



MEMO

County
Administrator

Robert Wilson
701-241-5770
wilsonro@casscountynd.gov

TO: Cass County Board of Commissioners
FROM: Robert Wilson
DATE: September 21, 2018
SUBJECT: Jail Booking Area Masterplan

The 2018 Commission Budget includes \$100,000 for a Future Jail Expansion Study. Jail Administrator Andy Frobig and I have had detailed conversations about the current jail facility, upcoming needs and the appropriate scope of this work.

Through those discussions Captain Frobig indicates the jail booking area is the section of the facility most in need of review due to consistent increases in activity. Despite recent average daily population decreases, the number of bookings have increased consistently over the last four years.

This is **NOT** a first step towards initiating a jail-related construction project. This is an information-gathering process to consider best options for long-term facility planning.

The Administration Office solicited proposals from qualified firms to prepare a Booking Area Master Plan that will aid future jail planning efforts. Three proposals were received and are included for Commission review. The proposers are:

- BWBR (\$24,500)
- Klein McCarthy Architects (\$4,900) &
- Michael J. Burns Architects (\$18,750)

Captain Frobig, Buildings & Grounds Supervisor Gene Gartner and I have reviewed the proposals. Based on that review I recommend Cass County accept the proposal submitted by Klein McCarthy Architects. Please call me if you have questions.

Respectfully Submitted,

Robert W. Wilson
County Administrator

Suggested Motion:

To accept the proposal from Klein McCarthy Architects to prepare and deliver a Jail Booking Area Masterplan at a cost of \$4,900.

Box 2806
211 Ninth Street South
Fargo, North Dakota 58103

www.casscountynd.gov

CASS COUNTY ADMINISTRATION

BID PACKAGE

JAIL BOOKING AREA MASTERPLAN

-This bid package contains the following

-Instructions to Bidders

-Specifications and Bid Form

Approved by:

**Robert Wilson
County Administrator
Dated: September 4, 2018**

INVITATION TO BID

Sealed bids will be received at the office of the Cass County Auditor, at 211 S. 9th Street in Fargo, North Dakota, until 10:00 a.m., Friday, September 14th, 2018 for completing the following project: Jail Booking Area Masterplan. Bids to be opened immediately thereafter.

Information may be obtained from the Cass County Administrator at 211 S. 9th Street Fargo, North Dakota, telephone: (701) 241-5609 or the Cass County Jail Administrator at 450 34th Street S. Fargo, North Dakota, telephone (701) 271-2900.

Bids must be submitted in an envelope clearly identified on the exterior of the envelope as “Bid for Jail Booking Area Masterplan.”

Cass County reserves the right to waive any and all formalities and to accept or reject any or all bids.

**CASS COUNTY ADMINISTRATION DEPARTMENT
SPECIFICATIONS
FOR
JAIL BOOKING AREA MASTERPLAN**

Bidder's Instructions:

Cass County, North Dakota requests and will consider proposals from architectural firms to develop a masterplan for the booking area of the Cass County Jail. Firms interested in this project should provide a proposal detailing the scope of work, cost and timeline for completion.

The Cass County Jail is an adult correctional facility, managed under the authority of the Cass County Sheriff. It is a facility with a capacity of 348, with a current average daily population (YTD 2018) of 252.

While our daily average population has fallen over the past 18 months (high populations of 344), the number of persons being admitted and released on an annual basis has been climbing for the past 4 years. The following table are real numbers of bookings and releases since 1/1/2012.

**INMATES PROCESSED 2012-
2018**

	In	Out	Total	%Change
2012	7843	7802	15645	
2013	7753	7754	15507	-0.88%
2014	7634	7538	15172	-2.16%
2015	7859	7830	15689	3.41%
2016	8494	8480	16974	8.19%
2017	9308	9324	18632	9.77%
2018	9616	9510	19126	2.65%

In recent years, our main concern was capacity in the facility for all the people mandated to remain in jail. We have taken certain steps to alleviate total population issues, but a new problem has evolved concerning the total number of people processed through the jail. While the annual growth has slowed so far in 2018, considering the projections for local area population growth, we do still anticipate that the number of persons processed through the jail will continue to grow.

Our immediate problems involve physical space that is currently available for processing new arrestees, and for processing releases. There are several areas of concern involved in these processes, which I will summarize here. The bottom line is that we are struggling to manage those processes with our current physical plant, and as those numbers continue to climb, we will soon exhaust all available remedies. We believe that a professional consultant, with experience in architecture for custodial facilities, is needed to provide an objective assessment of the current booking operational capacity, and to provide recommendations for possible expansion of the physical plant to accommodate our future needs.

Items for Consideration

- Average number of intakes and releases per day has increased over the past several years. Since 2014, we are processing 25% more people on an annual basis.

- Medical and physical condition of those being processed is significantly worse than in prior years. Those who are intoxicated on drugs or alcohol must be constantly monitored in the booking area until they sober up.
- We currently have access in the booking area to 10 cells for holding new arrivals. It is becoming more common for us to run out of cell space for those who need to be contained and observed.
- One cell holds multiple people (ideally no more than 8) containing only benches and phones. 1 cell is a rubber safety room for suicidal inmates. 8 cells are designed to hold only 1 person.
- Our current “open waiting area” holds up to 12 people, but is rather confined and too small for its intended use. This area is where new intakes, who are not intoxicated, can await processing, use phones, have access to a restroom, and can watch orientation video.
- Current space has 4 work stations for staff, with no private areas for medical, mental health, or PREA screening. Space is also limited for files and peripheral equipment necessary to operate the booking area.
- Space is extremely limited for temporary storage of property, at least until a person can be fully processed into the jail.
- Current arrest vestibule has space for only a few intakes at any given time, with two computer work stations for arresting officers. It is not uncommon for us to process 6 or more at the same time in this area from various arresting agencies, and transports that can arrive with 6 to 10 individuals on a regular basis.
- We currently have only 1 DUI Breath Intoxilyzer machine available at the jail, and often a line waiting to use it. There are 2 hour thresholds from the time of arrest to obtain a breath sample, which can take 20 minutes each once an officer gains access to the machine. We need to consider expanding to two units, but the current space available is not sufficient to do so.
- We have only one station for taking mugshots, and only one finger print machine. There is currently no space available to place additional equipment if we wanted to.
- We have a large Sally Port garage that is itself sufficiently sized for our needs, but physically sits in the only immediate logical space to expand the booking area. Relocation of this area would likely need to be included in any remodel or expansion plans.

While not a requirement, it is the strong preference of the county to complete this work by the end of the current year. There is no current timeline for construction. At this time this is a masterplanning effort. Deliverables should include printed and electronic copies of a final report as well as a presentation to key stakeholders about the methodology and recommendations.

CONTRACTOR: _____

TELEPHONE: _____

EMAIL: _____

TIMEFRAME OF DELIVERY AFTER PROJECT AWARD: _____ Days

Bid Response

Bid – Jail Booking Area Masterplan

\$ _____

BUSINESS NAME: _____

CITY AND STATE: _____ ZIP CODE: _____

PHONE NUMBER: _____ TOLL FREE: _____

FAX NUMBER: _____ E-MAIL: _____

SIGNATURE OF CORPORATE OFFICER: _____



380 St. Peter Street, Ste. 600
Saint Paul, MN 55102

651.222.3701
bwbr.com

September 14, 2018

Mr. Robert Wilson, County Administrator
Cass County, Administration
211 S 9th Street
Fargo, ND 58103

Re: Cass County Jail Booking Area Masterplan

Dear Mr. Wilson:

Cass County is facing a growing challenge to safe, secure, and efficient jail operations. While the County has taken steps to effectively reduce the average daily jail population, the number of people being processed through intake and release has been growing rapidly over the past few years, and that trend is expected to continue as the County continues to grow. This increased demand has taxed the existing space beyond its capacity and must be addressed. But beyond the need for additional space, the increase of inmate processing amid decreasing jail population suggests that the overall function and flow of intake and release at the jail has changed and should be carefully evaluated to make sure the design supports not only processing offenders into and out of the jail, but also processing those that pass through intake without entering the jail. If this is truly an operational change, it could affect everything from pre-book processing, to property storage, to the layout of the booking, holding, and waiting areas. This study is an opportunity to evaluate solutions that will address both space needs and operational objectives to find the best approach to address this growing demand. We're ready to help.

BWBR is a 96-year-old, employee-owned, design solutions firm with practices in architecture, interior design, and master and strategic planning. We've established a reputation for service and quality designing complex facilities, and bringing over 30 years of experience in secure environments planning, design, and construction. Our clients include the North Dakota, Minnesota, and Wisconsin Departments of Corrections, and several county agencies in North Dakota, Minnesota, South Dakota, and Wisconsin. Our experience ranges from facility assessments, studies, and predesigns to design and construction of both specific program components and entire facilities. These projects encompass all custody levels from minimum to maximum security, and all offender classifications from juvenile to adult male and female populations. Working with organizations to leverage facility improvements for better service delivery and operations, BWBR designs solutions to enhance what people do.

BWBR offers a broad range of experience and expertise in the design of secure environments, including recent intake and release components at Ward and Bottineau County, N.D., Minnehaha County, S.D., and Sherburne County, Minn. We're excited about the opportunity to assist you in developing a complete, thorough, and thoughtful study for this critical improvement plan for the Cass County Jail.

Thank you for your consideration of BWBR.

Respectfully submitted,

BWBR
A handwritten signature in black ink, appearing to read "Mark S. Ludgatis".

Mark S. Ludgatis, AIA
Principal in Charge | 651.290.1968; mludgatis@bwbr.com

PROJECT TEAM OVERVIEW

BWBR | Architect

Founded in 1922, BWBR is a 157-person firm headquartered in Saint Paul, Minn. with a branch offices in Madison, Wis. and Omaha, Neb. Since the 1980s, BWBR has developed a specialized expertise in designing criminal justice facilities, **planning and designing over \$750 million of secure facilities projects that total 3.5 million square feet across the Upper Midwest.** Through our extensive secure facility projects in North Dakota, Minnesota, Wisconsin, and South Dakota, BWBR understands the elements required for safe, efficient, and humane therapeutic programs. Our firm has planned and designed a full array of secure facilities, including county facilities, state correctional campuses, residential treatment centers, and youth behavioral units. We use our experience and in-depth knowledge to plan and create therapeutic campuses that operate efficiently. BWBR's team will be led by Principal Mark Ludgatis and Senior Project Architect Todd Warren.

BWBR will be responsible for programming, design, and overall project management.

CPMI | Cost Estimating

CPMI provides cost management, planning, project management, and construction consulting. They provide a full spectrum of construction services and have significant experience in estimating costs for secure environments, ranging from early stage conceptual estimating to construction phase estimating. **CPMI has been the cost estimator on more than 25 corrections and secure treatment facility projects with BWBR since 1998.** CPMI will be led by Chief Cost Estimator Bryan Bertrand.

CPMI will be responsible for construction cost estimating and overall project cost consulting.

PROJECT APPROACH AND METHODOLOGY

BWBR is committed to an open, inclusive, interactive approach to design, involving key project stakeholders from Cass County in face-to-face meetings to develop a concept that is tailored to the unique needs and operational objectives of the Cass County Jail. We have planned and designed several intake facilities for jails and prisons in the region and we understand there are basic concepts of flexible, efficient function and flow that are critical to success in these high volume, highly secure environments. However, we also understand that issues unique to each jurisdiction, from processes and procedures to staffing, play a vital role in developing an appropriate solution. We listen, we learn, and then we apply that information to our experience to come up with a design solution that's right for you.

BWBR proposes to develop a concept design for improving the intake and release function at the Cass County Jail over a period of approximately 12 weeks. The first week will be dedicated to gathering information on the existing jail from Cass County; reviewing the existing information to gain a preliminary understanding of the function and flow of the jail and begin to identify potential areas for improvements; and conducting a preliminary building code review to determine any issues that may impact planning.

Armed with a basic understanding of the existing jail, challenges with the existing intake unit, and preliminary thoughts about possible improvements, we propose to conduct up to three (3) design meetings in Fargo to establish a group of key project stakeholders, identify the project goals and vision, discuss any design preconceptions the County might have, develop a space program, tour the existing jail to identify potential areas available for remodeling and/or expansion, and develop and refine concept design options.

We anticipate that issues will come up between design meetings that will require additional input and clarification to help us arrive at appropriate concepts that address the needs of Cass County. In these instances, we will employ telephone and electronic communication strategies, including email correspondence and teleconference/WebEx meetings as necessary to flesh out issues and keep the design moving forward.

The study will conclude with a final meeting in Fargo to present the final space program, concept design, project cost estimate, and executive summary and concept design narrative.

While the final meeting will represent the official completion of the study, we fully anticipate that questions and comments will arise in the weeks and months that follow as the concept is reviewed and presented to a wider group of stakeholders. BWBR will be available to provide ongoing support to Cass County to address questions and comments and provide the information necessary to make sure the County has what it needs to effectively plan for the future of the jail.

The proposed preliminary project schedule based on this general approach is as follows:

AWARD – Date To be Determined

WEEK 1 – Predesign

- Schedule Project Kick-off Meeting
- Gather Cass County Jail Background Information (Site and Floor Plans)
- Conduct Preliminary Floor Plan and Code Review
- Develop Preliminary Space Program Format
- Develop Plan Documentation Format

WEEK 2 – Project Kick-Off Meeting in Fargo

- Identify Project Goals and Vision
- Develop Preliminary Space Program
- Discuss Cass County Project Preconceptions
- Tour Existing Jail and Adjacent Site and Discuss Possible Options

WEEKS 3 and 4 – Refine Preliminary Space Program and Develop Concept Design Options

WEEK 5 – Concept Design Meeting #1 in Fargo

- Present Refined Space Program
- Present Concept Design Options
- Select One-to-Two (1-2) Preferred Concept Design Option(s) (With Comments) for Further Development

WEEKS 6 and 7 – Develop Preferred Concept Design Option(s) and Establish Cost Estimate Format

WEEK 8 – Concept Design Option Meeting #2 in Fargo

- Present Refined Concept Design Option(s)
- Select One (1) Concept Design Option (With Comments) for Final Development

Week 9 – Refine Final Planning Option and Update Final Program

WEEKS 10 and 11 – Cost Estimating and Narratives

- Develop Construction Cost Estimate and Total Project Budget
- Develop Brief Executive Summary and Concept Design Narrative

WEEK 12 – Final Review Meeting in Fargo

- Present Final Program, Final Concept Design, and Project Budget Estimate

TEAM RESUMES

Principal/Project Manager | Mark Ludgatis, AIA BWBR



Qualifications

- 34 years experience; 27 years with BWBR
- Licensed Architect (Minn., Wis.); Member, American Institute of Architects (AIA); Member, American Correctional Association (ACA)

Selected Relevant Experience

Minnehaha County Jail, Sioux Falls, S.D.

- Jail Master Plan
- Replacement Jail
- Jail Expansion

North Dakota Department of Corrections & Rehabilitation (DOCR)

- Missouri River Correctional Center (Bismarck): Campus Land Use/Relocation Study
- James River Correctional Center (Jamestown): Perimeter Security Study
- North Dakota State Penitentiary (Bismarck): Facilities Expansion/Renovation

Rolette County Jail, Rolla, N.D.

- Jail Housing Addition Study

Bottineau County Jail, Bottineau, N.D.

- Expansion Planning Study and Implementation

Ward County Jail, Minot, N.D.

- Expansion and Remodeling

Sherburne County Government Center, Elk River, Minn.

- Jail Expansion Study

Portage County, Stevens Point, Wis.

- New Government Center and Facilities Renovation

St. Croix County Jail, Hudson, Wis.

- Observation Cell Study
- Master Control Room Study and Remodeling
- Huber Visiting Area Remodeling

Minnesota Department of Corrections, Minnesota Correctional Facility (MCF)

- MCF-Faribault: Housing Building 5 Study and Study Update; Facilities Replacement and Expansion, Phases I-III
- MCF-Red Wing: Alternative Housing Capabilities Study
- MCF-Lino Lakes: E Building Study, Predesign, and Predesign Update; Visitation Expansion Study, Predesign, and Remodeling
- Numerous Additional MCF Projects

Minnesota Department of Human Services, Minnesota Sex Offender Program-St. Peter, Minn.

- Lower Campus Master Plan Update
- Lower Campus Security Study
- Community Preparation Services Housing Renovations

Minnesota Department of Human Services, Minnesota Security Hospital, St. Peter, Minn.

- Expansion and Renovation

Ramsey County, Saint Paul, Minn.

- Medical Examiner's Office Needs Assessment and Remodeling



**Senior Project Architect | Todd Warren, AIA
BWBR**

Qualifications

- 25 years experience; 21 years with BWBR
- Licensed Architect (Minn.); Member, American Institute of Architects (AIA)

Selected Relevant Experience

Minnehaha County Jail, Sioux Falls, S.D.

- Replacement Jail
- Jail Expansion

North Dakota Department of Corrections & Rehabilitation (DOCR)

- North Dakota State Penitentiary (Bismarck): Facilities Expansion and Renovation
- James River Correctional Center (Jamestown): Perimeter Security Study

Rolette County Jail, Rolla, N.D.

- Jail Housing Addition Study

Bottineau County Jail, Bottineau, N.D.

- Expansion Planning Study and Implementation

Ward County Jail, Minot, N.D.

