

WHATCOM COUNTY COUNCIL AGENDA BILL

NO. 2018-042

CLEARANCES	Initial	Date	Date Received in Council Office	Agenda Date	Assigned to:
Originator:	Dee	1/18/18	<p>RECEIVED</p> <p>JAN 23 2018</p> <p>WHATCOM COUNTY COUNCIL</p>	1/30/18	Criminal Justice & Pub Sfty Committee.
Division Head:	B	1/18/18			
Dept. Head:					
Prosecutor:					
Purchasing/Budget:					
Executive:	TVS	1/22/18			

TITLE OF DOCUMENT:
Proposal of Expanded Scope for Design2Last for the Whatcom County Jail Improvements

ATTACHMENTS:
Proposal and outline of expanded scope items

SEPA review required? () Yes (X) NO	Should Clerk schedule a hearing? () Yes (X) NO
SEPA review completed? () Yes (X) NO	Requested Date:

SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE: *(If this item is an ordinance or requires a public hearing, you must provide the language for use in the required public notice. Be specific and cite RCW or WCC as appropriate. Be clear in explaining the intent of the action.)*

Please review attached Design2Last proposal and outlined expanded scope for the Whatcom County Jail Improvements Contract #201607005.

COMMITTEE ACTION:

COUNCIL ACTION:

Related County Contract #:	Related File Numbers: AB2017-047 AB2017-316	Ordinance or Resolution Number:
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Please Note: *Once adopted and signed, ordinances and resolutions are available for viewing and printing on the County's website at: www.co.whatcom.wa.us/council.*

**WHATCOM COUNTY
ADMINISTRATIVE SERVICES**

Whatcom County Courthouse
311 Grand Ave, Suite 108
Bellingham, WA 98225-4083



FACILITIES MANAGEMENT

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Facilities@co.whatcom.wa.us

ROB NEY

Project and Operations Manager

MICHAEL RUSSELL

Facilities Manager

MEMORANDUM

TO: The Honorable Jack Louws, Whatcom County Executive and
The Honorable Members of the Whatcom County Council

Through: Tyler Schroeder, Deputy Executive

FROM: Rob Ney, Project and Operations Manager *RN*

RE: Design2Last

DATE: January 17, 2018

On November 28, 2017, a design charrette was held with the stakeholders participating in the jail improvement project. These stakeholders included Facility Management staff, Sherriff Office staff, the Executive and Deputy Executive as well as the design team assembled by Design2Last. This project was originally created to identify and implement short term improvements to the jail facility, in anticipation for a new jail being built in the near future. There was substantial discussion of how the failed jail levy should/could affect the mid-range plan for the existing jail facility. It was determined that an expanded scope of work should be presented to the County Council for consideration. If approved, this work would be included in our initial construction phase for improvements to the jail.

The consultant's work is broken into two types of work: 1) Items that would be immediately added to the scope of work for the current design project (currently under contract), and 2) Evaluation and Analysis Study items that would give clear information for future projects and possible improvements.

- **Requested Action**

Please review the attached proposal, and outline of expanded scope items, for the Design2Last contract. Advise staff to move forward with all, or part, of the scope of work items defined in Design2Last's January 17th proposal. Staff respectfully requests direction on the proposal for Tasks 1-20 as soon as possible. Direction on this portion of the proposal would allow the current project, already under contract, to continue to progress. Should the Council want additional time to consider the "Evaluation and Analysis" items, these items could be discussed further at committee, if necessary.

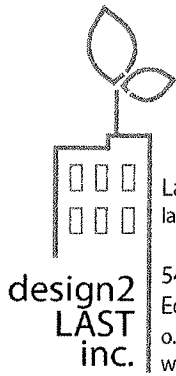
- **Background and Purpose**

On November 8, 2017 the County Council approved the amended contract for Design2Last for Scoping, Design, and Project Management for improvements to the existing Jail. Based on the Design Charrette held on November 28, 2017, and in consideration that the Jail bond did not pass and the useful life of the existing Jail facility will need to be extended, Design2Last and Facilities Management are presenting this proposal to expand the current scope of work.

- **Funding Amount and Source**

Adequate funds exist within the Capital Project Fund, expanded by \$7,000,000 in the 2018 Budget.

Should you have any questions, do not hesitate to contact me at x5387.



