

DSS Facility Ad Hoc Committee

July 12, 2016
2:00 PM
4th Floor Conference Room

CALL TO ORDER

Mr. Rush called the meeting to order at approximately 2:00 PM

8911 FARROW ROAD PROPERTY ASSESSMENT

Mr. Fosnight stated he did extensive research on available commercial properties that would accommodate the needs of DSS, as well as, CASA. The 8911 Farrow Road property was the only property available to meet all of the needs.

Support Services provided estimates of all the costs/repairs needed for facility.

- Roof and HVAC system need to be replaced
- Fire Suppression System needs to be updated
- List price for building is \$4.2 million

Mr. Pearce inquired as to whom Mr. Fosnight had spoken to regarding available property.

Mr. Fosnight stated he did an independent search, as well as, spoke with realtors.

Mr. Pearce inquired if there was land available and how much it would approximately cost to build a facility.

Mr. Fosnight stated he was not sure if there is land available that meets the criteria, but the cost estimate provided previously was \$34 million for land acquisition and construction of a new facility.

Ms. Dixon inquired about the square footage of the current location.

There is 60,322 sq. ft. in the current building, which includes the warehouse but not the basement.

The basement is currently being utilized to hold the County's surplus items designated to go to auction. Procurement generally holds an auction once or twice a year; therefore, the basement is currently almost to capacity.



Committee Members

Torrey Rush, Chair
District Seven

Julie-Ann Dixon
District Nine

Greg Pearce
District Six

Others Present:

Chad Fosnight
Michelle Onley
Roxanne Ancheta
Brandon Madden
John Hixon
Bill Peters
Hayden Davis
David Bertolini

Senator Joel Lurie

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NEXT STEPS FOR RENOVATION OF DSS FACILITY

Mr. Madden stated the estimate for renovations is approximately \$3 million. The next step would be to have Mr. Fosnight to bid out the project based upon the estimate.

Mr. Pearce inquired if the estimate is based upon DSS's needs or what the County can provide with the \$3 million available.

Mr. Madden stated the estimate takes into consideration DSS's needs. It will provide them with additional square footage.

Senator Lourie inquired about meeting space for small groups.

Mr. Madden stated the space can be reconfigured to accommodate DSS's needs (i.e. additional meeting space, reconfiguring cubicles, etc.)

Mr. Hixon stated there will be minor exterior renovations, but nothing architectural.

Senator Lourie recommended the cubicle spaces be a little more spacious than they are now. In addition, he would advocate for the State to assist with funding if the renovations were to exceed the \$3 million available.

Mr. Hixon stated the most critical needs for the existing facility are:

- Replace of the ceiling tiles
- Exchanging fluorescent lighting with LED lighting system
- Painting of interior and exterior walls
- Removal and replacement of carpeting
- Removal and replacement of VCT and LBG tiles, where needed
- Removal and replacement of roof system
- Removal and replacement of HVAC system

The original plans called for 10 rooms for CASA, which could be reconfigured to provide additional cubicles, etc.

Mr. Rush suggested coordinating the meeting room usage between DSS staff and CASA to more adequately accommodate the needs of DSS.

The renovations will be implemented in phases to keep the disruptions to a minimum.

DSS Personnel will be setting up a meeting with CASA and County Staff to discuss the path forward.

The bonds will be issued in the fall; therefore, preliminary plans could be worked on until the funding does become available.

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ADJOURNMENT

The meeting adjourned at approximately 2:47 PM.

