

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQUEST FORM**

Date: 10/18/2023 Weekly Agenda Date: 10/24/2023

**ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN:** LEC Authority/ Baker Group

**WORDING FOR AGENDA ITEM:**

LEC Lease Agreement- Maintenance & Improvement Fund- LEC Operating Expenditures

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Other: Informational

Attachments

**EXECUTIVE SUMMARY:**

LEC Authority & Baker Group representatives will discuss information on Maintenance, Improvement fund, & estimated expenditures relative to future LEC cost projections.

**BACKGROUND:**

Clarity will be provided on background utilized to establish figures.

**FINANCIAL IMPACT:**

Information

**IF THERE IS A CONTRACT INVOLVED IN THE AGENDA ITEM, HAS THE CONTRACT BEEN SUBMITTED AT LEAST ONE WEEK PRIOR AND ANSWERED WITH A REVIEW BY THE COUNTY ATTORNEY'S OFFICE?**

Yes  No

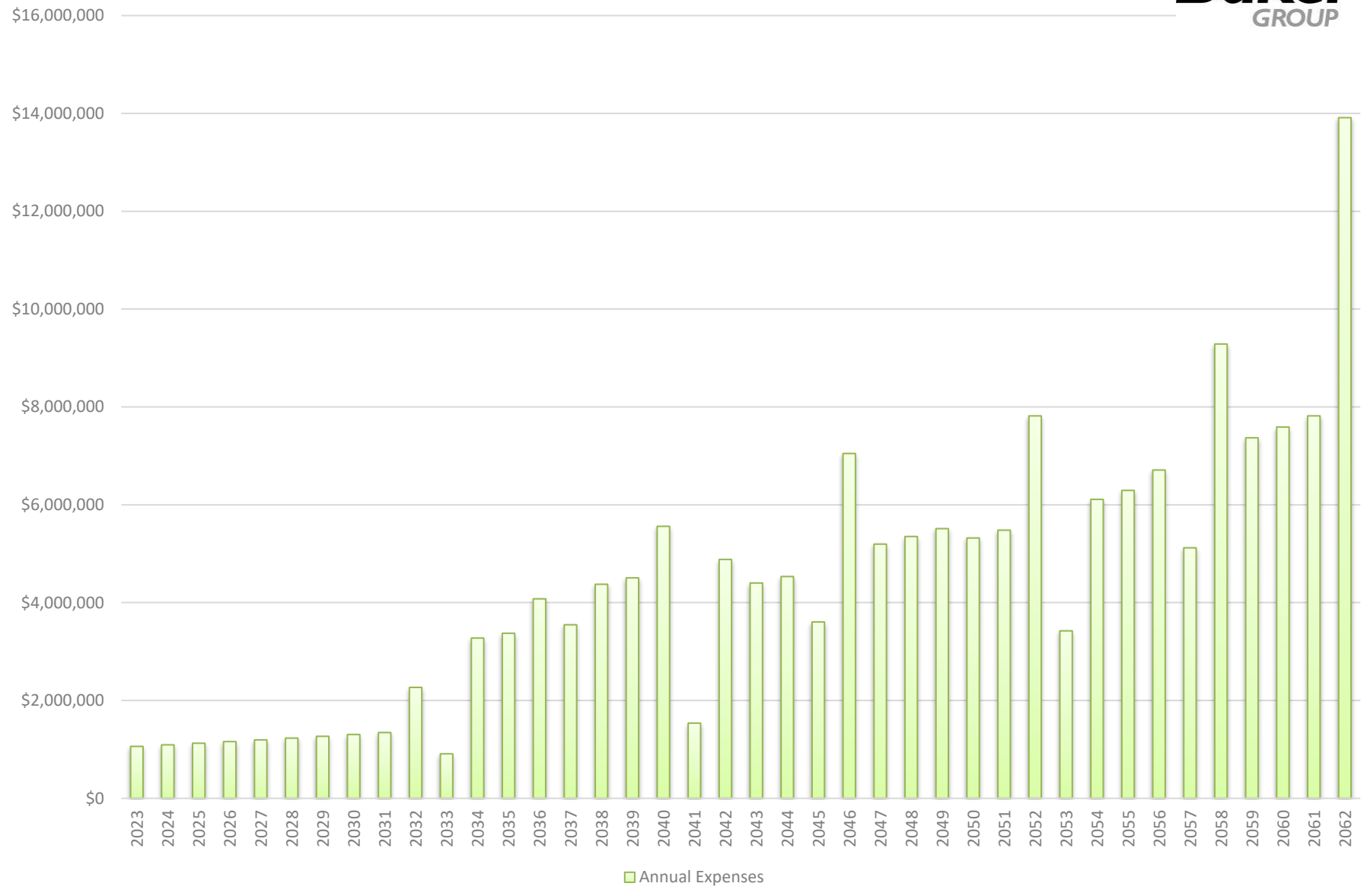
**RECOMMENDATION:**

Information

**ACTION REQUIRED / PROPOSED MOTION:**

Information

Woodbury County Justice Center  
Long Term Capital Planning





# Budget Example

Square Feet

123,000

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Annual Total	P.S.F.	ORIGINAL SHEET	DIFFERENCE	
<b>BUILDING SERVICES STAFF</b>																	
Director	\$ 3,268	\$ 3,268	\$ 3,268	\$ 3,268	\$ 3,268	\$ 3,268	\$ 3,268	\$ 3,268	\$ 3,268	\$ 3,268	\$ 3,268	\$ 3,268	\$ 3,268	\$ 39,216	\$ 0.32		
Maintenance	\$ 15,888	\$ 15,888	\$ 15,888	\$ 15,888	\$ 15,888	\$ 15,888	\$ 15,888	\$ 15,888	\$ 15,888	\$ 15,888	\$ 15,888	\$ 15,888	\$ 15,888	\$ 190,661	\$ 1.55		
Custodial	\$ 12,290	\$ 12,290	\$ 12,290	\$ 12,290	\$ 12,290	\$ 12,290	\$ 12,290	\$ 12,290	\$ 12,290	\$ 12,290	\$ 12,290	\$ 12,290	\$ 12,290	\$ 147,474	\$ 1.20		
Misc	\$ 1,213	\$ 1,213	\$ 1,213	\$ 1,213	\$ 1,213	\$ 1,213	\$ 1,213	\$ 1,213	\$ 1,213	\$ 1,213	\$ 1,213	\$ 1,213	\$ 1,213	\$ 14,552	\$ 0.12		
<b>Total Building Services STAFF</b>	<b>\$ 32,659</b>	<b>\$ 32,659</b>	<b>\$ 32,659</b>	<b>\$ 32,659</b>	<b>\$ 32,659</b>	<b>\$ 32,659</b>	<b>\$ 32,659</b>	<b>\$ 32,659</b>	<b>\$ 32,659</b>	<b>\$ 32,659</b>	<b>\$ 32,659</b>	<b>\$ 32,659</b>	<b>\$ 32,659</b>	<b>\$ 391,903</b>	<b>\$ 3.19</b>	36,000.00	355,902.77
<b>SHERIFF STAFF</b>																	
Custodial	\$ 4,640	\$ 4,640	\$ 4,640	\$ 4,640	\$ 4,640	\$ 4,640	\$ 4,640	\$ 4,640	\$ 4,640	\$ 4,640	\$ 4,640	\$ 4,640	\$ 4,640	\$ 55,682	\$ 0.45		
<b>Total Sheriff STAFF</b>																	
<b>UTILITY EXPENSES</b>																	
Electricity	\$ 18,572	\$ 15,909	\$ 17,237	\$ 17,309	\$ 18,628	\$ 32,119	\$ 31,208	\$ 29,907	\$ 30,449	\$ 16,590	\$ 16,231	\$ 18,416	\$ 18,416	\$ 262,575	\$ 2.13		
Natural Gas	\$ 8,356	\$ 8,667	\$ 7,773	\$ 7,793	\$ 4,859	\$ 2,450	\$ 615	\$ 585	\$ 1,316	\$ 1,888	\$ 5,572	\$ 7,863	\$ 7,863	\$ 57,735	\$ 0.47		