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17 January 2018

Garrett Maupin, Construction Coordinator, Whatcom County Facilities Management
316 Lottie Street,
Bellingham, WA 98225

RE: **Whatcom County Jail Improvements:
Contract # 201607005 – Phase 2 and 3 Additional Services
Bellingham, WA**

Dear Mr. Maupin,

Project Description

design2 LAST was retained by Whatcom County to perform building assessments on the existing Jail, (Public Safety Building) and the existing Work Center – formally known as Phase 1A. Whatcom County then selected ten tasks to further refine in Phase 1B with more detailed scope and costing. Whatcom County, following the recommendation of the team, then decided to proceed with design (Phase 2) and construction (Phase 3) of the scope options recommended in Phase 1B (see Schedule 'B'). A contract for Phase 2 and 3 design and CA services was executed on November 15, 2017.

On November 28, 2017, the design2 LAST team conducted a design charrette in accordance with our contract. During that day-long meeting, we presented and discussed each of the scope options (see Schedule 'B') being developed per our contract for design and construction. During that meeting we also had a conversation about the fact that the voters on November 8, 2017, for the second time rejected a bond to build a new Whatcom County Jail. The stakeholders (see meeting notes from the design charrette dated November 30, 2017 for attendees) wanted to discuss if, and how, that would affect the design2 LAST renovation work on the existing Jail. The existing Jail would now need to function over a longer period of time than the 5-7 year life-cycle identified at the start of design2 LAST's contract. Many existing system deficiencies, that were understood to be short term challenges, are now potentially bigger problems that will need to be addressed with equipment repair or replacement. The county's previous decisions to put off making major repairs to ongoing equipment break downs were revisited. Each of the issues identified during that meeting was documented in a list (see attached Schedule 'A'). They were further refined in a meeting with Whatcom Facilities staff on December 7, 2017, and organized into categories at that time. Since then, those items have been further refined and detailed by our team and are presented in the attached Excel Workbook. This workbook defines each task, the anticipated deliverable, any exclusions, and is the basis for the enclosed fee proposal.

In summary, our fees are presented thus:

Items 1-20 were identified by Whatcom County as tasks that should be considered by County Council to add to our existing contract. (Items 2 and 20 were eliminated.) Thus, our fees are divided into the same tasks we presented for our current contract and can be added by addendum, with one exception: the schedule to add these new tasks will change to remove the electronic 50% over-the-shoulder review by the County, and replace it with a standard 35% design review. We believe the added scope warrants an earlier and full review of the entire scope with the County.

Additional Services for Phase 2 and 3 – ITEMS 1-20*		
	Milestones**	Fee
Phase 2	Scope Definition	\$ 24,259
	35% Concept Design	\$ 67,834
	65% Design Development	\$ 62,773
	100% Design Draft	\$ 54,781
	100% Final Bid Documents	\$ 14,453
	Consulting Services During Bidding and Negotiations	\$ 11,114
Phase 3	Construction Administration Services	\$ 75,109
*Refer to Schedule A for SCOPE OF SERVICES TRAVEL EXPENSES are included in the proposal **Refer to Schedule 'C' for milestone deliverables		\$310,322

Items 21-25 are concept designs and each is presented as a separate fee. Concept design will include information gathering, feasibility discussions with stakeholders, 1-3 design options, opinions of probable cost, and recommendations for proceeding. The County may select any one or a combination of the concept designs; to begin any time over the course of 2018. We will honor these fees through January 2019.

CONCEPT DESIGNS – ITEMS 21-25*		
21	Provide a code-compliant smoke evacuation system.	\$ 77,360
22	Reconfigure the medical office area and add space from the commissary storage room per Phase 1A description.	\$ 61,722
23	Provide additional toilet areas for female inmates	\$ 36,991
24	Improve staff lockers and restrooms	\$ 36,510
25	Provide a design repurposing the existing basement for other correctional space or renovation / reallocation of spaces that are currently in the jail, as if the Sheriff's office was moved out of this facility. Space could also be provided for other programs not currently housed elsewhere.	\$ 193,086

*Refer to Schedule A for SCOPE OF SERVICES

Items 26-30 are evaluation and/or analysis studies. These are also each presented with their own fee. These do not include any design work, but may reveal non-compliant code issues that could lead to design of corrective work. Feasibility studies will include reports of findings and opinions of probable cost where they can be estimated. Similar to the concept designs, the county may select any one or a combination of these studies; to begin any time over the course of 2018. We will honor these fees through January 2019.

