

**State of
Minnesota
Department of
Human Services
Saint Peter
Regional
Treatment Center**

SAINT PETER , MINNESOTA

MASTER PLAN REPORT

October 30, 2009



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COMMISSION NO. 1654.02

Index

1: Introduction	Pg 3
2: Executive Summary	Pg 4
• Campus / Building Audit	Pg 5
• Facility Operational Program Workshop	Pg 6
• Sustainable Design Strategies	Pg 7
• Master Plan Concepts	Pg 8
• Summarized Needs	Pg 8
• Prioritized Next Step Timeline	Pg 11
3: Campus / Building Audit	Pg 14
• Audit Summary	Pg 14
• Audit Cost Matrix	Pg 15
4: Facility Operational Program Workshop	Pg 17
• Interview Summary	Pg 16
• Program Descriptions and deficiencies	Pg 16
• Area summary and future growth by program	Pg 39
5: Sustainable Design Strategies	Pg 44
6: Master Plan Concepts	Pg 46
• Master Plan Summary	Pg 45
• Master Plan Diagrams	Pg 51
• Preliminary Master Plan Project Cost Ranges	Pg 60
Appendix A: Campus / Building Audit Report	
Appendix B: Asbestos Abatement Estimate	
Appendix C: Building Audit Questionnaires	
Appendix D: Facility Operational Program Workshop – director provided information	

Introduction:

The intention of this Campus Master Plan is to identify life-cycle / capital maintenance requirements, coordinate anticipated changes in operational programming and resident population projections, and to develop a long-range campus master plan illustrating potential building utilization, renovation and or new construction requirements for the campus. The Master Plan shall endeavor to project needs through 2025 and shall prioritize 'next step' projects which may include capital maintenance/replacement efforts, or renovation/new construction pre-design efforts.

The BKV Group team has worked closely with the SPRTC staff and leadership to efficiently collect and use campus condition information, operational programming expectations, and population projections already available through various sources. The Master Plan establishes preliminary Order of Magnitude project budgets.

Budget refinement and finalization of any specific project shall be accomplished through 'next step' pre-design efforts.

Executive Summary:

BKV Group was contracted to analyze the Saint Peter Regional Treatment Center and develop a preliminary Master Plan. The specific requirements of the master plan effort were as follows:

Campus / Building Audit:

- Review of building documentation
- On-site audit assessment with team of engineers and architects
- Development of Audit Report indicating capital maintenance needs.
- Audit Estimate identifying Capital Maintenance cost projections

Facility operational Program Workshop:

- Confirmation of current and projected Resident Profiles
- Review of Treatment / Programmatic Requirements
- Identification of Security Requirements by population type
- Discussion of current and anticipated trends in treatment and resident profiles
- Confirmation and discussion of projected resident population levels
- Review of current and projected staffing counts

Sustainable Design Strategies:

- Develop master plan
- Identify technologies which will promote energy efficiency and sustainability
- Promote future renewable energy strategies.

Master Plan Concepts:

- Development of Preliminary Adjacency/Program Relationship Requirements
- Development of preliminary campus concept plan
- Review preliminary campus master plan concept for finalization.
- Develop long-term campus phasing plan with project prioritization.
- Master Plan Opinion of Construction Cost Ranges
- Identification of Opinion of Full Project Cost Ranges

Next Steps:

- Identification of specific projects whose scope warrants individually focused assessments, pre-designs, or studies.
- Establish on-going Master Plan review and revision schedule to assure Master Plan is used as a 'living document'.

Campus / Building Audit:

BKV Group conducted an audit of the physical conditions of the site, buildings, mechanical and electrical systems at the Saint Peter Regional Treatment Center.

The intention of this building and site facilities audit is to provide an overview of the conditions of the existing facility and to identify major capital maintenance or upgrade requirements and their anticipated cost ranges for each of the buildings.

The Condition Report and Maintenance Recommendations section provides overall information based on visual inspections of the existing campus and facilities. This section provides notes individually on each campus component, including Site, each of the individual building components, and the Central Electrical and Central Mechanical systems. Additionally this section indicates specific maintenance suggestions individually for the Site, each of the individual building components, and the Central Electrical and Central Mechanical systems. Note: building areas noted are based on area calculations provided by St. Peter Regional Treatment Center physical plant staff.

Overall conditions of the campus structures vary. The most common maintenance and repair considerations on campus include:

- Brick and Stone tuck pointing
- Replacement of exterior windows
- Replacement of exterior doors
- Code required fire protection system upgrades (replacement of standpipe system, installation of fire pumps, etc)
- Mechanical upgrades to meet current code requirements for ventilation and fresh air
- Replacement of electrical distribution and switchgear configurations for multiple-owner campus configuration.
- Replacement of portions of site pavement, curbing, and sidewalks.
- Interior wall patching and repainting
- Repair and replacement of interior doors
- Repair and replacement of interior finish materials in disrepair
- Abatement and replacement costs associated with areas identified as containing asbestos

As noted above, the intention of this audit is to establish reasonable assessment of probable costs associated with the capital maintenance, and hazardous materials abatement costs associated with each building on campus as well as the overall campus grounds.

- Full-Campus Capital Maintenance and hazardous material abatement total cost: **\$23,825,973** in 2009 dollars.

Facility operational Program Workshop:

To better understand the specific types of programs provided and spaces required at the Saint Peter Regional Treatment Center, BKV Group conducted Interviews with representatives of the following Campus Programs:

- Campus Administration
- Campus Security
- MSOP
- HIMS
- Kitchen
- Vocational
- Rehabilitation Services
- Medical
- MSH
- Nursing
- Transition Program
- Community Prep Services
- Human Resources
- Staff Development
- Physical Plant

Through three days of interviews with program leaders, BKV Group gathered information relative to each of the above programs regarding:

- Program description and Mission
- General program organization
- Resident population description
- Current resident population
- Resident population projections for the next 5, 10 and 15 years
- Current staffing position descriptions and counts
- Staffing projections and trends for the next 5, 10 and 15 years
- Required program spaces
- Required programmatic adjacencies
- Program space deficiencies
- Projected spatial requirements for the next 5, 10, and 15 years

This information is summarized in section 4: *Facility operational Program Workshop*

Information from the interviews, along with spatial analysis of current program areas at the Saint Peter Regional Treatment Center was used to develop anticipated areas of future growth. This information is indicated in section 4: *Area summary and future growth by program* and was used in the development of the master plan.

Sustainable Design Strategies:

Sustainable design is a comprehensive process used to create buildings and sites that minimize the use of resources and reduce harmful effects on occupants and the environment. The result is an optimal balance of economic, environmental, and societal costs and benefits, which meet the owner's mission and function for the facility.

In addition to the best practices items listed in the sustainable design strategies section it is recommended that additional alternative energy and wastewater strategies be seriously considered. Examples of such strategies are:

- Building integrated photovoltaics (BIPV)
- Photovoltaic arrays
- Wind harvesting
- Rainwater collection for site irrigation
- Gray Water use
- Geothermal HVAC (Upper Campus appears especially well suited)

Master Plan Concepts:

The facility operational program workshop rendered 5 key themes that, along with anticipated future growth, were instrumental in the formation of the master plan. Many of these points are applicable to one another, overlap, and strengthen one another.

- ***Residents need sensory environments which foster treatment and rehabilitation***
Many of the interior spaces, both residential living units and group areas are dated and are in a state of disrepair. Additionally, a majority of the facility is very cold and institutional. Treatment and patient stability would be greatly improved by creating environments which were designed on a human scale, with colors, textures, and lighting which fostered and encouraged a sense of calm and healing.
- ***The creation of a park like campus will benefit treatment***
As a treatment facility with multiple levels of security the interior spaces, but also the campus itself needs to be a tranquil and peaceful setting. A park like setting will foster an environment of healing by encouraging multiple outdoor activities including reflection and physical activity. Additionally, as a member of the community, the Saint Peter Regional Treatment Center wishes to display an image of healing, and not of incarceration.
- ***The separation of MSH and MSOP***
The security necessary at MSOP, along with MSOP's location on campus disrupts the possibility of having a unified park like MSH campus.
Separating MSH and MSOP through the creation of a new MSOP campus would strengthen both programs by allowing necessary space for both programs to grow and to allow for the creation of individual identity.
- ***Separate pedestrian and vehicular circulation***
The current campus layout has grown without direction. By deliberately separating the vehicular and pedestrian circulation on campus we can strengthen the identity of a park like campus and provide a safer area for pedestrians.
- ***Group campus programs together for purposes of security and efficiency***
Currently there are multiple programs on campus which, due to spatial necessity, are located in disparate parts of the campus. The effect of this dispersion is different on each program but as a whole it is inefficient. Grouping like programs together and locating related programs in the correct adjacency to one another will provide for a more organized and efficient campus.

Summarized Needs:

The building audit identified and quantified costs associated with capital maintenance.

The facility Operational program interviews gave insight into future program growth and overall campus needs, and helped to direct the master plan.

The following 'Summarized Needs' identify specific projects which warrant more in depth investigations.

I. MSH:

- Detailed long-range MSH housing unit concept planning to develop options to meet long-range resident growth, development of smaller appropriately sized to house smaller sub groups such as Special Needs Services and Young Adult and Adolescent Program, and assess re-assignment of security level units within MSH building for improved resident control and adjacencies.
- Detailed study to provide access to electronic health records
- Detailed study to look at wireless and cell phone loops within MSH for security
- Detailed color theory study to create a healing environment at MSH
- Execute pre-design for expanded Forensic Nursing Facility Phase II to determine scope, population, and budget.
- Execute Pre-design for the upgrade / replacement of Shantz Hall

MSOP:

- Conduct Pre-Design for the development of a “separate campus” for MSOP. Explore continued residential use of Shantz (2 units) and Pexton (4 units) for MSOP clients.
 - Eventual construction of new MSOP facilities for all MSOP functions, conversion of Shantz and Pexton for MSH functions.
 - These new MSOP facilities to include:
 1. 100-125 bed secure treatment facility.
 2. 24 bed Community Preparation Services (CPS) residential building.

Transition:

- Conduct a detailed pre-design for the relocation of Transition into a single location and within a facility more suitably adapted for this highly diverse and dynamic resident group.

2. Security:

- Campus wide security / technology pre-design
- Design and implement improved key control strategy (use of alternative devices such as card key, exploration of alternative operating models related to key control procedures, etc)
- Conduct a communication technology study for 800 Mhz integration.

3. Rehabilitation:

- Provide a detailed study for the integration of Sensory Therapy Rooms and appropriate OT/PT rooms to serve campus appropriately.
- Provide a detailed study of physical fitness areas and opportunities to expand current spaces or provide new spaces
- Provide a detailed study for a new lower campus recreation / community center in place of Tomlinson Hall
- Provide a color study for the entire campus focusing on an appropriate color palate to promote a calm and healing environment.

Nursing:

- Conduct a technology study to look at wireless capabilities
- Conduct an overall accessibility study looking at door widths, shower access, etc
- Conduct a detailed study to identify options for creation of appropriate Soiled and Clean Utility rooms, Sensory Therapy Rooms, Nurse Report Stations/Rooms, and appropriate staff lunch/break spaces throughout all resident buildings.

Vocational:

- Detailed study of providing a new vocational facility to serve the lower campus with access for both MSOP and MSH. Dual security zones for access from both sides of the secure perimeter
- Detailed study of renovating Green Acres to provide better vocational space

Medical:

- Provide a study to scan all patient documents and set up an efficient electronic records system
- Provide a detailed study of the layout for the laboratory
- Provide a detailed study for relocating the X-ray close to the clinic and converting to digital x-ray format
- Provide a detailed study for a central medical building for a Public Group Practice including dental, medical clinic, pharmacy, lab, x-ray, psychology, medical admin in one location.

4. Support Services:

- Conduct Pre-Design for Grounds Building

Nutritional Services:

- Develop a Kitchen Renovation / Mechanical System Replacement / Capital Maintenance Renovation pre-design to establish scope and budget.

Staff Development:

- Conduct a technology study for training A / V
- Conduct a detailed planning study for development of appropriate, dedicated Staff Development Training space. Options of renovation within Admin as well as potential new construction (Gluek Training Pavilion?) should be investigated.

Administration:

- Conduct pre-design for Administration services including increased conference rooms, decreased HR department, and improved training division space.

HIMS:

- Conduct a detailed assessment of campus wide medical record storage needs resulting from the mandate to switch to electronic medical records by 2010
- Conduct pre-design for renovation/relocation of HIMS for conversion to digital records storage.

5. Campus-Wide:

- Establish and maintain scheduled reviews and re-assessment of this Master Plan document to maintain a 'living master plan' responsive to on-going operational changes and directives. Next Master Plan assessment should be completed by May 2011 for coordination with State Bi-annual capital bonding calendar.
- Execute detailed Life Safety Upgrade assessment and implement Life Safety Upgrade project.
- Execute detailed campus paving study and concept design for phased installation of long-range pedestrian-friendly pavement concept (similar to Diagram 5 of this report). Phasing of long-range pavement concept is to be coordinated with life-cycle pavement maintenance to optimize cost efficiency.