Water/Sewer	\$ 12,680	\$ 12,704	\$ 13,589	\$ 11,017	\$ 10,778	\$ 8,577	\$ 13,841	\$ 13,111	\$ 12,740	\$ 13,912	\$ 14,044	\$ 13,984	\$ 13,984	\$ 150,979	\$ 1.23		
<b>Total Utilities</b>	<b>\$ 39,609</b>	<b>\$ 37,280</b>	<b>\$ 38,599</b>	<b>\$ 36,119</b>	<b>\$ 34,265</b>	<b>\$ 43,145</b>	<b>\$ 45,663</b>	<b>\$ 43,603</b>	<b>\$ 44,505</b>	<b>\$ 32,390</b>	<b>\$ 35,847</b>	<b>\$ 40,263</b>	<b>\$ 471,289</b>	<b>\$ 3.83</b>	360,000.00	111,289.31	
<b>CONTRACTED SERVICES</b>																	
Document Destruction	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 3,000	\$ 0.02		
Window Washing	\$ -	\$ -	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ 1,200	\$ 0.01		
Overhead Door Maintenance	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 0.02		
Elevator Service	\$ -	\$ 17,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,750	\$ -	\$ -	\$ -	\$ 19,250	\$ 0.16		
Boiler & Chiller	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 0.07		
HVAC Chemical	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Lawn and Landscape	\$ -	\$ -	\$ -	\$ 1,213	\$ 1,213	\$ 1,213	\$ 1,213	\$ 1,213	\$ 1,213	\$ 1,213	\$ 1,213	\$ 1,213	\$ -	\$ 9,704	\$ 0.08		
Interior Plants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Snow Remvoal Contract	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,000	\$ 45,000	\$ 0.37		
Security Contract	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Security Special & Extra Work	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Fire Suppression	\$ -	\$ 1,500	\$ -	\$ -	\$ 1,500	\$ -	\$ -	\$ 1,500	\$ -	\$ 1,200	\$ 2,500	\$ -	\$ -	\$ 8,200	\$ 0.07		
Trash Removal	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 36,000	\$ 0.29		
Special Events	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Pest Control Service	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 3,000	\$ 0.02		
Storage Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Grease Trap Cleaning	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 2,400	\$ 0.02		
Generator & UPS Maint	\$ -	\$ 700	\$ -	\$ -	\$ 700	\$ -	\$ -	\$ 700	\$ -	\$ 8,000	\$ 700	\$ -	\$ -	\$ 10,800	\$ 0.09		
Kitchen Contracts	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 12,000	\$ 0.10		
Parking Lot Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
<b>Total Contracted Services</b>	<b>\$ 14,700</b>	<b>\$ 33,400</b>	<b>\$ 14,300</b>	<b>\$ 14,913</b>	<b>\$ 8,113</b>	<b>\$ 5,913</b>	<b>\$ 13,913</b>	<b>\$ 9,113</b>	<b>\$ 6,513</b>	<b>\$ 16,863</b>	<b>\$ 9,113</b>	<b>\$ 13,700</b>	<b>\$ 160,554</b>	<b>\$ 1.31</b>	386,304.00	(225,750.50)	
<b>REPAIRS &amp; MAINTENANCE EXPENSES</b>																	
Landscape - trees - irrigation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ 4,000	\$ 0.03		