EVALUATIONS AND ANALYSIS- ITEMS 26-30*		
26	Feasibility study to refurbish existing air handling units in place.	\$ 20,936
27	Confirm condition of Boilers - determine if replacement would provide an acceptable ROI and would be more energy efficient.	\$ 12,631
28	Perform FEMA Seismic Screening (FEMA 154)	\$ 27,307
29	Complete ADA evaluation	\$ 76,593
30	Full Code analysis to determine what it would take to upgrade the facility to current building and correctional code compliance (not including other evaluations listed above)	\$ 76,894

*Refer to Schedule A for SCOPE OF SERVICES

It was agreed by all that the "Future Projects" and "Optional Procurement Method" (items 31-37) would not be included in the fee request at this time.

Sub Consultants

design2 LAST has included the team members listed below for Phases 2 and 3:

- Architects Rasmussen Triebelhorn (A-RT).....Criminal Justice Facility Design and Operations
- Sazän GroupMechanical, Electrical, and Fire Protection Engineering
- Clevenger and Associates.....Kitchen and Laundry Design
- ProDims.....Cost Estimating
- SCBC EngineersStructural Engineering – QC
- WR Consulting Civil Engineering

Schedule

design2 LAST is prepared to begin work and would like direction on items 1-20 as soon as possible so we can work this into our existing contract. We will complete a design and construction schedule upon receiving approval on this proposal.

Fees

The fees listed above are offered as a lump sum basis. Each task will be invoiced by design2 LAST monthly on a percentage complete basis, and/or upon completion of a task. Upon approval, this work can be added as amendment to our existing contract.

I thank you for this opportunity and look forward to continuing our work on this project.

Sincerely,



Lauri Strauss, AIA LEED AP BD&C, President and CEO

Additive Design Scope Outline as Discussed at the 12/7/2017 Meeting					
Add Y/N	Item	Description	Related to 1B task?	Cost Est.	Deliverable
SCOPE TO ADD TO EXISTING PROJECT CONTRACT					
Y	1	Revise Laundry room to restrict access to back side of laundry equipment by inmates.	Task 8	Y	Cost Estimate, Drawings and Specs
	2	Not Used			
Y	3	Omit new Disposer at dishwashing station from the new equipment list on the current SOW.	Task 8	Y	Cost Estimate, Drawings and Specs
Y	4	Design the inmate cell locking system such that all electronic locks may be opened simultaneously without having to upgrade the wiring system.	Task 10	Y	Cost Estimate, Drawings and Specs
Y	5	Provide a central emergency lighting inverter in lieu of "bug eye" emergency lighting to provide instant-on feature to illuminate facility during the time delay associated with generator start-up.	Task 12	Y	Cost Estimate, Drawings and Specs
Y	6	Remove abandoned Generator.	Task 12	Y	Cost Estimate, Drawings and Specs
Y	7	Add epoxy floor in Recreation Area	Task 17	Y	Cost Estimate, Drawings and Specs
Y	8	Provide additional lighting in sally port and building exterior to comply with code and to provide safe operational light levels where light levels are determined to be inadequate.	Task 12	Y	Cost Estimate, Drawings and Specs
Y	9	Upgrade emergency egress light levels throughout the facility to comply with code. Initial effort requires photometric calculations to determine egress light levels.	Task 12	Y	Cost Estimate, Drawings and Specs
Y	10	Upgrade non-egress lighting for increased light levels beyond code required minimum levels for safe operation of the facility based on light level report dated 6/13/14.	Task 12	Y	Cost Estimate, Drawings and Specs
Y	11	Upgrade interior and exterior lighting to LED to save energy and potentially reduce the load on the generator. Lighting replacement can be new or retrofit kit.	Task 12	Y	Cost Estimate, Drawings and Specs
Y	12	Replace existing chiller with new air cooled chiller on upper roof, remove existing cooling tower (on roof) and re-use condenser water piping for chilled water piping between new chiller and mechanical room.	Task 4	Y	Cost Estimate, Drawings and Specs
Y	13	Replace chilled water pumps, condenser water pumps, and heating water pumps and include redundant pumps for all three systems. Currently chilled and condenser water systems are single pump systems so the systems go down on loss of single pump due to failure or maintenance. Includes tying all pumping systems to existing Siemens DDC energy management system. If Item 12 is accepted, condenser water pumps will not be required.	Task 4	Y	Cost Estimate, Drawings and Specs
Y	14	Mitigate noise in the Booking Area by adding control measures.		Y	Cost Estimate, Drawings and Specs
Y	15	Provide ambient noise level alarms as an added security measure.		Y	Cost Estimate, Drawings and Specs
Y	16	Provide protection of natural gas line on exterior of the jail and at the courthouse.		Y	Cost Estimate, Drawings and Specs
Y	17	Design corrective action to prevent water pooling in Sally Port 1.		Y	Cost Estimate, Drawings and Specs
Y	18	Tuck-point (remove and replace aging existing grout) all CMU joints in and around cells. Specific locations and depth to be determined.		Y	Cost Estimate, Drawings and Specs
Y	19	Review generator demand load study to confirm loading of existing emergency power system	Task 12	N	Report
N	20	Paint walls of sally port for better contrast for security cameras		N	N/A