Prioritized Next Step Timeline:

As noted in the Summarized Needs above, the Master Plan has established a range of needs related to campus-wide as well as individual divisional needs. Although the prioritization of these needs may shift based on future operational directives, changing legislative requirements, or shifting populations, the Master Plan recommends the following over-all prioritization of Next Steps related to the overall Summarized Needs in relation to the State's Bi-Annual bonding cycle:

1. 2009:

- Conduct a detailed assessment of campus wide medical record storage needs resulting from the mandate to switch to electronic medical records by 2010
- Conduct pre-design for renovation/relocation of HIMS for conversion to digital records storage.
- Detailed study to provide access to electronic health records (MHS)
- Execute detailed campus paving study and concept design for phased installation of long-range pedestrian-friendly pavement concept (similar to Diagram 5 of this report). Phasing of long-range pavement concept is to be coordinated with life-cycle pavement maintenance to optimize cost efficiency.
- Conduct a detailed overall accessibility study looking at door widths, shower access, etc

2. 2010:

- Execute detailed Life Safety Upgrade assessment and implement Life Safety Upgrade project
- Conduct Pre-Design to Develop a Kitchen Renovation / Mechanical System Replacement / Capital Maintenance Renovation to establish scope and budget.
- Detailed long-range MSH housing unit concept planning to include:
 - Options to meet long-range resident growth, development of smaller appropriately sized to house smaller sub groups such as Special Needs Services and Young Adult and Adolescent Program, and assess re-assignment of security level units within MSH building for improved resident control and adjacencies.
 - Detailed color theory study to create a healing environment at MSH
 - Creation of appropriate Soiled and Clean Utility rooms, Nurse Report Stations/Rooms, and appropriate staff lunch/break spaces throughout all resident buildings.
- Execute detailed campus wide technology study to include:
 - Design and implement improved key control strategy (use of alternative devices such as card key, exploration of alternative operating models related to key control procedures, etc)
 - Conduct a communication technology study for 800 Mhz integration to meet NIMS standards by 2012
 - Detailed study to look at wireless and cell phone loops within MSH for security
 - Conduct a technology study for training A / V
 - Conduct a technology study to look at wireless capabilities
 - Provide a study to scan all patient documents and set up an efficient electronic records system
- Provide a color study for the entire campus focusing on an appropriate color palate to promote a calm and healing environment. Study should include:
 - A detailed study for the integration of Sensory Therapy Rooms and appropriate OT/PT rooms to serve campus appropriately.

3. 2010/2011:

- Review and re-assessment of this Master Plan document to maintain a 'living master plan' responsive to on-going operational changes and directives
- Conduct Pre-Design for expanded Forensic Nursing Facility Phase II to determine scope, population, and budget.
- Obtain pre-design funding to design a new 24 bed CPS building on separate campus (northwest of Forensic Nursing Home),
- Construction also to provide for ancillary services (vocational, recreational, gymnasium, Library, maintenance department, health services, dining hall)
- Conduct Pre-Design study for a central medical building for a Public Group Practice including dental, medical clinic, pharmacy, lab, x-ray, psychology, medical admin in one location.
 - Provide a detailed study of the layout for the laboratory
 - Provide a detailed study for relocating the X-ray close to the clinic and converting to digital x-ray format

4. 2012/2013:

- Review and re-assessment of this Master Plan document to maintain a 'living master plan' responsive to on-going operational changes and directives
- Conduct Pre-Design for the upgrade / replacement of Shantz Hall
- Conduct Pre-Design for development of appropriate, dedicated Staff Development Training space. Options of renovation within Admin as well as potential new construction (Gluek Training Pavilion?) should be investigated.
- Obtain pre-design funding to design a new 100 - 125 bed secure facility and ancillary building.
- Detailed study and Pre-Design for vocational program including:
 - Providing a new vocational facility to serve the lower campus with access for both MSOP and MSH. Dual security zones for access from both sides of the secure perimeter
 - Detailed study of renovating Green Acres to provide better vocational space
- Obtain bonding monies for construction of CPS. Build and operate CPS residence.

5. 2014/2015:

- Review and re-assessment of this Master Plan document to maintain a 'living master plan' responsive to on-going operational changes and directives
- Conduct Pre-Design for the relocation of Transition into a single location and within a facility more suitably adapted for this highly diverse and dynamic resident group.
- Obtain bonding for MSOP facility construction, Build and operate MSOP facility
- Conduct Pre-Design for Grounds Building

6. 2016/2017:

- Review and re-assessment of this Master Plan document to maintain a 'living master plan' responsive to on-going operational changes and directives

Final Report

Saint Peter Regional Treatment Center Campus

Master Planning

Saint Peter, Minnesota

Comm. No 1654.02



- Conduct Pre-Design for a new lower campus recreation / community center in place of Tomlinson Hall to include
 - Provide a detailed study of physical fitness areas and opportunities to expand current spaces or provide new spaces
- Conduct Pre-Design for Administration services including increased conference rooms, decreased HR department, and improved training division space.

NOTE: Technology infrastructural space needs are to be re-evaluated with each facility project or program modification

Campus / Building Audit

Summary

BKV Group conducted an audit of the physical conditions of the site, buildings, mechanical and electrical systems at the Saint Peter Regional Treatment Center.

The intention of this building and site facilities audit is to provide an overview of the conditions of the existing facility and to identify major capital maintenance or upgrade requirements and their anticipated cost ranges for each of the buildings.

The Condition Report and Maintenance Recommendations section provides overall information based on visual inspections of the existing campus and facilities. This section provides notes individually on each campus component, including Site, each of the individual building components, and the Central Electrical and Central Mechanical systems. Additionally this section indicates specific maintenance suggestions individually for the Site, each of the individual building components, and the Central Electrical and Central Mechanical systems.

Note: building areas noted are based on area calculations provided by St. Peter Regional Treatment Center physical plant staff.

Overall conditions of the campus structures vary. The most common maintenance and repair considerations on campus include:

- Brick and Stone tuck pointing
- Replacement of exterior windows
- Replacement of exterior doors
- Code required fire protection system upgrades (replacement of standpipe system, installation of fire pumps, etc)
- Mechanical upgrades to meet current code requirements for ventilation and fresh air
- Replacement of electrical distribution and switchgear configurations for multiple-owner campus configuration.
- Replacement of portions of site pavement, curbing, and sidewalks.
- Interior wall patching and repainting
- Repair and replacement of interior doors
- Repair and replacement of interior finish materials in disrepair
- Abatement and replacement costs associated with areas identified as containing asbestos

Audit Cost Matrix

As noted above, the intention of this audit is to establish reasonable assessment of probable costs associated with the capital maintenance, and hazardous materials abatement costs associated with each building on campus as well as the overall campus grounds.

Capital Maintenance Costs reflect costs associated with anticipated replacement or upgrades to existing building systems which are expected either due to typical life-cycle limitations or to code required modifications. These costs assume re-use of the existing buildings and are essentially costs associated with stabilizing building envelopes and do not include renovation costs associated with modifying existing structures for specific re-uses. Included in the Capital Maintenance Costs are Abatement costs associated with the removal, or abatement of hazardous materials for each of the buildings. The abatement costs used are those provided by independent consultants to the State of Minnesota. Detailed capital maintenance costs for each building are included in the appendix section of this report.

The following spreadsheet outlines the Capital Maintenance and Asbestos Abatement costs for the Saint Peter Regional Treatment Center.

- Full-Campus Capital Maintenance and hazardous material abatement total cost: **\$23,825,973** in 2009 Dollars

Final Report
Saint Peter Regional Treatment Center Campus
Master Planning
Saint Peter, Minnesota
Comm. No 1654.02



COST ESTIMATE MATRIX

**Saint Peter Regional Treatment Center
Campus Master Plan
Building Audit Cost Estimate Matrix**



Building Number	Building Name	Building Area	Architectural Maintenance Costs	Asbestos Abatement Costs	Replacement costs for abated materials	Total Architectural Maintenance Costs	Arch. \$\$/sf	Mechanical Maintenance Costs	Mech. \$\$/sf	Electrical Maintenance Costs	Elec. \$\$/sf	Maintenance cost by building	\$/sf per building
Primary Structures													
1	Shantz Hall	80,587	\$713,187	\$191,452	\$141,850	\$1,046,489	12.99	\$2,014,675	\$25.00	\$1,611,740	\$20	\$4,672,904	57.99
2	Pexton Hall	91,028	\$253,268	N/A	N/A	\$253,268	2.78	\$55,000	\$0.60	\$250,327	\$3	\$558,595	6.14
3	Bartlett Hall	88,308	\$650,886	\$145,164	\$60,338	\$856,388	9.70	\$90,000	\$1.02	\$883,080	\$10	\$1,829,468	20.72
4	Tomlinson Hall	23,265	\$168,530	\$18,351	\$14,949	\$201,830	8.68	\$45,000	\$1.93	\$232,650	\$10	\$479,480	20.61
5	Gluek Building	1,742	\$9,005	\$405	\$115	\$9,525	5.47	\$5,226	\$3.00	\$3,484	\$2	\$18,235	10.47
8	Paula Olson Gazebo	648	\$3,250	N/A	N/A	\$3,250	5.02	\$0	\$0.00	\$0	\$0	\$3,250	5.02
10	Administration Building	45,521	\$195,545	\$484,738	\$314,111	\$994,394	21.84	\$364,168	\$8.00	\$910,420	\$20	\$2,268,982	49.84
25	Green Acres	40,060	\$330,305	\$109,530	\$82,144	\$521,979	13.03	\$140,000	\$3.49	\$801,200	\$20	\$1,463,179	36.52
26	Sunrise	40,060	\$334,970	\$145,849	\$108,532	\$589,351	14.71	\$240,360	\$6.00	\$1,201,800	\$30	\$2,031,511	50.71
37	Johnson Hall	23,822	\$227,480	\$92,481	\$81,877	\$401,838	16.87	\$142,932	\$6.00	\$238,220	\$10	\$782,990	32.87
51	Old Center	47,156	\$347,570	\$111,547	\$102,218	\$561,335	11.90	\$330,092	\$7.00	\$943,120	\$20	\$1,834,547	38.90
60	Kitchen / Warehouse	49,825	\$59,225	\$63,392	\$40,330	\$162,947	3.27	\$120,000	\$2.41	\$498,250	\$10	\$781,197	15.68
65	Laundry Building	24,264	\$157,112	\$48,500	\$27,002	\$232,614	9.59	\$15,000	\$0.62	\$242,640	\$10	\$490,254	20.20
70	Power Plant	8,418	\$43,190	\$16,978	\$11,241	\$71,409	8.48	\$20,000	\$2.38	\$42,090	\$5	\$133,499	15.86
71	Tunnel	36,795	\$41,650	N/A	N/A	\$41,650	1.13	\$36,795	\$1.00	\$36,795	\$1	\$115,240	3.13
72	Maintenance Shop	12,862	\$70,040	\$9,503	\$5,678	\$85,221	6.63	\$25,724	\$2.00	\$25,724	\$2	\$136,669	10.63
90	Dairy Barn	15,925	\$96,005	\$4,867	N/A	\$100,872	6.33	\$0	\$0.00	\$31,850	\$2	\$132,722	8.33
98	Motor Pool	6,463	\$65,480	\$521	N/A	\$66,001	10.21	\$6,463	\$1.00	\$12,926	\$2	\$85,390	13.21
99	MSH	199,343	\$3,217,786	\$37,884	\$17,175	\$3,272,845	16.42	\$897,044	\$4.50	\$996,715	\$5	\$5,166,604	25.92
102	Halverson House	3,170	\$21,320	N/A	N/A	\$21,320	6.73	\$0	\$0.00	\$6,340	\$2	\$27,660	8.73
106	Forensic Nursing Home	36,349	\$0	N/A	N/A	\$0	0.00	\$0	\$0.00	\$0	\$0	\$0	0.00
Outbuildings / Misc.													
	Combined Garage Area	15,207	\$13,425	\$1,622	N/A	\$15,047	0.99					\$15,047	0.99
	Generator		-							\$361,425			
	Site lighting		-							\$100,000			
	Site / Roads		\$337,125		N/A	\$337,125							
Sub Totals		890,818	\$7,356,354	\$1,482,784	\$1,007,560	\$9,846,698	\$11.05	\$4,548,479	\$5.11	\$9,430,796	\$11		

GRAND TOTAL

\$23,825,973

* All indicated costs are in 2009 dollars

* Indicated costs represent building maintenance and lifecycle costs only and do not address building renovation to suit a specific program use.

* Asbestos Abatement estimate numbers are from a 2003 campus Asbestos Survey Report conducted by Industrial Hygiene Services Corporation. All abatement estimate numbers have been adjusted for inflation and are indicated in 2009 dollars. See appendix B for estimates.

* Replacement costs for abated materials are from a 2003 campus Asbestos Survey Report conducted by Industrial Hygiene Services Corporation. All abatement estimate numbers have been adjusted for inflation and are indicated in 2009 dollars. See appendix B for estimates.

Final Report

Saint Peter Regional Treatment Center Campus

Master Planning

Saint Peter, Minnesota

Comm. No 1654.02



Facility Operational Program Workshop:

Summary

To better understand the specific types of programs provided and spaces required at the Saint Peter Regional Treatment Center, BKV Group conducted Interviews with representatives of the following Campus Programs:

- Campus Administration
- Campus Security
- MSOP
- HIMS
- Kitchen
- Vocational
- Rehabilitation Services
- Medical
- MSH
- Nursing
- Transition Program
- Community Prep Services
- Human Resources
- Staff Development
- Physical Plant

Program Descriptions

What follows is a summary of information that was collected in individual interview sessions with each of the following programmatic groups in the preparation of this Master Plan document. The interviews occurred in May, 2009.

Administration:

General overview of major campus programs and overall needs, projections and program descriptions.

- Growth rate for MSH +/- 5 people per year – One new unit every 4 years. (this rate has been consistent through the 1990's and is likely to continue)
- Campus Resident population is between 495 – 506 including MSOP
- Campus staff population is +/- 900
- Need more conference rooms / meeting spaces throughout the campus
- Need more group rooms in residential areas
- Need for more recreational space for treatment
- Need more space with more flexibility for vocational activities.
 - 80% of patients work
 - Primarily wood shop and piecework activities w/ some foundry type jobs
 - Industry coordinated program could respond to a wider range of opportunities with more flexible space.
 - Vocational activities need access to docks and to shipping
- Overall Campus has a higher security image due to the presence of MSOP
- SPRTC should feel more like a treatment campus with park like grounds
- Long term: MSOP desires to have an adjacent campus to the west of the Forensic Nursing Facility.

Final Report

Saint Peter Regional Treatment Center Campus

Master Planning

Saint Peter, Minnesota

Comm. No 1654.02



- Shantz was to be remodeled some years ago, but due to the presence of the MSOP program, and an increase of clients from 12 – 68 per year, growth was too fast and space was limited which prevented Shantz Hall from being vacated for scheduled and needed renovation.

