

John F. Fuentes
County Administrator/Controller

Todd J. Campbell
Deputy Administrator



Cindy Moser
Finance Director

100 E. State Street, Suite 2100
St. Johns, Michigan 48879
(989) 224-5120 • Fax: (989) 224-5102
www.clinton-county.org

**INFRASTRUCTURE COMMITTEE
MAY 20, 2025 AT 9:00 A.M.
CLINTON COUNTY COURTHOUSE
BOARD OF COMMISSIONERS ROOM
100 EAST STATE STREET, ST. JOHNS, MI 48879**

1	9:00	CALL TO ORDER, ADDITIONS TO THE AGENDA
2	9:02	LIMITED PUBLIC COMMENTS
3	9:05	PUBLIC SAFETY FACILITY STUDY DISCUSSION (FACILITY DIRECTOR AND ARCHITECT)
4	10:00	20-YEAR MAJOR CAPITAL IMPROVEMENT PLAN
5	10:30	FAIRGROUNDS FACILITIES ASSESSMENT PROPOSAL
6	11:05	COMMISSIONERS' COMMENTS
7	11:10	ANY OTHER BUSINESS
MEETING STARTS PROMPTLY AT CALL TO ORDER TIME LISTED. AGENDA ITEM TIMES MAY VARY		

PACKET INFORMATION IS CURRENT AS OF POSTING DATE. **NOTE:** ADDITIONAL INFORMATION MAY BE PRESENTED ON SCHEDULED AGENDA ITEMS. AGENDA ITEMS MAY ALSO BE ADDED DUE TO BUSINESS NEEDS.

TO REQUEST ACCOMMODATIONS OR MATERIALS IN AN ALTERNATIVE FORMAT, PLEASE CONTACT ADMINISTRATIVE SERVICES AT 989-224-5120 OR VIA EMAIL AT ADMIN@CLINTON-COUNTY.ORG NO LATER THAN 48 HOURS PRIOR TO THE MEETING.



**CLINTON COUNTY
FACILITY AND FLEET SERVICES DEPARTMENT
ROB WOOTEN, DIRECTOR
1327 E. Townsend Rd., St. Johns, MI 48879
(989) 224-5105**

TO: Infrastructure Committee

FROM: Rob Wooten
Director – Facilities and Project Mgt.

SUBJECT: Townsend Campus Master Plan Update - Jail Remodel Option Update

DATE: May 19, 2025

The most recent update to the Townsend Campus Master Plan included development of a concept floorplan for new construction to meet the requirements defined by the space use program. This concept floorplan was used to develop construction cost estimates for a new Public Safety Facility.

An initial cost estimate for a remodel and addition to the existing facility was based on a cost per square foot calculation. Given the relatively high cost of this estimate, compared to the new construction cost estimate, a detailed concept floorplan for the remodel/addition option was not further developed. The Ways and Means and Infrastructure Committees recently discussed the development of a remodel/addition alternative prior to consideration of new construction.

The attached proposal from Hobbs + Black and BKV Group will provide an update to the Townsend Campus Master plan focused on further analysis of the remodel/addition option. A concept floorplan will be developed to meet the space use program as efficiently as possible while reusing as much of the existing facility as possible.

This update will also include a Facility Conditions Assessment of the current Jail facility. This assessment will review building envelope components, mechanical, plumbing, electrical, life safety, and security systems in more detail and determine the expected remaining life of each system or component.

The Facility Conditions Assessment data, as well as the concept floorplan for the remodel/addition option will be provided to the same three Construction Managers who provided cost estimates for the new construction option for development of construction cost estimates for the remodel/addition option.

SUGGESTED ACTIONS:

- Approve up to \$51,000 for updates to the Townsend Campus Master Plan focusing on a Jail remodel option

April 23, 2025
Revised, May 13, 2025

Via Email wootenr@clinton-county.org

Rob Wooten
Clinton County
100 E. State St., Suite 2100
St. Johns, Michigan 48879

RE: Proposal and Agreement for Clinton County Public Safety Facility Master Plan Jail Remodel Update

Dear Mr. Wooten:

Hobbs+Black Architects is pleased to submit the following Proposal/Agreement for professional services for the above-mentioned project in conjunction with our correctional consultant BKV Group.

Project Understanding

We understand that Clinton County Board of Commissions and would like an update to the study delivered on December 2024, with the addition of further program development and space planning for the Jail Reuse Option.

Public Safety Facility Update

- **Program:** The existing full program that has been developed will be applied to further study the Jail Reuse Option, so we are consistent with our analysis of all the options. This information will be used to make changes to the drawings and cost estimates once a mutually agreed upon solution has been developed.
- **Floor & Site Plans:** Further develop the floor and site plan concepts to show more detail on how this option can be logically implemented with the least disruption.
- **Operational Plan:** In conjunction with the Public Safety team leadership, show a staffing plan by post position and roving correctional officers.
- **Implementation Plan:** A construction implementation plan will be developed to include a diagram illustrating the construction sequence for a renovation/addition project.
- **Estimate:** Working with Granger Construction, Clark and Christman, update the cost estimate to reflect any changes in program and floor plan, and incorporate any changes in the assumptions (escalation, material changes, etc.) as well as the cost for any off-site inmate housing/transportation required to implement each phase of this option.
- **Facility Assessment:** Project team will perform a visual inspection of the existing Jail, carport and site around the Jail. The assessment will provide a written and pictorial overview of the condition of the building exterior, interior, and major mechanical, electrical, life safety and plumbing systems, noting items of concern. This section of the report will be included as a stand-alone appendix.

