

IN THE MATTER OF APPOINTING CATHY MAURER TO THE AUGLAIZE COUNTY PUBLIC DISTRICT LIBRARY BOARD OF TRUSTEES, REPLACING KATHERINE JACKSON'S UNEXPIRED TERM ENDING 12/31/2017.

The Board of County Commissioners of Auglaize County, Ohio met in regular session on the 9th day of August, 2016.

Commissioner Bergman moved the adoption of the following:

RESOLUTION

WHEREAS, in resolution #16-164 the Board accepted the resignation of Katherine Jackson to the Auglaize County Public District Library Board due to her moving to another state. Katherine Jackson's term expires on December 31, 2017; and,

WHEREAS, Cathy Maurer has come forward, expressing interest in serving as a Trustee on said Library Board; and,

WHEREAS, with Ms. Maurer's background, the Commissioners trust that Ms. Maurer would be a great asset to the Auglaize County Public District Library Board.

THEREFORE BE IT RESOLVED that the Board of County Commissioners, Auglaize County, Ohio does hereby appoint Cathy Maurer to the Auglaize County Public District Library Board for an unexpired term commencing August 9, 2016 and ending December 31, 2017.

Commissioner Spencer seconded the Resolution and upon the roll being called, the vote resulted in the adoption of the Resolution as follows:

Adopted this
9th day of
August, 2016

BOARD OF COUNTY COMMISSIONERS
AUGLAIZE COUNTY, OHIO

Don Regula
Don Regula

John N. Bergman
John N. Bergman

Douglas A. Spencer
Douglas A. Spencer

cc: Auglaize County Public District Library
Beth Steiner, Director
Cathy Maurer

**IN THE MATTER OF AUTHORIZING AN AGREEMENT WITH BRANDT DESIGN & ASSOCIATES, LLC
TO PROVIDE PROFESSIONAL SERVICES TO CONDUCT AN OFFICE SPACE NEEDS ANALYSIS FOR
VARIOUS COUNTY OFFICES AND/OR DEPARTMENTS; AND AUTHORIZING THE COUNTY
ADMINISTRATOR TO EXECUTE THE AGREEMENT.**

The Board of County Commissioners of Auglaize County, Ohio met in regular session on the 9th day of August, 2016.

Commissioner Bergman moved the adoption of the following:

RESOLUTION

WHEREAS, the Board of County Commissioners has identified a need to explore the feasibility of bringing various county related entities including, OSU Extension Office, the Soil and Water Conservation District Office, the Farm Service Agency Office and the Auglaize County Health Department, into a common building owned by the County; and ,

WHEREAS, the Board has sought quotes from design and/or architectural firms to provide estimates to conduct a feasibility study and conceptual design for such endeavor; and,

WHEREAS, the Board has reviewed such quotes and determined that it is in the best interest of the County to engage Brandt Design & Associates, LLC for the feasibility study and conceptual design work; and,

WHEREAS, Brandt Design & Associates, LLC has presented an agreement for Phase I – Schematic Design which includes:

1. Identifying the needs and desires of the departments potential involved in the project;
2. Conducting meetings including (1) planning meeting, (1) post design meeting;
3. Providing a scaled schematic layout produced in AutoCad;
4. Providing a cost/benefit analysis for potential building sites owned by the County;
5. Developing an overall schematic master plan for the site including parking lots and ingress and egress;
6. Preparing a preliminary schematic budget, taking into account building cost and site development;
7. 3D Rendering – will produce a schematic 3D building rendering;
8. Exclusions: Rework on plans for client requested design modifications after commencement of 3D model; upgrade or design of utilities; work on any and all existing buildings not specifically mentioned as part of this proposal; hazardous materials abatement; 3D and other presentation materials not specifically mentioned as part of this agreement; sprinkler, fire alarm, communications or security documents or calculations; structural documents or calculations; civil engineering, landscaping and irrigation documents or calculations; playground equipment design and layout; grade beam, caisson or post tension slab design and calculations; design for fire pumps, generators, and fire ponds; LEED Design, documentation, certification documentation, calculations, research or submittals for certification; any cost associates with permitting, zoning, and any applications; any and all costs or preparations associated with public hearings; retail fixture layout and design; and printing costs; any and all service not specifically called out in this agreement;
9. Project Timeline 8 – 10 weeks;
10. Profession Fees and Payments - \$8,400.00 – 50% total due upon project start date;
11. Document Ownership and Copyright – Brandt Design and Associates LLC shall retain exclusive ownership of copyright for all design documents and other “architectural works” as listed under this proposal.

THEREFORE, BE IT RESOLVED that the Board of Commissioners, Auglaize County, Ohio, does hereby approve the agreement between said Board and Brandt Design & Associates, LLC for said firm to perform the necessary professional services to assist in the proper planning program to address building and office space needs for various offices; and,

BE IT FURTHER RESOLVED that the Board authorizes the County Administrator to execute said agreement as presented.

