Buildings and Facilities Task Force
Monday, July 6, 2026 - 9:00 am

Chris Clark - Chairman

Supervisor Clark called this task force to order at 9:00 am with the following in attendance: Matt Brassard (9:11), Chris Clark, Mary Lamphear, Tracie McGill, Steve McNally (9:13), Clayton Menser, Tim Pierce, Richard Preston, Matt Stanley, Davina Thurston, Ike Tyler, Meg Wood, Mike Mascarenas and Jim Dougan.

Also present: Dina Garvey, Todd Hodgson, Andrew Stanley, Deter Olcott, Grace Hodgson and Hugh Harwood.

CLARK: We'll start this meeting with Andrew.

STANLEY, ANDREW: We'd just going to go over a few of the projects that we have been having going on at the former Probation Building. The second floor, Personnel area, a couple of interns have been painting, patching that area, they have the carpet complete. Still need countertops installed, but the space is coming along good.
The exterior of the building; the concrete pad is being poured this morning. Tomorrow the strip forms will be out of here. The roof structure; the design is in progress and we're waiting from proposals for the contractor which will Contech.
The parking area; proposals are received. Sheehan's is the lowest. They will be doing the sidewalks, the gravel replacement, grading, pavers. DPW will be paving, supplying gravel, topsoil and paver grids.

DOUGAN: It sounds like August that they will be doing that.

STANLEY, ANDREW: Yup, likely August. So, that one is moving along good.
The Public Safety Building?

HARWOOD: Yeah, so last time we were here, last month we were waiting on an estimate for pretty much the construction with 60% of the design level and then obviously we're going to be talking about equipment that we want to bid.
This is something that we put together back in 2023 during one of our Facility Committee meetings. Kind of the years have shifted, right here for construction, that was our estimated cost now we have construction for the Public Safety Building, replacement of rooftop units, adding energy recovery, a few other bits of equipment, as well, plus controls replacement.
I just want to note in here, a little bit, we were drastically under for our boiler manifold rework. We're well under our heating & ventilation design work for this project. Todd and Nate, Nate from our office have also addressed the electrical switch gear. I will note that we still have some concerns with the generator. So, everything is looking pretty good, but that $3.3 million figure.

This is the total of the of what we've gotten from our, the YA Group, which is the estimator, the $3.2, that does not include controls. We're anticipating about $150,000 for the controls. We had a really good, this year, $15,000, if got the controls integrator into the building, so they've fully taken it over. The controls integration includes, because we're getting the rooftop units gutted, so that we actually put non-proprietary controls into the rooftop units, so that if we need to later on in its life, when we get to again replacing the units in 25 years, we should have no problem with that. But's it's going to make the actual installation of those rooftops much cleaner. So, that's that $3.2, so we're estimating that $3.349, we're at $3.2 plus the $150,000 we're anticipating for the controls. We're getting an estimate for the controls, we're just waiting, it should be in the next couple of days.
So, the next slide; the last time we were here, we were talking about, we want to bid the rooftop units and the equipment, what is does, it allows, we actually get the rooftop units here, hopefully, ideally into the winter months, around January. The controls intergrader can put all of its gear on there before we actually install it in the building. Again, this is a 24/7 facility, so we want to make sure that construction is pretty smooth. So, this is what we would be kind of asking to want to bid. So, this includes rooftops 1 and 2 and 3, the first two lines items, that includes our energy recovery. So, those are the units that during construction they're going to put additional duct work. Those supply the pods, massive amount of energy dump, there is no energy recovery, all we're doing is heating/cooling the space and straight exhausting it. So, again those energy recovery units, rooftops 4,5,6, 7a and 7b, a couple of the makeup air units, the makeup air units are pretty much just for the kitchen. The kitchen exhaust fans and then even some spilt systems for the main controls in the middle of the gym. So, that is pretty much the dollar amounts that we have.

STANLEY, MATT: Hugh, do we get the engineering done to know that all this can go on the roof? Because I know before there was a little bit of talk whether they need to be on the roof or be on the ground.

HARWOOD: Yup, there's a few things left with structural that we're waiting on, but that did take into account the additional structural work in the estimate. It did take in the additional work that we would need to be doing to reinforce, specifically 1 and 2, which are our larger units. Not our largest, but our larger, so it did take into account for that.