MSH

- CRP – Competency restoration program – To move to SPRTC into Shantz building upper level during this fiscal year (2010). Currently located in Anoka. There is a need for (2) 25 bed units – Has been managed by Forensic.
- MSOP unit in Shantz will move to Moose Lake in 2009.
- MID programs in Shantz and MSH need flexibility in unit sizes from +/- 12 beds to 25 beds. Current spaces for +/- 30 residents are not flexible enough
- MSH (800 unit) for intake and aggressive behavior. Intake needs to be a therapeutic environment, separated from area for aggressive behavior.
- MSH General population:
 - MID – Mentally Ill and Dangerous
 - Cognitively Impaired
 - Low Functioning
- MSH Special populations:
 - Young Adult – High Functioning
 - Developmentally Disabled sex offender – Low functioning
- There is no specific chemical dependency treatment program – but 80% of the resident population is chemically dependant.
- General MSH environmental considerations:
 - Must be Calm, Quiet, with low stimuli
 - Must be warmer, less institutional, more homelike
 - Unit 800, Intake is a poor environment to begin treatment.
- MSH Space needs:
 - More Group room space
 - HIMS space could be relocated out of MSH.
 - Unit 100 – 4 bed rooms are unique to MSH, and are not ideal – should be converted to 2 bed rooms.
 - Unit 900 is currently vacant

Johnson Hall

- Transition Services program:
 - Serves patients who are psychiatrically stable following transfer from MSH, as well as individuals admitted directly from the community who are displaying significant psychiatric decompensation.
 - Currently transition program has 86 residents
 - 58 beds in Johnson (28 beds in Bartlett)
 - Needs a consolidated facility for +/- 100 residents.
- Building in poor physical condition
- Building does not suit the needs of the transition program which it currently houses.

IT – spaces are currently adequate. Technology infrastructural space needs are to be re-evaluated with each facility project or program modification

Finance – spaces are adequate

Final Report

Saint Peter Regional Treatment Center Campus

Master Planning

Saint Peter, Minnesota

Comm. No 1654.02



Human Resources

- Currently 7 employees in Administration building.
- Will be downsized to 3 employees
- Located on the 1st floor of Admin.
- Centralizing to St. Paul

HIMS

- Electrical health records may drastically reduce necessary space for paper medical records.

Nutritional Services

- Old building
- Not air conditioned
- Does not function well to efficiently serve the campus

Pharmacy

- Currently in the basement of Bartlett Hall
- Needs to move closer to other medical services
- Will be providing service to regional 16 bed community health programs in lieu of local pharmacies which do not wish to provide 24/7 services.

Lab

- Currently being studied to see if having lab on campus is still efficient vs. outsourcing

Administration deficiencies (+- 1,000sf)

- Conference and Meeting Rooms

Next Steps:

- Conduct pre-design for Administration services including increased conference rooms, decreased HR department, and improved training division space.

Campus Security:

Overall campus security.

Security levels and concerns depend on who is residing where. Different populations require different levels of security.

In the overall service that the campus is providing, all staff play a role in security

- Security presence on campus 24/7
- Campus is patrolled by 1 security vehicle
- Campus has a stockpile for pandemic supplies. Could be secured from the general public to protect supplies during an event.
- There is a command post in the admin. Building for large scale events.
- In the last 10-12 years security has increased due to populations and securely housing clients in buildings not intended for their required levels of security

Final Report

Saint Peter Regional Treatment Center Campus

Master Planning

Saint Peter, Minnesota

Comm. No 1654.02



- +/- 3000 campus entries per month plus staff entries.

Security enhancements:

- Entry / access to all campus buildings and site access to be controlled by assigned proximity cards
- Conversion of two-way radio to 800 Mhz system to meet NIMS standards by 2012

MSOP:

- MSOP Security is separate from the overall campus security.
- MSOP currently operates all of Pexton and 2 of the 4 Shantz units.
- Master control for security of Pexton and Shantz is located in Pexton.
- Camera security for CPS at the Halvorson House is monitored by Pexton Control Center.
- Area Monitoring System (AMS) is utilized for clients who have privileges outside the secure perimeter with radio frequency transmission (currently 39 clients).
- GPS monitoring is utilized for CPS clients (currently 3 clients).

MSH:

- Has its own master control area

Bartlett Hall:

- 2nd floor has 2 units with minimum security.
- Currently has proximity key control?
- Building layout is "suitable" as a space for transition.

Halvorson House:

- Camera security is monitored by Pexton

Upper Gate:

- Staffed in 2 shifts
- Will be un-manned and operated with Proximity card in the future.

Lower Gate:

- Currently staffed 24/7
- Will be staffed in 2 shifts and operated with Proximity card in the future.

Video Monitoring:

- MSH
- MSOP - Video system for Pexton and Shantz with Head end in Pexton.
- Forensic Nursing
- Bartlett Hall

Other monitoring systems:

- Area monitoring system through ankle bracelets with radio frequency transmission
- GPS monitoring for clients outside of the perimeter

Security Enhancements:

Final Report

Saint Peter Regional Treatment Center Campus

Master Planning

Saint Peter, Minnesota

Comm. No 1654.02



- Entry / access to all campus buildings and site access to be controlled by assigned proximity cards. This would allow for a more secure environment and could provide location monitoring and granted access for specific populations to specific locations.
- Increased use of video monitoring
- Encrypted wireless video technology
- Biometric system for MSOP and other high security areas

Security Enhancements for Both MSOP and MSH:

- Entry/access to all campus buildings and site access to be controlled by assigned proximity cards. This would allow for a more secure environment and could provide location monitoring and granted access for specific populations to specific locations.
- Increased use of video monitoring.
- Encrypted wireless video technology.
- Biometric system for MSOP and other high security areas.
- Overall campus lighting needs immediate attention.
- Enhanced campus circulation, both pedestrian and vehicle, would benefit observation and tracking.
- Security/technology pre-design for improved security campus wide.
- Radio Study to be conducted.
- Possible future expansion of Ankle Monitoring System (AMS) for all MSOP clients in St. Peter.

Security deficiencies:

- With key lock block system it is very difficult to account for all keys.
- Overall campus lighting needs immediate attention. Review format of Johnson controls study. First steps would be an analysis from a security standpoint of which areas need the most
- Currently 2 secured vehicle entries to campus, but no secured perimeter for pedestrian entrance.
- Centralized medical and vocational services would improve security, tracking of equipment, etc...
- Enhanced campus circulation, both pedestrian and vehicle, would benefit observation and tracking.

Next Steps:

- Campus wide security / technology pre-design
- Design and implement key control strategies

MSOP:

As opposed to the MID (mentally Ill and Dangerous) population of MSH, the residents of the MSOP program are sexually psychopathic, which is deemed a learned behavior / Anxiety/personality disorder.

- Population as of 9-1-09 is 175 clients.
 - **Licensed Capacity**
 - Pexton - (4) 28 bed units
 - Shantz - (2) 36 bed units
 - Halvorson House - (1) 5 bed residence
 - Green Acres - (1) 8 bed residence currently unoccupied
 - **MSI** (MSOP Supervised Integration)
Shantz 2East - 31 clients
 - **ACPU** (Advanced Conventional Programming Unit)

Final Report

Saint Peter Regional Treatment Center Campus

Master Planning

Saint Peter, Minnesota

Comm. No 1654.02



- Shantz 2West - 34 clients
- **MAP** (MSOP Alternative Programming)
 - Pexton 1North – 28 clients
 - Pexton 1South – 28 clients
 - Pexton 2South - 27 clients
 - Pexton 2North – 24 clients (motivational unit)
- **CPS** (Community Preparation Services)
 - Halverson House – 3 clients
 - Green Acres – 8 available beds

- Vocational activities currently use loading dock area in Shantz.
- Vocational programming for MSOP occurs in Shantz, Green Acres, and MSH Woodshop.
- Dining Hall for MSOP clients is located in Shantz.
- New Activities Building between Pexton and Shantz to be completed early 2010.

MSOP Staffing:

- Currently approximately 230 total employees from all departments.
- No future growth foreseen - possible reduction through attrition.
- 1 Facility Director
- 1 Assistant Director
- 1 Clinical Director
- 1 Security Director
- 4 Unit Directors
- 6 Officers of the Day
- 1 Security Services Coordinator
- 2 Assistant Group Supervisors for Security Services
- 2 Clinical Supervisors
- 1 Rehab Supervisor
- 1 Maintenance Supervisor
- 1 Nursing Supervisor

- Currently approximately 150 Security Counselors
- Currently approximately 20 Clinical staff
- Currently approximately 9 Rehab staff
- Currently approximately 13 Nursing staff
- Staffing locations
 - Facility Director located in Pexton
 - Assistant Director located in Pexton
 - Security Director located in Pexton
 - Clinical Director located in Pexton
 - Rehab Supervisor located in Pexton
 - Nursing Supervisor located in Pexton
 - Rehab offices located in Pexton and Shantz
 - Clinical offices located in Pexton and Shantz
 - Clerical located in Pexton

Final Report

Saint Peter Regional Treatment Center Campus

Master Planning

Saint Peter, Minnesota

Comm. No 1654.02



- HIMS located in Pexton
- Security office located in the basement of Pexton
- Maintenance Supervisor located in the basement of Pexton
- Clinical Supervisors located in Pexton and Shantz
- Health Services located in the center of Pexton
- Group Supervisors located in Pexton and Shantz

MSOP deficiencies (long-term area reduction anticipated due to population change, corrective functional renovations required):

- Shantz is in overall need of renovation
- Due to pass card access at doors within the building and between floors, moving clients through the building efficiently is difficult
- Current layout is more conducive to treatment of more advanced clients
- Vocational space in the basement of Shantz currently works for set activities, but not well
 - Door locations and widths make loading activities difficult, and potentially dangerous with narrow doors.
 - Moving materials in and out of security daily is in efficient but inevitable with current system.
 - Longer term solution would be to either convert all of Shantz to MSOP vocational activities or create a new mixed use / secured vocational facility for the lower campus.
- Overall visibility of spaces is a security issue.

Next Steps:

The long-term plan for MSOP in St. Peter will be to continue services for MSI, Advanced CPU, MAP, and CPS. This site will focus on *reintegration* for the program.

- **Within 5 years**
 - Continue operating programming within 6 total units (Pexton and Shantz).
 - Obtain pre-design funding to design a new 24 bed CPS building on separate campus (northwest of Forensic Nursing Home).
 - Obtain bonding monies for construction of CPS.
 - Build and operate CPS residence.
 - Obtain pre-design funding to design a new 100 - 125 bed secure facility and ancillary building.
 - Obtain bonding for construction of this facility and ancillary services.
 - Build and operate MSOP facility.

Medical Records - HIMS:

- MSOP HIMS is separate and is located within Pexton Hall
- MSH Have staff located in:
 - MSH
 - Administration Building
 - Bartlett Hall Basement
 - Helpful to have staff at all locations for record retrieval
- Current active patient files are stored within the specific unit
 - Current overflow files are archived within the unit bldg

Final Report

Saint Peter Regional Treatment Center Campus

Master Planning

Saint Peter, Minnesota

Comm. No 1654.02



- Discharged patient records stored in the Administration building.
- General Records can be destroyed after 30 years
- Mentally disabled records can be destroyed after 15 years.
- File storage per client will be decreasing due to electronic archiving and entering by Jan 1, 2010
- See Appendix D for Additional information provided by program director

Medical Records deficiencies

(Long-term area reduction anticipated due to digitalization of records, corrective functional renovations required for support and safe records storage):

- Nearly all of the record storage areas are in basement locations where temperature and moisture control are a more pressing issue than space.
- There seems to be plenty of space in the basement of Admin that could be more efficiently used and environmentally controlled
- HIMS office space at MSH needs to have quiet areas for dictation transcription away from copiers and other activity

Next Steps:

- Conduct a detailed assessment of campus wide medical record storage needs resulting from the mandate to switch to electronic medical records by 2010
- Conduct pre-design for renovation/relocation of HIMS for conversion to digital records storage.

Nutritional Services:

In addition to providing meals to campus, the kitchen also provides meals to Hoffman Center and will be providing food to the Forensic Nursing Facility

- Rippe has completed a study of the kitchen
- Kitchen provides 3 meals a day which include both bulk food service to Shantz Hall for MSOP, individually trayed meals to residents of MSH, and a continental breakfast
- 50% of trayed meals are patient specific therapeutic meals.
- Warehouse staff receive food deliveries and transfer to kitchen staff for storage in dry, refrigerator and freezer areas
- Kitchen staff includes 3 clinical dieticians
- See Appendix D for Additional information provided by program director

Kitchen deficiencies (area anticipated to be adequate, corrective functional renovations required for layout and mechanical life-cycle and upgrades):

- Building design is not ideal for the workflow necessary to provide bulk food and therapeutic tray meals.
- Food storage areas are not ideal, as the basement is no longer being used to store food.
- Mechanical system in kitchen is inadequate and needs to be replaced or significantly adjusted. Kitchen environment is either too cold or too hot, requiring kitchen staff to wear coats inside while working.

Next Steps

Final Report

Saint Peter Regional Treatment Center Campus

Master Planning

Saint Peter, Minnesota

Comm. No 1654.02



- Develop a Kitchen Renovation / Mechanical System Replacement / Capital Maintenance Renovation pre-design to establish scope and budget.

Vocational:

Vocational services serve the entire campus including MSOP, with work locations spread throughout campus.

- Staff consist of 39 people including:
 - 3 supervisors
 - 6 skills development employees
 - 5 rehab counselors
- Vocational resident work areas are in three main locations
 - Green Acres is the main work hub with 75-80 clients per day coming from CPS, Bartlett Hall, Johnson Hall, and MSOP
 - Electrical and air compressors have been upgraded
 - MSH – shop and wood shop areas
 - Shantz hall basement – screen shop employing more skilled labor of MSOP population
- Vocational activity is provided for 80% of the total resident population
- Typical tasks include:
 - Aluminum cast grinding, woodwork, window screen assembly, and light piecework
 - Light assembly tasks are not as prevalent anymore due to outsourcing to SE Asia
- Vocational activities currently have 12 contracts for work including 5 which have weekly deadlines
- Additional Vocational activities include operation of the canteen at MSH, the HyVee shopping program which is run out of the MSH canteen, and operation of Sunrise Café.
- Vocational Uses the barn for storage of equipment
- Vocational activities are assigned to patients according to physical and mental capabilities, skills, and therapeutic requirements
- MSOP vocational activities out of the secure area of Pexton and Shantz are very staff intensive.

