its officers, directors, employees and agents harmless for any loss, cost (including attorney's fees), claim or judgment which is attributable to Client's input or modification of data.
- D. The provisions of this section shall survive the expiration or termination of the Agreement.

8. Network Security/Confidentiality:

- A. If Client's access to the data management system requires a network connection (the "Network Connection") between Client's network and Contractor's network, Contractor and Client shall take reasonable and customary precautions to prevent unauthorized access to or use of the Network Connection through their respective

networks. The parties agree, however, that each party is responsible for the security of its own network. Neither party shall be liable to the other for unauthorized access to the Network Connection, so long as the accused party shall have taken reasonable and customary precautions to prevent such unauthorized access.

- B. Whether or not marked as such, and without regard to the media in which such records are stored, "Confidential Information" shall mean:
- (1) any business or technical information pertaining to the parties herein or to third parties, which is furnished, disclosed or made available by one party to the other, including, without limitation, specifications, prototypes, software, marketing plans, financial data and personnel statistics; and
 - (2) Medical records, reports and information, as well as any other non-medical records, reports or information pertaining to claimants under the Program.
- C. Each party agrees to protect Confidential Information received hereunder with the same degree of care that such party exercises with its own confidential information (but in no event less than reasonable care) and to limit access and disclosure of Confidential Information only to their employees, agents and contractors who have a "need to know," and who agree to maintain confidentiality in accordance with this section. Notwithstanding the foregoing, Client agrees to permit Contractor to compile and disseminate aggregate, de-identified information for benchmarking purposes or forward to a data collection facility data for Qualified Claims handled pursuant to this Agreement, provided that such facility agrees in writing to keep Client's data confidential. Further, Contractor shall be entitled, without violation of this section and without the prior consent of Client, to retain claims administration information and to forward claims administration information to government agencies to the extent required by law for the proper performance of the services set forth herein. The parties further agree that all Confidential Information that is communicated between Client and Contractor will be securely communicated. Secure communication of Confidential Information includes, but is not limited to, the use of industry standard encryption methods for emails and data exchanges that contain Confidential Information.
- D. The provisions of this section shall survive the expiration or termination of the Agreement.

9. **Notices:**

Any notice required to be given under this Agreement shall be sent by certified or registered mail, postage prepaid, to General Counsel, Sedgwick Claims Management Services, Inc., 1100 Ridgeway Loop Road, Memphis, TN 38120, in the case of

Contractor, with a copy to Edward S. Gilliland, Woodbury County 620 Douglas Street, Room 701 Sioux City, IA 51101 in the case of Client.

10. Successors:

This Agreement shall be binding upon and shall inure to the benefit of all transferees, assigns and successors in interest of any kind of the parties hereto, but no transfer or assignment may be made without the prior written permission of the other party.

11. Entire Agreement and Modification or Amendment:

This Agreement and its attached exhibits and schedules represents the full and final understanding of the parties with respect to the subject matter described herein and supersedes any and all prior agreements or understandings, written or oral, express or implied. This Agreement may be modified or amended only by a written statement signed by both parties.

12. Applicable Law:

The terms and conditions of this Agreement shall be governed by the laws of the State of Tennessee without regard to conflicts of law principles.

13. Force Majeure:

Neither party shall be liable to the other party or be deemed to have breached this Agreement for any failure or delay in the performance of all or any portion of its obligations under this Agreement if such failure or delay is due to any contingency beyond its reasonable control (a "force majeure"). Without limiting the generality of the foregoing, such contingency includes, but is not limited to, acts of God, fires, floods, pandemics, storms, earthquakes, riots, boycotts, strikes, lock-outs, acts of terror, wars and war operations, restraints of government, power or communication line failure or other circumstance beyond such party's reasonable control, or by reason of the bankruptcy, receivership or other insolvency proceeding of any bank or other financial institution where funds to pay losses and allocated loss adjustment expenses are held, or by reason of a judgment, ruling or order of any court or agency of competent jurisdiction or change of law or regulation subsequent to the execution of this Agreement. Both parties are obligated to provide reasonable back-up capability to avoid the potential interruptions described above. If a force majeure occurs, the party delayed or unable to perform shall give immediate notice to the other party. Client acknowledges that the foregoing provision does not apply to Client's obligation to make timely payment of any fees due Contractor, and that Contractor shall be entitled to all remedies set forth in this Agreement and those allowed by law for Client's failure to timely pay such fees.

14. Headings:

Headings herein are for convenience of reference only and shall not be considered in any

interpretation of this Agreement.

15. Relationship of Parties; Expenses:

Nothing contained in this Agreement shall be deemed to create a partnership or joint venture between the parties hereto; the only relationship among the parties shall be that of independent parties to a contract. Except as expressly provided herein, no party hereto shall have authority or shall hold itself out as having authority to act for or bind any other party hereto. Except as expressly set forth herein, each party shall bear all expenses it may incur in connection with the execution, delivery and performance of this Agreement.

16. Waiver of Breach:

Failure of either party hereto to require the performance by the other party hereto of any obligation under this Agreement shall not affect its right subsequently to require performance of that or any other obligation. Any waiver by any party hereto of any breach of any provision of this Agreement shall not be construed as a continuing waiver of any such provision or a waiver of any succeeding breach or modification of any other right under this Agreement.

17. Subcontractor Disclosure:

Through contractual arrangements with subcontractors, Contractor provides a full range of medical management and investigative services to its clients, as well as structured settlements, claim indexing services, imaging, auto-bill adjudication, and extra-territorial claims administration services. Medical management services include, but are not limited to, bill review, network access, pharmacy benefits management, peer review, field case management, electro-medical devices, bone growth stimulators, orthotics, prosthetics, translation and interpretation, transportation, medical supplies, IV and respiratory therapy, home health, and durable medical equipment. Client recognizes and agrees that delivery of some of these services is being provided pursuant to separate agreements between subcontractors and Contractor. Invoices for these services will be paid as allocated loss adjustment expenses on individual claims, unless otherwise agreed between Client and Contractor. Notwithstanding the foregoing, Client agrees and understands that Client is obligated to make payment to the subcontractors either directly or by remitting such payment to Contractor, for any money due for subcontracted services which have been provided under this Agreement. Client acknowledges that Contractor receives a portion of charges for subcontracted services as reimbursement for cost of program management, administration, and technological and service enhancements. In no event will charges to Client exceed the amount indicated in the

Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed on the day and date first above written.

Woodbury County, Iowa

VeriClaim, Inc.

By _____

By _____

Title _____

Title _____

Date _____

Date _____

EXHIBIT A

SERVICE PROGRAM OVERVIEW

I. Introduction

Contractor is administering the self insured general liability claims for Client as follows:

State Serviced	Contractor Servicing Office
IL	1833 Centre Point Circle, Suite 139 Naperville, IL 60563

Insured Claims (if applicable):

A portion of Client's program is insured. Client shall provide the relevant policy information, including a complete copy of all applicable policies, as soon as reasonably practical after same becomes available.

II. Account Coordination

On behalf of Client, this service program will be coordinated by:

Edward S. Gilliland
Woodbury County
620 Douglas Street, Room 701 Sioux City, IA 51101
712.279.6480
egilliland@woodburycountyiowa.gov

On behalf of Contractor, this service program will be coordinated by:

Barry Parker
1833 Centre Point Circle, Suite 139 Naperville, IL 60563
630.245.7089
630.839.3039

Dustin Bollinger
1833 Centre Point Circle, Suite 139 Naperville, IL 60563
630.245.7075
630.245.1920

Each party reserves the right to change its designated representative during the term of the Agreement.

EXHIBIT B
SERVICE FEES

Client shall pay the following fees for services provided during the term of this Agreement:

1. Per Claim Fees

A. Client shall pay the following fees for claims received by Contractor during the period beginning January 1, 2016 and ending December 31, 2016:

Claim Type	Life of Contract
General Liability Property Damage	\$395
General Liability Bodily Injury	\$595
First Party Property Damage	\$ 395
Auto Property Damage	\$250 + \$50 (if total loss)
Auto Liability Bodily Injury	\$595
Incident Only	\$40

FIELD ADJUSTING / INVESTIGATION SERVICES

Time & Expense Fee Schedule

Adjusting Services	Adjuster's prevailing rate
Admin Charge	18% of services
Mileage	IRS rates
Photographs	2.00 per printed photo – electronic photos are at no charge
Outside Expenses	Actual Cost

- B. For purposes of this Agreement, an "Incident Only" shall mean claims reported by Client that require no payment or activity other than generating a record in the data management system. These claims carry no reserves and no contacts are made by Contractor. If contacts are required on incident only cases, additional fees will apply.
- C. Client acknowledges that any liability claimant which files both a property damage claim and a bodily injury claim, or any combination thereof, will incur the above stated fee for administration of each claim filed by that claimant. Further, any event which creates liability claims filed by multiple claimants or multiple claims filed by the same claimant will incur the above stated fee for administration of each claim filed by each individual claimant.
- D. Client acknowledges that the per claim fees set forth in this section 1 are based on

the assumption that Client will forward to Contractor all claims arising under the Program within the applicable time period in a covered jurisdiction. In the event that Client does not forward to Contractor all such claims, Contractor may in its discretion adjust the per claim fees accordingly.

2. Miscellaneous Charges

Client shall pay the following fees for services provided during the period beginning on January 1, 2016 and ending on December 31, 2016:

- A. CMS Reporting fee: \$ 2400

3. Invoicing

All implementation and data conversion fees are billed upon notification of award.

Contractor shall submit its invoice for all other fees on a quarterly basis, in advance, based on an annual fee estimate. Shortly after the expiration of the contract year, or upon termination, Contractor shall compare the installment amounts paid by Client to the actual fee due. Client shall pay any additional fee due, or Contractor shall credit Client for any overpayment, as the case may be.

4. SIU Service Fees

The charges set forth below are the current fees for the services listed, and these fees may change from time to time upon sixty days prior written notice to Client:

A.	RESEARCH SERVICES	FEE
1.	<p>Comprehensive background Extensive data research to provide a complete profile of the claimant. Data categories covered by this service include: Identity verification, personal information, claims history, public & court records, financial records, professional information & affiliations, and internet profile.</p> <p>Fraud assessment service toolkit (FAST) For clients subscribing to ClaimDirector and participating in the Contractor SIU services program, this comprehensive background check will include a triage of the ClaimDirector score, review of claim data and an analyst's written recommendation for the investigation action plan.</p>	\$430
2.	<p>Canvassing services</p> <ul style="list-style-type: none"> • Medical canvass Search within a 60 mile radius of the claimant's residence on the date of loss or injury, to determine if the claimant was treated in a hospital, surgery center or other major medical center by a physician or specialist within a specified time frame. Search includes a maximum of 15 provider locations. • Pharmacy canvass Search within a 60 mile radius of the claimant's residence on the date of loss or injury, to determine if prescriptions were obtained in the claimant's name within a specified time frame. Search includes a maximum of 15 pharmacy locations. 	\$250 Per canvass

	<ul style="list-style-type: none"> Other facility canvass Search within a 60 mile radius of the claimant's residence on the date of loss or injury, to determine if claimant is known to be or has been affiliated with a particular facility category within a specified time frame. Search includes a maximum of 15 facilities. 	
3.	Personal profile Data research to provide a basic profile of the claimant including identity verification, personal information and online social media activity.	\$250
4.	Internet profile In-depth internet research to identify social media activity, professional links, military records, domain registration and other online activities that the claimant may be associated with.	\$200
5.	Social media monitoring When pertinent information has been obtained in the Internet Profile, we offer continued social media site monitoring for additional activity or updates. Flat rate fee includes an update once per week for four (4) consecutive weeks.	\$195
6.	Skip tracing/individual locate Research investigation to locate the claimant, witness or other involved parties.	\$175
7.	Asset check Verify and determine assets associated with an individual or business.	\$225
8.	Criminal & civil check Court records research to determine claimant's involvement in a civil lawsuit, either as the plaintiff or defendant, and a felony & misdemeanor criminal check on the same subject. This service includes a search of both upper and lower courts and one (1) county of residence for the claimant over a seven (7) year period.	\$135, additional counties: \$35 per county
9.	Records request Requests for specific documentation related to a claim. This may include, but is not limited to, medical records, police reports, death certificates, court documents, etc.	\$100 Plus cost of records
10.	Other research services Requests for additional research investigation services will be quoted on an individual basis.	Quote upon request
B.	FIELD SERVICES	FEE
1.	<p>Surveillance \$80 per hour: All other states. \$90 per hour: CA and New York City (five boroughs and Long Island). The above per hour rates includes onsite field surveillance, electronically transmitted detailed investigative reports, photos, and video highlights. There is no additional charge for rush, weekend, or holiday cases.</p> <p><u>The following expenses are in addition to the above listed rates:</u></p> <ul style="list-style-type: none"> Travel: \$45 per hour (includes fuel and mileage). Additional Expenses: Billed at actual cost (prior approval required) for airfare, rental vehicles (including gas, and excluding mileage), meals, and lodging. Pre-surveillance verification: Verification of claimant's address, telephone number, social security number, and known vehicles: \$75 per assignment. License plate searches: \$10 	\$80/\$90 Per hour as noted
2.	Alive & Well \$250 flat rate: All other states. \$275 flat rate: CA and New York City (five boroughs and Long Island).	\$250/\$275 Flat rate as noted

	Scheduled face-to-face interview with the claimant covering nature and extent of injury/disability, medical diagnosis and treatment, review of medical providers, medication, follow-up treatment plans, previous/current employment, current activities, and physical restrictions. This service includes photo image of the claimant and the residence.	
3.	<p>Activity Check \$325 flat rate: All other states. \$350 flat rate: CA and New York City (5 boroughs and Long Island). Field investigation designed to assess the claimant's activity level by discreetly interviewing neighbors and other persons who may have information about the claimant's level of activity, their injury, and other related information. Description and photos of the claimant's residence, vehicles and surrounding area are also provided. This service includes verification of claimant's residence, telephone, social security number, and a list of vehicles registered to the claimant's address.</p>	\$325/\$350 Flat rate as noted
4.	<p>On-site field investigations \$85 per hour: All other states. \$95 per hour: CA and New York City (five boroughs and Long Island) The hourly rate applies to on-site investigation, portal-to-portal travel, report documentation, and supervisory time. Mileage will be charged at the current effective standard mileage rate as issued by the Internal Revenue Service (IRS). Additional expenses for tolls, parking, records procurement charges, etc. will be invoiced at actual cost.</p>	\$85/\$95 Per hour as noted
5.	Transcription-recorded interviews	\$35 Per hour
6.	<p>Fuel surcharge If the national average price of regular gasoline exceeds \$3.75 per gallon for more than 30 consecutive days, a fuel surcharge of 2% of invoice amount will be incurred. The surcharge will be removed once the national average falls below \$3.75 per gallon for 30 consecutive days.</p>	2% If fuel cost is > \$3.75 for 30 consecutive days
7.	<p>Fire investigations This service includes review, investigation, documentation and consultation with local, state, or federal law enforcement, fire officials, and prosecutors.</p>	\$130 Per hour
8.	<p>International investigations</p> <ul style="list-style-type: none"> • Surveillance • Defense Base Act (DBA) • Contestable death claims • Life and health claims • Death verification claims • Travel claims 	Quoted on an individual basis
9.	<p>Testimony \$85/hour: All other states \$95/hour: California and New York (Five boroughs and Long Island)</p>	\$85/\$95
10.	<p>Video Processing \$30 processing fee \$30/hour: Duplicate copies of additional video \$50/hour: Highlight video of activity</p>	\$30/\$50
C.	ASSESSMENT SERVICES	FEE
1.	<p>Fraud investigation Contractor SIU provides claim file review, claim file demand, fraud packaging, and consultation services.</p>	\$95 Per hour

2.	<p>State fraud reporting Contractor SIU will complete state fraud reporting for states where mandated. For non-mandatory states, fraud may be reported based on findings and/or client direction. A Contractor SIU analyst will review the claim file to determine if the claim has the necessary elements to meet the filing requirements of the appropriate state agency. *Claim files that require more than one hour of additional research and documentation to meet the state requirements will be invoiced at the hourly SIU Fraud investigation rate. The client will be notified of those instances and their approval is required.</p>	<p>\$75* Per filing</p>
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5. Subrogation Recoveries

Contractor shall pursue subrogation and Second Injury Fund recoveries as appropriate. Client shall pay Contractor fifteen percent (15%) of the recovery received. All fees and expenses, including attorneys' fees or investigations, for pursuit of any recovery shall be charged to the appropriate Qualified Claim file as an allocated loss adjustment expense. Upon receipt of the recovery check, Contractor shall deposit such checks and issue payment from its Accounts Payable system to Client for the net recovery (less Contractor' fee). The net recovery check will be deposited into the Client owned bank account (when one exists) or forwarded directly to Client.

6. Payment Terms

Client acknowledges that all fees set forth in the Agreement are due and payable within thirty (30) days of the invoice. Any and all past due fees will incur interest at the rate of 1.5% per month, unless otherwise prohibited by law. Client acknowledges that in the event Contractor undertakes collection proceedings for any outstanding fees, then Client will reimburse Contractor for all costs associated with such collection action, including a reasonable attorney fee and court cost.

SIU SERVICE SCHEDULE

Contractor Special Investigations Unit ("Contractor SIU") will provide centralized management of investigative service vendors and will maintain a national vendor list of approved service providers based upon client or local Contractor office preference. Contractor SIU will establish quality benchmarking and ensure its vendors are properly licensed and maintain insurance coverage as mandated in vendor agreements with these firms.

Contractor SIU will serve as a central referral and coordination unit providing the following SIU services for the fees itemized in Exhibit B:

1. Assessment services including case review, consultation, action plan development, state fraud filing, claim file demand and fraud packaging.
2. Field services including surveillance, activity checks, alive and well checks, and on-site investigations including recorded statements, AOE/COE, and scene investigations.
3. Research services including comprehensive background checks, internet searches, facility canvasses public records, skip tracing, criminal, civil and asset checks.
4. SIU compliance services including carrier and state annual reporting and fraud awareness training.
5. And, other services as outlined in Exhibit B.

MEDICARE REPORTING SERVICES SCHEDULE

In order to assist the Client in fulfilling its Medicare beneficiary reporting obligations under Medicare, Medicaid and State Children's Health Insurance Program Extension Act of 2007 ("MMSEA") Section 111 as set forth in 42 U.S.C. §1395y(b)(7)&(8), Contractor will perform the following reporting services:

- 1) Contractor will electronically interface with the Centers for Medicare and Medicaid Services ("CMS") to capture and report data in the format prescribed by the CMS Specifications.
- 2) Contractor will report directly to CMS on behalf of Client as an Account Designee (reporting agent), as such term is defined in the CMS User Guide as amended from time to time by CMS.
- 3) Client will be considered a Responsible Reporting Entity ("RRE") as that term is defined in MMSEA Section 111 as set forth in 42 U.S.C. §1395y. Contractor will assist Client as follows:
 - a) As the custodian of the original claims information from which the reports will be compiled, Contractor will be an authorized Account Designee for Client. As an Account Designee, Contractor will prepare and submit test files to CMS in accordance with the requirements of the CMS Specifications.
 - b) Contractor will prepare the CMS Medicare beneficiary required data files and submit them to CMS or otherwise forward them as instructed by Client.
- 4) Contractor will be responsible for payment of any and all fines assessed to Client in regards to compliance with the Medicare beneficiary reporting requirements of Medicare, Medicaid and SCHIP Extension Act of 2007 that relate to the negligent acts or omissions of Contractor except to the extent that:
 - a) Such fines or penalties are the direct result of specific direction given by Client and/or its agent or the actions or omissions of Client and/or its agent; or
 - b) Contractor did not receive information from Client that is essential to the performance of the duties set forth herein in a timely manner so as to be able to comply with the terms of this Agreement.

MEDICARE LIABILITY COMPLIANCE SERVICES SCHEDULE

Upon request of Client and for additional fees, Contractor is able to perform the following Medicare Compliance Services for liability claims. The current fees for the services listed below may vary from the fees set forth at the time of contract execution, accordingly, the current fees will be provided to Client prior to such services being performed.

No.	Product Name/Description	
1	Liability Medicare Set-Aside (MSA): This is a compact MSA report that will not be submitted to CMS for review. The spreadsheet and cost analysis will contain the same amount of detail as a normal MSA, but the summary portion will be more concise.	\$1,695
2	Medicare Lien Resolution: Contractor's CMS Lien Resolution program will assist the examiner in all facets of lien resolution, including submitting all necessary documents to the government, obtaining the necessary consent forms from the claimant, evaluating the lien, challenging the sufficiency of the lien, assisting with settlement negotiations, and providing sample settlement language.	\$515
3.	Medical Cost Projection (MCP): A Medical Cost Projection (MCP) is similar to an MSA in that it projects the anticipated future care of a claimant. The report format and structure are very similar. The major difference is that MCPs cover both Medicare and non-Medicare related medical expenses. An MCP is primarily used for one of two purposes: (1) for reserve setting in a liability claim or (2) for determining total possible exposure for all future medical expenses.	\$2,200
4	MSA/MCP COMBINATION REPORT: This product is a combination of the MSA and MCP. It includes one report that summarizes medical records and two spreadsheets. One spreadsheet is for the cost of the MSA and the other is for future total medical exposure. This report can be offered at a reduced price if it is requested at time of referral as it would require one review of the medical records to write and price the single report. This is a helpful tool for settlement purposes as it gives the examiner a clear picture of future Medicare exposure as well as future medical exposure.	\$3,300
5	MSA UPDATE: All updates will be charged a flat fee per update. *Exception: MSAs older than 2 years may be charged the full MSA rate for an update.	\$600 per update
6	Social Security Disability Check – With an appropriate consent form signed by the claimant, we will check to determine if the claimant has applied for or been accepted for Social Security Disability Benefits. This information can be used to determine the appropriateness of a Medicare set-aside (MSA) or, in some jurisdictions, to determine if an offset can be taken on liability or WC benefits.	\$250
7.	Rated age request: In certain circumstances, it may be necessary to secure a rated-age in order to minimize the MSA	\$20

#8e

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST

Date: 2-18-16

Weekly Agenda Date: 2-23-16

DEPARTMENT HEAD / CITIZEN: Ed Gilliland

SUBJECT: CWA Civilian Officers Ratified Tentative Agreement for Approval

ACTION REQUIRED:

Approve Ordinance Approve Resolution Approve Motion

Give Direction Other: Informational Attachments

WORDING FOR AGENDA ITEM: CWA Civilian Officers Ratified Tentative Agreement for Approval, Discussion and Action.

EXECUTIVE SUMMARY:

BACKGROUND:

FINANCIAL IMPACT:

RECOMMENDATION:

ACTION REQUIRED/PROPOSED MOTION: Motion to approve CWA Civilian Officers Ratified Tentative Agreement.

Approved by Board of Supervisors March 3, 2015.

#99a

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ

Date: 2/18/16

Weekly Agenda Date: 2/23/16

DEPARTMENT HEAD / CITIZEN: Nathan Heilman, Mayor of the City of Correctionville

SUBJECT: Local Match for Correctionville Vision Iowa Grant Application

ACTION REQUIRED:

Approve Ordinance <input type="checkbox"/>	Approve Resolution <input checked="" type="checkbox"/>	Approve Motion <input type="checkbox"/>
Give Direction <input type="checkbox"/>	Other: Informational <input type="checkbox"/>	Attachments <input checked="" type="checkbox"/>

WORDING FOR AGENDA ITEM: Action – Request for Increasing the Local Match for the City of Correctionville's Vision Iowa Community Attraction and Tourism (CAT) Grant Application

EXECUTIVE SUMMARY: The City of Correctionville requests the Board of Supervisors to consider an increase in the amount of financial contributions from Woodbury County to go towards the local match of their 2016 Community Attraction and Tourism (CAT) grant through Vision Iowa. Correctionville is applying for \$100K to help construct a \$1.2M public pool.

BACKGROUND: On 2/2/16, Woodbury County approved a resolution to provide a \$5,000 contribution for the local match of Correctionville's 2016 CAT grant. The Vision Iowa CAT Board recently met with the City of Correctionville and suggested that Woodbury County increase their contribution to help close the financing gap for the project.

\$600K	City Bonds	Approved
\$150K	MRHD	Secured
\$25K	Casey's General Store	Secured
10K	Local Private Donations	Secured
\$10K	Woodbury County	Requesting
\$100K	Vision Iowa	Applying

FINANCIAL IMPACT: \$10,000 from Local Option Sales Tax (an increase of \$5,000).

RECOMMENDATION: Rescind the previous resolution (#12,323), and approve the new resolution.

ACTION REQUIRED: Motion to rescind resolution #12,323. Motion to approve the new resolution in support of a \$10,000 contribution from Local Option Sales Tax.

Approved by Board of Supervisors March 3, 2015.

WOODBURY COUNTY, IOWA
RESOLUTION NO. 12, 323

A RESOLUTION TO PROVIDE A FINANCIAL CONTRIBUTION IN SUPPORT OF THE CITY OF CORRECTIONVILLE AND THEIR FILING OF AN APPLICATION FOR FUNDING WITH THE VISION IOWA COMMUNITY ATTRACTION AND TOURISM GRANT PROGRAM.

WHEREAS, the City of Correctionville, is an incorporated municipality in Woodbury County, Iowa, and owner of the public pool located at 819 8th Street, Correctionville, Iowa, 51016; and

WHEREAS, the Woodbury County Board of Supervisors supports the need for this project to repair and make significant improvements to the public pool; and

WHEREAS, such proposed improvements will create an expanded recreational and quality of life amenity for all residents of Correctionville and the surrounding rural areas and small communities within Woodbury County through new and expanded recreational, wellness, and education opportunities, and

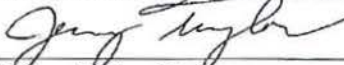
WHEREAS, the City of Correctionville has successfully approved a bond issue and have secured private grants along with local funding to carry out the project's scope of work; and is submitting an application for a Vision Iowa Community Attraction and Tourism program grant award to supplement funds already secured; and

WHEREAS, the Vision Iowa Board of Directors requires county governments to provide a direct financial contribution to Vision Iowa-eligible projects located within its jurisdiction as part of the project's total funding mix; and the City of Correctionville will not be able to complete their preservation and redevelopment of their public pool without the aid of a Vision Iowa program grant; and

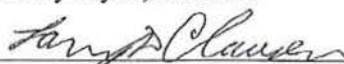
NOW, THEREFORE IT BE RESOLVED BY THE BOARD OF SUPERVISORS THAT WOODBURY COUNTY does hereby demonstrate its full support for the City of Correctionville Project with a financial contribution of \$5,000 to the proposed public pool improvements. Woodbury County's financial commitment to this project is contingent upon the successful award of a Vision Iowa program grant.

Dated this 19th day of January 2016.

WOODBURY COUNTY BOARD OF SUPERVISORS



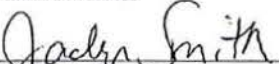
Jeremy Taylor, Chairman



Larry Clausen



Mark Monson



Jaclyn Smith



Matthew Ung

Attest:



Patrick Gill, County Auditor

**WOODBURY COUNTY, IOWA
RESOLUTION NO. _____**

A RESOLUTION TO PROVIDE A FINANCIAL CONTRIBUTION IN SUPPORT OF THE CITY OF CORRECTIONVILLE AND THEIR FILING OF AN APPLICATION FOR FUNDING WITH THE VISION IOWA COMMUNITY ATTRACTION AND TOURISM GRANT PROGRAM.

WHEREAS, the City of Correctionville, is an incorporated municipality in Woodbury County, Iowa, and owner of the public pool located at 819 8th Street, Correctionville, Iowa, 51016; and

WHEREAS, the Woodbury County Board of Supervisors supports the need for this project to repair and make significant improvements to the public pool; and

WHEREAS, such proposed improvements will create an expanded recreational and quality of life amenity for all residents of Correctionville and the surrounding rural areas and small communities within Woodbury County through new and expanded recreational, wellness, and education opportunities, and

WHEREAS, the City of Correctionville has successfully approved a bond issue and have secured private grants along with local funding to carry out the project's scope of work; and is submitting an application for a Vision Iowa Community Attraction and Tourism program grant award to supplement funds already secured; and

WHEREAS, the Vision Iowa Board of Directors requires county governments to provide a direct financial contribution to Vision Iowa-eligible projects located within its jurisdiction as part of the project's total funding mix; and the City of Correctionville will not be able to complete their preservation and redevelopment of their public pool without the aid of a Vision Iowa program grant; and

NOW, THEREFORE IT BE RESOLVED BY THE BOARD OF SUPERVISORS THAT WOODBURY COUNTY does hereby demonstrate its full support for the City of Correctionville Project with a financial contribution of \$10,000 to the proposed public pool improvements. Woodbury County's financial commitment to this project is contingent upon the successful award of a Vision Iowa program grant.

Dated this 23rd day of February 2016.

WOODBURY COUNTY BOARD OF SUPERVISORS

Jeremy Taylor, Chairman

Larry Clausen

Mark Monson

Jaclyn Smith

Matthew Ung

Attest:

Patrick Gill, County Auditor

#91b

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: 2/18/16

Weekly Agenda Date: 2/23/16

DEPARTMENT HEAD / CITIZEN: David Gleiser – Director of Rural Economic Development

SUBJECT: USDA Rural Development Grant Opportunity

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Action – SIMPCO Grant Writing Service Proposal for USDA Rural Development Grant.

EXECUTIVE SUMMARY: The Rural Economic Development Dept. seeks the Board of Supervisors' consideration of SIMPCO's grant writing service proposal for the submission of a USDA Rural Development grant opportunity, which will be used to help cover costs of the Comprehensive Planning Services Project for rural cities in Woodbury County.

BACKGROUND: Woodbury County intends to hire a qualified consulting firm to develop comprehensive plans for rural cities in Woodbury County. While the actual cost to conduct this project is unknown at this time, it's anticipated to be fairly substantial (\$110,000 has currently been budgeted out of Local Option Sales Tax). The RED department has received a proposal from SIMPCO to write the grant for Woodbury County. Applications for this grant are due 6/1/16.

FINANCIAL IMPACT: \$1,500 to be funded out of the Rural Economic Development Department budget (Professional Services line item).

RECOMMENDATION: Approve a motion to accept the SIMPCO proposal and fund the expense out of the Rural Economic Development Department budget (Professional Services line item).

ACTION REQUIRED: Motion to accept the SIMPCO proposal and fund the expense out of the Rural Economic Development Department budget (Professional Services line item).

Approved by Board of Supervisors March 3, 2015.

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is Action

1122 PIERCE STREET
PO BOX 1077
SIOUX CITY IOWA 51102-1077
TELEPHONE (712) 279-6286
FAX (712) 279-6920
E-MAIL simpco@simpco.org

February 11, 2016

David Gleiser
Woodbury County Rural Economic Development
620 Douglas Street
Sioux City, IA 51101

Dear Mr. Gleiser:

Thank you for inviting the Siouxland Interstate Metropolitan Planning Council (SIMPCO) to be part of the application process on behalf of Woodbury County Office of Rural Economic Development for the USDA Rural Business Development Grant (RBDG). For 50 years, SIMPCO has provided planning and grant writing services to member communities and counties.

SIMPCO, the third oldest multi-state council of governments in the nation, is guided by a Board of Directors comprised of city and county officials. SIMPCO collaborates with local governments in long-range strategic and comprehensive planning, community and economic development, housing assistance, transportation planning, and regional program management. SIMPCO is one of 18 members of the Iowa Association of Regional Councils of Government and is an Economic Development District. It also houses the Western Iowa Community Improvement Regional Housing Trust Fund.

SIMPCO has highly qualified staff available and excited to prepare the RBDG application for Woodbury County, and we will strive to provide the best service possible. Attached is a description of the application process and the proposed fees for services. If you have any questions or require further information, please do not hesitate to contact me. Thank you for your consideration.

Sincerely,



Michelle Bostinelos
Siouxland Interstate Metropolitan Planning Council
Executive Director

Visit our Home Page at <http://www.simpco.org>
Equal Opportunity Provider



Siouxland Interstate Metropolitan Planning Council

Rural Business Development Grant Application

The RBDG Program was established by the USDA to combine the RBEG (Rural Business Enterprise Grant) and RBOG (Rural Business Opportunity Grant) programs as mandated by the 2014 Farm Bill. RBDG funding can be used to conduct local community economic development planning to identify and analyze business opportunities with the reasonable prospect that the project will result in the development of a rural area.

Woodbury County is applying for these funds to prepare Comprehensive Plans for incorporated cities in rural Woodbury County. These plans will create a framework for the development of future public policy, particularly in the area of future land use, infrastructure, and economic development.

SIMPCO provides grant writing services for member communities and counties to ensure that they have access to funding for community and economic development projects. SIMPCO has performed this service for many years and has successfully obtained and administered RBOG funding in the past. SIMPCO looks forward to working with Woodbury County and the USDA on a project of this magnitude.

Included in the grant writing process are:

- Defining the scope of and need for the project
- Creating a budget for the project
- Collecting and analyzing data relevant to the application
- Drafting and preparing application text and graphics
- Fully completing the application with all necessary documentation and public meetings
- Identifying additional ways to maximize application points
- Meeting application deadlines

The final deadline for the application has not yet been announced. The most recent grant rule was published on March 25, 2015.

Proposed fees for Scope of Services for preparing an RDBG Application

SIMPCO services for a Woodbury County RDBG Application : \$2,500.00

Project requires approximately 25 man-hours:

3 hours to define the project structure and budget

4 hours for data collection, analysis, and preparation of maps and figures

4 hours to acquire required documentation for the application

5 hours of additional meetings with client and public

9 hours for preparing and refining the application

Membership Discount (40%): -\$1,000

TOTAL COST: \$1,500.00

USDA RURAL DEVELOPMENT RURAL BUSINESS DEVELOPMENT GRANT

Rural Business Development Grant

APPLICATION TOOLKIT

USDA Rural Business Development Grant

Application Toolkit

CHECKLIST

Before you submit your application, please be sure you have addressed all of the following elements.

Required forms

- Form SF-424, "Application for Federal Assistance"
- Form SF-424A, "Budget Information-Non-Construction Programs"
- Form SF-424B, "Assurances - Non-Construction Programs"
- Form SF-424C, "Budget Information -Construction Programs"
- Form SF-424D, "Assurances - Construction Programs"
- Form RD 400-1, "Equal Opportunity Agreement"
- Form RD 400-4, "Assurance Agreement"
- Form AD 1047, "Certification Regarding Debarment"
- Form AD 1049, "Certification Regarding Drug Free Workplace"
- RD Inst. 1940-Q, Exh A-1, "Certification for Contracts, Grants, & Loans"
- Form RD 1940-20, "Request for Environmental Information"
- Form AD-3030, "Representations Regarding Felony Conviction and Tax Delinquency Status for Corporate Applicants"

Section 1. Summary Information

- Legal name of applicant
- Requested Grant Amount
- DUNS #
- SAM Registration Cage Code and Expiration Date

Section 2. Applicant Eligibility

- Applicant Type

Section 3. Project Eligibility

- Business Opportunity Project
 - Demonstration of Need
 - Economic Development Result
 - Local and Area Strategic Plans
 - Suggested Performance Criteria
- Business Enterprise Project
 - Demonstration of Need
 - Development or Financing of Small & Emerging Business
 - Suggested Performance Criteria

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Section 4. Written Narrative

- Project Need
- Project Benefits
- Eligible Grant Purpose
- Area to be Served
- Coordination with Area Economic Development
- Goals to be Accomplished
- Jobs Created/Saved
- Applicants Expertise
- Method and Rationale to Select Service Recipients
- Work Plan and Budget

Appendices

- Appendix A – Organizational Documents
- Appendix B – Proposed Scope of Work
- Appendix C – Latest 3 Years Financial Information
- Appendix D – Supplemental Funds Verification
- Appendix E – Documentation of Experience
- Appendix F – Letters of Support

USDA Rural Business Development Grant
Application Toolkit

APPLICATION TEMPLATE

SECTION 1: SUMMARY INFORMATION

Legal Name of Applicant: _____

Requested Grant Amount: \$ _____

DUNS # _____

SAM/CCR Registration Cage Code: _____ Expiration Date: _____

SECTION 2: APPLICANT ELIGIBILITY

Applicant Type– Please Check One:

- Public Body/Government Entity
- Nonprofit Entity
- Indian Tribe

SECTION 3: PROJECT ELIGIBILITY

Application Type – Please Check One:

- Enterprise Grant
- Opportunity Grant

All Applicants:

- **Demonstration of Need:**

[Insert Explanation as to why the proposed project is needed]

- **Suggested Performance Criteria:**

Suggest one or more relevant criterion to be used to evaluate the performance of the grant project during its operational phase post-award, as benchmarks to assess whether or not the primary goals and objectives proposed in the scope of work are accomplished during the project period. These criteria should relate to the overall project goal of financing and/or assisting small and emerging businesses or conducting business opportunity projects, with a resulting creation or saving of jobs.

[Insert Performance Evaluation Criteria]

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Enterprise Grant Applicants Only:

- **Development or Financing of Small & Emerging Private Businesses**

[Describe how grant funds will be used to finance and/or develop Small and Emerging Businesses in Rural Areas; provide certifications from the Small and Emerging Businesses that will be served]

Opportunity Grant Applicants Only:

- **Economic Development Result**

[Describe the economic development that will occur as a result of the proposed project. Include demonstration of project sustainability]

- **Local and Area Strategic Plans**

[Describe how the project coincides with local or regional strategic plans]

SECTION 4: WRITTEN NARRATIVE

4.1 Project Need

[Insert explanation of why the project is needed]

4.2 Project Benefits

[Explain the benefits of the proposed project]

4.3 Eligible Grant Purpose

[Explain how the proposed project meets an eligible grant purpose]

4.4 Area to be Served

[Describe the area to be served, identifying each governmental unit (i.e. town, county, etc.) to be affected by the project]

4.5 Coordination with Area Economic Development Activities

[Description of how the project will coordinate Economic Development activities with other Economic Development Activities within the project area.]

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4.6 Businesses to be Assisted and Economic Development to be Accomplished

[Describe Businesses to be Assisted (if appropriate) and Economic Development to be accomplished.]

4.7 Jobs Created/Saved

[Describe how the proposed project will create jobs or save existing jobs in the service area and provide an estimated number of jobs created and jobs saved. This is evidenced by letters from rural businesses that will be directly assisted in Appendix F.]

Number of jobs expected to be created _____ or saved _____

4.8 Applicant Expertise

[Insert Description of Applicant's capability and expertise in doing the work proposed. If consulting with others on tasks, include their applicable experience. Attach resumes and other supporting documentation of experience in Appendix E]

4.9 Method and Rationale to Select Service Recipients

[Describe how the service area was selected and the businesses that will receive assistance. If the businesses haven't been selected, describe how they will be selected.]

4.10 Work Plan Narrative

[Insert work plan narrative]

a. Project Budget Summary

Summarize the total project budget by task. Insert additional rows as needed.

Activity #	Task Name and Description	Start Date	End Date	RBDG Funds	Supplemental Funds	Total Project Costs
	TOTAL PROJECT			\$	\$	\$

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b. Task Budget Format

Provide a budget table for each task that will be completed for each main activity listed above.
Add additional task tables as needed.

Task #1 Budget Categories	RBDG Funds	Supplemental Funds	Total Project Costs
Personnel			
Fringe Benefits			
Travel			
Supplies			
Contractual			
Total	\$	\$	\$

Provide explanation/clarification of the basis for the above budget figures:

[Insert task budget explanation]

Task #2 Budget Categories	RBDG Funds	Supplemental Funds	Total Project Costs
Personnel			
Fringe Benefits			
Travel			
Supplies			
Contractual			
Total	\$	\$	\$

Provide explanation/clarification of the basis for the above budget figures:

[Insert task budget explanation]

APPENDICES

USDA Rural Business Development Grant

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APPENDIX A: Organizational Documents

Please attach evidence of Legal Authority and Good-standing.