STANLEY, MATT: So, they are going to be able to be on the roof?

HARWOOD: Yes. So, that's where we are at right now with that dollar amount. The $1.39, 10% contingency, so it's $1.529, about 40% of the project is…

DOUGAN: That's breaking out, this is just the equipment only that we plan to purchase or bid in the near future that fits into that $3.3, $3.4 million that he showed you.

HARWOOD: Yes, this is not an additional to the $3.2. This is a part of that $3.2, it allows us to maintain that control and also when we get into specific construction documents, so what we're going to be bidding for the contract or to install, we actually have our own equipment. Which, that does buy down the cost a little bit, because the contactor does throw into it some contingencies,

not knowing what the equipment is. So, we actually have the equipment here, also, again, like I stated, when the equipment is here, we're going to have the controls intergrader installing that work before the anticipated spring construction time, installation. So, a lot of it is pulling the old unit off, we put the old unit on, some curve adaptors for controls, the controls are plug and play. Obviously, there's additional on some units there will be additional constructional and things like that, which now we need to start having a conversation, which you did, Jim, you did have a conversation with Dave, briefly, but we need to have that phasing and that scheduling, where we can shift, what we can do to make that work.

DOUGAN: We've got to start to those conversations now, but again, even knowing the equipment we've got will tell us how much structural has to go into the roof, which then also affects how much we affect Dave's everyday operations; right?

HARWOOD: The biggest conversation that we'll have with Dave is going to be pertaining to the kitchen. If we can work with the pods and moving individuals around, again, I need Dave's input on that, but we have a little bit more leeway with the pods, moving the inmates around, but it's the kitchen, making sure that stays up and operational, because the kitchen will are addressing, obviously, energy recovery, but also dehumidification in that area, as well. So, that would be the biggest talking point with Dave when it comes to the phasing.

STANLEY, MATT: Another reason for getting is equipment, correct, is we also know exactly what we're getting; correct?

HARWOOD: Yeah

STANLEY, MATT: In that way, we're not putting it out for some contractor to be like, hey, I can save a dollar here and get you this crap?

HARWOOD: Yup and also save in the markups that would be required from the contractor for it, as well, and again having a bunch of knowns.

STANLEY, MATT: And we know exactly where those things plug and play back into the building?

HARWOOD: Yup

DOUGAN: The typical, I mean competitive bidding, we're going to list a basis of design for our piece of equipment, but you've got in that spec, you've got to list at least 2 other manufactures or equals and we all know that not all equals, if you've been in the construction business are not always equal and so we want to see exactly what we've got, if we can.

HARWOOD: Yup, and lead times.

DOUGAN: Because even lead times make a difference; right? Because the best time to do this work is going to be in what we call "shoulder season", in either the spring or the fall. We're shooting

for the spring of 2027 to do the physical construction work. We're shooting to get the units out to bud in August. I will be bringing at DPW in July, I will bring a resolution to go out to bid for this and I will probably like to ask, not only to go out to bid, but also to award up to the dollar amount that you see there. Just so that once we get the bids, if they fall in-between when our typical meeting schedule is, we can move forward. I would still bring that back to all of you for what we actually got for bids, what the equipment is, what the deadlines are, but that's what I am thinking I am going to bring at DPW in July is that request.
So, I expected a question that you didn't get, so I will bring it up myself. I expected it from actually this guy right here, you know what's going to keep us from 20 years down the road, having to do the same project again?

HARWOOD: Especially for technical, we are, we have even begun doing with the controls, we are washing it out proprietary, so we ever need to go to a different intergrader, it's all plug and play components. It's all plug and play components. We're addressing, also the energy recovery, right now. So, within the future, now again, we're always going to be dealing with deprecating assets, that's the tough part about our business of what we're doing. We'll have it brand new, the day we put it in and then from then on out it starts deprecating, but actually the biggest thing is the proprietary. We are, that way we have options to jump around when it comes to more of a technical perspective of that.

MASCARENAS: Yeah, my concern last week and I talked to Jimmy about it briefly, was I am replacing them all at the same time, doing the same exact thing they did when they did it. We had no planning in place to kind of deal with that but in order to get out from those proprietary controls there's no other way to really do it other than getting out of it all at the same time. So, what it really comes down to, is okay, get it straight and then that future planning is what becomes more.

