

**Dakota County Service Center  
Ad-Hoc Consultant Selection Subcommittee  
Meeting  
June 8, 2004  
6:30 p.m.**

**Agenda**

Dakota County Service Center Ad Hoc Consultant Selection Subcommittee:

Dick Connealy, Chairperson  
John Conley  
Joe Neary  
Barb Nichols  
Jim Thompson

Staff Liaison: Ralph Puls\*  
Steve Oltmans

1. Meeting Called to Order -- Chairperson Connealy
2. Quorum Call
3. Adoption of Agenda
4. Proof of Publication of Meeting Notice
5. Review and Recommendation on the Natural Resources Center Project through the Design Development Phase – Bill Huey and Dan Johnson, Prochaska & Associates; and Ralph Puls
6. Other Items of Interest
7. Adjourn

## MEMORANDUM:

TO: Dakota County Service Center Ad Hoc Subcommittee

SUBJECT: Review of Dakota County Service Center Design

DATE: June 2, 2004

BY: Ralph Puls, Land/Water Programs Coordinator

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The P-MRNRD Board of Directors at their February 10, 2004 meeting authorized the General Manager to execute a professional services contract with Prochaska & Associates for the architectural design and other professional services necessary for the construction of a Natural Resources Center (NRC) in Dakota County, subject to the Board of Directors review following the Design Development Phase.

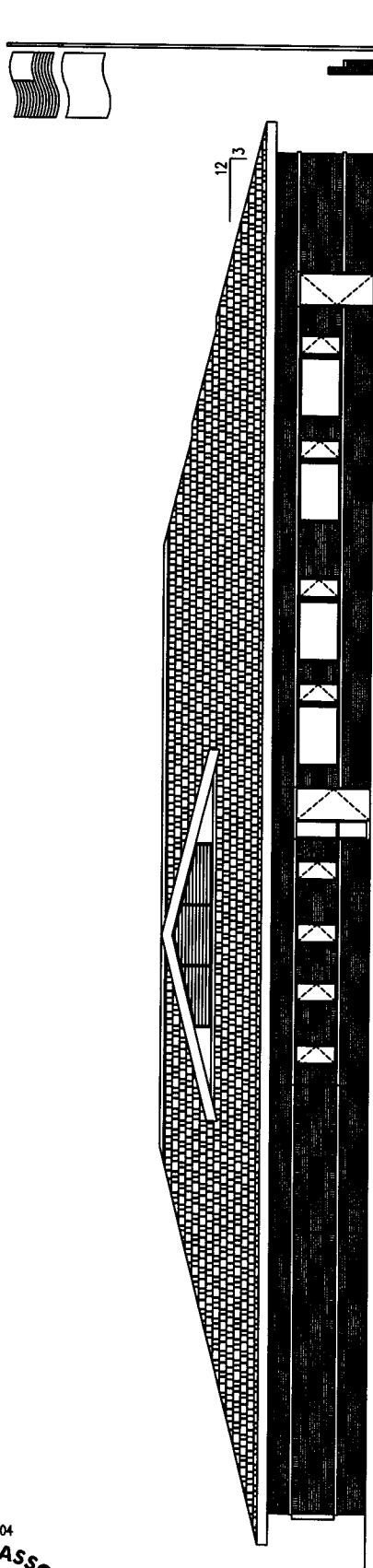
That is the point where this project is at this writing. Meetings with the agencies who would occupy the building (Farm Service Agency (FSA), Natural Resources Conservation Service (NRCS), Thurston County Rural Water, and Papio-Missouri River NRD) have been positive and productive. The USDA agencies have rigid specifications and requirements for the offices they occupy and those have been met.

The cooperation from Dakota City has been crucial in putting together a workable plan for this site. The District and Dakota City have approved an Interlocal Cooperative Agreement through which the City sells the District City-owned lots for a nominal fee (\$1), the City agrees to provide paved parking spaces (which is a necessary part of the USDA requirements), the City will waive fees for utility hookups, it will demolish or remove a City-owned building on the site and the Rural Water office, and the City will provide temporary office space to the Rural Water Operation.