Tip: The following describes the organization documents that must be presented regarding the RBDG applicant in the application. The organization document must show 1) the legal existence and 2) authority to perform the activities proposed in the application.

- **Public bodies/Governmental entities** (defined as Public Bodies include States, counties, cities, townships, and incorporated towns and villages, boroughs, authorities, districts, and education institutions organized under State and Federal laws, and Indian Tribes).
 - Evidence of legal organization (for the state and Indian Tribes, provide the relevant statute that created the entity)
 - Current certified list of governing body with terms of office
- **Indian Tribes and other Federally-recognized tribal groups**
 - Evidence that it is a Federally-recognized tribal group (provide relevant statute that created the entity)
 - List of council members with terms of office
- **Non-profit entities**
 - Articles of incorporation, including any amendments
 - Bylaws, including any amendments
 - Certificate of Good Standing with the NM Secretary of State. This may be a print out of a search at [https://portal.sos.state.nm.us/corps/\(S\(h2pk1tceknf2ncotaluemo1f\)\)/Corplookup/Lookdn.aspx](https://portal.sos.state.nm.us/corps/(S(h2pk1tceknf2ncotaluemo1f))/Corplookup/Lookdn.aspx) , which shows good standing

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APPENDIX B Proposed Scope of Work

Please attach Proposed Scope of Work. There is a separate template to fill in for Scope of Work.

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APPENDIX C Supporting Financial Documentation

Please attach latest Three (3) years financial statements. This is required to show financial capacity to carry out the proposed work.

[Only for applicants less than 3 years old: If the applicant is less than 3 years old, at a minimum, the information should include all balance sheets(s), income statement(s) and cash flow statements(s).]

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APPENDIX D Supplemental Funds Verification

Documentation verifying eligible supplemental funds are available and have been committed to the project must be included in your application to qualify for consideration under applicable scoring criterion.

If there is not a firm commitment in writing of the other (supplemental) funding, it may not be considered for leveraging and scoring purposes. Where there is not sufficient documentation, the project must be feasible without those funds.

Examples of acceptable documentation include: a signed letter from the source of funds stating the amount of funds, when the funds will be provided, and what the funds can be used for, an executed grant agreement, and a signed resolution from your governing board authorizing the use of a specified amount of funds for the project (if funds will be contributed by the applicant organization).

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APPENDIX E Documentation of Experience

Please attach documentation of experience with proposed project activities.

Please provide a description of the grantee (applicant) experience and also provide resumes of those who will be completing the work of the grant.

If the person who will complete the work, in whole or in part, is a contractor, include the contractor's resume AND either 1) a fully-executed contract showing the commitment to complete the contractor's responsibilities on the grant with a term sufficient to complete the work OR 2) a writing from the contractor committing to the work and sufficient time to complete it.

USDA Rural Business Development Grant
Application Toolkit

APPENDIX F Letters of Support

Please attach letters of support for proposed project activities.

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

#10

Date: February 16th, 2016

Weekly Agenda Date: February 23rd, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Kenny Schmitz; Building Services Superintendent

SUBJECT: Woodbury County Architectural Services

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: Woodbury County LEC Expansion Project Architectural Services

EXECUTIVE SUMMARY: Woodbury County intends to retain professional Architectural services related to a possible Expansion of the Woodbury County LEC.

BACKGROUND: RFQ's submissions have been sought & interviews conducted to retain professional design services for the Woodbury County Law Enforcement Center -Jail Renovation & expansion project. Three firms were interviewed in a detailed evaluation process. Please reference LEC Expansion Committee letter to the Board of Supervisors.

FINANCIAL IMPACT:

RECOMMENDATION: Woodbury County Building Services Department requests Board of Supervisor's proceed on and designate CBMA as LEC Expansion Project Architect.

ACTION REQUIRED / PROPOSED MOTION: Motion to designate Cannon, Moss, Brygger Architects for the LEC Expansion Project.

Woodbury County LEC

Request for Qualifications

Instructions to Interviewers

1. Each Architectural Team has been given 45 minutes for our interview and it will be split as follows:
 - 30 Minutes for a Presentation by the Architects to our group. They choose their own format of delivery. Each of you should have had a copy of their written proposal.
 - 15 Minutes for questions and answers. Each of you is a critical part of this team. This is the time for you to ask any questions you wish. It can be for clarification of statements in their presentation, their RFQ response package or in their fee proposal. After this portion the Architects will be dismissed.

(15 Minutes open discussion within our group will follow each interview)

2. Evaluation forms:

- You will each be given an evaluation form with Sections A thru F. The RFQ we published had an Evaluation Criteria with a percentage applicable to each section. We have given each Section questions in proportion to the sections total value. As an example. Section A has a value of 35% so we included 3 questions. Section B has a value of 20% so we included 2 questions. All the other sections have a value of 15% or 10% and they each have 1 question. Your task individually is to rank each Architect in the Rating line under the questions from 1 to 10 with 10 being the best score.
- Sections D and F will be primarily evaluated based on the references that have been assigned for follow up. If time allows, we will try to get a report on the references from our team for each of the references they called. If we need more time, it may be necessary to do so at the end of all interviews or schedule a review meeting.
- Each of the following organizations will turn in one final Evaluation Form. It will be your organization's responsibility to poll its interviewers and to concur on a final evaluation for each Ranking. The final Evaluation Form should be turned in to Heather at the Board of Supervisors office by the end of this week and the results will be input into an electronic spread sheet for averaging the scores.

Board of Supervisors

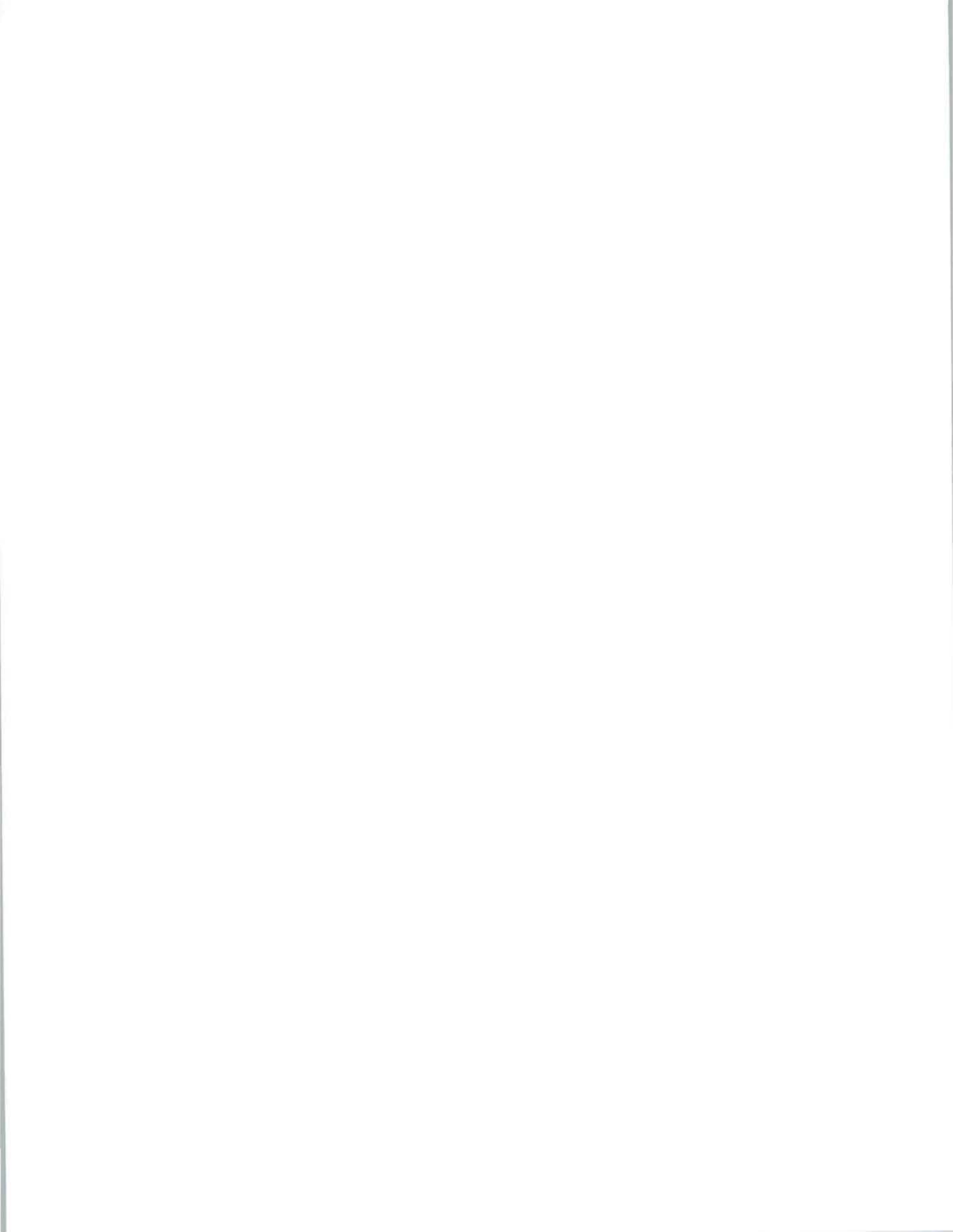
Building Services

Sheriff's Department

Taxpayers Research Council

Baker Group

- The final tally will be handed over to the Chairman of the Board of Supervisors and passed on to the final Board for further action.



LEC Expansion Committee Members,

The County would like to contact references that were provided in the RFQ submissions.

Since we have a limited time to complete this I am asking that each of the committee groups make contact with these references prior to our meeting on Wednesday morning.

To streamline the process I have assigned references to each committee group. I would ask that each of you immediately touch base with on another & assign one individual within your group as lead person to ensure that contact is made to each reference & then compile that information to present to the rest of the committee for review & discussion on Wednesday.

Thanks,

Group/ Reference Contacts as follows:

Board of Supervisors-

CBMA- Reference Contact-

Mark Monson

MRHD

Sioux City, Iowa

712-737-2280

M+- Reference Contact-

Tony Boyd, County Manager

Cibola County

505-234-3300

RML- Reference Contact-

Pete Groetken

City of Sioux City

712-277-2077 or 712-898-4545

Building Services-

M+- Pam Nicosin, Facilities Mangt. Div.

State of New Mexico

505-795-1296

Sheriff's Department-

CBMA- Reference Contact-

Brian Marks, Sheriff

Cloud County LEC

Concordia, Kansas

785-243-3636

M+- Reference Contact-

Skip Perley

CEO, Tec-Corp
Sioux City, Iowa
712-252-4221

RML- Reference Contact-
Woodbury County Jail
Lynette Phillips
712-279-6040

Taxpayers Research Council-

CBMA- Reference Contact-
Glenn Boyer, Sheriff
Jefferson County Dorm
Hillsboro, Missouri
636-797-5000

M+- Reference Contact-
John Baker, President
Suter Services
Sioux City, Iowa
712-252-3007

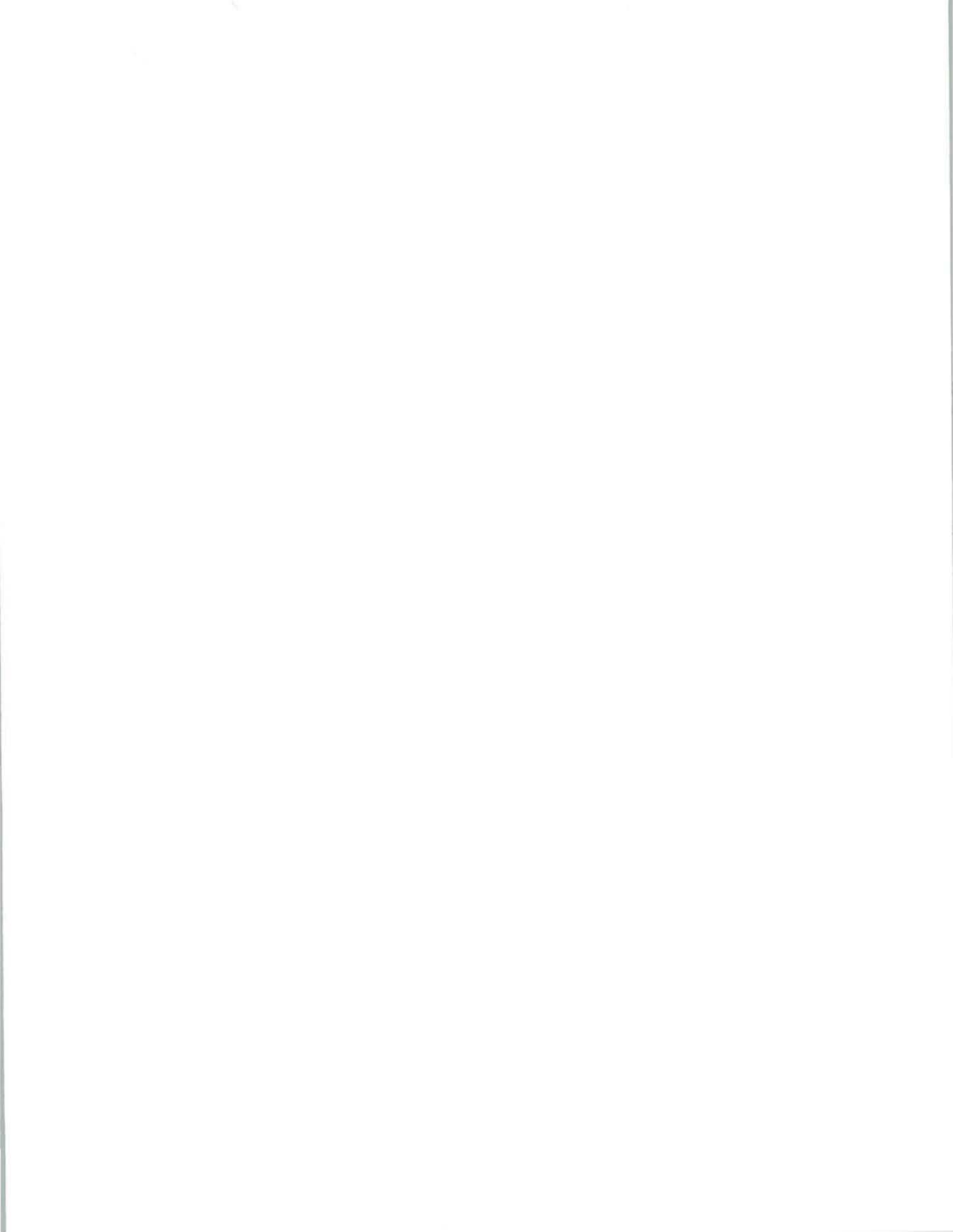
RML - Reference Contact
Siouxland Historical Railroad
Larry Obermeyer
Sioux City, Iowa
712-276-6432

The Baker Group-

CBMA- Reference Contact-
Jerry Mckernan, Commissioner
Doniphan County Jail
Troy, Kansas
816-797-7350

M+- Reference Contact-
Beth Grigsby, VP Briar Cliff Univ.
Sioux City, Iowa
712-279-5504

RML- Davenport Companies
Jim Johnson
Sioux city, Iowa
712-277-2002



Woodbury County Board of Supervisors
Court House Room 104
620 Douglas Street
Sioux City, Iowa 51101

REQUEST FOR QUALIFICATIONS for Architectural Services

Woodbury County intends to retain professional design services from an Iowa based firm for the Woodbury County Law Enforcement Center – Jail Renovation and Expansion project. Interested and qualified firms are invited to submit Statement of Qualifications for this project based on the tentative scope of work and information identified below. This request is specifically for the defined facility in this RFQ. The Board of Supervisors, at their option, may retain the firm selected for architectural services on this project as well as future work on other County owned facilities. Any further work is not guaranteed; the facilities could include, but are not limited to, the following:

1. Woodbury County Court House (Designated as a National Landmark), 620 Douglas St, Sioux City, IA, 51101.
2. Woodbury County Law Enforcement Center, 407 7th St., Sioux City, IA 51101
3. Trospen-Hoyt, 822 Douglas St., Sioux City, IA 51101 (also contains Juvenile Detention)
4. Siouxland District Health, 1014 Nebraska St., Sioux City, IA 51105
5. Social Services and Veterans Affairs, 1211 Triview Ave., Sioux City, IA 51103
6. Eagles Club, 400 Block of 8th St., 51101
7. Prairie Hill complex, County Road D25, Sioux City, IA
8. Climbing Hill Emergency Services Building, Climbing Hill, IA
9. Secondary Roads facilities located throughout the county
10. Conservation Department facilities which include Dorothy Pecaut Nature Center in Sioux City, as well as various parks throughout the County

Project Background

The Woodbury County Law Enforcement Center consists of approximately 85,000 gross sq. ft. and was originally designed in 1985. The first floor of the facility houses the Sheriff's Department, Clerk of Courts, 4 Court Rooms and supporting Judges Chambers, conference rooms and meetings rooms. The second floor is dedicated to the Jail system; Administration, Cell Blocks, various open style detention rooms, Visitation, Counseling rooms, serving Kitchen and Observation areas. The Jail was originally designed to house about 94 inmates and is now housing around 200 or more inmates. Overflow problems have been dealt with by moving some inmates to a minimum security area in the Prairie Hills facility. The primary prep kitchen for all meals for the inmates is also located in the Prairie Hills facility where they also prepare the meals for Juvenile Detention inmates. The Prairie Hills facility has been utilized far beyond its useful life and must be taken out of service soon. Tentative plans are to move the Kitchen out of Prairie Hills and into the lower level of the Court House where a Kitchen Area already exists. The Kitchen move will not be a part of this project.

Project Description

The original design for the Jail included an outside 5000 sq. ft. recreation area above the center portion of the jail area. This area has not been utilized for years and is currently empty. A recent study completed by Raker Rhodes Engineering out of Des Moines, IA concluded this area is constructed to hold over 100 psf which exceeds the required 40 psf required for jail cells. The mission of this project is to design and construct a jail expansion into this existing open area that will efficiently allow space to be designed as dormitory style housing for a female population so that the current dormitory style housing area may be returned back to its original purpose of Work Release. This will provide the ultimate answer as an alternative to Prairie Hill and provide expanded space that best fits the needs of the Jail. A budget for this project has not yet been set, but the target is to keep the project under \$1,200,000. This must include all professional services in addition to construction costs. Any project exceeding \$1,200,000 must go out to public vote before full design work could start and that could significantly change the direction of the project.

Project Scope

Provide Plans and Specification to renovate the open exercise area into fully operational jail facility that best fits the needs of Woodbury County and their detention capability. This must include, but is not limited to, enclosing the area with a proper secured roofing system, expanding the electronic door locking and monitoring system, addressing egress issues and needs, expansion of life safety systems (i.e. fire alarm and sprinkler systems), plumbing systems, HVAC systems, electrical systems, and comply with all appropriate building codes both state and local. All plans must be approved by the State Fire Marshall and Department of Corrections.

Anticipated Project Schedule

Selection of Architect date: January 2016

Design kickoff meeting: February 2016

Schematic Design: March/April 2016

Budget presentation to Board: April 2016

Design Development: May 2016/June 2016

Budget Presentation to Board: June 2016

Construction Documents: July/August 2016

Budget Presentation to Board: August 2016

Bidding: September 2016

Commence Construction: TBD

Substantial Completion: TBD

Selection Process

Woodbury County will select an Iowa based professional design firm for this project. The County will work with the design professional to select the various sub consultants required for the project and whose work will be the responsibility of the design professional. An Interview Committee will be appointed by the Board of Supervisors Chairman. The Interview Committee will conduct an evaluation of all Statement of Qualifications submitted and then select firms to invite to an interview. A firm recommendation will be made to the Board of Supervisors for approval by the Interview Committee. All firms submitting a State of Qualification will be notified of which firms were selected for interviews. See the Evaluation and Scoring information at the end of this RFQ for additional guidance.

The selected firm will be put under contract using AIA form of contracts using AIA Document B132-2009 Standard Form of Contract Between Owner and Architect, Construction Manager as Advisor Edition. It is the intent of Woodbury County to utilize the services of a Construction Manager for this project.

Statement of Qualifications

Firms interested in providing services for this project shall include (as a minimum) the following in their Statement of Qualification:

1. Cover letter expressing interest in providing services for the project and the principal contact information.
2. Design Firm's general brochure.
3. Proposed project team, individual roles, qualifications and resumes. Office location for each team member.
4. Project team's experience on Jails/Correctional Facilities and support space that has been managed or designed by the individuals on the project team. Team's experience on Historical Preservation and working with National Landmarks should also be included for future project consideration.
6. Project approach and schedule.
7. Description of the firm's quality control procedures. This should address quality in documentation as well as in the design process.
8. In a separate sealed envelope please provide a summary of your firm's fee schedule for this type of project. Fee schedules will not be opened or reviewed until after interviews and evaluations are completed and could at that point and at the County's discretion, have an impact on final selections.

Submittal of Information

Firms interested in providing services for the project shall submit the requested materials via seven (7) hard copies and one (1) single PDF file by no later than 4:00 p.m. (CDT) on Tuesday, January 19, 2016 to:

Woodbury County Board of Supervisors
Court House, Room 104
620 Douglas Street
Sioux City, Iowa 51101

All responses will be opened and acknowledge as received at the Board of Supervisors weekly meeting on January 19, 2016. Sealed fee schedules will not be opened at this time. The meeting starts at 4:30 PM and the opening will be as scheduled per the approved agenda.

Submittal Package shall be labeled:

"Woodbury County LEC Jail Expansion"

"Statement of Qualification – firm name - date".

Statement of Qualifications shall be a maximum of 40 pages front to back excluding the title page, cover letter, and resumes. Failure to complying with the criteria set forth may be result in rejection of submittal and consideration of the submitting Firm. Firms from which additional information/clarification is requested will be contacted.

Evaluation Criteria

Proposals will be evaluated based upon the following criteria and weighted according to the percentages below:

- 35% Suggested project approach which includes demonstrable knowledge and articulation of a vision for how the design firm will meet the challenges of the LEC expansion while staying under the bonding threshold of \$1.2 million including design fees (cost will be factored).
- 20% Proposed Project Team qualifications and experience with Jail/Correctional facility design work
- 15% Firm's capacity for meeting the anticipated project schedule
- 10% Firms References Results
- 10% Quality Control Procedures
- 10% Reputation of Firm for Business Ethics and History of fulfillment of contractual obligations and demonstrated financial stability.

Fee schedule may be at the discretion of Woodbury County be used for the selection process but the County is not required to choose the lowest cost provider.

All questions shall be directed to (Shane Albrecht, Baker Group Project Manager and/or Kenny Schmitz, Facility Director).

All costs associated with the development and submittal of the Statement of Qualifications and interview presentation will be the responsibility of the design professional. Proposals are to be made in good faith, without fraud, collusion or connection of any kind with any other contractor for the same work. Respondents must compete in their own interest and on their own behalf. All firms are required to disclose any potential conflicts of interest in doing work for Woodbury County. Woodbury County, in its sole and complete discretion, reserves the right to reject any or all proposals, in whole or in part, with or without cause, even if all the stated requirements are met.

LEC Expansion Committee



February 18, 2016

Woodbury County Board of Supervisors
620 Douglas Street
Sioux City, Iowa 51101

Dear Supervisors,

The LEC Expansion Committee has jointly crafted what we believe to be a practical yet sound set of checks & balances to assist us in making the best logical recommendation in Architectural Firms for the possibility of a Woodbury County LEC Expansion going forward. In determining best process we were mindful of the Board of Supervisors quest to remain transparent in all functions. While this inherently somewhat lengthened the exercise we believe it also provided a very accurate way of identifying a best selection.

The events & procedures to date were as follows:

1. RFQ's were sent out to six firms & three submission respondents were identified publicly in the Board of Supervisors Meeting. The Architectural firms were identified as CMBA, M+, and RML.
2. The Expansion Committee outlined a process whereby a scoring system was drafted to follow during perspective interviews. The system outlined specific question categories which were assigned a percentage on importance. Each committee member then assigned a point rating from a scale of 1 thru 10 to each of the respective categorical candidate responses during interviews. Each entity would then be required to combine their perspective member's scores and will provide their entities averaged total to submit with other entities for a total tabulation. Each entity would also submit member scoring sheets to the Board of Supervisors office for accuracy & verification. The percentages & score ratings will then to be tabulated to arrive at average & total over-all scores for each firm. Prior to the interviews each committee entity was assigned one reference from each of the three firm submissions to contact & verify firm's performance and responses. This was also a rating identified on the score sheet.
3. On February 10th, an open meeting was established & closed session interviews were conducted at the request of each interview candidate. Participating were all committee entities, interview candidates, and their associates.



4. Statements were requested from each committee entity to quantify perspective views and overall comments.

Next steps;

The committee will tabulate scores, compile committee entity statements, and at the February 23rd Board of Supervisors Meeting provide a recommendation to the Board of Supervisors on an Architectural Firm selection for the LEC Expansion Project.

Best wishes,

The LEC Expansion Committee

Woodbury County Law Enforcement Center
 Architect RFQ Evaluation
 Tabulation Sheet

Priority	Section Points		CMAA Evaluation						M+ Evaluation						RML Evaluation																
			Supv	Bld Srv	Sheriff	TRC	BG	Average Score	Value	Section Score	Supv	Bld Srv	Sheriff	TRC	BG	Average Score	Value	Section Score	Supv	Bld Srv	Sheriff	TRC	BG	Average Score	Value	Section Score					
A	35	Suggested project approach which includes demonstrable knowledge and articulation of a vision... 1. What is your vision for this project? 2. What is your knowledge of this project? 3. What challenges do you see of keeping this project under \$1.2M?	9.50	9.00	9.00	7.00	9.00	8.70	10.15	7.00	7.00	5.00	5.00	7.00	6.20	7.23	9.00	10.00	8.00	9.00	8.00	8.80	10.27	9.00	10.00	9.00	7.00	9.00	8.80	10.27	
			9.00	10.00	9.00	7.00	9.00	8.80	10.27	6.50	6.00	4.00	6.00	7.00	5.90	6.88	###	10.00	9.00	10.00	9.00	9.60	11.20	8.50	10.00	9.00	8.00	8.00	8.70	10.15	
		Total Section Points	9.50	9.00	9.00	8.00	###	9.10	10.62	6.00	8.00	5.00	6.00	8.00	6.60	7.70	8.50	10.00	9.00	8.00	8.00	8.70	10.15								
																														31.62	
B	20	Proposed Project Team qualifications and experience with jail/Correctional facility design work. 1. What is your project team qualifications? 2. What is your experience with jail design work?	10.00	10.00	10.00	8.00	###	9.60	9.60	6.50	7.00	5.00	5.00	7.00	6.10	6.10	6.00	7.00	8.00	6.00	6.00	6.60	6.60	8.00	7.00	6.00	6.00	5.00	6.40	6.40	
		Total Section Points	10.00	10.00	10.00	9.00	###	9.80	9.80	7.50	8.00	8.00	8.00	7.00	7.70	7.70	8.00	7.00	6.00	6.00	5.00	6.40	6.40								13.80
C	15	Firm's capacity for meeting the anticipated project schedule. 1. What is your anticipated schedule for this project?	9.00	9.00	9.00	8.00	###	9.00	13.50	8.00	8.00	8.00	8.00	8.00	8.00	12.00	8.50	9.00	9.00	9.00	8.00	8.70	13.05								
		Total Section Points																													13.05
D	10	Firms Reference Results. 1. NOT A QUESTION ASKED, follow-up with references provided.	9.00	9.00	10.00	9.00	9.00	9.20	9.20	8.00	8.00	8.00	5.00	7.00	7.20	7.20	9.00	9.00	9.00	9.00	8.00	8.80	8.80								8.80
		Total Section Points																													8.80
E	10	Quality Control Procedures. 1. What is your vision of building this in an occupied and secured building?	9.50	10.00	9.00	9.00	###	9.50	9.50	7.00	4.00	9.00	4.00	6.00	6.00	6.00	9.00	10.00	9.00	9.00	9.00	9.20	9.20								9.20
		Total Section Points																													9.20
F	10	Reputation of Firm for Business Ethics and History of fulfillment of contractual obligations and... 1. NOT A QUESTION ASKED, follow-up with contacting and questiong provided references.	10.00	10.00	9.00	8.00	9.00	9.20	9.20	8.25	8.00	7.00	4.00	7.00	6.85	6.85	9.00	9.00	10.00	9.00	9.00	9.20	9.20								9.20
		Total Section Points																													9.20
Total	100	Maximum Points						91.83	91.83						67.67	67.67														84.87	84.87

Kenny Schmitz - Re: Request for Statements

From: Roger Caudron <rjcaudron@gmail.com>
To: Kenny Schmitz <kschmitz@woodburycountyiowa.gov>, Taylor Goodvin <taylor...>
Date: 2/17/2016 11:45 AM
Subject: Re: Request for Statements

Kenny,

On behalf of the Taxpayers Research Council I wish to commend you, Baker Group and the selection committee for very fair and thorough process.

In summary of both my comments and scoring sheet, a summary of my comments, scores and thoughts is as follows:

RML

Scored highest of the firms on the knowledge of the building and the project. The firm has been responsible for most of the design work for renovations and improvements for the last many years. The firm's intimacy with the building and the project is a benefit to the project. However, I found that limited experience outside the immediate area might be limiting on other ideas and alternative design opportunities that might be of benefit in this particular case.

RML comes highly regarded in the community and with the County's continued use of their services over the years, the experience with them must be good.

Mike's presentation was both thoughtful and thorough and I believe that he looks at things very pragmatically and with the County's best interests in mind.

I have not had personal experience with projects that RML has been responsible for.

CMBA

Scored the highest of the firms on innovation and experience outside the community. The firm's partner jail designer seemed both very knowledgeable and innovative in his approach to the project. I believe that with changes that may be coming in the requirements for prisoner personal security, that this firm is better prepared to be both in front of those requirements and to innovatively deal with them.

While the firm did not score as well on knowledge of the building and the project, I believe that there is a large value to having someone new look at the issues.

CMBA comes highly regarded in the community and I personally have worked with principals and past principals of the company on many projects over the years and was quite satisfied with their work.

M+

Scored less on knowledge of the project and the building and also less on innovation and experience outside the community. The lower scores on experience outside the community reflected the jail designer's sphere of projects and home base being in New Mexico. And I ranked them lower because of there not being a jail expert or their projects within the midwest region.

M+ is noted as a very creative firm and Dale is one of the most creative architects in the region.

However, based on the consulting designer's lack of midwest project experience and a midwest home, I rated them as last among the three firms.

Conclusion

Having only limited knowledge of jail design and the building specifically, I will defer specific recommendation to the other members of the committee and respect and support a decision that would include either CMBA or RML. Both bring unique skills, talents, experiences to the table.

On behalf of the TRC, I do, and the TRC will, publicly commend the County Board and staff, and the Baker Group on a very well thought out and fair process for securing proposals for this very important and unique project.

Thank you for allowing our participation.

Roger J. Caudron
Board Member

--

Roger J. Caudron
Caudron Development Consulting Services
rjcaudron@gmail.com
[712/253-0198](tel:7122530198)

On Mon, Feb 15, 2016 at 8:40 PM, Kenny Schmitz <kschmitz@woodburycountyiowa.gov> wrote:

All,

In substantiating final preparations, I am requesting that each perspective entity provide a final statement and summation. I view this as something that would verifiably encompass the statements you each made following the interviews and your overview of how firms compared relative to one another overall. This will require a joint response from one person representing each entity and I would like the responses to be provided from each entity as follows:

Taxpayers Research Council- Roger Caudren.

Sheriffs Department- Dave Drew

Board of Supervisors- Jeremy Taylor

Building Services- Kenny Schmitz

Please return these letters to me no later than 5:00 pm Wednesday, February 17th.

Thanks to all of you for your continued assistance with this process.



Baker Group
4224 Hubbell Avenue
Des Moines, Iowa 50317-4508
Phone: 515.262.4000
855.262.4000
Fax: 515.266.1025
www.thebakergroup.com

Feb 16, 2016

Woodbury County Board of Supervisors
Court House Room 104
620 Douglas Street
Sioux City, IA 51101

Attention: Jeremy Taylor, Chairman and all Board Supervisors:

It has been our pleasure to support and serve on the Interview Committee to review the Statements of Qualification for the Request for Qualifications (RFQ) for Architectural Services on the Woodbury County Law Enforcement Center. We are also pleased to have participated in the interview of each firm responding to the RFQ and in the evaluation process following the interviews.

Woodbury County received three responses to the RFQ from excellent firms with a local presence. Based on the findings of Baker Group's independent evaluation of each firm, we respectfully recommend Woodbury County select the local firm of Cannon Moss Brygger Architects (CMBA) for the Law Enforcement Center expansion.

As with all interviews, there was time for group discussion about the candidates and how we each felt about the qualifications presented. Without exception, all interviewers had similar comments and seemed to be leaning toward CMBA. The scored results added up to the same conclusion.

There were a couple of points that really stood out to differentiate the firms.

- All firms had solid reputations in the community and were represented by very professional experts in the field of Architecture.
- RML Architects, who has had a lot of experience with the facility as well as other buildings in the County, scored very strong in the first category " Suggested Project Approach ---"; just slightly above CMBA.
- Both companies tied in the last category which was "Reputation of Firm for Business Ethics ---".
- CMBA led all other three categories with their strongest showing in the second section which was "Proposed Project Team qualifications with Jail/Correctional facility design work." CMBA not only has experience in this type of facility but has partnered with Goldberg Group Architects (GGA) out of St. Joseph, Missouri. Goldberg has over 30 years of justice experience with projects in 26 states.

In summary, the biggest difference was RML had a lot of experience in your LEC building, but CMBA/GGA has much broader correctional facility experience overall and has solid cost comparisons on similar active projects. Two of their many projects were very comparable to the Woodbury County LEC project in that they were utilizing Court Yard/Gym areas to enclose and become part of the jail area.

Thank you for allowing Baker Group to participate in this process.

Respectfully submitted,

A handwritten signature in black ink that reads "David C. Jorgenson".

David C. Jorgenson
Director, Facility Improvement Master Plan

2/17/2016

RFQ Interviews conducted on February 10th, were very interesting. The talent of the three Firms overall was very good. The scoring system utilized by the committee was a great tool to outline the final scoring and identify specific areas where firms differentiated from another when they were close in some instances.

I believe CMBA would be the best choice for the LEC project due to the experienced team they brought to the table & particularly their teams experience in jail renovation. I believe that all the Committee members were impressed by this.

In my opinion RML came in a close 2nd place, & M+ fell slightly short of the bar overall.

I believe CMBA is the practical choice for Woodbury County LEC Expansion.

I further believe RML Architects could be encouraged to continue to provide Architectural services for the County on other project needs going forward.

Thanks,

Kenny Schmitz

Building Services

Sheriffs Department:

Statement of Interview response/comments; (Please see scoring sheet)

Sheriff's Office:

Statement of Interview response/comments; (Please see scoring sheet)



Woodbury County Board of Supervisors

Courthouse • Room 104
620 Douglas Street • Sioux City, Iowa 51101
Telephone (712) 279-6525 • Fax (712) 279-6577

MEMBERS

LARRY D. CLAUSEN
SIOUX CITY

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SERGEANT BLUFF

JACLYN D. SMITH
SIOUX CITY

MATTHEW A. UNG
SIOUX CITY

JEREMY J. TAYLOR
SIOUX CITY

BOARD ADMINISTRATIVE COORDINATOR
KAREN JAMES

EXECUTIVE SECRETARY / PUBLIC BIDDER
HEATHER SATTERWHITE

Board of Supervisors:

The interviews of the three local architects certainly showed a great depth of experience and knowledge within our community. However, CMBA presented the most detailed and specific plan for a long-term, creative and thoughtful approach to maximizing available dollars with highly reputable and quality professional service. Coupled with the expertise of a robust staff including a structural engineer, mechanical-electrical design team, and unparalleled jail consultant expertise not only in detention-specific design but also in cost-saving approaches, CMBA was the clear choice to head up this project.

Sincerely,

Supervisors Jeremy Taylor and Mark Monson

Woodbury County Board of Supervisors



**Statement of
Qualifications**

**Jail Renovation and Expansion for
Woodbury County**

January 19, 2016

M+ ARCHITECTS



ARCHITECTS · PLANNERS · AIA

M+ ARCHITECTS

January 19, 2016

Woodbury County Board of Supervisors
Court House Room 104
620 Douglas Street
Sioux City, IA 51101

RE: Jail Renovation and Expansion Request for Qualifications

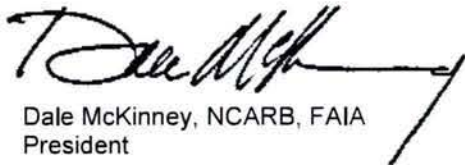
M Plus Architects is a local SDVOSB design firm. We are interested in providing professional design services for Woodbury County. Our practice covers a very broad range of building types from vehicle storage and maintenance facilities to historic preservation of buildings listed on the National Register of Historic Places.

We have combined our local experience with NCA Architects, a highly qualified, award-winning design firm with specialized experience in detention and correctional facilities. NCA is led by Bob Calvani, AIA, a long-time friend and colleague. They are dedicated to straight-forward and economical yet innovative design solutions that provide their clients with facilities that are neither over nor under designed and which represent the best value for their client's investment.

We believe we have assembled a team that meets and surpasses the requirements in experience and knowledge to provide the County with superior service. Your project will benefit from the expertise of NCA Architects in combination with M+ Architects' clear understanding of local construction costs and methods.

We look forward to the opportunity to provide professional design services to Woodbury County. Thank you for allowing M+ Architects to be part of this process.

Sincerely,
M+ Architects Inc.



Dale McKinney, NCARB, FAIA
President



At M+ Architects, we believe that high-performing architectural solutions are achieved with successful collaboration with clients. We recognize that clients have a unique perspective as well as vision and creativity - our process is designed to animate this resourcefulness.

M+ Architects has been committed to the future of Sioux City for over 20 years. In recent years, we're proud to have been a part of just a few of the many positive things happening in our community, including the Roth Fountain, the Missouri Riverfront/Anderson Dance Pavilion, ISU Design Studio West, and numerous community-defining programs such as Iowa Great Places.

Much of our firm's early work in the community was focused on historic preservation and adaptive-reuse projects, such as Historic Fourth Street and Castle on the Hill. In recent years, we have expanded our services. Since then we have been involved in public/private partnerships such as the design-build projects from TEC Corp/Thompson Electric, Roth Fountain, and the Norm Waitt Sr. YMCA.

Our firm's core belief is that in order to succeed professionally, we must be active in the future of the community where we work. Dale McKinney, NCARB, FAIA, Principal has served on many boards in the community. Locally, Dale is currently actively involved with the Sioux City Historic Preservation Commission and the Center for Siouxland. Principal Dale McKinney leads each project and his staff shares his commitment to outstanding quality with adherence to budget and schedule. Because your building project is an important asset to us, we champion your project throughout design and construction for the best possible return on your investment.

