

## **COURTHOUSE COMPLEX BUILDING IMPROVEMENTS BOND**

<b>Purpose</b>	<b>Courthouse Complex Building Improvements</b> bond to address maintenance on the Courthouse Complex.
<b>Proposed Election</b>	May 15, 2018
<b>Term of the Bond</b>	15 years
<b>Proposed Amount</b>	\$9,700,000
<b>Year #1</b>	\$0.11/\$1,000 assessed value
<b>Life of the Bond</b>	Approximately \$0.10/\$1,000 assessed value
	The cost to the taxpayer that owns a house with an assessed value of \$250,000 will pay approximately \$25/year for the life of the bond.
<b>Current Status</b>	SEL 801 filed with the County Clerk on March 7, 2018.

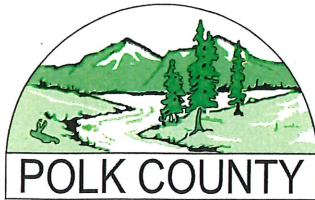
### **Identified Projects:**

The primary maintenance needs that will be addressed are new roof (Annex), HVAC replacement/upgrades both buildings, window replacement both buildings, ADA improvements (ramps, restrooms, etc.) both buildings, elevator replacement (both), asbestos abatement (if needed), exterior restoration/sealing of the Historic Courthouse, exterior renovation of the Annex, expansion/remodel for the Sheriff's Office, tile replacement Historic Courthouse floors, basic earthquake upgrades, emergency generator relocation, security upgrades, exterior landscape for Courthouse Square, parking lot improvements, and many more.

### **Difficulties:**

The timing and phasing of projects will be the most difficult part of this overall project.





# INTEROFFICE MEMORANDUM

POLK COUNTY COURTHOUSE

**TO:** BOARD OF COMMISSIONERS  
**FROM:** GREG HANSEN, ADMIN. OFFICER  
**DATE:** FEBRUARY 13, 2018  
**SUBJECT:** POLK COUNTY COURTHOUSE COMPLEX RENOVATION BOND

## RECOMMENDATION:

The Board of Commissioners approve the following:

1. Placing a general obligation bond measure on the ballot for May 15, 2018, general election to address facility maintenance needs for County buildings.
2. The General Obligation Bonds in an amount not to exceed \$9.7 million dollars (\$9,700,000) for a term not to exceed fifteen (15) years.
3. Hold a public hearing on February 14, 2018, at 9:00 am and 6:30 pm in the Courthouse Conference Room to receive public comment on the above proposed Courthouse Complex Building Improvements bond.
4. Directing staff to develop a Resolution Calling a Measure Election with the appropriate term and amount for a General Obligation Bond.

## ISSUE:

Should the Board approve a ballot measure for May 15, 2018 for a Courthouse Complex building improvement bond for Polk County?

## BACKGROUND:

For the past 30 years, Polk County has put forth before the voters (every 10 years) G.O. Bond measures in 1986 (Roads \$7 million), 1996 Jail (\$8.5 million) and tax base increase (\$1.5 million) and in 2006 Roads again in the amount of \$20 million. All three measures were very successful and exceeded the promises made to voters.

In May of 2017, the County went out for a \$10 million – 10 year bond to address County owned facility needs. That measure was defeated at the polls, which required the County to re-think its strategy and needs for County facilities. As a result, the County has elected to focus this bond on the Courthouse Complex and address both maintenance/renovation needs, office remodel/expansion (Sheriff's office) and general upgrade to the exterior of the facilities and grounds.

A recent study of our existing facilities (attached) shows maintenance needs of \$9.7 million in improvements/renovations for the Courthouse Complex (Historic Courthouse/Annex). Unlike the previous

bond measure this measure only addresses the Courthouse Complex and its maintenance and remodel/renovation needs.

The primary reason behind the need for a bond is that Polk County does not have adequate funds to address these maintenance/renovation needs within the County operating budget. As a result, I am recommending is a 15 year, \$9.7 million General Obligation Bond that will finance improvements at the Courthouse Complex.

The primary maintenance needs that will be addressed are new roof (Annex), parking lot improvements, HVAC upgrades both buildings, window replacement both buildings, ADA repairs (ramps, restrooms, etc.) both buildings, elevator replacement, asbestos abatement, exterior restoration of the Historic Courthouse, exterior renovation of the Annex, expansion/remodel for the Sheriff's Office, basic earthquake upgrades, emergency generator upgrade/relocation, security upgrades, and many more.

All of these maintenance/renovation needs puts a total cost of the bond at approximately \$9.7 million.

Attached is a basic calendar which will help outline the deadlines associated with this measure.