DOUGAN: So, Mike's question to me, last week, is partly why I asked, why we added a couple slides here to the end of this and why we asked our engineering interns to join us today and that's us working on our own asset management plans and that capital planning. Chances are these rooftop units are going to have a 20-year life expectancy, chances are that they are going to come due about the same time frame, maybe you can stretch some of them out, but there's a good chance that they're going to generally need to be replaced about that same timeframe. So, even with non-proprietary controls that will buy us some more flexibility, but there's a good chance that their life expectancy is going to be about the same. So, the capital reserve account that was set up a year or two ago to start planning for these kinds of things is continuing to find a way to fund that over time is really the key to depreciating assets but having asset management plans so that we're expecting these expenses instead of them just kind of showing up and so that's what we've asked.

HARWOOD: And we have addressed this, we're addressing the key issues, so hopefully then the next couple of generations from now they don't have to be dealing with those same issues, now they can actually focus on the asset management plan. Hey, can we replace it in 20 years, or 18 years can we replace 3 of them and then it's that year 18, and then year 20 replace 3 more and then year 22 our other smaller units that we have been able to make last, then you replace more.

Then you make it more of a phase approached, you know, hopefully and even now, we're actually able to get rid of those other major problems, energy recovery, proprietary controls, allowing us to have other options.

MASCARENAS: Yeah, the difficulty in government is you know what you know today and it's true and that can change and evolve within a minute and the people change and evolve, and this Board or no other Board can hold a future to the decisions we make today, and feel are important. So, while we have done a nice job at setting up those capital accounts and giving some financial flexibility in terms of getting these things accomplished that doesn't mean that's always going to be the case. It means it will be important as long as I'm here, it means it will be important for as long as all of you are here, but that can change and federal budgets and state budgets have a way of crippling us at times when mandates got to take over for the things you like to do. So, with that said, hopefully in 20 years, we'll have people in the room that have the courage to keep moving forward.

STANLEY, MATT: So, here's a fun question, is it better to actually budget and save the money knowing that you've got to do this project and do it all at once, are the cost savings of having them all done at once, be budgeting that money over 20 years. So, say it's $3.5 million now, if we take and start looking at that cost 20 years down the road it's probably going to be $6 million are we saving that money to do it all at once or we doing what Hugh said, do 3 this year and 3 the next and 3 the year after?

MASCARENAS: Yeah, so we do that with equipment. The equipment we sent up a budget amount that we build off our asset management plan. Buildings, what happened with our buildings, for those of you that have been around for a while, we were quite behind, in the budget our hands were really tied. There were projects that went undone for a lot of years and we get to play the catchup here. So, we're the ones, kind of cobbled in the bag, it's kind of like the levies in New Orleans. Everybody knew those levies were going to break at some point in time, they just hoped that it wasn't on their watch. Well, it happened on someone's watch, right? And it wasn't necessarily their fault, but they got to deal with the outcome of that. So, yes, you want to be in a spot where you have such a strong asset management plan that you're budgeting for those reoccurring costs annually and replacement costs. We've done that on some things. The other thing is, the capital accounts allow you to budget for some of those things and the unknown; right? So, I would like to tell you that, yes, you know we're going to have those funds there for this particular project we do, then Hurricane Irene hits and then those things happen where you end up going into our capital reserves to make up for some of the damage. So, the best laid plans always have flexibility that take into account emergencies and give you the ability to pivot. But, yeah, I think a combination of what you're saying, and those capital accounts is what's critical to make sure that you're on a good financial footing.

HARWOOD: And replacing them all at once, there is a benefit there. One crane mobilization, the actual contractor installing it, you know there is going to be inflated for each year, but there are pros and cons to it, and you know, and are we doing half and half or it is 2, 2, 2, 2, 2? You know there's pros and cons to each one of those. The cost does go up if you're not bundling all together,

on a construction side of things, as well. Different refrigerant for the rooftop units, so if you're spreading them out across the 6, 7, 8 years, you know what we've been dealing with recently, there's been such a volatile market with refrigerant for the units, they're changing them and changing them. So, you might have an obsolete kind of, when it comes to that roof style, obsolete on the first roof install and then on roof 6 it just might be a shift, you hit it wrong at the middle of the year where everything is shifting. So, there's definitely pros and cons and pivoting, the flexibility to the asset management plan I think is the most important part.