Services Provided

At M+, we are committed to design innovation and sustainability. In addition to basic services, we provide:

- Historic Preservation
- Interior Design
- Site Planning/Landscape Design
- Master Planning

Awards

2015 Best Development Award, Renovated
Commerician Building, 1,000 Friends of Iowa
TEC Corp

2013 American School & University Educational
Interior Showcase Outstanding Design Awards
for Laboratories and Common Areas - Briar Cliff
University Heelan Hall

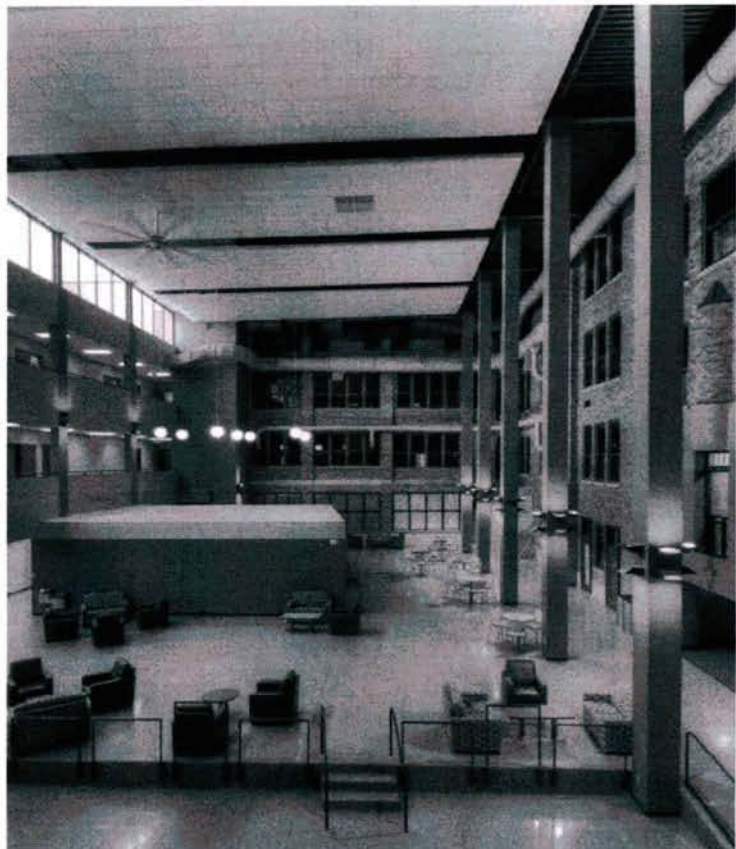
2011 Housing Iowa Multifamily Award
Family Crisis Centers of NW Iowa

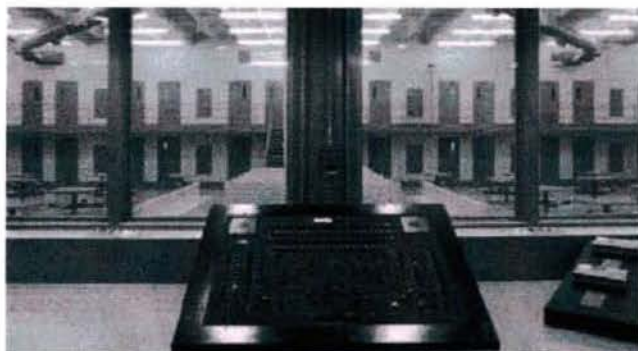
2009 Excellence in Concrete Award
Girls Inc. of Sioux City

2008 AIA Iowa Honor Award of Excellence
ISU Design Studio West

2008 Brick in Architecture Silver Award
2006 Masonry Institute of Iowa Award
Roth Fountain, Sioux City, Iowa

2004 IDP Outstanding Firm of the Year,
National American Institute of Architects





Valencia County Detention Control Room

NCA Architects

Founded in New Mexico in 1976, and incorporated in 1979, NCA Architects (NCA) is dedicated to providing quality architecture and responsive personalized service to clients regardless of project size or location. Our commitment to straight-forward, innovative design solutions has gained us recognition as one of New Mexico's leading architectural, planning, and design firms. Specializing in detention, corrections, and judicial buildings; we believe that architectural design should enhance our daily lives and add beauty and dignity to our cities and buildings.

Our depth of staffing coupled with the strengths of our proposed sub consultants, will provide Woodbury County with a fully functional Architecture/Engineering team that can keep pace with the demands of this jail expansion. As detention facility design experts we fully understand the unique qualities to this kind of expansion project including rigid process restrictions and security requirements. We take great pride in the fact that the security of our designs has never been compromised, and our county clients report dramatic decreases in incidents and inmate lawsuits as a result of our designs.

NCA has designed and constructed more than 3,375 detention facility beds throughout the state, and provided preliminary planning services for several detention/correction facilities; including a five year statewide correctional study for the State of New Mexico Department of Corrections. We have also been a resource of information for general architectural questions about detention/corrections facilities for years. Our client's return to us time and time again because of our ability keep the project on schedule and within budget – two elements absolutely critical to any project. We accomplish these goals by:

- Selecting the most experienced design team members.
- Principal Architect involvement throughout the project including construction.
- Development of a Work Plan that includes all aspects associated with the design phases.
- Quality Control practices from programming through 11-month inspection.



Mr. McKinney opened the office in 1991 as a founding partner. He has been a principal and an office manager since that time. His 33 plus years of experience covers the full range of professional services. He has worked on a variety of facility types. Dale balances his architectural work with a variety of active volunteer service in the community including civic and nonprofit groups.

Professional Experience

M+ Architects, Principal, 2006 - present
InVision Architecture, Principal, 1995 - 2006
Huntington Ewing McKinney Architects, Principal, 1991 - 1995
Lee * McKinney Architects, Principal, 1988 - 1991
RML Architects, Partner, 1986 - 1988
DeWild Grant Reckert, Project Architect/Project Manager, 1978 - 1985

Registration

National Council of
Architectural Registration
Boards

Licensed Architect in Iowa,
Nebraska, South Dakota,
Minnesota, North Carolina,
Arizona, South Carolina and
Maryland

Education

Bachelor of Arts in
Architecture, Iowa State
University 1975

Awards & Honors

Fellow, American Institute of
Architects, 2011

AIA Iowa Medal of Honor, 2011

AIA/NCARB IDP Firm of the
Year, 2004

Renovation/Preservation Experience

TEC Corp/Thompson Electric
Antlers Hotel, Spencer, Iowa
Van Allen Building, Clinton, Iowa
Dubuque Casket Co., Dubuque, Iowa
Armstrong Building, Clinton, Iowa
Carnegie Library, Sioux City, Iowa
Montgomery Wards Building (Hatch Furniture)

Other Related Experience

Plymouth County Courthouse Annex
Plymouth County Courthouse Reroof
Plymouth County Historic Museum
Anderson Dance Pavilion
Roth Fountain
Grandview Park Restrooms

Community Service

Board Member, Downtown Partners, 2007-2012
City of Sioux City Historic Preservation Commission, 2004-present
Board Member, Siouland Y, 1998-2003 President, Siouland Y, 2002-2003
Board Member, 1000 Friends of Iowa, 2005-present, Treasurer, 2006-present
Board Member, Council on Sexual Assault & Domestic Violence, 2004-2010
Endowment Committee, CSADV, 2006-2010
Board Member, Main Street Sioux City, 1991-1997
President, Main Street Sioux City, 1992-1995
Broad Member, Downtown Partners, 2008 - present
Member, Hinton Community School Board of Education, 1976-1991
President, Hinton Community School Board of Education, 1980-1991
Vietnam War Veteran

NCARB Service

Past President, National Council of Architectural Registration Boards, 2015-2016
President, National Council of Architectural Registration Boards, 2014-2015
1st Vice President, National Council of Architectural Registration Boards, 2013-2014
2nd Vice President, National Council of Architectural Registration Boards, 2012-2013
Treasurer, National Council of Architectural Registration Boards, 2011 - 2012
Secretary, National Council of Architectural Registration Boards, 2010 - 2011
IDP Committee 2005-2008; Chair 2008-2009
Professional Development Program Committee 2004-2005
IDPAC, 2006-2009
IDP Direct Supervision, 2006-2007
IDP Employment Settings Chair, 2007-2008
Committee on Procedures and Documents, 2008-2009
Treasurer Region 4, 2004
Vice Chair Region 4, 2005
Chair Region 4, 2006, 2007



Anna joined the architectural staff at M+ Architects Inc. in 2010. Anna's project approach starts with thorough and considerate communication to reach a clear understanding of clients' expectations. She aligns wishes and desires with physical requirements and economic sense using innovative design and finish solutions. Her attentive and thoughtful process transforms clients' objectives into well thought-out designs and well planned working drawings.

Professional Experience

M+ Architects, 2010 - present

Registration

National Council of
Architectural Registration
Boards

Licensed Architect in Iowa

Education

Bachelor of Architecture, Cum
Laude, Iowa State University

Renovation/Preservation Experience

TEC Corp/Thompson Electric
Briar Cliff University Heelan Hall Addition & Renovation
3rd Judicial District Roof Replacement, Sioux City
1703 Pierce Street Remodel
Montgomery Wards Building (Hatch Furniture)

Other Recent Project Experience

Dakota City Fire Department
Emerson Volunteer Fire Department
Hubbard Fire Department
Gerkin Residence, Dakota Dunes
Perley Residence Remodel, Sioux City
Wissing Residence, Sioux City
McLaughlin Residence Remodel, Dakota Dunes
Pierce Street Same Day Surgery, Sioux City
Tri-State Specialist, Sioux City
SmithCo. Addition, Le Mars
Milwaukee Weiner House, Sioux City
Fitzpatrick Auto, Storm Lake
Iowa National Guard Hangar Doors, Sioux City
United Methodist Church, Le Mars
Palo Coop Telephone Cooperative, Palo, Iowa
Blackhawk Community Center Addition & Renovation, Winnebago, Nebraska
Blackhawk Community Center Exterior Improvements, Winnebago, Nebraska

Professional Affiliations

American Institute of Architects, Associate Member
Northwest Iowa Architects Council

Community Activities

Siouxland Sleep Out
Sioux City Police Dept Citizen's Academy
Leadership Siouxland
Muscular Dystrophy Association Summer Camp



Robert M. Calvani, AIA, NCARB
Principal Architect, Contract Administrator

Mr. Calvani's 35 years of experience includes detention and correctional facilities, educational and university projects, learning and community centers, and high profile, culturally relevant facilities. He will be responsible for administration of the contract, as well as development of the project, client liaison and decision-making. Mr. Calvani oversees complete project direction and works closely with the Project Manager in the development of the design.

Education Level/Degrees

Masters of Architecture,
University of California, Los Angeles
Bachelor of Architecture,
University of New Mexico

Registrations/Certifications

Registered Professional Architect
(NM, AZ, CO, NV, TX)
NM Licensed Interior Designer
NCARB Certified

Project Experience:

- Valencia County Detention Facility, Los Lunas, NM
- Roosevelt County Detention Center Needs Assessment and Proposed Additions Study, Portales, NM
- Eddy County Detention Adult and Juvenile Facilities Additions/Renovations, Carlsbad, NM
- Lincoln County Detention Facility, Carrizozo, NM
- Luna County Detention Facility, Deming, NM
- CCA Detention Facility and Additions, Estancia, NM
- Santa Fe County Detention Facility Renovations and Additions, Santa Fe, NM
- Sandoval County Adult Detention Facility Additions and Modifications, Bernalillo, NM
- Department of Corrections Open End, State of NM
- Camino Nuevo 100-Bed Juvenile Detention Facility, Albuquerque, NM
- NM Women's Correctional Facility and Additions, Grants, NM
- Socorro County Detention Center Study
- Penitentiary of NM, Renovations, Alterations, Santa Fe, NM



John Layman VP | Project Manager

Mr. Layman has over 30 years of experience in programming, design and management of a broad variety of projects. As Project Manager, John will be responsible for the day-to-day management of the project through all of the phases and work closely with the principal architect in producing all phases of your project including being responsible for supervision of production of programming, schematic design, design development and working drawings. John will coordinate and oversee the project budget and schedule and coordinate all consultants.

Project Experience:

- Valencia County Detention Facility, Los Lunas, NM
- Eddy County Female & Juvenile Detention Center, Carlsbad, NM
- Hidalgo County Detention Center, Lordsburg, NM
- Roosevelt County Detention Center, Portales, NM
- Cibola County Judicial Complex, Grants, NM
- Lincoln County Detention Facility, Carrizozo, NM
- Sierra County Courts/Jail, Truth or Consequences, NM
- Camino Nuevo Juvenile Detention Facility, Albuquerque, NM
- Santa Fe County Courthouse, Judge Steve Herrera Judicial Complex, Santa Fe, NM
- Socorro County Detention Center Study

Specialized Services

FAIRBOURN CONSULTING

Education Level/Degrees

Bachelor of Science, Mechanical Engineering,
University of NM

Registrations/Certifications

Licensed Professional Engineer NM

Richard Fairbourn | Security Designer

Specializing in jail and justice-related projects, Richard's experience in security design and threat assessment is complemented by 30 years of integrated security system project management, estimating and installation supervision. Projects include criminal justice, manufacturing plants, medical facilities, water treatment plants, munitions storage areas, industrial parks, mining slot storage and transfer systems, airports, aircraft maintenance facilities, general office buildings, and educational facilities. Integrated systems have included security, fire, CCTV, card access control, and criminal justice systems cell and environment control.

With more than \$250 million in justice-related security design experience, Richard brings to the team a clear understanding of security systems that complement the operations of justice facilities. His broad knowledge of door hardware and electronic controls as they relate to a successful security design will complement the overall criminal justice complex. Richard provides security system design that keeps visitors, judges, staff and prisoners safe. **Richard has experience in Iowa having complete the Iowa State Penitentiary in Ft. Madison and the Polk County Jail in Des Moines.**

Related Project Experience with NCA

- Hidalgo County Jail, Lordsburg, NM
- Pueblo of Laguna Criminal Justice Complex, Pueblo Laguna, NM
- McKinley County Juvenile Detention Center, Gallup, NM
- State of New Mexico Correction Facilities Assessment
- Ramah Detention Center, Mountain View, NM
- Roosevelt County Jail, Roosevelt, NM, Detention Hardware Upgrade

NCA has designed and constructed more than 3,375 detention facility beds and has completed more beds in the southwest region than any other architect.

Planning Studies

- San Miguel County Corrections Study
- Cibola County Detention Study
- Grant County Detention Needs Assessment Study
- Española Detention Needs Assessment Study
- Roosevelt County Detention Needs Assessment Study
- Sierra County Detention Facility Concept Study
- State of New Mexico Department of Corrections – Five-Year Statewide Correctional Study, Minimum Restrict Male and Female Inmates
- Eddy County Jail and Judicial Facilities Study and Master Plan
- Taos County Jail and Judicial Facilities Study, Master Plan and Facilities Design

County Detention Center Facilities

- Grant County Juvenile Detention Center (24 beds, adult M)
- Luna County Detention Facility (136 beds, adult M/F) and Expansion (50 beds)
- Eddy County Adult Detention Center Additions/Renovations, Phase II (104 beds)
- Eddy County Juvenile Detention Center Addition/Renovations, Phase III (13 beds)
- Valencia County Detention Center (98 beds, adult M/F)
- Lincoln County Detention Center (123 beds, adult M/F)
- Sandoval County Detention Facility Remodels and New Expansion (168 beds, adult M/F)
- Cibola County Detention and Justice Center (158 beds, adult M/F)
- Bernalillo County Juvenile Detention Center (renovations)
- Taos County Justice Center (study, plan and design)
- McKinley County Juvenile Detention Center (34 beds, M/F)

Private Detention Facilities

- Torrance County Detention Center (899 beds, adult M)
- NM Women's Correctional Facility (611 beds, adult F)
- Santa Fe County Detention Center (50 bed addition, adult M)

State Correctional Facilities

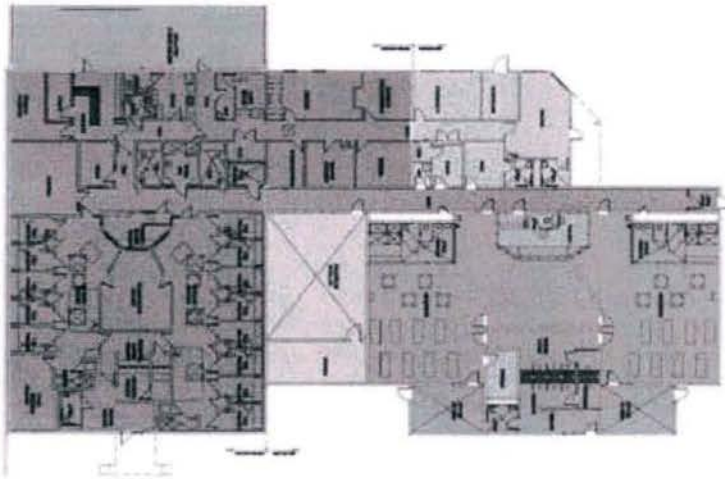
- NM Department of Corrections Statewide Security Upgrades
- Camino Nuevo Juvenile Detention Center (100 beds, M/F)
- CNMCI Mental Health Treatment Center (104 beds, adult M)
- Penitentiary of New Mexico (planning, renovations, security upgrades)

Federal Detention Facilities

- Immigration and Naturalization Services Processing Center, El Paso, TX (400 beds, M/F)
- Federal Correctional Institution La Tuna in Anthony, TX – 96-Cell Special Housing Unit and A/E Services (current)

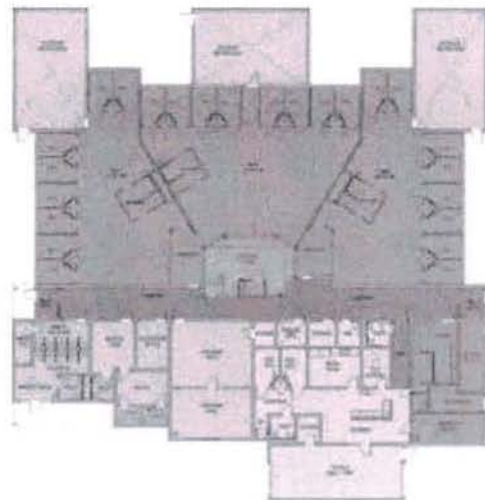
Preliminary Design Facilities

- Union County Detention Center (50 beds, adult M/F)
- DeBaca County Detention Center (50 beds, adult M/F)
- Sierra County Detention Center (70 beds, adult M/F)
- Hidalgo County Detention Center
- Grant County Detention Center
- Roosevelt County Justice Center (40 beds, juvenile, adult M/F)
- Quay County Detention Facility (10 beds, juvenile, adult M)
- Southeastern NM Juvenile Detention Center – Preliminary Design for CCA (100 beds)
- Special Incarceration Alternative Facility at Grants, NM – Preliminary Design for State of NM (132 beds, juvenile, adult M/F)
- Santa Rosa Prison, Preliminary Design for State of NM (With HOK) (1,400 beds, adult M/F)
- Hobbs Prison, Preliminary Design for State of NM (With HOK) (2,200 beds, adult M/F)
- Bernalillo County Detention Center Preliminary Design (634 beds, adult M/F)



Female Detention

- 9,237 sf of building addition
- Two Day Rooms (32 total beds)
- Program space
- Outdoor recreation yard
- Visitation Area
- Master Control Room
- Medical/Exam Room
- Reconfiguration of existing administration spaces



Juvenile Detention

- 16,744 sf of building area
- Three Day Rooms with cells (24 total beds)
- Two Program spaces
- Outdoor recreation yards
- Visitation Area
- Master Control Room
- Medical/Exam Room
- Booking and Holding area
- Laundry Facility
- Property and Record storage
- Padded cell
- Vehicular Sally Port

Date Completed: November, 2011

Client

Eddy County Board of Commissioners
101 W. Greene, Suite 275, Carlsbad, NM 88721-1139
Danny Stafford

Engineering Team

Chavez-Grievies - Structural Engineer
4700 Lincoln Rd NE # 102, Albuquerque, NM 87109
(505) 344-4080 • George Bradley

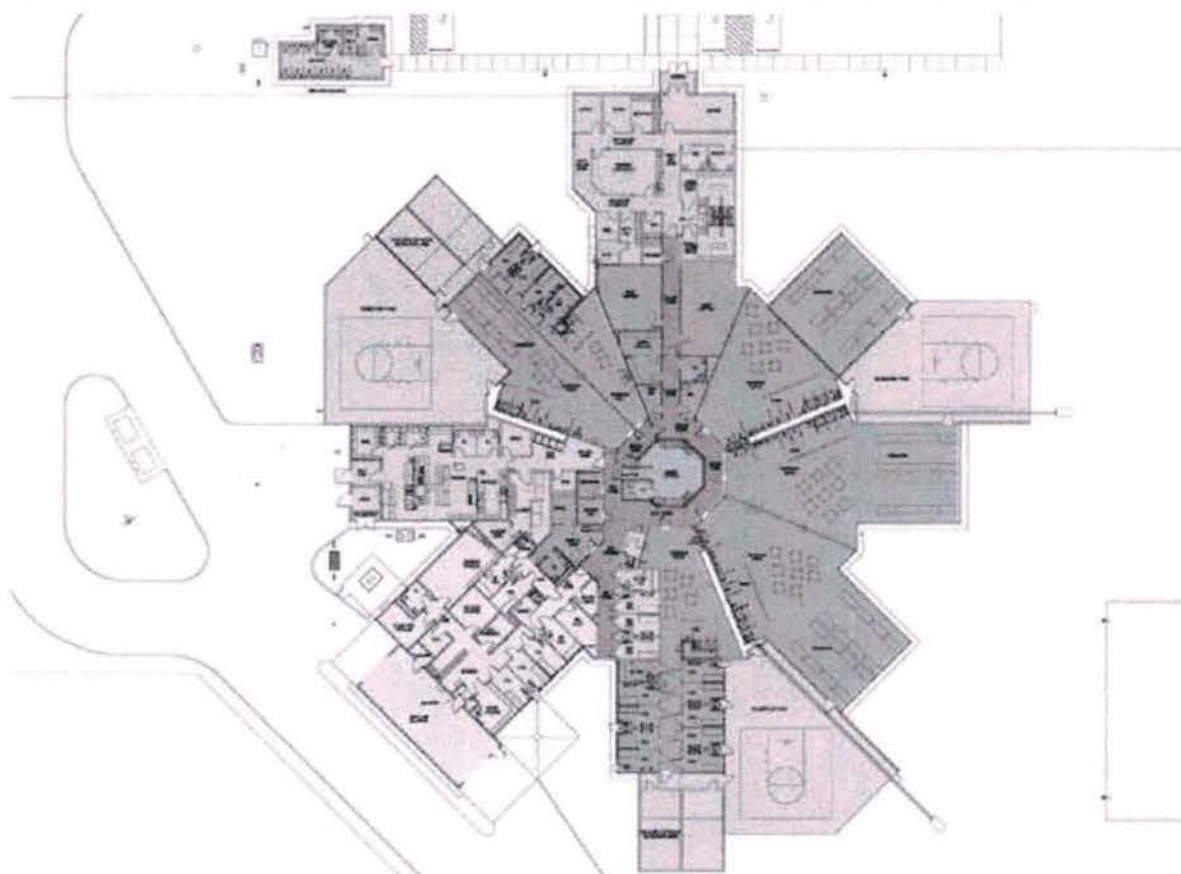
Miller Engineering - Civil Engineer
4500 Comanche Rd NE # F, Albuquerque, NM 87107
(505) 888-7500 • Verlyn Miller

Balis & Co. - Cost Estimating
4600 Montgomery Blvd NE #202, Albuquerque, NM 87109
(505) 883-7990 • Jon Balis

Eddy County Juvenile and Female Detention Center Addition/Remodel

Carlsbad, NM

NCA provided architectural design and engineering for both the Female Detention Center and the Juvenile Detention Center. An existing building was renovated and combined with an administrative addition to form the Juvenile Detention center. The juvenile facility utilized prefabricated concrete modular cells, which saved the County significant time and money. Much of the addition to the female facility was in the form of medical exam rooms, supervisor's offices, dayrooms, visitation, and master control.



Date Completed: July, 2011

Client

Hidalgo County
301 S. Shakespeare, Lordsburg, NM 88045
575-543-9428

Design/Engineering Team

Chavez-Grievens - Structural Engineer
4700 Lincoln Rd NE # 107, Albuquerque, NM 87109
(505) 344-4080 • George Bradley

ArSed Engineering - Mechanical Engineer
4700 Lincoln Rd NE, Albuquerque, NM 87109
(505) 761-3100 • Pat Sedillo

AC Engineering - Electrical Engineering
120 Aliso Dr SE, Albuquerque, NM 87108
(505) 842-5757 • Fred "Bud" Telek

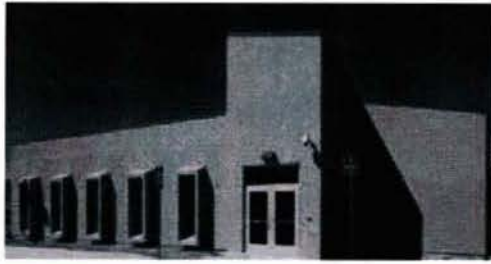
Balis & Co. - Cost Estimating
4600 Montgomery Blvd NE #702,
Albuquerque, NM 87109
(505) 883-7990 • Jim Balis

Hidalgo County Detention Center

Lordsburg, NM

NCA provided architectural design and engineering for this new 25,500 sf detention facility. Prefabricated concrete cells, kitchen, laundry room, classroom/multi-purpose rooms, master control office and administration offices were part of the design.

- 149 total beds
- 24 prefabricated cells
- Classification Breakdown
 - 20 male maximum security
 - 8 female maximum security
 - 32 male medium security
 - 64 male minimum security
 - 16 female minimum security
- 4 segregation cells
- 2 isolation cells
- 3 holding/book cells
- 1 group holding/booking cell
- Day rooms
- In-direct supervision
- Intake/release
- Master Planning for future expansion
- Maximum Security Electronics
- Medical Area
- Recreation Areas
- Program Space
- Video Visitation
- Kitchen and Laundry Area



Date Completed: April, 2010

Client

McKinley County
300 S. Shalesquare, Lordsburg, NM 88045
505-867-1813

Design/Engineering Team

Chavez-Grievies - Structural Engineer
4700 Lincoln Rd NE # 102, Albuquerque, NM 87109
(505) 344-4080 • George Bradley

ArSed Engineering - Mechanical Engineer
4700 Lincoln Rd NE, Albuquerque, NM 87109
(505) 761-3100 • Pat Sedillo

Allied Engineering - Electrical Engineering
5101 Coors Blvd NW # 1, Albuquerque, NM 87120
(505) 262-1766

Balis & Co. - Cost Estimating
4600 Montgomery Blvd NE #202,
Albuquerque, NM 87109
(505) 883-7990 • Jon Balis

McKinley County Juvenile Detention

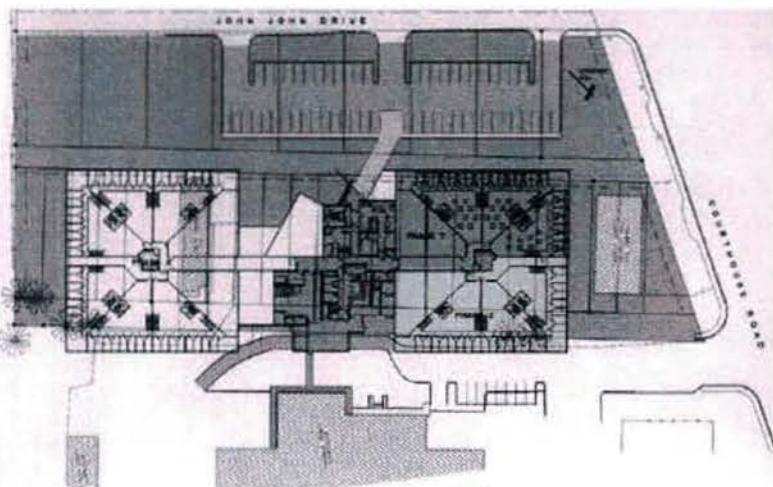
Gallup, New Mexico

The project is a 34 bed facility for male and female juveniles. Precast concrete cells, fabricated in Texas, were shipped by rail at the start of the project in order to expedite construction. Load bearing, grout-filled CMU wall construction was placed against the precast cells. The project included the following:

- Visitation area
- Office/staff area
- Dayrooms: Male dayroom has two stories of cells with an enclosed mezzanine
- Exercise room
- Outdoor recreational yards
- Electronic security access control system (operated from the master control room)
- Video surveillance around the perimeter of the building including all inmate areas.

All security doors were monitored and controlled from the master control room. An outdoor sallyport, with perimeter security fence controlled through the security access control system, was provided. Natural lighting was provided in all detention rooms through skylights and exterior windows.

Mechanical systems consisted of packaged rooftop air handling units and ductless split system indoor units. Security bars were provided at mechanical penetrations through security walls and ceilings. Detention light fixtures were medium-security grade. An emergency generator was provided.



We are very pleased with the design of the Valencia County Detention Center. The location of the observation points provides very good sight lines for visual supervision of the inmates and security of the facility. The facility was designed with secure yet low maintenance materials making the cells and entire facility easy to maintain. The quality of the inmate space is very good and enhances the inmates' morale and is conducive to good inmate behavior.

We have a very good working relationship with NCA. If issues come up, I can call Mr. Calvani and the issue gets immediate attention. We feel so comfortable working with NCA that we are looking forward to working together with them on a variety of other projects in the future.

- Lawrence Barreras, Former Senior Warden,
Valencia County Detention Center,
Cornell Corrections

Valencia County Detention Facility

Los Lunas, NM

This 98-bed, adult facility was constructed with prefabricated concrete cells, a less expensive and more secure approach than utilizing concrete block. The facility includes a kitchen and dining areas.

The facility design also included state-of-the-art security electronics, closed circuit television, and a security control system controlling all door and fire alarm monitors.

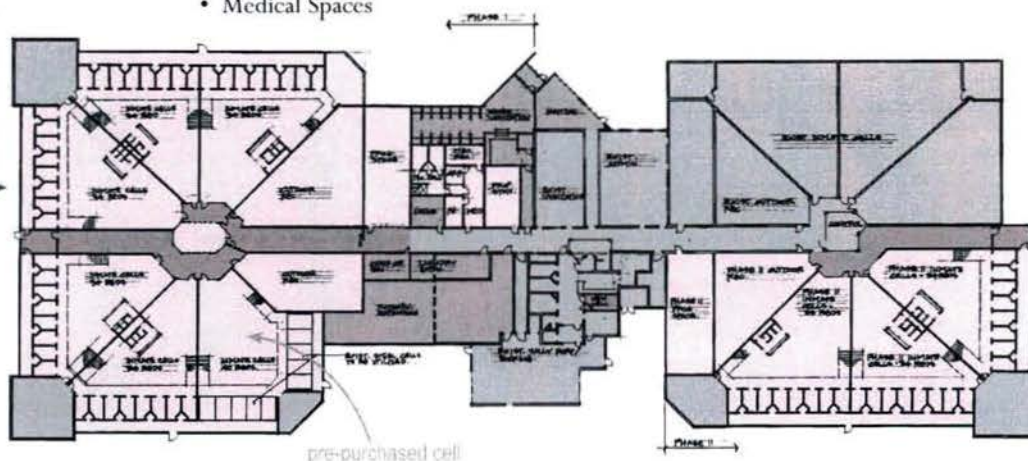
The design emphasizes simplicity, efficient spaces, and modular design to maximize inmate manageability, control, observation, and security for inmates, staff and the public.

- 98 Total Beds (48 cells x double bunks)
- 26,512 sf
- 50 Cells (3 holding)
- Day Rooms
- Direct Supervision
- Fast Track Design
- Intake/Release
- Master Planned for Future Expansion
- Maximum Security Electronics
- Medical Spaces
- Prefabricated Cells
- Recreation
- Shared Spaces

Preliminary study of phased expansion at the existing detention center utilizing existing pre-purchased cells

LEGEND

- INMATE HOUSING
- SECURE OUTDOOR RECREATION
- SECURE CIRCULATION
- BUILDING SUPPORT
- EXISTING





Eddy County Adult Detention Center

Carlsbad, NM

NCA Architects designed an addition to the existing jail which utilized prefabricated modular cell units and was able to save the county significant time and money on the project.

The direct supervision of inmates design method puts an open guard monitoring station inside the dayroom. This approach allows the guards to interact with the inmates which can help to defuse inmate conflicts or unrest. According to the County the new unit is now not only the preferred living unit for the inmates, it is also the preferred working unit for the guards.

"We had a very definite budget that we had to work with. NCA was able to meet that budget and got it done on time."

"The new facility is a direct supervision pod. We have found that it is not only the preferred housing unit for the inmates, but that it is the preferred working unit for the detention officers."

When things came up, they [NCA] were on site to work out the details and make sure we got things done. We have had three major projects with NCA and we have been pleased with what we have seen. We look forward to working with them again in the future.

- Steve Massey, Former Eddy County Manager

- ACA Standards/Accreditation
- 18,810 sf at \$120 per sf
- 52 Total Beds
- Master Planned for Future Expansion
- Adult Facility
- Medium Security
- Day Rooms
- Direct Supervision
- Fast Track Design
- Intake/Release
- Prefabricated Cells
- Recreation
- Non-Contact Visitation
- Educational/Vocational Building



Cibola County Detention/Justice Center

Grants, NM

This detention center facility includes an adjoining Sheriff's Department and Magistrate Court. The overall design emphasizes clear lines-of-sight and a centrally located control station to maximize control and minimize required staffing. The detention center control room has clear vision over eight separate pods and the outdoor recreation area. Showers and toilets are located in the dayrooms and provide modesty walls for privacy. A secure intake access corridor provides for direct passage from booking to the detention facility as well as from the detention facility to the court facility. In the court facility, the holding cell is located at the end of the secure corridor. A separate courtroom access is provided for the inmate directly off of the holding cell. Separate courtroom access and passage is provided for both the judge and public.

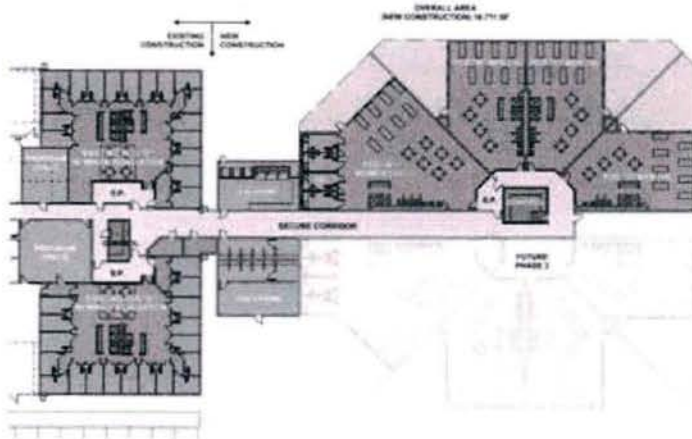
- ACA Accreditation
- 158 Beds
- Male/Female Adult Facility
- Day Rooms
- Direct and Indirect Supervision
- Enclosed Sally Port
- Kitchen
- Maximum Security Electronics
- Master Planned for Future Expansion
- Medical Spaces
- Prefabricated Modular Cells
- Visitation Area
- Adjoining Sheriff's Department
- Adjoining Magistrate Courts

Roosevelt County Detention Center Addition And Renovation

Portales, NM

This design utilized the existing building to house inmates and add a new Housing Block to provide additionally required cells, dayrooms and holding cells. Support for the new expansion is attached to the east end of the existing facility. Provisions were made for future expansion to the south of the new housing block.

- 72 Total New Adult Beds (48 Male and 24 Female)
- Relocate and Remodel Master Control Area
- New Pharmacy and Armory Areas included in Existing Building
- Indirect Supervision Pods
- Indoor/Outdoor Recreation
- Non-Contact Visitation
- Holding, Detox and Isolation Cells
- New Laundry Room in New Addition



The project was completed on time and under budget, and we are very pleased with the way it is operating. We have excellent lines-of-sight. We have been able to save money because of the way it was designed. It is very conducive to maximizing staff supervision of inmates. We have had very few incidents with prisoners in the new facility, and have had very little damage to the facility because of the very good supervision. We are very pleased with NCA and we will definitely use them again.

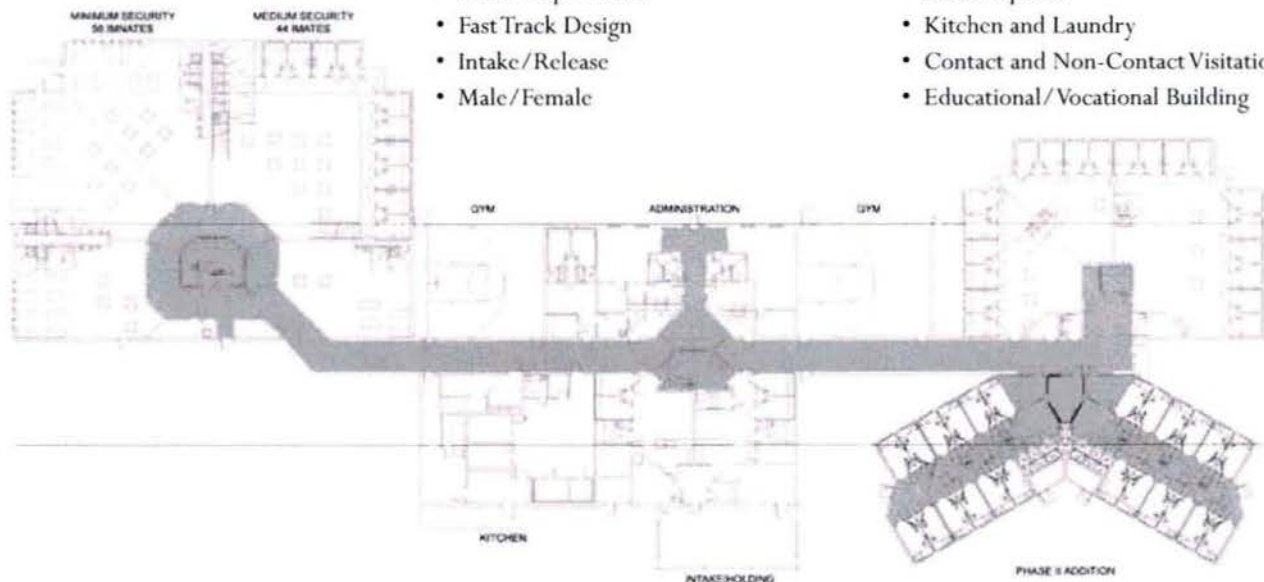
- Scott Vinson, Former Luna County Manager
(Current Cibola County Manager)

Luna County Detention Facility

Deming, NM

Housing pods included dormitory areas and day rooms. A control room and visiting areas were also part of the design.

- ACA Standards/Accreditation
- 32,000 sf
- 132 Total Beds
- Adult/Juvenile
- Day Rooms
- Direct Supervision
- Fast Track Design
- Intake/Release
- Male/Female
- Master Planned for Future Expansion
- Maximum Security Electronics
- Medical Spaces
- Prefabricated Cells
- Recreation
- Shared Spaces
- Kitchen and Laundry
- Contact and Non-Contact Visitation
- Educational/Vocational Building



Historic Preservation/Adaptive Reuse Experience

Sioux City Projects

TEC Corp

- *2015 Best Development Award
Renovated Commercial - 1,000 Friends of Iowa*

Iowa State University Design West

- *2008 IA Honor Award for Excellence in Architecture*
- *Best Renovated Commercial Development 2008*

Williges Building

Riverview Professional Building
(Former Milwaukee RR Depot)

Call Terminal Building(Plymouth Block)

Castle on the Hill

- *2003 Best Residential Rehabilitation
- 1,000 Friends of Iowa*

Carnegie Library

- *Iowa's Best Adaptive Reuse Award 1999
Outstanding Achievement Historic Preservation 1999*

Century Plaza

Lessenich Building

Other Iowa Projects

Plymouth County Historical Museum

Plymouth County Courthouse

Van Allen Building

- *2005 Best Renovated Residential Development - 1,000 Friends of Iowa*

Clinton Block Building

Washington Court Building

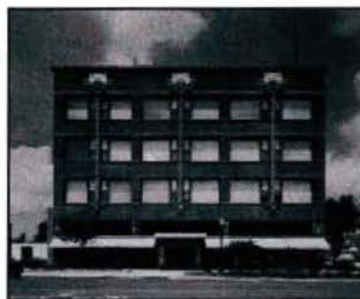
- *2007 Best Renovated Mixed Use Development - 1,000 Friends of Iowa*

Armstrong Building

- *2008 Award of Merit - IA Historic Preservation Alliance*

Antlers Hotel

- *2009 IA Historic Preservation Alliance Margaret Keyes Award - Outstanding historic preservation of a commercial property greater than \$500,000*



In the summer of 2012 CEO Skip Perley approached M+ Architects about converting the vacant 1937 Standard Oil warehouse at 2300 7th Street into a new corporate headquarters for TEC-Corp, allowing their Sioux City companies room to expand all under the same roof. The existing warehouse, with its thick concrete floors, exposed brick walls, and large windows, had potential that was hidden by EIFS darkening most of the windows and a concrete block addition that was not consistent with the original building.