Additive Design Scope Outline as Discussed at the 12/7/2017 Meeting					
Add Y/N	Item	Description	Related to 1B task?	Cost Est.	Deliverable
CONCEPT DESIGNS					
Y	21	Provide a code-compliant smoke evacuation system.	Task 7	Y	Concept Design/cost estimate
Y	22	Reconfigure the medical office area and add space from the commissary storage room per Phase 1A description.		Y	Concept Design/cost estimate
Y	23	Provide additional toilet areas for female inmates		Y	Concept Design/cost estimate
Y	24	Improve staff lockers and restrooms		Y	Concept Design/cost estimate
Y	25	Provide a design repurposing the existing basement for other correctional space or renovation / reallocation of spaces that are currently in the jail, as if the Sheriffs office was moved out of this facility. Space could also be provided for other programs not currently housed elsewhere.		Y	Concept Design/cost estimate
EVALUATIONS/ANALYSIS					
Y	26	Feasibility study to refurbish existing air handling units in place. Remove rust from condensate drain pans and re-coat entire interior bases to prevent further corrosion, remove existing inlet guide vanes on supply fans, and rework condensate drains for proper condensate trap configurations (may require raising units).	Task 4	Y	Feasibility Study/cost estimate
Y	27	Confirm condition of Boilers - determine if replacement would provide an acceptable ROI and would be more energy efficient.		Y	Report/cost estimate
Y	28	Perform FEMA Seismic Screening (FEMA 154) - and one of the following to be determined: -ASCE 41 Tier 1 study -ASCE 41 Tier 2 study -ASCE 41 Tier 3 study		N	Report/cost estimate
Y	29	Complete ADA evaluation		N	Report/Cost Estimate
Y	30	Full Code analysis to determine what it would take to upgrade the facility to current building and correctional code compliance (not including other evaluations listed above)		N	Report/cost estimate
POTENTIAL FUTURE PROJECTS					
TBD	31	Make entire jail facility (including cells) ADA compliant. (Compliance design as determined by ADA evaluation Item 29)		TBD	Dependent on results of Evaluation
TBD	32	Seismic Upgrades. (Compliance design as determined by Seismic Screening Item 28)		TBD	Dependent on results of Evaluation
Fut	33	Add a secure exterior space/courtyard for employees.		Fut	Concept Design/cost estimate
Fut	34	Redesign Work Center Kitchen to full use to reduce number of meals prepared at the jail		Fut	N/A at this time
Fut	35	Consider Modifications to the juvenile area in the Courthouse since there seems to be more space than necessary		Fut	N/A at this time
Fut	36	Consider adding space for Mental health areas		Fut	N/A at this time
OPTIONAL PROCUREMENT METHOD					
TBD	37	Consider GC/CM procurement method due to phasing complexity of project and work in occupied facility. Feasibility must be coordinated with Office of Financial Management. RCW 39.10.200, 220, 240 Write GC/CM RFP.		TBD	Fee proposal to write RFP

SCHEDULE 'B' SCOPE OF SERVICES CURRENT CONTRACT

These scope options will be collectively referred to as the "**Whatcom County Jail improvements**" project for the Phase 2 and 3 efforts.

