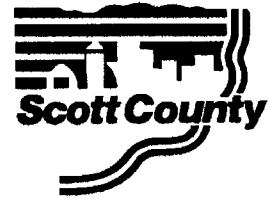


## Facility and Support Services

428 Western Avenue  
Davenport, Iowa 52801-1004  
fss@scottcountyiaowa.com  
(563) 326-8738 Voice (563) 328-3245 Fax

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July 17, 2008

To: C. Ray Wierson  
County Administrator

From: Dave Donovan, Director  
Facility and Support Services

Subj: Approval of Tremont Conceptual Design and Final Contract with Downing/Durrant for  
Architectural Services

As you know, I have had a team working on pre-architectural design for the Tremont Jail Renovation project. This team includes representatives from the Sheriff's Office (Sheriff Conard, Major Brown, Major Tebbitt, Captain Brundies, Captain Dirksen and Sgt. Broders) along with Tammy Speidel and I as project managers. Our team has been working with the design team of Downing Architects and the Durrant Group to determine the best way to renovate the jail annex and the patrol headquarters to meet current and future needs.

After several meetings, the project team has arrived at a conceptual design that appears to address all of the project objectives in a very staff efficient manner. At the next Board meeting, representatives from the design team will be present to share that design with the Board and to answer any questions you may have.

As we will explain at the Board meeting the architectural team has achieved a jail annex design that accommodates a total inmate capacity of 144 in only two housing units versus three housing units originally envisioned. This innovation, coupled with the elimination of the control room (security system will be operated remotely from the downtown jail facility) results in a staffing savings of *two* 24/7 positions. This translates into a 10 FTE staff savings (\$550,000/year) from our anticipated staffing levels for the jail annex.

The project team is very excited about the staff efficiencies of this concept. This design will require the removal of most of the existing walls to create an effective and efficient layout. Our initial internal preliminary cost estimate for the project was based on a square footage renovation cost and the assumption that we would retain a good portion of the existing interior walls by adding a third inmate housing unit. While the cost estimate for the proposed design is more than our initial internal preliminary estimate (\$4.5 M vs. \$2.7 M), the need for fewer staff due to the functional efficiencies of the proposed layout will result in a quick payback of the higher initial capital cost in only 3.3 years or less depending on the final actual bid submissions.

In addition to renovating the jail annex, the proposed project would renovate the existing patrol headquarters, adding much needed training and storage space, expanding the locker rooms, adding public restrooms and providing larger offices to accommodate the sharing of those spaces across multiple shifts. Again, the project team is pleased with the conceptual design and feels it has meet all of the identified needs for Patrol.

After we discuss the conceptual design, we will ask the Board to consider contracting with Downing and Durrant for the remaining phases of design through construction administration. As you may recall, we initially retained the design team only through the pre-architectural and concept phase. This allowed us to evaluate the design team as well as the project itself prior to proceeding with a commitment for the remainder of the project. At this time, the project team recommends that the Board endorse the conceptual design and approve contracting with Downing/Durrant for the remainder of the project. I have a proposal from the architectural team for \$286,500 (this amount includes the initial \$20,000 fee for the initial conceptual work).

As I indicated previously, the project team will be at the next Committee of the Whole meeting to discuss the project with the Board.

Cc: Sheriff Dennis Conard  
Major Mike Brown  
Major Clifford Tebbitt  
Captain Jerry Brundies  
Captain Dan Dirksen  
Sgt. Kevin Broders  
Tammy Speidel