It was a tight timeline – less than nine months from schematic design to completion of the 60,000+ SF renovations – but with a great team consisting of local contractor W.A. Klinger and local subcontractors & suppliers to work with, it was met. Skip is a community-minded client who chose local when possible and aimed to provide an excellent working environment for employees by including amenities such as a workout room with showers, a large meeting/party room with a kitchen, and a 50's-themed break room with booths. They chose to name the rooms after historical buildings in Sioux City, including a sign with a photo and the story of that landmark in each room. The design team embraced the industrial aesthetic of the space and added contemporary details to create an environment with clean lines and durable materials that will continue to withstand the test of time.

As part of the renovation, the ceilings were intentionally left exposed, showing off the electrical conduit, data cabling and other work performed by the companies' own skilled technicians. "The building is a tremendous opportunity for our customers to learn more about us," Perley said.

The wide hallways encourage collaboration between employees. "There's room to stand in the hallways and talk just like we are now," Perley said as he gave a recent tour of the building.

A generous use of glass helps illuminate the offices and common spaces with natural light. "The building we moved out of had no windows so we're really learning how to use a lot of light," Perley said as he stood in his third-floor corner office.



*Design Start: August 2012
Construction Start: 2013
Project Completion: March 2013
Project Size: 66,000 sq. ft.*

*Client Contact:
Skip Perley, CEO
712.252.4221
sperley@tec-corp.com*

Briar Cliff University
Heelan Hall Renovation and Addition

This building is a four story structure of cast concrete superstructure and masonry veneer. The project consists of major renovation of the entire mechanical, electrical and plumbing systems as well as alterations to accommodate ADA compliance, building code issues and finishes/alterations. An addition closes the existing u-shape structure to create a finished atrium space. Phase I, completed in 2008, consisted of the evaluation of existing building systems and programming. Extensive interviews involving administration, staff and faculty members were conducted to determine programming needs and prepare recommendations for the addition and remodel of this 1930's classroom building.

Phase II was the design of the addition and remodel to accommodate the growing needs of the University, upgrade all building systems and comply with ADA requirements. As Heelan Hall is the only classroom building on campus and must be fully functional at all times, the project was carefully scheduled to ensure that students, faculty and visitors had access to their classroom space. The existing single story Heelan Auditorium on the west side was removed. This made way for the new 3-story addition which will house additional classrooms as well as complete the closure of the building perimeter to create an atrium space in the center. This also houses additional restrooms, coffee shop, new elevator and gathering space for Meis auditorium.

Project Complete: July 2013
Project Size: 49,000 sq. ft.
Project Cost: \$10,115,700
Client Contact:
Beth Grigsby, Vice President
712.279.5504
beth.grigsby@briarcliff.edu



*2013 American School and University
Outstanding Design for
Atrium and Laboratory Classrooms*

The Woodbury County Law Enforcement Center was originally designed in 1985 and houses a multitude of departments and Courts on the first floor. The second floor is dedicated to the Jail system. The original design of 85,000 sf allowed for an inmate population of approximately 94. The Jail system currently houses approximately 200. The overflow of inmates has put a strain on the Jail system by having to move the Work Release program out of an existing dormitory to house inmate overcrowding.

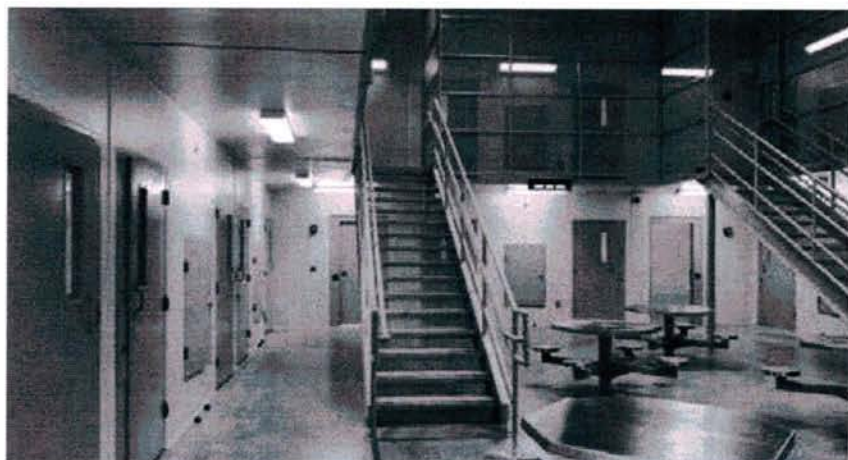
The proposed scope of work will include renovating approximately 5,000 sf of outdoor recreation/exercise yard space into housing pods for female inmates. These pods will be dormitory style housing. With this renovation the existing dormitory housing can be returned back to its original purpose of Work Release program. A study of the facility was recently completed and concludes the existing structure design allows for a 100 psf load can be applied in this area. This load capability exceeds the pound per square foot load allowed by codes.

The work will include:

- Design to allow for clear line of sight without blind spots within dayroom and dormitory areas.
- The project will be designed to meet all applicable codes and American Correctional Association (ACA) standards.
- Minimum ceiling height of 14'-0" for double bunk dayroom configuration and 10'-0" for single bunk configuration.
- Roof/Ceiling construction to be determined. Bar joists with security mesh and high impact gypsum board or security plaster is most cost effective.
- Spider tables at Dayroom area.
- Natural light design with skylights. Security bars will be installed at skylight well at 6" oc. and at all roof/ceiling penetrations larger than 6" size.
- Slot windows if desired with frosted glass to hinder view into and communication to outside.
- Supervision can be direct or indirect or combination of both.
- Sally port with interlock doors.
- Design will call for dayroom unencumbered space to be a minimum of 35 sf per inmate.
- Design will call for dormitory/sleeping area unencumbered space to be a minimum of 25 sf per inmate.
- Toilet and wash basin fixtures will be provided for (1) fixture for 12 inmates. Plumbing fixtures will be security stainless steel type.
- Shower units will be provided for (1) shower per 8 inmates.
- Convenience outlets.
- Modesty walls at toilet/shower areas.

Video visitation stations are typically provided for to control movement of inmates. If desired the design will include visitation station(s) at each Dayroom and public visitation space at secured Lobby area.

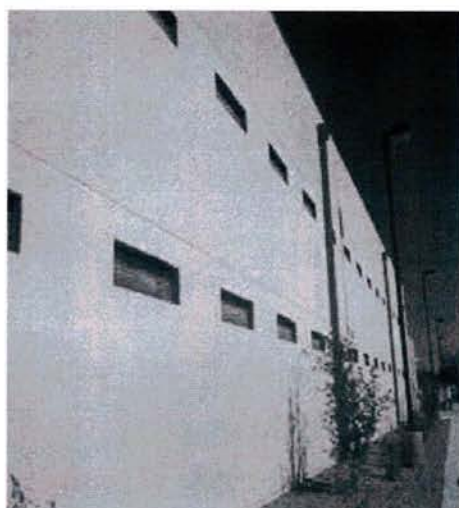
The renovations of the open exercise area will be designed for a full operational jail facility that will fit the needs of Woodbury County and their detention capabilities. Expanding all security monitoring systems and electronic door hardware along with life safety systems will be modified as required. All design elements will be completed to assure all codes for both state and local authorities are met. Plans will be required to be approved by the State Fire Marshal and Department of Corrections.



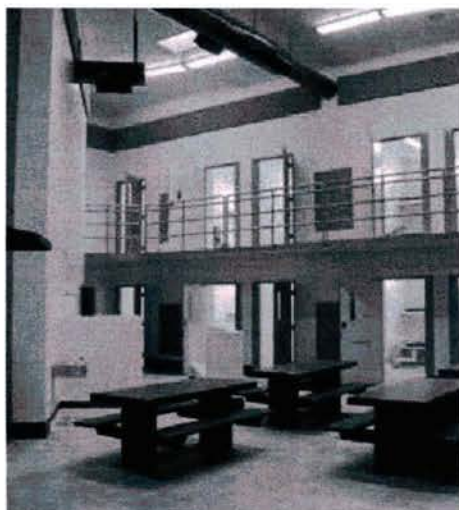
McKinley County Adult Detention



Lincoln County Detention Center - Dining room



Wagona County Detention Facility



Cibola County Detention Facility

Project Approach

NCA's approach to correction/detention projects emphasizes simplicity, secure and efficient spaces, clear lines of sight, modular design and state-of-the-art technology to maximize inmate manageability, control, and security while minimizing costly manpower requirements.

We are dedicated to straightforward, economical design solutions and are committed to excellence in planning and design. Our goal is to provide our clients with a facility that is neither over, nor under designed, and which represents the best value for the investment, while specifically addressing the unique needs of the client.

Programming

Analyze information on present and future needs as well as the verification of available resources

- Review program requirements through questionnaires and workshops
- Distribute questionnaires
- Prepare report based on questionnaire findings
- Ensure code compliance
- Ensure user needs are being met
- Discuss adjacency requirements
- Discuss staffing philosophies
- Develop programming documents
- Begin site study
- Schedule workshops for preliminary design input
- Sign-off on final facility program requirements
- Develop cost model

Schematic Design

This phase involves the translation of verbal information into graphic spaces.

- Prepare schematic design drawings based on final program requirements
- Schedule Schematic Design workshops with Woodbury County
- Incorporate on-site design



Laguna Integrated Justice Center - Rendering

- Schedule Schematic Design workshops with users
- Revise Schematic Design to reflect comments
- Sign-off on final Schematic Design
- Develop value engineering sessions with design assistant, architectural & engineering team & Woodbury County
- Develop cost estimate

Design Development

Incorporation of previous revisions and changes in the schematic design phase and compiling all comments and suggestions into an accurate drawing.

- Schedule Design Development workshops with each user group/department
- Schedule final Community meeting for presentation of Design
- Sign-off on design development
- Review cost estimates



Lumina Youth Detention Facility, Albuquerque, NM

Construction Documents

- Documents are constantly updated, incorporating Woodbury County input
- Incorporate quality assurance quality control plan
- Review cost estimate



Torrance County (K.A.) Detention Facility, Estancia, NM

Design Technology

NCA operates within a fully networked and integrated computer environment. We make use of the latest design tools and architectural software. Our team of design technicians and 3-D visualization artists draft in AutoCAD, Revit (BIM), and Lumion. These programs allow our team to provide clear, legible drawings to our consultants while also acting as a “back up” quality control system. Being able to see all aspects of the design in three-dimensions really helps eliminate problems in the construction phase. It also helps our clients visualize their new facility, understand architectural concepts, and relationships between new and existing buildings. These tools can be used for conceptual planning and cost estimating for funding. We can provide you with some or all of the following items depending on project scope and size:

- Graphics
- Perspectives/Renderings
- Physical Models
- Computer-Generated 3-D “Fly By” and “Walk-Thru” Animations

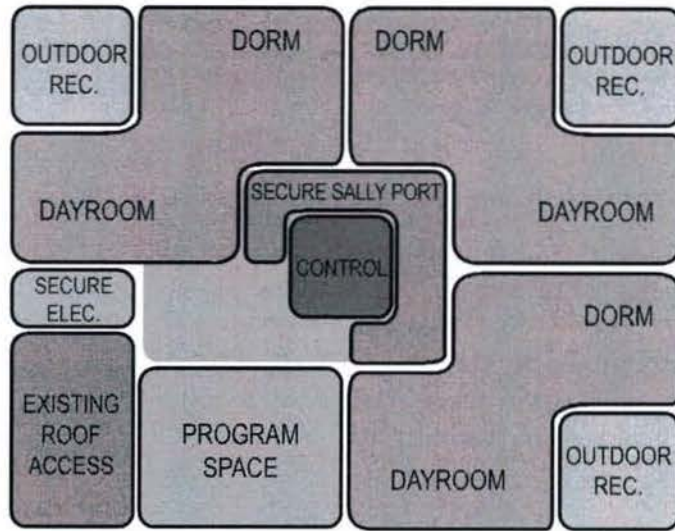
NCA uses Office 365 for easy cloud-based file sharing. This systems allows us to immediately share drawings and other documents with the owner and all team members regardless of location.

Detention Security Design

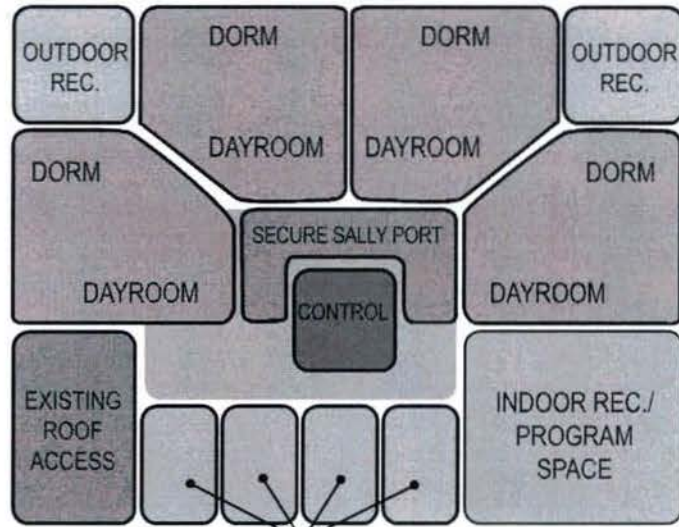
NCA is knowledgeable in all corrections/detention standards and the latest in security technology. We take great pride in the fact that the security of our designs has never been compromised, and our county clients report dramatic decreases in incidents and inmate lawsuits as a result of our designs. Our team includes Richard Fairbourn, a leader in security consulting and design.



New Mexico Women's Correction Facility



INITIAL STUDY 1



ANCILLARY SPACE:
Segregation Cells - Armory - Secure Electric - Medical

INITIAL STUDY 2

Anticipated Project Schedule

January 20th - February 19th	<ul style="list-style-type: none"> Architect selection Schedule kick off meeting Tour Law Enforcement Center Programming meetings <ul style="list-style-type: none"> Sheriff Drew Key Deputies Key Jail Staff Operations / Maintenance Staff Review existing security systems Develop space program
February 22nd	<ul style="list-style-type: none"> Meeting with Building Committee
February 23rd	<ul style="list-style-type: none"> Meeting with Board of Supervisors
February 24th - March 18th	<ul style="list-style-type: none"> Schematic Design (minimum of 2 working plans) Code review American Correctional Standards review Review plans for conflicts with day-to-day operations Cost Estimate
March 22nd	<ul style="list-style-type: none"> Presentation to Building Committee
March 23rd	<ul style="list-style-type: none"> Presentation to Board of Supervisors
March 23rd - April 10th	<ul style="list-style-type: none"> Design Development Refine selected plan Evaluate and select construction materials Incorporate technology into the design Cost estimate with options on material selections
April 11th	<ul style="list-style-type: none"> Presentation to Building Committee
April 12th	<ul style="list-style-type: none"> Presentation to Board of Supervisors
April 13th - June 3rd	<ul style="list-style-type: none"> Construction Documents Prepare final bid/construction documents including: <ul style="list-style-type: none"> Architectural, Structural, MEP (mechanical, electrical, plumbing) and Security plans & specifications Cost estimate
June 6th	<ul style="list-style-type: none"> Review - Meeting with Building Committee
June 7th	<ul style="list-style-type: none"> Review - Meeting with Board of Supervisors
June 8th - 13th	<ul style="list-style-type: none"> Final coordination of Construction Documents Print plans and specifications Deliver plans and specifications to bidders
June 13th - July 12th	<ul style="list-style-type: none"> Respond to bidder questions Issue addenda as necessary
July 12th	<ul style="list-style-type: none"> Bids are due
July 13th - July 18th	<ul style="list-style-type: none"> Review bids Make recommendations
July 19th	<ul style="list-style-type: none"> Meeting with Board of Supervisors
July 20th - July 29th	<ul style="list-style-type: none"> Prepare contracts
August 1st	<ul style="list-style-type: none"> Construction starts

M Plus Architects' Quality Control/Quality Assurance Program has been established to safeguard continued high standards of quality for our design projects. Throughout the design process, we have strategically positioned Quality Control and Quality Assurance review points to improve product quality, minimize re-work and reduce risk.

Quality is the result of an ongoing deliberate process, planned and carried out by Dale McKinney, FAIA, Principal-in-Charge of your project.

During each phase of design and document development, Dale will:

- ensure that work is done correctly the first time
- focus on preventing problems or errors rather than reacting to them
- assign qualified individuals to perform all work functions
- ensure that assigned personnel are current on the required knowledge and skills
- adequately plan, coordinate and supervise with a clear understanding of the project requirements
- verify through checking, reviewing and monitoring work activities

Quality Control Procedures are conducted at each phase before proceeding to the next phase:

- Cost estimates to ensure the project remains with the Owner's budget
- Peer reviews, internal reviews, constructability reviews, and code plan reviews

Communication is key to all successful projects. We use a web-based system that allows all team members access to construction documents, meeting agenda/minutes, RFIs, shop drawings and other relevant documents. From schematic design through to substantial completion, this process facilitates timely and accurate communication between the Owner, Design Team, Construction Manager and Contractors.

References

As past performance is one of the best tests of future capabilities, we strongly encourage you to contact the following references:

Beth Grigsby, Vice President
Briar Cliff University
Sioux City, Iowa
712-279-5504
beth.grigsby@briarcliff.edu

Skip Perley, CEO
TEC-Corp
Sioux City, Iowa
712-252-4221
sperley@tec-corp.com

John Baker, President
Suter Services
Sioux City, Iowa
712-252-3007
jbaker@cwsuter.com

Pam Nicosin, Facilities Management Division
General Services Department
State of New Mexico
505-795-1296

Tony Boyd, County Manager
Cibola County
505-285-2557

Gary Perkowski, Superintendent
Carlsbad Municipal Schools
575-234-3300

M+ARCHITECTS



ARCHITECTS • PLANNERS • AIA



CANNON MOSS BRYGGER ARCHITECTS

208 N PINE STREET, SUITE 301 • GRAND ISLAND, NE 68801 • (P) 308.384.4444

January 19, 2016

Jeremy Taylor, Chairman
Woodbury County Board of Supervisors
620 Douglas St.
Sioux City, IA 51101

Dear Chairman Taylor,

CMBA proudly submits our qualifications for your consideration and, if selected, our sincere commitment to providing the services and dedicated personnel is described in the attached proposal.

We have proposed a team specifically brought together to achieve your goal of expanding the Law Enforcement Center to allow for dormitory-style housing of your current female population. CMBA will lead the team with our consultant, nationally-recognized detention center experts Goldberg Group Architects, providing programing and feasibility analysis.

Currently, CMBA is working with the City of Orange City to study various solutions that include a combined police fire building. In addition, we have been engaged by the City of Le Mars to study whether an existing building will meet their needs or if they should construct a new facility for their Police Department. Each of these projects involve multiple options, including project cost comparisons.

Our experienced team offers a true commitment and passion to lead this project to an outstanding conclusion.

Please do not hesitate to contact me with further questions or clarifications needed.

Sincerely,

Brian N. Crichton AIA, LEED AP
President/CEO

PRINCIPAL CONTACT
BRIAN CRICHTON AIA, LEED AP
Principal-In-Charge

(P) 712.274.2933

(E) crichton.b@cmbaarchitects.com



CANNON MOSS BRYGGER ARCHITECTS (CMBA)

CMBA is a Midwestern architectural firm with Midwestern values. We have regional offices in Sioux City, Iowa; Des Moines, Iowa; Spencer, Iowa; and Grand Island, Nebraska. Together we maintain a staff of approximately 55 employees; we are large enough to handle big projects, but small enough to provide outstanding service.

We are recognized as a regional leader in the education, collegiate and healthcare sectors. Our projects are diverse in type and unique in design. We believe that design of our built environment directly affects how we live, work and play. We, as designers, have the opportunity and responsibility to enhance the quality of people's lives through design. By collaborating with our clients, we discover their needs, wants, challenges and opportunities. We build upon this understanding to create a distinct environment that is appropriate for its time, place and function. The creativity of youth and experience of age are both well represented on our staff. Above all, we offer a love of architecture and a commitment to quality. We strive to give our very best and to provide structures of which both the owner and architect can be proud.

Visit our website to learn more about CMBA: www.cmbaarhitects.com

FIRM PROFILE

ESTABLISHED

Roots back to 1912

STAFF

Architects: 31

Interior Designers: 5

Engineers: 3

Technicians: 9

Administration: 4

Graphic Designers: 2

LOCATIONS

Sioux City, Iowa

Des Moines, Iowa

Spencer, Iowa

Grand Island, Nebraska

PROJECT TEAM



PROJECT TEAM

WOODBURY CO. BOARD OF SUPERVISORS



SENIOR MANAGEMENT TEAM

Principal-in-Charge – Brian Crichton
Design Principal – Lawrence Goldberg
Project Architect/Manager – Brent Koch

ARCHITECTURAL TEAM

Lead Designer – Derek Plamey
Interior Services – Blaine Martin
Criminal Justice Planner – Joe Weber

ENGINEERING TEAM

Structural Engineer – Bill Murphy
Mechanical Systems Designer – Gary Lange
Electrical Engineer – Kevin Vander Kolk
Technology Systems Designer – William Loghry

The overall project leadership will be provided by CMBA's Sioux City office. GGA will draw from their national expertise to lead the programming and design. CMBA will serve as architect-of-record and oversee the construction phase.

Consultants listed are recommendations, final decisions would be made only with Owner input.



BRIAN N. CRICHTON AIA, LEED AP
PRESIDENT & CEO

PROJECT ROLE: PRINCIPAL-IN-CHARGE
LOCATION: SIOUX CITY, IOWA

EDUCATION

Bachelor of Architecture – Iowa State University

REGISTRATIONS

Registered Architect – Iowa, Nebraska and South Dakota

National Council of Architectural Registration Boards (NCARB)

Leadership in Energy and Environmental Design – Accredited Professional

AFFILIATIONS

American Institute of Architects (AIA)

185th Air Refueling Wing

Sioux City Growth Organization

Siouxland Chamber of Commerce – Board Member

Siouxland Chamber Government Relations Committee – Chair

Woodbury County Board of Adjustment – Chair

Moville Economic/Community Growth Task Force – Design Representative

Moville Youth Recreational Association (MYRA) – Board Member

Leadership Siouxland – Class of 2001-2002

PROFESSIONAL EXPERIENCE

Mr. Crichton has developed a wide range of experience including: education, healthcare, financial and retail project types. He prides himself on listening to his clients and translating their ideas, wishes and needs into architectural designs that meet and exceed the clients' expectations.



BRENT KOCH AIA
ASSOCIATE PRINCIPAL

PROJECT ROLE: PROJECT ARCHITECT
LOCATION: SIOUX CITY, IOWA

EDUCATION

Master of Architecture – University of Nebraska, Lincoln

Bachelor of Science in Architectural Studies – University of Nebraska, Lincoln

REGISTRATIONS

Registered Architect – Iowa, Nebraska and South Dakota

National Council of Architectural Registration Boards (NCARB)

AFFILIATIONS

American Institute of Architects (AIA)

Northwest Iowa Architects Council (NIAC)

Sioux City Noon Sertoma Club – Board of Directors

Leadership Siouxland – Class of 2005-2006

Downtown Partners – Trader Sioux Committee

Downtown Market Rate Housing Incentive Committee

PROFESSIONAL EXPERIENCE

Mr. Koch has developed a broad range of experience in various project types. He is passionate about collaborating with clients to develop creative solutions that are unique to their needs and respectful to their community.





LAWRENCE GOLDBERG AIA, NCARB, ASC
PRESIDENT & DIRECTOR OF DESIGN

PROJECT ROLE: DESIGN PRINCIPAL
LOCATION: ST. JOSEPH, MISSOURI

EDUCATION

Bachelor of Architecture – Washington University
Postgraduate Work – Boston Architectural Center

REGISTRATIONS

Registered Architect – Missouri
National Council of Architectural Registration Boards (NCARB)

AFFILIATIONS

American Institute of Architects (AIA)
American Correctional Association (ACA)
American Society of Criminology (ASC)
AIA – Former Board of Directors Executive Committee

PROFESSIONAL EXPERIENCE

Lawrence Goldberg has extensive architectural experience with multiple building types over the past 35 years. Early in his career, he was lead designer on projects from California to St. Louis to Boston which included residential, laboratory, commercial and medical facilities. In 1981, he opened his own firm which has increasingly specialized in institutional and commercial projects.

Mr. Goldberg helped pioneer fourth-generation radial-podular jail planning in the United States. His many projects remain models of cost-effective operations, compact floor plans and efficient staffing. Because of his extensive justice experience, Mr. Goldberg has served as an advisor to the Technical Advisory Service for Attorneys (TASA), providing forensic analysis for litigation involving built facilities.

Mr. Goldberg is personally involved in the design of each and every project that comes through Goldberg Group Architects. These projects exemplify how innovative and creative planning in collaboration with an inspired owner can result in cost-effective design without sacrificing quality or style.



DEREK PTOMEY AIA, LEED GREEN ASSOCIATE
SENIOR PROJECT DESIGNER/ARCHITECT

PROJECT ROLE: LEAD DESIGNER
LOCATION: ST. JOSEPH, MISSOURI

EDUCATION

Certificate in Computer-Aided Drafting – Hillyard Technical Center

REGISTRATIONS

Registered Architect – Missouri
Leadership in Energy and Environmental Design – Green Associate

AFFILIATIONS

American Institute of Architects (AIA)

PROFESSIONAL EXPERIENCE

Derek Ptomey achieved a Certificate in Computer-Aided Drafting at NS Hillyard Technical Center in May of 1999 and immediately joined the GGA family. Since then, Mr. Ptomey has become a licensed architect in several states. As Senior Designer and Production Coordinator, Mr. Ptomey uses his exceptional computer skills to help develop conceptual plans for our facilities. Once the needs of the owner have been determined, he works closely with Mr. Goldberg to determine the layout of the facility as well as site plans, exterior elevations and 3D computer-generated renderings. This information is used to develop preliminary budget estimates and square footage costs. Owners appreciate and benefit from Mr. Ptomey's comprehensive and thoroughly prepared documents, reflecting his 16 years at GGA.



BLAINE MARTIN ASSOCIATE AIA
DIRECTOR OF INTERIOR SERVICES

PROJECT ROLE: INTERIOR DESIGN
LOCATION: ST. JOSEPH, MISSOURI

EDUCATION

Bachelor of Architecture – University of Kansas

AFFILIATIONS

American Institute of Architects (AIA)

Women in Design, Kansas City (WID-KC) – Co-Founder and Committee Chair

ITT Technical Institute – Instructor of Construction Technologies

PROFESSIONAL EXPERIENCE

Blaine Martin brings an exceptional and accomplished portfolio of experience to GGA, including corporate, commercial, retail, historic restoration and renovation, medical, sports architecture and interior design. She joined the GGA staff in the late fall of 2009. As an Architectural Associate, Ms. Martin works closely with GGA clients and staff to help develop conceptual designs and then the necessary production documents to ensure design objectives are successfully implemented. On GGA interiors, she coordinates with clients to select furniture, paints, carpet, alternate flooring, laminates, wood colors/species, accessories, etc. Ms. Martin understands the importance of staying on top of current trends and products in order to offer GGA clients progressive and cost-efficient solutions. Ms. Martin also assists GGA clients to assess, budget and replace fixtures and furnishings (FF&E) during the latter stage of construction to ensure that overall project budgets reflect these important components and that the finished building is truly ready for occupancy.



JOE WEBER MSA, ACA
CRIMINOLOGIST

PROJECT ROLE: CRIMINAL JUSTICE PLANNER
LOCATION: ST. JOSEPH, MISSOURI

EDUCATION

MSA Missouri Law Enforcement Basic Training Academy

United State Academy of Private Investigation

AFFILIATIONS

American Correctional Association

Missouri Sheriff's Association

PROFESSIONAL EXPERIENCE

Joe Weber has experience in all facets of criminal justice, including jail administration, facility planning and staff training. He serves as Senior Instructor for Missouri Sheriff's Association, with responsibilities for teaching and developing basic training for law enforcement personnel. He was a senior officer with the Crawford County, Missouri Sheriff's Department, retiring as their jail administrator.

Since 2010, Mr. Weber has provided an extraordinary range of services to GGA jail clients. During the planning of your new facility, Mr. Weber will assist Woodbury County with a needs assessment to determine the appropriate number and distribution of beds. This information is crucial to a design that is the appropriate size. As the design takes shape, he will assist the Sheriff and jail staff to evaluate the new facility for efficient staffing and operational options. Mr. Weber assists the Sheriff with training of the jail staff to safely occupy their new facility. Critical aspects of Mr. Weber's training include such topics as PREA compliance, restraint-chair use and post-order protocols.



BILL MURPHY PE
ASSOCIATE PRINCIPAL

PROJECT ROLE: STRUCTURAL ENGINEER
LOCATION: SIOUX CITY, IOWA

EDUCATION

Bachelor of Civil Engineering – South Dakota State University
Associates of Applied Science in Civil Engineering – SEVTI of Sioux Falls

REGISTRATIONS

Professional Engineer – Iowa, Nebraska, South Dakota, Minnesota and Wisconsin

AFFILIATIONS

National Society of Professional Engineers
American Institute of Steel Construction
American Society of Civil Engineers
American Concrete Institute
International Chamber of Commerce

PROFESSIONAL EXPERIENCE

Mr. Murphy has engineered schools, commercial office structures, multi-story hotels, high-end condominiums, custom frame residential homes, concrete foundations and structural inspections varying from general home inspections to progressive failure analysis of existing buildings.

GARY LANGE

PROJECT ROLE: MECHANICAL SYSTEMS DESIGNER



With over 30 years of experience in mechanical systems design, Gary has developed a reputation as an expert in integrating systems that maximize indoor air quality, optimize energy efficiency, and are easily maintainable. His understanding of the factors affecting initial costs and long-term energy savings is invaluable to his clients' ability to make informed system selection decisions. Gary is also a highly-regarded professional who excels at communication with the design team and owners to ensure project details are addressed appropriately and in a timely manner.

KEVIN VANDER KOLK PE

PROJECT ROLE: ELECTRICAL ENGINEER



Kevin has over 29 years of design and project management experience on a variety of projects. His electrical design experience includes power, lighting, fire alarm, daylight harvesting, lighting control, and intercom systems. In addition, Kevin has 11 years experience as an electrician and electrical contractor prior to becoming an engineer. Kevin has extensive public safety facility system design expertise. He is well-versed in government contract requirements and codes.

WILLIAM LOGHRY RCDD, PSP

PROJECT ROLE: TECHNOLOGY SYSTEMS DESIGNER & SECURITY SPECIALIST



Bill is an ASIS-credentialed Physical Security Professional. He has worked on 200+ technology projects in the past 10 years. His expertise in the design of telecommunications and security systems provides 21st-century technology-infused environments. His leadership and contracting experience will foster a spirit of teamwork among Baker Group and subcontractors involved in the project. Bill's grasp of the approaches to passive and active security solutions will be invaluable when developing solutions specific to each component of the project. He has knowledge of varying levels of access control systems and associated CCTV systems for multi-purpose buildings with unique needs. Bill is also adept at integrating various systems into a centralized command and control center that would provide monitoring of all areas from a single control system.



PROJECT PORTFOLIO



CLOUD COUNTY LAW ENFORCEMENT CENTER CONCORDIA, KANSAS

Cloud County's antiquated jail had presented its community with an increasing risk of fire, escape or assault. GGA was retained to determine whether the financial and operational opportunities existed to develop a viable jail replacement project without raising taxes. Working with the Sheriff's Department, County Commission, City Officials, and representatives from the local construction community, GGA was able to put together a new 80-bed law enforcement facility plan to combine increased operating efficiency with historically low-interest rates to avoid a tax increase.

Cloud County's jail design marks the second time GGA has been able to incorporate pre-engineered building systems with its customary secure, highly efficient, radial-podular layout to achieve construction budgets some 20% to 30% less than comparative facilities built elsewhere in the region with traditional building technologies. The design also incorporates two separate housing pods containing eight (8) beds each that are designated for low-security, work release inmates.



KEY STATISTICS
Completed: 2014
Floor Area: 18,030 SF

JEFFERSON COUNTY DORM HILLSBORO, MISSOURI

The final portion of GGA's 2006-2009 4-project return to Jefferson Co., Missouri included renovation and expansion of the 116-bed Law Enforcement Center. Using the 9,000 sq. ft. area vacated by the Sheriff's Department when they relocated to the county's newly-completed administration building, GGA was able to add 152 dormitory-style beds arranged in three discreet pods to complement the facility's original high-security/single-cell layout.

Once these additional beds were available, existing housing pods could be temporarily closed so the outdated, 22-year-old housing control rooms could be upgraded with new bathrooms, access stairs and up-to-date electronic security control systems.

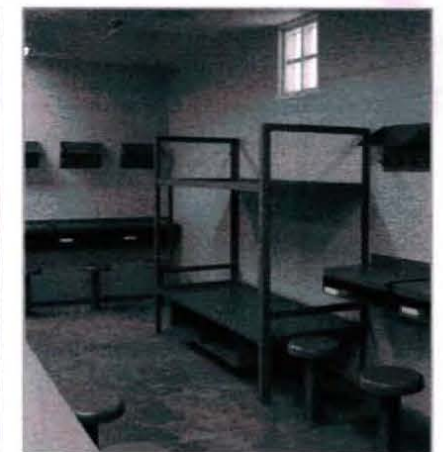
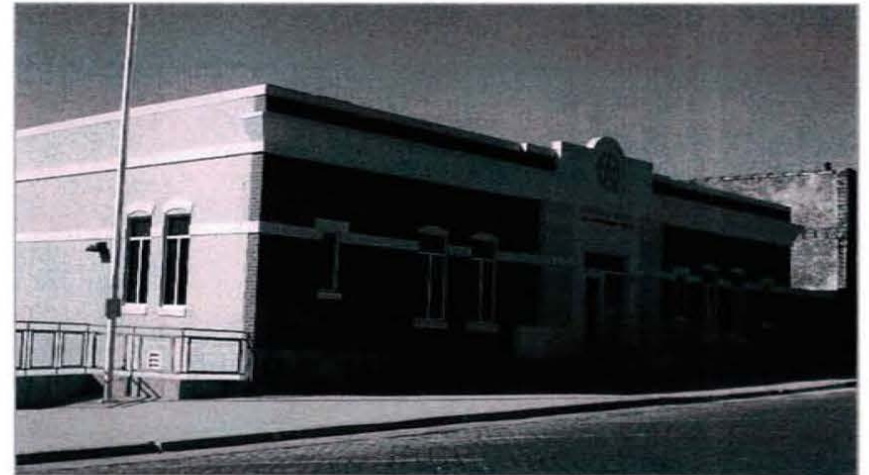
This project marks the final (fourth) phase of GGA's work following completion of Jefferson County's new Administration Building, new 44-bed multi-custody Youth Detention Center and updates to GGA's 1989 Master Plan to the County Courthouse.



KEY STATISTICS
Completed: 2009
Floor Area: 9,000 SF

DONIPHAN COUNTY JAIL TROY, KANSAS

In order to meet a strict budget, GGA designed the most compact Law Enforcement Center in its history. There is not a wasted square foot of space in this facility which totals 5,500 sq. ft. per level and provides complete housing and support for 48 beds. The main level includes the Sheriff's Department offices and general population beds. The vehicular sallyport, booking desk, as well as male and female dorms are on the lower level. A spiral staircase connects general Housing Control to the lower level Booking Control Room. A new type of self-contained elevator connects both floors without additional equipment space. The building is provided with a unique front façade to match surrounding circa-1900's buildings facing the County's historic square.



KEY STATISTICS
Completed: 2008
Floor Area: 11,000 SF

CLAY COUNTY JAIL SPENCER, IOWA

CMBA, along with HMN Architects, recently completed a new, 28-bed facility for Clay County in Spencer, Iowa.

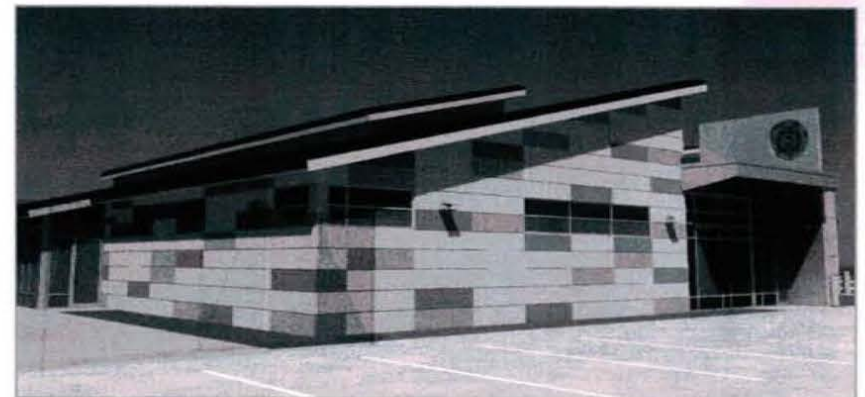
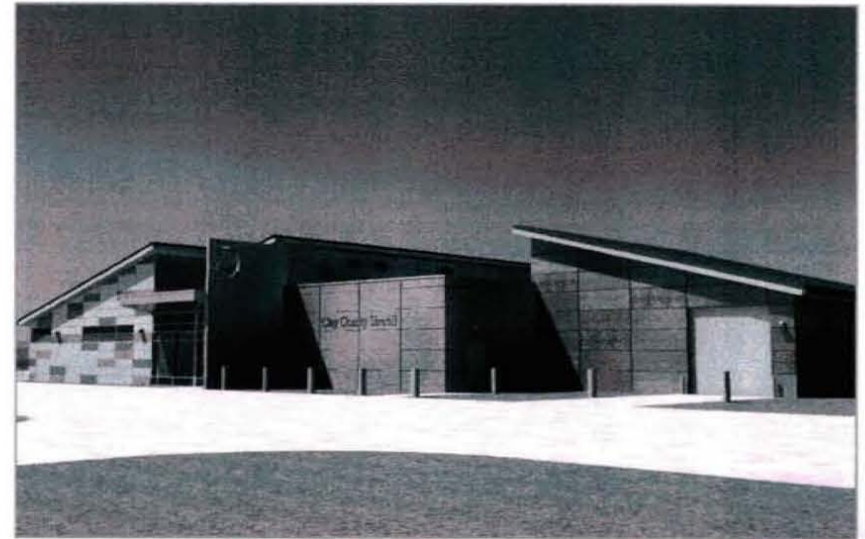
The facility includes:

- 8 standard cells (double occupancy)
- 2 ADA cells (double occupancy)
- 2 medical cells (single occupancy)
- 6 work release beds

The jail and booking areas are constructed with exterior structural precast, interior CMU and steel framing. The Administrative areas are constructed with steel framing and CMU at secure areas.

The Conference/Training room was designed to be hardened for use in storms or, if needed, a place for disaster response teams to meet. It is not necessarily constructed to meet FEMA requirements for storm shelters, but does have a reinforced concrete lid (located right beneath the mezzanine level).

The facility is fully covered with an automatic sprinkler system and will have an emergency generator.