- **Update Study:** Develop an update summary report that documents the changes to program, plan, staffing, and costs for the project.
- **Presentations:** Develop materials for presentation of the update summary report to the Clinton County Infrastructure Committee and Ways and Means Committee. The HB/BKV team will be in person for these presentations.

We anticipate in planning this we would have five (5) in-person meetings with you and the user group, in development and refinement of the program, concept plans, and Board Meeting.

Deliverables

- **Report.** At the completion of the study all materials developed for each task will be compiled into a final report. A draft of the final report will be reviewed with you and other County stakeholders, and all final comments and input documented in the updated final report.
- **Presentations.** Power point presentation will be developed for the Board Infrastructure Committee and the Board Ways and Means Committee meeting summarizing the project and changes from the previous study.

Exclusions

Our proposal does not include any costs associated with securing or providing the following:

1. Geo-technical Evaluation(s). Existing documentation provided by the county can be included if available.
2. Environmental and Hazardous Materials Evaluation(s) and removal. Existing documentation provided by the county can be included if available.

Compensation

Based on our understanding of the project scope of work, Hobbs+Black will provide the A/E services described herein for a fixed fee of Forty-nine Thousand Five Hundred Dollars (\$49,500), plus normal reimbursable expenses.

Reimbursable Expenses

Out-of-pocket expenses needed to support the project, such as printing, copying, plotting, presentation materials, postage and delivery expenses, and mileage are in addition to our Fee, and reimbursable to Hobbs+Black, and will be billed at 1.1 times the actual costs. Mileage rate shall not exceed the IRS reimbursement rate in effect over the duration of the Project.

Anticipated Project Schedule

We anticipate that it will take 6-8 weeks to develop and complete the concept plan work identified. After finalizing the concept floor and site plan with the county, we will work with local construction managers to update the pricing for this option, which will take about 6-8 weeks once we have a final concept floor & site plan for a total timeline of 12-16 weeks from date of approval to proceed. The work to complete the facilities condition assessment will run parallel to the afore-mentioned scope.

Payment Terms

Compensation would be due and payable in monthly progress payments for services completed and expenses incurred. Payment shall be made within thirty (30) days of receipt of the statement.

If the project is postponed or abandoned, Hobbs+Black shall be paid for work already performed. Upon reinstatement of the project three months or more after its suspension or postponement, Hobbs+Black shall be paid an additional agreed upon amount to compensate for time used reviewing previous work and for inflation.

Additional Work

The services and fees described in this proposal are based on your request for proposal. Any additional work performed will require prior authorization by Clinton County in order to be compensated. Where such work is authorized, a mutually agreeable fee would be negotiated prior to the commencement of the additional work.

Ownership and Use of Documents

All the Drawings, Specifications and other documents prepared by Hobbs+Black ("Instruments of Service") for this Project shall become the property of Clinton County upon payment by Clinton County to Hobbs+Black. In the event that this Agreement is terminated for any reason, the Instruments of Service prepared by Hobbs+Black for this Project shall be delivered to Clinton County upon payment by Clinton County to Hobbs+Black of the compensation due to Hobbs+Black as of the date of termination. Clinton County shall defend, indemnify and hold harmless Hobbs+Black, its consultants, agents and employees of any of them from and against claims, damages, losses and expenses, arising out of or resulting from Clinton County's use of the instruments of service for any purpose other than completing this project.

Right to Disapprove

Clinton County shall have the right to disapprove any portion of Hobbs+Black's work on the Project, including, but not limited to, schematic phase, design development phase, construction documents phase, bidding or negotiation phase or construction phase work, and any other design work or documents, on any reasonable basis, including, but not limited to, aesthetics, or because in the Clinton County's opinion, the construction cost of such design is likely to render such work or the Project infeasible. In the event that any phase of Hobbs+Black's work is not approved by Clinton County, Hobbs+Black shall proceed, when requested by the Clinton County, with revisions to the design work or documents prepared for that phase to attempt to satisfy Clinton County's objections. These revisions will be made without adjustments to the compensation provided for hereunder, unless revisions are made to drawings previously approved under previous phases, in which case such revision services shall be paid as additional services. Should there be revisions to the original program after the approval of schematic drawings, which changes increase the scope of design services to be furnished hereunder, Hobbs+Black shall so notify Clinton County in writing and receive approval from Clinton County, before proceeding with revisions necessitated by such changes. No payment, of any nature whatsoever, will be made to Hobbs+Black, for additional work or services, without such written approval by Clinton County.

Insurance

Hobbs+Black shall maintain throughout the period of this Project, a standard form of errors and omissions insurance with an insurance company satisfactory to Clinton County. Hobbs+Black shall also maintain insurance coverage for comprehensive general liability, automobile liability and workers' compensation in forms and amounts satisfactory Clinton County. Hobbs+Black shall ensure that any and all consultants engaged or employed by Hobbs+Black carry and maintain similar insurance with reasonably prudent limits and coverage in light of the services to be rendered by such consultants. Hobbs+Black shall submit to Clinton County proof of such insurance in amounts satisfactory to Clinton County. Should any policy be cancelled, notice shall be delivered to Clinton County in accordance with the policy provisions.

Limitation of Authority

Hobbs+Black's authority is expressly limited to its duties set forth in this Agreement. Hobbs+Black shall have no right or authority to make any contract or otherwise binding promise of any nature whatsoever on behalf of Clinton County, whether written or oral. Without limiting the generality of the foregoing, Hobbs+Black shall not have the right to terminate any contractors of Clinton County nor shall Hobbs+Black have the right to bind Clinton County to any contract or agreement, borrow funds or incur any charge or liability in the name or on behalf of Clinton County or in respect of which Clinton County may be liable.