Painting Interior and Exterior	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ 3,000	\$ -	\$ -	\$ 9,000	\$ 0.07	
Roof Repairs	\$ -	\$ 2,000	\$ -	\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ 6,000	\$ 0.05	
Electrical Repairs	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 4,800	\$ 0.04	
Security Repairs (Cameras/card access)	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 4,800	\$ 0.04	
HVAC Repairs	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 24,000	\$ 0.20	
Plumbing Repairs	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 3,600	\$ 0.03	
Fire-Life Safety	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 2,400	\$ 0.02	
Snow Removal Supplies, Etc.	\$ 500	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 500	\$ 2,000	\$ 0.02
Parking Lot Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,000	\$ 0.10
Building Repairs Interior & Exterior	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 14,400	\$ 0.12	
Doors/Glass Repairs	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 3,600	\$ 0.03	
Generator and UPS Repairs	\$ 1,000	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ 4,000	\$ 0.03	
Kitchen Appliance Repair	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 6,600	\$ 0.05	
Elevator Repairs	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 2,400	\$ 0.02	
Signage Repairs	\$ -	\$ 700	\$ -	\$ -	\$ 700	\$ -	\$ -	\$ 700	\$ -	\$ -	\$ 700	\$ -	\$ 2,800	\$ 0.02	
Furniture - Wood Repair	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
General Maintenance	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 24,000	\$ 0.20	
<b>Total Repairs and Maintenance</b>	\$ 9,050	\$ 13,750	\$ 7,550	\$ 8,550	\$ 10,250	\$ 24,550	\$ 8,550	\$ 8,250	\$ 9,550	\$ 13,550	\$ 8,750	\$ 8,050	\$ 130,400	\$ 1.06	