The design being presented for the Ad Hoc Subcommittee's review is for a single story building of approximately 8,900 gross square feet that is projected to cost \$98.00/sq. ft. Attached is the Site Plan, a Schematic Floor Plan and Schematic Elevation drawings for the proposed facility. Prochaska & Associates representatives will be at the Ad Hoc Subcommittee meeting with more detailed plans and cost estimates.

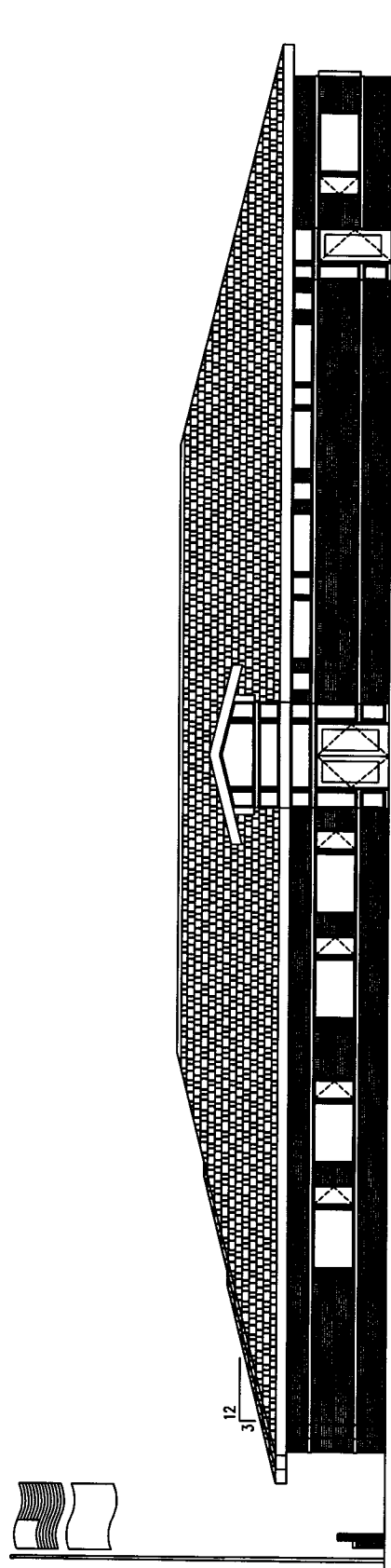
Also attached to this Memorandum is a proposed Schedule for the Project – one that if adopted could result in the P-MRNRD Board taking formal action at their September 2004 Board Meeting in Dakota City to approve a contract for the construction of the Natural Resources Center.

**Management recommends that the Dakota County Service Center Ad Hoc Subcommittee recommend to the Board that the Design Development Phase for the Dakota County Natural Resources Center be approved and that the Proposed Schedule for the Dakota County Resources Center be approved.**



## West Elevation

SCALE: 1/16" = 1'-0"