- Expansion and Remodeling

Wisconsin Department of Corrections (DOC)

- 2018 System-Wide Master Facilities Plan

Minnesota Department of Corrections, Minnesota Correctional Facility (MCF)

- MCF-Faribault: Segregation Housing Recreation Study; Intake & Receiving Building; Facilities Replacement and Expansion, Phases I-III
- MCF-Rush City: Segregation Housing Recreation Study; Vehicular Sallyport Security Study
- MCF-St. Cloud: Intake, Health Services Unit, and Loading Dock Expansion/Renovation
- MCF-Oak Park Heights: Administrative Control Unit Addition; Perimeter Security Systems Upgrade; Building Automation/Fire Alarm; Complex 5 Re-Roof

St. Croix County Jail, Hudson, Wis.

- Master Control Room Remodeling
- Huber Visiting Area Remodeling

Sherburne County Government Center, Elk River, Minn.

- Courts Expansion/Renovation

DOCCR Hennepin County Home School, Minnetonka, Minn.

- Facility Condition Assessment

Minnesota Army National Guard, Cedar Street Armory, Saint Paul, Minn.

- Renovation and Infrastructure Upgrades



Chief Cost Estimator | Bryan Bertrand
CPMI

Qualifications

- 33 years experience; all with CPMI
- Certified Professional Estimator, American Society of Professional Estimators (ASPE); Member, Association for the Advancement of Cost Engineering (AACE)

Selected Relevant Experience (All Projects with BWBR)

DOCCR Hennepin County Home School, Minnetonka, Minn.

- Facility Condition Assessment

Minnesota Department of Corrections, Minnesota Correctional Facility (MCF)

- MCF-Rush City: New Jail; Multiple Studies
- MCF-Faribault: Replacement Housing Units Predesign; Facilities Replacement and Expansion, Phases I-III
- MCF-Oak Park Heights: Administrative Control Unit Addition
- MFC-Shakopee: Perimeter Security Fence Study; Perimeter Security Fence Predesign; Perimeter Security Fence Predesign Update and Implementation
- MCF-St. Cloud: Intake, Segregation, and Health Services Study and Predesigns
- MCF-Stillwater: Warehouse Buildings Studies

North Dakota Department of Corrections & Rehabilitation (DOCR)

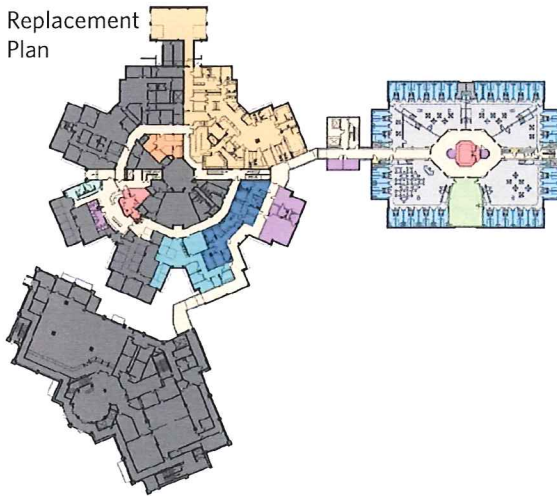
- North Dakota State Penitentiary (Bismarck): Facilities Expansion and Renovation

Minnesota Department of Human Services, Minnesota Security Hospital, St. Peter, Minn.

- Expansion and Renovation

Minnesota Department of Corrections, Saint Paul, Minn.

- Prototype Housing and Building Envelope Study



MINNEHAHA COUNTY JAIL Sioux Falls, South Dakota

Master Plan

The project began with a master plan and feasibility study (including population analysis and capacity projections) evaluating five site options for a new county jail on a campus of existing buildings, including the current courthouse, administration building, existing jail, and a historic courthouse which had been renovated into a museum.

BWBR prepared conceptual drawings, cost estimates, and construction schedules for five site options surrounding the existing courthouse.

Replacement

Based on the master plan and feasibility study, BWBR teamed with a Sioux Falls-based architecture and engineering firm to design an efficient county jail.

Among the four housing pods and units for general population, the facility features four special management housing units to accommodate the separation needs between men, women, juveniles, and inmates with disciplinary, health, and other issues. The facility also supports a hybrid direct/indirect supervision model to promote staff efficiency and operational flexibility.

Features include four 54-cell housing pods and two 12-cell units for general population, two-tiered housing units with a combination of single and double occupancy cells as well as two dorm-style areas for low-risk minimum security inmates, court/hearing room for first and video arraignments, and intake and release with six-stall interior vehicle sallyport.

Expansion

Due to persistent increases in inmate populations at the Minnehaha County Jail, BWBR and a local architect are currently planning a significant expansion to the existing facility.

The current Jail set the bar when it was originally designed and one of the design teams goals was to maintain that plan and staff efficiency, as well as the state-of-the-art functionality that makes the existing jail work so well. The primary goal was to add 320 beds to the existing 400 bed count.

A number of support functions that remained in the original 1980s Public Safety Building are woefully inadequate, out of date, and lacking proximity to the cell tower. So, another major goal of the project is to relocate and enhance support spaces such as the vehicle sally port, prisoner intake, medical and jail administration and staff support spaces.

Client Reference

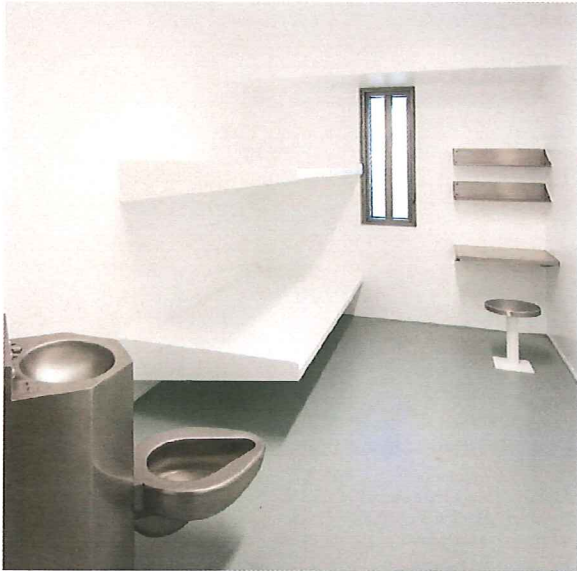
Jeff Gromer, Warden
Minnehaha County, South Dakota, 605.367.4300

Key Relevancies

Replacement was a renovation of existing county government building for intake, medical, education, and jail administration and new state-of-the-art 400-bed jail

When it was time to expand, Minnehaha County returned to BWBR, teamed with a local architect, and nearly doubled the size of their corrections facility





WARD COUNTY JAIL, EXPANSION AND REMODELING
 Minot, North Dakota

BWBR and a local architect expanded the Ward County Government Campus to include an addition to their jail, a courthouse remodel, and a new four-story office building. The local firm led planning and design of this initiative, beginning with a feasibility study. BWBR provided programming, planning, and secure environments consulting for the jail component.

Jail

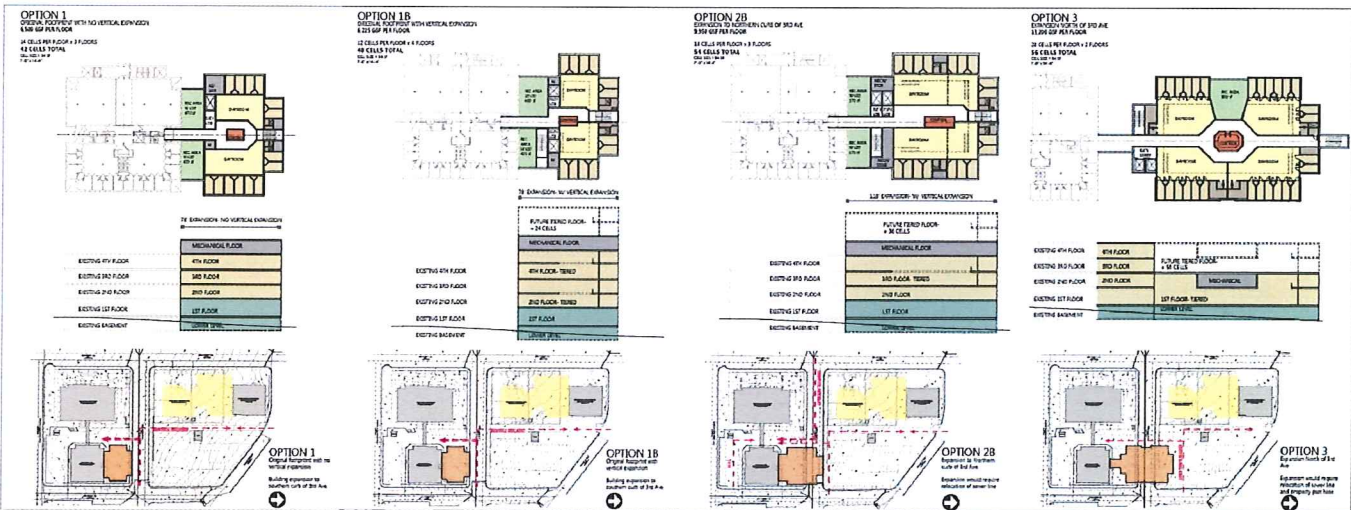
The jail was initially scoped at 42 beds on a site at the existing campus, but during early design, long-term operational and economic efficiency became a key issue. The County asked the team to study several options to determine long-term expansion capabilities. As a result, Ward County purchased additional land that will allow the jail to meet demands over the next several years.

Client Reference

Bob Barnard, Sheriff
 Ward County, North Dakota, 701.857.6500,
 robert.barnard@wardnd.com

Key Relevancies

Remodel of existing facilities to enhance intake, medical, jail administration and foodservice





BOTTINEAU COUNTY JAIL, EXPANSION Bottineau, North Dakota

Growing demand, coupled with safety and security concerns within an inefficient and outdated facility, prompted a planning study for a jail addition and remodel in Bottineau County. A joint project between BWBR and a local architect, the team conducted the study and designed the facility's upgrades and expansion. The project more than doubled inmate capacity, improved efficiency and flow, added a state-of-the-art electronic security system, and was completed under budget.

The design solution upgraded and improved the operations through which deputies processed arrestees into the facility, including much-needed inmate program spaces for recreation, health services, and visitation. For the first time, a secure intake was incorporated into the facility, featuring a series of secure sallyports and holding cells. A separate public entrance welcomes visitors and staff into an updated sheriff's department lobby.



The jail itself was completely modernized and designed to comply with American Corrections Association (ACA) and North Dakota Department of Corrections and Rehabilitation (DOCR) jail standards. Each cell can be double-bunked for maximum housing capacity, and features secure wall-mounted furnishings. The cells are divided into four separate housing units to provide flexibility in inmate classification and two of the units are fully handicapped accessible.

A central, high-tech secure control center features a new security monitoring system, 911 dispatch center, and unobstructed views into the four dayrooms. Clerestory windows are used to provide ACA compliant daylight to the cells and dayrooms and, along with high efficiency dimmable LED lighting, provides well-lit spaces while controlling glare that could impact security. One-way glass limits views from the dayrooms while offering security staff complete visibility of inmate activities.

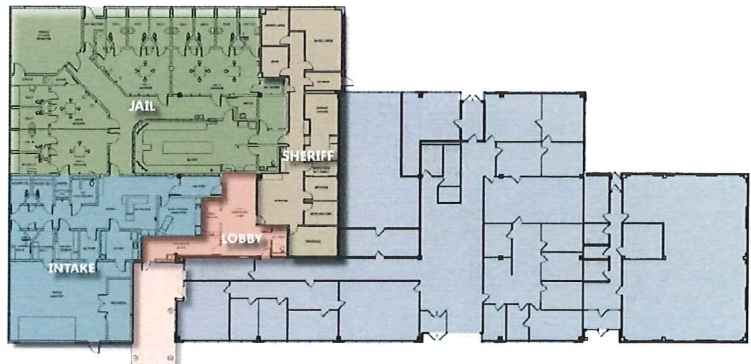


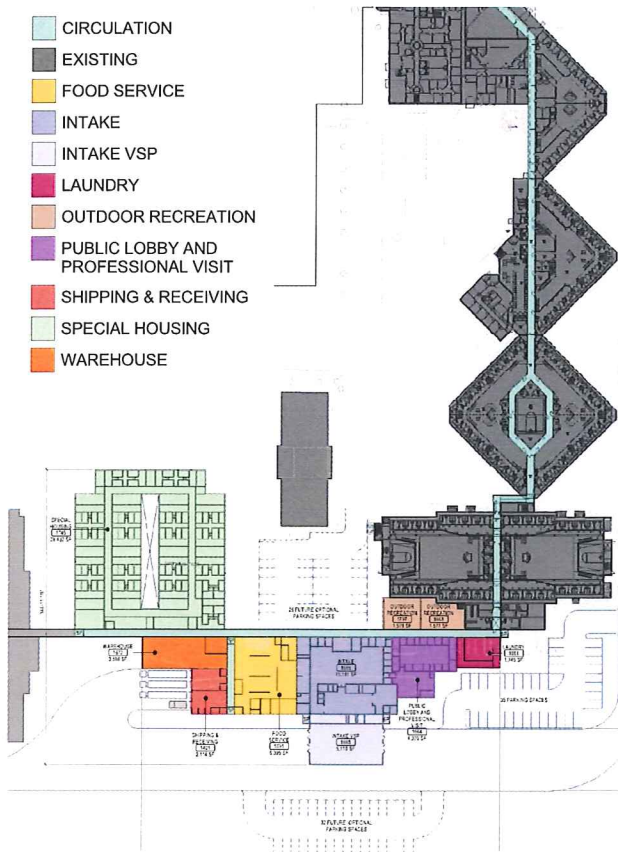
Client Reference

Lisa Herbel, County Auditor
Bottineau County, North Dakota, 701.422.8222 ext. 5,
lisa.herbel@co.bottineau.nd.us

Key Relevancies

A small rural jurisdiction in need of a practical and functional jail and sheriff's office to meet their cost-effective budget





SHERBURNE COUNTY GOVERNMENT CENTER EXPANSION
 Elk River, Minnesota

BWBR and a nationally known courts architect, collaborated to create an expanded Government Center for one of the fastest growing counties on the edge of the Minneapolis-Saint Paul metro area. The project addresses the County's increasing staff and space needs.

As the facility's new main entry, the 100,000 s.f. addition enhances visibility, improves security and accessibility, and updates technology for visitors and staff. It houses five new courtrooms; judge's chambers, inmate delivery and holding; office space for Court Administration, Community Corrections, and County Attorney departments; as well as shelled space for two additional courtrooms in the future.

The 130,000 s.f. renovation aims to support growth and efficiency.

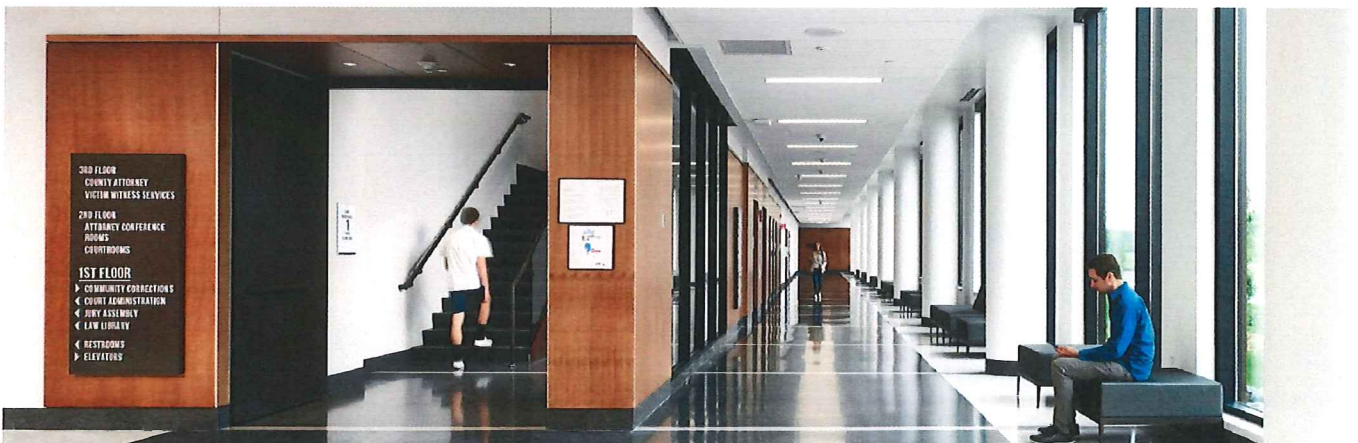
Our work on the Government Center led to a study for a projected \$32M expansion of the jail to add a new intake, food service, laundry, loading dock, and restricted housing unit and develop a plan for future housing expansion, expected to begin Spring 2019.

