



TriCo Regional Sewer Utility

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OFFICE IMPROVEMENTS COMMITTEE MEETING

Thursday, November 21, 2019 at 12:00 P.M.
10701 N. College Ave, Suite A, Indianapolis, IN 46280

AGENDA

1. Public Comment
2. Office Unification Project Status Update
3. Other Business

Next Scheduled Meeting: TBD



MEMORANDUM

To: Office Improvements Committee
From: Wes Merkle
Date: November 19, 2019
Subject: Office Unification Status Update

Last week Blackline submitted the Plant Office construction documents phase (final plans and specifications for staff review. Staff comments have already been returned; any Committee input will be forwarded as well so that plan revisions can be complete this week. Bid advertising starts this week.

Site design was completed separately by GRW and included as a bid alternate under the larger Plant Expansion project, due to substantial overlap in scope and trades, and to take advantage of anticipated savings as a result. Staff worked with both design firms to lay out work areas, coordination requirements, milestones, and maintaining TriCo operations during construction.

Blackline and GRW have forwarded bid information directly to reputable local contractors who were contacted earlier in the design process. Contractors are busy, however there continues to be strong interest in both projects.

Prebid meetings for both the plant expansion and office unification project contractors will be held December 3. Bids for both projects will be opened December 17.

Below is a budget breakdown for the office unification project, which includes construction contingencies:

\$1,300,000	Building construction
\$350,000	Site Improvements
\$200,000	Furnishings, fixtures and equipment
\$100,000	IT, telephone, security, AV equipment and relocation expenses
\$50,000	Landscaping
\$20,000	Outreach/educational displays
\$105,000	Architecture and engineering fees for design thru construction
\$125,000	Biosolids building addition
\$2,250,000	Total project budget

The biosolids building addition has not been previously discussed. This includes construction of two new bays – one to store the vector truck and the other to store workshop related equipment that won't fit in the reconfigured shop. The vector truck

should be stored in a heated building because it carries water onboard for sewer cleaning. Adding on to this structure will be much cheaper than adding on to the existing shop, which was originally proposed with the office design. Staff also considered other options including moving biosolids storage outdoors. The biosolids building addition proved to be the cheapest alternative.

Please review the following plan sheets included with the meeting packet:

<u>Sheet</u>	<u>What's Noteworthy</u>
1. Title page	Rendering of the front of the building
2. Demolition plan	Footprint of the existing building shown. The addition "squares off" the northeast corner of the existing structure. The north half of the shop will be converted to office.
3. Interior detail	CAD images of the reception desk in the new main entry.
4. Interior finish	Floor plan and furnishings in the proposed office.
5. Site plan	The proposed plan overlays aerial imagery of the existing site. There will be a parking lot in front for visitors, board members, and staff who will use the main entry to access the building. The security fence and motorized gates will allow authorized vehicles to enter the plant. A second parking lot behind the security fence will be for company vehicles.
6. Landscape plan	The first draft drawing detailing a mix of trees, shrubs, perennials and ornamental grasses around the building and parking areas.