#### **DISCUSSION:**

I am proposing a 15 year bond for the first time to basically address cost to the taxpayer and still fall within operational needs of the County. Historically, the County has gone out for a General Obligation Bond for our transportation system (Roads) every 20 years. With the new tax gas monies/transportation bill the need for a Road Bond has severely diminished and will not require a 20 year cycle. As a result, the 15 year timeline for this bond makes the most sense both in cost to the taxpayer, but the timing of the general needs of the County.

#### **ALTERNATIVES:**

The following are alternatives;

1. Approve the recommendation as proposed.
2. Modify the recommendation to include different timing on the bond measure, different amounts/terms for the bond.
3. Elect not to go out before the voters for a bond measure in May of 2018.

#### **FISCAL IMPACT:**

The amount of the bond would be \$9.7 million to be repaid through property taxes over the next fifteen (15) years. Average cost to the taxpayer over the life of the bonds is approximately \$.10/\$1,000 assessed value or \$25 per year on house valued at \$250,000 over the life of the bonds.



**EXHIBIT A**  
**NOTICE OF BOND ELECTION**  
**POLK COUNTY, OREGON**

**NOTICE IS HEREBY GIVEN** that a measure election will be held in Polk County, Oregon on May 15, 2018. The following shall be the ballot title of the measure to be submitted to the county's voters:

**CAPTION**

Polk County Courthouse Complex Building Improvements  
General Obligation Bonds Authorization

**QUESTION**

Shall Polk County issue general obligation bonds to finance maintenance, repairs and upgrades to the County Complex not exceeding \$9,700,000? If the bonds are approved, they will be payable from taxes on property or property ownership that are not subject to the limits of sections 11 and 11b, Article XI of the Oregon Constitution.

**SUMMARY**

If approved, this measure would provide funds for the County to issue up to \$9,700,000 of general obligation bonds to finance capital costs, including:

- Maintenance, repairs and upgrades to the Courthouse Complex including, but not limited to exterior building repair, new exterior windows, new roof (Annex), new elevators, remodeling, minor facility expansion, HVAC improvements;
- Improvements to the Courthouse Complex for safety, improved access and security for citizens and employees.
- Site improvements, furnishings and equipping of projects and bond issuance costs.

The County estimates the bonds would mature in fifteen (15) years or less from issuance and be issued in one or more series. The fifteen-year bond would cost an estimated \$.11 per \$1,000 in assessed value initially and is estimated to cost approximately \$.10 per \$1,000 over the life of the bond. Payment on the Bond would begin in year 2018-19. The actual rate may vary depending upon interest rates, assessed value growth, and other factors.



# INTEROFFICE MEMORANDUM

POLK COUNTY COURTHOUSE

**TO:** BOARD OF COMMISSIONERS  
**FROM:** GREG HANSEN, ADMIN. OFFICER  
**DATE:** DECEMBER 29, 2017  
**SUBJECT:** POLK COUNTY COURTHOUSE COMPLEX RENOVATION BOND

## RECOMMENDATION:

The Board of Commissioners approve the following:

1. Placing a general obligation bond measure on the ballot for May 15, 2018, general election to address facility maintenance needs for County buildings.
2. The General Obligation Bonds in an amount not to exceed \$9.7 million dollars (\$9,700,000) for a term not to exceed fifteen (15) years.
3. To set a public hearing on February 14, 2018, at 9:00 am and 6:30 pm in the Courthouse Conference Room to receive public comment on the above proposed facilities maintenance bond.

## ISSUE:

Should the Board approve a ballot measure for May 15, 2018 for facility maintenance on Polk County Government Buildings and set a public hearing for February 14, 2018, to receive public testimony?

## BACKGROUND:

For the past 30 years, Polk County has put forth before the voters (every 10 years) G.O. Bond measures in 1986 (Roads \$7 million), 1996 Jail (\$8.5 million) and tax base increase (\$1.5 million) and in 2006 Roads again in the amount of \$20 million. All three measures were very successful and exceeded the promises made to voters.

