



M E M O

**County
Administrator**

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

TO: County Commissioners
FROM: Tracy Peters, HR Director / Assistant County Administrator
DATE: December 15, 2022
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 December 31, 2022.

Court personnel here in Cass County have recommended, and the County Building Committee has reviewed, a proposed project to convert a 3rd floor courtroom into a dual-purpose video courtroom/jury deliberation room. This project is needed because currently all 3rd floor jury deliberation rooms are accessible only thru public areas, creating the potential for jurors to come in contact with people involved in the case outside the courtroom.

The estimated project cost is \$72,179. If approved, \$54,134 of that amount would be covered by the grant. \$18,045 would be the responsibility of Cass County.

The cost estimate breakdown is as follows:

Walz Enterprises	\$13,126
Fargo Linoleum Co.	\$ 6,994
Bergstrom Electric	\$ 3,695
BDT Mechanical, LLC	\$16,664
County Estimate: painting:	\$ 4,500
County Estimate: furniture:	
9 chairs @\$200/each	\$ 1,800
Oval table	\$22,900
County estimate:	
Architectural Design	\$ 2,500

Total: \$72,179

SUGGESTED MOTION:

Authorize the Chair to review and sign the application for the Court Facilities Improvement Grant.

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, 2022, to be considered in the current round of application reviews.

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):
Cass County is requesting grant funds to convert a courtroom on 3rd floor to a dual-purpose video courtroom/jury deliberation room. The 3rd floor of the courthouse does not currently have a jury deliberation room accessible from the newly remodeled courtroom, without passing through public hallways where jurors could come in contact with other court participants. The purpose of the grant is to create a deliberation room large enough for jurors to be socially distanced, assessible from the remodeled courtroom through a non-public area. County and court staff have identified a suitable location that could be converted at minimal cost and disruption to county and court activities.
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: \$72,179 . Itemized cost (material, labor, other expenses): see attached

4. County local funding contribution (must be at least 25% of the project's total cost): \$18,045 . (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).

