

ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

Timothy V. Corrigan
District I

Douglas B. Monger
District II

M. Elizabeth Melton
District III

Work Session

October 7, 2019

1. **10:30 A.M. COUNTY MANAGER UPDATE**
Tom Sullivan, County Manager
2. **11:15 A.M. LEGAL UPDATE**
Erick Knaus, County Attorney
3. **12:00 P.M. LUNCH BREAK**
4. **1:00 P.M. COMMISSIONERS' WORK SESSION**
The following items will be discussed, and the Commissioners may provide staff direction or take action regarding these items.
 - A. **1:30 P.M. HAYS' PRESENTATION**
Health Benefit Plan
 - B. **3:00 P.M. 911 COMMUNICATIONS CENTER REDMODEL RFP DISCUSSION**
Discussion to develop an RFP on potential remodels of the vacated space in the previous 911 Communications Center and administrative offices in the Detention Center.

Documents:

[BCC FORM COMM. CENTER REMODEL RFP.PDF](#)
 - C. **3:30 P.M. IMPLEMENTATIONS SECURITY STUDY DISCUSSION**
Discussion on phasing the implementations of the recommendations from the Security Study.

Documents:

[BCC FORM IMP. SECURITY STUDY.PDF](#)
[2020 SECURITY IMPEMENTATION COST ESTIMATE.PDF](#)
 - D. **4:00 P.M. BCC 2020 BUDGET**
Community Services, AG Alliance, ACET, Juvenile Diversion, Museums, PDR, Taylor Grazing, Community Resources, Yampatika, and Multi Modal Transportation.
5. **5:00 P.M. MEETING ADJOURNED**

All meetings will be held in the Routt County Historic Courthouse
522 Lincoln Avenue, Hearing Room, Steamboat Springs - or otherwise noted.

All programs, services and activities of Routt County are operated in compliance with the Americans with Disabilities Act. If you need a special accommodation as a result of a disability, please call the Commissioners Office at (970) 879-0108 to assure that we can meet your needs. Please notify us of your request as soon as possible prior to the scheduled event. Routt County uses the Relay Colorado service. Dial 711 or TDD (970) 870-5444.



ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA COMMUNICATION FORM

ITEM DATE: October 7, 2019	ITEM TIME:

FROM:	Steve Faulkner
TODAY'S DATE:	October 3, 2019
AGENDA TITLE:	911 COMMUNICATIONS CENTER REMODEL RFP DISCUSSION
CHECK ONE THAT APPLIES TO YOUR ITEM:	
<input type="checkbox"/> ACTION ITEM	
<input type="checkbox"/> DIRECTION	
<input checked="" type="checkbox"/> INFORMATION	
I. DESCRIBE THE REQUEST OR ISSUE:	
Discussion to develop an RFP on potential remodels of the vacated space in the previous 911 Communications Center and administrative offices in the Detention Center.	
II. RECOMMENDED ACTION (<i>motion</i>):	
Discussion only.	
III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):	
PROPOSED REVENUE (<i>if applicable</i>):	
CURRENT BUDGETED AMOUNT:	
PROPOSED EXPENDITURE: \$500,000	
FUNDING SOURCE: B&P Capital Pool 2020	
SUPPLEMENTAL BUDGET NEEDED: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>	
IV. IMPACTS OF A REGIONAL NATURE OR ON OTHER JURISDICTIONS (IDENTIFY ANY COMMUNICATIONS ON THIS ITEM):	



ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA COMMUNICATION FORM

V. BACKGROUND INFORMATION:

With direction from the Board of County Commissioners in 2018 a space needs evaluation of the Detention Center was conducted this year. The purpose of the evaluation was to identify the best use of the extra space that became available with the relocation of the Communication Center to the CLEF as well as future needs of the RCSO Jail staff.

The following departments have been identified as the best potential occupants of the space.

- Administrative Offices for Emergency Management.
- A permanent Emergency Operations Command Center (EOC).
- Administrative Offices for the County Coroner
- Repurposed Video Advisement room to include a private office environment for Jail Booking Staff members.
- Repurposed Live Scan office into Jail Administrator office.
- Repurposed Records office into CLEF IT support staff.

On September 4, 2019 an RFP was issued soliciting design services from a qualified Architect to produce Construction Bid Documents for the proposed remodel of approximately 2,900 square feet of vacated space to be occupied by the above mentioned departments. The RFP deadline for responses is October 11, 2019. The County goal is to have Construction Bid Documents complete by mid-January 2020 with construction beginning mid-March to early April of 2020.

VI. LEGAL ISSUES:

None

VII. CONFLICTS OR ENVIRONMENTAL ISSUES:

None

VIII. SUMMARY AND OTHER OPTIONS:

IX. LIST OF ATTACHMENTS:



ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA COMMUNICATION FORM

ITEM DATE: October 7, 2019	ITEM TIME:

FROM:	Steve Faulkner
TODAY'S DATE:	October 3, 2019
AGENDA TITLE:	IMPLEMENTATIONS SECURITY STUDY DISCUSSION

CHECK ONE THAT APPLIES TO YOUR ITEM:	
<input type="checkbox"/> ACTION ITEM	
<input type="checkbox"/> DIRECTION	
<input checked="" type="checkbox"/> INFORMATION	

I. DESCRIBE THE REQUEST OR ISSUE:
Discussion on phasing the implementations of the recommendations from the Security Study.