KEY STATISTICS
Completed: 2014
Floor Area: 16,255 SF

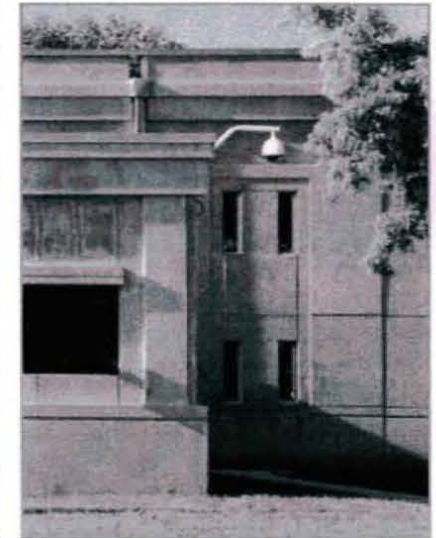


DAKOTA COUNTY JAIL DAKOTA CITY, NEBRASKA

Dakota County, Nebraska realized a serious need for an up-to-date, higher capacity jail facility. CMBA, along with HMN Architects, designed this facility for them.

The addition to the county's existing courthouse includes:

- 64 New Modular Cells
- Intake And Release Area
- Full Commercial Kitchen
- Sallyport
- Work Release Area
- Administration Area



KEY STATISTICS
Completed: 2007
Floor Area: 32,800 SF



SIOUX COUNTY PUBLIC SAFETY CENTER ORANGE CITY, IOWA

Sioux County passed a \$6 million bond referendum. CMBA assisted them in total project budgeting (including soft costs) before and after the bond. As a result of a close eye on the budget by CMBA and the County, a large portion of those bond dollars were not needed and could be returned to the taxpayers.

This new correctional facility houses:

- Sheriff and Deputy Offices
- 911 Dispatch
- Civil Defense Offices
- 60 Jail Cells



KEY STATISTICS
Completed: 2003
Floor Area: 35,800 SF



THIRD JUDICIAL CORRECTIONAL FACILITY SIOUX CITY, IOWA

This building at 6th and Water Streets in Sioux City is a post-modern design featuring attractive and unique masonry patterns. The octagonal entrance lobby also helps make this an exciting addition to the architectural landscape of the historic near west side.

The lower level serves primarily as a half-way house for parolees, while the upper level contains office and administrative areas.

CMBA clients can be assured that (as exemplified by Third Judicial) each of our designs are built around the parameters of site, function, aesthetics and client input.



RECENT CIVIC/MUNICIPAL EXPERIENCE

- Boone County Courthouse – Albion, Nebraska*
- Buffalo County Courthouse – Kearney, Nebraska*
- City & Government Center – Brookings, South Dakota
- City Hall – Arnolds Park, Iowa
- City Hall – Sioux City, Iowa
- City Hall – South Sioux City, Nebraska
- City Hall – Vermillion, South Dakota
- Community Services Building – Sheldon, Iowa
- Custer County Courthouse – Broken Bow, Nebraska*
- Emergency Services Building – Boyden, Iowa
- Emergency Services Building – Primghar, Iowa
- Firestation No. 1 – Grand Island, Nebraska
- Firestations No. 1 & No. 7 – Sioux City, Iowa
- Firestation – Spirit Lake, Iowa
- Police Department – Spencer, Iowa
- Police/Fire Headquarters – Sioux City, Iowa
- Police/Fire Station – Orange City, Iowa
- Sioux County Courthouse – Orange City, Iowa
- Sioux County Human Services – Orange City, Iowa

* CMBA teamed with Goldberg Group Architects



NATIONAL LANDMARKS & HISTORICAL PRESERVATION



SIOUX CITY HALL SIOUX CITY, IOWA

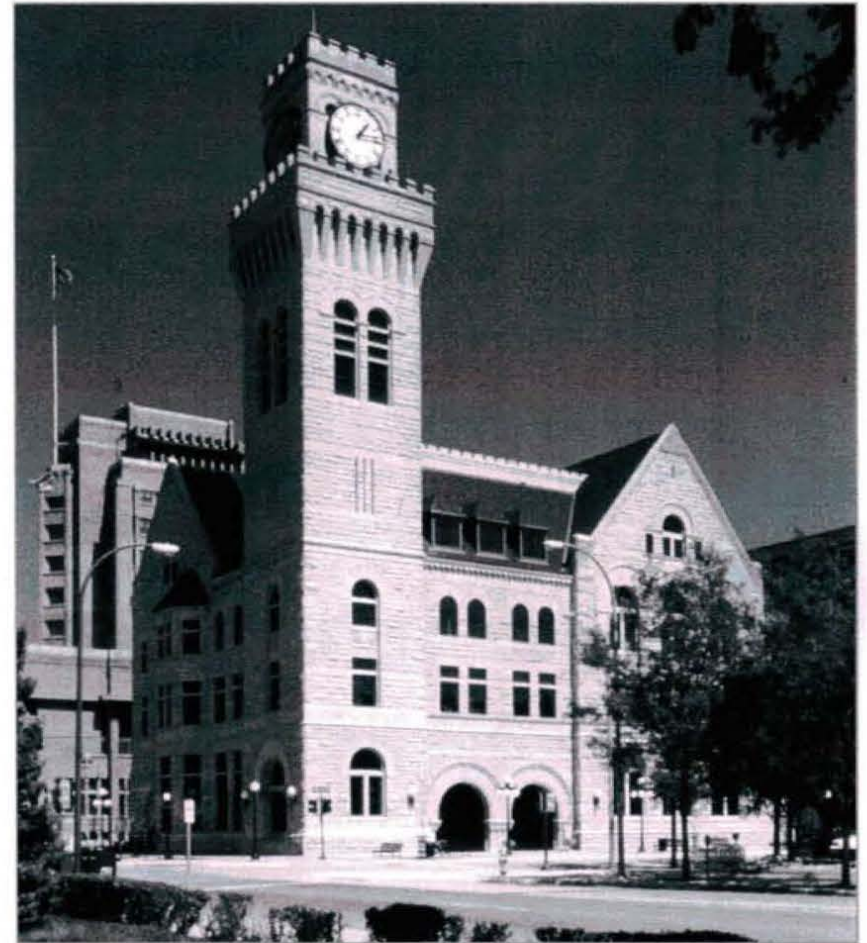
Winning a \$9 million Design-Build competition, CMBA set out to combine the "best of both worlds" in a reconstruction of the City Hall. CMBA's concept included preservation of the carved and hand pitched stone tower and public facades. Each stone was cataloged, cut, and cleaned for reinstallation on the new building.

Our concept provided an entirely new, efficient, accessible, energy conservative, and technologically advanced building behind these historic facades.

The design also improved public access to city services, by maximizing the area and visibility of city departments around a very rich and voluminous entry lobby.

AWARDS

Masonry Institute of Iowa
Merit Award Winner (1998)



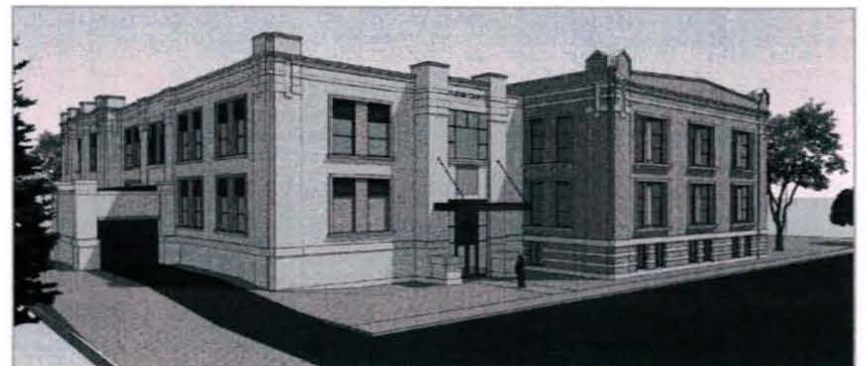
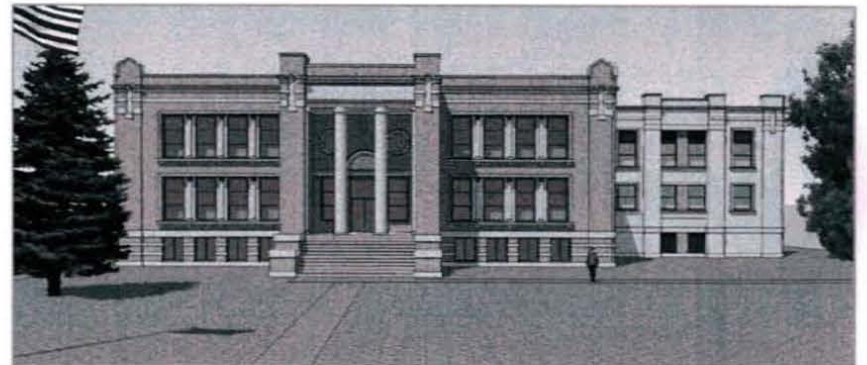
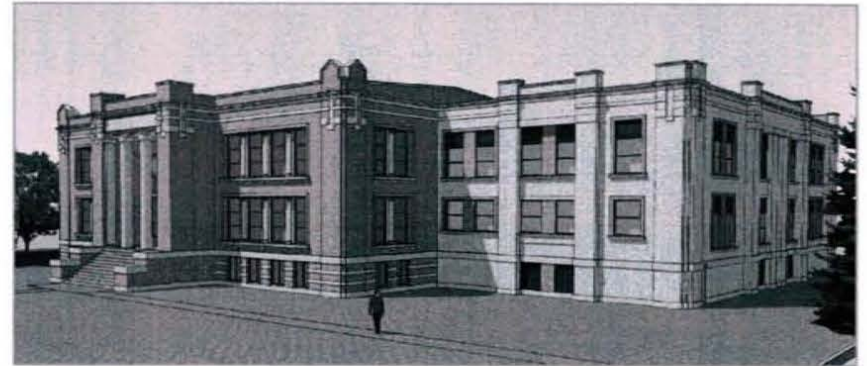
CUSTER COUNTY COURTHOUSE

BROKEN BOW, NEBRASKA

CMBA planned and designed a renovation and addition to the landmark Custer County Courthouse, partnering with the Goldberg Group for courtroom and jail planning.

The existing National Register-listed Courthouse was to be sympathetically renovated to meet modern office needs. The new addition would have included a state-of-the-art courtroom and jail facility, as well as a proper public meeting room for the county supervisors and new offices for the sheriff department.

This project was never completed, but CMBA's addition design blended the contemporary office and jail needs with the historical architecture of the existing courthouse and Broken Bow's downtown district.



KEY STATISTICS

Only Schematic Design Services

Floor Area: 28,750 SF (addition); 4,460 SF (renovation)



ZWEMER HALL

NORTHWESTERN COLLEGE • ORANGE CITY, IOWA

Zwemer Hall, the first permanent building on the Northwestern College campus, was erected in 1894. CMBA teamed with Larry Erickson, who also took part in the Woodbury County Courthouse restoration, and Zwemer Hall was renovated in 1997. It is now the college's administration offices. It is listed in the National Register of Historic Places.





GOLDBERG GROUP ARCHITECTS (GGA)

GGA enjoys a diverse architectural practice in jails, prisons, courthouses, medical and dental offices, commercial buildings and homes. Throughout its history, Goldberg Group Architects has assisted clients in meeting their project needs on-budget and on-time.

In 1985, GGA was awarded its first justice project by the Missouri Department of Corrections – the first of six prison projects the firm received from the State of Missouri. Since then, Goldberg Group Architects has specialized in justice architecture. It has established a nationally-recognized track record in planning, design, staffing/operations, financing, construction administration and transitioning of new jail facilities.

GGA jails have housed local, state and federal prisoners. Mr. Goldberg has worked directly with US Marshal Services on projects such as Cape Girardeau County, Missouri, which was partially funded through the CAP-Grant Program. Other facilities have accommodated State, ICE and Special Needs detainees through smaller, more flexible Housing Pod layouts.

Visit our website to learn more about GGA: www.goldbergarchitects.com

FIRM PROFILE

ESTABLISHED
Established in 1981

STAFF
Architects: 4
Interior Designers: 1
Technicians: 2
Criminologist: 1

LOCATION
St. Joseph, Missouri

UNITED CENTER SIOUX CITY, IOWA

The Pierce warehouse was built in 1906 by wholesale grocer Warfield-Pratt-Howell Co. The building was one of several warehouses along Third Street in a part of town that became known as "warehouse row." In more recent years, it was commonly referred to as the Pierce Building, recognizing the name of the moving and storage company that occupied the building.

The building had fallen on hard times and for an estimated 10 years was unoccupied, except by pigeons. Gaping holes in the roof opened the building to the elements and caused the heavy timbers extreme damage.

The project is sustainable in multiple ways: it saved a historic building destined for the landfill, and it built a high density development at the core of the city versus a low density development in the sprawling suburbs.

The project, now named the United Center (after the planned occupant of the first floor), is a mixed use office and residential condominium.

CMBA occupied our new space in February 2010.

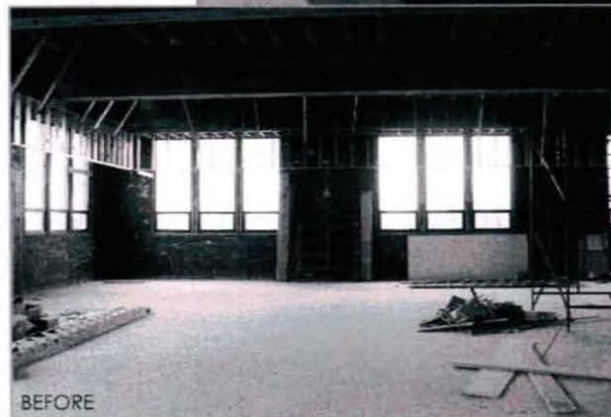
AWARDS

1000 Friends of Iowa
Best Development Award; Mixed-Use category (2011)



CMBA OFFICE
GRAND ISLAND, NEBRASKA

This is an adaptive reuse of the old City Hall building constructed in 1938.



KEY STATISTICS
Completed: 2013



COMMUNITY HOUSING INITIATIVE SPENCER, IOWA

This building had been unused for approximately two years when Community Housing Initiative (CHI) acquired it. CHI, with CMBA, developed the upper two floors for a community living atmosphere.

The upper two floors contain 16 apartment units (8 single bed units, and 8 double bed units). Historical elements were preserved to the greatest extent possible while designing and developing this space. The original banister in the north stairwell was kept, along with restoring original skylights that were discovered in the ceiling cavity.



BEFORE

KEY STATISTICS
Completed in 2010
Floor Area: 25,000 SF



LEWIS & CLARK INTERPRETIVE CENTER SIOUX CITY, IOWA

The building and the interactive displays in this project immerse visitors in a living history of what it was like to be a member of the Lewis & Clark expedition. The building is both physically and visually adventurous. It merges with the landscape, both literally and symbolically.

CMBA created an environment that emphasizes the idea of travel and abstractly represents important natural elements of the Lewis & Clark trail. A meandering path corresponding to the Missouri River, flows to and through the building, terminating at a grassy hill. The local bluffs are characterized by a curvilinear wall with stone outcroppings.

AWARDS

ASID, NE/IA Chapter – Institutional Category
Award winner (2003)



BETTY STRONG ENCOUNTER CENTER SIOUX CITY, IOWA

The Betty Strong Encounter Center is the second facility developed by Missouri River Historical Development. It is a unique, but complementary, building that is physically connected to the previously completed Lewis & Clark Interpretive Center. The facility is designed to accommodate a variety of activities that depict different encounters of life in Siouxland. The gallery houses changing photography exhibitions, while a 115-seat auditorium provides a comfortable place for lectures, programs and documentaries.

A covered pathway linking the two buildings, known as "The Connection," provides a transition from the days of the Lewis & Clark expedition to modern life in Siouxland.

AWARDS

American School & University's Educational Interiors Showcase
Selected for publication cover – August issue (2009)

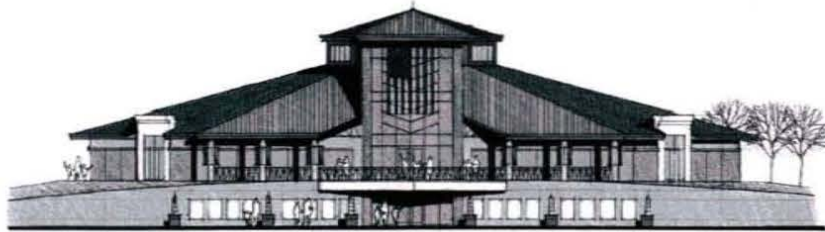
American School & University's Educational Interiors Showcase
Outstanding Design (2009)



SIOUXLAND FREEDOM PARK SOUTH SIOUX CITY, NEBRASKA

Local leaders created a bold vision for an extensive park and chose the Interpretive Center as the first phase of the project. Located in the heart of Siouxland, along the banks of the Missouri River, the pentagon-shaped building will honor each of the five branches of the military.

The park features a half-scale replica of the Vietnam Veteran's Memorial. Siouxland has an obelisk honoring Sergeant Floyd, much like that of the Washington monument in Washington D.C. Taking advantage of this fact, the CMBA-lead design aligns the building on axis with the monument and places the wall in a proportional relationship.



YOUR PROJECT



PROJECT APPROACH

CMBA and Goldberg Group Architects are committed to the successful completion of your project by providing the full scope of services necessary to get your job done. GGA has spent 30 years in the highly-specialized field of justice architecture, developing a superior project approach which minimizes mistakes and optimizes efficiencies.

The methodology used in our project approach will establish the groundwork for an excellent project outcome for Woodbury County. As this process unfolds, we include and facilitate workshops so that project stakeholders have multiple opportunities to fully participate in the decision-making process.

1. PROGRAMMING/CONCEPT PLANNING

Our team will work with local officials to build a clear, realistic set of project parameters. It is not just about the design of a pleasant building – it is about how you want your new facility to function once it is completed and for years to come. We will evaluate population assessments and custody needs. We design around a facility capacity that is large enough to serve your needs without breaking the budget. GGA staff criminologist, Joe Weber, will evaluate the county's past incarceration statistics to establish current needs and project future needs for appropriate overall capacity and classification.

Our research with suppliers and manufacturers, coupled with our knowledge of the industry, guides us through implementation of updated construction capabilities, new technologies and current code requirements. We are experienced at incorporating federal guidelines, such as ADA, ACA and PREA into our project planning.



HIGHLIGHTS/DELIVERABLES

- Key Staff Interviews
- Existing Facility Tours
- Potentially Key Staff Surveys
- Space Program
 - Summary of space needs and corresponding narrative
- Concept level comprehensive budget
- Concept level project schedule
- Concept Site and Plan sketches

By the end of the Programming/Concept Planning stage, the owner will have a clear picture of the nature, size, cost breakdown and capacity objectives for the project.

PROJECT APPROACH

2. SCHEMATIC DESIGN

Everyone understands a three-dimensional (3D) digital image and it is the foundation of our design process. Whether evaluating initial floor plan options or interior colors, the 3D design process provides assurance the design is understood.

If there are several different concepts developed, CMBA & GGA will host a design charette for officials and project team members to review and evaluate comparative features, advantages and costs. A single concept will be agreed upon and creates the basis for moving forward.

Plans will now reflect greater definition and owner input. Detailed budgetary information and funding options are now presented for consideration. At this juncture, we evaluate the potential for grants and initiate the application process, i.e. EOC grants (Homeland Security), SEMA grants (community "safe room") and various others.

Building codes affect the design and cost of a building. Initial code reviews are completed at the schematic phase and the goal is to have all code questions resolved at 50% design development phase. This procedure assures no surprises during the construction document phase and maintains budget control.

Where possible, we schedule meetings with code officials for face-to-face reviews of detailed code applications. The onslaught of regulatory requirements for institutional projects has made these particular services increasingly critical and pertinent to cost compliance during bidding and construction. It should be noted that GGA's Joe Weber has assumed a nationally-recognized leadership



role in the application of PREA (Prison Rape Elimination Act, 2012) to jail facilities and their operational protocols. Mr. Weber will work closely with the Sheriff's Department and our team to ensure that our emerging design can be staffed and operated safely, efficiently and within statutory boundaries established by applicable jurisdictional agencies and standards.

HIGHLIGHTS/DELIVERABLES

- Review Needs Assessments
- Internal and External Adjacency
- Code Analysis/Review
- Schematic Site Plan
- Schematic Plans and Elevation Sketches
- Schematic Comprehensive Budget and Schedule Review

PROJECT APPROACH

3. DESIGN DEVELOPMENT

It is now important to evaluate progress through compliance with established cost objectives and staffing and operational evaluations. It is critical to establish how efficiently the emerging design concept(s) can be staffed and operated. This issue requires a collaborative effort between the Sheriff, the jail administration and our staff criminologist.

A plan has now been approved by all project participants, compliant with project budget objectives and acceptable operating costs. This is the time to review specialized detention equipment, telecommunications, IT/technology features, manufacturing marketplace conditions and local bid preferences. This important discussion will help set the stage for preparation of specifications, critical dimensions and bidding requirements.

HIGHLIGHTS/DELIVERABLES

- Site Layout*
- Staffing and Operational Evaluations
- Preliminary Equipment Review
- Interior Design Development
- Design Development Plans and Elevations
- Building Construction Details, Materials and Systems
- Design Development Comprehensive Budget and Schedule Review
- Presentations to Owner and Other Parties*
- Project Renderings*

4. CONSTRUCTION DOCUMENTS

CMBA & GGA take justifiable pride in our exemplary record of well-prepared, comprehensive bid documents, much of which is due to the homework done during the design phase.



At this stage, we submit our bid documents for final code review with applicable agencies. Since these agencies may require several weeks to complete their respective reviews, our clients often request that the bid process be initiated concurrently to save time (4-6 weeks). Code modifications to the technical (bid) documents are handled and communicated to bidders by addendum. Code reviews and corresponding plan and/or specification modifications are finalized for successful bidding.

HIGHLIGHTS/DELIVERABLES

- Construction Plans and Specifications
- Includes: Architectural, Interiors, Structural, Plumbing, Mechanical and Electrical, Civil* and Landscape*
- FF&E Selection (optional)
- Building & Detention Equipment Review
- Engineering Systems/Energy Efficiency Review
- Comprehensive Budget Review

* On an as-needed or as contracted basis

PROJECT APPROACH

5. BIDDING/NEGOTIATION

Our team has substantial experience in the competitive bidding of jails. We are a resource to the jurisdiction during the bidding process and available throughout the bid period to assist in responding to bidders' questions, clarifying bid documents, advising on any matters pertaining to our design and addressing details in our documents which may arise. We also extend every effort to local bidders, whose taxes help pay for this new facility.

It is critical at this juncture to evaluate the bidder's ability to perform for Woodbury County and their performance on past projects of a similar size and nature. Additionally, it needs to be determined that a bid fully complies with all requirements of the bid documents. A bidder may be given the opportunity to perfect their bid at this time or withdraw.

Value engineering may also be utilized when the project has come in on-budget, but bidders offer cost-saving alternatives we have requested in bid documents. Our team excels at creatively solving problems. We will value engineer without diminishing the function or capacity of the design.

HIGHLIGHTS/DELIVERABLES

- Project Advertisement for Bids
- Conduct Pre-Bid Meeting(s)
- Respond to Contractor Questions
- Issue Addendums
- Receive Bids and Evaluate Low-Bid Offer
- Facilitate Owner/Contractor AIA Contract

6. CONSTRUCTION ADMINISTRATION

During the Construction Documents phase, we itemize the work to be completed by listing drawings and details required. We review job progress at regular coordination meetings. Finally, during construction,



our team has an excellent system of coordinating the review of shop drawings and responding to the broad range of questions that may arise. We take great pride in developing strong working relationships with the Construction Manager's team so that we can deliver the best possible project to our clients.

HIGHLIGHTS/DELIVERABLES

- Participate in a Pre-Construction Conference
- Attend On-Site Meetings with Owner and General Contractor
- Provide Reports to Owner regularly
- Administer RFIs, RFPs, Submittals and Pay Apps
- Issue Change Directives and Change Orders
- Create Punch List and Review Close-Out Documents
- Coordinate Substantial Completion

QUALITY CONTROL PROCEDURES

DESIGN QUALITY CONTROL PROCEDURES

CMBA & GGA learned long ago the key to a successful project is to provide a process which features quality control procedures from programming through the construction of a project.

Digital Design from Beginning to End. As mentioned in our Schematic Design phase, everyone understands a 3D digital image. Our 3D design process provides assurance that all elements of the design are understood. What does that mean? The procedure assures the design process is more linear and less back tracking occurs.

LEED Discussion at Outset. We recognize green design is everywhere, that's why the majority of our professionals at CMBA & GGA are LEED accredited. An analysis at the very initial stages of a project should benchmark possible LEED points. Without this procedure the design process loses time and becomes inefficient.

Consultants involved in Schematic Design. Sometimes consultants, especially mechanical and electrical engineers, are not involved early enough in a project. Our procedure requires overall building systems be discussed and evaluated at the schematic phase. The preliminary budget is not valid if it does not reflect appropriate mechanical and electrical systems.

Code Review Complete at 50% Design Development. As mentioned earlier, building codes affect the design and cost of a building. Initial code reviews are completed at the schematic phase and the goal is to have all code questions resolved at 50% design development phase. This procedure assures no surprises during the construction document phase and maintains budget control. CMBA has a great working relationship with the State Fire Marshal's office. We are



required by law to meet with the State Fire Marshal's office at the Design Development phase for all Regents projects.

Cost Estimating. How do we do it?

- When we only know the square footage of the building, we use a cost per square foot to establish initial budgets.
- As soon as a floor plan and concept model are determined, a detailed cost estimate is completed by CSI specification division. The project architect who understands the most about the project completes the cost estimate.
- Major cost components are reviewed with contractors, sub-contractors, and suppliers to verify cost accuracy.
- The cost estimate is reviewed at the end of each phase of work.

QUALITY CONTROL PROCEDURES

DOCUMENTATION QUALITY CONTROL PROCEDURES

Maintain Digital Model. The digital model is maintained simultaneously while more technical drafting software is utilized. This procedure assures issues such as exterior and interior colors are understood by users.

Designated Reviewer. Our office uses the procedure of a designated reviewer for all projects. We have made it a company goal to constantly work on reducing non-owner change orders during construction caused by incomplete or unclear documents.

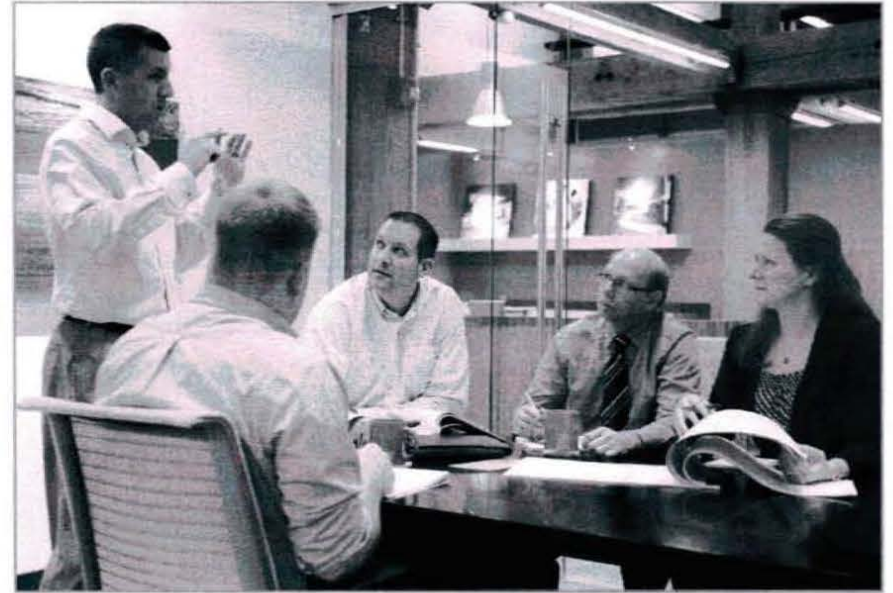
Revit. The office is completing projects in REVIT which integrates systems such as structural, mechanical, and electrical. This will be especially important in the design of lab spaces.

Project Architect Coordinates Documents and Does Specifications.

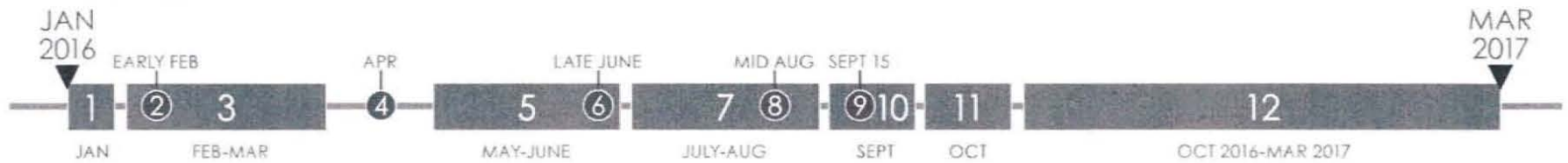
Coordination of drawings and specifications are of utmost importance. Our procedure is the senior architect also completes specifications. The one who coordinates the design is the best to coordinate the specifications.

CONSTRUCTION QUALITY CONTROL PROCEDURES

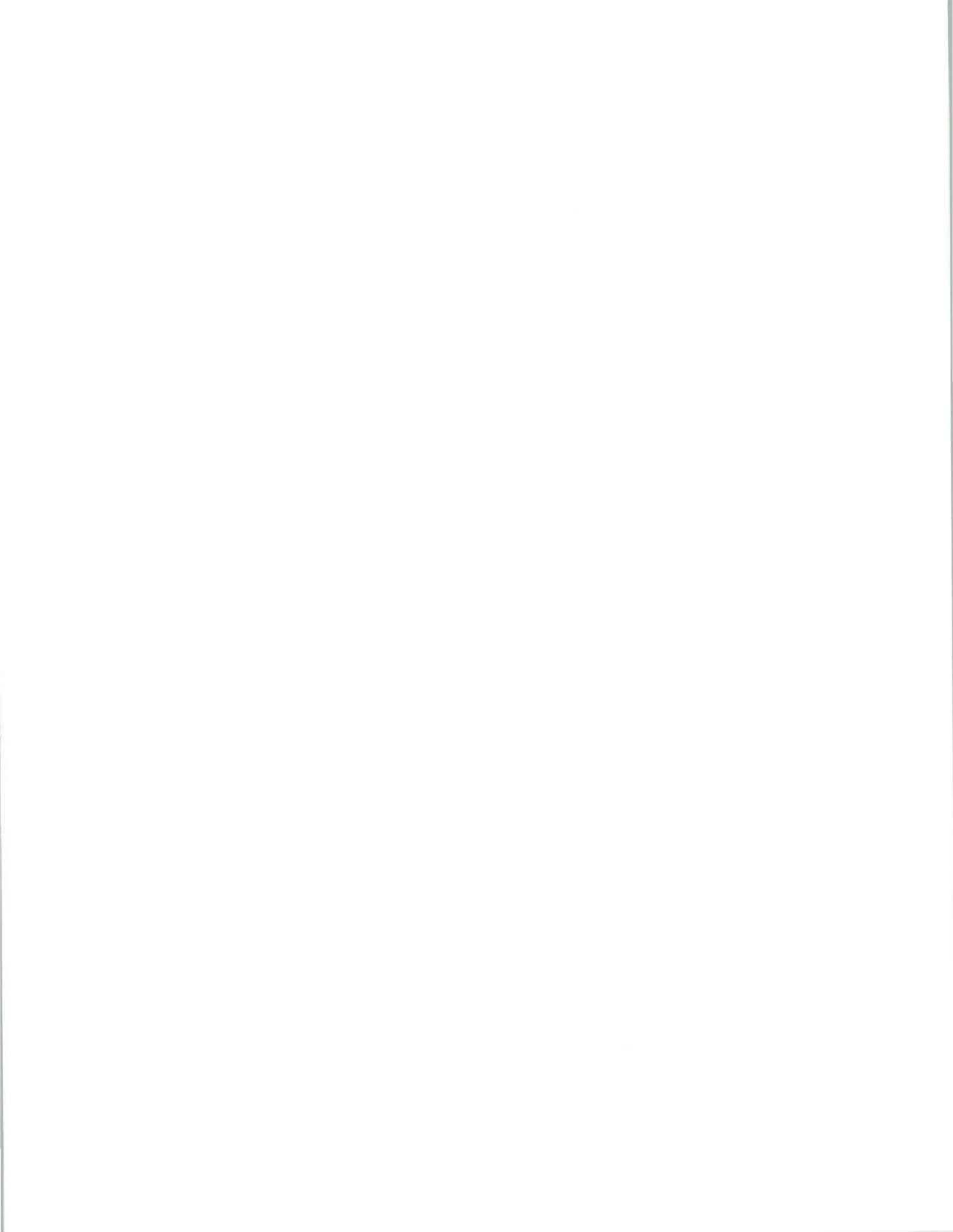
Project Architect Carries on During Construction. The project architect in charge of the project during the design process will also carry through during construction. The best person to answer questions and deal with the issues during construction is the person who directly oversaw the design and documentation. While quality documents certainly attribute to the average of 2% non-owner change orders on 65 projects, the follow through of the project architect cannot be overlooked.

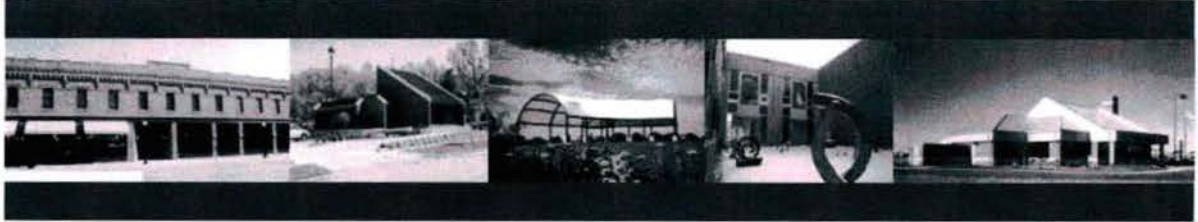


PROJECT SCHEDULE



- 1 Architect Selection & Design Contract Approved** by County Board of Supervisors – January 2016
- 2 Design Kickoff Meeting** – Early February 2016
- 3 Schematic Design Phase** – February-March 2016
 - County Design Committee, Principal Architect and Project Architect create building program and begin layouts
 - Structural and MEP Engineers and Interior Designers begin basic input
 - Construction Manager creates initial project budget projection
- 4 Schematic Budget Presentation** – April 2016
- 5 Design Development Phase** – May-June 2016
 - County Design Committee, Project Architect, MEP Engineers and Interior Designer refine systems, materials, finishes and details
 - Construction Manager updates project budget, reviews with Staff and directs any modifications needed
 - Project Team present to public and County Board of Supervisors
- 6 Design Development Budget Presentation** – Late June 2016
- 7 Construction Document Phase** – July-August 2016
 - CMBA and Engineers continue to refine and complete construction documents (CDs)
 - Project Architect, Interior Designer, Engineers and County Design Committee review final details, make final selections and incorporate into CDs
- 8 CMBA Directs Final Coordination** (document printing and distribution) – Mid-August 2016
- 9 Bids Received** (reviewed by CMBA, Construction Manager & County; CMBA & CM make recommendation) – September 15, 2016
- 10 Construction Contract Approved** by County Board of Supervisors – September 2016
- 11 Contracts Prepared, Signed and Distributed** – October 2016
- 12 Construction and Closeout** – October 2016-March 2017





**WOODBURY COUNTY LEC
JAIL EXPANSION**

STATEMENT OF QUALIFICATION

**RML ARCHITECTS, LLC
SIOUX CITY, IOWA**

JANUARY 19, 2016



RML ARCHITECTS, L.L.C.
922 DOUGLAS STREET SIOUX CITY, IOWA

Earning your trust...since 1982.

RML Architects, LLC
922 Douglas Street
Sioux City, Iowa 51101

Robert M. Lee
Mike Neswick
Regina Smith

Phone 712-293-0332
Fax 712-293-0335

info@rmlarchitects.com



**CONTACT
INFORMATION**

Earning your trust...since 1982.

January 19, 2016

Woodbury County Board of Supervisors
Woodbury County Courthouse
Room 104
620 Douglas Street
Sioux City, Iowa 51101

Re: Qualifications for Architectural Services
Woodbury County Law Enforcement Center
Jail Renovation and Expansion Project



RML Architects L.L.C.

Robert M. Lee, NCARB
Mike Neswick
Regina Smith, NCARB

Woodbury County Board of Supervisors members,

RML Architects, LLC is pleased to submit this statement of Qualifications for Architectural services for the Woodbury County Law Enforcement Center Jail Renovation and Expansion Project. RML Architects was founded by Robert M. Lee in 1982 after 20 years of previous experience in another local firm (Beuttler Olson Lee, Architects, Inc.), RML has produced hundreds of local projects over the last 34 years. A few of our higher profile projects are Sue Bee Honey offices and plant expansion, Anderson Dance Pavilion, Conversion of the US West building into the Trospen Hoyt County Services Building (this included multiple projects over the years on all 4 floors of the building), as well as the recently completed Juvenile Recovery and Treatment Facility for Jackson Recovery and the Miracle Field complex in Riverside Park for physically challenged children.

RML Architects is a locally grown firm. We have 3 partners, Bob Lee, Mike Neswick, and Regina Smith, all life-long Siouxland residents. Mike has been with the firm since its inception in 1982 and Mike and Bob's working relationship goes back to 1975 (40 years) when Mike worked for Bob at his previous firm, Beuttler Olson Lee Architects in Sioux City. Regina joined RML in 1997 and has been with the firm for 19 years. Even 2 of our 3 employees were born here and all of them were raised in this area. We are very proud of our local heritage and have all chosen to make our lives and raise our families here. We are even one of the few local Architectural firms that actually own our own building and surrounding parking lots and pay Woodbury County property taxes on our own commercial property.

922 Douglas St.
Sioux City, Iowa 51101
Ph. 712-293-0332
Fax 712-293-0335
www.rmlarchitects.com

RML Architects, LLC has been working on projects for Woodbury County for the past 26 years and the County has been one of our largest and most consistent clients over that period of time. We have worked on 49 Projects for the County and we believe the County has consistently received impeccable personal and professional service. In our 26 year history with the County, whenever the County called, we would drop what we were doing to ensure prompt service to the good folks of Woodbury County. The County taxpayers have benefitted greatly from that service. Some of these projects were no more than a simple report on the feasibility of modifying an area to accommodate a particular County employee or department. Others were full blown bid documents with full A/E services including construction observation and project coordination. Many times we acted as informal consultants for the County without even billing for our professional services.

One prime example of that is this LEC Expansion Project for which we are submitting our Qualifications. When we got wind of the County wanting to close Prairie Hills, we spent the better portion of a weeks' worth of billable time researching past studies and plans to come up with what we thought might be the most economical solution for the County to be able to do so. The idea had been brought up again about enclosing the outdoor recreation area to house inmates. We found data in earlier reports in which we had studied that very same suggestion. It was determined back then that the floor loading would not stand constructing double tiered individual concrete block cells but was suitable for a lighter loading situation.

The existing "J Block" area which is currently housing women inmates in a dormitory type setting was originally built as the juvenile court area. When we moved the juvenile court to the Trosper Hoyt building in 1991 – 1992, the area was remodeled to house the work release and weekenders programs. When we moved those programs out to the Prairie Hills facility, the "J Block" was converted into what it is today, a dormitory for women inmates. We met with Jeremy Taylor and Kenny Schmitz and showed them that with very little or no expenditure, the "J Block" could be turned back into work release and weekenders as it was already set up that way with its own entrance and sally-port off the alley. This could possibly allow the County to enclose the outdoor recreation area to hold the women's dormitory function currently being housed in the "J Block" area.

The elevator is in close proximity to one of the exit stairs that go to the roof. It would need to be extended up to that level and a penthouse enclosure built on the roof to connect it to the stairs and the roof entrance to the outdoor recreation area. Whether or not the elevator could be extended to the roof level area and those penthouse structures built on the roof within the \$1.2 million bonding capacity would have to be further vetted with an A/E study.

Mr. Taylor then brought this concept to the Board of Supervisors for further consideration. The RFQ we are responding to here says this about the solution we proposed: it "will provide the ultimate answer as an alternative to Prairie Hills and provide expanded space that best fits the need of the jail." Like many times in the past, we have never billed Woodbury County for our research and expertise coming up with this highly praised solution.