CLARK: I don't know when you guys started putting people in the office here, you two especially, that can do this, but it is obvious that we are very lucky to have people that are working on this and not going proprietary with some contractor and whatever. I was lucky enough to see that energy recovery station, the boilers. That's incredible work in there. I have worked in a lot of boilers through the years, welding and somebody had to do some real thought scratching in there, that's real serious work and all this stuff is going to help us in the future for sure.

MASCARENAS: Yup

CLARK: Again, you hired the right people.

PRESTON: Is there variability in these units? I mean like if a pod is less occupied, is there less draw with the unit? That would definitely be a factor?

HARWOOD: Yeah, refrigerant, there's going to be variable compressors, multiple variable compressors, so it will be pretty good sized units. So, with that energy recovery allows it to have a lot more just, you know, variability, you know, low draw on it, especially what we did with the boiler rooms, as well, so there is a lot of variability with that.

PRESTON: Whereas the kitchen is probably a continual draw?

HARWOOD: The kitchen is and that is more dehumidification control on that one, because it's pressures. You have to exhaust a lot, when you have a lot going in for air exchanges for CO, CO2, with your hoods, you've got a lot of gases burning off of our hood, a lot of humidity, a lot of exhaust, so that is why there is a like 4 makeup air units for that, there's not necessarily a rooftop unit, there's 4 makeup air units for that. The kitchen is, it's an industrial kitchen, she's an animal.

MASCARENAS: Hugh, you have done a little bit of this is the past and maybe we need to just review it, again, not today, obviously, you're probably not prepared to do that, but in some of this cost you're also, there's an energy savings there.

HARWOOD: Oh yeah.

MASCARENAS: And maybe a cost avoidance, right? So, if you were to do a benefit cost analysis and that kind of thing, problem is we do all these energy projects and you do not see the savings in your budget, because the cost of everything goes up. You don't see what you would have paid

had you not done it, right? It's not there, but when we look at our lighting projects and those types of things, we can see we're using a lot less electricity. Well, the budget's still the same, because that cost for that kilowatt hour has gone up.

CLARK: I get that same question every Board meeting.

MASCARENAS: Yeah, I think you'll see some similar benefits from this.

DOUGAN: We brought our kilowatt usage down since 2019, we brought it down by over 500,000 kilowatts. Our overall budget for electric is still high, but what would it be if we hadn't brought it down by 500,000 kilowatts.

TYLER: Yeah, we just had that LED project several years ago on our streetlighting and they said, you'll save a bunch of money, and I am looking at my budget now and it's over what it used to be. I can't imagine what it would have been if we didn't do the LED lights.

CLARK: I get the same exact question from one man at every board meeting, how come the bills went up? I said, did you go up at home? And he was like, well yes, so did ours.

DOUGAN: Propane, because of the boiler project was…

HARWOOD: I think we used about 1,500 gallons less. That's a very rough number, because you have to take into account the time of year it was, when we started reporting it, just a rough number, 1,500 gallons.

MASCARENAS: Well, in terms of the winter, it was kind of brutal. I got to fish on the lake an awful lot and I haven't been able to in the past, so it was cold.

HARWOOD: Yup, energy recovery, just to your point, it all of our pods, that's the main focus. Our pods, segregation, as well, so pod A, B and C and then seg., we are choosing not to do energy recovery on the admin side. The juice is not worth the squeeze on that one to do that. Because in order to have, because you actually have to, for energy recovery you have to return ducts back to the units. So, you don't just have the supply ducts to the space, but you also have, now you're doubling it, returning that air all the way back to the rooftop units. So, in the admin building, which is 911 dispatch, think of all the communication lines in there, that's FM200 system. That's basically, if there's a fire in that building it exhausts the gas, so basically people can stay there working, because we don't want, there's a fire in the building and dispatch leaves, well, hopefully nothing else happens throughout the rest of the County. So, they have to continuously operate. Where we would be putting those return ducts are full. Communication, the communication alone for ethernet and power it's a lot in that space, so it's just not worth it, of course we have mini-splits, we have other different components in that space which allows to offset a lot of the draw on the rooftop units. So, we have other things. The pod will just have the rooftop unit, so that is why we're going after those for the energy recovery and that's our biggest draw, 30-40 feet of

open air space, steel construction, whereas their cells, concrete blocks, so not great for retaining heat, so that's definitely way we're attacking those units for the energy recovery.

