

ANOKA COUNTY FINANCE AND CAPITAL IMPROVEMENTS COMMITTEE

and Meeting of the Anoka County Board of Commissioners**

Commissioners Reinert (Chair), Braastad, Schulte, Jeppson

January 16, 2024 - 1:00 P.M.

Anoka County Government Center – Room 710

2100 3rd Avenue N

Anoka, MN 55303

1. Public comments: Public comments are welcome at this time. In consideration of others wishing to speak, please limit comments to 2 minutes. Questions directed to the committee will not be answered immediately; however, whenever possible, all appropriate questions will be responded to in a timely and effective manner by county staff.
2. Consider recommending the County approve Contract #C0010580 with CM Construction Company, 12215 Nicollet Avenue South, Burnsville, MN 55337, as the lowest responsible construction bid for Public Health & Environmental Services (PHES) Department Operations Center buildout, in an amount not to exceed \$135,800 – **See attached** action worksheet.
3. Consider recommending the County Board approve Contract #C0010581 with RAK Construction, 21435 Johnson Street NE, East Bethel, MN 55011, as lowest responsible construction bid for Blaine Human Services Women, Infants, & Children (WIC) Clinic in an amount not to exceed \$230,195 - **See attached** action worksheet.
4. Consider recommending the county board approve the annual designation of depositories to US Bank NA, Wells Fargo Bank NA, J.P. Morgan Chase NA, and BMO Harris Bank NA; and delegate the authority to make Electronic Funds Transfers to the Chief Financial Officer and their designees within the Finance & Central Services Division – **See attached** action worksheet.
5. Consider for information purposes, the committee approve the third Tuesday of the month be established as regular Finance and Capital Improvements Committee meeting days for 2024 with the exceptions of:
 - February 20, which meeting will be held on February 8, 2024
 - July 16, which meeting will be held on July 11, 2024
 - December 17, which meeting will be held on December 5, 2024

*** Actions taken by this Committee do not bind the County Board. In addition to the County Commissioners appointed to this committee, additional County Commissioners may attend. Non-committee Commissioners may choose to participate in the discussions and/or ask questions, but they will not vote on any item, nor will they agree to take a specific action on business conducted by the committee. If their attendance and limited participation in the committee meeting is considered a meeting of the County Board, this shall serve as notice of a County Board meeting. This shall also serve as notice of a County Board Meeting for any committee comprised of four or more members of the board.*



FINANCE & CAPITAL IMPROVEMENTS COMMITTEE ACTION ITEM

January 16, 2024

FM&C

<p>ACTION REQUESTED</p>	<p>Consider recommending the County Board approve Contract # C0010580 with CM Construction Company, 12215 Nicollet Avenue South, Burnsville, MN 55337, as the lowest responsible construction bid for Public Health & Environmental Services (PHES) Department Operations Center buildout, in an amount not to exceed \$135,800.</p> <p>Bid tab attached.</p> <p>This is all part of the approved 2024 CIB using Public Health COVID-19 Grant – costs related to the DOC in PHES. The grant must be used by March 31, 2026.</p>																																																												
<p>BACKGROUND</p>	<p><u>PHES</u> The Department Operations Center (DOC) in PHES is currently located in the West Courthouse. Relocating the DOC in the Government Center will create additional efficiencies and enhance accessibility. The DOC will include:</p> <ul style="list-style-type: none"> • Large conferencing room with upgraded technology and audio-visual equipment to accommodate a public health emergency response. • Break out staff areas/offices. • Incorporate storage in the DOC for increased access and ease of use. <p>Other purchases made as part of this project under \$100,000 related to Furniture, Fixtures, & Equipment (FF&E), Mechanical, Electrical, Technology, and Security are as follows:</p> <table border="1" data-bbox="451 1163 1451 1696"> <thead> <tr> <th><u>Description</u></th> <th><u>Estimates</u></th> <th><u>Vendor</u></th> <th><u>Contract</u></th> </tr> </thead> <tbody> <tr> <td>Mechanical</td> <td>\$39,500</td> <td>Corval</td> <td>Master Contract</td> </tr> <tr> <td>Electrical</td> <td>\$13,000</td> <td>In House-material costs only</td> <td></td> </tr> <tr> <td>Plumbing</td> <td>\$5,000</td> <td>In House-material costs only</td> <td></td> </tr> <tr> <td>Fire Horns & Alarms</td> <td>\$3,229</td> <td>Summit</td> <td>Master Contract</td> </tr> <tr> <td>Relocate Sprinklers</td> <td>\$5,820</td> <td>Summit</td> <td>Master Contract</td> </tr> <tr> <td>Controls</td> <td>\$2,866</td> <td>Egan</td> <td>Master Contract</td> </tr> <tr> <td>FF&E</td> <td>\$30,726</td> <td>ABF</td> <td>Master Contract</td> </tr> <tr> <td>AV Equipment/Soundmasking</td> <td>\$98,102</td> <td>Bluum Technology</td> <td>State Contract</td> </tr> <tr> <td>Technology/Cabling</td> <td>\$5,000</td> <td>All State</td> <td>Master Contract</td> </tr> <tr> <td>Security (card readers/hardware)</td> <td>\$15,647</td> <td>Pro-tec/Bredemus</td> <td>Master Contract</td> </tr> <tr> <td>Signage</td> <td>\$544</td> <td>Minnesota State Industries</td> <td>State Contract</td> </tr> <tr> <td>Misc Expenses (PC moves/etc)</td> <td>\$5,000</td> <td></td> <td></td> </tr> <tr> <td>Total</td> <td>\$224,434</td> <td></td> <td></td> </tr> <tr> <td>Contingency</td> <td>\$40,000</td> <td></td> <td></td> </tr> </tbody> </table>	<u>Description</u>	<u>Estimates</u>	<u>Vendor</u>	<u>Contract</u>	Mechanical	\$39,500	Corval	Master Contract	Electrical	\$13,000	In House-material costs only		Plumbing	\$5,000	In House-material costs only		Fire Horns & Alarms	\$3,229	Summit	Master Contract	Relocate Sprinklers	\$5,820	Summit	Master Contract	Controls	\$2,866	Egan	Master Contract	FF&E	\$30,726	ABF	Master Contract	AV Equipment/Soundmasking	\$98,102	Bluum Technology	State Contract	Technology/Cabling	\$5,000	All State	Master Contract	Security (card readers/hardware)	\$15,647	Pro-tec/Bredemus	Master Contract	Signage	\$544	Minnesota State Industries	State Contract	Misc Expenses (PC moves/etc)	\$5,000			Total	\$224,434			Contingency	\$40,000		
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<p>FUNDING</p>	<p>Public Health COVID-19 Grant - costs related to the DOC in PHES. The grant must be used by March 31, 2026.</p>																																																												