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#### **ALTERNATIVES:**

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303 Lima Street  
 Salem, OH 44783-1803  
 Phone: 330.991.8115

Opinion of Probable Construction Cost - Polk County									
Polk County Courthouse and Annex									
Total Project Size:	54,745	sf							
Construction Costs									
Estimated Rehab Construction Cost	45,545	sf	@ \$	86.46	/sf			\$	3,937,964
Estimated Addition Construction Cost	9,200	sf	@ \$	180.43	/sf			\$	1,660,000
						Updated Hardcost Total		\$	5,597,964
Markups									
Inflation 2019 - 1/2 Const. Est. (1 yr at 10%)	1	ls	@		8%			\$	223,919
Scope Refinement	1	ls	@		8%			\$	465,751
Davis Bacon Wage/Prevailing Wage Increase	1	ls	@		10%			\$	628,763
Gen. Conditions	1	ls	@		8%			\$	553,312
Profit & Overhead	1	ls	@		8%			\$	597,577
Performance Bond	1	ls	@		1.5%			\$	121,009
Insurance	1	ls	@		1.5%			\$	121,009
Total Construction Cost	54,745	sf	@ \$	149.57	/sf			\$	8,188,294
Soft Costs									
Polk County Projected Soft Costs (Legal, etc.)	\$	8,188,294	ls	@	2%			\$	122,824.42
Hazardous Materials Abatement	1	ls	@		20,000	=		\$	20,000.00
Special Inspection	1	ls	@		5,000	=		\$	5,000.00
Architect and Consultant Fees	\$	8,188,294	ls	@	8%			\$	655,063.56
City Plan Review Fee (Estimated)	\$	8,188,294	ls	@	0.45%			\$	36,847.33
City Permit Fees (Estimated)	\$	8,188,294	ls	@	0.45%			\$	36,847.33
Contingency - Construction	\$	8,188,294	ls	@	8%			\$	655,063.56
Estimated Soft Costs		54,745	sf	@ \$	27.98	/sf		\$	1,531,646
Estimated Grand Total Costs									
	54,745	sf	@ \$	177.55	/sf			\$	9,719,941
Notes:									
1: This estimate assumes competitive bidding by local contractors									
2: Soft costs are estimates only									
3: Additional Review Recommended:									
Utility camera scouting (underground sewer and storm systems)									
Telephone, cable and internet upgrades should be considered but not evaluated in this report									
Testing of existing radon levels should be considered prior to the 1 year renovation									
Testing of existing fire sprinkler system to confirm up to date system status									

Couthouse Rehabilitation Estimating						
#	Description - Detail	Qty	Unit	\$/Unit	Total	
1	Demolition					
	Restroom Removal	590	sf	@ \$ 6.00	=	3,540.00
	Clay Tile Roofing Removal	8,700	sf	@ \$ 3.00	=	26,100.00
	Dryrotted Sheathing Removal	8,700	sf	@ \$ 1.00	=	8,700.00
	Stone Wall Finish Removal	8,180	sf	@ \$ 18.00	=	147,240.00
	Wood Window Demo.	53	ea	@ \$ 1,500.00	=	79,500.00
	Wood Trim Removal	400	lf	@ \$ 1.00	=	400.00
	Wood Trim/Flat Panel Removal	400	lf	@ \$ 1.00	=	400.00
	Wood Louver Removal	9	ea	@ \$ 100.00	=	900.00
	Carpet Removal	10,870	sf	@ \$ 1.50	=	16,305.00
	Ceramic Tile Removal	1,595	sf	@ \$ 1.00	=	1,595.00
	Hauling / Disposal	1	ls	@ \$ 5,000.00	=	5,000.00
	Landscape Removal	30,000	sf	@ \$ 0.45	=	13,500.00
	Tree Removal	10	ea	@ \$ 1,500.00	=	15,000.00
	Irrigation Removal	30,000	sf	@ \$ 0.45	=	13,500.00
	Concrete Flatwork Removal	10,000	sf	@ \$ 1.00	=	10,000.00
2	Division 2 Sitework					
	Irrigation	26,000	sf	@ \$ 1.00	=	26,000.00
	Landscaping	26,000	sf	@ \$ 1.00	=	26,000.00
	Asphalt Paving	4,000	sf	@ \$ 3.00	=	12,000.00
	Concrete Flatwork	185	cy	@ \$ 195.00	=	36,075.00
3	Division 3 Concrete					
	Structural Fill - Restrooms	40	cy	@ \$ 1.05	=	42.00
	Vapor Barrier - Restrooms	590	sf	@ \$ 0.50	=	295.00
	Concrete Slab-On-Grade - Restrooms	10	cy	@ \$ 195.00	=	1,950.00
4	Division 4 Masonry					
	Stone Wall Repair	8,000	sf	@ \$ 35.00	=	280,000.00
5	Division 5 Metals					
	Expansion Anchors	1	ls	@ \$ 500.00	=	500.00
6	Division 6 Carpentry					
	Plywood Roof Sheathing	8,700	sf	@ \$ 2.00	=	17,400.00
	Wood Trim	400	lf	@ \$ 8.00	=	3,200.00
	Wood Trim/Flat Panel	400	lf	@ \$ 8.00	=	3,200.00
	Finish Carpentry Allowance	1	ls	@ \$ 5,000.00	=	5,000.00
7	Division 7 Thermal and Moisture Protection					
	Clay Tile Roofing Repair	90	sq	@ \$ 150.00	=	13,500.00
	Gutters and Downspouts	1	ls	@ \$ 5,000.00	=	10,000.00
	Parapet Cap Flashing	1	ls	@ \$ 5,000.00	=	10,000.00