Commissioner Spencer seconded the Resolution and upon the roll being called, the vote resulted in the adoption of the Resolution as follows:

Adopted this
9th day of
August, 2016

BOARD OF COUNTY COMMISSIONERS
AUGLAIZE COUNTY, OHIO

Don Regula, yds
Don Regula

John N. Bergman, yds
John N. Bergman

Douglas A. Spencer, yds
Douglas A. Spencer

cc: Brandt Design & Associates, LLC



-Design & Architecture-

SCOPE OF WORK

Client

Address:
Auglaize County Commissioners
209 South Blackhoof Street, Suite 201
Wapakoneta, OH 45895

Contact:
Erica L. Preston, County Administrator

Email:
epreston@auglaizecounty.org

Phone:
419. 739. 6710

Intro

Thank you for the opportunity to work with you on this new and exciting venture. We are enthusiastic about an opportunity to be a small part of such an interesting project in our hometown. We are passionate about providing professionally intentional, meaningful design for our clients. We strive to understand your needs and shape the entire project to fulfill them.

Phase I – Schematic Design

1. Discovery

Brandt Design & Associates, LLC will work with each of the (4) departments involved with the project.

- OSU Extension Office
- Soil & Water Department
- Farm Service Agency
- County Health Department

We will discover their needs and desires for useable space, offices, circulation, storage and meeting spaces.

2. Schematic Floor Plan

We will hold (1) planning meeting, (1) post design meeting and plan enough time to make necessary changes based on discussions at the post design meeting.

- Deliverables at the post design meeting will consist of a scaled schematic layout produced in AutoCad.

When we have compiled a schematic layout for each department we will piece each of the 4 departments into a seamless overall floor plan.

3. Site Master Planning

The floor plan will provide us with a clear path towards one of the 3 sites that are currently owned by the county.

- Site 1 - Adjacent to Fair grounds - Green Site
- Site 2 - Adjacent to Auglaize Acres - Green Site
- Site 3 - Adjacent to County Building - This site would require extensive demo and utility work but would also be the most logical site. It currently houses entities directly involved in the project and would revitalize an area that would add value to the city and county.

We will review each site for the intent of a cost/benefit analysis. Each site will be weighed and reviewed with a short list of pros and cons. The work associated with preparing the site will be reflected in the overall project cost. Prior to choosing a site for master planning the building and associated features, Brandt Design will meet with city/county officials to discuss potential costs, pros, and cons for each site. The purpose of this meeting would be to choose a site. After a site has been chosen with direction from officials, we will produce the deliverables for the site review.

- Deliverables for the site review will consist of an overall schematic master plan for the site. The master plan will include a schematic parking layout with entry and egress points. It will show the building and its orientation to surrounding features. We will coordinate with any available geo technical reports and supply building corner points for future geotech explorations. The master plan will take into account any planned future expansions that may be required for the county. The master plan will consist of a scaled schematic layout produced in AutoCad.
- The client will need to provide a basic survey or supplemental documents such as county auditor maps sufficient for determining the property boundary.

It is understood that the county health department is the driver for the project. A phased plan may need to be produced during the construction documents phase for budgetary reasons. At this time we would discuss shell space necessary for each of the other 3 departments.

After the master plan has been produced, we will meet with officials to present and discuss our drawings and findings. Time will be budgeted for 1 set of minor revisions to the master plan. At this time a preliminary schematic project budget will be produced. The schematic budget will take into account building cost and site development cost including demolition if necessary. Building cost will include basic square foot cost based on furnishing and finishes. The project cost will be developed in an Excel spreadsheet and submitted with totals for each category.

4. 3D Rendering

Upon final revision completion we will produce a schematic 3D building rendering. The rendering will show site features such as parking lots and basic landscaping. The rendering will be of presentation quality.

- Deliverable for 3D site model will be 11x17 renderings. The renderings will show the main building entrance façade and surrounding features such as parking lots and basic landscaping. A basic interior layout based on the schematic floor plan will also be produced to allow officials to better picture the interior spaces of the building. If so desired, Brandt Design will bring a laptop with the appropriate software to allow officials to view the model live. This would allow them to "move" through the model to explore the exterior and interior space. We will facilitate connection to a client-provided projector as well.

5. Exclusions

Work NOT included in this proposal include the following:

- Rework on plans for client requested design modifications after commencement of 3D model
- Upgrade or design of utilities
- Work on any and all existing buildings not specifically mentioned as part of this proposal
- Hazardous materials abatement
- 3D and other presentation materials not specifically mentioned as part of this proposal
- Sprinkler, fire alarm, communications or security documents or calculations
- Structural documents or calculations
- Civil engineering, landscaping and irrigation documents or calculations
- Playground equipment design and layout
- Grade beam, caisson or post tension slab design and calculations
- Design for fire pumps, generators, & fire ponds
- LEED Design, documentation, certification documentation, calculations, research or submittals for certification
- Any costs associated with permitting, zoning, and any applications
- Any and all costs or preparations associated with public hearings
- Retail fixture layout and design
- Printing costs
- Any and all service not specifically called out in this proposal

Additional basic design services, meetings, drawings, renderings, etc may be added to the project should the client desire them. Any additional service will be reasonably priced and billed on a time and material basis.