Dispute Resolution

All claims, disputes, and controversies arising out of or in relation to the performance, interpretation, application, or enforcement of this Agreement, including but not limited to breach thereof, shall be referred to Arbitration under the then current Construction Industry Rules of the American Arbitration Association prior to any recourse to a judicial forum.

Claims

All claims asserted against the Architect must be filed within a period of two years from the date of substantial completion of the improvement to real or personal property. A claim shall be defined by the service of a petition for Arbitration filed with the American Arbitration Association.

Commencement of Claims

Clinton County and Hobbs+Black (including Hobbs+Black's agents and subcontractors) shall commence all claims and causes of action, whether in contract, tort, or otherwise, against the other arising out of or related to this Agreement in accordance with the requirements of the method of binding dispute resolution selected in this Agreement within the period specified by applicable law. Clinton County and Hobbs+Black waive all claims and causes of action not commenced in accordance with this Section.

Indemnity

To the fullest extent permitted by law, Hobbs+Black shall defend, protect, hold harmless, and indemnify Clinton County and Clinton County's "Related Parties" (defined as commissioners, employees, and agents of Clinton County) from and against any and all liability, loss, claims, demands, suits, costs, fees and expenses (including actual fees and expenses of attorneys, expert witnesses, and related defense costs) arising out of or relating to Hobbs+Black's services, by whomsoever brought or alleged, including, but not limited to, those actually or allegedly arising out of bodily injury to, or sickness or death of, any person, or property damage or destruction (including loss of use), which may be imposed upon or asserted against Clinton County or Clinton County's Related Parties but only to the extent arising out of or resulting from Hobbs+Black's professional negligence, including without limitation any negligent act or omission (i) of Hobbs+Black; or (ii) of Hobbs+Black's consultants, subcontractors or suppliers; or (iii) of the agents, employees or servants of Hobbs+Black or its consultants, subcontractors or suppliers. Nothing in this provision shall be construed to impose a duty upon Hobbs+Black to defend, protect, hold harmless or indemnify Clinton County or its Related Parties for their own or sole negligence or that of another party.

Termination

Clinton County may terminate this Agreement upon not less than seven days' written notice to Hobbs + Black for Clinton County's convenience and without cause.

In the event of termination, Hobbs+Black shall be compensated for services performed prior to termination, together with reimbursable expenses then due.

In the event this Agreement is terminated, Hobbs+Black, as its sole and exclusive remedy hereunder shall be entitled to receive compensation for that portion of basic and additional services due for services performed in accordance with this Agreement and for reimbursable expenses incurred to the date of termination and substantiated as provided in this Agreement.

Survival

All warranties, indemnification obligations, representations and other agreements made by Hobbs+Black herein or in the Contract Documents, together with any and all causes of action and other rights and remedies which Clinton County may have as a result of breach of any term, covenant or condition or representation contained in this Agreement or in the Contract Documents, together with all obligations of Hobbs+Black hereunder or in the Contract Documents, shall survive any expiration or termination of Hobbs+Black's rights under this Agreement or in the Contract Documents. All rights and remedies of the parties hereunder are cumulative and the exercise of one or more of such rights and remedies shall not preclude the exercise of any rights or remedies whether concurrently or sequentially.

Form of Agreement

We propose this document be used as the basis for the agreement between our firms for a project of this size and scope. We have enclosed two executable copies of our Proposal/Agreement, which is valid for thirty (60) days. If it meets with your approval, please endorse both copies, return one to our office and retain one for your records.

Timing

Hobbs+Black Architects is prepared to begin work immediately upon your acceptance of our proposal and is flexible to work with your schedule.

If during your review you have questions or require additional information, please contact our office. Hobbs+Black appreciates the opportunity to continue partner with Clinton County and we look forward to working with you on this important project.

Sincerely,

Approved by:

HOBBS+BLACK ASSOCIATES, INC.

CLINTON COUNTY



Marty Ruiters, Licensed Architect
Vice President

Signature

MHR:ame

Title

Date

DETENTION DESIGN

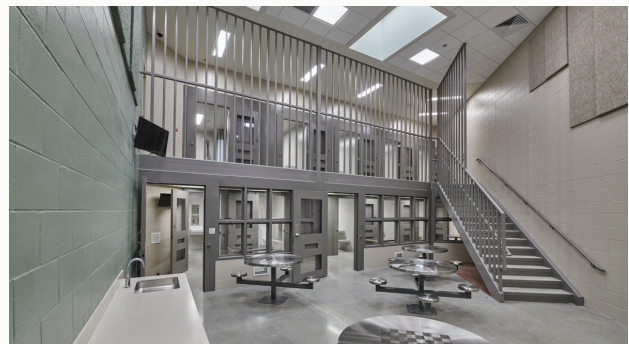


BKV Group believes that the human-nature relationship and human health are essential in the correctional environment for the overall well-being of jail staff and the residents in their custody. With a design focus on rehabilitation and restoration, we take a multi-disciplinary approach to creating therapeutic spaces and calm environments focusing on safety and security supporting the mind, body, and social health in the facility

Specialized Detention Expertise

Our core belief is that architecture has a profound responsibility to the community, and regardless of the project type, our duty is to always enhance the economic, aesthetic, social, and environmental context of the communities we work in. More than 45 years later, this vision has not changed. Today, we provide our government clients with superior customer service by adopting the client's goals as our own, enabling transparent decision-making, committing to responsible spending of public funds, and remaining passionate about the success of the communities

for whom we work. BKV Group has assembled a highly experienced and skilled group of architects, engineers, designers, and planning professionals who have spent a majority of their careers working in justice architecture with a special focus on jail design. Our in-house staff has experience on more than 70 detention projects representing more than 180,000 beds nationally. We offer comprehensive services include pre-design studies (facility assessments, operational assessments, projections, space programming, concept design and costs) and full design services (schematic design through construction administration) for additions and renovations and new construction.