Vocational deficiencies (+-8,000sf):

- Screen shop in Shantz Hall has inadequate heating and cooling controls
- Loading dock area and access at Shantz Hall are insufficient. Many doors are too small and pose injury risks when maneuvering materials.
- Shantz hall has no staging area for materials and no access for pallet storage.
- Security protocol at Shantz Hall – MSOP – poses inefficiencies for employees due to daily deadlines.
- Vocational areas at Shantz limit the types of jobs that can be done (Genova?)
- Dispersed facilities make coordination with shipping from the warehouse an additional inefficiency
- Material storage in many areas is happening in hallways in both Green Acres and Shantz
- Loading and prep spaces at MSH tight and are located too close to loading dock steps
- Mechanical and electrical at Green Acres is very old and limits types of activities that can occur
- Vertical storage at both Green Acres and MSH is possible and would be beneficial
- Green Acres demo'd wing could be remodeled into a good storage area and additional shop space
- Green acres has a new loading dock, but it is incorrectly located in that it is also the main pedestrian entry and poses a hazard

Final Report

Saint Peter Regional Treatment Center Campus

Master Planning

Saint Peter, Minnesota

Comm. No 1654.02



- Cutting and grinding of aluminum in Shantz is very loud (staff complaint, but not an issue for residents as it signals that work is being done)
- MSH could use storage for volatile materials
- Green Acres is a mix of retro fitted smaller spaces. Larger areas would be more efficient for working, and easier to monitor residents
- Staging area at Green Acres near the loading dock is needed

Next Steps:

- Detailed study of providing a new vocational facility to serve the lower campus with access for both MSOP and MSH. Dual security zones for access from both sides of the secure perimeter
- Detailed study of renovating Green Acres to provide better vocational space

Rehabilitation Services:

Rehabilitation services occur at nearly all of the client buildings on campus.

- MSH provides no rehab services to residents of MSOP
- General areas of therapy include:
 - Occupational therapy – functional skills
 - Audiology
 - Physical therapy
 - Speech therapy
- Treatment for individual patients is based on risk factors as determined in group activities
- In general the population of the residents is getting older
- The stability of mental health patients is shown to increase with access to physical activity
- See Appendix D for Additional information provided by program director

Rehabilitation Services space deficiencies (+-6,500):

- In general there are no sufficient OT/PT rooms. These activities are often being done in hallway areas
- Fitness areas adjacent to gymnasiums are insufficient at both MSH and Tomlinson Hall
- Calming and Stimulating sensory therapy rooms are needed throughout campus. Particularly in the intake (100) unit of MSH
 - Calming sensory rooms have been shown to help with pervasive MI conditions such as asbergers and autism
- Overall, and particularly at MSH, a calming healing environment of sound, color , and natural light needs to be created.
- Leisure Therapy: The lower campus needs storage space for patients to check out equipment
- Both the upper and lower campus are in need of more covered recreational space for indoor walking, etc. during the winter months.
- Useable basketball courts
- A volleyball court
- A Vita or exercise course
- Acorn park on the East end of campus could use a pavilion

Final Report

Saint Peter Regional Treatment Center Campus

Master Planning

Saint Peter, Minnesota

Comm. No 1654.02



- Tomlinson Hall could be made into more of a community center with:
 - spaces for groups such as ALANON to host speakers and have chemical dependency meetings
 - A Greenhouse
 - An updated computer lab
 - An updated canteen

Next Steps:

- Provide a detailed study for the integration of Sensory Therapy Rooms and appropriate OT/PT rooms to serve campus appropriately.
- Provide a detailed study of physical fitness areas and opportunities to expand current spaces or provide new spaces
- Provide a detailed study for a new lower campus recreation / community center in place of Tomlinson Hall
- Provide a color study for the entire campus focusing on an appropriate color palate to promote a calm and healing environment.

Medical:

Medical Director:

- Located on the 2nd and 3rd floor of the Administration building (1 staff on 3rd floor)
- Psychology is also located on the 2nd floor
- Executive team, Larry and Jennifer, need to remain close to admin and psychology
- Future staff growth:
 - 2 clinical leadership staff
 - 1 support staff
- Currently conference space for the medical offices is sufficient, more would be good in the future
- Incoming patient exam rooms are currently located in the west wing of first floor
 - Additionally used as for out-patient interview rooms to judge competency to stand trial. (3-5 per week)
 - Currently 3 dedicated exam rooms

Medical Director Space deficiencies (+- 800):

- Dedicated toilet room for exam rooms
- Viewing room w/ 1 way glass between interview rooms to allow monitoring by law enforcement.
- Increase toilet counts in the admin building to adequately serve current and future staff and conference spaces.
- Need a non-contact exam room
- Exam room area needs direct access from the outside.

Administration – Quality Management:

- Currently 7-9 staff located in the Administration building
 - 7 on the south corner of the 3rd floor – correctly located near other administrators
 - 1 on the first floor – Patient advocate. Correctly located separate from other administrators for privacy.
- To provide administrative reports re: employee misconduct, patient complaints etc...which are typically staff and patient initiated

Nursing:

Final Report

Saint Peter Regional Treatment Center Campus

Master Planning

Saint Peter, Minnesota

Comm. No 1654.02



- Nurse trainer has all medical training supplies within her office
- Large group training occurs on the third floor in small, medium and large rooms.
- Needs to be adjacent to the rest of administration
- Staff size is stable

Nursing Space deficiencies (+- 1,500):

- Storage space for Nursing / medical teaching supplies.
- Group rooms need training technology, AV, etc...
- Interview room needed for the privacy and discretion of patients and staff
- Conference space is needed in office areas (existing lunch room?)
- Need dedicated space for hotelling workers, community support services, etc...with other administrative offices.

Dental:

- Current clinic is located in the medical core of MSH – 1 chair
- There are plans to increase the space by +/- 100sf. which should result in sufficient space
- In general the doors are narrow and wheel chair access is tight
- Clinic could use more privacy as it is adjacent to the electro convulsive therapy area.
- X-ray is film and is OK for now. Could go to digital at some time in the future.

Pharmacy:

- Currently located in a 2400 sf space in the basement of Bartlett Hall
- Current storage areas consist of:
 - 1 – 10'x15' room
 - 1 – 15'x20' room
- Staff: 6 techs and 6 pharmacists?
 - 1 office for Pharmacy director – outside yet adjacent to the pharmacy
 - 3 office cubes at the front of the pharmacy
 - 2 office cubes at the rear of the pharmacy
 - Technician work spaces
 - Pharmacy student work spaces
 - Potential residency in the future
- Per users, space needs to increase to +/- 3000sf , growth driven by:
 - Addition of Forensic nursing facility population
 - Overall patient growth
 - Regional pharmacy support (16 bed CBHH facilities)
 - Growth would be even greater if St. Peter pharmacy were to provide services for all MSOP and SOS inpatient.
- Meds are distributed to residential areas daily via cassettes. Multiple cassettes for the weekend are delivered and stored in the units.
 - +/- 100 cassettes are delivered throughout campus daily
 - Meds are distributed on campus daily by the grounds crew.
- Pharmacy is restocked daily
 - Deliveries come in stacked tubs +/- 4'x4'x4' volume
- Off site machines are re-stocked every two days. Meds are picked up and delivered via Speedy Delivery

Pharmacy Space deficiencies (+-800) :

Final Report

Saint Peter Regional Treatment Center Campus

Master Planning

Saint Peter, Minnesota

Comm. No 1654.02



- Storage space.
 - More space needed for increased number of meds
 - Storage space could be made more efficient
 - Could use high density storage
 - Storage space for delivery cassettes both within the pharmacy and in the unit med rooms could be increased.
 - Need better secure storage for controlled drug storage.
 - Need dedicated 5'x15' space for storage of pandemic anti-virus for all state operated services
 -
- Current pharmacy could be laid out more efficiently to improve workflow
- Need improved secure door at Pharmacy
- Need waiting area outside of pharmacy
- Need double door access for deliveries
- Need space for group meetings a few times a month
- Need a break room
- Pharmacy should be located near the Clinic and the Lab
- Need adjacent restrooms

Clinic:

- Currently located in 1/2 of Sunrise which is a dedicated medical clinic
- Overall the current space works well
- Clinic has 3 exam rooms
- Common area for conferencing, etc... also used for chart / lab file layout. Is OK.
- Patient waiting area is OK
- Room for electro cardio and blood draws is sufficient within the clinic
- Staff consists of 3 support staff – RN, LPN, LPN (part time)
- Patients from campus come to clinic except MSH and MSOP which have their own exam rooms
- Clinicians go to CVHH patients off site
- Chemical dependency patients come to clinic from off site
- Proximity to Lab is good
- Central supply room for orthopedic and sterilization is OK
- CRP program coming down should be ok
- No longer providing service to MSOP
- No real growth is expected, if transition program increases, clinic load will increase

Clinic Space deficiencies:

- Locate X-ray near clinic
- Locate Pharmacy near clinic
- Nurse practitioners could be more integrated

Psychiatry:

- Currently 8 psychiatrists – 4 forensic and 4 general and 1 fellowship coordinator who works with the directors
- Staff could grow to 12-14 in the future
- Currently located in 2 areas in MSH – would be nice to consolidate. Location in MSH is good in general

Final Report

Saint Peter Regional Treatment Center Campus

Master Planning

Saint Peter, Minnesota

Comm. No 1654.02



- Clients are typically seen within the units – Safety and security are issues
- Travel down to lower campus from MSH, this seems to work OK

Psychiatry Space deficiencies (+-750):

- Need more space for record viewing
- Look at providing meeting rooms within units which have access and exit from outside of the units to increase safety
- Need a common library / larger conference room

Lab / X-ray:

- Lab currently located in Sunrise next to clinic – adjacency is necessary
- X-ray currently located in Pexton – could work better near clinic
 - X-ray staff is 3 ½ which travel between Sunrise and Pexton on M, W, F. +/- 30 X-rays a month
- See Appendix D for Additional information provided by program director

X-ray / Lab Space deficiencies:

- Locate X-ray near clinic
- Locations for blood draws needed in MSH, and throughout campus. Space in Pexton is OK
- Need 2 exits in all patient care areas for safety

Next Steps:

- Provide a study to scan all patient documents and set up an efficient electronic records system
- Provide a detailed study of the layout for the laboratory
- Provide a detailed study for relocating the X-ray close to the clinic and converting to digital x-ray format
- Provide a detailed study for a central medical building including dental, medical clinic, pharmacy, lab, x-ray, psychology, medical admin in one location.

MSH:

MSH resident populations and programs are located within MSH, Bartlett, and Shantz

- Main location in MSH (secure)
- Currently 177 patients total
 - General population in units: 2,3,south, 6,7 - SECURE
 - Intake and aggressive behavior in unit 8 - SECURE
 - 13 patients in MSH unit 1 – SNS. – special needs - SECURE
 - 14 patients in MSH North – YAAP – young adult and adolescent - SECURE
 - 53 patients in Bartlett – General treatment – prior to transition – LESS SECURE
 - 19 residents in Shantz – secure with higher medical req's – SECURE
- Population expected to grow +/- 5 residents per year
- SNS population appears to be stable at 18 beds
- YAAPP population appears to be stable at 14 beds
- Room size by units:
 - Units 700 and 800 – 1 person rooms

Final Report

Saint Peter Regional Treatment Center Campus

Master Planning

Saint Peter, Minnesota

Comm. No 1654.02



- North and South – 1 person rooms
- Units 200 and 300 – 2 person rooms
- Bartlett and Shantz – 2 person rooms
- Unit 100 – 4 person rooms
- SNS currently housed in 4 person rooms – this does not work well
- Unit descriptions:
 - Unit 100: SNS Special needs
 - Unit 200: Pre GTS – Step down to Bartlett Hall
 - Unit 300: Pre GTS – Step down to Bartlett Hall
 - Unit 600: Women’s / Intake – Acute care (+/- 30 residents)
 - Unit 700: ECE unit – admissions overflow – high security
 - Residents have behavioral control issues
 - Unit works well for high security because of the ability to break down the population
 - Unit 800: Intake / aggressive behavior
 - Unit 900: vacant
 - North: YAAP population (18-25 yo.)
 - Admissions- release. All levels and steps of treatment provided
 - House some with aggressive behavior – high security
 - Need individual rooms for minors
 - South: ECE unit:
 - Residents needing encouragement to participate in treatment
 - Aggressive behavior – high security
 - Multiple floors do not work well
- In general at MSH, units north of main hallway are less secure populations than those south of the main hall
- Dining spaces for residents in Bartlett is a positive step towards transition for treatment, but would be better if central dining could be on the same level
- 2 person rooms in Bartlett function adequately
- The basement spaces in Bartlett, the red room, the drop in center, are good spaces, but could be made more accessible
- Bartlett currently houses many different populations, but would work better with just 1 population
- See Appendix D for Additional information provided by program director

MSH Space deficiencies (3% growth per year – 46% growth in 15 years):

- All transitions programs need to be housed together
- Smaller SNS and YAAP are housed in units which are too large – reorganize?
- Overall units in MSH are too large and offer too little flexibility
- Swing unit spaces in MSH are not secure enough due to poor visibility and the ability to monitor patients
- 800 unit – Intake and aggressive behavior should have more variation of space to control intake experience and safety of residents and staff, as well as to give opportunities to observe patients in a variety of spaces and experiences. This unit could be split into two smaller units – 10 for intake and 15 for aggressive, located adjacent to one another for staffing and back-up.
- Intake unit could use a sally port
- 600 unit could be entry / intake?
- Each unit needs sensory rooms for quiet and stimulation
- Each unit needs individual treatment rooms
- Each unit needs multi-purpose and group rooms for 8-10 people

Final Report

Saint Peter Regional Treatment Center Campus

Master Planning

Saint Peter, Minnesota

Comm. No 1654.02



- Each unit needs dedicated OT and PT spaces
- Each unit needs restroom improvements for security, cleanliness and infection control
- Med pass and nurse station locations in all units are functionally deficient
 - Nurses need offices separate from the station
- Each unit needs dedicated patient and phlebotomy spaces.
- Units 100 and 200 are step down units prior to going to Bartlett and need a higher degree of flexibility
- Units 600 and 900 are too small and do not provide adequate variation in space which unit 700 has
 - Unit 600 needs locations for patients to de-escalate
- The overall feel of MSH is very institutional and does not suit treatment well
 - Spaces need to be “softer”
 - Better exercise areas
 - Proper colors
 - Group rooms
 - An overall softening of the separation between staff and residents – not so much of an us vs. them feeling
- MSH needs better exercise facilities for weightlifting, classes, yoga, group sports, etc...
- MSH needs more all weather recreation spaces for strenuous exercise
- Staff spaces at units is too small – typically 3 staff offices and 6 staff
- “The Street” in the newer MSH building is under-utilized and could be more like a mall with a cantina, barbershop, library, computer lab, vending
- Seclusion spaces in units 100, 200 & 300 are at the rear of the guard stations and are not in the correct location
- Change unit 100 from 4 bed rooms to 2 bed rooms
- Change unit 200 from 2 bed rooms to 1 bed rooms

Bartlett Space deficiencies:

- Dayroom space is too small
- Holding areas are currently located in the hallways and are too small – should be separated from the circulation
- Pharmacy is located in the basement – should be near the clinic in Sunrise
- The 1st floor of Bartlett will become Med Psyche and it is not ideal for this population

Next Steps:

- Detailed long-range MSH housing unit concept planning to develop options to meet long-range resident growth, development of smaller appropriately sized to house smaller sub groups such as SNS and YAPP, and assess re-assignment of security level units within MSH building for improved resident control and adjacencies.
- Detailed study to provide access to electronic health records
- Detailed study to look at wireless and cell phone loops within MSH for security
- Detailed color theory study to create a healing environment at MSH
- Execute pre-design for expanded Forensic Nursing Facility Phase II to determine scope, population, and budget.