Date: 01/05/2024

Time: 3pm

QUOTE/BID TABULATION

PROJECT NAME DOC

VENDOR	Bid Security (If Applicable)	Addenda (x)	Responsible Contractor Form (if Applicable)	Base	Alt1	Notes
RAK	X	X	X	\$ 142,763.00		
C70	X	X	X	\$ 189,455.00		
Construction Results	X	X	X	\$ 141,999.00		
CM Construction	X	X	X	\$ 135,800.00		
Morcon	X	X	X	\$ 168,650.00		
Versacon	X	X	X	\$ 167,000.00		
Jorgenson	X	X	X	\$ 149,900.00		



FINANCE & CAPITAL IMPROVEMENTS COMMITTEE ACTION ITEM

January 16, 2024

FM&C

<p>ACTION REQUESTED</p>	<p>Consider recommending the County Board approve Contract # C0010581 with RAK Construction, 21435 Johnson Street NE, East Bethel, MN 55011, as the lowest responsible construction bid for Blaine Human Services Women, Infants, & Children (WIC) Clinic, in an amount not to exceed \$230,195.</p> <p>Bid tab attached.</p> <p>This is all part of the approved 2024 CIB using Public Health COVID-19 Grant – costs related to the Blaine Human Services WIC Clinic Remodel. The grant must be used by March 31, 2026.</p>																																																												
<p>BACKGROUND</p>	<p>Women, Infants and Children (WIC) provides nutrition education and benefits for supplemental foods for pregnant, breastfeeding, postpartum women and children up to age five who meet income eligibility requirements and have nutritional risk. Since the onset of COVID-19, the number of families utilizing the WIC program have increased. The current WIC clinic which is located at the Blaine Human Services Building doesn't have the square footage to support the number of clients being seen along with maintaining social distancing. In addition, Public Health utilizes the WIC clinic in Blaine to host regularly scheduled vaccine clinics for the public. Due to the shortage of space, we are unable to provide both services at the same time. Along with evaluating our current capacity, we look to the future to ensure we can meet the required foundational public health responsibilities. For this reason, the newly constructed space located on the 2nd floor of the Blaine Human Services Center will be utilized to serve as DP&C vaccine clinic, testing location, Point of Dispensing site, WIC clinic, and/or delivery of any other effective public health service. This universal space will allow us to deliver services efficiently and effectively during the day, evening, and on weekends if needed. Other purchases made as part of this project under \$100,000 related to Furniture, Fixtures, & Equipment (FF&E), Mechanical, Electrical, Technology, and Security are as follows:</p> <table border="1" data-bbox="358 1318 1526 1759"> <thead> <tr> <th><u>Description</u></th> <th><u>Estimates</u></th> <th><u>Vendor</u></th> <th><u>Contract</u></th> </tr> </thead> <tbody> <tr> <td>Mechanical</td> <td>\$2,500</td> <td>In House-material costs only</td> <td></td> </tr> <tr> <td>Electrical</td> <td>\$9,000</td> <td>In House-material costs only</td> <td></td> </tr> <tr> <td>Plumbing</td> <td>\$2,500</td> <td>In House-material costs only</td> <td></td> </tr> <tr> <td>Fire Horns & Alarms</td> <td>\$3,850</td> <td>Summit</td> <td>Master Contract</td> </tr> <tr> <td>Relocate Sprinklers</td> <td>\$4,680</td> <td>Summit</td> <td>Master Contract</td> </tr> <tr> <td>Controls</td> <td>\$2,148</td> <td>Egan</td> <td>Master Contract</td> </tr> <tr> <td>FF&E</td> <td>\$68,420</td> <td>ABF</td> <td>Master