- 4-1 – Improvements to domestic water distribution piping system
- 4-2 – Improvements to condensate drain pans of the AHU cabinets
- 5-1 - Provide new wet pipe sprinkler protection in the second and third floor housing units
- 5-2 - Extend wet pipe and dry pipe sprinkler protection to unsprinklered non-housing areas
- 5-3 - Sprinkler system maintenance and repair
- 8-1 - Replace items that have exceeded their useful life
- 8-2 - Replace items that have an expected remaining life of less than five years
- 8-3 - Repair: Walk-In Cooler/Freezer, Disposer at Pot Wash
- 8-4 - Replace existing electrical panelboard serving kitchen equipment
- 9-1-9-11 - Replace/repair door hardware on commercial type doors.
- 10-1-10-12 - Replace all detention cell doors, including detention hardware. Replace specific hardware pieces identified on other detention doors listed.
- 12-1B - Provide UL924 listed "bugeye" emergency lighting units with integral batteries in critical jail spaces
- 12-2 - Provide UL924 listed "bugeye" emergency lighting units with integral batteries in elevator cabs
- 12-3 - Provide UL924 listed "bugeye" emergency lighting units with integral batteries in recreation area
- 12-4 - Re-circuit existing lighting in the dormitory spaces to provide additional emergency lighting beyond the current single lamp "night lights".
- 17-1 – Modify the sanitary drain from the kitchen to minimize backups and prevent water from flowing toward the cleanout
- 17-2 – Modify shower drains in the cells that are beginning to fail
- 17-3 – Seal the floor of first floor restroom next to the shower room in the north east corner of the building
- 17-4 – Modify the drain pipe in the clothes washing machine drain room and provide ventilation to the space to remove moisture and odors

Scope includes the following:

1. Additional field investigation by relevant disciplines prior to design effort.
2. Design Charrette – 4-6 hour meeting to include in-person participation of all design team members, facilities personnel, and Jail staff.
3. Design work and construction documents required to address the SCOPE OPTIONS listed above and confirmed by the charrette.
4. Plans and specifications showing the affected spaces only.
5. Electronic delivery (via dropbox or A360 site) of the 22"x34" drawing set and 8-1/2" x 11" specification booklet in PDF format for the Charrette report, 50% over-the-shoulder review, 65% submittal, 100% draft, and 100% final (Bid) submittals.
6. Web-based review conference of 50% documents with virtual participation by the design team.
7. Project Manager, Engineers, Justice Consultant, and Cost Estimator Participation at a 65% review conference at facilities office in Bellingham. Kitchen Consultant will participate via phone conference.
8. Project Manager Participation at the 100% review conference at facilities office in Bellingham. Engineers and consultants will all participate via phone or Web Conference.
9. Construction cost estimates for the Charrette, 50% over-the-shoulder review, 65% review, 100% draft, and 100% final (Bid) submittals to a level of detail comparable to the phase of design.
10. Four (4) Sets Hard Copies of the 22"x34" drawing set and 8-1/2" x 11" Specifications and Supplemental Information for the Charrette report, 65% review, 100% draft, and 100% final (Bid) submittals.
11. Coordination with the permitting agencies as required for the project scope.

12. Design team participation during the bidding and negotiating phase of the project: i.e. responding to bidder questions, issuing document clarifications, telephonic participation in a pre-bid conference, and consultation during contractor selection.
13. Design team participation in administration of the construction contract: i.e. responding to contractor questions, issuing document clarifications, review of contractor submittals, review of contractor schedule, review of contractor applications for payment, etc.
14. Project Manager will attend and lead the weekly construction meetings in Bellingham. Engineers and consultants will attend construction meetings when pertinent to their discipline, otherwise, their participation will be via phone or Web Conference.
15. Record drawings of work effort in affected spaces will be provided.
16. Participating in a pre-construction conference (Project manager in person, engineers and consultants via telephone).
17. Site observation visits and report of construction activities during the construction phase.

Exclusions

The following are not anticipated to be necessary for this contract and are not a part of the services described above. These services can be added to our contract at our standard hourly rates or on an "as needed" basis.

1. Detailed record drawings of the entire facility outside of the areas of work covered by this contract.

Rate Schedule

Additional effort not described in the scope above may be provided as requested on an hourly basis per the following rates:

Principal Architect/Project manager	\$175.00
Professional Engineer/Sr Architect	\$150.00
Drafting/Revit/AutoCAD	\$125.00

SCHEDULE 'C' DELIVERABLES

Electronic Delivery in PDF format (Included with all options)

All scope options will be included as one project, one set of documents. Each deliverable package includes:

- 22"x34" drawing sheets
 - Existing conditions/Demolition plans, drawings for new construction including plans, elevations, details, as necessary to describe the work
- 8 ½" x 11" sets:
 - Specifications (65%, 100% submittals only)
 - Supplemental Information
 - Design Analysis (35% submittal only)
 - Cost Estimate
 - Comments and responses from review meetings

Final Submittal will include electronically stamped documents.

Hard Copies

- Four (4) sets 22"x34", black and white, drawings on bond:
- Four (4) sets 8 ½" x 11" bound, black and white, specifications:
- Four (4) sets 8 ½" x 11", black and white, supplemental information, stapled

Additional sets can be added and will be charged at cost + 10%.