Client Reference

Steve Taylor, Administrator
 Sherburne County, 763.765.3006
 steve.taylor@co.sherburne.mn.us

Key Relevancies

A growing county aiming to support growth and efficiency creates a study to expand the jail and intake services





**DOCCR HENNEPIN COUNTY HOME SCHOOL,
FACILITY CONDITION ASSESSMENT
Minnetonka, Minnesota**

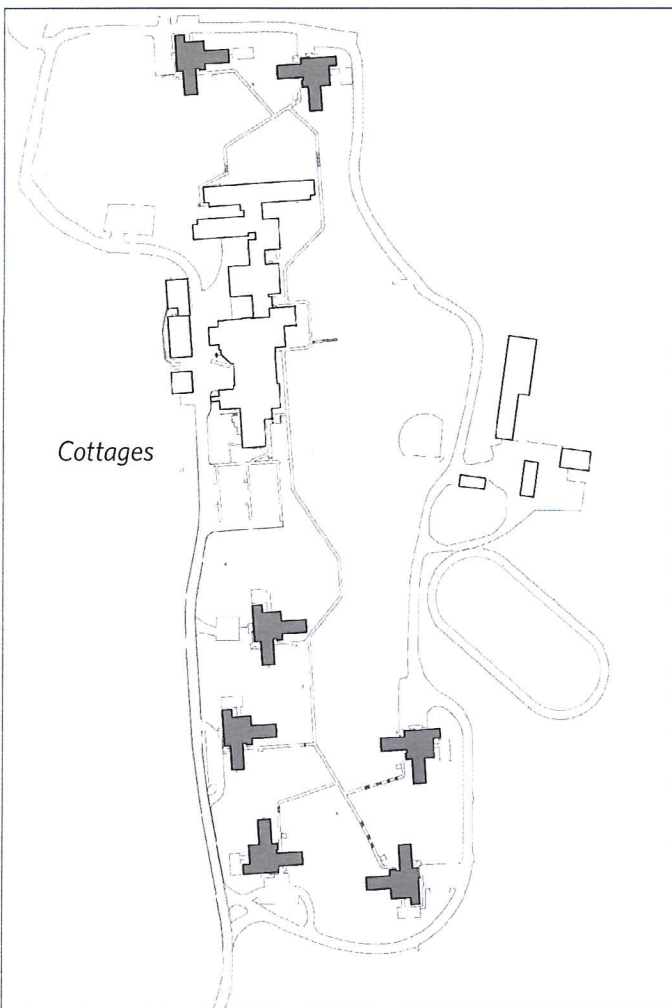
In 2017, Hennepin County retained BWBR and CPMI to provide a comprehensive facility condition assessment for the Hennepin County Home School (CHS), which provides corrections and rehabilitation services to the County's juvenile population. At the time of the study, the oldest building on campus was over 70 years old, while the "newest" building was nearing 20 years old.

The Hennepin CHS facility condition assessment focused on evaluating the campus' physical environment and was based on on-site direct observation and investigation, information gathered from the County through meetings and discussions with staff, and past reports and studies provided by the County. The study's overall purpose was to assess the current state of the facility and its current needs in order to make recommendations on required maintenance and associated costs necessary to maintain the current level of service for the next 50 years.

The study found that overall the facility has been well maintained by County staff. The staff have accomplished a lot with limited resources and judicious prioritizing in order to keep the campus running as smoothly as possible.

The entire site and every building on campus were toured by the consultant assessment team. Ratings were then given to the site, landscape, site infrastructure, building structure, interior finishes, mechanical systems, electrical systems, and security systems. Infrastructure, systems, and finishes were all evaluated and documented in order to determine a timeline for repairs, upgrades, and replacements.

Upgrades and replacements would not need to happen all at once, but the study indicated that significant capital expenditures need to be made consistently over the next 10 years in order to maintain the current level of services provided by the CHS.



Client Reference

John C. Rode, Senior Facility Planner,
Hennepin County, Facility Services Department,
612.596.1984, john.rode@hennepin.us

Key Relevancies

Current and relevant knowledge of CHS facility conditions, operations, and proposed upgrades

MINNESOTA CORRECTIONAL FACILITY-RUSH CITY Rush City, Minnesota

Campus Development from the Ground Up

BWBR helped shape the plan for the first new Minnesota Dept. of Corrections correctional facility in nearly 20 years, from analysis of several possible sites and master planning/programming through completion of a six-building Level 4 close-custody campus. The 951-bed facility was completed in 2000, occupies 22 acres on a 385-acre site, and encompasses 413,833 s.f. Since then, BWBR has provided all planning and design services for remodeling/upgrades and future expansion options.

2014 Housing Expansion Feasibility Study

As part of a system-wide effort to identify additional housing opportunities, the BWBR team studied the feasibility of expanding housing at MCF-Rush City. BWBR also conducted similar housing expansion studies for MCF-St. Cloud, MCF-Faribault, and MCF-Oak Park Heights. BWBR found that:

- An inmate population increase of 495 (to a total of 1,446) is possible, but would require more space for specialized, support, and program functions.
- The most urgent issues are lack of capacity for segregation housing, food service, and behavioral health treatment.
- More significant infrastructure, program space, and perimeter expansions would be needed to accommodate a total inmate population greater than 1,500.

2015 Housing Expansion Predesign

By summer 2015, general population housing units were operating at their program capacity while the segregation housing was overcrowded. Existing inmate and facility support spaces in the centrally located support building were at or beyond program capacities.

BWBR created a predesign for two new housing unit buildings and conversion of some single-bunked cells to a double-bunked configuration to accommodate 500 additional inmates. To support the population increase, expansions are required for other existing spaces, including:

- Inmate support programs: foodservice, medical, behavioral, education, library, industry, canteen, and religious services.
- Facility support such as warehouse, recycling, security watch center, and visitation.

The existing physical plant infrastructure has enough unused mechanical and electrical capacity to serve housing for 500 additional inmates as well as the needed increases to inmate and facility support programs.

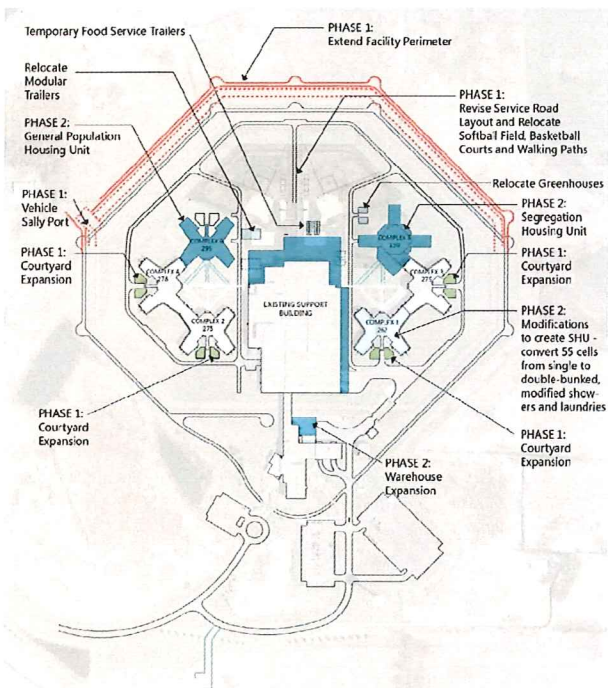
Client Reference

Bruce Reiser, Deputy Commissioner
 State of Minnesota, Department of Corrections, 651.361.7633,
 bruce.reiser@state.mn.us

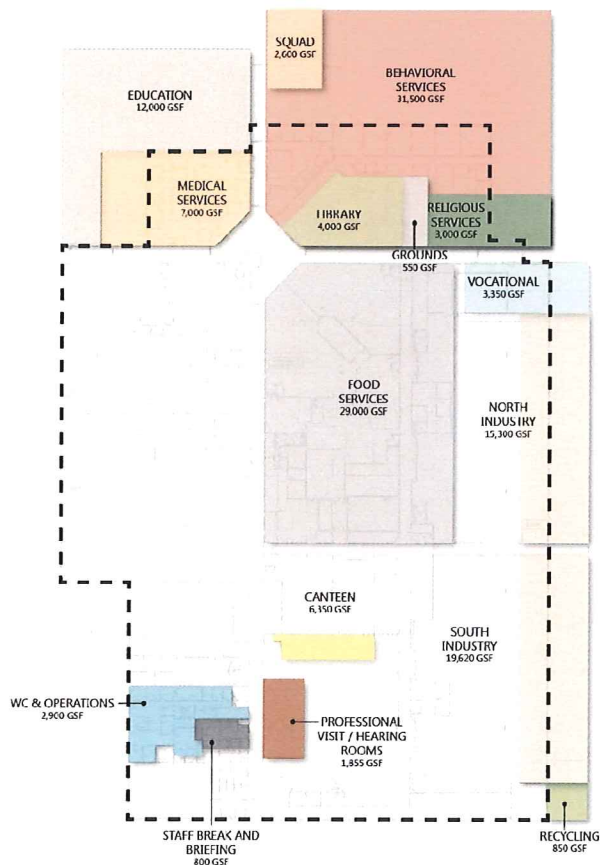
Key Relevancies

Recent secure housing predesign

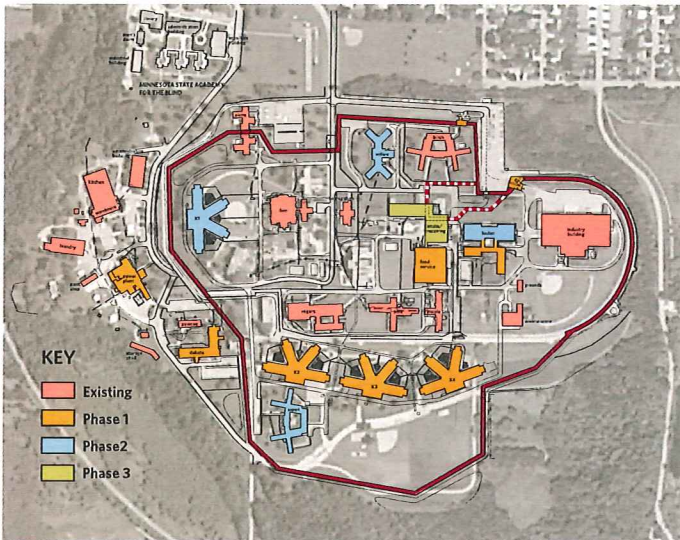
Includes all campus components for residential living, including programming/education, library, dining, recreational, vocational, medical, and mental health services facilities



Support Building Concept Plan



MINNESOTA CORRECTIONAL FACILITY-FARIBAULT Faribault, Minnesota



Phased Facilities Replacement and Expansion

This multi-phased project was funded based on multiple pre-designs; BWBR collaborated for the housing portion. It increased total capacity by nearly 800 beds, expanded and enhanced spaces for inmate programs and resources, and improved safety/security for both offenders and staff.

- Four new 416-bed housing units were based on the BWBR-designed "K" building prototype that has been used at several other secure State of Minnesota campuses.
- 125,000 s.f. of renovations to multiple buildings accommodated medical and mental health services; long-term/geriatric housing; and inmate programs.
- Other components included a new foodservice building; a power plant/boiler addition and other infrastructure improvements; and demolition of several obsolete campus buildings.
- The project was completed in spring 2009, and totaled 448,400 s.f. spread across numerous buildings.



Intake & Receiving Building

BWBR completed a pre-design that was successful in receiving state funding for a new 40,440 s.f. Intake & Receiving Building, and went on to provide full design services. The facility straddles the security perimeter to handle inmate bus transport and material flow in a safe and efficient manner.

The non-secure side consists of an enclosed vehicular sallyport for inmate bus transport and loading docks to handle material flow in and out of the prison. The secure side is connected directly to the foodservice building to efficiently handle the large flow of materials required. Other building components include warehouse and inmate canteen spaces, intake/release/processing/holding area, inmate records office, and security offices. The project was completed in June 2011.

Client Reference

Bruce Reiser, Deputy Commissioner
State of Minnesota, Department of Corrections, 651.361.7633,
bruce.reiser@state.mn.us

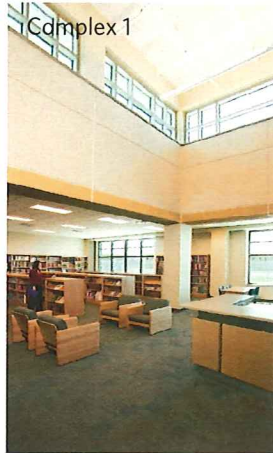
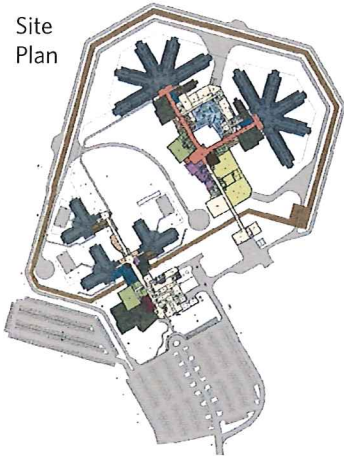
Key Relevancies

Considerations for operational safety and efficiency

Includes all campus components for residential living, including programming/education, dining, recreational, vocational, medical, and mental health services facilities

Housing for multiple inmate security classifications from minimum dorm housing to medium security units

Site
Plan



**MINNESOTA DEPARTMENT OF HUMAN SERVICES,
SEX OFFENDER FACILITY-MOOSE LAKE**
Moose Lake, Minnesota

BWBR has been involved in planning this campus since we completed the initial predesign in 1993. The first stand-alone facility of its kind in Minnesota, it provides a unique secure rehabilitation center for adult sex offenders who are civilly committed following the completion of their legal sentences. The therapeutic environment is dedicated to long-term treatment leading to eventual release. BWBR provided support to the Minnesota Department of Health during each of four rounds of legislative construction funding — amounting to \$104.3 million over 20 years.

Original Facility

The 1995 original building consists of four 25-bed housing units; classroom, education, and vocational/work spaces; library and community room; visitation area; chapel; commissary; barber shop; and medical facilities. In 2000 BWBR completed a 41,400 s.f., 58-bed expansion, including program spaces.

Complex 1

In 2005 we developed a master plan for Complex 1, a new free-standing facility that increases capacity in response to the rapid growth of this population. Originally envisioned as part of an expansion at the St. Peter Regional Treatment Center, it was determined during our planning process, which included an economic and operational analysis, that a better alternative would be to expand at the Moose Lake campus.

- Phase I added a new 150,000 s.f. building with 400 beds and support spaces, opening in 2009.
- The Phase II expansion, completed in 2012, added a variety of functions, including areas for treatment, therapeutic recreation, education, vocational work programs, and dining.
- The design brings clients into group spaces while creating a calming and therapeutic setting. This is achieved through an environment that is open and visible to staff, uses natural daylight and warm-colored materials and finishes, and provides easy access to treatment spaces. At the same time, the building configuration allows for effective electronic and passive security methods to enhance safety.

Client Reference

Lou Stender, Special Manager, Sex Offender Program,
State of Minnesota, Department of Human Services,
507.456.2948, lou.stender@state.mn.us

Key Relevancies

Multiple rounds of site selection, programming, and master planning, with successful Minnesota legislative funding for project within a complex political landscape

Secure treatment facility with all campus components for residential living, including programming/education, dining, recreational, vocational, medical, and mental health services facilities





**MINNESOTA DEPARTMENT OF HUMAN SERVICES,
 MINNESOTA SEX OFFENDER PROGRAM-ST. PETER
 & MINNESOTA SECURITY HOSPITAL
 St. Peter, Minnesota**

The St. Peter Treatment Center is home to the Minnesota Security Hospital (MSH), a Department of Human Services facility for patients designated as mentally ill and dangerous; and the Minnesota Sex Offender Program (MSOP). BWBR was selected to provide planning and design services from predesign through construction of a multi-phased campus expansion and renovation. The plan promotes separation of MSH patient and Minnesota Sex Offender Program client populations, while improving safety, security, and efficiency for patients, staff, and visitors.

Driving factors for the long-term vision include operational/cost advantages of separating and consolidating functions, and improving efficiency/economic effectiveness through exploring support functions that can be shared between the two campuses. BWBR continues to support the DHS with materials as each phase is submitted for state legislative funding.

Upper Campus | Minnesota Security Hospital

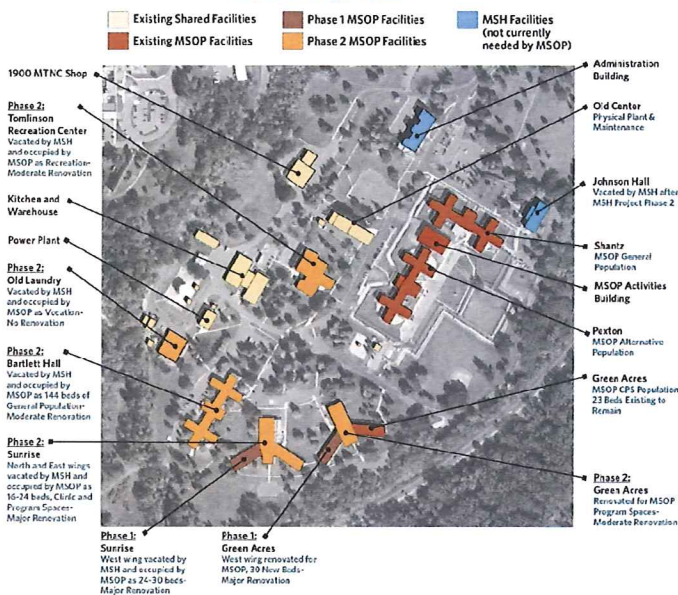
Phase I added highly secure facilities to the campus: 40 beds of acute care housing, 12 crisis beds, and a four-bed evaluation unit. A new non-secure, 48-bed transition housing building and Campus Center was also added, with living and support spaces for transition patients, as well as treatment, medical, recreation, vocation, and pharmacy spaces that serve all patient populations. The 143,000 g.s.f. facility is designed to Minnesota Sustainable Design Guidelines, a LEED-like program adapted for the state's harsh climate.