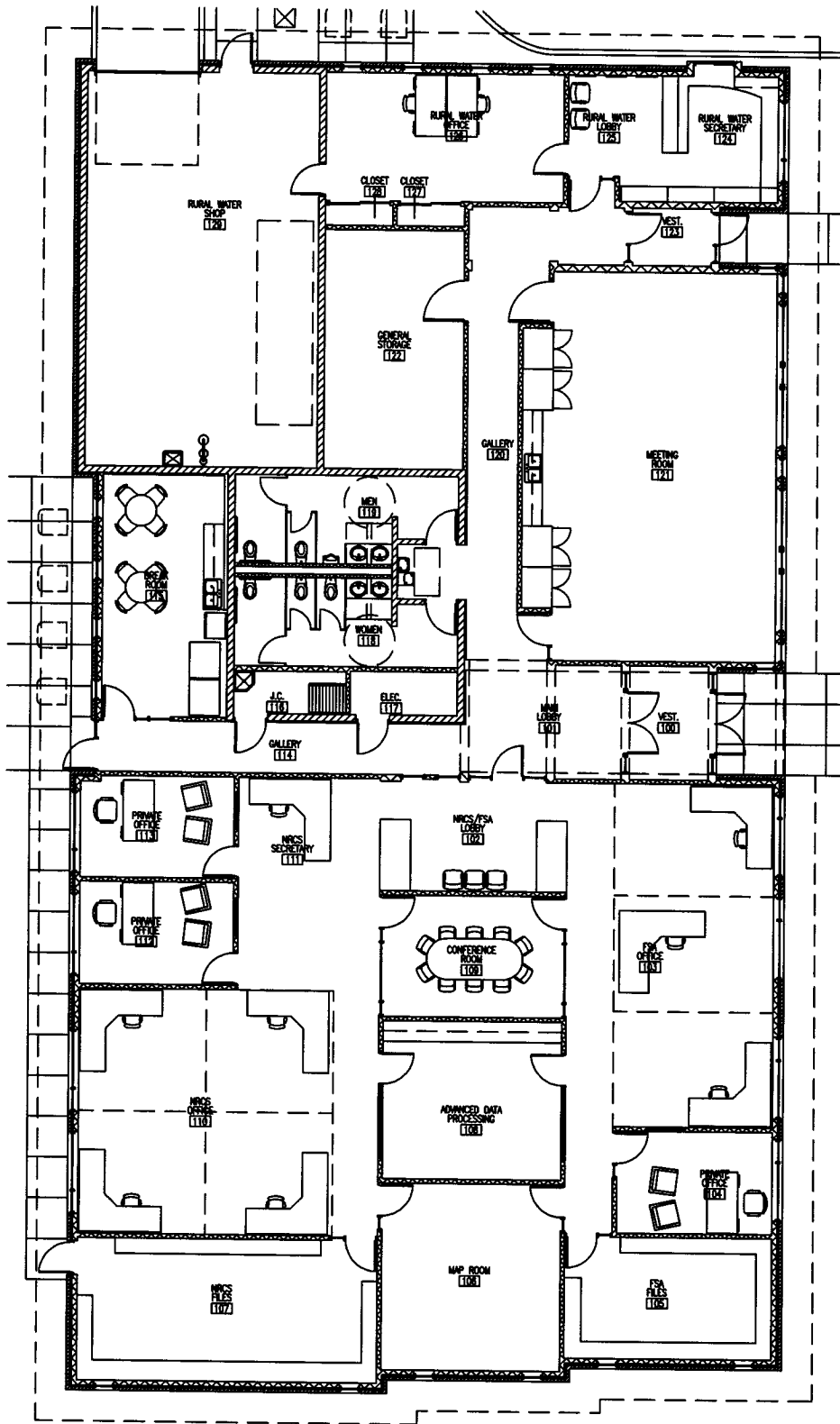
## East Elevation

SCALE: 1/16" = 1'-0"