Specialized Detention Expertise

BKV Group is not content to provide status-quo jail solutions. That said, many of our projects represent innovative design that solve each client's individual needs. With all jail designs across many diverse jurisdictions, some key considerations are always necessary. Our experienced jail designers will assist with weighing the various choices that fall within these categories with the cost and design best representing your values.

These key considerations include:

- Staffing and Operational Efficiencies
- Medical / Mental Health
- Safety and Security
- Energy Efficient
- Cost & Constructability
- Increased Separations and Classifications
- Codes and Standards



Research & Innovation *Infectious Disease Control*

The key words are ventilation, air flow management, and air purification as the response required to keep staff and people in their custody safer. Concepts that should be applied include

increased outdoor air ventilation rates to dilute the return air stream with variable-speed fan motors that control of the speed of airflow; use laminar flow air distribution versus mixing air flow patterns; provide localized exhaust system for source control in high risk areas; install filters with increased efficiencies and enhanced particle filtration capacity (MERV) to the greatest extent possible; and consider ultraviolet-C light (UV-C) to deactivate pathogens.

Enhanced Intake Center

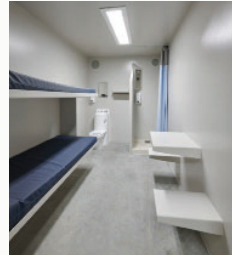
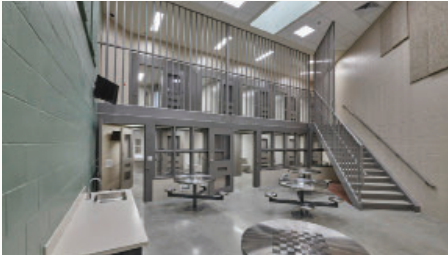
A growing body of evidence suggests that the first 24- to 48-hours of the experience and environment that a person in jail encounters is the most critical regarding their outcomes in their court case, and their well-being and mental health. The modern intake center must balance security, health, and efficiency in obtaining information from the arrestee during the booking process while subtly trying to relieve stress of the arrestee. Special considerations regarding infection control and safety of the staff are critical in this zone where everyone begins the process in intake. Notable changes to the intake center include: faster, easier assessment process; more private check-in process, and improved acoustics. ▲



DETENTION EXPERIENCE

In the last 10-years more than 30 jail projects with our team members delivering more than 180,000 beds.

