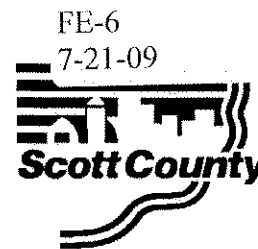


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July 14, 2009

To: Dee F. Bruemmer
County Administrator

From: Dave Donovan, Director
Facility and Support Services

Subj: Juvenile Court Services space

As you are aware, the lease for the current Juvenile Court Services space expires in March of 2011. Rather than continue with a lease expense, the Board has indicated that my department should plan for returning those offices to our county campus in already owned space. To that end, I began the process of hiring an architectural firm to assist with the planning and renovation plans.

We sent a request for qualifications to all local architectural firms. We received responses from four firms. From those four we chose two firms to interview. Those firms were Downing Architects in association with Durrant Architects and Bracke, Hayes, Miller and Mahon in association with Wold Architects.

As indicated above, both firms chose to associate with consulting firms. These consulting relationships allow the local firms to bring stronger court and government experience and expertise to the project. For this project that expertise is not critical since the office space is primarily fairly standard offices. However, having that experience at the design table as we discuss how this space inter-relates to the Courthouse will be an asset.

After careful consideration, we recommend that the Board retain Bracke-Hayes, Miller and Mahon for the Juvenile Court Services project. I propose that we hire BHMM on an hourly basis (not to exceed \$10,000) to do some pre-architectural planning work and negotiate a fixed fee contract during that initial planning process. That contract would then come back to the Board along with a project concept for future consideration.

I plan to attend the next Board meeting to discuss my recommendation further and to answer any questions you or the Board may have.

Cc: Tammy Speidel
Scott Hobart