Phase II encompasses 188,000 g.s.f. Split-level living units will be demolished and replaced with safer and more therapeutic housing wings, while existing spaces will receive much-needed upgrades to mechanical systems and interior finishes. A second 48-bed transition housing building will be added, which will complete the separation of the MSOP and MSH populations.

Lower Campus | Minnesota Sex Offender Program-St. Peter

Following the campus master plan's goals and vision, Lower Campus buildings that were vacated by MSH are being renovated in three phases. The program provides less restrictive housing and spaces to support clients through advanced stages of their treatment. The renovations focus on providing independent living opportunities to prepare clients for a life beyond MSOP.

MSOP - ST. PETER CONCEPTUAL SITE PLAN



Client Reference

Alan VanBuskirk, Institutional Support Services Director,
 State of Minnesota, Department of Human Services,
 651.431.3695, alan.vanbuskirk@state.mn.us

Key Relevancies

- Secure campus master plan with successful Minnesota legislative funding
- Multi-building campus expansion and renovation in a pastoral long-term treatment setting
- Improved sightlines and enhanced safety for both patients and staff
- Comprehensive campus plan maximizes operational and economic advantages by resident patient populations and sharing key support functions

CONTRACTOR: Mark Ludgatis, AIA

TELEPHONE: 651.290.1968 (direct) EMAIL: mludgatis@bwbr.com

TIMEFRAME OF DELIVERALBES AFTER PROJECT AWARD: 84 Days (12 Weeks)

Bid Response

Bid – Jail Booking Area Masterplan

\$ 24,500

BUSINESS NAME: BWBR

CITY AND STATE: Saint Paul, Minnesota ZIP CODE: 55102

PHONE NUMBER: 651.222.3701 (general) TOLL FREE: N/A

FAX NUMBER: 651.222.8961 (general) E-MAIL: mludgatis@bwbr.com

SIGNATURE OF CORPORATE OFFICER: 

Worden, Heather

From: Voss, Alexandria <AVoss@bwbr.com>
Sent: Friday, September 14, 2018 9:47 AM
To: Wilson, Robert; Frobig, Andrew; Montplaisir, Michael
Cc: Ludgatis, Mark; Worden, Heather
Subject: Bid for Jail Booking Area Masterplan - BWBR
Attachments: Cass County_Bid for Jail Booking Area Masterplan_BWBR_2018-09-14.pdf

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning,

On behalf of Mark Ludgatis and the BWBR team, I'm submitting our attached bid proposal for the Cass County Jail Booking Area Masterplan.

Please reach out if you need any additional information, and thank you again for allowing us to submit via email.

Alexandria Voss
P 651.925.1012 bwbr.com

BWBR
Architecture | Interiors | Planning

September 13, 2018

Mr. Robert Wilson, County Administrator
Cass County
Fargo, ND 58103

Re: Jail Booking Area Masterplan

Dear Mr. Wilson and Members of the Building Committee:

Michael J. Burns Architects, Ltd. (MJBA) and our team will **collaborate with you, the sheriff and key staff** at the jail to assess, analyze, offer graphic options, and a final concept cost estimate to determine the most feasible solution for resolving the current and anticipated issues in the Booking Area of the Cass County Jail.

There are several reasons MJBA is well qualified to provide this planning service.

- Our prior work with you and the Sheriff's department on the renovation of the current LEC was very successful
- Our current work with Clay County and the renovation of and addition to the existing West Central Juvenile Detention Center in Moorhead, of which Cass County is a participant and user.
- My son-in-law is a deputy with the Cass County Sheriff and spent his first four years working at the jail and currently is a patrolman. He has offered his basic insights about the problems about this area.

Although we can rely on our experience, it's imperative that the building issues be approached as a "one-of-a-kind" project. To resolve space issues, we will **engage closely and frequently with the people who work in the facility**, as they will provide the most inciteful and valuable information. Our **first goal is to really understand the core problems**, then begin to offer possible design solutions. We believe this planning methodology is best accomplished in a short period of time, say four to six weeks depending on people's schedules.

Completing the masterplan, including the written and graphic report, project estimate, reviews with you, and final revisions will require another month's time. Assuming a start date of September 19th, we anticipate the masterplan's completion on or about November 30, 2018.

MJBA is committing the following personnel to the project: Michael Burns, AIA/CID, Kerry Peuser, AIA, and Brad Gray. All of us worked on the LEC with you and are again involved with the design and construction administration of the West Central Juvenile Center in Moorhead. Engineering consultants include Martin Mechanical and JE Blake Electrical Consultants. Both firms worked with us on the LEC and bring that familiarity with the county to the planning process. Cost estimating will be done by McGough Construction in Fargo.

Our **proposal follows on the form provided** in the RFP. Information on MJBA, resumes and a few project examples are also included for your use and perusal. Thank you for this opportunity.

Sincerely,

MICHAEL J. BURNS ARCHITECTS, LTD.



Michael J. Burns, AIA, CID

Principal

CONTRACTOR: Michael J. Burns Architects, Ltd.

TELEPHONE: 218-233-6620 EMAIL: mike@mjbald.com

TIMEFRAME OF DELIVERABLES AFTER PROJECT AWARD: 70 Calendar Days

Bid Response

Bid – Jail Booking Area Masterplan

\$ 18,750.00

BUSINESS NAME: Michael J. Burns Architects, Ltd.

CITY AND STATE: Moorhead, MN ZIP CODE: 56560

PHONE NUMBER: 218-233-6620 TOLL FREE: _____

FAX NUMBER: 218-233-6621 E-MAIL: mike@mjbald.com

SIGNATURE OF CORPORATE OFFICER: 



MJBA-Serving the tri-state area for over 32 years!

HISTORY

Michael J. Burns Architects, Ltd. (MJBA) was founded in 1983 and is a North Dakota Professional Corporation. Principal Michael Burns, AIA, CID, has over 37 years of professional experience in both public and private sector work.

MJBA's projects vary in size, program, and client profile. They include **renovation, multi-family housing, assisted living, offices, churches, new construction, county buildings, residential, healthcare, schools, and higher education facilities.** The firm uses its expertise in historic preservation and adaptive reuse when working with many of these clients.

MJBA is a registered Veteran Owned Small Business (VOSB).

TEAM

Our design staff includes Registered Architects with 70+ years of combined experience. All of our personnel have been with the firm for more than ten years.

SERVICES

MJBA provides professional services that include **architectural and interior design, furniture procurement, architectural planning, programming, pre-designs, feasibility studies, historic preservation, renovation, adaptive reuse, historic structures reports, historic tax act design, and LEED design services.**

Throughout the firm's history about 75% of our work has been for public institutions, governmental agencies, cities, and counties. We are well acquainted with a variety of regulatory

design standards and procedures. We have extensive experience working with larger and diverse building committees.

DESIGN AWARDS

- American Institute of Architects North Dakota Merit Award
 - Wimmer Lake Home (2015)
 - Family HealthCare (Pence Automobile Building Renovation) (2014)
 - St. Joseph's Parish Community Renovation/Expansion, Moorhead, MN (2006)
 - Whitnack Building Renovation (MJBA Offices), Moorhead, MN (2000)
 - Hailstone Creek South Rest Area, New Salem, ND (1998)
 - Historic Renovation: Great Northern Depot, Fargo, ND (1997)
 - Brew Pub Addition, Trader-n-Trapper Restaurant, Moorhead, MN (1996)
- American Institute of Architects North Dakota Honor Award
 - Renaissance Hall: Historic Renovation of Robb Lawrence Building, Fargo, ND (2005)
- American Institute of Architects North Dakota Honor Award
 - Historic Renovation/Addition, Gilmore Hotel, Deadwood, SD (1996)
- American Institute of Architects North Dakota Judge's Choice
 - Vangstad Auditorium and McFarland Hall Fire Escapes (2012)
- Preservation Minnesota Honor Awards
 - Historic Buckman Hotel/Fire Hall, Little Falls, MN (1995)
 - Historic Soo Line Depot, Thief River Falls, MN (1995)
- Fargo Heritage Society Design Award
 - Whitnack Building Interior Renovation (MJBA Offices), Moorhead, MN (2001)
- National Trust for Historic Preservation Honor Award (2006)
 - Renaissance Hall: Historic Renovation of Robb Lawrence Building, Fargo, ND

MICHAEL BURNS, AIA, CID

President | Principal-in-Charge | Point-of-Contact | Project Manager

REGISTRATION
North Dakota: #855 | Minnesota: #16954 | South Dakota #4624
Interior Design: #CO2009
NCARB



BIO

Michael established Michael J. Burns Architects, Ltd. in 1983 and serves as Point-of-Contact for the Firm's clientele. With 37 years of architectural experience, he provides a sensitive and practical project approach and encourages open interaction between stakeholders. His vast knowledge and experience in Historic Preservation has made MJBA one of the premier firms in the upper Midwest for this sector of work. Burns is a qualified Historical Architect as defined by the Secretary of Interior's professional qualifications. His preservation expertise encompasses historic renovation, adaptive reuse, roadside developments, exterior restorations, and Historic Tax Act applications. Along with being a periodic lecturer, critic, and juror for NDSU's Architecture department, he's also co-authored, with NDSU Professor Steve Martens, the publication, *Excessive Patriotic Zeal and Other Problems with National Guard Armories Built in Minnesota between the Great War and the Great Depression*.

EDUCATION

Bachelor of Arch. 1977/ Bachelor of Arch. Studies, NDSU
History Minor, 1976, NDSU

AFFILIATIONS

AIA, AIA-ND
ND State Capitol Grounds Planning Commission
City of Fargo Historic Preservation Commission, Chair
City of Fargo Planning Commission
National Trust for Historic Preservation
FM Architects (past president)

Q&A

What do you enjoy most about your career?

"The people-getting to know them both personally and professionally. It is great fun collaborating on and planning a project in which the client offers ideas they have no clue they even possessed. It's gratifying knowing that I helped them solve a difficult and oftentimes, overwhelming space problem with creative, functional, and aesthetic solutions."

What advice do you have for clients that are embarking on building projects?

"Give yourself enough time for adequate planning and decision making. Not all decisions are easy or black and white and are therefore often reconsidered or changed. Allowing yourself time to "mull" them over usually creates better projects."

SELECTED EXPERIENCE

Ceres Hall Renovation, NDSU
Fargo, ND

Evergreen Hall Student Housing, UofM
Crookston, MN (LEED Silver)

Family HealthCare Center (Pence Building Renovation)
Fargo, ND

Great Northern Restaurant and Brewery
Fargo, ND

Hailstone Creek North and South Rest Areas NDDOT
New Salem, ND

Hefti Rest Area, NDDOT
Devil's Lake, ND

Medical School Renovations, UND
Grand Forks, ND

Minard Hall Addition and Renovation, NDSU
Fargo, ND (2003)

North Dakota State Capitol Cafeteria Renovation
Bismarck ND

Renaissance Hall Renovation, NDSU
Fargo, ND (LEED Silver)

Trader N Trapper Brew Pub Addition
Moorhead, MN

Administrative Link Oakes Public Schools
Oakes, ND

KERRY PEUSER, AIA

Project Architect/Designer

REGISTRATION
North Dakota: #865
NCARB



BIO

A dedicated member of the MJBA team for many years, Kerry's architectural experience includes programming, building design, restoration, and construction administration. His "design on the fly" approach and ability to creatively reuse existing building materials and elements have shaped many inspiring environments throughout the firm's history. Kerry's strongest attributes are his design talent, team coordination, communication, and sensitive and responsible follow-through; not to mention, being the Firm's master model builder.

EDUCATION

Bachelor of Arch. 1979, NDSU

AFFILIATIONS

AIA
AIA-ND
Fargo Chamber of Commerce Leadership Program
FM Architects (past president)
National Trust for Historic Preservation

EMPLOYEE SINCE

1989

SELECTED EXPERIENCE

Renaissance Hall Renovation, NDSU
Fargo, ND

Old Main Renovation & IT Relocation, NDSCS
Wahpeton, ND

Minard Hall Addition, NDSU
Fargo, ND

Family HealthCare Center (Pence Building Renovation)
Fargo, ND

Clay County Family Service Center Remodel
Moorhead, MN

Clay County Juvenile Center
Moorhead, MN

Clay County Juvenile Center Expansion
Moorhead, MN

Clay County Courthouse & Renovation
Moorhead, MN

Q&A

What inspired you to become an Architect?

"I have always liked to draw. When I was a kid, I saw "The Brady Bunch"; Mike Brady played an architect and he had a really cool house. I decided I wanted to design houses like that."

What do you enjoy most about your career?

"I enjoy the wide variety of project types and their challenges along with working with people and establishing lifelong relationships"

What advice do you have for clients that are embarking on building projects?

"Don't be afraid to voice your ideas and desires. Have fun with the process. The most successful projects have been those where our clients have been excited about their project and have provided good input, involvement, and interaction."

BRAD GRAY

Senior Architectural Technician



BIO

Brad is responsible for creating and overseeing the development of architectural construction drawings for the MJBA Design Team. Brad's 20+ years of technical CADD/REVIT experience includes interpretation and use of field survey data, knowledge of required sitework, coordination with design consultants and engineers, and related drawing detailing. His efficiency and attention to detail allow for quick turn around times and help projects run smoothly throughout design and construction.

EDUCATION

Bachelor of Science, Agricultural Mechanization, NDSU
Architectural Drafting, Orange Coast College

EMPLOYEE SINCE

2001

RENOVATION (PARTIAL)

- 102 Broadway
- Aldevron (Woodrow Wilson School Renovation), Fargo, ND
- Ceres Hall Renovation/Addition, NDSU, Fargo, ND
- Clay County DMV Remodel, Moorhead, MN
- Clay County Family Services Remodel, Moorhead, MN
- Clay County Courthouse Remodeling, Moorhead, MN
- Family HealthCare Center (Pence Automobile Building Renovation), Fargo, ND
- North Dakota Cafeteria Renovation, Bismarck, ND
- Noyes Hall Renovation, Minnesota State Academy for the Deaf, Faribault, MN
- Old Main Renovation, NDSCS, Wahpeton, ND
- Olivet Lutheran Church, Fargo, ND
- Riverside Center Renovation, Concordia College, Moorhead, MN
- St. Joseph's Catholic Church Renovation, Moorhead, MN

NEW CONSTRUCTION (PARTIAL)

- Minard Hall Addition, NDSU, Fargo, ND
- Oakes Gymnasium and Vestibule Additions, Oakes, ND
- Oakes Public School Office Link, Oakes, ND
- Good Samaritan Society 10-Unit Addition, Larimore, ND

Q&A

What inspired you to pursue architectural drafting?

"I liked to build things as a kid...building blocks, wood projects...then I really enjoyed and excelled at eighth grade drafting class, then later on when I discovered Computer Aided Drafting it seemed to fit."

What do you enjoy most about your career?

"It's very satisfying to be part of a team that takes an empty or under-used building that was built generations ago for a certain purpose and turn it into something that is needed and enjoyed by new users today."

What advice do you have for clients that are embarking on building projects?

"Communicate as well as you can your needs and desires to the design professionals so that you get what you want and so the project fulfills everything that you expect it to."



Brian Martin, P.E., C.E.M.
President
Mechanical Engineer



Project Qualifications

Brian Martin has over 20 years of specialized mechanical engineering and project coordination experience. He focuses on efficiency, return of investment and the long term cost for the client. He believes that the relationship with the client is just as important as the quality of the work.

Professional Registrations

Arizona	Nevada
California	North Dakota
Connecticut	Pennsylvania
Florida	South Carolina
Illinois	Texas
Maryland	Wisconsin
Minnesota	Wyoming

Related Project Experience

Cass County Law Enforcement Center – Fargo, ND
Richland County Courthouse and Law Enforcement Center – Wahpeton, ND
Grand Forks County Courthouse – 2nd Floor Renovation – Grand Forks, ND
Barnes County Courthouse – Valley City, ND
Polk County Law Enforcement Center Remodel – Crookston, MN
Polk County Corrections Center Computer Lab – Crookston, MN
Chippewa Cree Justice Center – Box Elder, MT
Polk County Juvenile Correction Facility – Crookston, MN
Municipal Building – International Falls, MN
Cavalier County Courthouse – Langdon, ND
Kandiyohi County DX System Replacement – Willmar, MN

Education and Professional Affiliations

North Dakota State University
- B.S. Mechanical Engineering
Certified Energy Manager
National Society of Professional Engineers
American Society of Heating, Refrigerating and Air Conditioning

Jeffrey A. Blake, PE

Electrical Engineer



Jeffrey A. Blake, PE, started in the electrical industry while in college during which time he worked for a consulting engineering firm. Mr. Blake has twenty-four years of experience designing lighting and lighting control systems, power distribution and general power systems, generators, photovoltaic solar, lightning protection, special systems including telecommunications, fire alarm, security, public address, and nurse call for commercial, office, industrial, healthcare, educational, and residential projects. In addition, Mr. Blake has experience with LEED and Minnesota B-3 Initiative for energy efficiency and continues to work with utility companies to review energy efficiency initiatives and implementation into projects.