MORE THAN **180,000** **BEDS**



Aitkin County Government Center, Jail Study, Aitkin, MN • Aitkin County Jail/LEC and Courthouse Expansion, Aitkin, MN • Alpena County Sheriff's Office & Jail, New Facility, Alpena, MI • Anoka County Juvenile Detention Water Service, Anoka County, MN • Arapahoe Residence Center, Community Corrections Facility Assessment, Littleton, CO • Bayfield County, Security and Space Needs Study, Bayfield, WI • Becker County Law Enforcement Center, Addition and Remodel, Detroit Lake, MN • Bedford Municipal Center, New Facility, Bedford, OH • Beltrami County Jail Consultant Master Plan, MN • Benton County Jail, Foley, MN • Brookings County Detention Center Study & Addition, Brookings, SD • Bureau County Law Enforcement Center, Sheriff's Office & Jail Renovation, Princeton, IL • Carlton County Master Planning, Carlton, MN • Carver County & Scott County New Dispatch / 911 Feasibility Study • Codington County Justice Center Study, Watertown, SD • Dakota County Law Enforcement Center Needs Assessment, Hastings, MN • Dakota County Entry Plaza Renovation, Dakota County, MN • Dane County Courthouse, Dane County, WI • Douglas County Jail Study, Tuscola, IL • Freeborn County Government Center, Master Plan, Study, Addition & Remodeling, Albert Lea, MN • Fillmore County Jail Pre-Design, Preston, MN • Harlan County Judicial Center, Master Plan, Remodeling & Renovation, Harlan, KY • Heartland Girls' Ranch, Community Corrections Facility, New Facility, Benson, MN • Hennepin County Probate/Mental Health Court Remodeling, Minneapolis, MN • Hennepin County Drug Court Remodeling Phases 1 & 2, Minneapolis, MN • Hennepin County, Adult Correctional Facility Men's Building Window Study, Minneapolis, MN • Hennepin County, Adult Correctional Facility Women's & Work Release Exterior Envelope Study, Minneapolis, MN • Ingham County Justice Center, Mason, MI • Isanti Law Enforcement Center, Needs Assessment Study and Jail Expansion, Cambridge, MN • Kalkaska County Jail Study, Kalkaska, MI • Lake County Courthouse, Facility Master Plan, Lake County, OH • Le Sueur County Justice Center, New Facility, Le Center, MN • Leech Lake Band of Ojibwe Justice Center, Cass Lake, MN • Mahnomon County Joint Public Safety Facility Feasibility Study, Mahnomon, MN • Mille Lacs County Jail, Jail Assessment and Expansion Concepting, Milaca, MN • Minnehaha Juvenile Regional Detention Center, Needs Assessment and Master Plan, Sioux Falls, SD • Minnesota Correctional Facility, Remote Security Locking, Faribault, MN • Minnesota Correctional Facility, Cottage Unit and Warden's Residence, Needs Assessment, Red Wing, MN • Minnesota Correctional Facility, Supportive Mental Health Living Unit, Red Wing, MN • Minnesota Correctional Facility, Independent Living Unit Needs Assessment Study, Red Wing, MN • Minnesota Correctional Facility, Unit "D" and Segregational Unit Modifications, St. Cloud, MN • Minnesota Correctional Facility, Kitchen Equipment, St. Cloud, MN • Nicollet County Courthouse, Study and Master Plan, Nicollet County, MN • Nye County Justice Facility, Nye County, NV • Olmsted County Health and Human Services Office Building, Rochester, MN • Olmsted County 2118 Building Remodel & New DNR Building, Rochester, MN • Olmsted County Government Center Justice Systems Remodeling, Rochester, MN • Parma Justice Center, New Facility, Parma, OH • Pennington County Jail, Needs Assessment and Master Plan, Rapid City, SD • Pennington County Juvenile Detention Center, Needs Assessment and Master Plan, Rapid City, SD • Pennington County Jail Facility Needs Assessment Study, Rapid City, SD • Pennington County Work Release Facility, Needs Assessment and Master Plan, Rapid City, SD • Pennington County Justice Center, Study and New Construction, Thief River Falls, MN • Pine County Justice Center, Needs Assessment & New Facility, Pine City, MN • Pine County Jail Study, Pine City, MN • Pope County LEC/Government Center Master Plan & Needs Assessment, Glenwood, MN • Ramsey County Correctional Facility, Predesign Master Planning Study, Maplewood, MN • Scott County Government/Justice Center, Space Needs Assessment Study, Shakopee, MN • Scott County Jail Dayroom Remodeling, Shakopee, MN • Stearns County Jail, Law Enforcement Center, & Court Assessment and Master Plan, St. Cloud, MN • St Croix County Dayroom Railing Improvements, Hudson, WI • St. Louis County Jail Study, Duluth, MN • Todd County Law Enforcement Center, Addition and Remodel, Long Prairie, MN • Volunteers of America, Juvenile Supportive Services, Needs Assessment and Master Planning, Sioux Falls, SD • Wadena Courthouse Planning & Remodeling, Wadena, MN • Washburn County Government Center, Condition Assessment, Washburn County, WI • Waseca County Justice Center Study, Waseca, MN • West Central Treatment and Correctional Center, Pre-design, Fergus Falls, MN • Winona County Courts Remodeling, Winona, MN • Winona County Jail, Master Plan, Winona, MN • Youthtrack Juvenile Facility, Community Corrections Facility Assessment, Morrison, CO

TYPE

Study for Jail, Sheriff's Office

SCOPE/SERVICES

Property Condition Assessment, Operational Assessment, Jail Data Analysis, Facility Space List, Master Plan Concepts, Cost Estimate, Implementation Plan

FIRM'S ROLE

BKV Group (Prime)

ARCHITECT OF RECORD

Bruce Schwartzman, Government Practice Leader, Senior Partner Minneapolis Office:
222 North 2nd Street, Ste 101
Minneapolis, MN 55401
p: 612.373.9104
e: bschwartzman@bkgvgroup.com

PROJECT MANAGER

Henry Pittner, AIA
Justice Practice Leader, Partner Chicago Office:
209 S. La Salle Street, Ste 920
Chicago, IL 60604
p: 224.250.3878
e: hpittner@bkgvgroup.com

PROJECT VALUE

\$16.2 M (est.)

OVERALL CHANGE ORDER %

N/A

PROJECT START

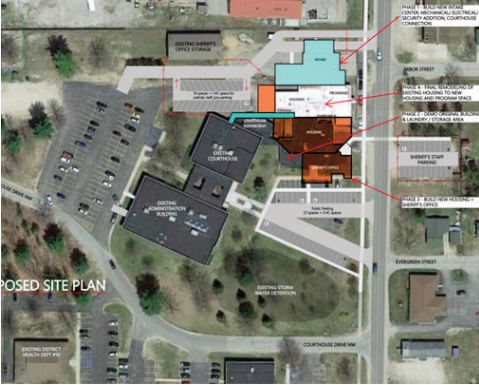
September 2021

COMPLETED

December 2021

OWNER'S REPRESENTATIVE

Kalkaska County Board of Commissioners, Kalkaska, MI
605 N. Birch St
Kalkaska, MI 49646
Contact:
Sheriff Patrick Whiteford
p: 231.258.8686
e: pwhiteford@kalso.org



JAIL NEEDS ASSESSMENT & MASTER PLAN STUDY

KALKASKA COUNTY, MICHIGAN

Kalkaska County is a rural northern Michigan county with a population of about 18,000 people. The current Sheriff's Office and Jail was completed in 1975 and an addition in 1980 expanded the housing capacity to 62 persons in-custody. The facility has served the county well through the years, however, the building infrastructure is in poor condition, the jail is operationally obsolete, and the overall lack of space or inappropriate space for every component of the jail including security, central control, booking, program space, and lack of appropriate housing unit sizes and number of separations and classification opportunities has moved the County Board to commission a study. The immediate objective of the study is to evaluate specific options and feasibility of renovating the jail to accommodate the County's long-term needs.