	Flashing	1	ls	@	\$	5,000.00	=		5,000.00
	Sealants	1	ls	@	\$	5,000.00	=		5,000.00
8:	Division 8 Doors and Windows								
	Wood Window Repairs	53	ea	@	\$	400.00	=		21,200.00
	Wood Louver Replacement	9	ea	@	\$	130.00	=		1,170.00
9:	Division 9 Finishes								
	Stucco Patch Systems	1	ls	@	\$	5,000.00	=		5,000.00
	Laminate at Restroom Walls	500	sf	@	\$	4.00	=		2,000.00
	Carpet Tile Flooring	1,200	sy	@	\$	35.00	=		42,000.00
	Resilient Flooring	500	sf	@	\$	9.00	=		4,500.00
	Resilient Base	5,400	lf	@	\$	3.00	=		16,200.00
	Ceramic Tile Repair	1,595	lf	@	\$	6.00	=		9,570.00
	Interior Painting	1	ls	@	\$	20,000.00	=		20,000.00
	Prep for Exterior Sealing	12,500	sf	@	\$	1.00	=		12,500.00
	Seal Exterior	12,500	sf	@	\$	1.00	=		12,500.00



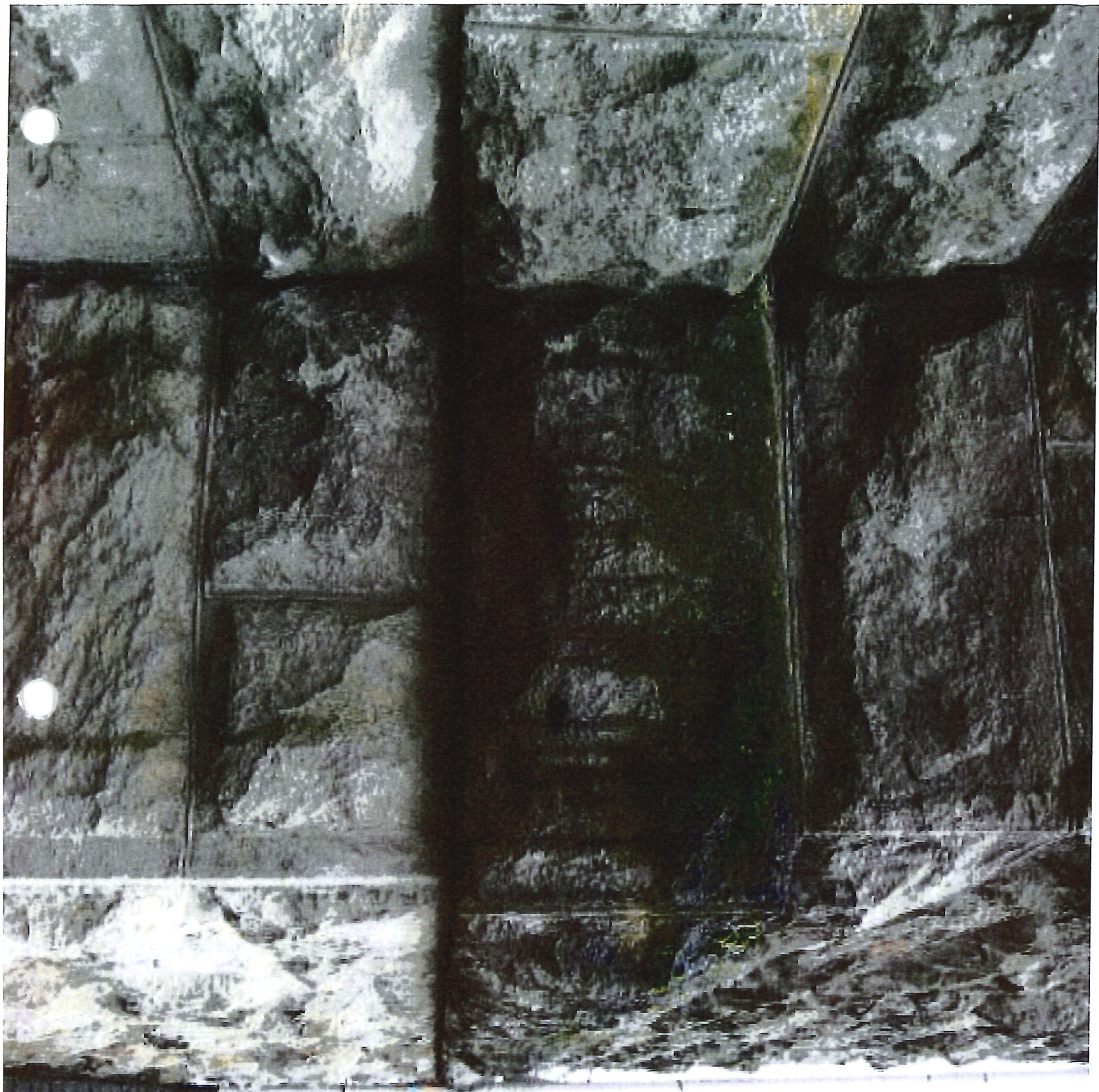


17	Division 7 Thermal and Moisture Protection								
	Poly-iso Insulation	11,860	sf	@	\$	3.00	=		35,580.00
	Poly-iso Insulation Cover Board	11,860	sf	@	\$	2.00	=		23,720.00
	Single Ply Membrane Roofing	120	sq	@	\$	205.00	=		24,600.00
	Gutters and Downspouts	1	ls	@	\$	5,000.00	=		5,000.00
	Parapet Cap Flashing	1	ls	@	\$	5,000.00	=		5,000.00
	Flashing	1	ls	@	\$	5,000.00	=		5,000.00
	Sealants	1	ls	@	\$	5,000.00	=		5,000.00
18	Division 8 Doors and Windows								
	Hollow Metal Doors / Frames	6	ea	@	\$	800.00	=		4,800.00
	Hardware Allowance	6	ea	@	\$	700.00	=		4,200.00
	Aluminum Window / Storefront	8,200	sf	@	\$	35.00	=		287,000.00