Nursing:

Nursing Space deficiencies (+-3,600):

- Med Pass rooms at MSH:
 - Poor layout
 - Pass thru areas are located too low
 - Currently no offices for nurses for report writing

Final Report

Saint Peter Regional Treatment Center Campus

Master Planning

Saint Peter, Minnesota

Comm. No 1654.02



- Sensory integration and sensory intervention for therapeutic treatment needed throughout campus
- Storage for medical equipment is lacking in all facilities, especially at MSH
- ECT room – no pre ECT room currently – post anesthesia room is quite large
- All units need OT and PT spaces
- Accessibility is an issue as it determines where patients receive treatment
- Currently there are no staff break rooms for eating lunch etc...Staff commonly eat in front of patients which is an issue
- MSH dirty and clean linen rooms are needed – currently being used as offices

Next Steps:

- Conduct a technology study to look at wireless capabilities
- Conduct an overall accessibility study looking at door widths, shower access, etc
- Conduct a detailed study to identify options for creation of appropriate Soiled and Clean Utility rooms, Sensory Therapy Rooms, Nurse Report Stations/Rooms, and appropriate staff lunch/break spaces throughout all resident buildings.

Transition:

- Currently 86 beds
 - 58 beds in Johnson
 - 28 beds in Bartlett
- Women are typically less than 10% of population
- Population is low security
- Population is growing at +/- 10 patients per year
- Staffing needs to increase at the same rate
- Patients come from MSH as well as from the community
- Patients vary widely in age, capacity, aggression, and needs
- Population is ageing, but facility is not a nursing home
- Potential long term asylum requires a more apartment like setting
 - Average stay is +/- 2 years
- Staff are all nursing staff – no security counselors
 - +/- 90 staff
 - Staff are immersed with residents
 - Universal security concepts – no separation
 - Low security, sign in sign out, rounds
- Increased cost to staff in 2 locations
- At Bartlett, patient rooms are located between offices due to space limitations
- Currently placement options for transitional patients into the community are fewer due to the economy and funding
- If MSH release increases, transition program would grow accordingly
- 140 people are currently on provisional discharge into the community, and could return at any time.
- The population of the transition program is highly variable
- See Appendix D for Additional information provided by program director

Final Report

Saint Peter Regional Treatment Center Campus

Master Planning

Saint Peter, Minnesota

Comm. No 1654.02



Transition Space deficiencies (growth rate commensurate with MSH population growth rate projections):

- Transition program should be in one location
- Due to multiple levels of care, rooms should ideally be in groups of 16 beds – higher flexibility
- Due to having residents in 2 locations, staff office spaces are limited
- Overall recreational spaces at Tomlinson are in poor shape
- Need better and more accessible multipurpose space for group activities
- Bartlett hall needs renovation of institutional feel
- Bartlett Hall needs improved visiting space
- Transition offices, as with residential areas, need to be consolidated into one location
- Staff toilet areas in both Johnson and Bartlett are inadequate (2 restrooms for 30 staff in Johnson)
- Patient restroom and shower space is both poorly located and needs to be updated
 - Women’s showers in Johnson are in the basement
- Johnson hall is not ADA accessible – forcing a population which is more stable to reside in a building with higher security (Bartlett)

Next Steps:

- Conduct a detailed pre-design for the relocation of Transition into a single location and within a facility more suitably adapted for this highly diverse and dynamic resident group.

Human Resources:

- Staff will reduce from 7 employees to 3 employees
- Currently located at the south end of the administration building
- Space needs:
 - Will need 4 offices (1 for a transitional worker from Cambridge)
 - Break room
 - Large workroom for electriever, copier, work table
- Open office in existing space can become a conference room for the admin building

Staff Development:

- Currently located on the 3rd floor of the admin building
- Provide training for new staff and ongoing training for existing staff
- 40%-50% of training on computer
- 40%-60% of training in classroom
- Currently use 3 classroom spaces on the 3rd floor north of the administration building
 - These 3 classrooms are used by the entire campus and are heavily used
 - Largest holds 75-80 people
- Offices for 5 people located near the classrooms
- Also have a small computer room and an under utilized break room
- Storage of training materials and classroom equipment: tables, chairs, technology, etc... is very tight and is located wherever possible
- The administration building is historically the focal point of training
- People come to St. Peter from other facilities for training
- Parking is close
- Reception located on the first floor
- Training curriculum is identified by program

Final Report

Saint Peter Regional Treatment Center Campus

Master Planning

Saint Peter, Minnesota

Comm. No 1654.02



- There may be the potential to lease training spaces to outside groups
- Renovation of Tomlinson as a larger space for “Train the Trainer” events
- See Appendix D for Additional information provided by program director

Staff Development Space deficiencies:

- Need a dedicated traditional training space which holds 100+ people
- Current large meeting space
 - Has poor temperature control and acoustics (air conditioners are too loud)
 - Has poor acoustics
 - Has a poor sound system
 -
- Additional training space needs:
 - Smaller classroom for 5-25 people
 - Computer lab for 15 people
 - Small group training areas – for training empathetic listening
 - Areas for role playing
 - Areas for defensive
 - Area for confinement and de-escalation training (acoustically appropriate)
 - A simulated residential unit
- A/V technology is very poor
- Need storage space for mats
- Toilet areas for training spaces are too small – especially with large groups
- Training area needs a welcoming entry space with a coffee bar, etc... for breakout during training
- It would be advantageous to have IP or Eye TV in the meeting rooms
- Training pavilion at glueck?

Next Steps:

- Conduct a technology study for training A / V
- Conduct a detailed planning study for development of appropriate, dedicated Staff Development Training space. Options of renovation within Admin as well as potential new construction should be investigated.

Physical Plant:

Fleet Services:

- Currently 1 staff and 1 repair worker at ¾ time
 - Maintains 95 vehicles
 - 20 pieces of equipment
 - Also handles insurance and liscensing
- Currently located on the upper campus in a 2 bay garage
 - Restroom being added
 - Vehicle wash bay being added
- Facility could become the regional service center for fleet vehicles which would add 30-40 vehicles

Fleet Services Space deficiencies:

- Currently has no office

Final Report

Saint Peter Regional Treatment Center Campus

Master Planning

Saint Peter, Minnesota

Comm. No 1654.02



- Needs covered parking space for 15 vehicles (currently has 5) and for personal vehicles when people pick up a state vehicle
- Could use 2 more large fuel tanks for E85 and Diesel
- Maintenance bays are inadequately sized and doors are too short
 - Required bay size: 15' x 45' with 12' high doors – Drive through
 - Secure Storage space for tools, parts, etc...is req'd
 - Workbench and manual storage is req'd
- Could use a pit
- Fluid distribution
- Wash bay for large vehicles – Food trucks and laundry trucks should be washed daily
- Indoor vehicle storage for campus – for maintenance, responsiveness and security
 - Bartlett – 10 – 12 vehicles
 - Green Acres – 6 vehicles
 - Johnson – 8-10 vehicles
 - Pexton – 4 vehicles
- Need central location for storage of grounds equipment, diesel vehicles, bobcats, hand tools, etc...

Laundry and Housekeeping:

- Staff located in every building on campus and the laundry building
- Main office is in Tomlinson – Location is adequate, central and neutral
 - Could be located in the maintenance building
- Central storage is in the warehouse – supplies get delivered by grounds crew to buildings

Laundry and housekeeping Space deficiencies:

- Repair shop in basement of old center – could be in the basement of the laundry building
- Laundry building has adequate space – but flow could be made more efficient – needs a “clean side” dock
- Could use increased office space
- MSH needs clean and dirty linen storage areas – currently being used as offices
- Johnson hall dirty laundry is stored under the stairs
- Storage in basement should be sprinkled
- Very poor airflow for high humidity activity
- Structure of first floor slab is in very poor condition

Warehouse:

- Staff consists of 3 people
- Handle all of the shipping and receiving
- All storage for misc. items
- Storage space is tight

Warehouse Space deficiencies:

- Need secure storage facility for parts and materials inventory
- Loading dock doors are too small
- Elevator is old
- Need a climate controlled space for the storage of pandemic supplies – currently stored in 4 locations in the building

Final Report

Saint Peter Regional Treatment Center Campus

Master Planning

Saint Peter, Minnesota

Comm. No 1654.02



Carpenter shop:

- carpenters
- general repair
- locksmith
- upholsterer
- painters

Carpenter shop space deficiencies:

- Need storage space for the wood shop
- Need a rated separation from the office
- Need covered parking facility for vehicles

Plumbing and Electrical:

- plumbers, electricians
- Have 8 vehicles which should be in covered storage

Plumbing and Electrical space deficiencies:

- Walls around electrical shop to keep it clean
- Need a welding booth
- Need covered parking facility for vehicles
- Bring electrical closet up to code

Heating and cooling:

- PME's
- Refrigeration Mechanic
- Staff meet at power plant in AM to update w/ supervisor, then disperse for work

Heating and cooling space deficiencies:

- Need parking areas adjacent to power plant
- Generator on lower campus and at MSH are insufficient

Grounds and Transportation

- Delivery Van Drivers
- Responsible for delivery of medications, and food services
- Need to replace grounds building due to life cycle and capacity.

Wellness:

- Main facility is Tomlinson Hall
 - Open 24/7
 - Used by both patients and staff
 - Physical ed class from Hoffman center 5 days a week
 - Water aerobics program 5 days a week
- Programmed spaces:
 - Swimming pool – used by patients, staff, and outside groups
 - Library – only open a few hours a day
 - Chapel –over used –yoga studio, fitness area, group meeting space, etc...
 - Lobby
 - Gym

Final Report

Saint Peter Regional Treatment Center Campus

Master Planning

Saint Peter, Minnesota

Comm. No 1654.02



- Tomlinson was once a community center for the community of St. Peter, it no longer is.
- Staff:
 - 2 staff
 - 1 chaplain

Wellness Space deficiencies:

- Fitness room off of gym is meeting needs currently, but is very cramped
- Storage is needed
- Acoustics in gymnasium are needed
- Additional requirements for campus “Community Center”
 - Walking track
 - Canteen
 - More multi-purpose rooms
 - Theater
 - Green house
 - Volleyball
 - Horseshoes
 - Basketball
- Glueck building needs overall upgrades
- Glueck building needs IT improvements for staff meetings
- Glueck trail, bridge and dam need repair

Area summary and future growth by program

Program Square footage and distribution:

ADMINISTRATION

2009 Area	5 Year Projection	15 Year Projection
<ul style="list-style-type: none"> • Total Square Footage – 8,662 sf <ul style="list-style-type: none"> ○ Administration – 6,144 sf ○ Old Center – 2,426 sf ○ Kitchen – 92 sf 	9,500 sf	9,500 sf

SECURITY

2009 Area	5 Year Projection	15 Year Projection
<ul style="list-style-type: none"> • Total Square Footage – 1,288 sf <ul style="list-style-type: none"> ○ Pexton – 217 sf ○ MSH – 239 sf ○ Kitchen / Warehouse – 222 sf ○ Old Center – 500 sf ○ Upper Gate – 55 sf ○ Lower Gate – 55 sf 	1,288 sf	1,788 sf

MSOP

2009 Area	5 Year Projection	15 Year Projection
<ul style="list-style-type: none"> • Total Square Footage – 103,372 sf <ul style="list-style-type: none"> ○ Shantz – 42,236 sf ○ Pexton – 59,039 sf ○ Administration – 1,903 sf ○ Kitchen – 194 sf 	102,272 sf	76,800 sf

HIMS

2009 Area	5 Year Projection	15 Year Projection
<ul style="list-style-type: none"> • Total Square footage – 7,619 sf <ul style="list-style-type: none"> ○ Shantz- 141 sf ○ Pexton – 964 sf ○ Bartlett – 168 sf ○ Admin – 4,369 sf ○ MSH – 1,977 sf 	3,900 sf	3,900 sf

KITCHEN

2009 Area	5 Year Projection	15 Year Projection
<ul style="list-style-type: none"> • Kitchen / Warehouse – 19,534 	19,534 sf	20,500 sf

