



Clinton County Justice Coordinating Commission
Clinton County Courthouse
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Clinton, Iowa 52732

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Jail Facility & Planning Committee Meeting

May 10, 2016 - 9:00 A.M.

Emergency Management Agency (EMA) office
Clinton County Courthouse, Suite 105

Present: Eric VanLancker, Rick Lincoln, Craig Eberhart, Chance Kness, Corey Johnson, Eric Dau, Brent Vogel, Steve Diesch, Kim Hess, Mike Wolf, Margaret Kuhl, Tara Sbertoli, John Rohlf and Tom Pantera.

I. Introductions - Margaret Kuhl

A. Thank you & congratulations

B. Project timeline

Contact NIC regarding HONI Training – how to operate a new institution.

May 16th -Recommend/Approval to hire Architect – BOS

May 17th -Jail Facility & Planning Committee Meeting - Noon – EMA Office

May 19th - CCJCC Monthly Meeting

May 23rd - Recommend/Approval to select CM

August 30 – Final plans complete with early foundation package.

Sept. 1 – Begin foundation.

II. Discussion of process and roles

EMA, Communications and CCJCC will receive updates on the plan of building, while the Jail Facility & Planning Committee will report and make recommendations directly to the Board of Supervisors. The group requested a poll of CCJCC members for their approval/opinion. Tara to make courtesy calls to each member today. All Resolutions to the BOS will be done by Eric VanLancker and Tara Sbertoli in regards to the Jail Facility.

III. Discussion on recommendation of Architect to BOS

Not choosing Shive Hattery as the architectural firm would be a step back for the county since the firm has already completed the first phase of the design, their background and references are complete and have been checked. Corey Johnson commented that Shive Hattery successfully completed Phase I and he would recommend them to continue the project. Preliminary information was passed out from Shive Hattery and Mike was also on a conference call with group to answer any questions. He discussed the distribution of funds on a monthly basis but also



said he could work with our funding timeline. Mike also expressed the importance of public involvement and the design reflecting their wishes. Members of the Moline and Des Moines office of Shive Hattery will be working to complete the design. Mike Lewis will be available for questions either in person or via telephone on May 16th for the BOS at 1330 hours.

IV. Pros/Cons of Construction Management (CM) vs. General Contractor
CM is hired on behalf of the county and duties include budgetary, materials, timeline, schedule coordinator, etc. to insure the project is being completed on time and in the best interest of our tax payers. GC works for a construction company and works in the best interest of the construction company, yet also pays fines daily for project not finished on time. GC is looking out for his company savings yet a CM has minimal liability. Green Lake County, Wisconsin used a CM and saved 2 million dollars on their jail project. Clinton County used a GC for our Satellite office but this project is also more unique and much larger in cost. Either way we go CM vs GC **safety** must be a priority.

V. Selection process of CM

Shive Hattery has given us four names of CM Firms in the area he has worked with on past projects. They include: The Samuels Group, Carl Nelson (Burlington), Kitchell, Estes, and Rinderknecht Assoc.(Muscatine). Margaret and Corey have submitted a request for a narrow scope of projects completed by each in county corrections and communications and contact info for completed projects, as well as workers safety incidents and numbers. Experience in this unique area is necessary. Responses are due by May 16th.

VI. Resolution for May 16th - approval to hire Architect Shive Hattery – will be prepared by Eric VanLancker and Tara Sbertoli

VII. CCJCC meeting - May 19th – update of Jail Facility project.

VIII. May 23rd BOS meeting - Resolution for selected CM if this is the route BOS decides on based also on recommendations made by Shive Hattery. Background checks will be completed by Margaret and Corey.

IX. Update on bonding process - Eric Van Lancker

Bonding process will take approximately 2 ½ months before the money is in hand. This will be a two bond issuance based on how much is needed to begin the



construction. The first will be a larger portion of the 22 million and then the second issuance will be smaller amount if needed. Both total not exceeding \$22 Million. This is done due to arbitrage rules, if the funds sit for a long period of time and draw interest the county may be required to pay taxes on interest earned. We will need to consider architects spend down schedule. As an example...if the County wanted its bond money by October 1 we would need to start mid-July on the county's official statement. The bond sale could take place September 1st and the money will be in hand by October 1. If funding is needed before the funds are available the county also has an inter-fund loan option, this involves borrowing the money from another county fund and amending the budget. These funds will be placed in a separate account or through the law center budget.

X. Crime prevention through environmental design course

This course educates on colors, design of landscaping, lighting and various factors affecting behavior and the security of our new building. It is available on Sept 12th in Louisville, KY and cost \$570. Chance Kness is attending and suggested another member of the facility planning to attend. After discussion this item was tabled to a later date and may possibly pass on this course due to where we are already on the jail project.

XI. Citizen group - meeting once in June, July & August

Mike of Shive Hattery spoke highly of citizen involvement. Uncertain of whether these group meetings would be informative or decision making. This will be discussed at our next meeting. Group may include historic society, for example.

XII. Other business/open discussion

Items for discussion at a later date:

EOC – square feet. 1300/3000 - early foundation package - vehicle placement/parking lot.

XIII. Next meeting date: Tuesday, May 17th – Noon – EMA Office

Tara Sbertoli

CCJCC Recorder