After performing the property condition assessment, operational assessment, jail data analysis, and facility space list three master plan concepts were conceived and developed. All options included conceptual site and building plans, cost budgets, and an implementation plan. The each solution included maintaining the existing existing staffing count - no additional staff.

Option 1 considered using the existing jail as a short-term processing / holding center and moving those in-custody to out-of-county placements. Option 2 considered extensive remodeling and updating of the existing facility and building a new housing and booking center (\$25M). Option 3 considered building a new jail and Sheriff's Office on the existing campus and eliminating the existing jail (\$21M).

After a year of deliberations, the County Board selected Option 1 as the immediate solution using ARPA money for a limited remodel of the existing mechanical systems and intake center. The Board's long-term goal is to develop Option 3.



INGHAM COUNTY JUSTICE COMPLEX

MASON, MICHIGAN

The new 180,000 square foot Ingham County Justice Complex consists of the 55th District Court and the Ingham County Sheriff's Office & Jail in a combined new facility on the existing Justice Complex site. The exterior design showcases timeless contemporary design, with access to daylight in each courtroom / hearing room, access to daylight for all staff areas, and thoughtful spaces for staff collaboration. The site of the courthouse is planned with appropriate security perimeter staff-off distances / security, secure staff parking, cameras, lighting, and low landscape plantings using CPTED (Crime Prevention Through Environmental Design) principles.

The main level provides access to the public and access to the services they interact with including Records Management, Finger Printing, the Protective Order Office, Interview Rooms, and restricted access to Investigations. The lobby also provides access to public spaces on the upper floors via an elevator.

The facility features a combined Sheriff's Office / Courthouse entrance with full security screening for the building. The public spaces are arranged for wayfinding and high volume – Jury Assembly is adjacent to security, there is a separate clerk lobby with clerk counters, and the courts are organized by the volume they anticipate under current operations. Spaces include a jury assembly room, offices for the City Attorney, Prosecuting Attorney, Public Defender, Victim/Witness Room, Mothers Room, and a Family Room for children used while court is in session. The fourth level provides training spaces for the Sheriff's Offices and includes divisible classroom spaces and tactical training room.

The modern facility includes two technologically advanced, fully accessible district courtrooms and magistrate's hearing room with direct secure and separate holding access to the courtrooms. Each Courtroom / Hearing room is entered by a sound lock vestibule flanked by two attorney/client conference rooms.

The Sheriff's Office is organized into four stories - the lower level is the Sheriff's Office and Jail entrance to the facility from their secured parking area, contains shared spaces with the jail such as the roll call room, locker rooms, outside laundry closet, and a fitness room and fast access spaces for the patrol team including the quarter master office and storage, evidence drop-off and storage, and the patrol office. This level has direct access for the staff to post in jail.

A special feature of the building is a staff dedicated shared building-wide Micro-Kitchen Break Room featuring glass front coolers for beverages and cold foods, racks with bins/baskets for fresh fruit, bulk snacks, and individual servings of snacks, candy, gum, and mints, with indoor / outdoor seating, individual restrooms, and a mother's room.

TYPE

Courthouse & Jail & Security / Law Enforcement Facilities – New Facility

SCOPE/SERVICES

Space Needs Assessment, Planning, Programming, Design, Architecture, Interior Design, Landscape Architecture, Electrical Engineering, Structural Engineering, Mechanical Engineering, Specifications, Code Analysis, Construction Administration

FIRM'S ROLE

BKV Group (Prime)

ARCHITECT OF RECORD

Henry Pittner, AIA
Justice Practice Leader, Partner
Chicago Office:
209 S. La Salle Street, Ste 920
Chicago, IL 60604
p: 224.250.3878
e: hpittner@bkgvgroup.com

PROJECT MANAGER

Same as above

PROJECT VALUE

\$ 68,376,177.55

OVERALL CHANGE ORDER %

The project is in process, there are no change orders and no extensions as of today.

PROJECT START

June 2019

COMPLETED / EST COMPLETED

Phase 1: January 2023
Phase 2: August 2023 (est.)

OWNER'S REPRESENTATIVE

Tom Shanley
Building Authority Owner's Representative
p: 517.999.9193
e: Tom.Shanley@kramermg.com





ALPENA COUNTY JAIL & SHERIFF'S OFFICE

ALPENA, MICHIGAN

The new Sheriff's Office and Jail facility is located on a county owned site east of the Alpena County Airport. Pre-design services were completed by another team - they were local and did not have experience in planning or constructing a Sheriff's Office and Jail. The unintended consequence for the was that the County passed a bond referendum based on construction costs that are 40% lower than comparable costs in Michigan and there was an error in the space program spread sheet showing 30% less area than required for the size of the project.

BKV Group's task was to maximize their budget and deliver a great facility that met the spatial and functional requirements described to the voters - the task was successfully accomplished through several innovate methods.

The facility houses the Sheriff's Administrative Offices including a facility reception area including visitation for the jail and finger printing, Sheriff's Administrative Team, Patrol, Evidence drop-off / storage, Training Space, locker rooms, and a staff break room with outside access to a covered porch.

The jail consists of 98 beds with 13 housing separations, intake / booking center, kitchen and laundry, central control, and program spaces including an indoor/ outdoor recreation area and classrooms.