VOCATIONAL



2009 Area	5 Year Projection	15 Year Projection
<ul style="list-style-type: none"> • Total Square Footage – 65,201 sf <ul style="list-style-type: none"> ○ Shantz- 6,447 sf ○ Pexton – 687 sf ○ Green Acres – 28,185 ○ Sunrise – 11,206 sf ○ MSH 18,676 sf 	75,000 sf	75,000 sf

REHABILITATION SERVICES

2009 Area	5 Year Projection	15 Year Projection
<ul style="list-style-type: none"> • Total Square Footage – 38,933 sf <ul style="list-style-type: none"> ○ Shantz – 2,764 sf ○ Pexton – 3,028 sf ○ Tomlinson – 19,351 sf ○ Gluek – 1,601 sf ○ Administration - 55 sf ○ Sunrise – 1,485 sf ○ Johnson – 913 sf ○ MSH – 9,736 sf 	47,000 sf	47,000 sf

MEDICAL

Administrative Services (91)

2009 Area	5 Year Projection	15 Year Projection
<ul style="list-style-type: none"> • Total Square Footage – 34,786 sf <ul style="list-style-type: none"> ○ Shantz – 685sf ○ Tomlinson - 1,396 sf ○ Administration – 13,956 sf ○ Sunrise – 5,183 sf ○ Old Center - 8,584 sf ○ MSH – 4,982 sf 	39,000 sf	39,000 sf

Medical / Dental – Clinic / Exam (63)

2009 Area	5 Year Projection	15 Year Projection
<ul style="list-style-type: none"> • Total Square Footage – 9,806 sf <ul style="list-style-type: none"> ○ Shantz – 498sf ○ Pexton – 447 sf ○ Sunrise – 6,246 sf ○ MSH - 2,615 SF 	9,806 sf	11,500 sf

Lab / X ray

2009 Area	5 Year Projection	15 Year Projection
<ul style="list-style-type: none"> • Total Square Footage – 2,987 sf <ul style="list-style-type: none"> ○ Pexton – 1292sf 	2,987 sf	2,987 sf



- Sunrise – 1695 sf

Psychology

2009 Area	5 Year Projection	15 Year Projection
<ul style="list-style-type: none"> • Total Square Footage – 4,537 sf <ul style="list-style-type: none"> ○ Shantz – 146sf ○ Bartlett – 292 sf ○ Administration – 3,413 sf ○ Johnson – 95 sf ○ MSH - 591 sf 	5,450 sf	6,250 sf

Pharmacy

2009 Area	5 Year Projection	15 Year Projection
<ul style="list-style-type: none"> • Bartlett – 2,911 sf 	3,911 sf	3,911 sf

MSH

2009 Area	5 Year Projection	15 Year Projection
<ul style="list-style-type: none"> • Total Square Footage – 172,355 <ul style="list-style-type: none"> ○ Shantz – 9,748 sf ○ Bartlett – 55,654 sf ○ Administration – 93 sf ○ Sunrise – 713 sf ○ Johnson – 2,103 sf ○ Old Center – 500 sf ○ MSH - 70,965 sf ○ Forensic Nursing Home 32,579 sf 	184,500 sf	269,500 sf

Nursing

2009 Area	5 Year Projection	15 Year Projection
<ul style="list-style-type: none"> • Total Square Footage – 6,992 sf <ul style="list-style-type: none"> ○ Shantz – 439 sf ○ Pexton – 1,282 sf ○ Bartlett – 2,197 sf ○ Admin – 133 sf ○ Sunrise – 128 sf ○ Johnson – 582 sf ○ MSH – 2,231 sf 	Included in MSH	Included in MSH

Transition

2009 Area	5 Year Projection	15 Year Projection
<ul style="list-style-type: none"> • Total Square Footage – 26,071 sf <ul style="list-style-type: none"> ○ Bartlett – 10,506 sf ○ Sunrise - 144 sf ○ Johnson – 15,421 sf 	35,500 sf	40,000 sf



Community Prep Services

2009 Area	5 Year Projection	15 Year Projection
<ul style="list-style-type: none"> • Total Square Footage – 6,444 <ul style="list-style-type: none"> ○ Green Acres – 3,636 sf ○ Halverson House – 2,808 sf 	6,444 sf	6,444 sf

Human Resources

2009 Area	5 Year Projection	15 Year Projection
<ul style="list-style-type: none"> • Admin - 1,365 sf 	955 sf	955 sf

STAFF DEVELOPMENT

2009 Area	5 Year Projection	15 Year Projection
<ul style="list-style-type: none"> • Admin – 3,642 sf 	5,000 sf	5,000 sf

PHYSICAL PLANT

Admin / Storage

2009 Area	5 Year Projection	15 Year Projection
<ul style="list-style-type: none"> • Total Square Footage – 38,632 sf <ul style="list-style-type: none"> ○ Old Center – 23,723 sf ○ Dairy Barn – 14,909 sf 		

Wellness

- See Rehab at Tomlinson Hall

Fleet Services

2009 Area	5 Year Projection	15 Year Projection
<ul style="list-style-type: none"> • Mechanics garage – 6,156 sf 		

Laundry / Housekeeping

2009 Area	5 Year Projection	15 Year Projection
<ul style="list-style-type: none"> • Total Square Footage – 31,649 sf <ul style="list-style-type: none"> ○ Shantz – 795 sf ○ Pexton – 2,037 sf ○ Bartlett - 1,991 sf ○ Tomlinson - 171 sf ○ Administration - 623 sf ○ Green Acres – 650 sf ○ Sunrise – 576 sf ○ Johnson - 167 sf ○ Old Center – 697 sf ○ Kitchen / Warehouse – 2,078 sf ○ Laundry – 21,864 sf 		

Warehouse

2009 Area	5 Year Projection	15 Year Projection
<ul style="list-style-type: none"> • Kitchen / Warehouse – 17,869 sf 		



Plumbing and Electrical

2009 Area

5 Year Projection

15 Year Projection

- Maintenance Shop – 11,168 sf

Power Plant

2009 Area

5 Year Projection

15 Year Projection

- Power Plant – 7,248 sf

Strategies for Sustainable Design / Renewable Energy

The following outlines a few of the potential Sustainable Design strategies which developing entities should consider including in the ultimate development configurations. Regardless of overall sustainability approaches, the land development agreement for all private development concepts should include requirements for appropriate tree protection / mitigation and should encourage sustainable strategies such as pervious pavement and natural landscape materials to minimize soil erosion and water run-off.

Sustainable design is a comprehensive process used to create buildings and sites that minimize the use of resources and reduce harmful effects on occupants and the environment. The result is an optimal balance of economic, environmental, and societal costs and benefits, which meet the owner's mission and function for the facility.

Sustainable design strategies include optimizing energy conservation and efficiency, minimizing the direct and indirect environmental impacts, maintaining high-quality indoor air, conserving resources, and recycling to minimize waste.

Sustainable design and development promotes buildings and facilities that are livable and support a commitment to environmental stewardship and conservation.

The benefits of Sustainable Design include:

- Enhanced building durability
- Reduced maintenance and operating costs
- Enhanced occupant comfort, safety, and productivity
- Energy and water savings
- Conservation of natural resources
- Minimization of waste and pollution
- Prepared for future legislation
- Limits risk and possible litigation
- Positive public relations
- Potential revenue from recycling

It is recommended that the following sustainable design strategies be investigated for inclusion in future building renovations, expansions, or construction at the Saint Peter Regional Treatment Center:

Site:

Erosion and sedimentation control.

Minimize site disturbance.

Minimize site clearing and develop and implement a tree protection / forestry management plan

Integrated storm water management through landscape design.

Use of native plant species as a basis of design.

Landscape design and light color roofing to reduce the heat island effect, which can affect comfort and cooling loads.

Light pollution reduction (in accordance with any County / City lighting ordinances).

Provisions for bicycle parking for visitors and employees.

Use of pervious paving materials for site paving, for improved storm water management and reductions in heat island effect.

Water Efficiency:

Final Report

Saint Peter Regional Treatment Center Campus

Master Planning

Saint Peter, Minnesota

Comm. No 1654.02



Water efficient landscaping.

Underground distribution and infiltration of storm water in turf areas to lessen the demand for irrigation.

Implement storm water management plan to reduce water run-off.

Water use reduction through use of efficient plumbing fixtures.

Energy and Atmosphere:

Optimized energy performance of mechanical systems including:

Heat recovery systems for new portions of the HVAC system.

Utilization of an energy use review process, in conjunction with the local utility company, to identify strategies and economies for energy savings.

Low-E glazing in conjunction with day lighting.

Ozone protection through use of 'green' HVAC refrigerants (HFC) in lieu of HCFC and other detrimental refrigerants.

Review and incorporation of appropriate renewable energy sources with each capital project.

Materials and Resources:

Reuse of major portions of the existing building.

Construction waste management and recycling.

Use of recycled content materials.

Use of locally/regionally produced materials (within 500 miles) where practical.

Use of rapidly renewable materials.

Indoor Environmental Quality:

Use of low VOC emitting materials: adhesives, sealants, paints, carpet, and composite wood and agrifiber.

Use of low and no formaldehyde containing materials.

Systems controls for perimeter and non-perimeter areas.

Use of day lighting strategies, including lighting controls.

Provide access to views.

The following additional sustainable design strategies should also be considered for incorporation into future expansions:

Implementation of a Construction Indoor Air Quality Management Plan to minimize the impact of construction procedures on building occupants and construction workers.

Carbon dioxide monitoring (an indicator for overall air quality) in office areas.

Master Plan Concepts

Summary

As outlined in the Introduction of this report, the intention of the Master Plan is to develop a conceptual plan and framework for the future growth of the Saint Peter Regional Treatment Center Campus.

Through the facility operational program workshop BKV group gathered information regarding both anticipated future program growth, and information regarding the physical requirements sought to promote a healing environment.

The facility operational program workshop rendered 5 key themes that, along with anticipated future growth, were instrumental in the formation of the master plan. Many of these points are applicable to one another, overlap, and strengthen one another.

- **Residents need sensory environments which foster treatment and rehabilitation**
Many of the interior spaces, both residential living units and group areas are dated and are in a state of disrepair. Additionally, a majority of the facility is very cold and institutional. Treatment and patient stability would be greatly improved by creating environments which were designed on a human scale, with colors, textures, and lighting which fostered and encouraged a sense of calm and healing.
- **The creation of a park like campus will benefit treatment**
As a treatment facility with multiple levels of security the interior spaces, but also the campus itself needs to be a tranquil and peaceful setting. A park like setting will foster an environment of healing by encouraging multiple outdoor activities including reflection and physical activity. Additionally, as a member of the community, the Saint Peter Regional Treatment Center wishes to display an image of healing, and not of incarceration.
- **The separation of MSH and MSOP**
The MSOP population and the security that is necessary to safely manage this clientele are very different from the MSH population on campus.
Separating MSH and MSOP through the development of a new MSOP campus would strengthen both programs by allowing necessary space for growth, allowing for required security provisions, allowing for separate entrances, and allowing for totally separate programming (i.e. vocational).
The final master plan moves all MSOP facilities and programming to a separate campus, adjacent to MSH on the upper campus. This move concentrates all high level security spaces on the upper campus and allows for the development of a residential core at the heart of the lower campus. This plan meets the therapeutic, security, and environmental needs of both populations.
The security necessary at MSOP, along with MSOP's location on campus disrupts the possibility of having a unified park like MSH campus. Separating MSH and MSOP through the creation of a new MSOP campus would strengthen both programs by allowing necessary space for both programs to grow and to allow for the creation of individual identity.
- **Separate pedestrian and vehicular circulation**
The current campus layout has grown without direction. By deliberately separating the vehicular and pedestrian circulation on campus we can strengthen the identity of a park like campus and provide a safer area for pedestrians.

- **Group campus programs together for purposes of security and efficiency**
Currently there are multiple programs on campus which, due to spatial necessity, are located in disparate parts of the campus. The effect of this dispersion is different on each program but as a whole it is inefficient. Grouping like programs together and locating related programs in the correct adjacency to one another will provide for a more organized and efficient campus.

Master Plan Analysis

Initial investigations of site circulation, major program areas, and existing buildings were carried out to look at each component of the campus individually, and to assess how modifications to each individual system can lead to a more comprehensive understanding of how to meet the needs discussed at the facility operational program workshop. The following diagrams are included in the report:

1. Existing Buildings

- Looks purely at the existing campus buildings, their relative locations, and the types of spaces and organization which currently exists.
- Provides a basis for future development and analysis of campus organization potential.

2. Campus Use Zones

- Looks at the programmatic uses of the existing buildings on campus, and identifies existing zones of use such as:
 - Residential – High Security
 - Residential – Low security
 - Administration – Campus support
 - Residential Support Activities
 - Recreation
 - Facilities – Physical plant operations

3. Existing Vehicular Circulation

- Shows current campus vehicle circulation and parking as a circuitous route intermixed between the existing buildings. Additionally the major vehicle circulation routes, along with the roadway connecting the upper and lower campus are intermixed with the pedestrian circulation.
- Campus security has two main point of entry at the upper and lower access booths. Additionally there are two unused points of entry which are currently blocked by concrete barricades

4. Existing Pedestrian Circulation

- The primary function of the existing pedestrian circulation is to connect areas of parking to buildings. Additional routes connecting buildings are purely functional. Overall the pedestrian circulation system is subordinate to the vehicular circulation system and misses opportunities to play a crucial role in the desired park like identity of the campus'

Final Master Plan Concepts

The intention of the final master plan is to provide an organizational structure and path for future development which will allow the necessary program facilities at the Saint Peter Regional Treatment Center to grow and change in a controlled and planned way, and with the vision to create the desired campus identity. The master plan is intended to be developed based upon the sustainable principles indicated above.

In addition it is recommended that additional alternative energy and wastewater strategies by seriously considered such as:

- Building integrated photovoltaics (BIPV),
- Photovoltaic arrays
- Wind harvesting
- Rainwater harvesting for site irrigation
- Gray Water use

5. Master Plan Vehicular Circulation

- The master plan separates major vehicular and pedestrian circulation systems. The lower campus is surrounded by a ring road with adjacent parking areas, leaving the central area free from vehicular traffic to become a pedestrian friendly campus core.
- Consolidated access points. The formation of the ring road limits secure campus access to upper and lower campus access booths.
- Re organized entry pattern
 - The master plan incorporates the proposed new connection of South Washington Avenue to Highway 169.

