



County Administrator

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

M E M O

TO: County Commission
FROM: Robert W. Wilson
DATE: December 2, 2021
SUBJECT: Court Facilities Improvement Grant Application

The State of North Dakota annually awards grants to Counties for improvements made to Court facilities. Eligible projects must be a necessary improvement or essential to remodel or maintain court facilities.

Successful grant recipients will be awarded up to 75% of the cost of eligible projects, with Counties covering the remaining 25%. Applications are due by December 31, 2021.

Court personnel have recommended, and the County Building Committee has reviewed a potential project to convert a 3rd Floor video courtroom into a dual-purpose video courtroom/Jury Deliberation Room. This is needed because currently the only 3rd floor Jury Deliberation Rooms are only accessible through public areas, creating the potential for jurors to come in contact with court participants outside the courtroom.

The estimated project cost is \$80,000. If approved, \$60,000 of that amount would be covered by the grant. \$20,000 would be the responsibility of Cass County.

Court personnel and the County Building Committee have also reviewed a second potential project to replace three overhead counter doors in the court administration office that have to be hand cranked open and shut each morning and afternoon. The current overhead doors are in disrepair and the inability to quickly shut the doors presents a potential safety challenge.

SUGGESTED MOTION:

Authorize the Chair to review and sign both applications for Court Facilities Improvement Grant subject to change in total cost based on vendor quote.

PO Box 2806
211 Ninth Street South
Fargo, North Dakota 58108

www.casscountynd.gov

APPLICATION
for
COURT FACILITIES IMPROVEMENT GRANT FUNDS

N.D.C.C. Section 27-05.2-10 authorizes grants from the Court Facilities Improvement and Maintenance Fund for county projects to improve or maintain court facilities. The basic requirements are that the improvement or maintenance project must be a necessary improvement to court facilities or essential to remodel or maintain existing court facilities. The applying county is required to provide local funding for the project in an amount at least equal to 25% of the project's total cost. **This Application must be postmarked no later than December 31, 2021, to be considered in the current round of application reviews.**

1. _____ County hereby applies for a grant from the Court Facilities Improvement and Maintenance Fund.

2. **Full** description of the improvement or maintenance project for which grant funds are requested (attach additional sheets if necessary - **include vendor estimates**):

_____.

Note: Because the county has a federal statutory obligation to comply with the Americans with Disabilities Act, projects for ADA-related improvement or maintenance **will not** be considered.

