

| <u>AGENDA ITEM</u> | <u>TYPE OF ACTION NEEDED</u> | |
|--------------------------------|------------------------------|----------------------|
| Meeting Date: 09/26/2019 _____ | Execute Contract _____ | Consent Agenda _____ |
| Subject: Administration _____ | Pass Resolution _____ | Public Hearing _____ |
| Building Presentation _____ | Pass Ordinance _____ | 1st Discussion _____ |
| Prepared by: MSR _____ | Pass Motion _____ | 2nd Discussion _____ |
| Reviewed by: _____ | Other _____ | Other _____ |

BACKGROUND INFORMATION

The concept of the current iteration of the New Administration Building was developed in late 2017. At that time discussions were occurring around how to create more room in the secured portions of the Justice Center. The best option seemed to be moving any staff that did not need to be behind the security check point outside of the Justice Center buildings. Moving these Departments out will free up approximately 7500 square feet in the Justice Center. With the Building Department slated to be moved out to the new facility on Wiser Parkway it also made sense to bring the Treasurer, Auditor and Assessor onto the main campus. This in turn would make the annex building on the Juvenile campus available for a remodel to create needed space there.

The New Administration Building was added to the Capital Improvement Plan with the 2018 update and funding was provided in the 2019-2020 budget for architectural services and construction. The County has also since received \$750,000 in funding from the State to begin work on the remodel of the annex for the Juvenile campus once that building is available.

The Board approved the Request for Qualifications for architectural services in June 2018 (RES 2018-382). MMEC Architects of Spokane Washington was ultimately selected as the most qualified to provide design services and a contract was executed with them in October 2018 in the amount of \$926,000 (RES 2018-726).

The project has been steadily progressing since that time with work being done on an overall campus master plan and the design of the building itself. One contract amendment has been approved (Res 2019-396, May 2019) which added a basement to the building to provide for a significant increase in on site file storage capability. Moving this storage on site will make file access more convenient and reduce storage costs by around \$80,000 per year. Currently the master plan is being finalized, after successful discussions with the City of Kennewick to establish more reasonable parking space requirements. The building design now sits at 90% complete with 100% complete drawings expected on September 27. Permitting with the City is on-going, and we have received preliminary approval of the site plan and fire protection plan. The project is slated to go out for bids in October and the estimated bid opening date is December 5th, 2019. A longer than normal bid review time frame is recommended due to the multiple holidays in November. Construction should begin in early January.

MMEC Architects is presenting the current state of the design to the Board. They will have digital drawings as well as 3-D renderings and a virtual reality tour available. They are hoping to receive feedback from the Board on the building features and the design as proposed.

SUMMARY

The design of the New Administration Building is nearly complete. MMEC Architects is presenting the current design to the Board for comments and feedback.

RECOMMENDATION

N/A

FISCAL IMPACT

All funding for this project has already been approved.

MOTION

N/A