CLARK: Anything else?

STANLEY, ANDREW: Just a couple of quick updates. Frontier Town; the pre-design evaluation received last month, we sent it off to ESD for their concurrence on the recommendations. I haven't heard back from them yet. I don't imagine they're going to have any kind of comment, just a safe thing, send it off to them, make sure they're good with it and then we can proceed with design. Transportation Facility; interviews with two of the firms were completed. We interviewed MJ and CPL; the decision was made to proceed with MJ. So, right now we're currently awaiting the proposal from MJ and then once we receive that we'll review and if accepted we'll move in the contract phase.

DOUGAN: It was a good meeting, a good consult. Yeah, so next month, so I think it's been about, we've had the engineering intern program for about 8 years now?

HARWOOD: Yeah

DOUGAN: We're you in the first one?

HARWOOD: I was in the second one.

DOUGAN: So, we've had the program for about 8 years and every year we have the interns do a presentation to the Board. This year it looks like you guys are pretty full and we've, both Deter and Grace, Deter Olcott and Grace Hodgson are our interns for the summer. They've got quite a bit that they've been working on. So, we're going to make that a major focus of this Facilities Committee meeting, next month. We'll give you a quick update on other things, but they're going to talk about horizontal and vertical asset management plans that they've both been working on for us.

STANLEY, ANDREW: A preview of what Grace put together, a slide of the culvert data collection and then Deter's is the Ag and Youth asset management.

DOUGAN: So, just a quick look at what they've been working on and so it's, they're collecting information on all those depreciating assets that Hugh likes to talk about and you know, Grace has generally been focused on culverts and Deter has been focused on the Ag and Youth Building and so we'll let them present to you and how we're bringing those kinds of system, this kind of data from our engineering interns into all of this and then we continue to work with it in the future. You know, finding the time with staff like Hugh, Todd, Andrew, any of them to really go do an asset management plan is tough. So, we did it with signs a few years ago with an intern. Our pavement management program, when we did that presentation a couple of months ago, a lot of the initial data was done by interns, you included.

HARWOOD: Yup

DOUGAN: And so, we continue to build off of that. So, it's been a really good program that we continue to still use that data that the interns have gotten for us in the past and hopefully the interns are getting a lot out of it as well, as they go peruse their engineering careers. So, do either one of you want to say anything now or are you going to wait until next month to share your thunder?

HARWOOD: Especially coming out of the internship program, that's how I came here, so I value the internship program a lot. We try and give as much attention to the interns as possible, but that gets tough in the summer. You guys have been great, really independent this year, they've done a lot. So, thank you, at least from myself, thank you for continuing that.

DOUGAN: That's all we had for this month unless anybody else has any other questions?

MENSER: It may not pertain to this, but how are we coming with separating the bridges between Moriah and Crown Point?

DOUGAN: They approved it.

MENSER: They approved it?

DOUGAN: Yeah, they approved it. We are advertising on the 9th.

STANLEY, ANDREW: The current goal is we advertise Bradford Hill the end of this week with the bid openings on the 30th, which should allow us to award come August.

MENSER: Any chance that they'll actually get it done this year?

DOUGAN: Yeah

STANLEY, ANDREW: Yeah

DOUGAN: That's why we're doing it; they've got a small amount of in water work. We're actually going to reach out to contractors who we hear are not overly busy right now and try to do that. The super structure is steel, so we've already looked into the availability of that and because it's steel and there's a limited amount of in water work, they feel like they can work late into the year.

MENSER: Okay, good. I will make sure that my Board is aware of that on Thursday.

CLARK: Thank you all, you are adjourned.

AS THERE WAS NO FURTHER BUSINESS TO COME BEFORE THIS BUILDING AND FACILITIES TASK FORCE, IT WAS ADJOURNED AT 9:34 AM

Respectively Submitted,

Dina Garvey, Deputy Clerk
Board of Supervisors