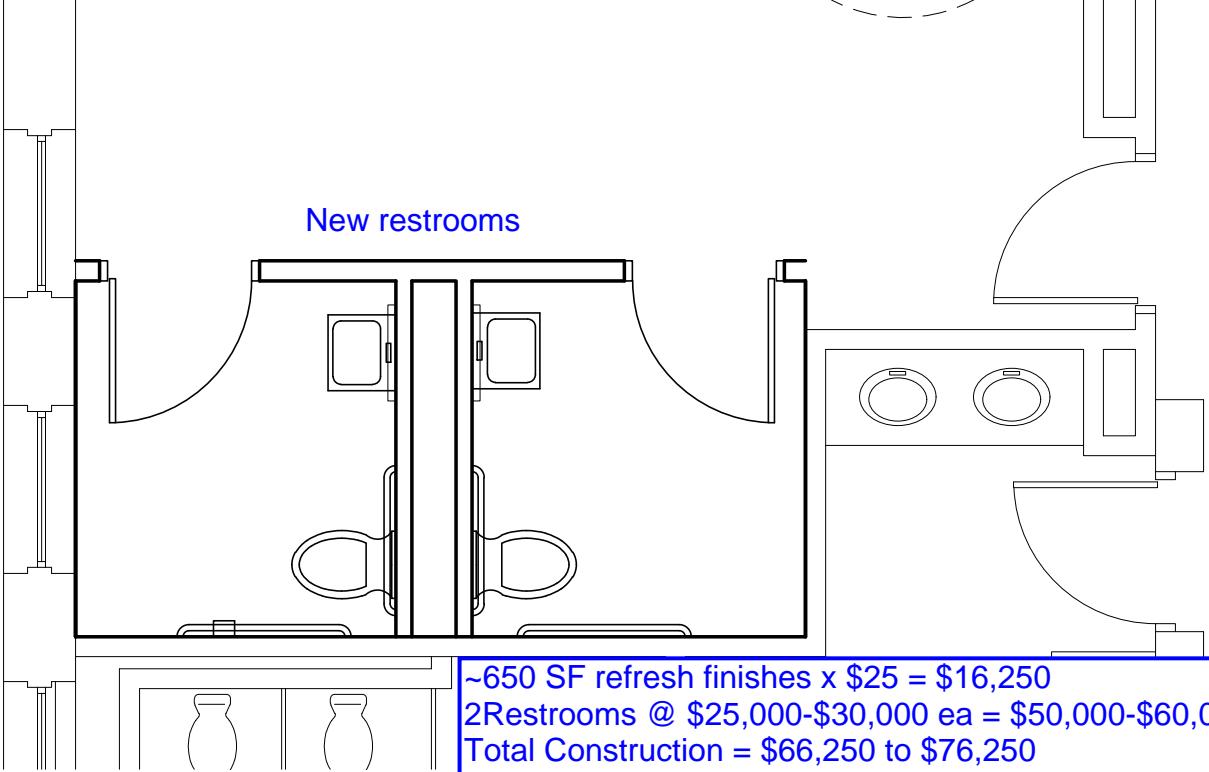
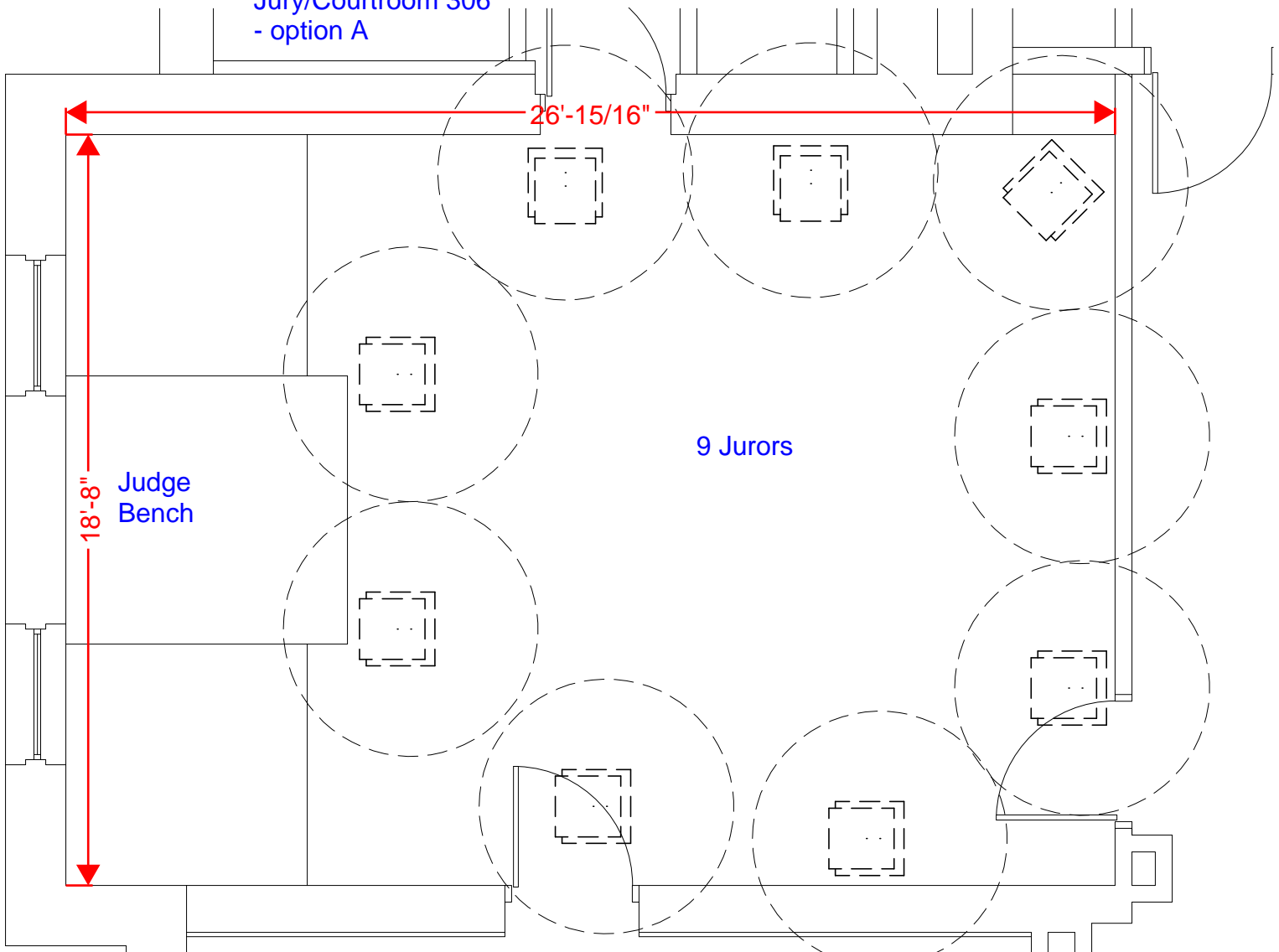
3. Estimated total cost, including material, labor, and associated expenses, of the project: _____ . **Itemized cost** (material, labor, other expenses): _____

4. County local funding contribution (must be at least 25% of the project's total cost): _____ . (**Note: In-kind** contributions **will not** be considered for purposes of satisfying the 25% contribution requirement. Depending on the nature of the project, the Advisory Committee may require local funding in an amount greater than 25% of the project's total cost).

5. Amount of grant request: _____ (est. total cost **minus** 25% county funds).

Chairman, _____ County Board of Commissioners

Jury/Courtroom 306
- option A



~650 SF refresh finishes x \$25 = \$16,250
2 Restrooms @ \$25,000-\$30,000 ea = \$50,000-\$60,000
Total Construction = \$66,250 to \$76,250
Design Fee = ~\$6,000

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1. Cass County hereby applies for a grant from the Court Facilities Improvement and Maintenance Fund.

2. **Full** description of the improvement or maintenance project for which grant funds are requested (attach additional sheets if necessary - **include vendor estimates**):
New overhead counter doors are needed in the Clerk of Court Administration Office as the current drop down doors have to be hand cranked and are in disrepair. The request is to replace the old crank doors with four new automatic windows.

Note: Because the county has a federal statutory obligation to comply with the Americans with Disabilities Act, projects for ADA-related improvement or maintenance **will not** be considered.

3. Estimated total cost, including material, labor, and associated expenses, of the project:
40,000. **Itemized cost** (material, labor, other expenses): _____

4. County local funding contribution (must be at least 25% of the project's total cost):
10,000. (**Note: In-kind** contributions **will not** be considered for purposes of satisfying the 25% contribution requirement. Depending on the nature of the project, the Advisory Committee may require local funding in an amount greater than 25% of the project's total cost).

5. Amount of grant request: 30,000 (est. total cost **minus** 25% county funds).

Chairman, Cass County Board of Commissioners