130,400.00 -

<b>SUPPLIES EXPENSES</b>															
Lighting Supplies	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 4,800	\$ 0.04
Oil & Fuel	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 0.01
Lavatory Supplies	\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200	\$ 38,400	\$ 0.31
Building Supplies	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 12,000	\$ 0.10	
<b>Total Supplies</b>	\$ 5,100	\$ 4,600	\$ 4,600	\$ 4,600	\$ 4,600	\$ 4,600	\$ 5,100	\$ 4,600	\$ 4,600	\$ 4,600	\$ 4,600	\$ 4,600	\$ 56,200	\$ 0.46	

40,800.00 15,400.00

<b>MANAGEMENT FEES</b>															
Monthly Mgmt Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

<b>TOTAL CONTROLLABLE EXPENSES</b>	\$ 101,118	\$ 121,688	\$ 97,708	\$ 96,840	\$ 89,887	\$ 110,867	\$ 105,885	\$ 98,225	\$ 97,826	\$ 100,062	\$ 90,968	\$ 99,272	\$ 1,266,027	\$ 10.29
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953,504.00 312,523.38

<b>NON-CONTROLLABLE EXPENSES</b>															
Building Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Real Estate Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

<b>TOTAL NON-CONTROLLABLE</b>														
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<b>TOTAL EXPENSES</b>	\$ 101,118	\$ 121,688	\$ 97,708	\$ 96,840	\$ 89,887	\$ 110,867	\$ 105,885	\$ 98,225	\$ 97,826	\$ 100,062	\$ 90,968	\$ 99,272	\$ 1,266,027	\$ 10.29
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# Woodbury County LEC

## Operations Budget

Description	Install Cost	Lifespan	Annual Amount	Annual
Cameras		5 to 7 years	\$ 5,000	Software, storage, camera replacements (15/ year)
Access Control		10 years	\$ 10,000	Software, card reader additions (1/ year)
Duress Buttons		2 years	\$ 3,000	Wear and tear
Elevators - 7		20 to 25 Years	\$ 45,000	Preventive Maintenance
Security Electronics Package	\$ 2,500,000	10 Years	\$ 70,000	Software, storage, intercoms, interlock repairs & additions (15/ year), computer upgrades
Jail Locks		10 to 12 Years	\$ 50,000	Hardware repair / replace (15/year) (2% of doors of 534 x 2 (L&R) x \$2,000/lock) + \$5,000 for slider doors
Fire Alarm		15 Years	\$ 21,000	Software, hardware. Inspections, etc. (\$18,000 x 4 + \$35,000 = 107,000/5)
Water Softner		10 to 12 Years		If needed in addition to Easy Water
Easy Water		10 Years	\$ 5,000	Routine verification - Monthly checks for water quality
Chemical Treatment		On-going	\$ 12,000	HVAC System monthly check and chemistry check
TV's		5 to 7 Years	\$ 12,000	Additions & Replacements (100 TV's x \$600 ea / 5 years)
Smoke Evacuation System		12 to 15 Years	\$ 18,000	Annual test & inspect (Quarterly inspection)
Distributeed Antenna Systems		5 years	\$ 10,000	Maintenance & repair (Emergency Response, Police, Cell Phones)
Kitchen Equipment		10 to 12 years	\$ 35,000	Preventive Maintenance for burners, etc
Detention Equipment	\$ 2,000,000	15 Years	\$ 25,000	Jail cell equipment, plumbing valves, other components
UPS's		8 years	\$ 24,000	Battery replacements 4 years, etc.
Water Heaters	\$ 225,000	12 to 15 Years	\$ 5,000	Annual Preventive Maintenance & Inspection
Laundry Equipment	\$ 127,000	8 to 10 Years	\$ 15,000	Wear and tear, 3 washers / 3 dryers
Overhead Door Openers		8 Years	\$ 4,000	Repair & Maintenance (6 qty)