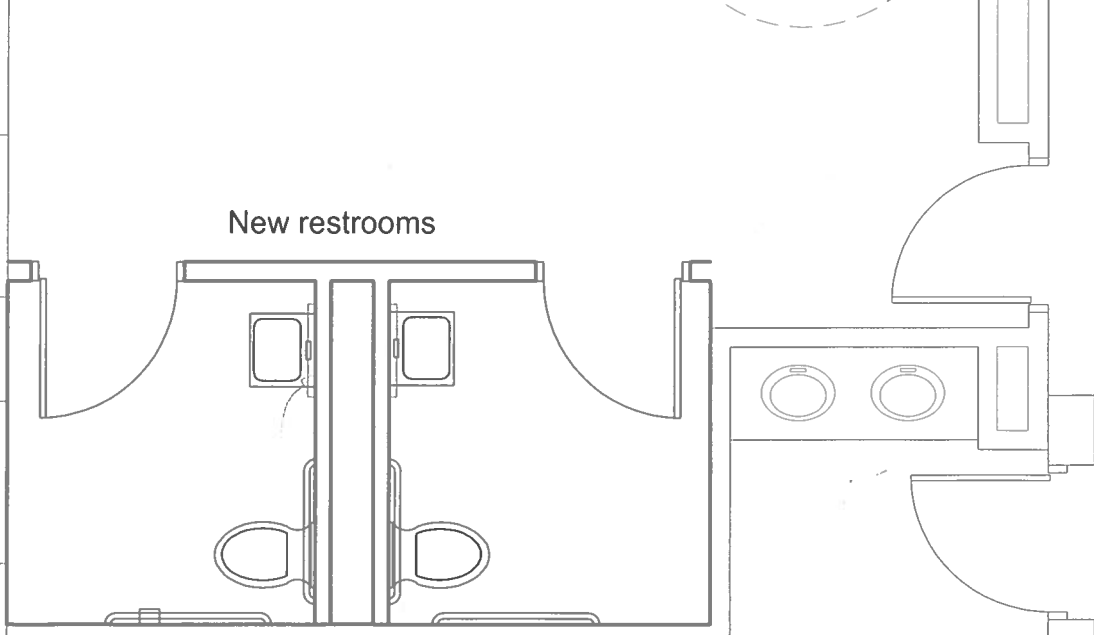
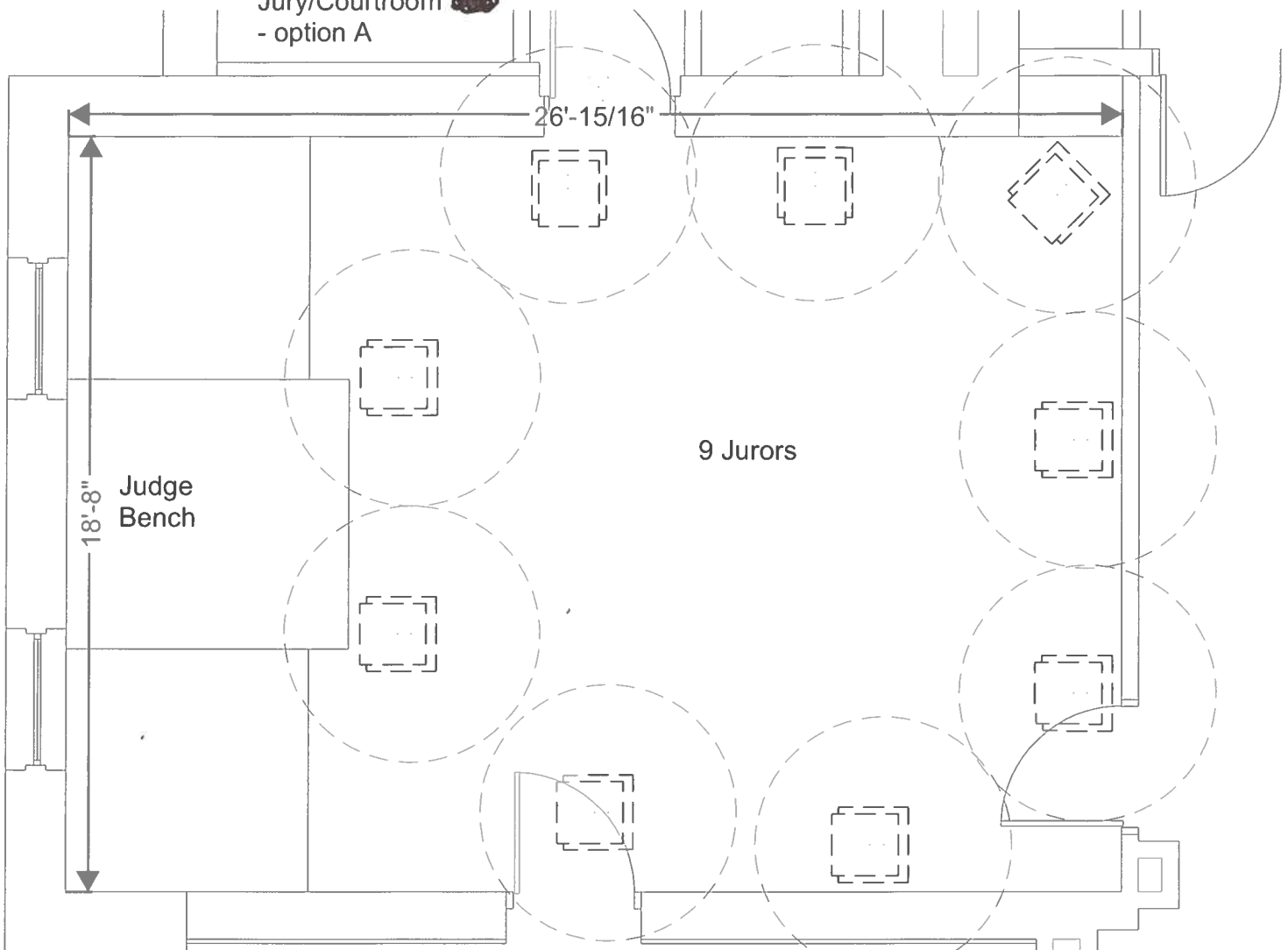
5. Amount of grant request: \$54,134 (est. total cost **minus** 25% county funds).

Chairman, Cass County Board of Commissioners

Cost estimate:

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<hr/> Total:	<hr/> \$72,179

304
Jury/Courtroom
- option A



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

Walz Enterprises
 2878 143 st. so.
 Glyndon, MN 56547
 701 388 4260
 walzenterprises@outlook.com

Estimate

ADDRESS

Cass County
 County of Cass
 211 9th St S
 Fargo, ND 581031833 USA

ESTIMATE # 1043

DATE 11/29/2022

ACTIVITY	QTY	RATE	AMOUNT
3rd floor jury bathrooms			
Building Permits	1	265.00	265.00
Building permit			
Labor	24	50.00	1,200.00
Demo existing jury room. Strip wallpaper, remove mantle, strip carpet and remove ceiling as needed.			
Labor	24	50.00	1,200.00
Frame new walls to original ceiling, approx 12', and reinforce for hanging fixtures.			
Materials	1	1,063.36	1,063.36
3 5/8" Metal framing and reinforcement materials			
Labor	12	50.00	600.00
Hang drywall and insulate walls			
Materials	1	396.98	396.98
5/8" fire rated sheetrock, 3.5" insulation, screws.			
Labor	40	50.00	2,000.00
Tape and mud new walls and existing walls to smooth finish. Sand and prime all walls.			
Materials	1	115.37	115.37
Tape, mud, primer, etc...			
Labor	8	50.00	400.00
Install doors			
Materials	2	1,170.39	2,340.78
3' x 7' oak doors with metal frame finished to match courthouse trim.			
Labor	8	50.00	400.00
Reinstall ceiling grid and panels to			

ACTIVITY	QTY	RATE	AMOUNT
new walls.			
Materials Wall angle.	1	75.00	75.00
Labor Prep floor for vinyl plank	16	50.00	800.00
Labor Install flooring	10	50.00	500.00
Materials Flooring and glue supplied by owner.	1	0.00	0.00
Labor Reinstall hallway carpet.	4	50.00	200.00
Labor Install handicap grab bars.	8	50.00	400.00
Materials Stainless grab bars.	6	61.60	369.60
Labor Build new coffee nook,	8	50.00	400.00
Materials Materials for coffee nook.	1	400.00	400.00

TOTAL

\$13,126.09

Accepted By

Accepted Date

PROPOSAL
FARGO LINOLEUM CO.