# Dakota County Service Center Office Faci

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# Floor Plan

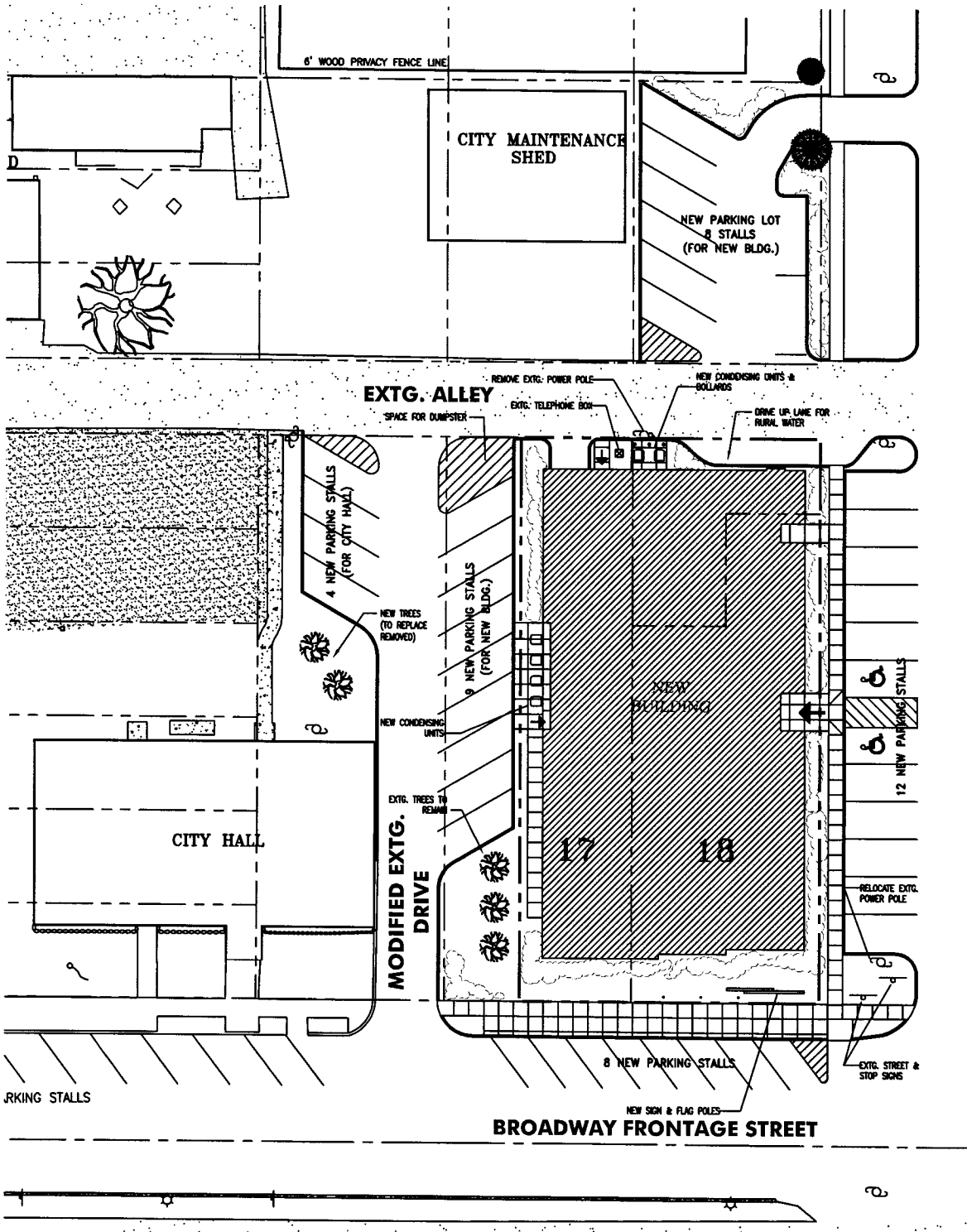
SCALE: 1/16" = 1'-0"

NORTH



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# Site Plan

SCALE: 1" = 40'-0"

NORTH



# Dakota County Service Center Office Facility

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June 1, 2004

**Proposed Schedule  
for  
Dakota County Natural Resources Center**

- June 8, 2004 – Ad Hoc Subcommittee for the Dakota County Service Center reviews the Design Development Phase and makes recommendation to the Board of Directors
- June 10, 2004 – Board of Directors meeting – Formal action on Ad Hoc Subcommittee recommendation
- August 6, 2004 - Submit advertisement to Omaha World-Herald and other local newspapers soliciting formal sealed bids for Natural Resources Center (NRC)
- August 9, 16 and 23, 2004 - Advertisements Soliciting Sealed Bids for NRC
- August 31, 2004 - (10:00 am) Deadline for Receipt of Formal Sealed Bids, and Public Bid opening at P-MRNRD Office
- Sept 01, 2004 - Staff submits results of sealed bids and recommendation to the Programs, Projects and Operations ( PPO) Subcommittee
- Sept 07, 2004 - PPO Subcommittee Meeting to Review Bids and make recommendation to Board
- Sept 09, 2004 - Board of Directors Meeting - Formal action on PPO Subcommittee recommendation