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Total \$ 345,000

## BUILDING SERVICES

Category	FTE	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	P.S.F.
<b>Director</b>															
BS Director	0.3	3,267.97	3,267.97	3,267.97	3,267.97	3,267.97	3,267.97	3,267.97	3,267.97	3,267.97	3,267.97	3,267.97	3,267.97	39,215.65	0.32
TOTAL		3,267.97	3,267.97	3,267.97	3,267.97	3,267.97	3,267.97	3,267.97	3,267.97	3,267.97	3,267.97	3,267.97	3,267.97	39,215.65	0.32
<b>Maintenance</b>															
BS Maintenance Supervisor	0.3	2,395.40	2,395.40	2,395.40	2,395.40	2,395.40	2,395.40	2,395.40	2,395.40	2,395.40	2,395.40	2,395.40	2,395.40	28,744.81	0.23
Maintenance worker	2	13,493.00	13,493.00	13,493.00	13,493.00	13,493.00	13,493.00	13,493.00	13,493.00	13,493.00	13,493.00	13,493.00	13,493.00	161,916.00	1.32
TOTAL		15,888.40	15,888.40	15,888.40	15,888.40	15,888.40	15,888.40	15,888.40	15,888.40	15,888.40	15,888.40	15,888.40	15,888.40	190,660.81	1.55
<b>Custodial</b>															
BS Custodial Coordinator	0.3	1,783.52	1,783.52	1,783.52	1,783.52	1,783.52	1,783.52	1,783.52	1,783.52	1,783.52	1,783.52	1,783.52	1,783.52	21,402.24	0.17
Custodian	2	10,506.00	10,506.00	10,506.00	10,506.00	10,506.00	10,506.00	10,506.00	10,506.00	10,506.00	10,506.00	10,506.00	10,506.00	126,072.00	1.02
TOTAL		12,289.52	12,289.52	12,289.52	12,289.52	12,289.52	12,289.52	12,289.52	12,289.52	12,289.52	12,289.52	12,289.52	12,289.52	147,474.24	1.20
<b>Misc</b>															
Document Destruction	1	1,212.67	1,212.67	1,212.67	1,212.67	1,212.67	1,212.67	1,212.67	1,212.67	1,212.67	1,212.67	1,212.67	1,212.67	14,552.07	0.12
TOTAL		1,212.67	1,212.67	1,212.67	1,212.67	1,212.67	1,212.67	1,212.67	1,212.67	1,212.67	1,212.67	1,212.67	1,212.67	14,552.07	0.12

## SHERIFF

<b>Custodial</b>															
Custodian	1	4,640.15	4,640.15	4,640.15	4,640.15	4,640.15	4,640.15	4,640.15	4,640.15	4,640.15	4,640.15	4,640.15	4,640.15	55,681.80	0.45

## UTILITIES

Category	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Annual Total	P.S.F.
<b>Electricity</b>														
General Use Electricity	\$ 18,572	\$ 15,909	\$ 17,237	\$ 17,309	\$ 18,628	\$ 32,119	\$ 31,208	\$ 29,907	\$ 30,449	\$ 16,590	\$ 16,231	\$ 18,416	\$ 262,575	\$ 2.13
Projected usage	270,144	215,712	241,920	242,928	266,112	295,344	290,304	278,208	283,248	232,848	227,808	263,088		
Most current usage - KWH	154,368	123,264	138,240	138,816	152,064	168,768	165,888	158,976	161,856	133,056	130,176	150,336		
Projected cost	0.069	0.074	0.071	0.071	0.070	0.109	0.108	0.108	0.108	0.071	0.071	0.070		
Most current \$ Per/KWH	0.055	0.059	0.057	0.057	0.056	0.087	0.086	0.086	0.086	0.057	0.057	0.056		
Increase usage from old building	1.75													
Increase in cost	1.25													
<b>Gas</b>														
Assuming 24/7 building use - estimate year 1.	\$ 8,356	\$ 8,667	\$ 7,773	\$ 7,793	\$ 4,859	\$ 2,450	\$ 615	\$ 585	\$ 1,316	\$ 1,888	\$ 5,572	\$ 7,863	\$ 57,735	\$ 0.47
Projected usage	13,328	11,649	9,650	7,860	4,384	2,149	1,404	1,434	2,603	4,538	8,699	11,968		
Most current usage - Therms	10,662	9,319	7,720	6,288	3,507	1,719	1,123	1,147	2,082	3,630	6,959	9,574		
Projected \$ Per/Therm	0.627	0.744	0.806	0.992	1.109	1.140	0.438	0.408	0.506	0.416	0.641	0.657		
Most current \$ Per/Therm	0.418	0.496	0.537	0.661	0.739	0.760	0.292	0.272	0.337	0.431	0.427	0.438		
Increase usage from old building	1.25													
Increase in cost	1.50													
<b>Water/Sewer</b>														
Assuming 24/7 facility - showers - kitchen - chilled water	\$ 12,680	\$ 12,704	\$ 13,589	\$ 11,017	\$ 10,778	\$ 8,577	\$ 13,841	\$ 13,111	\$ 12,740	\$ 13,912	\$ 14,044	\$ 13,984	\$ 150,979	\$ 1.23
Projected usage	1,590	1,593	1,704	1,382	1,352	1,076	1,736	1,644	1,598	1,745	1,761	1,754		
Most current usage - xGallons	1,060	1,062	1,136	921	901	717	1,157	1,096	1,065	1,163	1,174	1,169		
\$ Per/KGal	7.25													
Projected \$ Per/Kgal	7.98													
Increase usage from old building	1.50													
Increase in cost	1.10													