6. Master Plan Pedestrian Circulation

- Focuses upon 3 main areas for pedestrian circulation
 - Parking lot circulation
 - connects parking areas to buildings that they serve
 - Internal Lower Campus pedestrian circulation
 - Connects buildings to pedestrian friendly central campus area.
 - Free of vehicular traffic, the central campus circulation serves to connect people with buildings, outdoor spaces, hard-scaped terraces, and the natural environment.
 - Inter campus circulation – recreational trail system
 - Connects the upper campus, lower campus, and Gluek park area through existing and newly formed pathways.
 - An extended recreational nature trail system connects between upper campus, lower campus, and the park space on the south side of Freeman drive.

7. Master Plan Green Space definition

- By limiting vehicular circulation to the ring road and focusing pedestrian circulation towards the center of campus, the master plan is able to create a central unifying core of green space.
- The ring road itself is planted along it's length with trees , creating a formally planted circulation route.
- The central green space area is comprised of a pedestrian corridor which links together hard scaped terrace areas and defined areas of outdoor activity.
- Rainwater control is emphasized down the center of the outdoor corridor through interconnected rain gardens

Final Report

Saint Peter Regional Treatment Center Campus

Master Planning

Saint Peter, Minnesota

Comm. No 1654.02



8. Final Master plan

- In the development of a master plan which emphasized the creation of a pedestrian friendly park like environment, the final master plan moves all MSOP programs to their own campus, adjacent to MSH on the upper campus. This move concentrates all high level security spaces on the upper campus and allows for the development of a residential core at the heart of the lower campus.
- A new residential core is created at the heart of campus between Shantz Hall, Pexton Hall, and 3 smaller residential units to serve the transition program all surrounding the residential green.
- Recreational building are concentrated to the north of the recreational green
- A new medical building core consisting of Sunrise and Bartlett Hall is established around a newly formed courtyard.
- To the south of the recreational green the vocational programs are centered in Green acres and a newly constructed vocational building. The newly constructed vocational building will have direct access to the ring road through a loading dock area, allowing efficient delivery of products to and from the vocational programs on campus.
- The kitchen and warehouse building moves to the outside of the ring road. As a space which sees many incoming and outgoing deliveries, locating this program per the master plan will allow for more efficient and less disruptive delivery and distribution.
- Administrative activities, and Public Services such as the museum remain concentrated in the Administration building and in Old Center and are situated at the front of campus.

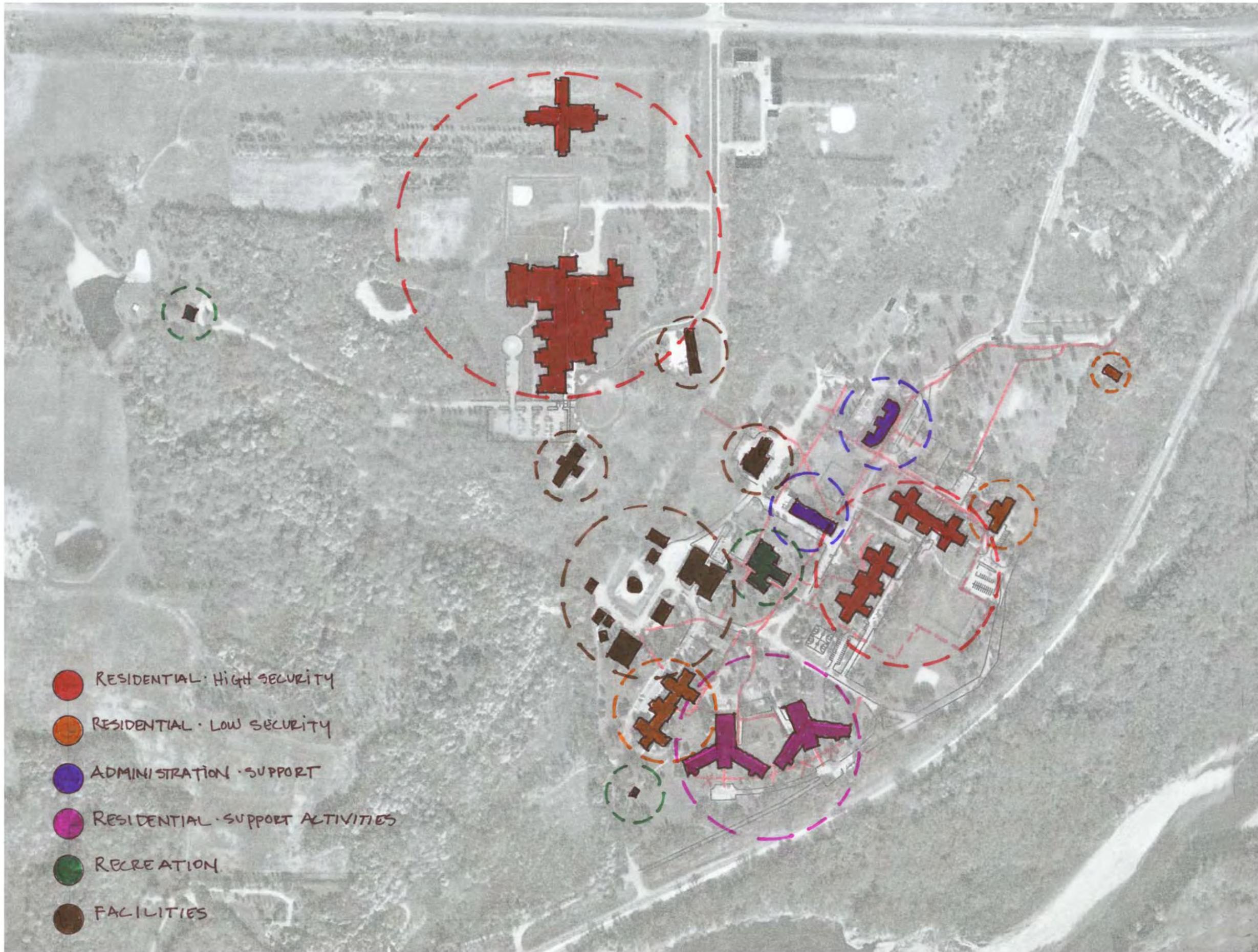
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**I. EXISTING
BUILDINGS**

SCALE 1:400

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2. CAMPUS
USE ZONES

SCALE 1:400

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**3. EXISTING
VEHICULAR
CIRCULATION**

SCALE 1:400

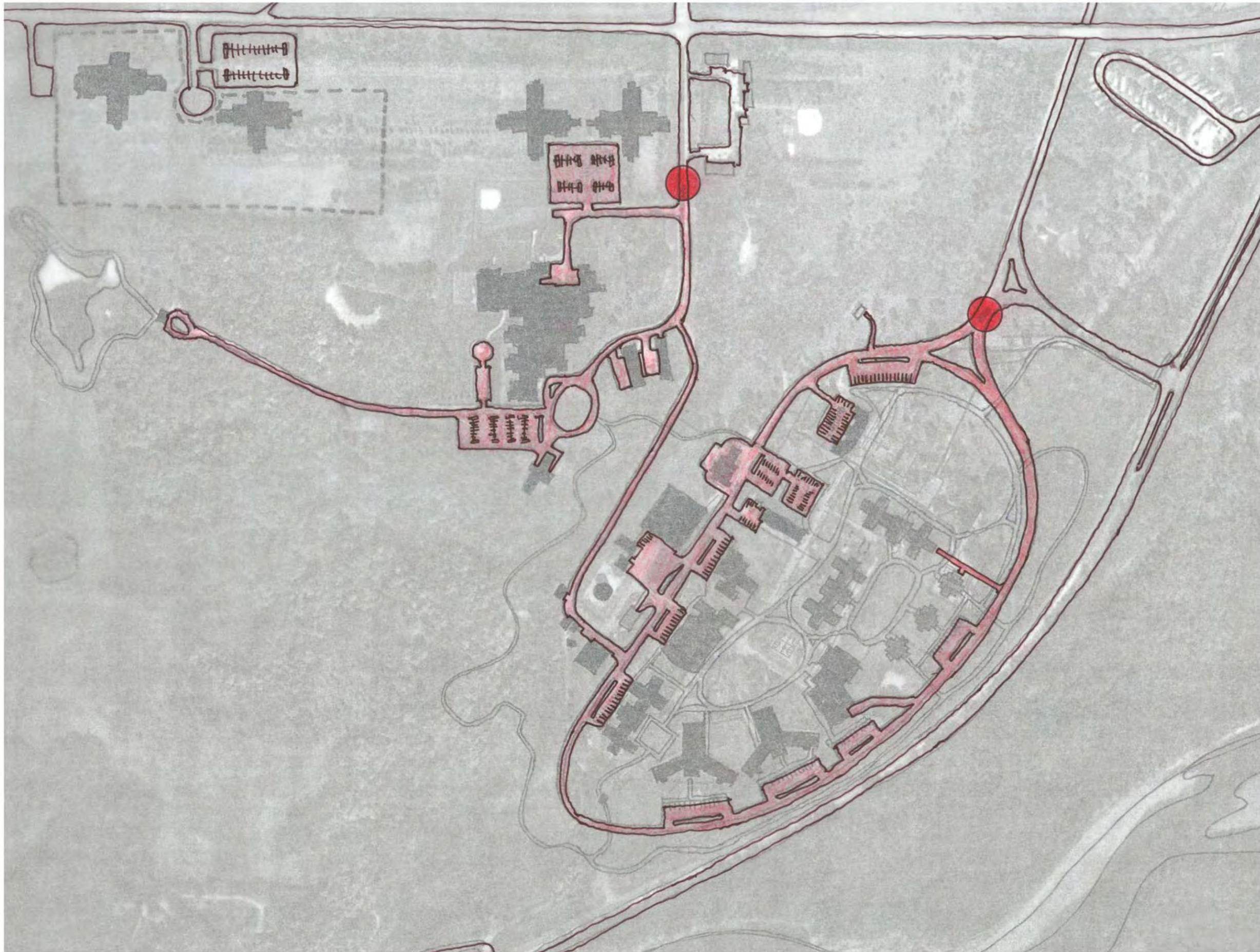
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**4. EXISTING
PEDESTRIAN
CIRCULATION**

SCALE 1:400

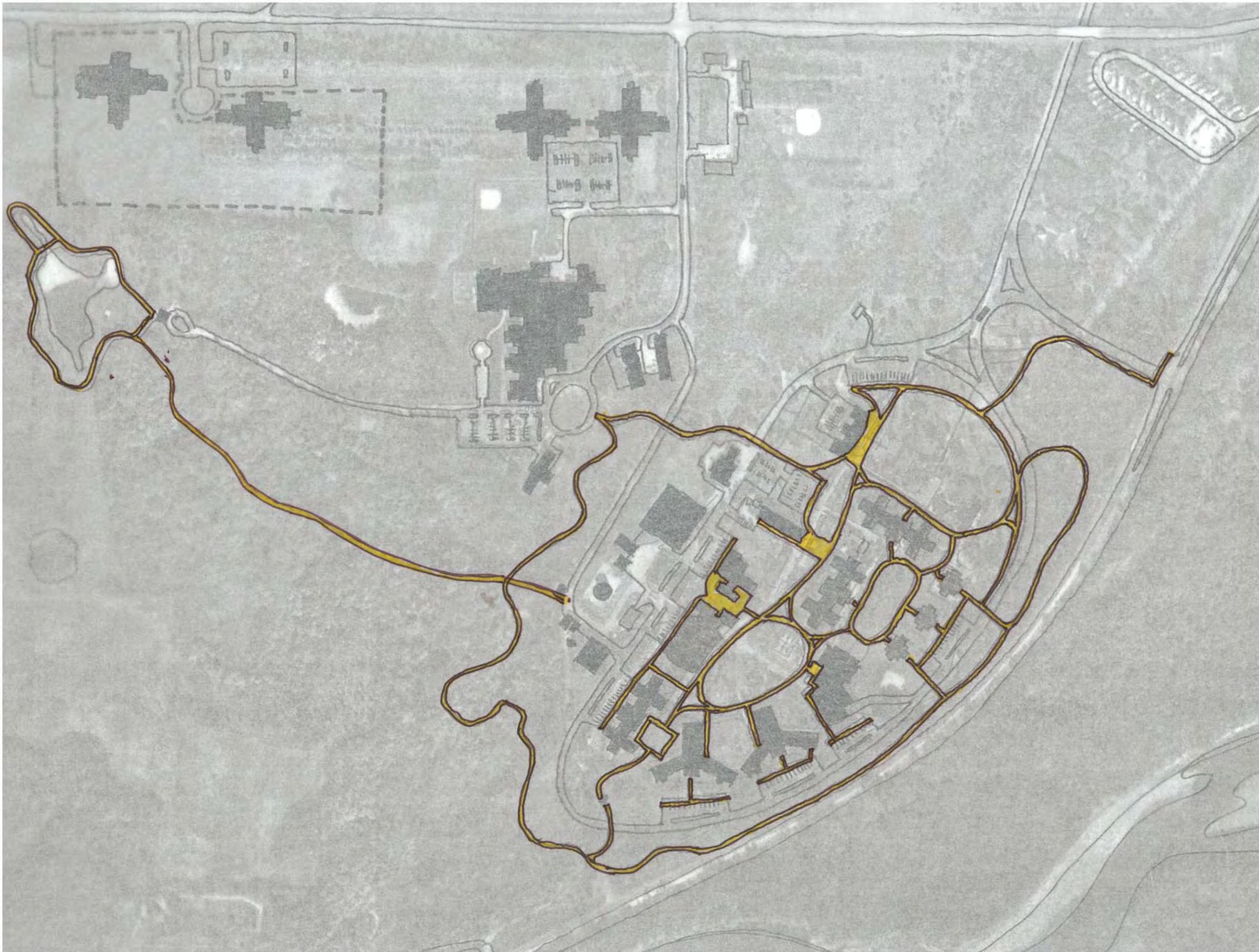
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Treatment
Center
Master Plan**