TYPE

Jail & Security / Law Enforcement Facilities – New Facility

SCOPE/SERVICES

Planning, Programming, Design, Architecture, Interior Design, Landscape Architecture, Electrical Engineering, Structural Engineering, Mechanical Engineering, Specifications, Code Analysis, Construction Administration

FIRM'S ROLE

BKV Group (Prime)

ARCHITECT OF RECORD

Henry Pittner, AIA
Justice Practice Leader, Partner
Chicago Office:
209 S. La Salle Street, Ste 920
Chicago, IL 60604
p: 224.250.3878
e: hpittner@bkgvgroup.com

PROJECT MANAGER

Same as above

PROJECT VALUE

\$10,271,052.10

OVERALL CHANGE ORDER %

22 Change Orders, \$107,375.10, no time change due to change orders.

PROJECT START

Design: April 2018
Construction: April 2019

COMPLETED

February 2021

OWNER'S REPRESENTATIVE

Bill Peterson
Chairman, Alpena County Board of Commissioners
p: 989.354.9500
e: billpeterson@alpenacounty.org



John F. Fuentes
County Administrator/Controller


Todd J. Campbell
Deputy Administrator



Cindy Moser
Finance Director

100 E. State Street, Suite 2100
St. Johns, Michigan 48879
(989) 224-5120 • Fax: (989) 224-5102
www.clinton-county.org

TO: Infrastructure Committee

FROM: 
John F. Fuentes, County Administrator/Controller

DATE: May, 2025

SUBJECT: Capital Improvement Projects Schedule/Review Capital Improvement Plan

This review will focus on the public improvement fund. This fund accounts for a majority of equipment replacement and major projects included in the five-year capital improvement plan. Attached to this memo is a 20-year long-term capital improvement planning document.

Information related to the current five-year capital improvement plan can be found in the approved annual 2025 budget document under the capital improvement plan. The Capital Improvement Plan is reviewed annually during development of the County budget.

The most recently reviewed 20-year planning document has been provided for discussion regarding alternatives to the construction of a public safety facility.

As always, Administration will recommend an updated capital improvement plan to be considered for adoption in conjunction with the 2026 budget presented to the Ways & Means Committee in September.

Suggested Action:

No action is required; discussion regarding the long-term planning changes based on an assessment of alternatives for a public safety facility project.

20 Year Major Capital Project Projection

Priority	Project Description	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	Total		
1	New Public Safety Facility																								
	- Public Information/Marketing Consultant		\$100,000																					\$100,000	
	- Design/CM/Precon. Services		\$100,000	\$5,000,000																				\$5,100,000	
	- Construction				\$43,000,000	\$43,000,000																		\$86,000,000	
	Current Facility Major Projects																								
	- A/E Services	\$500,000																							\$500,000
	- HVAC/boilers/plumbing/exhaust fans/softener	\$3,500,000																							\$3,500,000
	- Jail lock/security control system	\$900,000																							\$900,000
	- Exterior tuckpointing/caulking	\$70,000																							\$70,000
	- Shower Repairs	\$200,000																							\$200,000
	- Generator/ATS/Electrical	\$500,000																							\$500,000
	- Fire alarm system sustainment	\$100,000																							\$100,000
	- Walk-in cooler/freezer equipment	\$40,000																							\$40,000
	- Kitchen Hood/MAU equipment	\$40,000																							\$40,000
	- Booking Area Renovation/Expansion																								\$0
2	Maintenance Facility Expansion Phase 1																								
	- Townsend Surveying/Soil Borings/Etc.	\$35,000																						\$35,000	
	- Design/Precon. Services	\$350,000																						\$350,000	
	- Construction		\$8,500,000																					\$8,500,000	
3	Greenhaven Replacement												\$30,000,000											\$30,000,000	
4	Prosecutor's Office Suite Remodel	\$200,000																						\$200,000	
5	Courthouse Indigent Defence Suite Remodel		\$300,000																					\$300,000	
6	Courthouse Entry Remodel			\$1,000,000																				\$1,000,000	
7	Courthouse Suite Remodels			\$100,000	\$100,000	\$105,000	\$105,000	\$105,000	\$110,000	\$110,000	\$110,000	\$115,000	\$115,000											\$1,075,000	
8	911 Facility																			\$25,000,000				\$25,000,000	
9	Comprehensive Plan Update			\$60,000					\$65,000					\$70,000					\$75,000					\$270,000	
10	Health Department Remodel				\$750,000																			\$750,000	
11	Fairgrounds Master Plan Development		\$25,000																					\$25,000	
12	Smith Hall Site Reclamation				\$125,000																			\$125,000	
13	Parks Master Plan/5 Year Parks and Rec Plan Update	\$50,000					\$55,000					\$60,000					\$65,000						\$70,000	\$300,000	
14	Clinton Lakes/Motz Park Maint. Bldg. Replacement		\$525,000																					\$525,000	
15	Clinton Lakes Park Pavilion			\$85,000																				\$85,000	
16	Clinton Trails Park Development (plans and design)		\$20,000																					\$20,000	
	- Non-Motorized Path Development			\$300,000																				\$300,000	
	- Parking Lot Enhancements				\$750,000																			\$750,000	
	- Vaulted Toilets					\$500,000																		\$500,000	
	- Maintenance Building					\$500,000																		\$500,000	
	- Fishing/Observation Piers					\$200,000																		\$200,000	
17	Clinton Lakes Park Vaulted Toilets Grant Match		\$250,000																					\$250,000	
18	Health Department Facility Expansion																					\$8,000,000	\$8,000,000		
19	Maintenance Facility Expansion Phase 2																				\$10,000,000		\$10,000,000		
	Total Major Projects	\$6,485,000	\$9,820,000	\$6,545,000	\$44,725,000	\$44,305,000	\$160,000	\$105,000	\$175,000	\$110,000	\$110,000	\$175,000	\$30,115,000	\$70,000	\$0	\$0	\$65,000	\$0	\$75,000	\$25,000,000	\$10,000,000	\$8,070,000	\$186,110,000		



CLINTON COUNTY
FACILITY AND FLEET SERVICES DEPARTMENT
ROB WOOTEN, DIRECTOR
1327 E. Townsend Rd., St. Johns, MI 48879
(989) 224-5105

TO: Infrastructure Committee

FROM: Rob Wooten
Director – Facilities and Project Mgt.