II. RECOMMENDED ACTION (<i>motion</i>):
Discussion only.

III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):
PROPOSED REVENUE <i>(if applicable):</i>
CURRENT BUDGETED AMOUNT:
PROPOSED EXPENDITURE: \$230,000
FUNDING SOURCE: B&P Capital Pool
SUPPLEMENTAL BUDGET NEEDED: YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>

IV. IMPACTS OF A REGIONAL NATURE OR ON OTHER JURISDICTIONS (IDENTIFY ANY COMMUNICATIONS ON THIS ITEM):



ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS
AGENDA COMMUNICATION FORM

V. BACKGROUND INFORMATION:

See attached Budget Estimate that includes First Priority Security Additions recommended for implementation in 2020.

VI. LEGAL ISSUES:

None

VII. CONFLICTS OR ENVIRONMENTAL ISSUES:

None

VIII. SUMMARY AND OTHER OPTIONS:

IX. LIST OF ATTACHMENTS:

2020 SECURITY ADDITIONS BUDGET ESTIMATE

TOP PRIORITY SECURITY ADDITON RECOMMENDATIONS DOWNTOWN CAMPUS

#	DESCRIPTION	QUAN	UNIT	UNIT PRICE	LABOR TOTAL	UNIT PRICE	MAT'L TOTAL	UNIT PRICE	SUBC TOTAL	LINE TOTAL
1	NETWORK SUPPORT SWITCHES	4	EA		0		0	8000	32,000	32,000
2	16 CARD READER DOORS	1	LS		0		0	33000	33,000	33,000
3	INTRUSION DETECTION	1	LS		0		0	33000	33,000	33,000
4	EXTERIOR VIDEO SURVEILLANCE	1	LS		0		0	72000	72,000	72,000
5	EMERGENCY PREPAREDNESS	1	LS		0		0	35000	35,000	35,000
6	PROFESSIONAL SERVICES	1	LS		0		0	25000	25,000	25,000
7					0		0		0	0
8					0		0		0	0
9					0		0		0	0
10					0		0		0	0
11					0		0		0	0
12					0		0		0	0
14					0		0		0	0
15					0		0		0	0
SUBTOTAL		*****	*****		0		0		230,000	230,000
CONTINGENCY 0%		*****	*****							0
TOTAL BUDGET ESTIMATE		*****	*****							\$230,000

2020 SECURITY ADDITIONS

BUDGET ESTIMATE

NOTES:

1.NETWORK SWITCHES

OPTION TO EXPAND EXISTING VIDEO MANAGEMENT SYSTEM(VMS).

OPTION TO ADD SEPARATE VMS WITH INDIVIDUAL SOFTWARE AND NETWORK SWITCHES TO SUPPORT POE IP CAMERAS.

2. CARD READER DOORS

INCLUDES 16 EXTERIOR ENTRANCES AND 4 INTER DEPARTMENTAL DOORS.

EXISTING HARDWARE TO BE RETROFITED FOR ELECTRIFIED ACCESS.

A COMBINATION OF STRUCTURED CABLING AND WIRELESS DEVICES WILL BE USED.

3. INTRUSION DETECTION

CONTROL PANEL.

KEPADS.

DOOR POSITION SWITCHES AND MOTION DETECTORS.

INTEGRATION OF PANIC/DURESS DEVICES.

4.EMERGENCY PREPAREDNESS PROGRAM

DEVELOP A SITE SPECIFIC ALL HAZARDS EMERGENCY MANAGEMENT PLAN.

CONDUCT ANNUAL TRAINING WITH DRILLS TO SIMULATE MANMADE THREATS, NATURAL HAZARDS AND TECHNOLOGICAL DISASTERS.

QUICK REFERENCE EMERGENCY FLIP CHARTS TO BE PLACED WITHIN EACH DEPARTMENT.

EMERGENCY MAPS PLACED IN OFFICES AND HALLWAYS DESIGNATING PRIMARY AND SECONDARY EXITS.

5. PROFESSIONAL SERVICES

DEVELOPMENT OF RFP WITH SPECIFICATIONS AND DRAWINGS.

ASSIST WITH PROPOSAL REVIEW AND NEGOTIATIONS.

ASSIST WITH CONTRACTOR SUBMITTAL REVIEW.

SPECIFY CAMERAS, LOCATIONS AND STUCTURED CABLING FOR POE IP CAMERAS.

DESIGN SERVICES FOR ACCESS CONTROL SYSTEM INCLUDING SCOPE AND RETROFIT OF EXISTING HARDWARE.

DESIGN SERVICES FOR INTRUSION DETECTION SYSTEM.

ASSIST WITH DEVELOPMENT OF ALL HAZARDS EMERGENCY MANAGEMENT PLAN.

ASSIST WITH EMERGENCY PLANNING DRILLS, TRAINING, QUICK REFERENCE FLIP CHARTS AND EMERGENCY EGRESS MAPS.