The RFQ states that the Board of Supervisors may retain the selected firm to perform work on other County owned facilities into the future. RML Architects has performed work on the first 8 of the 10 facilities listed in the RFQ. The only 2 facilities listed that we have not been involved with are the Secondary Roads facilities located throughout the County and the Dorothy Pecaut Nature Center. This uniquely qualifies us, over any of the other local firms, to continue Architectural services on these buildings into the future. For most all of these facilities, we already have their floor plans on our CAD system. We have familiarity and extensive knowledge of these buildings and their systems. We also have inside knowledge into how the various County departments function within these facilities as we have programmed and designed most of them. In most cases, we already have a working relationship with the department managers, directors, and staff that occupy these County Buildings. In short, RML Architects, LLC, over any other local firms that may submit Qualifications, is uniquely situated to hit the ground running on any project in any of these Woodbury County Facilities. That is not our opinion...that is simply a matter of fact.

Later in this Statement of Qualifications you will find a listing broken down by Buildings of all the Woodbury County Projects by RML Architects over the past 26 years. As you can see, our experience in many of these facilities is quite extensive. The 8 buildings listed in the RFQ that we have experience with are listed below along with how many projects we have worked on in each building:

1.	Woodbury County Courthouse	3 projects
2.	Woodbury County Law Enforcement Center	12 projects
3.	Trosper Hoyt County Services Building	17 projects
4.	Siouxland District Health	10 projects
5.	Social Services and Veterans Affairs – TriView	2 projects
6.	Eagles Club (study initiated but not completed)	1 project
7.	Prairie Hills Complex	3 projects
8.	Climbing Hill Emergency Services Building	1 project

In the LEC building alone, we have 12 different projects we have worked on over the years. Some of these projects were just studies and reports and some of them required full bid documents, project coordination, and construction observation. The Woodbury County Law Enforcement Center projects we have worked on over the last 16 years have accomplished the following:

- Remodeled and expanded the LEC's Booking, Holding, and ASAP areas.
- Updated the LEC security systems.
- Updated and expanded the LEC Camera system.
- Participated in projects to help expand the LEC inmate capacity from its original 94 beds to around a 200 bed facility.
- Entrance Plaza landscape and paving improvements.
- Parking lot replacement and paving.
- Roof replacement projects.
- Repaired shower areas.
- Currently working on replacing the aging exterior entrance stairs and ramp system with new and more user friendly entrance ramp, patios, and stairs. This project will go to bid this Spring.
- Numerous systems studies and reports.
- Programmed and designed various scenarios for expansion over the years from additions to the existing LEC building to remodeling existing buildings and even a brand new facility.
- Even assisted the Woodbury County Attorney with exhibits for a lawsuit in the LEC.

We have worked with 3 different Woodbury County Sheriffs and 3 different Woodbury County Maintenance Supervisors over the course of this time and have a good working relationship with current staff at the LEC.

In considering the proposed solution, a number of systems and situations will need to be further reviewed in order to ensure the viability of this proposed solution. The following is a partial listing of some of them:

- Will the Iowa Jail inspectors approve the elimination of recreation area for the LEC? The RFQ states in reference to the Outdoor Recreation Area, "This Area has not been utilized for years and is currently empty." No dedicated indoor recreation is available in the Jail that we are aware of as we have converted all available space on the 2nd floor to house inmates. If the rooftop recreation space is to be converted to house "J Block" (Women dormitory space), there will be no dedicated recreation space available in the Jail. Even though Woodbury County has not been using it, it was always previously available. Currently, recreation space in the Jail is being provided in the Day Areas of the individual cell blocks. Hopefully that scenario will be approved by the inspectors going forward. When this is submitted to the Iowa Department of Corrections, this should be monitored closely.
- Are the existing HVAC systems adequate to serve the additional square footage and population in the LEC?

- Are the existing Electrical systems adequate to serve this project?
- Structural analysis of the final design with reference to meeting codes:
 - The IBC requires that detention facilities maintain 40 lbs per square foot live load in cell areas and 100 lbs per square foot in corridor areas. The existing structure in the Outdoor rec area was designed for 100 lbs per square foot live load. Any dead load (weight of materials installed) will subtract from that 100 lb capacity of the existing structure. Any corridor access area will already be maxed out at this figure. Careful attention will have to be paid during the design of this addition in order to locate the dead load of added walls and fixtures to ensure that the remaining live load capacity requirements are met. We do not believe this is insurmountable; it just may limit the design flexibility of the available space.
 - With the requirement of extending the existing elevator to the roof level area and a penthouse enclosure connecting the elevator area to the existing exit stair and corridor to the new "J Block", attention needs to be paid as to how these areas are constructed and what they will do structurally to dead loads and snow drift loads of the existing roof areas.
- The Energy Code will require all of those rooftop areas to be insulated. The existing drawings show the exterior walls of the rooftop outdoor recreation area currently contain some cavity wall insulation. The R-value of those existing walls will need to be analyzed to make sure they meet the current codes.
- Staffing and operation models will need to be generated in order to ascertain the effect this expansion will have on the budget of the LEC operations into the future. Brick and mortar is a one-time cost. Operation costs extend indefinitely into the future.

RML Architects has other detention facility experience other than the Woodbury County LEC. Here is a list of some of the other detention projects we have been involved in:

- Woodbury County Juvenile Detention Center
- Study to expand Woodbury County Juvenile Detention Center
- Juvenile Detention Consultant for Minnehaha County Juvenile Detention expansion – Sioux Falls, South Dakota
- Winnebago Tribe Jail Facility study and design
- Multi-Tribal Detention Facility Study
- Monona County Jail Alterations – Onawa, Iowa

In the "Selection Process" portion of the RFQ, it states that the "County will work with the design professional to select various sub-consultants required for the project and whose work will be the responsibility of the design professional." For

this reason, we have not solicited any Mechanical, Plumbing, Electrical, Civil, or Structural Engineering consultants to be on our team at this time.

The RFQ asks for our experience on Historical Preservation projects. We have worked on a number of them and currently have a few historical registry projects that we are working on with the State. We won multiple awards, both locally and on the State level, for the restoration work on the Motor Mart Building (better known as the Commerce Building). We have been the Architects for 25+ years on the Siouxland Historical Railroad Association's historical district in Riverside restoring and overseeing multiple projects in that Historic District. We restored the historic grandstands at Prentis Park in Vermillion, worked on two buildings in the lower 4th Street Historical District, Egralharve and the old Evans Block (exterior only) which now houses the Heidman Law Firm. We have also worked on the Monona County Courthouse, the Sioux City Auditorium, and the Woodbury County Courthouse.

You will find resumes for members of our firm that will be involved with this project. Mike Neswick will be the partner that will act as the project manager for our team. As part of RML Architects quality control procedures, Bob Lee will be backup project manager and Architect of record. By having two partners in the firm up to speed on what is happening with the project, we are better able to respond to the owner's needs. We conduct in house critiques of all design scenarios prior to them being presented. Once the preliminary designs are presented and accepted by the owner, we perform periodic in house reviews of the contract documents as they are progressing and no project leaves the office to go out for bids until it goes through a complete checking and corrections process by two of the partners. Our quality control process has served us well over the years as we have never had a claim against our professional liability insurance in 34 years.

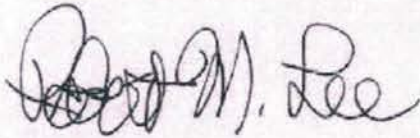
It appears that the project schedule timeframe as proposed in the RFQ is adequate depending on reasonable time allowed for owner input, review, and approval. We will also be at the mercy of the State on timeframes for their reviews and approvals as there are multiple entities that will need to affix their mark to the project.

In conclusion, RML Architects, LLC has enjoyed these past 26 years of service to Woodbury County, its officials, employees, and taxpayers. In those 26 years we have provided nothing but professional and personalized service producing quality, economical projects for Woodbury County. To our knowledge, in those 26 years there have been little or no complaints. We understand and believe it could be in the interest of the County to go through an RFQ / Interview process for design services if there was a large new building they were considering. However, changing the Design Service Provider for this project and any projects in the 8 buildings listed in the RFQ does not make sense either practically or economically. We know these buildings and are familiar with the County

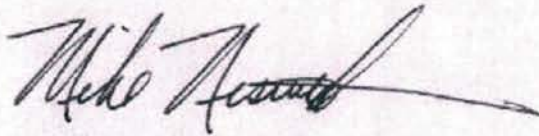
departments that occupy them. We know the County's policies and procedures. RML Architects is not only the best solution for your professional design services on this project and future projects in these buildings, we are the only ones to fill the fiduciary obligation to the taxpayers of Woodbury County.

Thank you for the opportunity to submit our Qualifications for this and future projects. We look forward to continuing to work with Woodbury County on this project and to another 26 years of providing high quality personalized professional service to the good people of Woodbury County.

Sincerely,

A handwritten signature in black ink that reads "Robert M. Lee". The signature is fluid and cursive, with the first name "Robert" being more prominent than the last name "Lee".

Robert M. Lee, Partner

A handwritten signature in black ink that reads "Mike Neswick". The signature is very stylized and cursive, with a long, sweeping horizontal line extending from the end of the name.

Mike Neswick, Partner

Woodbury County Projects by RML Architects, LLC

Year	Project #	Building	Project
1990	9024	Knapp & Spencer	Report on building
1996	9622	Courthouse	Law Library
1998	9821	Courthouse	Board of Supervisors Meeting Room
2015	1507	Courthouse	Update Elevators Woodbury County Courthouse
2011	1109	Eagles	Feasibility Study for Sheriff Offices to Eagles Bldg
2000	0006	LEC Building	LEC Building and Expansion Study
2000	0028	LEC Building	LEC Conference and Training area
2002	0201	LEC Building	LEC Addition and Alterations
2004	0411	LEC Building	LEC Roof Replacement
2005	0526	LEC Building	Increase Bed Count, Double bunk cells LEC Center
2006	0617	LEC Building	Cameras and Security LEC Center
2006	0635	LEC Building	Shower Repair and Alterations LEC Center
2007	0731	LEC Building	LEC Lawsuit - Exhibits for lawsuit
2008	0810	LEC Building	Site Repairs and Remodel LEC Center
2012	1214	LEC Building	ASAP Room Relocation
2013	1306	LEC Building	Security Cameras LEC Center
2015	1515	LEC Building	Entrance Plaza replacement LEC Center
2009	0916	Prairie Hills	Condition Report - Prairie Hills Center
2009	0909	Prairie Hills	Remodel Prairie Hills Center
2004	0419	Prairie Hills, Climbing Hill	Roof Replacement Prairie Hills and Climbing Hill
1998	9822	Siouxland District Health	Addition to Existing Siouxland District Health
1999	9903	Siouxland District Health	Siouxland District Health to Plymouth Block Bldg
1999	9906	Siouxland District Health	New Building for Siouxland District Health
1999	9927	Siouxland District Health	Siouxland District Health to Old Fantles Building
2000	0031	Siouxland District Health	Remodel Metz Baking Building into District Health
2003	0301	Siouxland District Health	Alterations to Siouxland District Health
2007	0729	Siouxland District Health	Remodel Siouxland District Health
2009	0908	Siouxland District Health	Roof Replacement Siouxland District Health
2012	1202	Siouxland District Health	Roof Replacement Siouxland District Health
2014	1431	Siouxland District Health	Remodel Siouxland District Health
2009	0915	TriView Building	Move Veteran Affairs to TriView Building
2013	1316	TriView Building	Woodbury County Social Services
1991	9119	Trosper Hoyt	Entrance for building
1991	9122	Trosper Hoyt	ADA Accessability for Trosper Hoyt
1991	9131	Trosper Hoyt	DHS Offices 1st Floor Trosper Hoyt
1991	9132	Trosper Hoyt	Juvenile Court and Juvenile Court Services
1992	9220	Trosper Hoyt	Remodel 1st Floor
1992	9224	Trosper Hoyt	1st Floor Signage Trosper Hoyt

1992	9225	Trosper Hoyt	4th Floor Lounge Trosper Hoyt
1992	9226	Trosper Hoyt	Juvenile Detention 4th Floor Trosper Hoyt
1992	9233	Trosper Hoyt	2nd Floor Signage Trosper Hoyt
1993	9306	Trosper Hoyt	Juvenile Court Services Signage
1996	9609	Trosper Hoyt	Iowa Dept of Human Services 3rd Floor
1996	9615	Trosper Hoyt	Woodbury County Attorney Offices
1998	9808	Trosper Hoyt	Alterations to 1st Floor Trosper Hoyt
1998	9819	Trosper Hoyt	Alterations to 3rd Floor Trosper Hoyt
1999	9901	Trosper Hoyt	Furnishings for 3rd Floor Trosper Hoyt
2001	0101	Trosper Hoyt	Alterations to Motor Vehicles 1st Floor Trosper Hoyt
2005	0524	Trosper Hoyt	Addition to Juvenile Detention - 4th Floor

ROBERT M. LEE , NCARB

PARTNER/ARCHITECT

- EDUCATION:** Bachelor of Architecture, Iowa State University, 1962
- PROFESSIONAL REGISTRATIONS:** Architect: Iowa, Nebraska, South Dakota
National Council of Architectural Registration Boards Certification
- PROFESSIONAL AND COMMUNITY ORGANIZATIONS:**
- National Council of Architectural Registration Boards
 - Construction Specifications Institute
 - Zoning Board of Adjustment, Sioux City, Iowa 1984- 1990;
Chair 1989, 1990.
 - Adult Education Staff, Western Iowa Tech Community College,
1981- 2000.
 - Sioux City Chamber of Commerce
 - South Sioux City Rotary Club
- PROFESSIONAL EXPERIENCE:**
- 1982- Present: Partner/ Manager/Architect **RML Architects LLC**, Sioux City, Iowa. Chief executive officer and Principal. Project responsibilities include Project Management, Marketing, Design, Administration, Programming, and Client Consultation.
- 1975- 1982: Vice President / Secretary, Beuttler Olson Lee P.C., Sioux City, Iowa. Principal in charge of Design. Project responsibilities including Design, Marketing, Client Consultation, Programming, Project Management.
- 1970- 1975: Secretary/ Treasurer, Beuttler Associated Architects, Inc. Project responsibilities similar to those listed above.
- 1962- 1970: Architect, William L. Beuttler Architect & Associates, Sioux City, Iowa
- SIGNIFICANT PROJECTS:**
- Jackson Recovery Centers Adolescent Hospital, Sioux City, Iowa
 - Jackson Recovery Centers Women Residence Addition, Sioux City, Iowa
 - Wesley United Methodist Church, Sioux City, Iowa
 - St. James Methodist Church, Sioux City, Iowa
 - United Methodist Church, Sergeant Bluff, Iowa
 - Telco Triad Community Credit Union Branches, Sioux City, Iowa
 - Sioux Honey Association, Sioux City, Iowa
 - Projects including new Corporate Office Building, remodeling of Plant Offices, and Addition to Plant Building
 - Onawa Fire Station, Onawa, Iowa
 - Sergeant Bluff Fire Station, Sergeant Bluff, Iowa
 - Vermillion Fire Station, Vermillion, South Dakota
 - Mercy Medical Clinic, South Sioux City, Nebraska
 - Historic Preservation Projects, Sioux City
 - Evans Block Building
 - Egralharve Building
 - Commerce Building
 - SHRA Rail Museum Complex



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MIKE NESWICK

PARTNER

EDUCATION:

Briar Cliff College 1976- 1978
Bachelor of Arts, Architecture: Iowa State University 1982

PROFESSIONAL AND COMMUNITY ORGANIZATIONS:

President Green Valley/ Floyd Golf Corp. 1996- Present
Vice President Green Valley/ Floyd Golf Corp. 1994- 1996
President Greater Siouxland Golf Assoc. 1992- 1994
Vice President Greater Siouxland Golf Assoc. 1988- 1992

PROFESSIONAL EXPERIENCE:

2008-Present: Partner/Manager **RML Architects LLC**, Sioux City, Iowa.
Project responsibilities include Project Management, Marketing, Design,
Administration, Programming, Contract Documents and Client Consultation.

1982- 2007: **RML Architects LLC**, Sioux City, Iowa.
Associate. Project responsibilities including Computer Aided
Drafting, Design, Contract Documents, Programming, Marketing,
Client Consultation, Project Management, and Interior Design.

1975- 1982: Beuttler Olson Lee P.C., Sioux City, Iowa
Draftsman. Project responsibilities similar to those
listed above.

SIGNIFICANT PROJECTS:

821 Jackson Street, Sioux City, Iowa
Siouxland Humane Society, Sioux City, Iowa
Sioux City Animal Adoption and Rescue Center, Sioux City, Iowa
Sioux City Truck Sales, Peterbilt of Sioux City, Iowa
Art Gallery, Morningside College, Sioux City, Iowa
Siouxland District Health Department, Sioux City, Iowa
Gordon Plaza Shopping Center, Sioux City, Iowa
Anderson Dance Pavilion, Chris Larsen Park, Sioux City, Iowa
Spalding Shopping Center, Sioux City, Iowa
Hamilton Shopping Center, Sioux City, Iowa
Interior Tenant Space Planning Terra Centre Building, Sioux City, Iowa
US Attorney Offices, Terra Centre Building, Sioux City, Iowa
Trospen- Hoyt County Services Building, Sioux City, Iowa
Interior projects for several Woodbury County agencies.
Commerce Building, Sioux City, Iowa
Interior projects for several agencies of the State of Iowa.
Clubhouse, Green Valley Golf Course, Sioux City, Iowa
Thompson Dean Drug, Sioux City, Iowa
Monona County Historic Courthouse Roof Replacement, Onawa, Iowa
The Ridge Independent Living, Holstein, Iowa
Peterbilt of Norfolk
Peterbilt of Lincoln
Miracle Field Sioux City, Iowa



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REGINA M. SMITH, NCARB

PARTNER/ARCHITECT

EDUCATION:

Bachelor of Architecture, Iowa State University, 2000 with distinction

PROFESSIONAL REGISTRATIONS:

Architect Iowa 2004 to Present
National Council of Architectural Registration Boards Certification

PROFESSIONAL AND COMMUNITY ORGANIZATIONS:

JW.org 2005-Present
Iowa Regional Building Committee 2010 to Present
Sioux City Growth Organization 2004-2007
Siouxland Humane Society Architecture 2004, 2005
Internship Development Program, NCARB 1998-2003
Orpheum Preservation Project, 2000-2002
American Institute of Architecture Students 1995-2000
Representative 1995-1997; Treasurer 1996-1998

PROFESSIONAL EXPERIENCE:

2008-Present: Partner/Manager **RML Architects LLC**, Sioux City, Iowa.
Project responsibilities include Project Management, Marketing, Design, Administration, Programming, Contract Documents and Client Consultation.

2004-Present: Architect **RML Architects LLC**, Sioux City, Iowa.
Project responsibilities including Project Management, Computer Aided Drafting, Space Planning, Schematic Design, Design Development, Rendering, Interiors and Marketing.

1997- 2004: Intern **RML Architects LLC**, Sioux City, Iowa.
Project responsibilities including Computer Aided Drafting, Space Planning, Schematic Design, Design Development, Rendering, Interiors and Marketing.

SIGNIFICANT PROJECTS:

Milwaukee Railroad Museum, Sioux City, Iowa
Vermillion Fire Station, South Dakota
Siouxland Humane Society, Sioux City, Iowa
Iowa-Nebraska State Bank, Sioux City, Iowa
Jackson Recovery Centers Women's Residence Alterations, Sioux City
Soo Tractor Sweeprake, Sioux City, Iowa
Woodbury County Jail Alterations, Sioux City, Iowa

Interiors

Iowa-Nebraska State Bank, Sioux City, Iowa
Siouxland District Health Department, Sioux City, Iowa
Siouxland Mental Health, Sioux City, Iowa
Soo Tractor Sweeprake, Sioux City, Iowa
Mercy Medical Clinic, South Sioux City, Nebraska



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MICHELLE MATNEY

INTERIOR DESIGNER/CAD TECHNICIAN

EDUCATION: Bachelor of Fine Arts, Interior Design, Iowa State University, 2000

COMMUNITY ORGANIZATIONS:

Siouxland Samplers Quilt Guild, 2012—present
Siouxland Samplers Quilt Guild, Board Member 2016
Quiltin' Bee Board Member, 2014-present
Sioux City Growth Organization, 2004-2006
Orpheum Theatre Preservation Project, Ltd. 2000-2001
Siouxland Civic Dance Association, 2000-2001

PROFESSIONAL EXPERIENCE:

2008-Present: Interior Designer **RML Architects LLC**, Sioux City, Iowa.

Project responsibilities including Computer Aided Drafting, Space Planning, Interior Design, Schematic Design, Design Development, Rendering, and Marketing.

RELATED EXPERIENCE:

2003-2004 Interior Designer/Office Manager, Distinctive Designs, Sioux City, Iowa
2002-2003 Construction Administrative Assistant, Reeves William's Construction, Memphis, Tennessee
2000-2001: Office Coordinator, Orpheum Theatre Preservation Project, Ltd. Sioux City, Iowa

SIGNIFICANT PROJECTS:

Jackson Recovery Centers Adolescent Hospital, Sioux City, Iowa
Jackson Recovery Centers Women's Residence Addition & Alterations, Sioux City, Iowa
Jackson Recovery Centers River Hills Clinic, Sioux City, Iowa
Sioux City Animal Adoption and Rescue Center, Sioux City, Iowa
Marta Condominiums, Sioux Center, Iowa
First United Methodist Church Canopy Addition, Sheldon, Iowa
Morningside Presbyterian Church, Sioux City, Iowa
Wine Styles, Lakeport Commons, Sioux City, Iowa
Siouxland Historic Railroad Museum, Sioux City, Iowa
Siouxland Women's Health Care, Sioux City, Iowa
Murray Apartments, Sioux City, Iowa
Onawa Fire Station, Onawa, Iowa
The Ridge, Holstein, Iowa
Power Wash, Sioux City, Iowa and South Sioux City, Nebraska
WinneVegas Event Center, Sloan, Iowa



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STUART C. JACKSON

CAD TECHNICIAN

EDUCATION: Architectural Engineering Technology,
Western Iowa Tech, Sioux City, Iowa, 2004

PROFESSIONAL AND COMMUNITY ORGANIZATIONS:

Siouxland Youth Hockey, Assistant Coach 1997-1999
Habitat for Humanity Volunteer (Seasonal)

PROFESSIONAL EXPERIENCE:

2003– Present: Senior Drafting Technician
RML Architects LLC, Sioux City, Iowa
Project responsibilities including Computer Aided Drafting,
Project Cost Estimating, Print Copying, and Project Quality Control.

RELATED EXPERIENCE:

1995-2002: Construction Framing:
-Paul Thompson Homes, Sergeant Bluff, Iowa
-Thomas Hogan Construction, Onawa, Iowa
-Kluver Construction, Homer, Nebraska
-D&D Construction, South Sioux City, Nebraska

1987-1997: United States Air Force/ Air National Guard;
-Construction Equipment Operator
-Pavements Maintenance Specialist

SIGNIFICANT PROJECTS:

Jackson Recovery Centers Adolescent Hospital, Sioux City, Iowa
Jackson Recovery Centers Women's Residence Addition, Sioux City, Iowa
Sioux City Animal Adoption and Rescue Center, Sioux City, Iowa
Prentis Park Grandstand and Concession, Vermillion, South Dakota
Law Enforcement Center Roof Replacement, Sioux City, Iowa
Prairie Hills and Climbing Hill Roof Replacement, Woodbury County
Siouxland Mental Health, Sioux City, Iowa
Matney Colonial Manor and Assisted Living, South Sioux City, Nebraska
Sunrise Retirement Community, Sioux City, Iowa
Sioux City Truck Sales, Sioux City, Iowa
Sterling-Delperdang Exterior Remodel, Sioux City, Iowa
St. James Methodist Church Addition, Sioux City, Iowa
Onawa Fire Station, Onawa, Iowa
Siouxland Historic Railroad Association-Milwaukee RR, Sioux City, Iowa
Van Meter Industrial, Sioux City, Iowa
Woodbury County Law Enforcement Center Paving, Sioux City, Iowa
Telco Triad Credit Union, Morningside Branch, Sioux City, Iowa



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RML Architects, LLC is a full service architectural firm founded in Sioux City, Iowa in 1982. It is dedicated to the pursuit of excellence in Architecture, Planning, and Interior Design.

Working with both established and new clients, we have designed and produced contract documents for over 1,000 projects. In the last three years, many of our clients are repeat or referred clients. These include new financial institutions, medical offices, school projects, fire departments, libraries, churches, galleries, shopping centers, office buildings, industrial buildings, and numerous remodeling and renovation projects. We have worked with many government, private, and institutional clients.

We have developed a reputation for thoughtful personal attention to resolving the particular concerns of our clients. We feel that this success is due to our approach to design, based on analyzing and then developing solutions for the unique requirements of each individual project. Through a continuing dialogue that begins while the program is developed and extends to the end of construction, our clients participate in the design of the project, and then share satisfaction with the results. The construction process can actually be a positive, user friendly experience. We believe good design does not begin and end with appearance. Architecture is also properly judged by its usefulness, safety, accessibility, maintenance, cost, and value.

At **RML Architects, LLC** you will receive personalized services based on experience, enthusiasm for solving problems, professional competence, and production capacity, plus the resources of an organization capable of providing design expertise for almost any type or size of project.

We look forward to serving you.



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BASIC SERVICES

At **RML Architects, LLC** Basic Services consist of the five phases described below and include normal structural, mechanical, and electrical engineering services. Other consultants such as landscaping, civil, security etc can be provided as needed.

SCHEMATIC DESIGN PHASE

In this phase the program furnished by the owner is reviewed in order to prepare Schematic Design drawings. A probable construction cost is also projected in this phase.

DESIGN DEVELOPMENT

Based on the approved Schematic Design, we proceed with drawings that describe the size and character of the entire project as to Architectural, Structural, Mechanical, and Electrical Systems.

CONSTRUCTION DOCUMENT PHASE

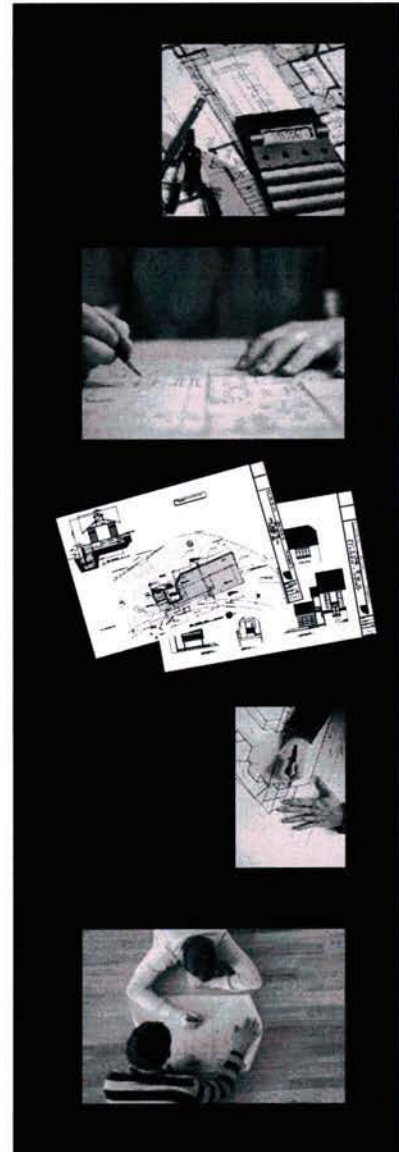
Upon approval of the Design Development, we then proceed with the Construction Documents consisting of drawings and specifications, setting forth in detail the requirements for the construction of the project.

BIDDING OR NEGOTIATION PHASE

Upon completion and approval of the Construction Documents, we assist the owner in obtaining bids or negotiated proposals from contractors. Contracts are then prepared for construction.

CONSTRUCTION PHASE

After the contracts are signed and construction is under way, **RML Architects, LLC** becomes the representative of the owner, periodically visiting the job site, observing the progress and quality of the work being performed.



ADDITIONAL SERVICES

RML Architects, LLC also provides several additional services with minimal fees.

PROGRAMMING

FEASIBILITY STUDIES

SITE EVALUATIONS

BUILDING STRUCTURE ANALYSIS

INTERIOR DESIGN

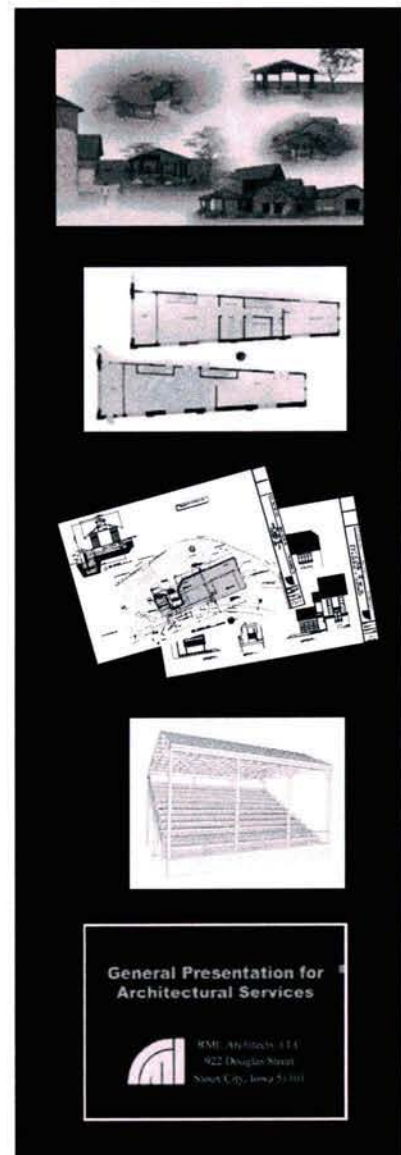
DRAWINGS OF EXISTING FACILITIES

**EXPERT WITNESS-PUBLIC HEARINGS or
LEGAL PROCEEDINGS**

ARCHITECTURAL CONSULTATION

COLOR RENDERING

PROJECTS OF LIMITED SCOPE



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PROJECT EXPERIENCE

RML Architects, LLC has experience in new construction, additions, remodeling and repairs to the following project types:

- Churches
- Office Buildings
- Manufacturing Buildings
- Fire Stations
- Detention Facilities
- Maintenance Buildings
- Government Offices
- Schools
- Medical Offices
- Financial Institutions
- Libraries
- Laboratories
- Clinics
- Airport Facilities
- Park Shelters
- Single-Family Residences
- Multi-Family Residences
- Alcohol and Drug Centers
- Automobile Dealerships

BY CITY

partial project listing

SIoux CITY, IOWA:

- Woodbury County Services Building-Trosper-Hoyt
 - Alterations for ADA Access
 - Alterations to Building Lounge
 - ICN Room Design
 - Alterations to First Floor for Department of Human Services
 - Alterations to First Floor Department of Motor Vehicles
 - Alterations to Second Floor for Juvenile Court and Court Services
 - Alterations to Third Floor for Department of Human Services
 - Alterations to Fourth Floor for Juvenile Detention Center
 - Alterations to Woodbury County Attorney Offices

- Woodbury County Law Enforcement Center
 - Programming Coordination
 - Paving and Sidewalks

- Woodbury County Jail
 - Alterations for Code Compliance and Bed Maximization
 - Security Upgrades, Cameras and Alterations

- Woodbury County Courthouse
 - Elevator and Penthouse Renovation

- Remodel Existing Building for Woodbury County Social Services



SIoux CITY, IOWA:

Commerce Building
State Department of Human Services (DHS) Regional Offices
State Department of Criminal Investigation (DCI) Regional Offices
State Department of Revenue and Finance Regional Offices

Siouxland District Health Department
Administrative Offices
Women, Infants, Children (WIC) Program
Clinic Services
Laboratory Services
Community Education Services
Environmental Services
New Parent/Child Wellness Program (Stork's Nest)
Home Health Nursing Program
Grant Writing Department
Board Room
Roof Replacement

Terra Centre International Corporation
Interior Tenant Space Planning, Terra Centre Building (10 floors)
United States Attorney's Office, 6th and 7th Floor, Terra Centre
Offices of Jackson Plaza
Outdoor Sculpture Park

Alterations for Siouxland Mental Health Community Support Services

Jackson Recovery Centers
Alterations and Addition to Women & Children's Residence
New Building for River Hills Clinic
New Building for Adolescent Hospital

Alterations and Addition to Siouxland Women's Health Care Clinic
New Building and Crematory Addition for Siouxland Humane Society

Morningside College
Library Alterations and Addition
Art Gallery

Gordon Plaza Shopping Center

Hillcrest Shopping Center

Spalding Center

O'Reilly Auto Parts-Gordon Drive

New Building for Northern Auto Parts
Retail/Offices/Warehouse

Telco Triad Community Credit Union
New Building for Riverside Branch
New Building for Morningside Branch

Iowa-Nebraska State Bank Drive-up Facility

Exterior renovations for Tony's Pizza

Wendy's, Industrial Road

Dairy Queen, Floyd Boulevard



SIoux CITY, IOWA:

Offices for Phillips Kiln Service 8th Floor, Orpheum Electric Building
Offices for King Reinsch Prosser Co. 5th Floor, Security National Bank
Central United Life Insurance Co.
Addition to Messer Distributing Co.
Sioux Honey Association
New Corporate Office Building
Plant Offices
Soo Tractor Sweeprake Offices
Green Valley Golf Course Addition to Clubhouse
Whispering Creek Golf Course Clubhouse
Riverside and Leif Erickson – Park Improvements
Anderson Dance Pavilion – Chris Larsen Park
City of Sioux City Bacon Creek Park Shelter Proposal
Sioux Gateway Airport
Maintenance Building
Flight Center, Terra International, Inc.
New Building for Wesley United Methodist Church
Addition to St. James Methodist Church
New Building for Heartland Baptist Church
Rehabilitation Independent Living Complex 8th and Jackson Streets
Alterations to Apartment Complex 1414 Casselman
New Civil Engineering Building for Milwaukee Railroad Museum
New Buildings for Power Wash
New Building for Condon Buick

OTHER CITIES:

First Financial Bank
Dakota Dunes, South Dakota
Premier Bank Credit Card Center
Dakota Dunes, South Dakota
Additions to St. Paul's Lutheran Church
Emerson, Nebraska
Additions St. John's Lutheran Church
Galva, Iowa
New Assisted Living/Independent Living Building—The Ridge for Char Mac
Holstein, Iowa
New Convenience Store
Jackson, Nebraska
New Clinic for Faith Regional Medical
Laurel, Nebraska



OTHER CITIES:

Community Building/Fire Station
Little Rock, Iowa

First Trust & Savings Bank Drive-up Facility
Menville, Iowa

North Sioux City, South Dakota:

Gateway 2000
Marie Avenue Plaza
Dakota Valley Concessions for Sports Complex
Dakota Valley Middle School Roof Replacement

Onawa, Iowa:

Monona County Courthouse Roof Replacement
New Fire Station

Additions to St. Paul's Lutheran Church
Remsen, Iowa

Convenience Store for Lyon Co. Coop Oil Co.
Rock Rapids, Iowa

United Methodist Church
Sergeant Bluff, Iowa

Fire Station for Volunteer Fire Department
Sergeant Bluff, Iowa

Alterations and Addition for NOBL Laboratories, Inc.
Sioux Center, Iowa

Addition to Harkers, Inc.
Sioux Center, Iowa

New Event Center Addition—Winanvegas
Sloan, Iowa

South Sioux City, Nebraska:

Dakota County Bank Drive-up Branch
Dakota County Bank Hy-vee Branch
South Park Office Plaza
Nebraska Indian Community College
Mercy Medical Clinic
Burger King

Vermillion, South Dakota:

Fire Station for Volunteer Fire Department
Prentis Park, Replacement Bleachers and Concessions

New Building for Community Center and City Offices
Wall Lake, Iowa

New Building for WIC
Winnebago, Nebraska



HISTORIC PRESERVATION:

St. Peter & Paul Catholic Church
Pocahontas, Iowa

Exterior Restoration
Commerce Building
Sioux City, Iowa

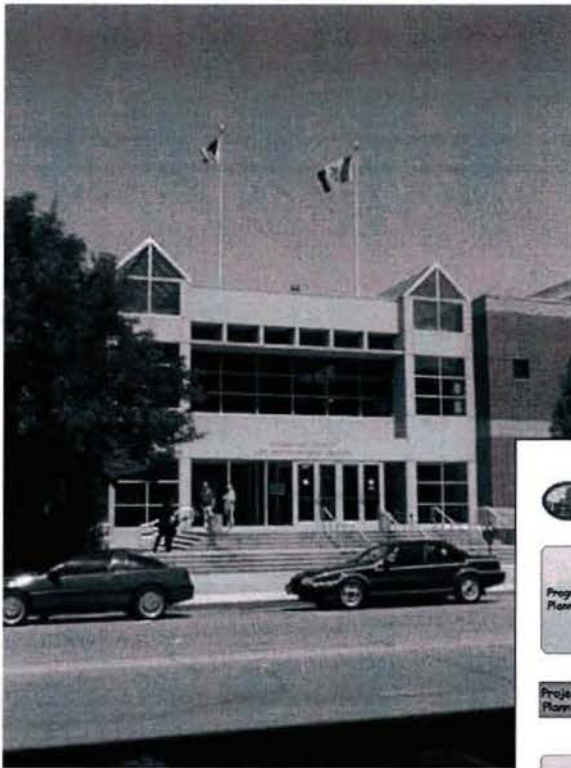
Rehabilitation for Offices/Restaurant
Evans Block, Historic 4th Street
Sioux City, Iowa

Rehabilitation for Offices/Commercial
Egralharve Building, Historic 4th Street
Sioux City, Iowa

Milwaukee Railroad Museum
Siouxland Historical Railroad Association
IDOT Rehabilitations

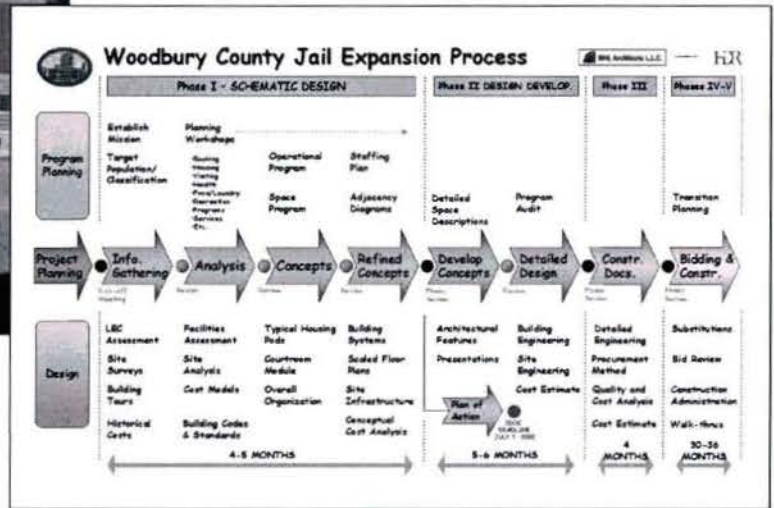
- Roundhouse
- Carpenter Shop
- Sand House
- Sand Tower
- Fencing
- Parking
- Car Repair Shop
- Emergency Roof Repair
- Machine Shop
- Water Closet
- Engineer's Tool Shed





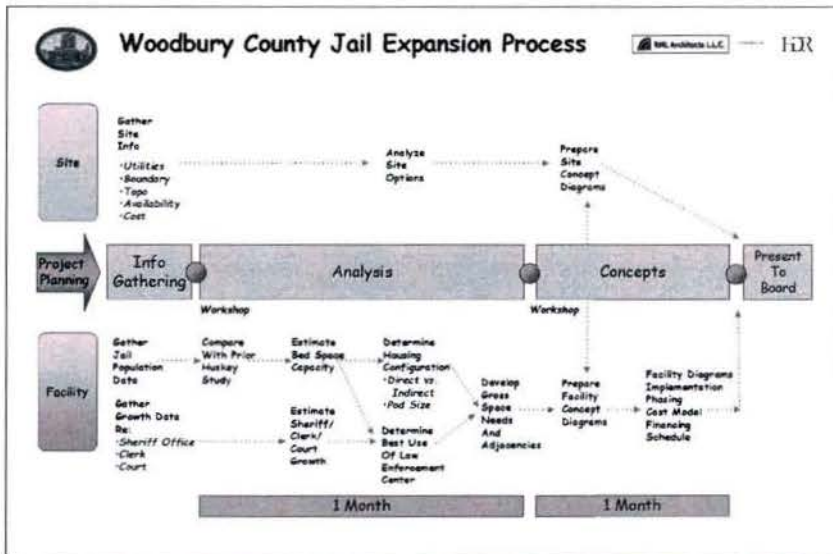
RML Architects, LLC partnered with HDR Architecture Inc. of Chicago for the Woodbury County Law Enforcement Center conceptual expansion study. HDR and RML have developed a strong working relationship together and continue to partner for local serviceability and justice expertise.