SUBJECT: Fairgrounds Facility Condition Assessment

DATE: May 19, 2025

There is \$25,000 included in the 2025 Capital Improvement budget for development of a Clinton County Fairgrounds Master Plan. The ultimate goal of this master planning effort is to define the long-term functional goals and operational strategies for the Clinton County Fairgrounds.

This planning effort will also provide cost estimates for Fairgrounds facility repairs and replacement that will be required over the next 20 years to support the long-term goals.

The first step of this effort is a facility conditions assessment of the existing Fairgrounds facilities. This assessment will include inspections of mechanical, plumbing, electrical, architectural, and structural systems of 12 existing Fairgrounds facilities: Smith Hall, Peck Hall, Horse Barn, Fair Office, Snack Shack, Restrooms, Horse Arena Announcer Stand, Covered Pavilion/Show Arena, Dairy Barn, Beef Barn, Hog Barn, and the Small Animal Barn. The assessment will also determine the level of ADA compliance for the above facilities.

This assessment will result in a report listing all major facility systems and components, the remaining useful life of each system, and a replacement cost estimate. This data will support the development of an over-all Fairgrounds Master Plan development, as well as the County's Capital Improvement planning and budgeting efforts.

Facility and Fleet Services evaluated two proposals received for the completion of this assessment and has recommended the most cost effective proposal for consideration.

SUGGESTED ACTIONS:

- Approve up to \$30,500 for a Fairgrounds Facility Conditions Assessment

Sent via email: wootenr@clinton-county.org

May 16, 2025

Rob Wooten
Director – Facilities and Project Management
Deputy Emergency Manager
(989) 224-5104 Office

**RE: Professional Services Proposal
Clinton County Fairgrounds - Facility Assessment
St. Johns, MI
Matrix Project No. 250404.00**

Dear Rob:

We are pleased to submit this proposal for Mechanical, Electrical, Plumbing, Architectural, & Structural Engineering services in accordance with the information described below.

Project Description

Matrix will provide mechanical, plumbing, electrical, architectural, & structural facility assessments for twelve (12) Clinton County Fairground buildings located in St. Johns, MI. The buildings include the Horse Barn (5,800 SF), Small Animal Barn (5,800 SF), Horse Arena Announcer Stand (312 SF), Fairgrounds Restrooms (1,250 SF), Dairy Barn (6,240 SF), Beef Barn (9,750 SF), Fair Office (1,320 SF), Peck Hall (6,000 SF), Smith Hall (10,000 SF), Food Stand (288 SF), Show Arena (7,200 SF), and the Hog Pavilion (7,200 SF) will all be included in the assessment (approximately 61,160 total sq. ft.).

The mechanical, electrical, and plumbing assessment will include walking through the facilities and gather information with regards to the MEP systems serving each building. A report will be compiled that documents each system within each building, an evaluation of conditions, and an opinion on useful life expectancy left for the equipment. A priority list will be generated based on condition, system redundancy, and consequences of failure.

The architectural and structural assessment will include conditions of the existing buildings and their structure. Systems will include exterior walls, windows, roof, entrances/exits, corridors, stairways, ramps, and finishes. Structural systems will include a visual inspection of superstructure components and systems that are readily observable visually. Each building will be assessed with ADA compliance based on state regulations. Investigation of interior finishes will only include the Smith Hall building.

The final report will include the required system improvements, energy efficiency considerations and best practices. The report will include recommendations for improvements or renovations of each building's systems and cost estimates (for items valued over \$3,000) in a prioritized range based on the 20 year development plan.

IN SCOPE OF SERVICES

- Field Work
- Mechanical System Analysis
- Electrical System Analysis

- Plumbing System Analysis
- Architectural System Analysis
- Structural System Analysis
- Architectural Interior System Analysis (Smith Hall Only)
- Review existing prints
- Cost Estimates
- (1) Review Meeting
- Final Report

NOT IN SCOPE OF SERVICES

- Construction Documents

Professional Fees and Project Related Cost

Matrix Consulting Engineers, Inc., will provide the above scope of services for a fixed fee of:

MEP Assessment	\$18,300
Architectural/Structural Assessment.....	\$11,500
Total.....	\$29,800

In addition to professional fees, we would expect to be reimbursed for "out of pocket" expenses related to printing and photographic reproduction of documents other than for in-house coordination, permits and approvals secured on behalf of the owner, express mail and courier service, and any trips to the job site. "Out of pocket" expenses will be invoiced at 1.10 multiplier.

We intend this letter to provide you with full information relative to our services and the fees associated with those services. Should you have any questions or require additional information, please contact me at your convenience.

Should this proposal meet with your approval, please indicate your acceptance by signing below, and returning a copy to this office.

Sincerely,

Matrix Consulting Engineers, Inc.

Craig A. Trierweiler, P.E., LEED AP, CxA
President

cc: Proposal File

Accepted by: _____

Date: _____