Experience

Currently:	Owner and Principal of JB Electrical Design since 2005
2002-2005	Owner and Principal of Engineering Consulting Group located in Grand Forks, ND
1997-2002	Self-employed contract engineer for several companies
7/1995-1/1997	Knight Architects/Engineers Phoenix, AZ Project Engineer
10/1994-6/1995	Denham Consulting Group Phoenix, AZ Project Engineer
9/1990-9/1994	Schaff Engineering Fargo, ND Designer, cad operator

Registrations

AZ, CA, CO, FL, IL, IN, IA, KS, LA, MA, MN, MI, MT, NE, NV, NJ, ND, NY, OH, OK, OR, PA, SD, TN, TX, VA, WV, WY

Education

Bachelor of Science, Electrical Engineering
North Dakota State University
1994

Position in Firm: Owner/Electrical Engineer
JB Electrical Design, PC, Minneapolis, MN
Responsibility on project: Electrical Engineer

Selected Project Experience

- Law Enforcement Center Remodel, Fargo, ND
- Chippewa Cree Tribal Justice Center, Rocky Boy's Reservation, Montana
- Chippewa Cree Medical Center, Rocky Boy's Reservation, Montana
- Carnegie Library Conditions Assessment, Crookston, MN
- Evergreen Hall Residence, University of Minnesota-Crookston, Crookston, MN, LEED Certified Silver
- Heritage Hall Residence, University of Minnesota-Crookston, Crookston, MN, MN B-3 compliant (Aug 2013)
- Professional Services Office Building, Grand Forks, ND, LEED Certified (May 2012)
- Leech Lake Band of Ojibwe Community Center, Cass Lake, MN
- Leech Lake Band of Ojibwe Facilities Building, Cass Lake, MN
- Leech Lake Band of Ojibwe Housing Projects, Cass Lake, MN
- Lake Agassiz School Addition and Remodel, Grand Forks, ND
- Ralston Hockey Arena and Multi-Purpose Facility, Ralston, NE
- Cool Air Office and Shop Building, St. Paul, MN, MN B-3 compliant
- Carnegie Hall HVAC Upgrades, University of North Dakota, Grand Forks, ND
- Nathan Twining School Gymnasium Addition, Grand Forks Air Force Base, ND
- UND Athletic High Performance Center, Grand Forks, ND
- ICON Sports Center, Grand Forks, ND
- ND Dept. of Health State Laboratories Building, Bismarck, ND
- Carrington Schools Remodel and Addition, Carrington, ND



McGOUGH

ESTIMATING SERVICES

About McGough

McGough is one of the Upper Midwest's premier construction firms offering full-service construction capabilities. The firm, incorporated in 1956 by Peter McGough and his six sons, remains a family-owned company today. While we have been working in North Dakota and the greater Fargo/Moorhead region for since the 1950's, we launched a branch office in downtown Fargo in 2015 to provide a more formal infrastructure for our activity in the area.

McGough has earned a well-deserved reputation for best-in-class construction for best-in-class clients. We have extensive experience across the University of Minnesota campuses, as shown in the list to the right. We have built many notable major educational campuses; high-end healthcare facilities; commercial properties; community and worship spaces; state-of-the-art data and science centers; high-profile corporate campuses and office buildings; and award-winning residential and mixed-use projects.

Integrity and transparency are core to the way we work. That's why our collaborative approaches return 100% of cost savings to the owner and employ an open book approach, giving owners access to actual costs at all times. This approach, together with our uniquely customer- and partner-centric company culture, has shaped more than six decades of successful project outcomes, throughout which McGough has never been in litigation with an owner or architect—a particularly rare accomplishment in our industry!

Clark Hagen, Senior Cost Estimator



With over 15 years of estimating experience and over two years with McGough, Clark has prepared bids and conceptual estimates for a vast array of project types and sizes. As cost estimator, Clark will work closely with the project team to analyze and update budget estimates throughout the preconstruction phase and utilize McGough's historical cost database and current market pricing information to develop conceptual estimates. He will provide key input for the value engineering review process.

UMN EXPERIENCE

McGough has an excellent understanding of the UMN's protocols and processes. Highlighted below is a list of McGough's UMN experience.

Twin Cities Campus

- Arboretum Gift Store Remodel
- Bell Museum + Planetarium
- Ben Pomeroy Student-Alumni Learning Center
- Robert H. Bruininks Hall (STSS)
- Carlson School of Management
- Driven to Discover (D2D) @ MN State Fair
- Donhowe Building CPPM Remodel
- Donhowe Building Level 4 Real Estate
- Folwell Hall Exterior Rehabilitation
- Folwell Hall Interior Renovation
- Herbert M. Hanson Hall
- HHH Classrooms
- Hillel House
- Landscape Arboretum Visitor Center
- Lind Hall
- M Health Clinics + Surgery Center
- Mayo Memorial Auditorium
- MN Aquatic Invasive Species Research Center Remodel
- Nicholson Hall
- Northrup Auditorium
- Pioneer Hall Renovation
- Robbie Stadium Sitework
- Smith Hall
- Southbank Data Center
- Space Science
- St. Anthony Falls Lab
- Steam Plant
- Thomas E. Murphy Engine Research Lab
- West Bank Office Building Data Center
- Williamson Hall
- Poultry Testing Lab

Duluth Campus

- Chemical Sciences and Materials (CAMS)
- Montague Hall
- Superior Residence Dining Center Remodel

Morris Campus

- Green Prairie Living + Learning Community



Renaissance Hall - NDSU

Fargo, ND

AREAS: 75,380 GSF
 ESTIMATED/ACTUAL COST: \$7,710,810/\$7,537,350
 YEAR COMPLETED: 2004

CONTACT: Keith Bjerke, VP of University Relations, 701.231.1068
 Project Team Members: Michael J Burns & Kerry Peuser

The renovation of a 1903 historic downtown warehouse in Fargo, North Dakota houses the North Dakota State University Visual Arts and Architecture & Landscape Architecture Departments.

The project is a complete renovation of the existing building's 70,000 square feet, and includes a fifth floor addition to accommodate architectural studio space and a mechanical penthouse. Existing windows were replaced/restored and new storefront window systems were installed at street level.

Space includes a large classroom, woodshop, art gallery, conference room, art and architectural studios, two computer labs, offices, and necessary support spaces. The site also provides a small parking lot and a landscaped plaza on its eastern edge shared by the students and downtown community.

The pivotal building in the Downtown Fargo Historic District meets rigorous National Park Service Guidelines and received both Historic Tax Credits and ND Renaissance Zone Credits. Renaissance Hall is the first project in North Dakota to use and receive the Leadership in Energy & Environmental Design (LEED) Green Building Rating System Certification.

This project is featured in Jean Carroon's FAIA, LEED AP new book "Sustainable Preservation: Greening Existing Buildings". Jean is the Principal for Preservation at Goody Clancy Architects in Boston, Massachusetts.



(Top) Preliminary rendering of Renaissance Hall



(Left) Sustainability was a driving factor in the renovation. Most finishes that were original to the building were left alone and if needed, re-finished. Note the exposed columns with original paint and ragged bricks.



Clay County Courthouse Addition

Moorhead, MN

AREA: 73,330 GSF
ESTIMATED/ACTUAL COST: \$5,400,000/\$5,237,100
YEAR COMPLETED: 2004
CONTACT: Vijay Sethi-retired
County Administrator 218.299.7327

This project expands and reorganizes the judicial and county functions. The addition houses four new courtrooms, including a master court. Future courtrooms can be added through vertical expansion of the addition.

Prisoners are safely transported via a new tunnel connecting the Law Enforcement Center to a secure elevator and holding cell core. The County Attorney, Court Administration, Jury Rooms, and Judge's Chambers were located to function efficiently and safely. County Administrative functions, Auditor, Treasurer, Recorder, etc. have been relocated and/or co-located for increased efficiency. Former functions, like Motor Vehicle Department/Driver's License testing, were relocated to another county building.

The Courthouse is equipped with state-of-the-art security equipment and courtroom technology, HVAC and fire suppression systems. Aspects of sustainable design were incorporated with the use of both natural and borrowed light by way of clerestories and access to daylight corridors.



Courtroom addition with terraced lower level that houses County attorney offices.



Metal panels were used to screen jury boxes for privacy and security. Natural light penetrates the boxes through the sides of the panels.



The courtroom features clerestory windows to provide ample natural light, while still maintaining privacy and safety.

"We have found MJBA to be very easy to work with, skillful in design of public buildings, and capable of converting the client's vision into attractive and functional building spaces."

-Vijay Sethi
County Administrator



Family HealthCare Center Addition & Renovation

Fargo, ND (Completed Fall 2013)

AREA: 56,700 GSF
YEAR COMPLETED: 2012

Reference Contact: Albert Frisinger
Building Maintenance Supervisor
701.793.9102 (c)

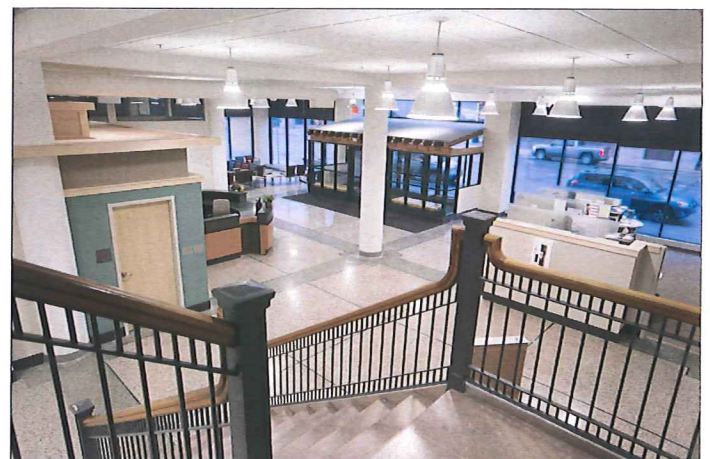
Due to increasing demands for services paired with inadequate facilities, The Family Healthcare Center (FHC) relocated to the historic Pence Automobile Building in downtown Fargo. The building was constructed in 1919 and is listed on the National Register of Historic Places.

The project includes the remodeling of the historic structure, along with the three buildings directly West; 307, 309, and 311 NP Avenue. The project represents an increase of existing capacity from 27,000 to 50,000 sq. ft. and resulted in 33 medical exam rooms (adding 19 to the current number), 7 dental operatories (adding 5), and additional space for pharmacy, lab, x-ray, behavioral health services, community programs, a wellness center, administrative offices, and meeting areas. In order to use resources more efficiently, the project brings all three Fargo sites under one roof, including the main medical and dental clinic, Homeless Health Services, and the administration offices.

Throughout the design/construction process, special attention was paid to retaining historic elements of the building, yet still provided a clean environment needed for clinical services. Many original materials are uncovered/salvaged/refinished, including masonry, ornamental metalwork, terra cotta, exterior painted building signage, terrazzo, and natural stone. The structure is designed to meet rigorous National Park Service guidelines and utilizes historic tax credits.



Pence building built in 1919 at 301 NP Avenue in Fargo.



First floor lobby from historic stair. A “room within a room” concept has been utilized to showcase the shear volume of the space while revealing the original structure and adding interest.

Clay County West Central Regional Juvenile Center

Moorhead, MN

AREA: 35,246 GSF
ESTIMATED/ACTUAL COST: \$3,800,000/\$3,200,000
YEAR COMPLETED: 1997
CONTACT: Vijay Sethi-retired
County Administrator 218.299.7327

In collaboration with Klein McCarthy & Company Architects, the West Central Regional Juvenile Center was an adaptive reuse design which functions as a 24 bed secure facility and 12 bed non-secure shelter care program, providing services for juveniles with behavioral and delinquency issues.

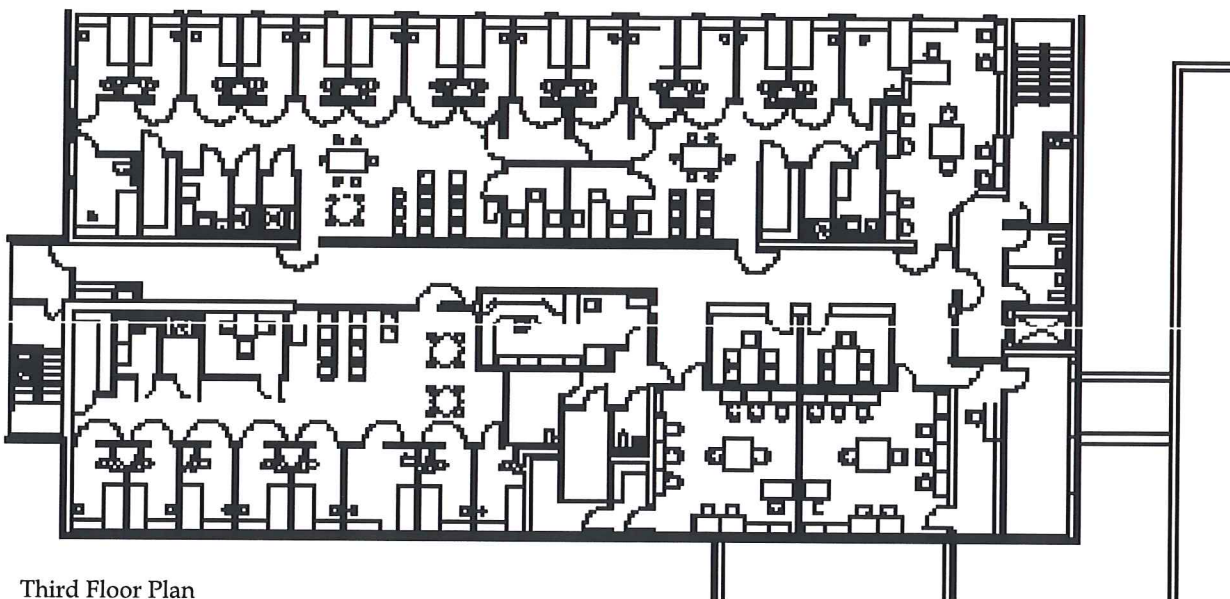
The project consists of a third floor addition to an existing two-story office building located on the Clay County Campus. The addition houses a secure facility complete with day rooms, security offices, secure conference rooms and a recreation room. The second floor houses the shelter care program, classrooms and a gymnasium with a retractable paneled wall that opens up to the exterior. The lower level contains the Dept. of Corrections offices, the Juvenile Detention Director's offices and a garaged sallyport that is connected to a security elevator which serves all floors.



Day Room



Northwest Elevation with 3rd Floor Addition



Third Floor Plan

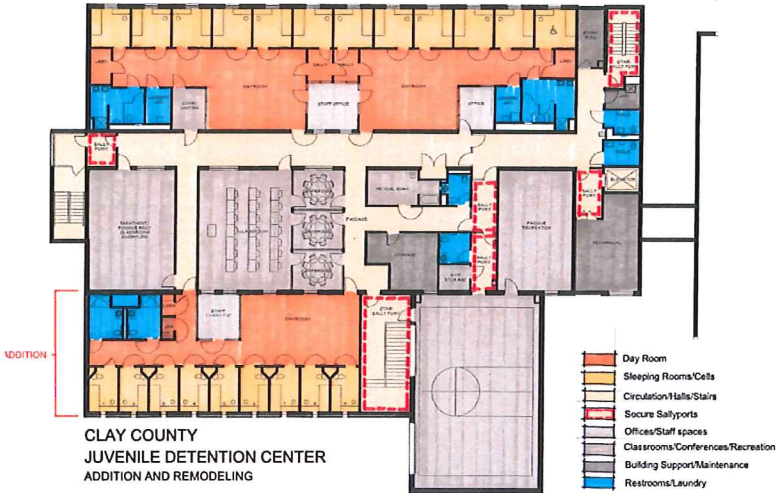
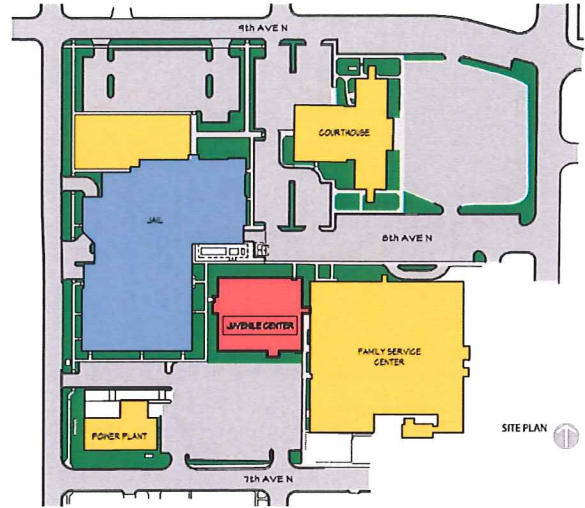
W. Central Juvenile Detention Center Expansion