This project encompassed project planning as well as schematic design.



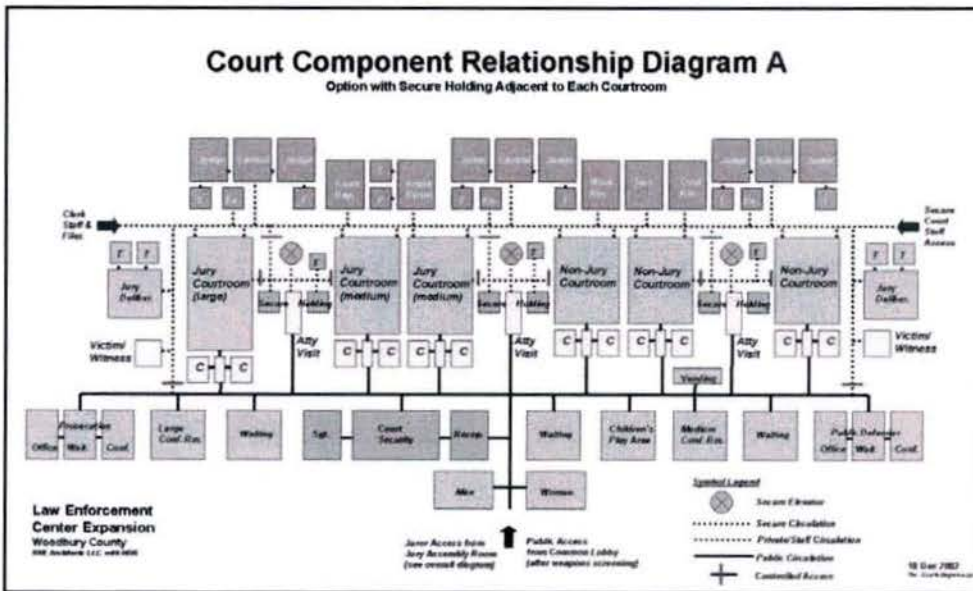
Program and space relationships were developed during a series of in-depth workshops facilitated by the Architects, featuring participation by several concerned agencies. These include:

- County Board of Supervisors
- Sioux City Council
- County Sheriff's Department
- County Treasurer
- Citizen's Justice Committee
- County Court System
- Clerk of District Courts
- Sioux City Police Department
- US Marshals Services
- Immigration & Naturalization Service
- County Building Maintenance Department
- Tax Research Council
- Jackson Recovery Center
- Siouxland Mental Health



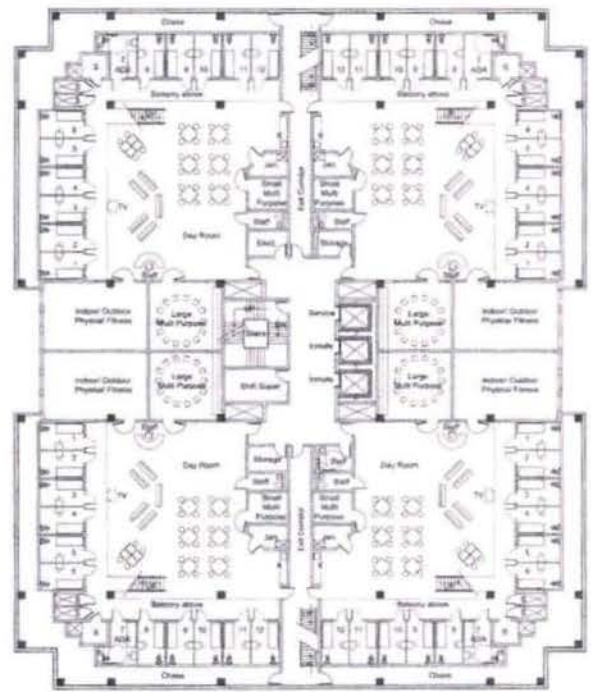
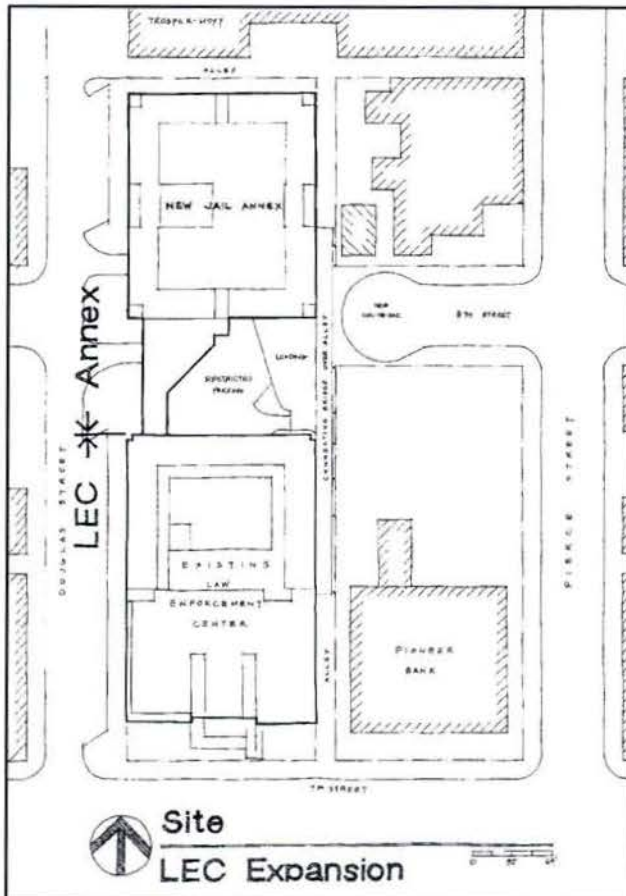
**WOODBURY COUNTY LAW ENFORCEMENT CENTER,
SIOUX CITY, IOWA**

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Visual aids were developed for the Owner in order to help them visualize space needs. From these diagrams, spaces like the jail cell pod below were developed and incorporated into the overall site layout.

The County was presented with six schematic options. One such option is shown below.



RML Architects L.L.C.

© 2012 RML Architects L.L.C.

HDR

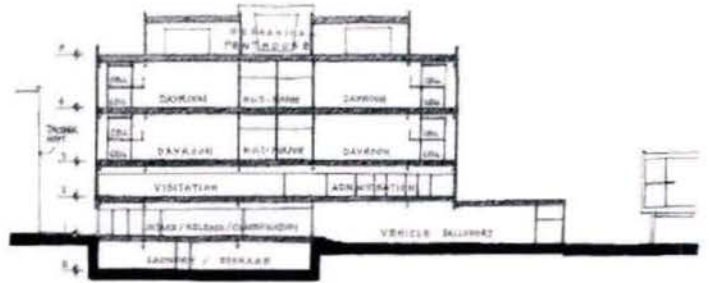


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Once solutions were narrowed, the Owner was provided with options for phased construction, construction costs, and operation costs.

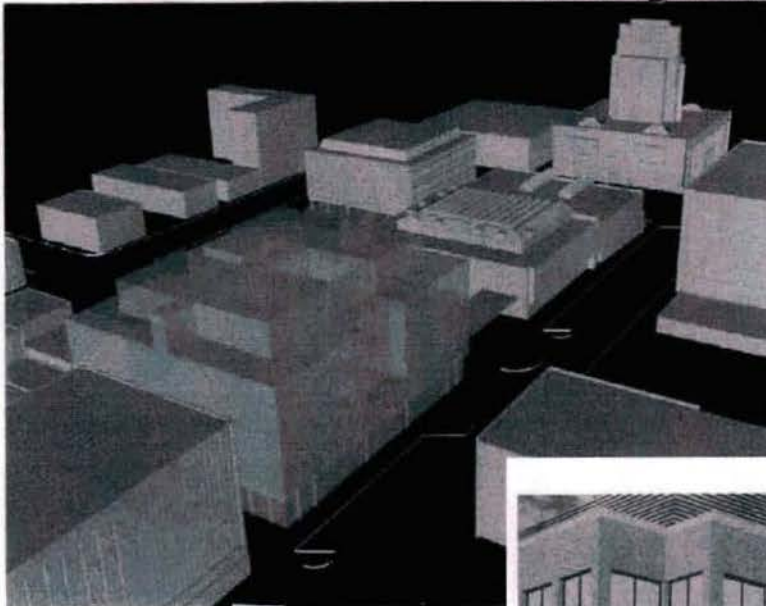
Public presentations were given to keep local citizens informed and answer public questions or concerns related to the project.



Annex * LEC

A North South Section
LEC Expansion
 WOODBURY COUNTY IOWA

Building Mass



Massing and computer generated concept models were generated for the Owner to aid in educating the public about the new project.

Concept



Existing site for Expansion



**WOODBURY COUNTY LAW ENFORCEMENT CENTER,
 SIOUX CITY, IOWA**

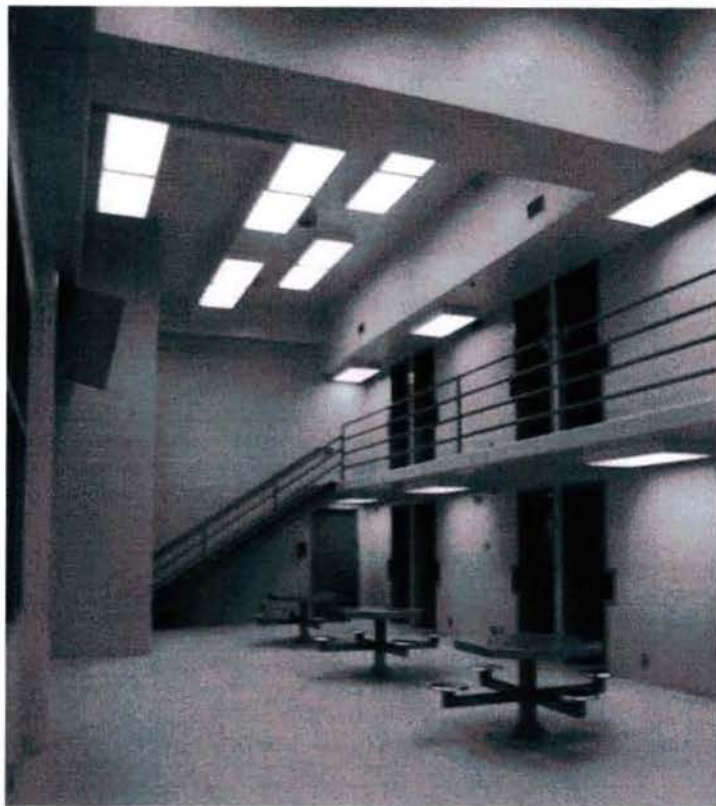
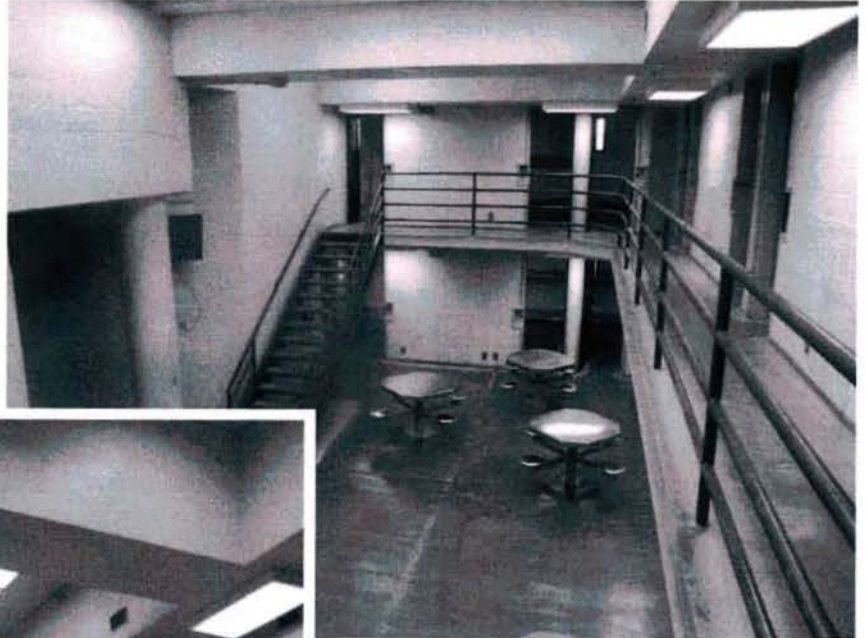
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Woodbury County LEC, home of the Jail

In 2005, RML Architects, LLC was hired to alter the existing Woodbury County Jail facility to comply with code requirements and evaluate the potential to increase bed capacity. With adjustments to the existing cells, bed capacity was increased by 36 beds.

Picture of D Block before Alterations



Picture of E Block after alterations

By reducing the size of the existing bunks, this increased the square footage within the cell, allowing two bunks in what was previously a single bunk cell. Additional showers and tables were added as required due to the increase in beds.

In addition to the code alterations, cosmetic alterations were a part of this project. These included painting most surfaces and applying durable epoxy floor finish. The walls were stripped of existing paint and a new durable water-based epoxy wall paint was applied. Existing tables were painted also. Note the difference in the railing and floor in the pictures on this page.

Attention to security was priority throughout the project. Security procedures were outlined before the project was submitted for bids.

Estimate: \$450,000 Original Bid: \$454,328 Change Orders: -\$9,374.00 Final Cost: \$444,954 15,500 SF



LAW ENFORCEMENT CENTER—JAIL, SIOUX CITY, IOWA

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The existing paving at the Woodbury County Law Enforcement Center was heaving, cracking and ready for replacements. Additionally, the trees were overgrown and crowded.

RML Architects LLC was hired to rectify the conditions and develop an aesthetically pleasing solution. The paving on the entire site was removed and replaced in phases to ensure continued access to the building.

Pooling water can be paving's worst enemy. Existing conditions of the site promoted some pooling water. These areas were the most deteriorated. Site drainage was improved by the plan.



Trees were selected for removal. Those that remained were incorporated into the design. Snow removal and maintenance were also considered.

The parking area was designed to be replaced. During construction the underlying soil conditions were discovered to be unsuitable. The condition was rectified and improved so that the new paving would be long lasting and satisfactory.



Before

Constructed
Fall 2008
Construction Cost
\$195,310



After



LAW ENFORCEMENT CENTER PAVING WOODBURY COUNTY, IOWA

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West Façade

Trospen-Hoyt County Services Building, located at the corner of 9th and Douglas in Sioux City, contains the Department of Human Services, Department of Motor Vehicles License Registration, Drivers License Renewal, Woodbury County Attorney's Offices, Juvenile Courts, Juvenile Court Services, Juvenile Detention Center and Multi-media ICN Conferencing Center. Floor by floor, this building was renovated to accommodate each of these facilities. As part of this project, all exterior windows were replaced.

South West Corner



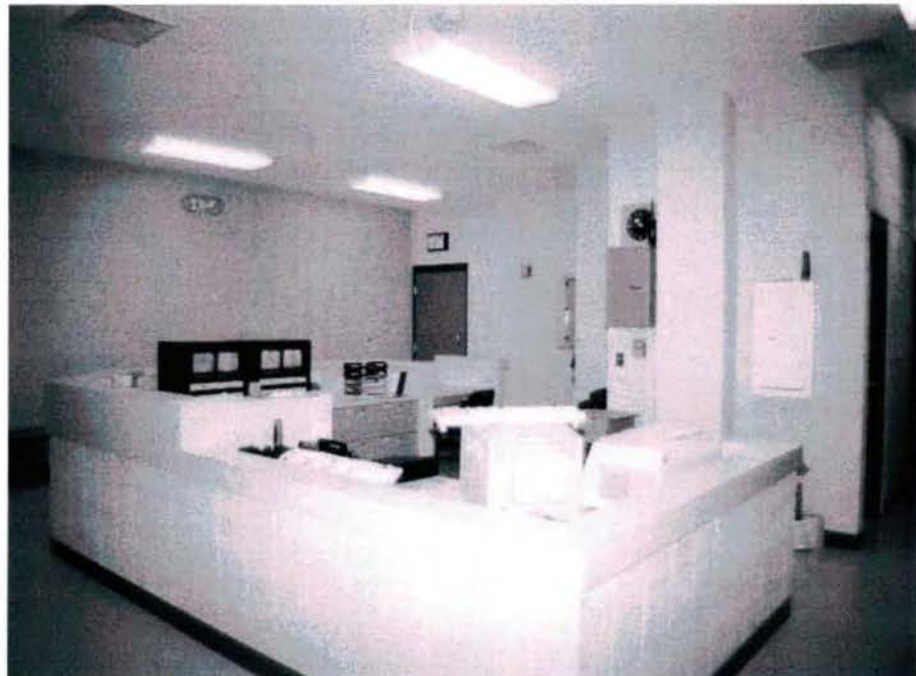
TROSPER-HOYT

SIoux CITY, IOWA

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The Woodbury County Juvenile Intake and Detention Center is located on the 4th floor of the Trospen-Hoyt County Services Building in Sioux City, Iowa. Through the initial sally port is the Receiving/Intake area in the Master Control Room for the entire facility. All of the sally ports and locks are controlled from this main desk. Security monitors for the facilities 24 hour cameras are also controlled from here. There is space for an arresting officer to do paperwork as well as temporary holding areas and rooms, which can be monitored from both the intake side of the room as well as a back corridor.



TROSPEN-HOYT

SIOUX CITY, IOWA

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Controlled by a sally port, the direct supervision style Day Area of the facility provides indoor recreation. Cleverly, the supervision desk divides the space to account for gang activity on the juvenile level. Adjacent to this area are the kitchen, Control Area, Classroom, Offices, Controlled Day Room, and Sleeping Rooms. The Classroom is shown here.



Outdoor Recreation for the facility was achieved by constructing a new stair to the roof with a new penthouse that leads to an exterior concrete recreational area. Using the "First Defence" fencing system around the perimeter of the area attains security.



TROSPER-HOYT

SIOUX CITY, IOWA

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Woodbury County's Siouxland District Health Department is located in the former corporate offices of Sara Lee Bakeries (formerly Metz Baking) at 1014 Nebraska Street in Sioux City, Iowa.

The 40,000 Square foot building was purchased in the spring of 2002 and an extensive remodeling project was undertaken to convert this former office building into what now is the Health Department. Construction was completed through the summer, fall, and early winter months of 2002 and the building opened to the public on January 6, 2003. Additional remodeling and furnishing were completed in 2004.

Lobby



W.I.C. Waiting



Clinic Reception



**SIOUXLAND DISTRICT HEALTH DEPARTMENT
SIOUX CITY, IOWA**

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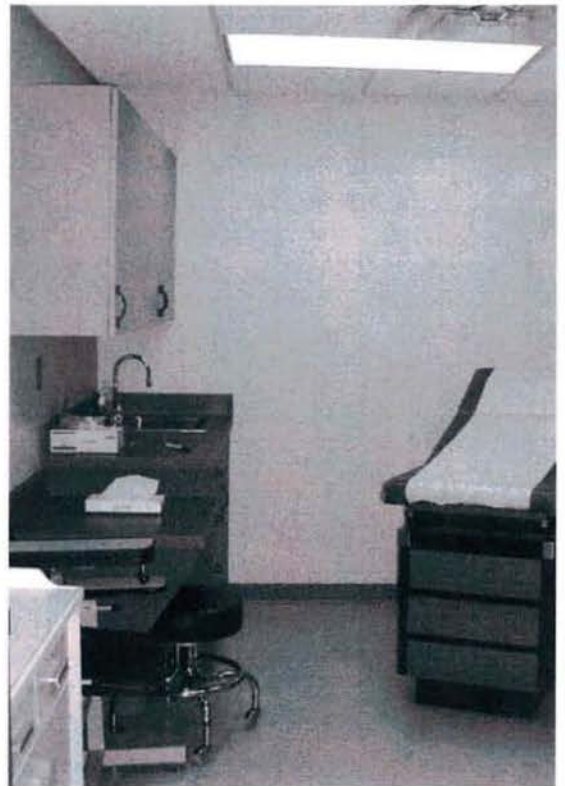
Full Service Laboratory



Board Room

The new facility encompasses many different programs and areas. Some of the various departments that serve over 5,000 clients per month are W.I.C. (Women, Infants, Children) including its own nursing areas, an Immunization Clinic, a full service Laboratory with its own Exam area, Educational Classrooms an Environmental department, a large Home Health Nursing department, Executive and Business office areas, and a Board Room.

Exam Room



Staff Lounge



This project brought all of the various factions of the Siouxland District Health Department together under one roof to maximize the synergy between departments and to give the public a one-stop experience for their Public Health needs.



**SIOUXLAND DISTRICT HEALTH DEPARTMENT
SIOUX CITY, IOWA**

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SIUXLAND HISTORICAL RAILROAD ASSOCIATION RAILROAD MUSEUM



Early 1920's

Rehabilitation of Various Buildings for the SHRA Riverside Yard:

Round House Building, Bay 1

Convert second floor for staff to accommodate a library, lounge, training area, office and rough-in for future toilets. Preserve original structure while removing non-original partitions. Modify the first floor to include a grand entry, machine room and storage area.

Carpenter Shop

Seal the wood floor. Install additional new windows. Complete repairs of roof. Perform tuckpointing and other masonry repair on interior brick surfaces.

Install new HVAC system and new lighting. Consider storm windows or other devices, consistent with historic preservation guidelines, capable of reducing heat and cooling loads from the large window areas.

Repair and replace the existing steel rolling doors at the south and west exterior walls. Replace the other existing exterior doors.

Wood Sand Tower

Rehabilitate, repair existing components where required and replace existing deteriorated wood components with new materials.

Sand Drying House

Remove damaged existing roofing, roof structure, and wood roof deck, and replace wood components where necessary. Install new roofing. Tuckpoint and repair existing masonry inside and out. Install new wood windows to match existing, and new exterior door.

City Contact: Rich Mach 712 224 5010

SHRA Contact: Jon Wagoner 712 258 0865



Carpenter Shop before 1998

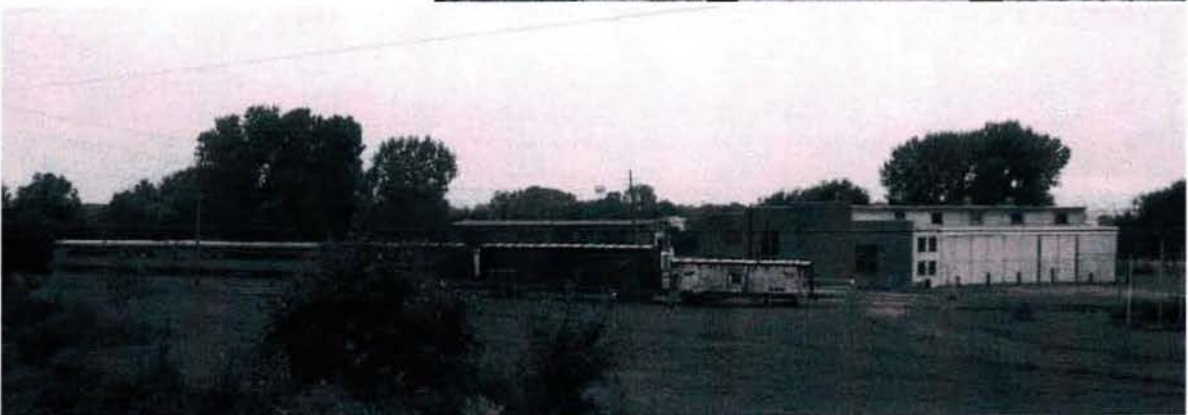
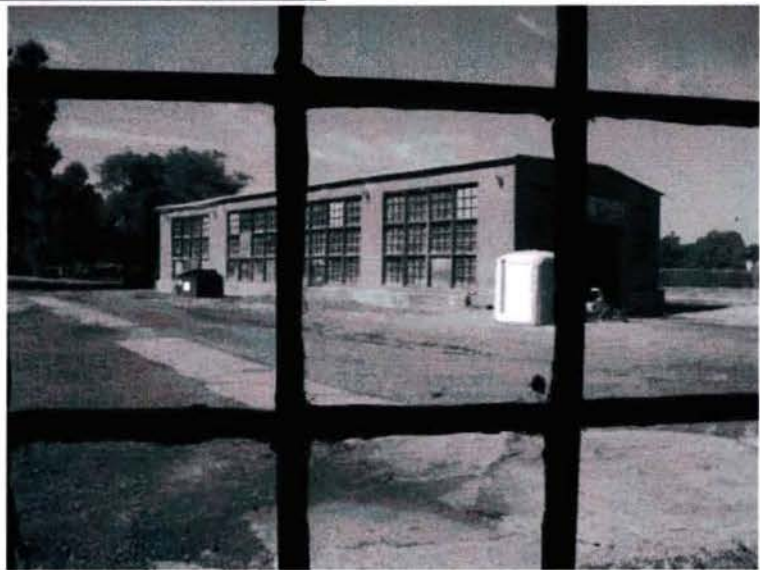


Carpenter Shop after renovation



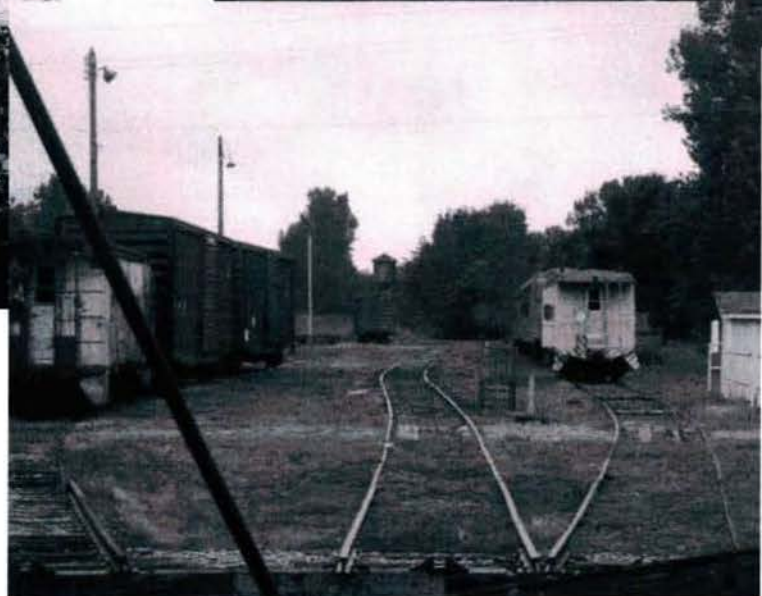
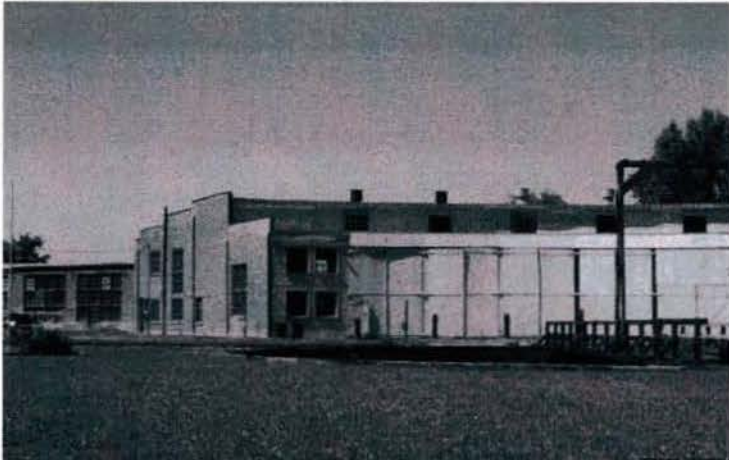
SIUXLAND HISTORICAL RAILROAD MUSEUM,
SIUX CITY, IOWA

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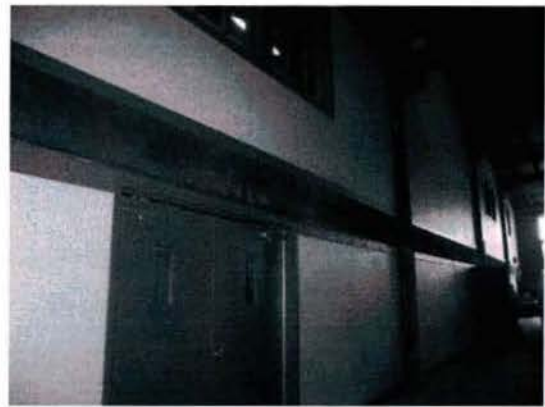
**SIOUXLAND HISTORICAL RAILROAD MUSEUM,
SIOUX CITY, IOWA**

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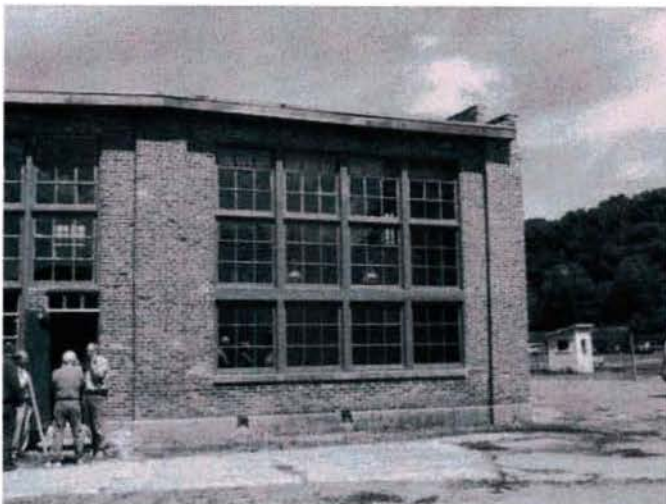
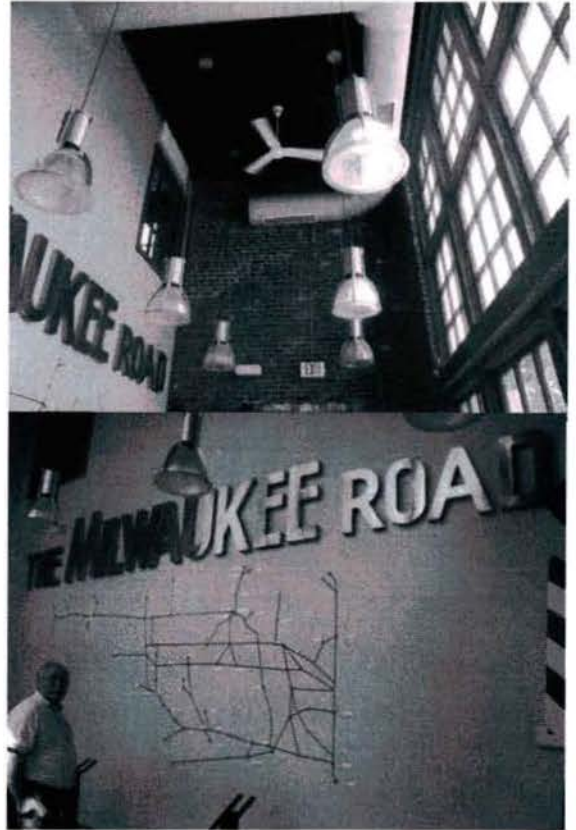
**SIOUXLAND HISTORICAL RAILROAD MUSEUM,
SIOUX CITY, IOWA**

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**SIOUXLAND HISTORICAL RAILROAD MUSEUM,
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AFTER



The sand tower rehabilitation included replacement of rotted wood members, roof structure and roofing materials, and missing hardware or brackets. The tank was repaired. New hardware was labeled with the construction year in order to denote historic relevance of existing pieces. The tower is an example of old becoming young again.

BEFORE



**SIOUXLAND HISTORICAL RAILROAD MUSEUM,
SIOUX CITY, IOWA**

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**SIUXLAND HISTORICAL RAILROAD MUSEUM,
SIUX CITY, IOWA**

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When RML Architects, LLC began work in 1994, the Commerce Building (originally known as the Motor Mart) was in heavy disrepair. Bricks required restoring; windows, terra cotta and corroded steel support angles needed to be replaced; 1600 exterior lights had to be rewired in order to return this building to early 20th Century charm.

In 1920, a 5th Floor ballroom was added to the four-story building. The ballroom featured single glazed, steel frame Palladian style windows. Eventually, the glass became broken and the openings covered with wood, rendering the space unusable for anything but storage. The existing corroded steel frames were replaced with durable, custom fit, insulated windows. This decision provides natural lighting for the commercial office space that now occupies the floor, while keeping true to the building's historical appearance.



COMMERCE BUILDING, SIOUX CITY, IOWA

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Existing conditions of 5th Floor Commerce Building before rehabilitation



COMMERCE BUILDING, SIOUX CITY, IOWA

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The former ballroom on the 5th floor of the Historic Commerce Building was converted into offices for the Iowa Department of Human Services. Original windows have been replaced on the south and east sides to provide dramatic natural lighting in the work environment. Employees comment frequently on the ambiance of the space due to the natural lighting provided. The pastel colors make for a cheerful work environment even on rainy days.



COMMERCE BUILDING, SIOUX CITY, IOWA

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Careful attention was given to the original columns. This column, found in the lounge on the 2nd floor, was used as a central piece for the square room. Special fiber optic, colored lighting and its original stencil pattern accentuate its presence.



On the 5th floor, the west office wall emphasizes the hidden column. The column's outline breaks up the surface of the wall playing with the light that enters from the south windows.



COMMERCE BUILDING, SIOUX CITY, IOWA

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Parapet-before

Parapet-reconstructed



Elevator/Mechanical Tower at South



**New Windows
at North Entrance**

The Evans Block Building of Historic 4th Street, Sioux City, was redesigned and repaired by two different firms.

RML Architects LLC designed the elevator, mechanical room and stair tower. They replaced windows and restored the stone parapet. Another firm designed the interior.

New Entry at East



RML Architects LLC faced a difficult challenge in this project because of the varying floor heights; this greatly affected the elevator and stair design.

The parapet had deteriorated to a very dangerous condition; it required reinforcing and resetting.



EVANS BLOCK, SIOUX CITY, IOWA

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Egralharve, located in the Historic 4th Street District of Sioux City, has now joined the growing number of refurbished buildings in Siouxland. Originally built in 1910, the building was rehabilitated in 1999. Rather than being abandoned, it now provides 25,000 square feet of retail and office suites.

Additionally, the building's recently windowless face has been restored to its former splendor with large glazed openings and canopies. If a closer look is taken, the original rosettes can be seen on the steel support just above the windows. A covered garden, which replaces the West alley, eliminates the gap between Egralharve and the remainder of the street block.

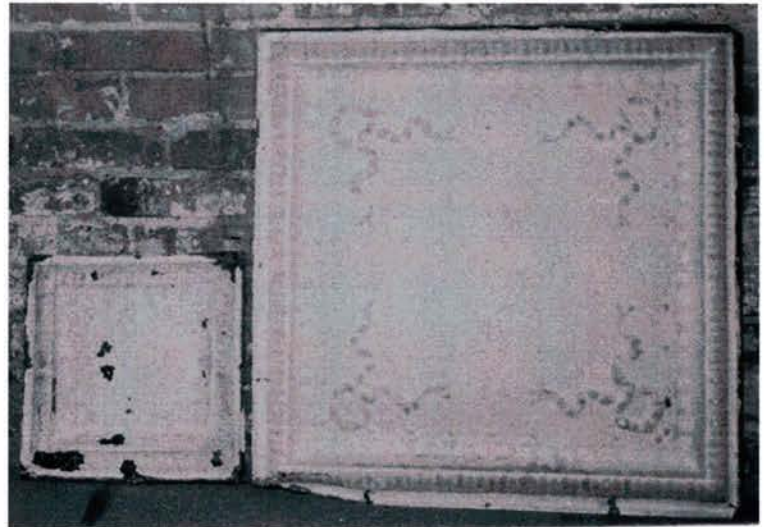


EGRALHARVE, SIOUX CITY, IOWA

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The pictures taken before the renovation indicate the amount of disrepair found on site. The original floor structure was deteriorated and was not capable of sustaining current commercial loading. The entire building required gutting. Metal ceiling tiles like these were removed to be restored.



The front façade required a facelift. The upper masonry portion underwent restoration, while the lower required removal of the plywood façade added in 1983. Elimination of this painted wood revealed hidden treasures, such as the rosette steel beam that supports the upper brick.



EGRAL HARVE, SIOUX CITY, IOWA

Earning your trust...since 1982.



Inside, a well-lit corridor provides access to retail spaces on the ground floor. Rental spaces, like the one shown here, are beautifully trimmed in wood with refinished hard wood floors. Original wood floor framing members provided the material for these floors. Lighting throughout the main level was selected to match the original, providing a hint of another era.

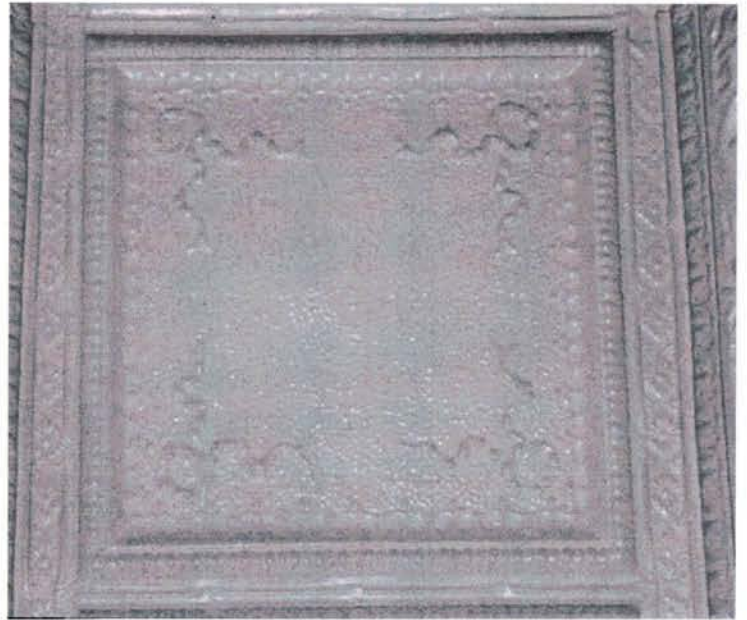


Renters are welcome to decorate as they like. Each space is unique and provides an open atmosphere.



EGRALHARVE, SIOUX CITY, IOWA

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The First Floor sparkles with freshly painted, original metal ceiling tiles. Where tiles were missing, new tiles were selected to match. Tiles line the corridor



EGRALHARVE, SIOUX CITY, IOWA

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The central, stainless steel elevator transports users to the second floor offices where skylights, reminiscent of the previous light court, provide plenty of daylight in the corridor. The airy finishes contrast with the dark, elegant wood trim, creating a warm and comfortable ambiance.



EGRAL HARVE, SIOUX CITY, IOWA

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REFERENCES

We at **RML Architects, LLC** feel we have created good working relationships with these organizations and would encourage contact with any of these individuals for their comments about our performance.