Contract</td> </tr> <tr> <td>AV Equipment/Soundmasking</td> <td>\$28,000</td> <td>Bluum Technology</td> <td>State Contract</td> </tr> <tr> <td>Technology/Cabling</td> <td>\$6,250</td> <td>All State</td> <td>Master Contract</td> </tr> <tr> <td>Security (card readers/hardware)</td> <td>\$39,337</td> <td>Pro-tec/Bredemus</td> <td>Master Contract</td> </tr> <tr> <td>Signage</td> <td>\$1,060</td> <td>Minnesota State Industries</td> <td>State Contract</td> </tr> <tr> <td>Misc Expenses (PC moves/etc)</td> <td>\$5,000</td> <td></td> <td></td> </tr> <tr> <td>Total</td> <td>\$172,745</td> <td></td> <td></td> </tr> <tr> <td>Contingency</td> <td>\$75,000</td> <td></td> <td></td> </tr> </tbody> </table>	<u>Description</u>	<u>Estimates</u>	<u>Vendor</u>	<u>Contract</u>	Mechanical	\$2,500	In House-material costs only		Electrical	\$9,000	In House-material costs only		Plumbing	\$2,500	In House-material costs only		Fire Horns & Alarms	\$3,850	Summit	Master Contract	Relocate Sprinklers	\$4,680	Summit	Master Contract	Controls	\$2,148	Egan	Master Contract	FF&E	\$68,420	ABF	Master Contract	AV Equipment/Soundmasking	\$28,000	Bluum Technology	State Contract	Technology/Cabling	\$6,250	All State	Master Contract	Security (card readers/hardware)	\$39,337	Pro-tec/Bredemus	Master Contract	Signage	\$1,060	Minnesota State Industries	State Contract	Misc Expenses (PC moves/etc)	\$5,000			Total	\$172,745			Contingency	\$75,000		
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RAK	X	X	X	\$ 230,195.00		
C70	X	X	X	\$ 276,802.00		
Construction Results	X	X	X	\$ 259,599.00		
Jorgenson Construction	X	X	X	\$ 277,900.00		
Morcon	X	X	X	\$ 267,850.00		
B2 Builders	X	X	X	\$ 248,110.00		
Versacon	X	X	X	\$ 306,000.00		
CM Construction	X	X	X	\$ 261,800.00		
DPG	X	X	X	\$ 276,800.00		



FINANCE & CAPITAL IMPROVEMENTS COMMITTEE

ACTION ITEM

January 16, 2024

FINANCE & CENTRAL SERVICES

ACTION REQUESTED	Consider recommending the county board approve the annual designation of depositories to US Bank NA, Wells Fargo Bank NA, J.P. Morgan Chase NA, and BMO Harris Bank NA; and delegate the authority to make Electronic Funds Transfers to the Chief Financial Officer and their designees within the Finance and Central Services Division.
BACKGROUND	Anoka County designates financial institutions to serve as depositories for county funds on an annual basis, in accordance with Minnesota Statutes 118A.02 and 385.07. Additionally, the County Board is requested to designate the authority to make Electronic Fund Transfers to the Finance & Central Services Chief Financial Officer and their designees in accordance with Minnesota Statutes 471.38, Subd 3a.
SOLUTIONS	The County currently uses depositories at US Bank, Wells Fargo, and JP Morgan Chase, and has used a collateralized CD Program through BMO Harris Bank. All four of the banks have branches within the County. With the Electronic Funds Transfer designation, the County will provide this action to all banks where disbursements accounts exist, US Bank, Wells Fargo, and JP Morgan.
RECOMMENDATIONS	Consider recommending the county board approve the annual designation of depositories to US Bank NA, Wells Fargo Bank NA, J.P. Morgan Chase NA, and BMO Harris Bank NA; and delegate the authority to make Electronic Funds Transfers to the Chief Financial Officer and their designees within the Finance and Central Services Division.