Moorhead, Minnesota

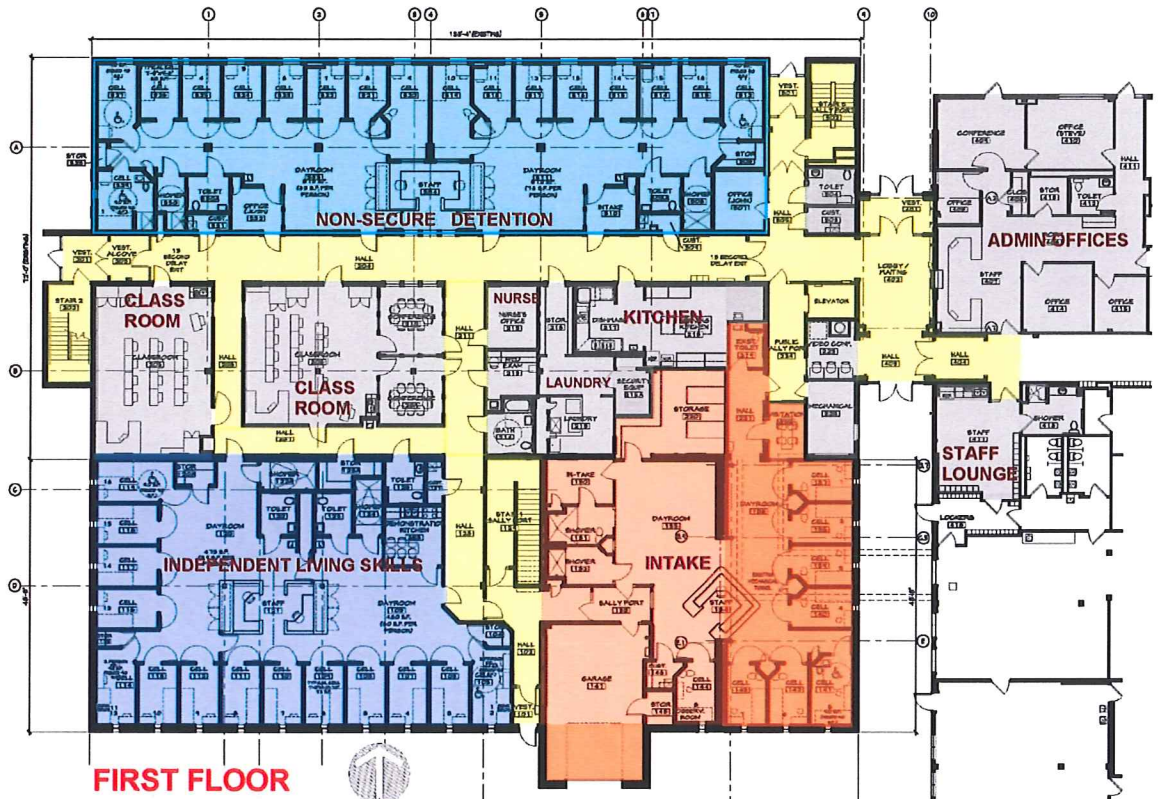
Design period: Dec 2016—Mar 2018

Construction: May 2018—Sep 2019

Cost: \$8.9 million



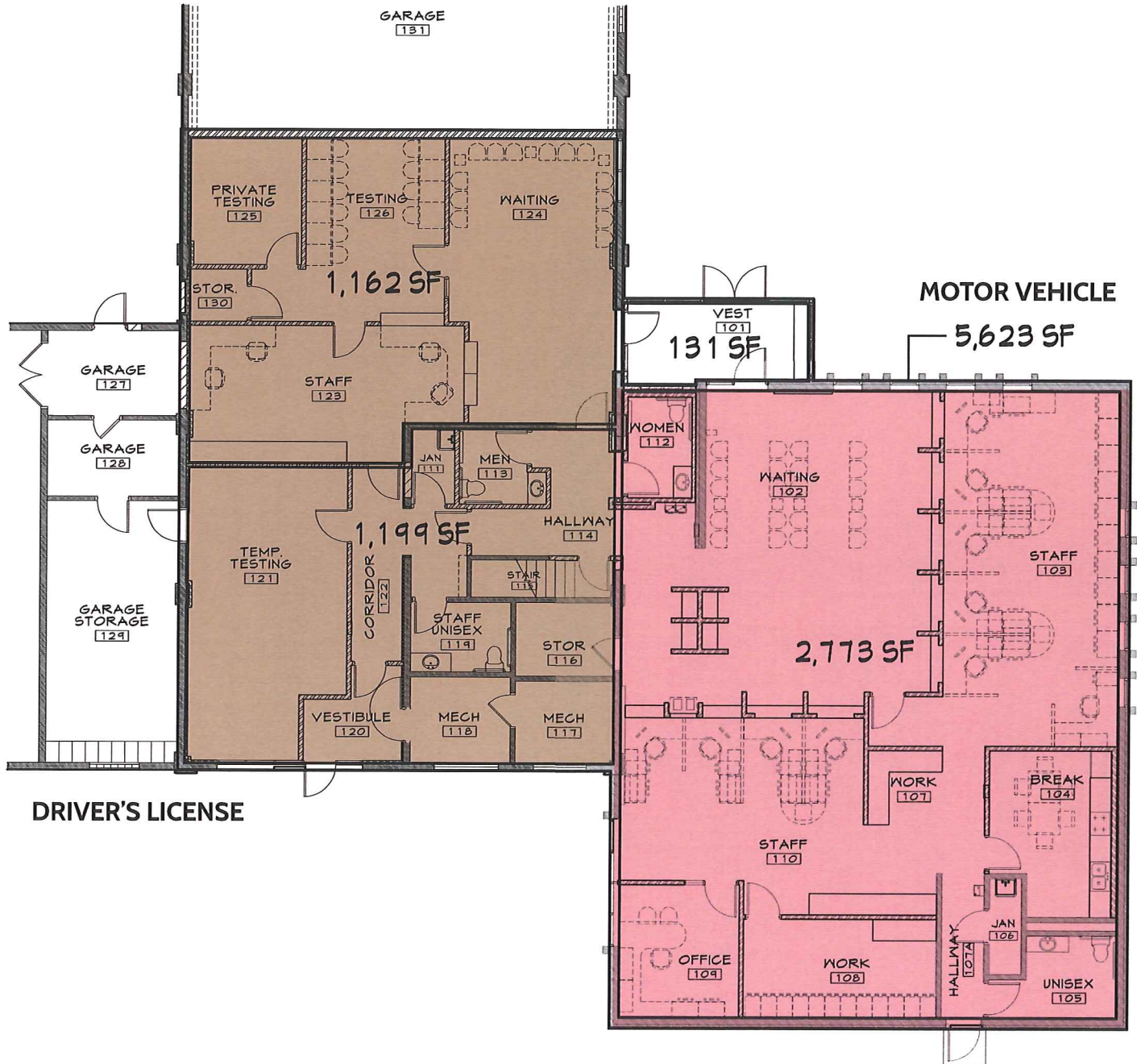
Initial Concept



Clay County Motor Vehicle Department Remodeling

Moorhead, MN

YEAR COMPLETED: Spring 2014



Aldevron- Renovation of Woodrow Wilson

Fargo, ND

AREA: 54,150 GSF
ESTIMATED COST: \$8.5 M
YEAR OF COMPLETION: 2014
CONTACT: WERNER GOLLING
CFO
701.499.7277

The renovation and addition to this historic school building houses laboratory operations for a plasmid DNA technology research company. The first floor contains the company's support spaces including an executive office suite, client relations, IT, communications, and a staff locker room. This floor also has conference rooms spread throughout to accommodate meetings, a large flexible space to be used as a classroom/large meeting area, media gallery, and an indoor/outdoor staff break room. The second and third floor accommodate the research functions of the building. Cutting edge production suites and storage spaces are set up to be flexible in size with an arrangement that encourages staff interaction. The addition also contains a two story space, visible as a feature from the exterior, that is home to a large fermentation tank similar to that of a brewing company.



Proposed addition



Current



Rendering of proposed client relations space

Griggs County Courthouse

Cooperstown, ND

AREA: 18,049 GSF
ESTIMATED COST: \$3,745,200
CONTACT: Robert Hook
Sheriff-Griggs County
Cooperstown, ND
701.797.3117

The small town of Cooperstown, North Dakota has been hit with multiple criminal activities this past year which made upgrading their county seat a priority. Significant problems include inadequate security, lack of A.D.A accessibility; proper indoor air quality; and storage for government documents.

Built in 1883, the Griggs County Courthouse is the oldest operating public structure in the state of North Dakota. It's also listed on the National Register of Historic Places. Throughout the planning phases of this project, the design team has made it a priority to retain the charming historic character of this structure, while still providing high tech, functional spaces.

Each of the departments have been resituated within the building to better serve the public and staff. An elevator and new stairwell have been added to improve circulation and meet building codes as well as handicap accessibility requirements.

The new 5,800 SF addition will be located on grade with ground level access and will house the Sheriff's department as well as a 70-seat multi-purpose room that will be available for emergency operations, community meetings, events, etc.

Other improvements include significant updates to the electrical, technology systems and the addition of geothermal wells.

This project will be funded following a successful public vote this winter.



Looking Southeast



Main corridor, which merges old with new, showcase archived photography illustrating the history of the structure and county. Clerestory windows allow daylight to flood the space.



Multi-Purpose Room: Due to lack of a county Emergency Operations Center, this space doubles as such during disaster situations.

Response to
Invitation to Bid



Cass County

*Architectural Services
for the*

*Jail Booking Area
Masterplan*

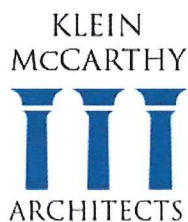
Fargo, ND

September 14, 2018



KLEIN
McCARTHY





6465 Wayzata Boulevard, Suite 410, St. Louis Park, MN 55426 | 952.908.9990 phone 952.908.9991 fax
www.kleinmccarthy.com

September 14, 2018

Robert Wilson, County Administrator
Cass County
211 South 9th Street
Fargo, ND 58103-1833

Re: Invitation to Bid
Jail Booking Area Masterplan
Architectural Masterplanning Services

Dear Mr. Wilson:

Klein McCarthy Architects (KMA) greatly appreciates the opportunity to present you with our Team's qualifications to provide professional services relating to the Jail Booking Area Masterplan. We are confident that we can be the strategic partner you need to provide an effective Masterplan that will be delivered to the County Board and county residents in the most convenient, efficient and cost-conscious manner.

Since its founding in 1977, Klein McCarthy Architects has maintained a special focus on government and judicial facilities planning and design. We feel the keys to our success have been **our client commitment** and the **active, consistent involvement and leadership of senior professionals** from start to finish in all aspects of planning, design and construction.

We understand the **importance of listening to the needs of our clients** and involving them in the process to help build consensus and achieve results that will support the needs of the community. We work in a **collaborative manner** that invites input and involvement through each step of the study and design process. Our team has a **proven track record** of assisting North Dakota, South Dakota and Minnesota counties in providing jail, law enforcement and courts facilities which meet the needs of users while respecting and adhering to budgetary goals.

Our proposed scope of work is outlined in Section 2 of our response, along with our fee for the Masterplanning effort in Section 4. If there are other services desired by the County, please let us know and we would be happy to discuss including them.

The County has indicated a strong preference to complete the Masterplanning effort by the end of 2018. We are available to begin immediately and feel that with bi-weekly meetings we can easily complete the Masterplan by the end of November, a month ahead of your schedule.

Mr. Robert Wilson
September 14, 2018
Page 2

We recently completed a Booking and Housing expansion for Williams County, ND, that involved expanding and remodeling the Booking area while it remained in operation. We are also nearing the Phase 1 completion of the Clay County, MN, jail just across the river from you. Both counties would be happy to visit with you about our qualifications and their contact information is in the reference section of our response to the Invitation to Bid.

We believe the **Klein McCarthy Architects' Team is the right strategic partner** to provide Cass County with a complete feasibility study for the Jail Booking Area Masterplan. Thank you for taking the time to review our proposal.

Sincerely,



Scott W. Fettig, AIA
President
scott.fettig@kleinmccarthy.com
(952) 908-9990

SWF:jaw

Enclosure 1 hard copy of the Invitation to Bid response

CONTRACTOR: _____

TELEPHONE: _____ EMAIL: _____

TIMEFRAME OF DELIVERALBES AFTER PROJECT AWARD: 60 Days

Bid Response

Bid – Jail Booking Area Masterplan

\$ 4,900.00

BUSINESS NAME: Klein McCarthy Architects

CITY AND STATE: St. Louis Park, MN ZIP CODE: 55426

PHONE NUMBER: (952) 908-9990 TOLL FREE: _____

FAX NUMBER: (952) 908-9991 E-MAIL: scott.fettig@KleinMcCarthy.com

SIGNATURE OF CORPORATE OFFICER: 

Letter of Introduction

Bid Response Form

Table of Contents

1. Firm Background

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5. Project Schedule Page 20

6. References Page 22



1. Introduction

Company: Klein McCarthy & Co., Ltd.

Address: Minneapolis Office (lead office):
6465 Wayzata Boulevard
Suite 410
St. Louis Park, MN 55426

Telephone: (952) 908-9990
Founding Date: 1977
Legal Status: S Corporation
Website: www.kleinmccarthy.com

Principal-in-Charge/ Project Manager: Scott Fettig, AIA
scott.fettig@kleinmccarthy.com



FIRM HISTORY

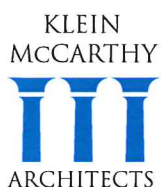
Klein McCarthy Architects, since its founding in 1977, has maintained a special focus on justice and government facility planning and design. One key to our success in these assignments is the active involvement and leadership of senior professionals in the firm from start to finish. This leadership carries through to all aspects of our planning, design and construction efforts.

PROFESSIONAL ORGANIZATION

Klein McCarthy Architects' work is entirely comprised of public sector architecture, it is both our primary focus and main area of expertise. Our special focus is on Detention and Justice projects with additional expertise in county and governmental architecture and planning. Our team has regional and national experience in the public sector and can bring a wealth of experience with governmental organizations of varying sizes and configurations. Our team includes recognized leaders in the fields of the specialties below:

- Justice Planning and Programming
- Jail Planning, Staffing and Design
- Law Enforcement Planning, Programming and Design
- Courts and Courts Support Assessments, Planning, Programming and Design
- Detention Design

We work as a team to utilize the individual talents of each team member. You can expect continuity of your project team from start to finish, with support staff introduced as their unique talents are required. We are committed to sustainability and conservation both in our design features and in our efficient space planning concepts. Klein McCarthy Architects uses updated technology and software advances to ensure that the most efficient methods in the industry are available to our clients. Our commitment to client satisfaction has resulted in long-term relationships and repeat business with many clients.



1. Expertise

Klein McCarthy Architects is a full service architectural firm providing a comprehensive range of services to assist our clients with all stages of project development from concept through post construction. Our professional staff and consulting specialists will work with you to determine your facility needs and ensure that the final design will meet your goals and budget.

Our services extend from a variety of small to large-scale projects, and are scalable to meet your needs. **Our commitment on every project is to provide a personal and individualized level of service.**

FACILITY PLANNING / NEEDS ASSESSMENT

- Master planning
- Inmate population projections
- Staffing projections
- Existing facility assessment
- Development planning
- Space programming
- Security/Technology analysis & planning
- Public presentations
- Project budget analysis
- Court Case Load analysis



ARCHITECTURE

- Feasibility studies
- Site analysis & selection
- Architectural design
- Computerized graphics
- Construction documents
- 3D Renderings



SECURITY CONSULTING

- Security analysis & design
- Security control system
- Detention facility design
- Detention equipment system selection
- Alternative comparisons



1. Expertise

INTERIOR PLANNING

- Space planning
- Work station studies
- Color and materials selection

CODE ANALYSIS

- Building codes
- Fire, life and safety codes
- Accessibility / ADA

COST CONTROL SERVICES

- Project management
- Cost estimating
- Schedule / phasing analysis
- Value engineering

CONSTRUCTION DELIVERY SERVICES

- Project scheduling
- Bidding / Contractor analysis
- On-site reviews
- Full-time observation
- Fast-track scheduling
- Construction cost management

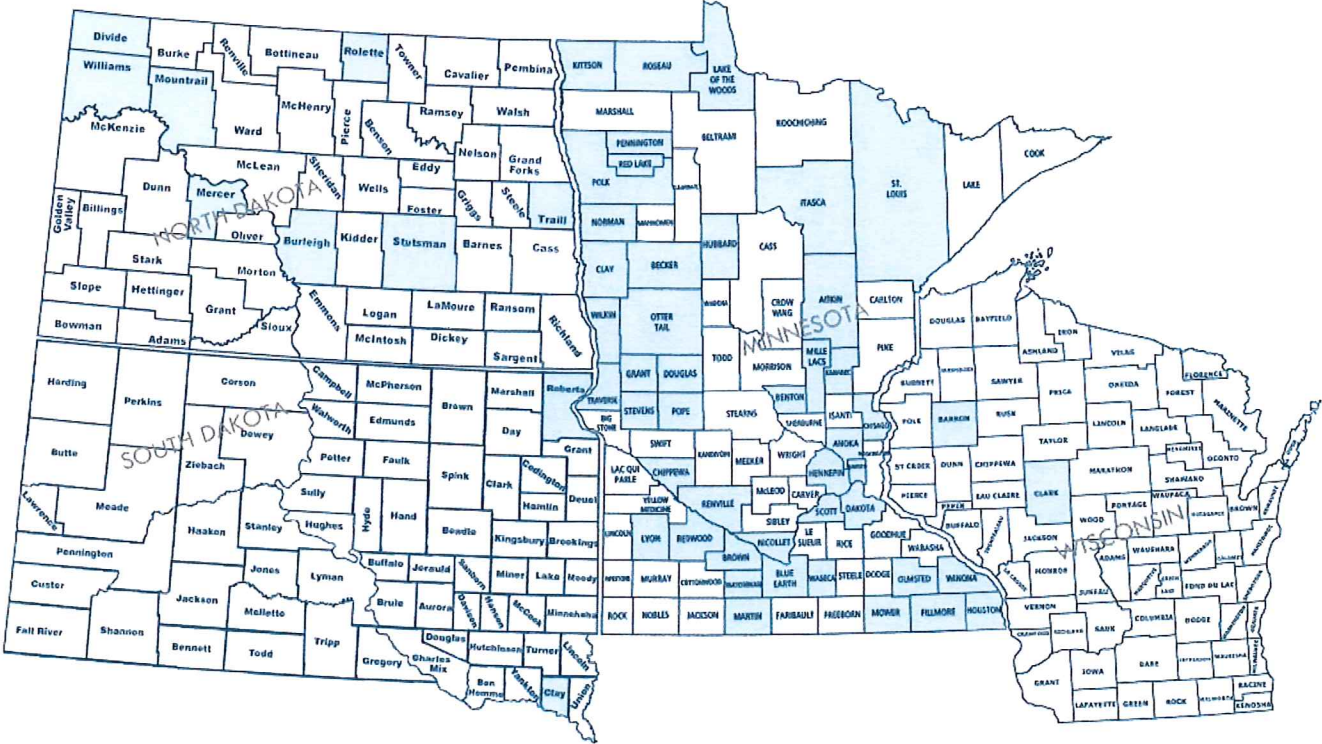
POST-OCCUPANCY SERVICES

- One year evaluation
- Warranty analysis



1. Experience

Klein McCarthy Architects has performed on over 300 County and State studies, predesigns and projects for jails, public safety facilities, courts and court support, law enforcement centers, and correctional facilities throughout the Midwest. The regional map (North Dakota, Minnesota, South Dakota, and Wisconsin) below identifies the counties for which we have provided services.