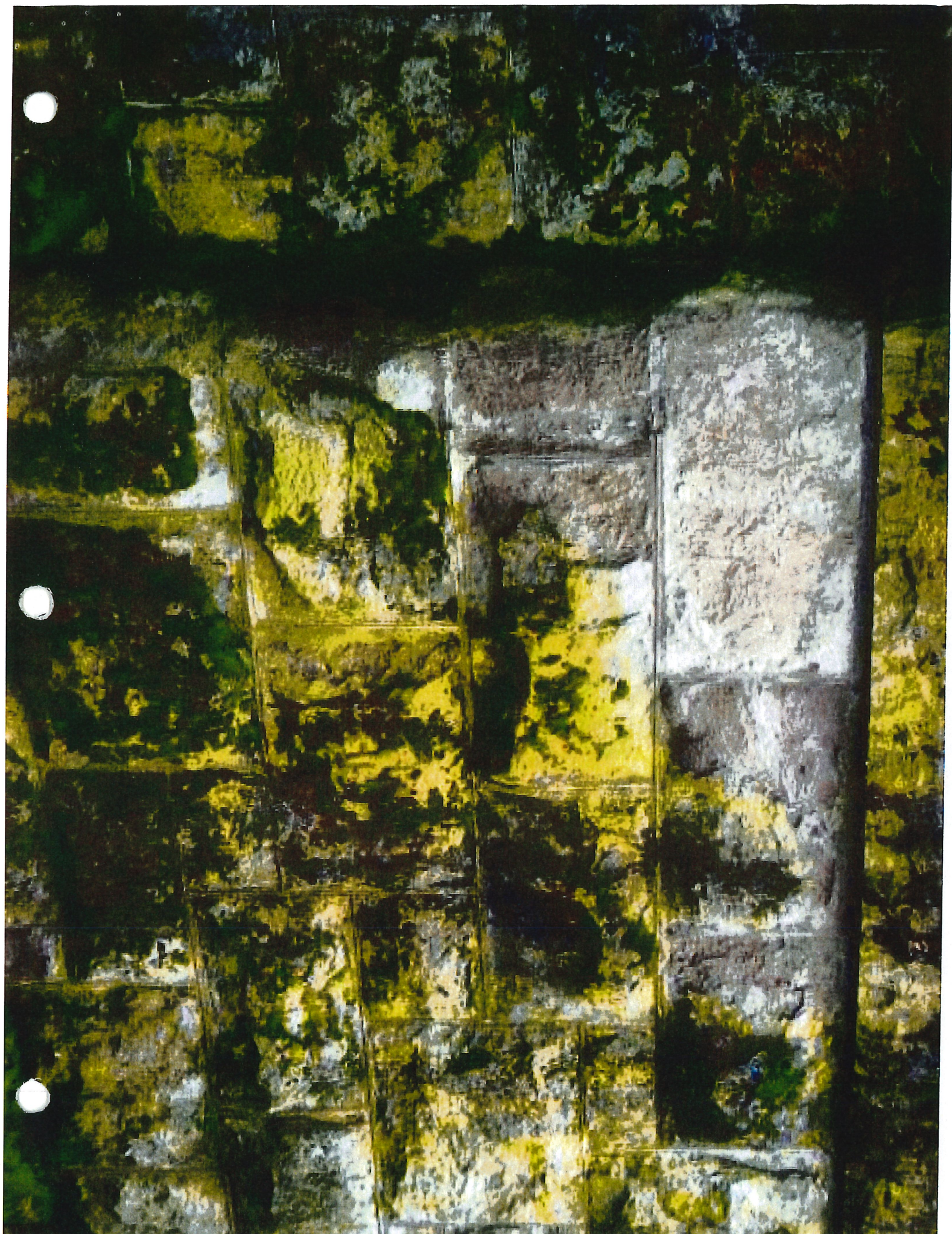
































PARKING WITH D.M.V.  
DISABLED PERMIT ONLY  
VIOLATORS SUBJECT TO  
TOWING UNDER  
ORS 811.620  
AND FINE UNDER  
ORS 811.615