\$ 471,289



# Building Vendor Support

Category	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Annual Total	P.S.F.	
<b>Document Destruction</b>															
Contracted Document Destruction	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 3,000	0.02
<b>Window Washing</b>															
\$2 per window per side.	\$ -	\$ -	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600	\$ -	\$ -	\$ -	\$ 1,200	0.01	
Assuming 150 windows - 2 story or less															
Twice per year.															
<b>Overhead Doors Maintenance</b>															
Total	\$ 1,000							\$ 1,000			\$ 2,000		0.02		
Sally Port (4)	\$ 800							\$ 800			\$ 1,600				
Loading Dock (1)	\$ 200							\$ 200			\$ 400				
Cost per door	200														
<b>Elevator Service</b>															
Contract for repairs, staff stuck, gen PM maint,	\$ -	\$ 17,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,750	\$ -	\$ -	\$ 19,250	0.16	
General Elevator State Inspections & Fees (Oct)															
Number of elevators	7														
Per elevator	2500														
<b>Boiler &amp; Chiller</b>															
Maintenance contract	7500							\$ 8,000			\$ 8,000		0.07		
Inspections/permits	500														
<b>HVAC Chemical</b>															
Innovational Water Solutions?	\$ 135	\$ 135	\$ 135	\$ 135	\$ 135	\$ 135	\$ 135	\$ 135	\$ 135	\$ 135	\$ 135	\$ 135	\$ 1,620	0.01	
Monthly cost	135														
<b>Lawn and Landscape</b>															
Mowing Contract (April to Nov) 30 mows @ 70 per acre_	\$ -	\$ -	\$ -	\$ 1,212.50	\$ 1,213	\$ 1,213	\$ 1,213	\$ 1,213	\$ 1,213	\$ 1,213	\$ 1,213	\$ 1,213	\$ 9,704	0.08	
Assuming 2 Acres of Turf															
April Additions - Mulch/Spring Clean (\$4K)															
5 step fertilization of turf. (\$150 per acre per app)	\$ 9,700														
<b>Interior Plants</b>															

N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Snow Removal Contract</b>																	
24/7 operation of removal	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,000	\$ 45,000	\$ 0.37	
<b>Security Service</b>																	
N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Fire/Life/Safety</b>																	
Sprinkler Testing/Fire Panel Testing/Annual Certification	\$ -	\$ 1,500	\$ -	\$ -	\$ 1,500	\$ -	\$ -	\$ 1,500	\$ -	\$ 1,200	\$ 2,500	\$ -	\$ 8,200	\$ 0.07			
Annual Fire Extinguisher (oct)																	
<b>Trash Removal</b>																	
Assuming a single trash compactor - once a week (500 each)	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000	\$ 36,000	\$ 0.29	
Assuming a recycling container - twice a month (500 each)																	
<b>Pest Control Service</b>																	
Monthly Service (kitchen, exterior, pantry, entry points)	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 3,000	\$ 0.02	
<b>Grease Trap Cleaning</b>																	
Assuming a trap required with the kitchen (monthly)	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 2,400	\$ 0.02	
<b>Generator &amp; UPS Maint</b>																	
Assuming a back up generator (routine maint quarterly)	\$ -	\$ 700	\$ -	\$ -	\$ 700	\$ -	\$ -	\$ 700	\$ -	\$ 8,000	\$ 700	\$ -	\$ 10,800	\$ 0.09			
UPS maint - annual - Oct																	
<b>Kitchen Contracts</b>																	
Assuming a kitchen on site - PM of Appliances	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 12,000	\$ 0.10	
<b>Parking Lot Maintenance</b>																	
N/A	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
															\$ 164,174		

