



**COMMITTEE MEETING MINUTES**  
**OWNERS COMMITTEE OF THE WHOLE**  
**OCTOBER 17, 2017 11:00 AM**

Christine Husom, District 1  
Darek Vetsch, District 2  
Mark Daleiden, District 3  
Michael Potter, District 4  
Charles Borrell, District 5

**DATE APPROVED: [DATE]**

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**Members Present:** Commissioners Husom, Borrell, Potter, Vetsch, Daleiden  
**Members Absent:** None  
**Others Present:** Anthony Enright (BKV), Pete Filippi (Contegrity Group), Alan Wilczek, Lee Kelly

**THESE MINUTES ARE IN DRAFT FORMAT AND REQUIRE APPROVAL BY THE COUNTY BOARD**

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- I. REVIEW OF DESIGN DEVELOPMENT LEVEL ESTIMATE**
- II. UPDATE ON REMAINING DESIGN PHASE SCHEDULE**
- III. VIRTUAL BUILDING TOUR**

A brief presentation was given by each Anthony Enright of BKV Group and Pete Filippi of Contegrity Group to update the County Board on the Design Development Budget position and the Construction Document Schedule. Both are included in these minutes as attachments.

**DRAFT**

**AGENDA**

**ITEMS TO DISCUSS**

**1. Design Development Cost Estimate**

- Presentation of Cost Estimate by Contegrity Group

**2. Construction Documents Design Schedule**

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|--|-----------------------------------|
| • Virtual Tours  | September 14 <sup>th</sup> , 2017 |
| • Virtual Tours  | September 17 <sup>th</sup> , 2017 |
| • City Council Approval (CIP / PUD)                      | September 27 <sup>th</sup> , 2017 |
| • Virtual Tours  | October 3 <sup>rd</sup> , 2017    |
| • Executive Committee Meeting                            | October 12 <sup>th</sup> , 2017   |
| • County Board Update                                    | October 17 <sup>th</sup> , 2017   |
| • Facilities Door Hardware                               | October 18 <sup>th</sup> , 2017   |
| • Department Built-In Reviews                            | October 24 <sup>th</sup> , 2017   |
| • IT Coordination Meeting                                | October 26 <sup>th</sup> , 2017   |
| • Department Built-In Reviews                            | October 26 <sup>th</sup> , 2017   |
| • Sheriff's Office Secure Areas Review                   | November 2 <sup>nd</sup> , 2017   |
| • Facilities Mechanical & Electrical System Verification | November 8 <sup>th</sup> , 2017   |
| • Pricing Set to CM for CD Estimate                      | November 13 <sup>th</sup> , 2017  |
| • Facilities final Material and Finish Technical Review  | November 16 <sup>th</sup> , 2016  |
| • Facilities Equipment, Maintenance and Site Review      | November 22 <sup>rd</sup> , 2017  |
| • Quality Assurance / Quality Control Set (BKV & CM)     | December 13 <sup>th</sup> , 2017  |
| • Executive Committee                                    | December 14 <sup>th</sup> , 2017  |
| • County Board Update                                    | January 9 <sup>th</sup> , 2018    |
| • Issue Bid Documents                                    | January 18 <sup>th</sup> , 2018   |