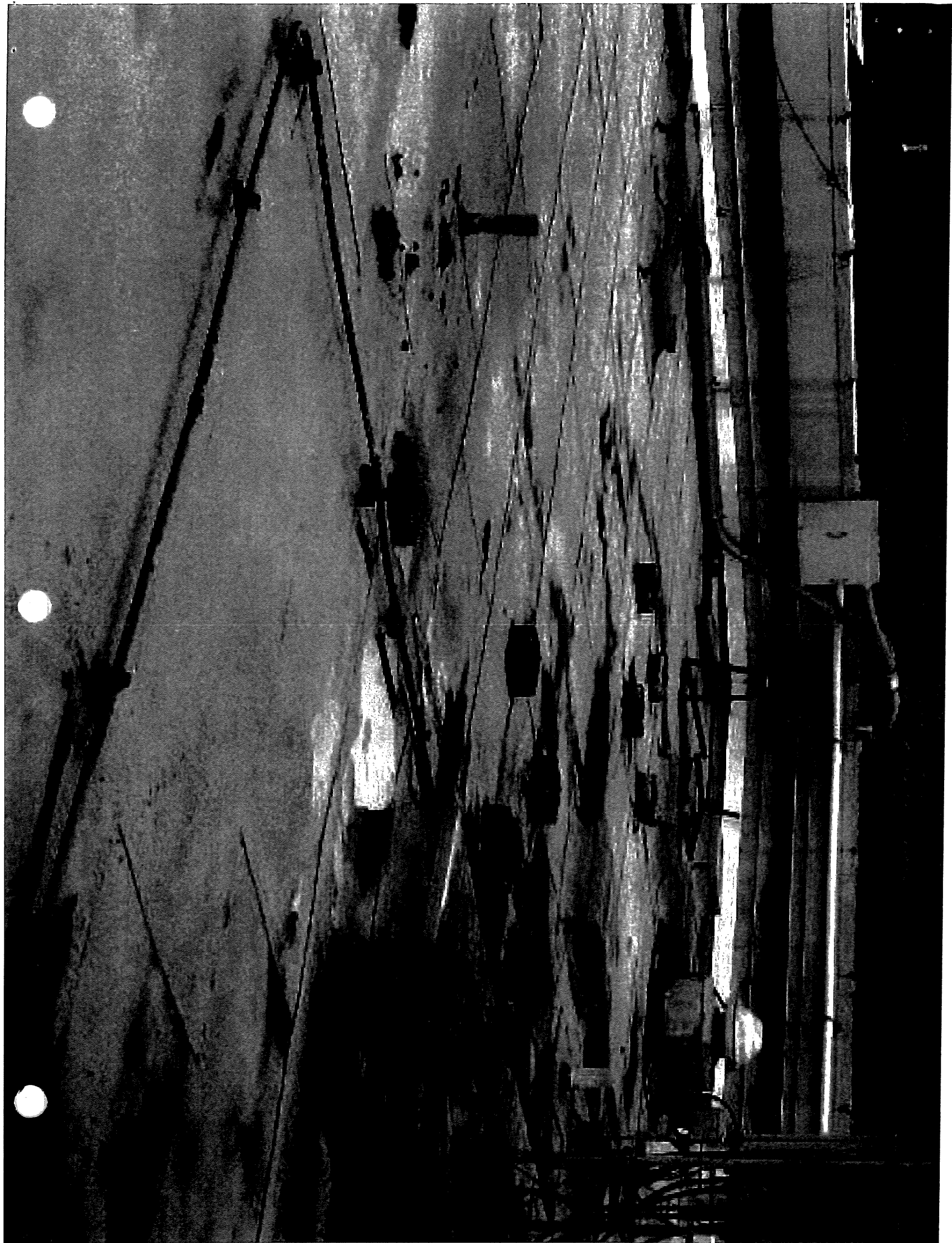




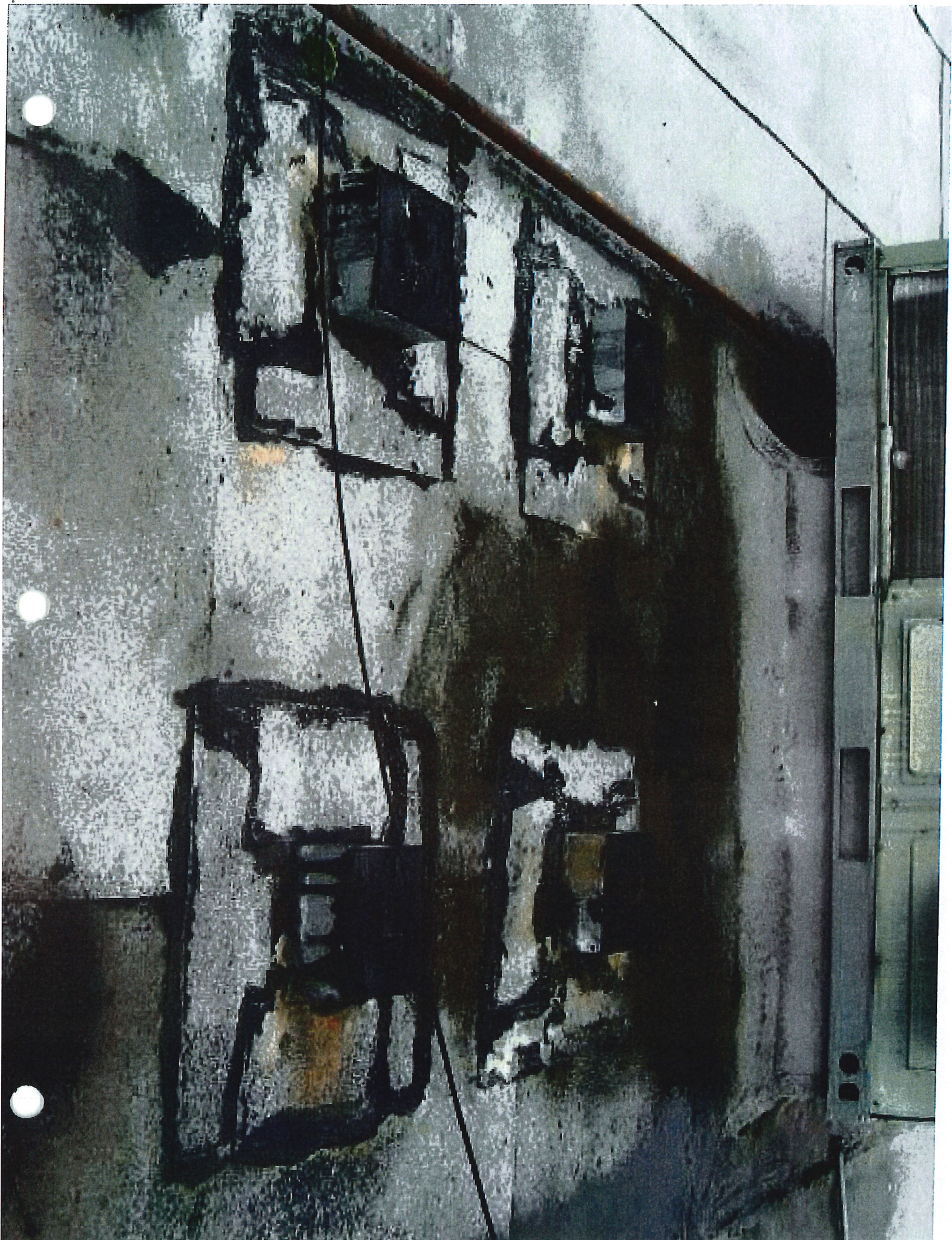




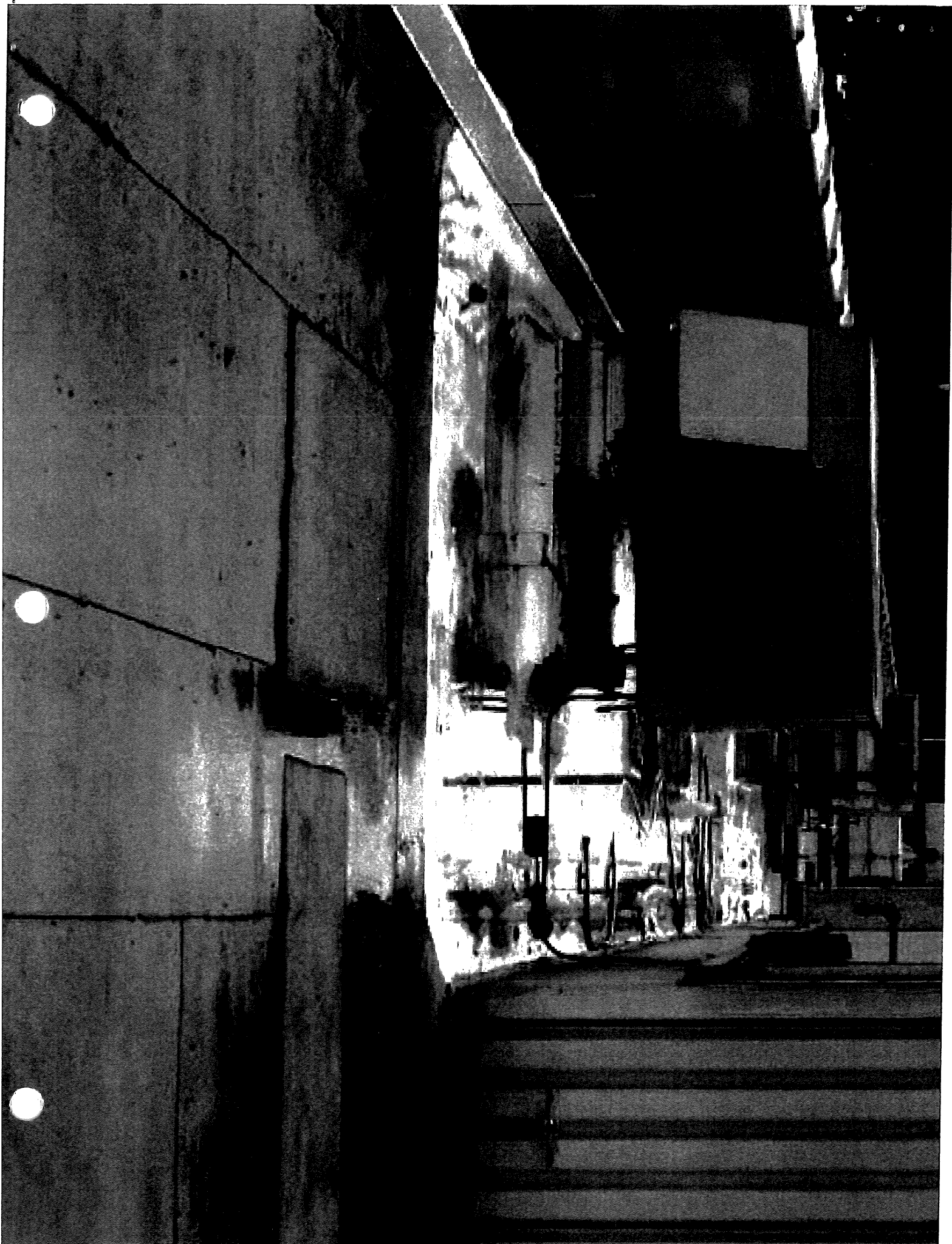


















**COURTHOUSE COMPLEX  
BUILDING IMPROVEMENTS BOND**

<b>Purpose</b>	<b>Courthouse Complex Building Improvements</b> bond to address maintenance on the Courthouse Complex.
<b>Proposed Election</b>	May 15, 2018
<b>Term of the Bond</b>	15 years
<b>Proposed Amount</b>	\$9,700,000
<b>Year #1</b>	\$0.11/\$1,000 assessed value
<b>Life of the Bond</b>	Less than \$0.10/\$1,000 assessed value
	The cost to the taxpayer that owns a house with an assessed value of \$250,000 will pay approximately \$25/year for the life of the bond.
<b>Current Status</b>	Filed with the County Clerk on February 23, 2018.