6. Project Timeline

It is estimated that this schematic design phase will take 8-10 weeks to complete. Project schedule will be codependent on timely meetings with county officials and any and all minor revisions required from the results of each meeting. It is suggested that each department appoint a representative to be the point person for information to flow into and out of each department. We suggest this to streamline the design process, as well as make sure information is distributed to the appropriate persons within each department.

7. Professional Fees and Payments

Please see below for estimated hours anticipated for the project. Due to the fast pace and many moving parts of the project Brandt Design & Assoc., LLC would appreciate an initial deposit of 50% of labor costs upon acceptance of this proposal. Payment will constitute the beginning of the Schematic design phase. Commencement of work will begin immediately after payment. The remainder of the fee would be billed monthly based on project completion with final payment constituting project completion.

DESCRIPTION	HOURS	RATE	AMOUNT
Architectural Design Fees			
Phase I – Schematic Design Fees	140	60	8,400
Total for Phase I			8,400
50% - TOTAL DUE UPON PROJECT START			4,200

8. Document Ownership and Copyright

As author, Brandt Design and Associates LLC, shall retain exclusive ownership of copyright for all design documents and other "architectural works" as listed under this proposal. The non-exclusive rights of the client for use of the "architectural works" to complete the proposed project are hereby granted to the client for this project. Brandt Design and Associates, LLC shall retain ownership of copyright of any and all electronic documentation without prior written consent by Brandt Design and Associates LLC and written indemnification by client.

9. Agreement

The above proposal is agreed upon by Auglaize County and Brandt Design & Associates LLC.

Signed:

Erica L. Preston

8/9/16

Erica L. Preston
County Administrator

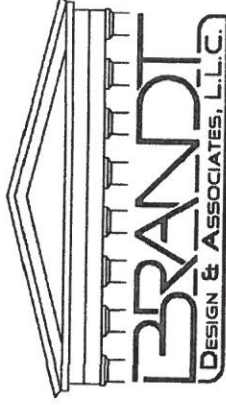
Date

Ryan P. Brandt

07/20/2016

Ryan Brandt
Owner - Brandt Design and Associates LLC

Date



-Design & Architecture-

Make all checks payable to Brandt Design and Associates, LLC.

Thank you for your business!

Brandt Design and Associates, LLC
P.O. Box 92, Saint Marys, Ohio 45885 P: 614-395-8038

**IN THE MATTER OF SETTING DATE, TIME AND LOCATION AT WHICH TO CONVENE
SPECIAL SESSIONS OF THE AUGLAIZE COUNTY BOARD OF COMMISSIONERS.**

The Board of County Commissioners of Auglaize County, Ohio met in regular session on the 9th day of August, 2016.

Commissioner Bergman moved the adoption of the following:

RESOLUTION

WHEREAS, pursuant to Ohio Revised Code Section 305.07, "the Board of County Commissioners may provide by Resolution for the holding of special sessions"; and,

WHEREAS, the Board must set special sessions for the purpose of attending the 10-County Luncheon on Friday, August 12, 2016 from 1:00 p.m. – 3:00 p.m. at the Bistro Off Broadway, 117 E. Fifth Street, Greenville, Ohio; and for attending a meeting with Cameron Warner and Congressman James Jordan on Monday, August 15, 2016 from 11:00 a.m. – 12:00 p.m. at the Neil Armstrong Airport, 07776 State Route 219, New Knoxville, Ohio or until the conclusion of the meetings.

THEREFORE BE IT RESOLVED that the Board of County Commissioners of Auglaize County, Ohio, does hereby set Friday, August 12, 2016 from 1:00 p.m. – 3:00 p.m. and does hereby set Monday, August 15, 2016 from 11:00 a.m. – 12:00 p.m. or until such time as the meeting is concluded at the location so named above as the date, time and place to convene special sessions for said Board for the purposes as set forth; and,

BE IT FURTHER RESOLVED that a copy of this Resolution to be provided to The Evening Leader, The Wapakoneta Daily News, The Lima News and The Daily Standard to ensure adequate public notice of these special sessions.

Commissioner Spencer seconded the Resolution and upon the roll being called, the vote resulted in the adoption of the Resolution as follows:

Adopted this
9th day of
August, 2016

BOARD OF COUNTY COMMISSIONERS
AUGLAIZE COUNTY, OHIO

Don Regula, yes
Don Regula

John N. Bergman, yes
John N. Bergman

Douglas A. Spencer, yes
Douglas A. Spencer

///
cc: newspapers