**Wright County Courthouse**  
DD Estimate 10-12-17



**contegritygroup**  
| Construction Management

DIVISIONS OF WORK	SD Totals	DD Totals	Change From SD - DD	Cost / SF - DD Estimate (147,638 GSF)
Division 02 - Existing Conditions	145,460.40	142,608.95	(2,851.45)	0.97
Division 03 - Concrete	3,396,259.54	3,608,880.44	212,620.90	24.54
Division 04 - Masonry	1,081,701.00	1,296,252.05	214,551.05	8.82
Division 05 - Metals	3,697,902.30	3,635,280.60	(62,621.70)	24.72
Division 06 - Woods, Plastics and Composites	1,440,226.90	2,071,551.40	631,324.50	14.09
Division 07 - Thermal & Moisture Protection	3,076,389.11	2,815,526.71	(260,862.40)	19.15
Division 08 - Openings	3,182,139.00	2,765,864.55	(416,274.45)	18.81
Division 09 - Finishes	4,464,974.40	5,541,842.30	1,076,867.90	37.69
Division 10 - Specialties	255,990.00	290,633.00	34,643.00	1.98
Division 11 - Equipment	0.00	0.00	0.00	0.00
Division 12 - Furnishings	24,750.00	51,350.00	26,600.00	0.35
Division 13 - Special Construction	235,200.00	171,750.00	(63,450.00)	1.17
Division 14 - Conveying Equipment	1,627,270.00	1,627,270.00	0.00	11.07
Division 21 - Fire Suppression	501,291.00	545,051.80	43,760.80	3.71
Division 22 - Mech/Plumbing	2,722,019.70	2,840,613.60	118,593.90	19.32
Division 23 - Heating, Ventilating & Air Conditioning	3,529,917.75	3,557,907.00	27,989.25	24.20
Division 24 - Test and Balancing	276,902.20	195,574.70	(81,327.50)	1.33
Division 25 - Temperature Controls	655,821.00	661,671.00	5,850.00	4.50
Division 26 - Electrical	4,197,633.20	4,241,747.60	44,114.40	28.85
Division 27 - Communication	1,320,083.00	1,324,633.00	4,550.00	9.01
Division 28 - Electronic Safety and Security	947,297.00	955,747.00	8,450.00	6.50
Division 31 - Earthwork	1,497,187.00	1,091,730.00	(405,457.00)	7.42
Division 32 - Exterior Improvements	1,266,446.00	1,214,557.00	(51,889.00)	8.26
Division 33 - Utilities	317,407.75	492,266.00	174,878.25	3.35
<b>Sub Total Construction</b>	<b>39,860,268.25</b>	<b>41,140,328.70</b>	<b>1,280,060.45</b>	<b>279.79</b>
General Requirements	3,188,821.46	3,188,821.46		
Building Permitting / Plan Review	275,000.00	210,000.00		
Municipal Power Modifications	0.00	0.00		
Soil Borings / ALTA Survey	8,500.00	8,500.00		
WAC / SAC (Water and Sewer Access Fees)	0.00	0.00		
Construction Contingency <del>5%</del> 4%	2,152,454.49	1,773,166.01		
Design and Bid Contingency <del>3%</del> 1.5%	1,291,472.69	664,937.25		
<b>Sub Total</b>	<b>46,776,516.89</b>	<b>46,985,753.42</b>		<b>319.55</b>
Construction Management Fee	1,036,089.05	1,039,750.68		
Architect/Engineering Fee	1,800,000.00	1,800,000.00		
Architect Reimbursables	50,000.00	50,000.00		
Estimate Tax Exempt Savings - Assumed Budget	(250,000.00)	(250,000.00)		
Inflation / Escalation Factor - Mid-Point of Construction (Utilized Rate of 1.5%)	701,647.75	704,786.30		
<b>Construction Cost</b>	<b>50,114,253.69</b>	<b>50,330,290.40</b>		<b>342.29</b>
Owner Items				
FF&E (Typically use 2.5% of Sub Total Construction)	1,169,412.92	TBD		
IT Building Technology Budget	0.00	TBD		
Courtroom Exist. Equip. Re-Location Allowance	0.00	0.00		
Asbestos & Hazardous Material Remediation - Assume None Required	0.00	0.00		
<b>Sub Total Owner Items</b>	<b>1,169,412.92</b>	<b>0.00</b>		
<b>BASE PROJECT TOTAL*</b>	<b>51,283,666.61</b>	<b>50,330,290.40</b>		<b>342.29</b>
ADD Alternates				
Asphalt Bike Path (Approx. 5,050 LF)	166,894.42			

\* ESTIMATE DOES NOT INCLUDE ANY LEED CERTIFICATIONS.

\* BASE PROJECT TOTAL DOES NOT INCLUDE COSTS FOR INCIDENTALS TO ONGOING GOVERNMENT OPERATIONS THAT NEED TO BE ACCOUNTED FOR DURING PHASING AND DISRUPTION OF PROJECT.

\* ESTIMATE DOES NOT INCLUDE MINNESOTA STATE PREVAILING WAGES.

\* ESTIMATE IS BASED OFF OF THE COMPETITIVE BID MARKET.