

## Proposed Sequencing for County Space Development

### Background

The development of county spaces includes the potential renovation of four buildings in varying degrees of complexity. The four spaces involved in this effort include the following:

- TCAD Facility – To be acquired by the county and planned for use as the new Elections Administration Facility
- Ratliff Building – Currently used for elections administration. Plan is to convert for use by Tax office with drive through capabilities
- Courthouse Annex (south side of Square) – Renovations to include proving space for adult probation, law library, new courtroom, and additional spaces for DA and District Judges. Renovations to include enhanced security measures for this facility
- County Courthouse – Minor renovations are anticipated for moves within this facility that are precipitated from form moves into previously mentioned three facilities

### Efforts to be Completed:

Estimate that we could have all design build packages ready for bidding within the next 60 days or so. Construction timelines will be dependent on sequencing of construction efforts and move times between construction phases. I can commit an average of 20 hours /week for this period to facilitate this portion of the work. Rough estimate for fees to prepare these items over the next couple of months would be in the range of \$15-16K. The County may also desire to have more complete design drawings for the new courtroom which would require me to hire mechanical, electrical, and fire protection designers who could seal their respective portions of design. I would secure some pricing for this but would estimate that this might cost an additional \$10-15K. If the city would permit it, I believe I could have the electrical and mechanical contractors understand and deliver what would be needed without the additional costs to the county.

We would need to negotiate separate fees for the oversight of the construction efforts on behalf of the county once we get to that stage but could generally be estimated at \$75-100/hour.

### TCAD Facility

1. County acquired TCAD Facility
2. Engage to walk through the facility with Elections Administrator to determine extent of any changes to the facility that might be needed
3. Design for any changes needed to ensure easy clear process flow for administration of elections
4. Prepare design build construction package for any changes. Review with County representatives.
5. Bid out/ Hire/ Oversee construction efforts.

Timeline: 2 weeks for tasks 1-4

### Ratliff Building

1. Prepare set of as-built drawings to use as basis of new designs
2. Work with Tax office on redesign of spaces for their needs
3. Prepare design build construction package for any changes. Review with County representatives.
4. Bid out/ Hire/ Oversee construction efforts.

Timeline: 2-3 weeks for tasks 1-3