Scott Fettig, AIA, NCARB
Klein McCarthy Architects - 14 Years With KMA
Principal-In-Charge / Project Manager

Since partnering into Klein McCarthy Architects in 2004 and assuming full ownership in 2006, Scott has managed the firm based on one key principle - client service. Scott has over 29 years of architectural experience with the past 27 years focused on justice projects. He has devoted his talents to designing functional and operationally efficient justice facilities, including justice centers, jails, prisons, courthouses, law enforcement centers and social service offices.

His leadership and management experience on complex projects helps clients make informed decisions and manage their budgets effectively. The ability to bring projects in under budget, without clients sacrificing their long term goals, makes him an asset to every team. His experience managing a multi-discipline regional office for a national firm helps him bring to every project the high level of coordination needed for today's complex buildings.



Representative Study Experience

Williams County Jail Expansion Study
Williston, ND

Stutsman County Jail Feasibility Study
Jamestown, ND

Clay County Jail, Joint LEC & Site
Masterplanning
Moorhead, MN

Becker County Jail & LEC Study
Detroit Lakes, MN

Polk County Needs Assessment Study
Crookston, MN

Blue Earth County Feasibility Study
Mankato, MN

Mountrail County Justice Center
Programming and Predesign
Stanley, ND

Olmsted County Criminal Justice
Planning Study
Rochester, MN

Representative Project Experience

Williams County Jail/LEC Expansion
Williston, ND

Mountrail County Justice Center
Stanley, ND

Clay County Jail & Joint LEC
Moorhead, MN

Blue Earth County Justice Center
Mankato, MN

Douglas County Jail
Alexandria, MN

Polk County Regional Justice Center
Crookston, MN

Chisago County Jail & LEC
Center City, MN

Becker County Jail
Detroit Lakes, MN

Kanabec County Jail
Mora, MN

EDUCATION

Bachelor of Architecture with
Minors in Interior Design and Business
Administration – North Dakota State
University, 1987

30 Years Experience

AFFILIATIONS

American Institute of Architects

Registered in North Dakota, Minne-
sota, South Dakota and Wisconsin

NCARB Certified

Minnesota Sheriff's Association

American Jail Association

American Correctional Association

RECENT AWARDS

2010 - AIA Justice Facilities Review -
Blue Earth County Justice Center

2009 ABC - Exterior Masonry and
Precast - Kanabec County Jail

Matthew Keenan
Klein McCarthy Architects - 11 Years With KMA
Architectural Support

Matthew Keenan has experience working on projects ranging from small renovations to International high-rise commercial towers. He has worked on projects for local cities, counties and the State of Minnesota; with the past 5 years of his career focused exclusively on Public Sector Architecture. He has supervised projects from early schematic design through construction, and is highly experienced working with county representatives throughout the construction process.

Matthew's experience with Governmental and Justice projects in the region make him highly qualified to assist in this project, and his advanced rendering and technology skills will be utilized throughout the design process.



Representative Study Experience

Williams County Jail Expansion Study
Williston, ND

Clay County Jail, Joint LEC & Site Masterplanning
Moorhead, MN

Clay County Jail Studies
Moorhead, MN

Olmsted County Criminal Justice Planning Study
Rochester, MN

Douglas County Jail-Joint LEC Masterplan
Alexandria, MN

Lake of the Woods County Jail & LEC Study
Baudette, MN

Williams County-City of Williston Planning Studies
Williston, ND

Representative Project Experience

Williams County Jail/LEC Expansion
Williston, ND

Mountrail County Justice Center
Stanley, ND

Clay County Jail & Joint LEC
Moorhead, MN

Douglas County Jail
Alexandria, MN

Chisago County Jail & LEC
Center City, MN

Becker County Jail
Detroit Lakes, MN

Kanabec County Jail
Mora, MN

Olmsted County Government Center
Rochester, MN

Stevens County Courthouse & LEC
Morris, MN

EDUCATION

Bachelor of Architecture
- University of Minnesota

14 Years Experience

RECENT AWARDS

2009 ABC - Exterior Masonry and Precast - Kanabec County Jail

Danielle Reid

Klein McCarthy Architects - 11 Years With KMA

Architectural Support

Danielle Reid is a planner and designer who has spent her career focused on public sector and justice architecture. Her experience taking projects from early schematic planning through construction administration has given her a practical knowledge of all aspects of the design process. Danielle has worked closely with clients and government entities throughout the region to produce successful public facilities.

Danielle's rigorous design skills and ability to efficiently coordinate consultants and technical staff make her a valuable team member. As project coordinator on this project she will work closely with consultants to ensure their work proceeds and meets the high standards we expect at every phase and also head up the interior planning efforts in conjunction with support staff.



Representative Study Experience

[Williams County Jail Expansion Study](#)
Williston, ND

[Clay County Jail, Joint LEC & Site Masterplanning](#)
Moorhead, MN

[Becker County Jail & LEC Study](#)
Detroit Lakes, MN

[Rolette County Jail & LEC Programming & Predesign](#)
Rolla, ND

[Olmsted County Criminal Justice Planning Study](#)
Rochester, MN

[Chisago County Justice Center Study](#)
Center City, MN

[Houston County Facilities Assessment](#)
Caledonia, MN

[Lake of the Woods County Jail & LEC Study](#)
Baudette, MN

Representative Project Experience

[Williams County Jail/LEC Expansion](#)
Williston, ND

[Mountrail County Justice Center](#)
Stanley, ND

[Clay County Jail & Joint LEC](#)
Moorhead, MN

[Blue Earth County Justice Center](#)
Mankato, MN

[Douglas County Jail](#)
Alexandria, MN

[Chisago County Jail & LEC](#)
Center City, MN

[Becker County Jail](#)
Detroit Lakes, MN

[Houston County Justice Center](#)
Caledonia, MN

[Olmsted County Government Center](#)
Rochester, MN

[Mercer County Courthouse Expansion](#)
Stanton, ND

EDUCATION

Bachelor of Architecture
- Iowa State University

11 Years Experience

RECENT AWARDS

2010 - AIA Justice Facilities Review -
Blue Earth County Justice Center

2009 ABC - Exterior Masonry and
Precast - Kanabec County Jail

KLEIN
MCCARTHY



1. Attributes that Distinguish KMA

Klein McCarthy Architects has extensive experience working with local government agencies to produce lasting and effective solutions for the built environment. Over the past 10 years, our team has completed dozens of projects ranging from needs assessment/feasibility studies to multi-county Justice Centers. With a focus on the Upper Midwest region, Klein McCarthy has recently worked with both a number of North Dakota and Minnesota counties and the States of North Dakota and Minnesota to plan for the public safety and government needs of the future. Our [extensive knowledge and experience in governmental planning](#) and architecture gives us a unique ability to understand the needs of the public sector and [meet our clients' budget and schedule goals](#).

Focus: With a [specialty focus in Justice and Government Architecture](#), the Klein McCarthy design team is very familiar with security and operational challenges facing county facilities. Our team's experience working together on Justice and Correctional, and Government Service projects can help us to [identify ways to improve from the early planning stages and add functional value](#) to your facilities. With a majority of our work being done with counties, we understand the process and procedures necessary to complete effective planning studies and projects.

Relationships: No matter what your goals or where you are in the planning stages, Klein McCarthy has the right relationships to help you make informed decisions for the future. We work with local, regional and national planning, design and engineering consultants as well as regulatory agencies (such as the Department of Corrections) to make sure you have the right tools to [plan and execute your vision](#).

Collaboration: We understand that a good study is a collaborative process that is only successful if it is approached without preconceived notions. Klein McCarthy will work closely with your staff and representatives to make sure you receive a study that works for you and is not a 'cookie-cutter' facility. [Each client, community and facility has different needs](#), and through our processes we will help you identify and address your community's needs.

Value: In these times of limited public resources, facilities that add real value to the community are of paramount importance. Through time-tested methods we can help you [find ways to do more with less through designs that improve staff efficiency](#), sustainable and energy saving solutions, and durable, lasting architecture. [Flexibility and efficiency are the key to our design philosophy](#), and we embed these values in all of our work.



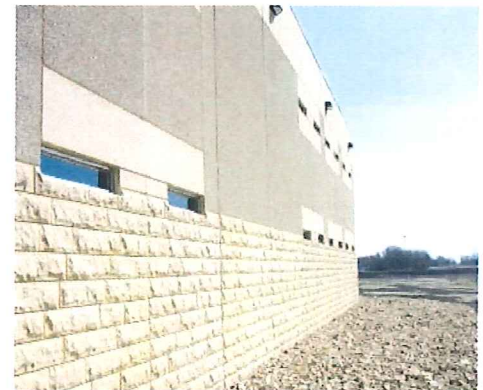
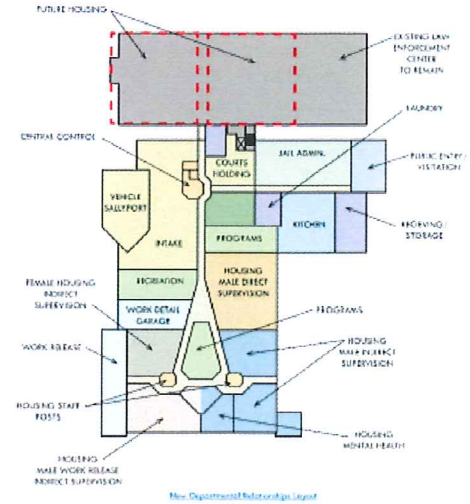
2. Project Approach - Introduction

Our understanding and approach to your project will be grounded on decades of programming, planning and jail design experience with a commitment to the success of your project. **We have completed over 300 studies and projects** in Minnesota, North Dakota, Wisconsin, South Dakota, Montana and Michigan with a special emphasis on county government facilities. These include dozens of county facilities, jails, justice centers, courts, government centers, justice and law enforcement projects.

We bring a proven record of providing studies and designing projects that meet our client's objectives and delivering professional services that exceed expectations. The following are some of the reasons why we are successful:

- **Extensive experience in county jails.**
- **Extensive experience in justice architecture**, including justice centers, jails, courts and LEC's.
- **Involvement** in and understanding of the Cass County area and adjacent counties' projects.
- **Understanding** the importance of developing design solutions that will meet the Committee's goals, budgets, time frame and expectations.
- **Commitment** in adhering to schedules and meeting deadlines.
- **Proven record** of bringing projects in on or under budget.

The key to our success is the very **high degree of "hands on" senior professional involvement** and the **daily involvement and leadership of experienced staff** from start to finish in all aspects of the planning, design and construction efforts. **We do not change team members from phase to phase or delegate critical responsibilities to less experienced personnel.** This level of service is unique in business today, and will ensure that we provide a solution that is efficient and effective. We spend the necessary time in early stages and meetings in order to avoid mistakes which can compound and be costly later.



2. Project Approach - Balance of Priorities

BALANCE INDIVIDUAL STAKEHOLDER NEEDS

Balancing individual stakeholder needs with current technology, best practices and budget restraints can be difficult. When individuals are involved human nature is to project individual interests and focus on individual needs, sometimes without fully understanding the needs of the whole. Our experience in similar governmental settings leads us to believe we can use our expertise to successfully guide the stakeholders to a project that balances the needs of all.

We have found that the best way to create balanced solutions is developing open lines of communication and providing transparency of all information gathered and presented. We have also found that by doing this in interactive meetings everyone involved is able to have a voice. When stakeholders are given a forum to discuss their goals, missions, and are allowed to question and be questioned, healthy debates ensue and ultimately consensus building occurs.

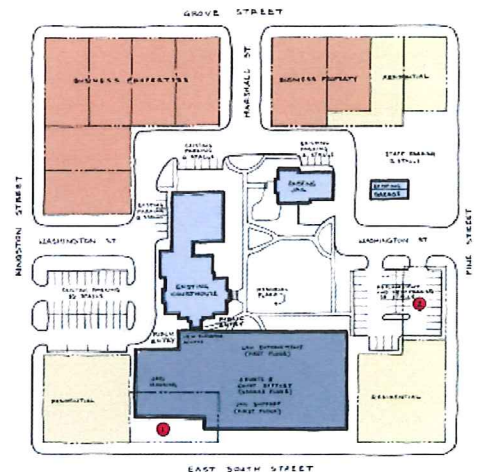
Transparency of Information

Why is transparency of information so important? Our approach allows all stakeholders to have equal access to project information and support documentation in an open book arrangement. Informed and thoughtful consensus is only possible if everyone has all information available and there are no surprises.

Interactive Process

In our experience the best operational solution derives from an interactive planning process, which melds the expertise of the Design Team with input and feedback from individuals and groups who are directly responsible for the management and operation of the proposed facility. This "stakeholder" position of the staff is essential in every step of the planning process to accomplish a successful project. During this process we also recommend:

- Establishing realistic timelines at the beginning of the project, allowing adequate time for review, refinements and presentations.
- Meeting regularly with the Committee to review the project schedule, goals and budget, and to make adjustments and recommendations.
- Facilitating the Committee's decision-making process, by clearly presenting the available alternatives and providing all the information necessary to make a timely and informed judgment.



2. Project Approach - Balance of Priorities

Consensus Building

Ultimately, achievement of the Committee's goals will depend upon reaching a consensus among all participants with regard to all decisions such as the site layout, organization, management and design of the proposed facility. In our experience, such consensus is based upon each participant's sense of being heard, information shared, interests valued, and a logical solution that all can feel ownership of.

Balancing Needs with Current Technology

There are many examples of current technology to be considered in connection to this project type. Each of these items need to be carefully examined to determine the real costs, benefits and operational impacts. Questions that should be answered for each include:

- What would be the added cost to incorporate this feature?
- Will this technology reduce costs or provide significant operational efficiency (i.e., less space needs, staff efficiency, workflow efficiencies)?
- Can this feature be easily added in the future?
- Is utilizing this technology part of the Committee's mission or does it meet your operational goals?



2. Project Approach - Approach and Methodology

ORGANIZATION AND LEADERSHIP

The principal role of the KMA Team is to organize and lead the existing facility analysis, prepare cost-effective and efficient options, and provide a complete study to present to the County Board. We will listen carefully, ask questions, present the available alternatives, and clearly communicate all the information necessary to help facilitate the client's decision-making.

METHODOLOGY

From the start, we follow a set of principles which ensures successful collaboration with our clients. These principles are:

- **Teamwork:** Establishment of a comprehensive planning and design team that works together to achieve common goals and develop the best outcome.
- **Availability:** The Design Team, including consultants, is available to meet regularly to keep the project on schedule and moving forward.
- **Education:** The Design Team will provide the necessary information to the client stakeholders (owners and users/occupants) so they are well informed. Well-informed committees can make decisions in a timely manner.
- **Information:** Accurate information provides stakeholders the ability to visualize the issues and needs of the facility. Data collection of pertinent information is critical and the presentation of that information must be accurate, concise, and relevant.
- **Operations:** A key to concept designs is how the facility will operate. A team comprised of consultants, the architect, and stakeholders analyzes how the proposed facility will be used and helps optimize a design based on that use.
- **Communication:** Good communication is critical in making sure the client and Design Team are kept informed of the extensive amount of information that occurs during design and construction. Keeping track of key topics and client direction is paramount to assure the building that is built achieves the expectations of all parties.
- **Efficiencies:** Government facilities, particularly detention and correctional institutions, can be expensive to construct and operate. We focus on our client's objectives and the appropriate balance of construction cost and operational efficiency.
- **Driving Forces:** The success of this project will be cost efficiency, while maintaining the security of the staff, inmates and public.



2. Project Approach - Approach and Methodology

APPROACH / DESIGN PROCESS

Design Process: Through our extensive experience working with various counties and states, we believe our process has been refined to both **uncover the core goals of our clients while providing tested solutions** to achieve those goals.

Design Tools: One unique method that we use in developing the design of a building is the use of conceptual 3-dimensional modeling. This helps the Design Team fully explore the best design applications of materials, sizes, relationships of building forms, etc. This also assists the client and the public to visually understand the design intent being proposed.