Davenport Companies

Mr. Jim Johnson
1104 6th St.
Sioux City, Iowa 51101
Telephone: 712 277 2002

Siouxland Historical Railroad Association

Mr. Larry Obermeyer, SHRA President
3028 South Coral Street
Sioux City, Iowa 51106
Telephone: 712 276 6432

Siouxland District Health Department

Mr. Kevin Grieme, Director
1014 Nebraska St.
Sioux City, Iowa 51105
Telephone: 712 279 6119

Woodbury County Physical Plant

Mr. Kenny Schmitz, Supervisor
7th & Douglas Street
Sioux City, Iowa 51101
Telephone: 712 279 6539

City of Sioux City

Mr. Stan LaFave
Facilities Maintenance Supervisor/Project Manager
PO Box 447
Sioux City, Iowa 51102
Telephone: 712 279 6308

Sioux City City Council

Pete Groetken
City of Sioux City
Telephone: 712 277 2077
712 898 4545

Woodbury County Jail

Lt. Lynnette Phillips
601 Douglas Street
Sioux City, IA 51101
Telephone: 712 279 6040



#119

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE

Date: 02.18.2016

Weekly Agenda Date: 02.23.2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: SHERIFF DAVE DREW

SUBJECT: REQUEST ACTION ON 28E AGREEMENT WITH THE CITY OF MOVILLE, IOWA FOR LAW ENFORCEMENT MUTUAL AID AND EMERGENCY/DISASTER RESPONSE

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: REQUEST ACTION ON 28E WITH THE CITY OF MOVILLE, IOWA FOR LAW ENFORCEMENT MUTUAL AID AND EMERGENCY/DISASTER RESPONSE.

EXECUTIVE SUMMARY: REQUEST ACTION ON 28E WITH THE CITY OF MOVILLE, IOWA FOR LAW ENFORCEMENT MUTUAL AID AND EMERGENCY/DISASTER RESPONSE.

BACKGROUND: N/A

FINANCIAL IMPACT: N/A

RECOMMENDATION: SIGN THE 28E AGREEMENT WITH THE CITY OF MOVILLE, IOWA.

ACTION REQUIRED / PROPOSED MOTION: SIGN THE 28E AGREEMENT WITH THE CITY OF MOVILLE, IOWA.

**MOVILLE/WOODBURY COUNTY 28E AGREEMENT FOR LAW ENFORCEMENT MUTUAL
AID and EMERGENCY/DISASTER RESPONSE**

This Agreement made on the 3rd day of February, 2016, by and between the City of Merville, Iowa, (herein "City"), and Woodbury County (herein "Woodbury Co.").

Recitals

The City of Merville, Iowa, and Woodbury County, Iowa are separate governmental entities which provide law enforcement protection and other services within their respective jurisdictions. The parties have in the past cooperated in providing requested assistance from the other jurisdictions in emergency and nonemergency situations on a case by case basis. The parties further acknowledge that situations will continue to arise in the future when cooperate efforts will be needed between the law enforcement and other public agencies of the respective governmental entities. The parties' desire at this time to enter into a more formal mutual aid and emergency/disaster agreement which defines rights and responsibilities of the parties when providing requested assistance to other agencies are clarified.

Definitions

The terms as used in this Agreement shall have the following meaning:

1. "Requesting agency" shall mean the law enforcement or other public service agency of the jurisdiction requesting aid within its territorial limits.
2. "Responding agency" shall mean the law enforcement or other public service agency of the jurisdiction supplying aid outside its territorial limits.
3. "Organized Civic Event" shall mean an annual or semiannual fair, festival, and/or celebration.
4. "Scheduled Special Event" shall mean an event which is not an annual or semiannual event or occurrence such as RAGBRAI or an historical commemoration.
5. "Shift work" shall mean regularly occurring patrol or investigative duties normally assigned in eight (8), nine (9) or ten (10) hour increments for which law enforcement officers are regularly employed to work by a law enforcement agency.
6. "Calls for service" shall mean routine requests for law enforcement services including responding to citizen calls, taking reports, and performing other generally nonemergency law enforcement duties.
7. "Employing agency" shall mean the department which is the primary employer of the law enforcement officer or public employee.
8. "Emergency assistance" shall mean requests for assistance where the lives of the public or other law enforcement officers are in danger and include but are not limited to assisting with search and rescue operations, standoff situations or other incidents where additional personnel, law enforcement officers, or equipment are needed to aid in restoring order or assisting in a natural or man-made disaster or assisting in an arrest in an emergency situation.

Agreement

I. Requesting Agency Obligations

- (a) The requesting agency shall contact the ranking officer or department employee on duty for the responding agency to request assistance and shall provide the ranking officer or employee with the number of officers or employees requested, the type of equipment requested and the estimated time that the officer(s) or employee and/or equipment will be required to assist the requesting agency during the emergency.
- (b) The requesting agency shall assume liability for loss or damage to equipment supplied in response to the request for assistance.
- (c) It is understood that the requesting agency shall assume command authority over the responding officer(s) utilizing the NIMS. A member of the responding agency will be afforded a position in the unified command/incident command, however, it is agreed that no officer or employee shall be ordered to perform actions which are in direct conflict with the training, standard operating procedures or policy directives of his/her employing agency.
- (d) The responding law enforcement officer(s) shall be given by the requesting agency the same authority as to law enforcement matters as sworn members of the requesting agency within its jurisdiction.
- (e) The requesting agency shall be responsible for reimbursing the responding agency for all lost or damaged equipment.
- (f) Requests for nonemergency assistance for organized civic events or special scheduled events shall be handled as set forth in Section III, Miscellaneous Provisions.
- (g) This Agreement expressly excludes requests for assistance in filling shift work.

II. Responding Agency Obligations

- (a) The responding agency shall respond to the request for emergency assistance in a timely fashion and shall provide the requesting agency with an estimate of the time needed to comply with the request for assistance.
- (b) The responding agency shall not be obligated to respond to a request for emergency assistance if doing so would endanger the lives, property or safety of the citizens of the responding agency's jurisdiction.
- (c) The responding agency shall not be obligated to provide assistance to the requesting agency in filling regular shift work.
- (d) The responding agency will not be responsible for providing officer(s) to answering routine calls for service when the requesting agency does not have sufficient officers on duty to cover the calls.
- (e) The responding agency has the ability to review the request for assistance and evaluate their ability to respond to the request.

- (f) In the event the responding agency would have a higher priority incident occur within their own jurisdiction, the responding agency has the right and ability to recall personnel and equipment necessary to meet its own obligations.
- (g) The responding agency when acting outside its normal jurisdiction, shall promptly submit its reasonable charges for payment to the requesting agency.

III. Miscellaneous Provisions.

- (a) This Agreement does not apply to providing assistance with regular nonemergency shift work and each department's and/or agency's policy directives regarding secondary employment are not waived by entry into this Agreement.
- (b) It is agreed that off-duty officers or employees from any of the undersigned jurisdictions may work organized civic events or scheduled special events at the request of the hiring agency and subject to the approval of the employing agency and that while doing so the off-duty officer or employee is not acting as an employee of primary employing agency and all liability for the officer or employee's actions while performing the off-duty work shall be the responsibility of the agency hiring the off-duty officer or employee to work the organized civic or scheduled special event.
- (c) The duration of this Agreement shall be continuous until terminated by either party. Any party may terminate this Agreement upon 120 days' written notice to the other parties to this Agreement.
- (d) No separate legal entity shall be created as a result of this Agreement.
- (e) Each party shall finance its obligations herein from its current revenues. No separate budget shall be created.
- (f) Each party shall separately acquire, hold and dispose of its own property relative to this Agreement.
- (g) The Woodbury County Sheriff and the Merville Police Chief shall jointly administer this Agreement.

(h) Any notice regarding this Agreement shall be sent to the following person by certified mail:

To Merville: Mayor
City of Merville
P. O. Box 420
Merville, IA 51039

To Woodbury County: Woodbury County Board Chair
Courthouse
620 Douglas Street
Sioux City, IA 51101

To Woodbury County: Woodbury County Sheriff
407 7th St
Sioux City, IA 51101

(i) This Agreement supersedes all prior agreements for law enforcement mutual aid and shall be effective upon the parties' approval by resolution, authorized signature of this Agreement, and filing with the Secretary of State.

CITY OF MOVILLE, IOWA

WOODBURY COUNTY SHERIFF, IOWA

By: James Fisher

By: _____

Attest: Jackie Stender, clerk

WOODBURY COUNTY BOARD CHAIR

WOODBURY COUNTY BOARD AUDITOR

By: _____

Attest: _____



WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ

Date: 02.18.2016

Weekly Agenda Date: 02.23.2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: SHERIFF DAVE DREW

SUBJECT: REQUEST DISCUSSION & ACTION ON THREE SWORN DEPUTY POSITIONS FOR TRANSPORTATION/COURT SECURITY DIVISION

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

WORDING FOR AGENDA ITEM: DISCUSSION & ACTION ON THREE SWORN DEPUTY POSITIONS FOR TRANSPORTATION/COURT SECURITY DIVISION.

EXECUTIVE SUMMARY: PLEASE SEE THE ATTACHED PROPOSAL LETTER TO THE BOARD.

BACKGROUND: PLEASE SEE THE ATTACHED PROPOSAL LETTER TO THE BOARD.

FINANCIAL IMPACT: EXPLANATION IN THE ATTACHED PROPOSAL LETTER TO THE BOARD

RECOMMENDATION: DISCUSSION & ACTION ON THE PROPOSAL.

ACTION REQUIRED / PROPOSED MOTION: APPROVE THE HIRE OF THE THREE CIVILIAN STAFF MEMBERS AS SWORN DEPUTY SHERIFFS AND THE LATERAL MOVE OF THE TWO CURRENT CIVILIAN TRANSPORTATION/COURT SECURITY OFFICERS TO CORRECTIONAL OFFICER POSITIONS IN THE JAIL.



Woodbury County Sheriff's Office

LAW ENFORCEMENT CENTER
P. O. BOX 3715 SIOUX CITY, IOWA 51102

DAVID A. DREW, SHERIFF

PHONE: 712.279.6010
E-MAIL: ddrew@woodburycountyiowa.gov
FAX: 712.279.6522

18 Feb 2016

Re: Request for Three Sworn Transportation/Court Security Positions

Dear Board Members,

Since taking office in January of 2013, I have identified a potential liability issue within my office. The Sheriff's Office currently has seven civilians working in our Transportation/Court Security Division. This has been practice since the early 1980's. The move to civilians was made as a cost saving measure by a former Sheriff when the Iowa Code allowed the appointment of Special Deputy. At the time, this was an accepted practice in the State of Iowa. There is no longer a provision in the Iowa Code for Special Deputy. As law enforcement, the courts, and society have evolved over the last thirty-six years, having civilian officers hold these positions has become a tremendous liability. The Iowa Law Enforcement Academy has serious concerns with civilian officers in these positions. We are asking civilian officers to execute court orders for mental and substance abuse committals, make arrests, and often times use force in the performance of their duties. We would be better served and protected if this division were staffed with sworn deputy sheriffs. We currently do not have the sworn deputies to staff these positions.

We have identified a way to begin the process of making the change from civilian officers to sworn deputy sheriffs with a minimal cost to the County. The Sheriff's Office currently has three civilian officers that have tested for civil service positions, one of which is already a civilian Transportation/Court Security Officer. The other two are civilian Correctional Officers. Those officers would move to Transportation/Court Security as sworn deputy sheriffs. Two of the current civilian Transportation/Court Security Officers would make a lateral move to Correctional Officer positions to replace the two Correctional Officers that will become sworn deputy sheriffs in Transportation/Court Security, thus not requiring any additional hiring of staff.

Breakdown of the minimal cost of wage increase:

Civilian Officer #1 currently makes \$43,995.04/Annually
Move to Sworn Deputy Position \$45,588.00/Annually
Increase of \$1,592.96/Annually

Civilian Officers #2 & #3 currently make \$36,638.08 Ea./Annually
Move to Sworn Deputy Position \$45,588.00 Ea./Annually
Increase of \$17,449.84/Annually

Total Increase: \$19,042.80.

This increase does not include the minimal cost to the County for their IPERS contribution. These moves would allow us a significant start, at a minimal cost to the County, to better secure the liability issue we currently have in this division.

We respectfully request discussion and action regarding this request at the February 23, 2016 Woodbury County Board Meeting. Thank you.

In Liberty,

A handwritten signature in cursive script that reads "David Drew".

Sheriff Dave Drew

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) R

#12

Date: February 18, 2016

Weekly Agenda Date: February 23, 2016

DEPARTMENT HEAD / CITIZEN: <u>Mark J. Nahra P.E. Secondary Roads Dept Head</u>		
SUBJECT: Consideration of proposals for survey and design work on the Wolf Creek Drainage District.		
ACTION REQUIRED:		
Approve Ordinance <input type="checkbox"/>	Approve Resolution <input type="checkbox"/>	Approve Motion <input checked="" type="checkbox"/>
Give Direction <input type="checkbox"/>	Other: Informational <input type="checkbox"/>	Attachments <input type="checkbox"/>
Consideration X		

WORDING FOR AGENDA ITEM: Consideration of proposals for survey and design work on the Wolf Creek and Weber Creek drainage districts.

EXECUTIVE SUMMARY: The Board of Supervisors, serving as drainage district trustees, is responsible for the maintenance and repair of the Wolf Creek Drainage District. The Board directed the county engineer's office to develop a request for proposals to obtain quotations for doing work on the Wolf Creek DD to address deficiencies in its operation. In the course of doing that work, the county engineer noted that the run of Wolf Creek needing attention also affects the Weber Creek Drainage District. Weber Creek landowners will also have to pay a share of the improvements as the two districts run together in the lower reaches of the Wolf Creek south of Hwy 141. Responses to the request for proposals to do study the maintenance needs of the district are due February 22 to the county engineers office.

BACKGROUND: The board of supervisors is responsible as trustees for the Wolf Creek and Weber Creek Drainage Districts. Complaints about isolated outlet problems on the reach of the drainage ditch have been received. The individual complaints appear to be symptomatic of a sedimentation problem throughout the run of the district south of hold Highway 141.

FINANCIAL IMPACT: Project work will be paid by drainage district assessment.

RECOMMENDATION: Recommend acceptance of quotations and ask the county engineer to return to the trustees next week with a recommendation for award.

ACTION REQUIRED/PROPOSED MOTION: Motion to receive the quotations and ask the county engineer to return to the trustees next week with a recommendation for award.

Approved by Board of Supervisors March 3, 2015.

#13

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ

Date: February 18, 2016

Weekly Agenda Date: February 23, 2016

DEPARTMENT HEAD / CITIZEN: Mark J. Nahra P.E. Secondary Roads Dept Head

SUBJECT: **Consideration of additional cost for survey work on the Bennett – McDonald – Smithland Drainage District.**

ACTION REQUIRED:

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

Consideration X

WORDING FOR AGENDA ITEM: Consideration of approval of additional cost for survey work on the Bennett-McDonald-Smithland drainage district.

EXECUTIVE SUMMARY: The Board of Supervisors, serving as drainage district trustees, is responsible for the maintenance and repair of the levees protecting land constituting the Bennett-McDonald-Smithland Drainage District in and around the city of Smithland. The district levees and facilities are inspected annually by the U. S. Army Corps of Engineers and they file a report with the county in regard to the condition of the district facilities and required maintenance of said facilities. One deficiency cited in the last two inspections of the levees noted encroachment on the levee easement by adjacent farming operations. Veenstra and Kimm Engineers of Sergeant Bluff were hired to do the survey work. The work has taken longer than anticipated due to the lack of records of easement acquisition when the Corps of Engineers constructed the project in 1963 and 1964. The surveyor has presented his results to date and has four easements for which no documentation can be found. Additional work is necessary to finish the task.

BACKGROUND: The board of supervisors is responsible as trustees for the Bennett McDonald Smithland flood protection levy. Some deficiencies to the levee system have been identified and to repair these areas, the county must have the boundaries of the flood protection district resurveyed to assure we only work on land managed by the trustees.

FINANCIAL IMPACT: Project work will be paid by drainage district assessment.

RECOMMENDATION: Recommend acceptance of quotation for additional surveying of property lines on behalf of the drainage district.

ACTION REQUIRED/PROPOSED MOTION: Motion to accept the extra not to exceed quote from V & K, Inc. for Bennett-McDonald-Smithland Drainage District property line re-establishment for \$3,400.



VEENSTRA & KIMM, INC.

203 Sergeant Square Dr., Suite B • PO Box 220
Sergeant Bluff, Iowa 51054-0220
712-943-5055 • 712-943-5088(FAX) • 877-241-8009(WATS)

February 17, 2016

Mark Nahra
Woodbury County Engineer
Moville, IA 51101

Bennet/McDonald/Smithland DD

Mr. Nahra:

Due to the lack of filed easement documents and the non-response from the ACOE for the Bennet/McDonald/Smithland DD I am requesting additional compensation in accordance with item 2. b. in the contract signed November 10th, 2015.

Additional information from the ACOE to provide the original documents or provide written intent will be necessary to complete the project. I am estimating an additional fee of \$3,400 to complete the project. This will be charged at an hourly basis up to but not above this agreed amount.

Please contact me with any questions or concerns.

Sincerely,
VEENSTRA & KIMM, INC.

A handwritten signature in black ink, appearing to read 'Craig Beedle'.

Craig Beedle L.S.

#14

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) I

Date: February 19, 2016

Weekly Agenda Date: February 23, 2016

DEPARTMENT HEAD / CITIZEN: <u>Supervisor Jeremy Taylor</u>		
SUBJECT: Chairman's Report		
ACTION REQUIRED:		
Approve Ordinance <input type="checkbox"/>	Approve Resolution <input type="checkbox"/>	Approve Motion <input type="checkbox"/>
Give Direction <input type="checkbox"/>	Other: Informational <input checked="" type="checkbox"/>	Attachments <input type="checkbox"/>

WORDING FOR AGENDA ITEM: Chairman's Report

EXECUTIVE SUMMARY: These items will help to keep the rest of the Board updated as to what is happening on day-to-day operations, dates, and information throughout the week.

BACKGROUND:

- a. Budget Dates:
There is anticipated to be no further budget March 1 and March 8. However, March 15 will be the public hearing wherein after a motion to close the public hearing, we will take up the compensation schedule as recommended by the Compensation Board.
- b. Assessor's Office Meeting: Mayor, School Board President, County Chair
- c. Clerk of Courts Request and LEC Expansion Committee
- d. Department Head Meeting
- e. Veterans Affairs Letter Information

FINANCIAL IMPACT: None

RECOMMENDATION: None

ACTION REQUIRED: No action required. Information only.

15

FEBRUARY 10, 2016 —SPECIAL MEETING OF THE LEC EXPANSION COMMITTEE

The LEC Expansion Committee met on Wednesday, February 10, 2016 at 7:30 a.m. Members present were Supervisors Mark Monson and Jeremy Taylor, Sheriff Dave Drew, Major Todd Wieck, Jail Commander Lynette Phillips, Lieutenant Todd Harlow, Building Services Director Kenny Schmitz, Baker Group Representatives Dave Jorgenson and Shane Albrecht, Taxpayers Research Council Representative Roger Caudron and Patrick Gill, Auditor/Clerk to the Board.

The Committee discussed the interviewing process and scoring criteria to select an architectural firm for the expansion of jail space in the Law Enforcement Center.

A motion was made by Monson and seconded by Taylor to go into executive session under Iowa Code Section 21.5(1)(i) to interview representatives of CMBA Architects. The motion carried unanimously on a roll call vote. A motion was made by Monson and seconded by Taylor to go out of executive session. The motion carried unanimously on a roll call vote.

A motion was made by Monson and seconded by Taylor to go into executive session under Iowa Code Section 21.5(1)(i) to interview representatives of M+ Architects. The motion carried unanimously on a roll call vote. A motion was made by Monson and seconded by Taylor to go out of executive session. The motion carried unanimously on a roll call vote.

A motion was made by Monson and seconded by Taylor to go into executive session under Iowa Code Section 21.5(1)(i) to interview representatives of RML Architects. The motion carried unanimously on a roll call vote. A motion was made by Monson and seconded by Taylor to go out of executive session. The motion carried unanimously on a roll call vote.

There being no further business before the Committee, the meeting was adjourned.

Nathan Heilman, Mayor – 2017

Susan Fitch, CMC-City Clerk

cville@ruralwaves.us

www.correctionvilleiowa.com

CITY OF CORRECTIONVILLE

312 DRIFTWOOD
P.O. BOX 46
CORRECTIONVILLE, IOWA 51016
PHONE: (712) 372-4791
FAX: (712) 372-4489

Council Members

Term

<i>Wallace Duncan</i>	2017
<i>Brent Lennon</i>	2019
<i>Adam Petty</i>	2019
<i>Brent Hansen</i>	2017
<i>Brad Knaack</i>	2017

February 12, 2016

FEB 16 2016 PM 1:13


Woodbury County Board of Supervisors
Woodbury County Courthouse
620 Douglas Street
Sioux City, IA 51101

Dear Folks:

I, Susan Fitch, City Clerk of the City of Correctionville, Iowa hereby file a copy of Resolution No. 2016-09 and map regarding the voluntary annexation of territory to the City of Correctionville dated February 8, 2016 as required by Iowa Code, Section 368.7.

Sincerely,

City of Correctionville,


Susan Fitch, City Clerk

Enclosures

COPY

RESOLUTION NO. 2016-09

**RESOLUTION ASSENTING TO THE REQUEST OF
CITY OF CORRECTIONVILLE
TO ANNEX CERTAIN LAND TO
THE CITY OF CORRECTIONVILLE, IOWA**

Preparer Information: (name, address and phone number)

Barry Thompson
Thompson, Phipps & Thompson, LLP
P.O. Box 219
Kingsley, IA 51028
(712)378-3611

Taxpayer Information: (name and complete address)

City of Correctionville
P.O. Box 46
Correctionville, IA 51016

Return Document To: (name and complete address)

Thompson, Phipps & Thompson, LLP
P.O. Box 219
Kingsley, IA 51028

Grantors:

See Page 2

Grantees:

See Page 2

Legal Description: See Page 2

Document or instrument number of previously recorded documents: _____

RESOLUTION NO. 2016-09

**RESOLUTION ASSENTING TO THE REQUEST OF
CITY OF CORRECTIONVILLE
TO ANNEX CERTAIN LAND TO
THE CITY OF CORRECTIONVILLE, IOWA**

WHEREAS, application has been filed with the City Council of the City of Correctionville, Iowa, requesting the City annex and make a part of the City the land legally described as follows:

Legal Description:

LEGAL DESCRIPTION:

COMMENCING AT THE EAST QUARTER CORNER SECTION 34, TOWNSHIP 89 NORTH, RANGE 42 WEST, WOODBURY COUNTY, IOWA; THENCE ALONG QUARTER SECTION LINE, NORTH 87 DEGREES 43 MINUTES 43 SECONDS WEST 1014.58 FEET; THENCE DEPARTING SAID LINE, NORTH 02 DEGREES 16 MINUTES 17 SECONDS EAST 61.44 FEET TO THE POINT OF BEGINNING BEING THE NORTHERN RIGHT-OF-WAY OF U.S. HIGHWAY 20; THENCE ALONG SAID RIGHT-OF-WAY THE FOLLOWING COURSES AND DISTANCES: NORTH 87 DEGREES 39 MINUTES 39 SECONDS WEST 164.00 FEET TO STATION 10836+20/53' LEFT; THENCE NORTH 02 DEGREES 20 MINUTES 48 SECONDS EAST 17.00 FEET TO STATION 10836+20/70' LEFT; THENCE NORTH 28 DEGREES 21 MINUTES 45 SECONDS WEST 176.84 FEET INTERSECTING THE EASTERN RIGHT-OF-WAY OF HIGHWAY 31; THENCE ALONG HIGHWAY 31 RIGHT-OF-WAY THE FOLLOWING COURSES AND DISTANCES: NORTH 15 DEGREES 52 MINUTES 56 SECONDS EAST 79.07 FEET TO STATION 44+00.1/60' RIGHT; THENCE 85.01 FEET BY ARC DISTANCE ALONG A CURVE TO THE RIGHT HAVING A RADIUS OF 1086.00 FEET AND A CHORD BEARING OF NORTH 10 DEGREES 45 MINUTES 38 SECONDS EAST 84.99 FEET; THENCE DEPARTING SAID RIGHT-OF-WAY; SOUTH 87 DEGREES 39 MINUTES 39 SECONDS EAST 223.32 FEET; THENCE SOUTH 02 DEGREES 20 MINUTES 21 SECONDS WEST 330.00 FEET TO THE POINT OF BEGINNING.

TOGETHER WITH:

COMMENCING AT THE SOUTHEAST CORNER OF THE NORTHEAST $\frac{1}{4}$ OF SAID SECTION 34; THENCE NORTH 87°44'24" WEST, 1,323.76 FEET ALONG THE SOUTH LINE OF SAID NORTHEAST $\frac{1}{4}$ TO THE SOUTHWEST CORNER OF THE SOUTHEAST $\frac{1}{4}$ OF THE NORTHEAST $\frac{1}{4}$ OF SAID SECTION 34; THENCE NORTH 02°21'26" EAST, 118.86 FEET ALONG THE WEST LINE OF SAID SOUTHEAST $\frac{1}{4}$ OF THE NORTHEAST $\frac{1}{4}$; THENCE SOUTH 87°40'04" EAST, 54.75 FEET TO A POINT ON THE EXISTING EAST RIGHT OF WAY LINE OF PRIMARY ROAD NO. IA31 AND THE POINT OF BEGINNING; THENCE NORTH 02°17'50"

EAST, 112.07 FEET ALONG SAID EXISTING EAST RIGHT OF WAY LINE; THENCE SOUTH 28°21'18" EAST, 176.83 FEET; THENCE SOUTH 02°19'56" WEST, 17.00 FEET; THENCE NORTH 87°40'04" WEST, 40.00 FEET; THENCE NORTH 74°47'34" WEST, 35.90 FEET; THENCE NORTH 14°52'48" WEST, 51.30 FEET TO THE POINT OF BEGINNING, CONTAINING 7755 SQUARE FEET.

TOGETHER WITH:

ALL THAT PART OF THE FEE TITLE RIGHT-OF-WAY OF U.S. HIGHWAY NO. 20 LOCATED IN THE NORTHEAST QUARTER (NE ¼) OF SECTION 34, TOWNSHIP 89 NORTH, RANGE 42 WEST OF THE 5TH P.M., WOODBURY COUNTY, IOWA BOUND ON THE NORTH BY THE NORTH LINE OF IA. HIGHWAY 20, LOCALLY KNOWN AS 11TH STREET, ON THE SOUTH BY THE SOUTH LINE OF SAID NORTHEAST QUARTER (NE ¼), ON THE WEST BY THE WEST LINE OF IA. HIGHWAY 31, LOCALLY KNOWN AS DRIFTWOOD AVE., AND ON THE EAST BY A LINE PERPENDICULAR TO THE SOUTH LINE OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER (SE ¼ NE ¼) OF SAID SECTION 34, PASSING THROUGH A POINT 1014.56 FEET WEST OF THE SOUTHEAST (SE) CORNER OF SAID SOUTHEAST QUARTER OF THE NORTHEAST QUARTER (SE ¼ NE ¼).

WHEREAS, copy of such application is attached hereto and by this reference made a part hereof and should be approved as to form and content; and

WHEREAS, Notice of Application for Voluntary Annexation of such land was published in The Record, the official City newspaper; and

WHEREAS, a copy of such notice was served upon the Board of Supervisors of Woodbury County, Iowa, a county which contains the territory to be annexed, by certified mail; and

WHEREAS, the City Council is of the opinion that it is in the best interest of all concerned that said land, above described, be annexed to the City of Correctionville, Iowa; and

WHEREAS, the City Council hereby assents to the annexation of the above described property by the City of Correctionville, Iowa.

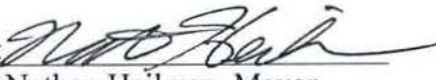
NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED by the City Council of the City of Correctionville, Iowa, that application of the City of Correctionville referred to in the preamble hereof, be and the same are hereby approved as to form and content and is hereby accepted.

BE IT FURTHER RESOLVED that the City Council of the City of Correctionville, Iowa, hereby approves and assents to the annexation of such land to the City of Correctionville,

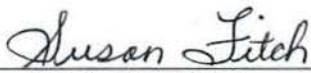
Iowa, as set forth in such application, and such land is hereby annexed to the City of Correctionville, Iowa, subject to the approval of the Secretary of State of the State of Iowa.

BE IT FURTHER RESOLVED that the City Clerk be and she is hereby ordered and directed to file such application, together with a certified copy of this resolution, the map and legal description with the Secretary of the State of Iowa, for its approval and filing.

PASSED AND APPROVED this 8th day of February, 2016.

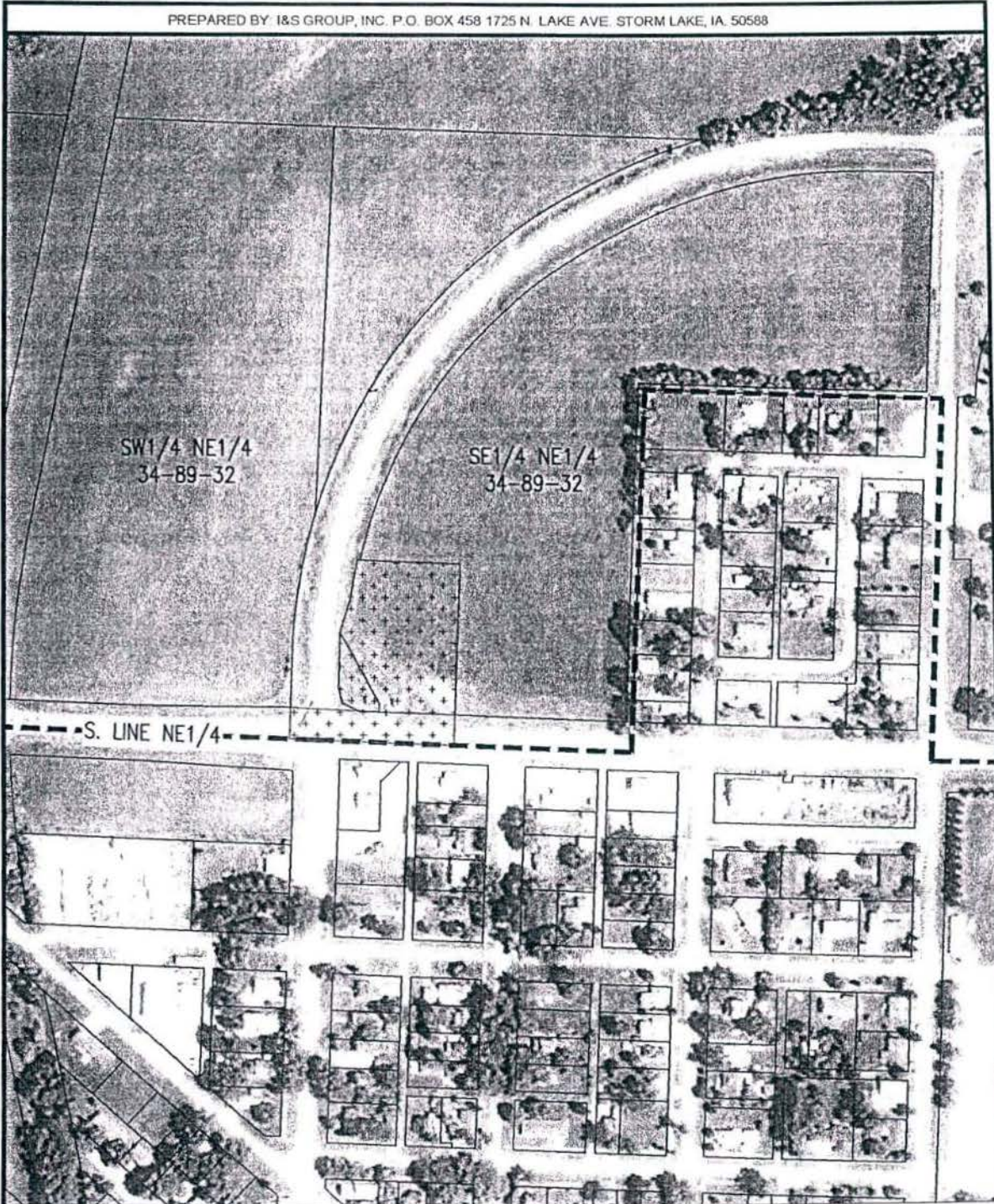
By: 
Nathan Heilman, Mayor

Attest:


Susan Fitch, City Clerk

ANNEXATION MAP

PREPARED BY I&S GROUP, INC. P.O. BOX 458 1725 N. LAKE AVE. STORM LAKE, IA. 50588



DRAWING NOT TO SCALE

-  ANNEXATION AREA
-  EXISTING CITY LIMITS

ANNEXATION EXHIBIT
NE 1/4
SECTION 34
T-89-N R-32-W
WOODBURY COUNTY, IOWA



1725 N. Lake Ave.
Storm Lake Ia. 50588
Ph: 712-732-7745
PN: 15-15276
Drawn: ALD
Sheet 1 OF 2
Surveyed by:
Survey Date:
Revision Date:
Drawing Name:

2016 SYC Annual Talent Show



"MAGIC"

SUNDAY, FEBRUARY 28, 2016

5:00 PM

ABU BERK SHRINERS TEMPLE
820 NEBRASKA ST SIOUX CITY, IA

- 5:00 pm to 6:00 pm—Dinner for Everyone
- 5:30 pm—Auction & Dollar Dash
- 6:00 pm—Talent Show
"Let the MAGIC begin"
(Performers and Singers Report at 3:00pm)

Cost for Dinner & Show
\$7 per person—\$30 per family of 5+

Spaghetti—Alfredo or Tomato Sauce
Meatballs
Olive Garden Salad & Bread Sticks
Cookies or Bar Dessert

The Siouxland Youth Chorus is a not-for-profit group organized for the purpose of enriching the music education of Siouxland children and enhancing the enjoyment of area families through public performances by the chorus.

The Siouxland Youth Chorus is comprised of vocally talented students grades 3-8 from Sioux City and the surrounding tristate area.

SYC was founded in September 1990. In it's twenty-five years of existence, the Chorus has been very active performing with the Sioux City Symphony, Sioux City Municipal Band, Sioux City Youth Orchestra, Sioux Empire Youth Symphony, Sioux Empire Youth Chorus.

The Chorus has performed in a number of festivals in Minnesota, South Dakota, Nebraska, Illinois, Missouri, Tennessee, Colorado, Texas, California, Pennsylvania, Florida and Canada.



WOODBURY COUNTY JUVENILE DETENTION CENTER

Trosper-Hoyt Bldg
822 Douglas St. - 4th Floor
Sioux City, Iowa 51101

Phone 712-279-6622
Email: molsen@sioux-city.org
Fax 712-234-2900

6:00 a.m.

6:00 p.m.

February, 2016

February 1, 2016		11
February 2, 2016	14	14
February 3, 2016	14	14
February 4, 2016	14	14
February 5, 2016	14	12
February 6, 2016	12	12
February 7, 2016	12	12
February 8, 2016	12	

The Center averaged 13.1 residents per day during the 6:00 a.m. count and 12.7 during the 6:00 p.m. count for a weekly average of 12.9 residents per day during the above count.

Of the twelve residents as of 6:00 a.m. on February 8, 2016, seven or fifty eight percent were identified gang members. Of the eight, three are identified as highly active members or forty three percent.

We are currently detaining four juveniles from the BIA.

Mark Olsen

Director
WCJDC

February 8, 2016

WOODBURY COUNTY JUVENILE DETENTION CENTER

Trosper-Hoyt Bldg.
822 Douglas St. - 4th Floor
Sioux City, Iowa 51101

Phone 712-279-6622
Email: molsen@sioux-city.org
Fax 712-234-2900

6:00 a.m.

6:00 p.m.

February, 2016

February 8, 2016		12
February 9, 2016	12	12
February 10, 2016	14	14
February 11, 2016	14	12
February 12, 2016	12	12
February 13, 2016	14	14
February 14, 2016	14	14
February 15, 2016	14	

The Center averaged 13.4 residents per day during the 6:00 a.m. count and 12.7 during the 6:00 p.m. count for a weekly average of 12.9 residents per day during the above count.

Of the fourteen residents as of 6:00 a.m. on February 15, 2016, seven or fifty percent were identified gang members. Of the seven, three are identified as highly active members or forty three percent.

We are currently detaining four juveniles from the BIA.

Mark Olsen

Director
WCJDC

February 15, 2016

WOODBURY COUNTY JAIL WEEKLY POPULATION REPORT AT 0600 HRS.

<u>DATE</u>	<u>Day</u>	<u>DAILY TOTAL</u>	<u>LEC</u>	<u>ELECTRONIC MONITORING</u>	<u>PRAIRIE HILLS</u>	<u>FEDERAL PRISONERS</u>
1/30/16	Saturday	224	205	19	0	12
1/31/16	Sunday	240	221	19	0	12
2/1/16	Monday	229	210	19	0	12
2/2/16	Tuesday	221	201	20	0	12
2/3/16	Wednesday	224	204	20	0	12
2/4/16	Thursday	221	200	21	0	11
2/5/16	Friday	232	211	21	0	11
		1591	1452	139	0	82

24 HOUR DAILY COUNT

<u>DATE</u>	<u>TOTAL</u>	<u>MALE</u>	<u>FEMALE</u>
1/30/16	249	216	33
1/31/16	252	220	32
2/1/16	259	233	26
2/2/16	249	215	34
2/3/16	229	199	30
2/4/16	232	198	34
2/5/16	254	216	38
	1724	1497	227

*Highest population count each day

WOODBURY COUNTY JAIL WEEKLY POPULATION REPORT AT 0600 HRS.

<u>DATE</u>	<u>Day</u>	<u>DAILY TOTAL</u>	<u>LEC</u>	<u>ELECTRONIC MONITORING</u>	<u>PRAIRIE HILLS</u>	<u>FEDERAL PRISONERS</u>
2/6/16	Saturday	223	200	23	0	11
2/7/16	Sunday	225	203	22	0	11
2/8/16	Monday	227	205	22	0	11
2/9/16	Tuesday	220	197	23	0	11
2/10/16	Wednesday	220	197	23	0	13
2/11/16	Thursday	221	201	20	0	13
2/12/16	Friday	213	193	20	0	13
		1549	1396	153	0	83
<u>24 HOUR DAILY COUNT</u>						
<u>DATE</u>	<u>TOTAL</u>	<u>MALE</u>	<u>FEMALE</u>			
2/6/16	260	226	34			
2/7/16	240	203	37			
2/8/16	243	209	34			
2/9/16	244	210	34			
2/10/16	243	207	36			
2/11/16	245	206	39			
2/12/16	244	209	35			
	1719	1470	249			
*Highest population count each day						

WOODBURY COUNTY JAIL WEEKLY POPULATION REPORT AT 0600 HRS.

<u>DATE</u>	<u>Day</u>	<u>DAILY TOTAL</u>	<u>LEC</u>	<u>ELECTRONIC MONITORING</u>	<u>PRAIRIE HILLS</u>	<u>FEDERAL PRISONERS</u>
2/13/16	Saturday	220	199	21	0	12
2/14/16	Sunday	211	190	21	0	12
2/15/16	Monday	218	197	21	0	12
2/16/16	Tuesday	221	201	20	0	12
2/17/16	Wednesday	207	187	20	0	12
2/18/16	Thursday	210	191	19	0	12
2/19/16	Friday	209	191	18	0	13
		1496	1356	140	0	85
24 HOUR DAILY COUNT						
<u>DATE</u>	<u>TOTAL</u>	<u>MALE</u>	<u>FEMALE</u>			
2/13/16	246	208	38			
2/14/16	230	200	30			
2/15/16	233	204	29			
2/16/16	243	214	29			
2/17/16	235	203	32			
2/18/16	228	194	34			
2/19/16	238	203	35			
	1653	1426	227			
*Highest population count each day						