317 Roberts Street - Fargo, ND - 58102
(701) 232-2493 - Fax (701) 293-5440

CLIENT: Cass County
ATTN: Gene Gartner

DATE: November 9, 2022
JOB: Jury room remodel

We propose to furnish and install the following floor coverings for the areas as specified.

Jury room -- Budget \$4.44 per sq ft carpet tile
Bathroom area - Budget \$5 per sq ft vinyl plank

\$6,994

This quotation does not include any fees associated with plumbing work that may be necessary to complete the job. Unless otherwise stated, this quotation does not include any fees associated with fabricating or staining wooden trim or cutting doors down to accommodate higher flooring.

If existing floor coverings must be removed, owner must furnish written documentation that there is no asbestos present in the existing floor covering materials or adhesives. This proposal can not be honored otherwise. Owner is responsible for removing any materials that contains asbestos.

The above quotation includes all material, tax and labor required to do the work in a good workman like manner.

Applicable state sales or use tax is included.

This proposal is subject to acceptance by the owner within 30 days from this proposal date. 50% down and net cash on completion, unless specifically stated on this proposal. On Contract jobs where applicable the following terms shall apply; 90% of the value of materials and labor furnished shall be payable on the 1st day of the month following the furnishings of such materials and labor. Balance of contract price shall be payable on the 1st day of the month following completion of job.

This document constitutes the entire agreement between the parties. Changes in specifications causing extra labor and materials shall be charged on a time and material basis.



FARGO LINOLEUM CO.
317 ROBERTS STREET
FARGO, ND 58102

By: _____

Date: _____
Casscountyjuryroom.rb

By: _____
Robert Bye



Bergstrom Electric
Where Quality & Customers Matter

Cass County Courthouse
3rd Floor – Jury Room Restroom Project
Attn: Gene G.

12/13/22

Scope of Work:

Disconnect and demo existing (2) wall mount electric baseboard heaters to be relocated. 1 per room, men's, and women's new restrooms.

Relocate existing (2) 2x4 LED flat ceiling lights, 1 per restroom.

Install in each restroom:

(1) Over the sink wall light (Led 24" wall light – see spec sheet)

(1) Wall switch

(1) GFI outlet

1- duplex wall outlet – between doors for general use, in main room.

All devices are 20 Amp, gray and stainless plates.

Total for material and labor - \$3695.00

Note: Reuse heaters and controls. To coordinate with Gene.
Please advise of any changes or additions.

Regards,

Perry Kleven
Bergstrom Electric

Quote good till Dec 30,2022

Grand Forks
3100 No. Washington St.
Grand Forks, ND 58203
p: 701.775.8897
f: 701.772.4951

Fargo
4120 14th Ave. No.
Fargo, ND 58102
p: 701.281.8992
f: 701.281.8993

Bismarck
3554 Global Drive
Bismarck ND 58501
p: 701.221.0783
f: 701.221.0784

Devils Lake
1100 2nd Ave. NE
Devils Lake, ND 58301
p: 701.662.5823
f: 701.662.8996

Roseau
708B 3rd Street NE
Roseau, MN 56751
p: 218.452.2190
f: 218.681.6288

Thief River Falls
1401 3rd Street West
Thief River Falls, MN 56701
p: 218.681.7422
f: 218.681.6288

www.bergstromelectric.com





Shipping Address: 5513 14th Ave N
 Fargo, ND 58102

Mailing Address: PO Box 2964
 Fargo, ND 58108-2964

Telephone: 701.232.8891

Fax: 701.237.4711

TO: Gene Gartner
COMPANY: Cass County
RE: Jury Bathrooms

DATE: 11/29/22
FROM: Cody Ogaard
TOTAL # OF PAGES: 1

This proposal is to provide Labor and Material for the two new bathrooms in the Jury Room.

Included:

- Labor and Material
- 2 – ADA Wall Hung Toilets with Automatic Flush Sensors
- 2 – Wall Hung Lavs, Faucets PROVIDED BY OWNER
- 2 – Registers for the Bathroom Exhaust tied into Existing Duct Work

Excluded:

- Electrical
- Patching of floors, walls and ceilings
- Bathroom Accessories

This can be done for the sum of.....\$16,664.00

Sincerely,
 BDT Mechanical Inc.
 Cody Ogaard
 Project Manager
 Price good for 10 days

Accepted by:
 Company: _____
 Address: _____
 Signature: _____
 Title: _____
 P.O # _____ Date: _____

DESIGN . BUILD . MAINTAIN