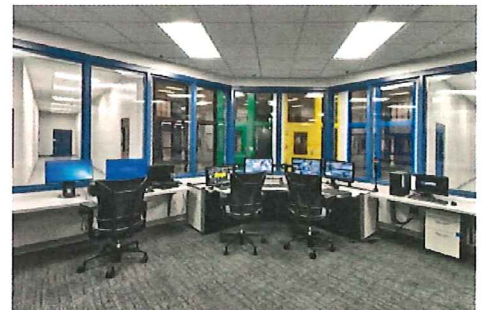


REPORTING METHODS

Our Design Team uses a variety of reporting methods to ensure that decisions are fully distributed to all team members and are integrated into the design and construction documents. Regardless of the communication method employed, you can be assured that our Owner Contact Scott Fetig will coordinate our team and provide you the “voice” and **single-source accountability**.

SCHEDULING

Meetings are scheduled in advance to allow our team to prepare documents and submit to the client prior to the meeting date. This allows everyone adequate preparation time and assures the client that the first time you see essential information is not at the meeting.



2. Project Approach - Best Practices

BEST PRACTICES

Klein McCarthy Architects believes that there are certain ‘best practices’ that should be reviewed with the client and incorporated into every planning, design and constructed project. Unfortunately, many of these items are taken for granted or missed by many architects and planners. Our experience with the Justice System keeps us attuned to always incorporate these best practices. Some of these can be included in planning and design at little or no cost increase and as such just make [good sense in Justice System planning](#).

Operations Based Facility Design

Because the long-term staffing and operational costs of a jail building over its useful life far exceed the initial construction cost, it is critical that the building design addresses the need for efficiency of operations.

Expandability

In all planning and design exercises we consider the possibility of future expansion. Even if future expansion appears to be unlikely, we endeavor to make sure to consider the ramifications of designing for expandability through external additions, horizontal connections, vertical additions, and internal expansion or reconfiguration. In some cases we will consider the possibility of shelled space that can be finished for future use. Each type of expansion has design and cost considerations that should be accounted for in the earliest planning stages.

Modular Construction

Planning for the use of modular elements that can be assembled off-site and installed on-site is one effective way of adding value, especially to correctional facilities. We are familiar with the use and planning implications of modular cells including steel and precast modules. Precast concrete panels for exterior and interior walls and repetitive building elements have been an effective strategy we have utilized in the past to [minimize initial construction costs](#). While being sensitive to the character of the surrounding buildings, we have [effectively used many modular elements in the past to speed construction and save costs without compromising space or quality](#).



3. Experience - Jails

Klein McCarthy Architects has extensive correctional architecture experience having planned and designed dozens of county jail projects in the region. We understand the unique security concerns, jurisdiction codes and operational requirements to provide effective jail design. State of the art security electronics systems, sustainable design and durability are hallmarks of KMA's jail projects. Our design team has a successful track record of providing safe and secure jails that are both lasting and operationally efficient.

Klein McCarthy Architects have designed the following jail projects:

Aitkin County Jail
Aitkin, MN

Becker County Jail
Detroit Lakes, MN

Blue Earth County Justice Center
Mankato, MN

Chisago County Jail
Center City, MN

Clay County Jail
Moorhead, MN

Douglas County Jail
Alexandria, MN

Houston County Justice Center
Caledonia, MN

Kanabec County Jail
Mora, MN

Mercer County Jail & Courthouse
Stanton, ND

Mountrail County Justice Center
Stanley, ND

Polk County Justice Center
Crookston, MN

Renville County Jail
Olivia, MN

Roberts County Jail
Sisseton, SD

Rolette County Jail & LEC
Rolla, ND

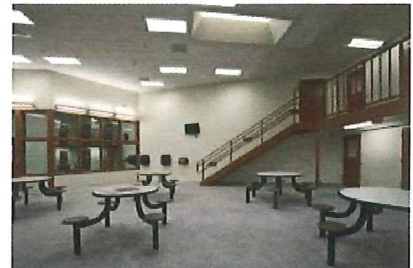
Roseau County Jail
Roseau, MN

Traverse County Jail & Joint LEC
Wheaton, MN

Wilkin County Jail & LEC
Breckenridge, MN

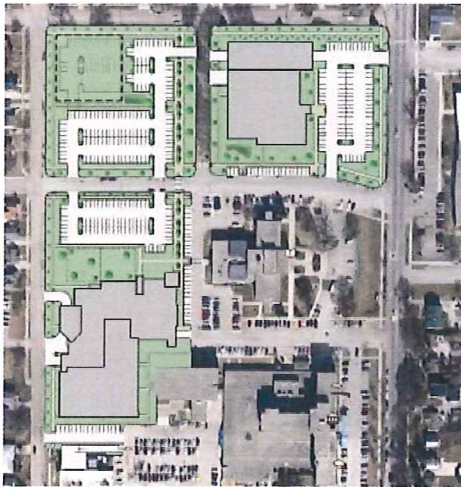
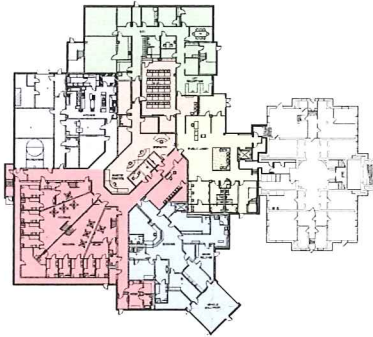
Williams County Jail Dormitory
Williston, ND

Williams County Jail & Joint LEC
Williston, ND



3. Experience - Needs Assessments & Planning Studies

Klein McCarthy has assisted many governmental jurisdictions in evaluating their current and future space needs and determining how existing facilities can be best utilized to meet those needs. Our experienced team will collect the necessary data, provide a thorough analysis and propose reasonable solutions to meet your space and operational needs.



The following is a partial list of the studies completed by Klein McCarthy:

- Becker County Jail and LEC Study
- Blue Earth County Feasibility Study
- Blue Earth County Justice Center Study
- Chisago County Justice Center Study
- Clay County Jail and Joint LEC Study
- Clay County Jail, Joint LEC and Site Masterplanning
- Clay County Courthouse, Jail and Public Safety Facility Evaluation
- Divide County Courthouse Expansion Programming and Predesign
- Douglas County Jail and Joint LEC
- Hennepin County ACF Work Release Facility Assessment
- Hennepin County Nexus Crisis Stabilization Program (County Home School)
- Houston County Criminal Justice Center Planning
- Houston County Facilities Assessment
- Hubbard County Courthouse Space Needs Analysis and Planning Study
- Hubbard County Masterplan
- Lake of the Woods County Jail and LEC Study
- Mercer County Courts and Jail Expansion Study
- Mille Lacs County Space Needs Assessment
- Mountrail County Justice Center Programming and Predesign
- North Dakota State Capitol Improvements Masterplan
- Olmsted County Administration Building Study
- Olmsted County Criminal Justice Needs Assessment
- Olmsted County Juvenile Detention Center Study
- Pennington County Space Needs Assessment
- Polk County Needs Assessment
- Pope County Feasibility Study
- Pope County Joint LEC Study
- Rolette County Jail and LEC Programming and Predesign
- Roseau County Jail and Social Services Masterplan
- Scott County Capital Improvements & Facility Review
- Stevens County Courthouse Feasibility Study
- Stutsman County Jail Feasibility Study
- Traill County Law Enforcement Remodel and Circulation Study
- Waseca County Masterplan Study
- Williams County - City of Williston Planning Study
- Williams County Jail Dormitory Expansion
- Williams County Jail Expansion Study

3. Experience - Studies and Predesigns

Klein McCarthy Architects has performed over 300 studies and projects for the states of Minnesota and North Dakota. These projects range from correctional facilities to secure office buildings, including the Bureau of Criminal Apprehension. Many of our state studies have continued into Predesign Reports that are submitted to the State Legislation for funding so they must be thorough and able to be justified and defensible. This attention to detail is paramount in getting appropriate funding.

Klein McCarthy Architects has recently completed the following public sector studies and predesigns involving space analysis and remodelings of secure office space:

**Bureau of Criminal Apprehension
Space Predesign**
St. Paul, MN

**Prairie Correctional Facility
Assessment Study**
Appleton, MN

**Centennial Office Building (State
of Minnesota) - multiple projects**
St. Paul, MN

**Stassen and BCA Buildings
Basement Usage Study**
St. Paul, MN

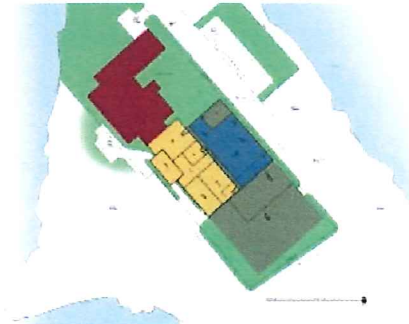
**Chisago County Phase 2
Predesign**
Center City, MN

**Teachers Retirement Association
Remodeling Study**
St. Paul, MN



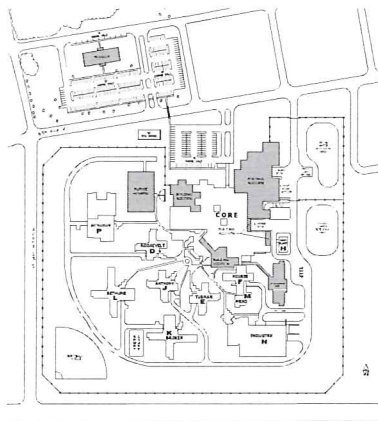
**MCF Moose Lake Building #65
Space Usage Study**
Moose Lake, MN

**MCF Red Wing 96-Bed Minimum
Security Housing Unit Predesign**
Red Wing, MN



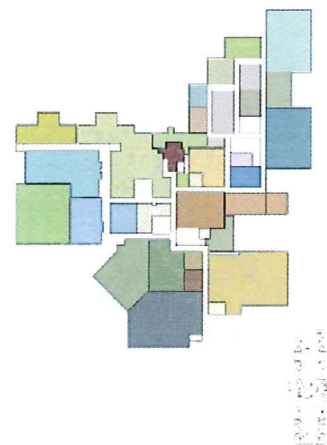
**MCF Shakopee 30-Year Facility
Expansion Study**
Shakopee, MN

**MCF Shakopee Asset
Preservation Study**
Shakopee, MN



**MCF Stillwater 96-Bed Minimum
Security Housing Unit Predesign**
Stillwater, MN

**Minnesota State Academies
Exterior Building Study**
Faribault, MN



**North Dakota State Capitol
Building Foreground and Security
Enhancements - Phases 1 and 2**
Bismarck, ND

4. Design Fees

Klein McCarthy & Co., Ltd. (KMA) is proposing to perform the masterplan for the Jail Booking Area for a total lump sum fee of \$4,900, including reimbursable expenses. We have also included our hourly rates should the scope change and additional work be required.

Reimbursable expenses to the masterplanning will be billed at cost in addition to the professional services fee should the scope change and additional work be required. The reimbursable rates are listed on the next page.

The KMA scope is to include:

- Four meetings on site (three for programming and design option reviews and one meeting to present the final report to key stakeholders).
- Spatial program development for the area to determine if the requested needs will fit in the existing space or if a physical building expansion will be needed.
- Spatial comparisons of intake areas from KMA projects of similar bed capacity jails.
- Development of options to be narrowed to two after the second meeting to allow final revisions.
- Architectural narratives for the two selected options to describe the modifications for architectural modifications to the existing area.
- Floor plan options showing proposed wall layouts with major equipment shown, such as fingerprint machines, etc.
- 3-Dimensional modeling to show sightlines from the Booking Desk to Pre-Booking, Holding Cells, etc., to demonstrate what the officers will actually see.
- Code plan evaluation to confirm that the masterplan is viable and does not violate existing.
- Final report containing the selected options and narratives.

The KMA scope of work excludes:

- Asbestos review and abatement.
- Analysis of vertical expansion options to the existing building.
- Engineering analysis of civil, structural, mechanical, electrical and security electronics.
- Cost estimating.
- Production of Schematic, Design Development, and Construction Documents, Bidding & Negotiation, and Construction Administration Phases, which will be a future project scope.
- Site geotechnical.
- Site survey.
- Soil borings.

4. Design Fees

HOURLY RATES SCHEDULE

September 14, 2018

Klein McCarthy Architects

Scott Fettig	\$ 200/hour
Ryan Weber	\$ 120/hour
Matthew Keenan	\$ 115/hour
Danielle Reid	\$ 105/hour
Christina Tapper	\$ 85/hour
Joy Walkowiak	\$ 85/hour
Austin Rudin	\$ 50/hour

REIMBURSABLE EXPENSES SCHEDULE

Reproduction:

-- Black & White	8-1/2 x 11	\$ 0.15
-- Black & White	11 x 17	0.30
-- Black & White	12 x 18	1.00
-- Black & White	15 x 21	1.00
-- Black & White	24 x 36	2.00
-- Black & White	30 x 42	3.00
-- Color Copy	8-1/2 x 11	1.00
-- Color Copy	11 x 17	2.00
-- Color Copy	12 x 18	3.00
-- Scanned Images	15 x 21	1.00
-- Scanned Images	24 x 36	1.50
-- Scanned Images	30 x 42	2.00

Mileage: 0.545/mile

The following are billed at cost:

- Long Distance Calls/Faxes
- Courier, UPS, FedEx, postage
- Outsourced reproduction services
- Consultants' expenses
- Lodging
- Meals
- Fees/Permits
- Airfare
- Transportation (bus, taxi, shuttle)

5. Project Schedule

While clients' expectations and goals vary from project to project, we have developed an **efficient process** that has been used on many studies that provides an excellent starting framework. We feel that this time-tested process combined with our knowledge of similar issues, asking the critical questions, and having the experience to offer informed perspectives will provide Cass County with a **thorough and well-conceived** masterplan for the Jail Booking Area.

We spend time with our client at the beginning of the project to review and set the schedule and to thoroughly review each proposed step of the process so that the client's timeline and expectations are achieved. The following process shows the main work tasks we expect to perform with the Committee and the stakeholders as we understand them. However, we would **work with you to refine this as needed to tailor our services to suit your needs.**

START DATE

Our team is ready to start the study immediately upon receiving a signed contract. We can have a contract submitted within one week of selection notification.

Based on correspondence, the County wants the study completed within 2018. With our Team's knowledge, expertise and availability **we are proposing a 2 month duration** based on bi-weekly meetings.

This schedule allows for three design meetings and a meeting to review and finalize the Report and presentation to the County Board.

We feel this schedule is comfortable and allows adequate progress reviews and meeting preparation without compressing it so much that the County feels rushed. We find that we can typically develop the study faster than the County will feel comfortable making decisions. We are open to accelerating or slowing down the schedule if the County feels comfortable doing so.



5. Project Schedule

The following proposed schedule shows estimated time periods and sequences for major project tasks and submittal dates for significant deliverables such as progress reports, client meetings, and the final report.

TASKS	OCTOBER					NOVEMBER			
	1	2	3	4	5	1	2	3	4
Jail Space Program	●	■	●						
Facility Design Options	●	■	●	■	■	●			
Site Evaluation / Expansions	●	■	●	■	■				
Recommendations and Implementation Strategies							■		
Final Report								●	



Meeting



KMA Design Period

6. References

RELEVANT STUDY REFERENCES

The following list are the [references for the studies](#) KMA has submitted showing our relevant study experience.

[Clay County \(South Dakota\) Courthouse and Public Safety Center Assessment and Feasibility Study](#)

Andy Howe, Sheriff
(605) 77-7100
ahowe@claysheriff.org

[Clay County Jail, Joint LEC & Site Masterplanning](#)

Brian Berg, Administrator
(218) 299-502
brian.berg@co.clay.mn.us

[Becker County Jail & Law Enforcement Center Study](#)

Jack Ingstad, Administrator
(218) 846-7201
jwingst@co.becker.mn.us

[Mountrail County Justice Center Programming and Predesign](#)

Wade Enget, State's Attorney
(701) 628-2965
wenget@nd.gov

[Chisago County Justice Center Study](#)

Brandon Thyen, Sheriff
(651) 213-6301
bjthyen@co.chisago.mn.us

[Douglas County Jail/Joint LEC Masterplan](#)

Troy Wolbersen, Sheriff
(320) 762-8151
troyw@co.douglas.mn.us

[Blue Earth County Feasibility Study](#)

Brad Peterson, Sheriff
(507) 304-4800
brad.peterson@blueearthcountymn.gov

RELEVANT PROJECT REFERENCES

The following list are the [references for projects](#) KMA has submitted showing our relevant project experience.

[Williams County Jail and Joint Law Enforcement Center Expansion](#)

Verlan Kvande, Sheriff
(701) 713-3545
verlank@co.williams.nd.us

[Clay County Jail](#)

Julie Savat, Jail Administrator
(218) 299-7350
julie.savat@co.clay.mn.us

[Becker County Jail](#)

Todd Glander, Sheriff
(218) 847-2661
tdgland@co.becker.mn.us

[Mountrail County Justice Center](#)

Wade Enget, State's Attorney
(701) 628-2965
wenget@nd.gov

[Chisago County Jail / LEC](#)

Chris Thoma, Assistant Jail Administrator
(651) 213-5763
cwthoma@co.chisago.mn.us

[Douglas County Jail](#)

Jackie Notch, Jail Administrator
(320) 762-2995
jackien@co.douglas.mn.us

[Renville County Jail & Government Services](#)

Scott Hable, Sheriff
(320) 523-1161
scotth@renvillecountymn.com