## Repair and Maintenance

Category	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Annual Total	P.S.F.
<b>Landscape Trees/Irrigation</b>														
New trees, new shrubs, dead tree removal, ...	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ -	\$ 4,000	\$ 0.03
<b>Painting Interior/Exterior</b>														
Misc Painting needs - as needed funds	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ 3,000	\$ -	\$ -	\$ 9,000	\$ 0.07
<b>Roof Repairs</b>														
Roof will have long warranty. Damage not covered. As needed funds	\$ -	\$ 2,000	\$ -	\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ -	\$ 2,000	\$ -	\$ -	\$ 6,000	\$ 0.05
<b>Electrical Repairs</b>														
As needed funds for new outlets, general repair, new cable for workstations...	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 4,800	\$ 0.04
<b>Security System Repairs</b>														
As needed funds for camera repairs, connections, card access, motions, ...	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 4,800	\$ 0.04
<b>HVAC Repairs &amp; Filters</b>														
As needed repair funds	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 24,000	\$ 0.20
Break - fix after year one plus cost of filters for replacement														
<b>Plumbing Repairs</b>														
As needed repair funds (after year one leaks, clogged drains, etc.)	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 3,600	\$ 0.03
<b>Fire/Life/Safety</b>														
As needed repair funds for items found broken during inspections	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 2,400	\$ 0.02
<b>Snow Removal</b>														
Ice melt, small material needs	\$ 500	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 500	\$ 2,000	\$ 0.02
<b>Parking Lot/Sidewalk Repairs/Cleaning</b>														
Concrete repair, sidewalk repair, caulking sealing. Repaint in May	\$ -	\$ -	\$ -	\$ -	\$ 2,000	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,000	\$ 0.10
<b>Building Repairs</b>														
As needed repair funds. Drywall, ceiling, misc damage	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 14,400	\$ 0.12
<b>Doors/Glass</b>														
Window replacement. Overhead doors, hardware, general glass	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 300	\$ 3,600	\$ 0.03

**Generator/UPS Repairs**

As needed repairs to generator or UPS machines	\$ 1,000	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ 4,000	\$ 0.03
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**Kitchen Appliance Repairs**

As needed repair to appliances, ice machines, etc.	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 550	\$ 6,600	\$ 0.05
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**Elevator Repairs**

As needed repairs - if damaged - contract covers routine non damage repair	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 200	\$ 2,400	\$ 0.02
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**Signage**

Assuming a back up generator (routine maint quarterly)	\$ -	\$ 700	\$ -	\$ -	\$ 700	\$ -	\$ -	\$ 700	\$ -	\$ -	\$ 700	\$ -	\$ -	\$ 700	\$ -	\$ 2,800	\$ 0.02
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**General Maintenance Needs**

Assuming a kitchen on site - PM of Appliances	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 24,000	\$ 0.20
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**\$130,400**

## Building Supplies

Category	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Annual Total	P.S.F.
<b>Electrical</b>														
General electrical - lighting supplies	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 400	\$ 4,800	\$ 0.04
<b>Oil &amp; Fuel</b>														
Oil & Fuel	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 0.01
<b>Disposable Janitorial Supplies</b>														
TP - PT - Trash Bags - Cleaners - Feminine Products - Hand Soap	\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200	\$ 3,200	\$ 38,400	\$ 0.31
<b>General Building Supplies</b>														
Misc as needed items. Duct Tape, Tools, zip ties, screws, ...	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 12,000	\$ 0.10
													\$ 56,200	