**5. MASTER PLAN
VEHICULAR
CIRCULATION**

SCALE 1:400

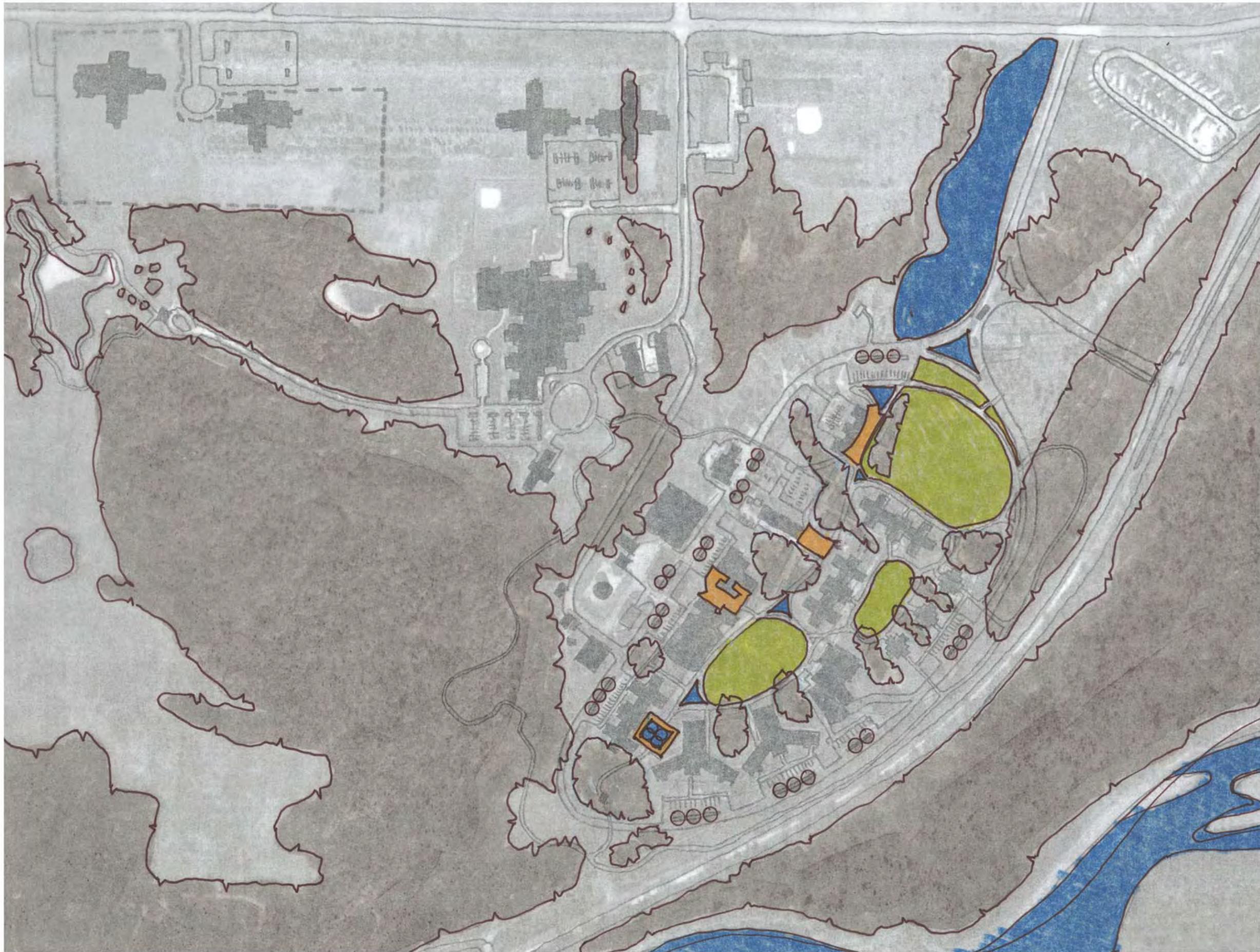
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**6.MASTER PLAN
PEDESTRIAN
CIRCULATION**

SCALE 1:400

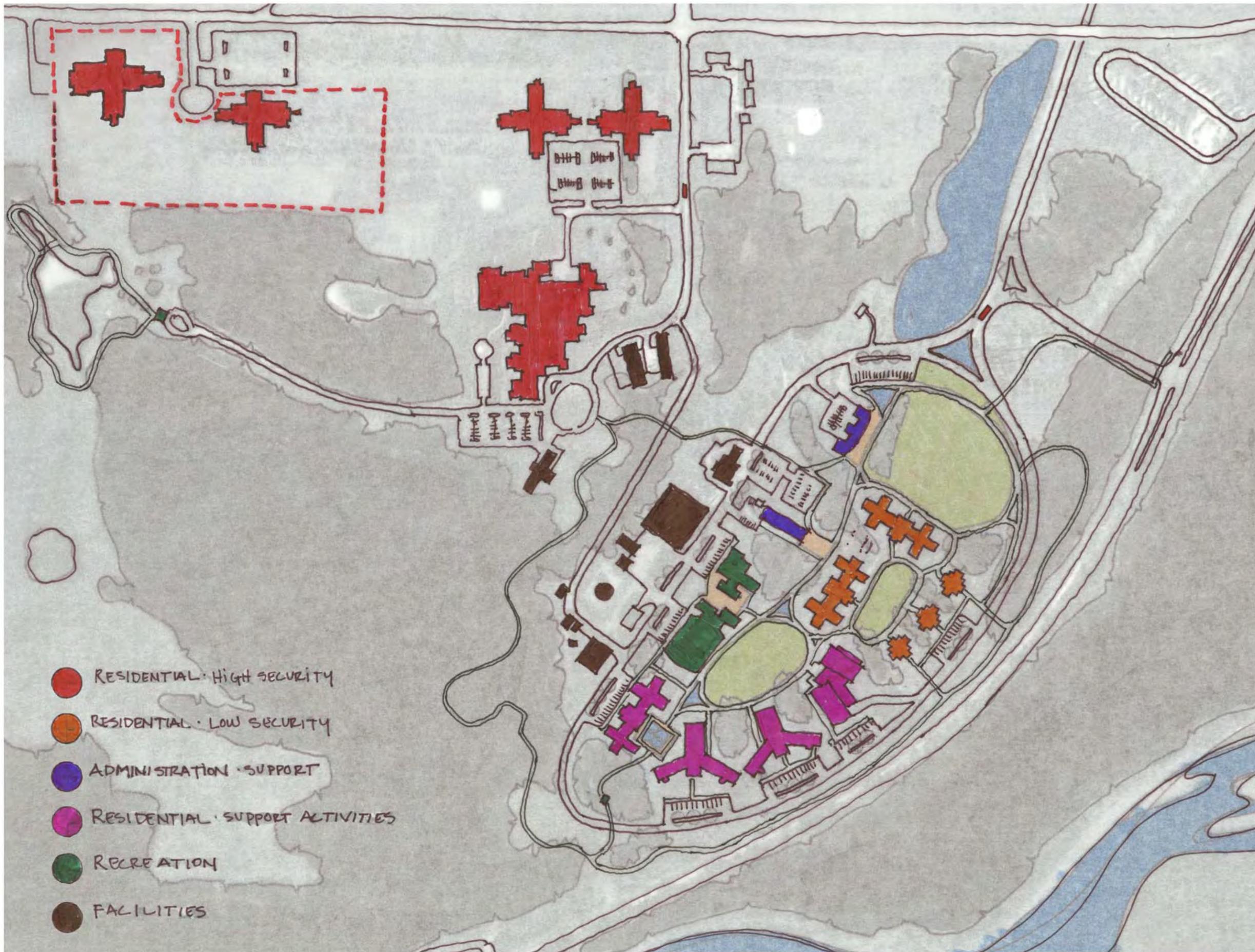
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Treatment
Center
Master Plan**



**7. MASTER PLAN
GREEN SPACE
DEFINITION**

SCALE 1:400

Saint Peter
Regional
Treatment
Center
Master Plan



Final Report
Saint Peter Regional Treatment Center Campus
Master Planning
Saint Peter, Minnesota
Comm. No 1654.02



Master Plan Preliminary Project Cost Ranges

OWNER: State of Minnesota Department of Human Services
 PROJ: St. Peter Regional Treatment Center - Master Plan
 LOC.: St. Peter, Minnesota
 TITLE: PRELIMINARY CONCEPTUAL ESTIMATE

June 2 2009

1654.02



Concept Estimate Master Plan Phases

NOTE: ESTIMATES ARE INTENDED FOR COMPARITIVE PURPOSES ONLY. FINAL PROJECT BUDGETS ARE TO BE FINALIZED THROUGH PREDESIGN.

Phase I - Plan Year 2012

Project	Low Range Proj Cost (in plan year dollars)	High Range Proj Cost (in plan year dollars)
MSH Remodel	\$11,622,314	\$13,291,414
Medical Building	\$3,592,335	\$6,025,207
Vocational Building	\$7,961,662	\$9,688,745
MSOP	\$25,111,921	\$26,660,684

Phase II - Plan Year 2014

Project	Low Range Proj Cost (in plan year dollars)	High Range Proj Cost (in plan year dollars)
Transition Building	\$12,204,481	\$13,310,245
Motor Pool and Maintenance	\$1,647,343	\$2,139,363
Foodservice / Warehouse	\$7,551,422	\$8,778,016
Site Circulation and Landscape	\$9,858,667	\$12,605,265

Phase III - Plan Year 2016

Project	Low Range Proj Cost (in plan year dollars)	High Range Proj Cost (in plan year dollars)
MSH Forensic Phase II	\$12,229,259	\$13,671,225
Tomlinson	\$5,052,423	\$5,973,482
Training and Event	\$1,935,058	\$2,505,097

OWNER: State of Minnesota Department of Human Services
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June 2 2009



Concept Estimate - MSH Renovation and Capital Maintenance and Upgrades				NEW SQ FT (Addition)	10,000			
NOTE: ESTIMATES ARE INTENDED FOR COMPARITIVE PURPOSES ONLY. FINAL PROJECT BUDGETS ARE TO BE FINALIZED THROUGH PREDESIGN.				REMODEL	199,343			
				AREA TO REMAIN	-			
				TOTAL SQ FT	209,343			
DESCRIPTION	Low Range			High Range				
	COST/BUILDING	COST SF	SUB TOTAL PERCENT TOTAL	COST/BUILDING	COST SF	SUB TOTAL PERCENT TOTAL		
ADMINISTRATION		\$0.04	\$7,500	0.07%		\$0.05	\$11,500	0.10%
LEGAL, FISCAL & ADMINISTRATIVE	\$0			0.00%	\$0			0.00%
LAND ACQUISITION	\$0				\$0			
SOIL BORINGS	\$5,000			0.05%	\$8,000			0.07%
SURVEY	\$2,500			0.02%	\$3,500			0.03%
MOVING	\$0			0.00%	\$0			0.00%
PREDESIGN	\$25,000			0.24%	\$50,000			0.42%
CONSTRUCTION COSTS		\$37.69	\$7,890,244	76.37%		\$42.72	\$8,943,151	75.69%
PERMITS	\$15,808			0.15%	\$18,007			0.15%
DEMOLITION - EXISTING BUILDING INTERIOR	\$59,803			0.58%	\$149,507			1.27%
SITWORK - UTILITIES ALLOWANCE	\$0			0.00%	\$0			0.00%
SITWORK - PAVEMENT / LANDSCAPING	\$50,000			0.48%	\$95,000			0.80%
CAPITAL MAINTENANCE - BUILDING/SITE	\$3,217,786			31.14%	\$3,539,565			29.96%
CAPITAL MAINTENANCE - MECHANICAL	\$897,044			8.68%	\$986,748			8.35%
CAPITAL MAINTENANCE - ELECTRICAL	\$996,715			9.65%	\$1,096,387			9.28%
BUILDING RENOVATION - NEW FUNCTION	\$598,029			5.79%	\$797,372			6.75%
BUILDING CONSTRUCTION - NEW	\$2,000,000			19.36%	\$2,200,000			18.62%
HAZARDOUS MATERIAL ABATEMENT - ALLOWANCE	\$55,059			0.53%	\$60,565			0.51%
FEES		\$3.86	\$807,431	7.81%		\$4.40	\$921,134	7.80%
A/E DESIGN AND BIDDING FEES	\$653,567			6.33%	\$747,373			6.33%
COST ESTIMATOR	\$19,607			0.19%	\$22,421			0.19%
LANDSCAPE / CIVIL ENGINEERING	\$7,500			0.07%	\$9,500			0.08%
REIMBURSABLE EXPENSES	\$49,580			0.48%	\$56,765			0.48%
SPECIAL INSPECTIONS AND TESTING	\$59,177			0.57%	\$67,074			0.57%
CITY SAC/WAC (ALLOWANCE ASSUMING NO SPECIAL CITY ASSESSMENT)	\$18,000			0.17%	\$18,000			0.15%
FURNISHINGS, FIXTURES & EQUIPMENT (FF&E)		\$0.00	\$0	0.00%		\$0.00	\$0	0.00%
OFFICE FURNITURE ALLOWANCE	\$0			0.00%	\$0			0.00%
ASSEMBLY / DAYROOM FURNITURE ALLOWANCE	\$0			0.00%	\$0			0.00%
BUNK ROOM FURNITURE ALLOWANCE	\$0			0.00%	\$0			0.00%
KITCHEN EQUIPMENT ALLOWANCE	\$0			0.00%	\$0			0.00%
LAUNDRY EQUIPMENT ALLOWANCE	\$0			0.00%	\$0			0.00%
FF&E DESIGN FEES	\$0			0.00%	\$0			0.00%
TECHNOLOGY		\$1.33	\$279,343	2.70%		\$1.91	\$399,015	3.38%
AUDIO/VISUAL EQUIPMENT	\$50,000			0.48%	\$55,000			0.47%
DATA / TELEPHONE ALLOWANCE	\$20,000			0.19%	\$30,000			0.25%
SECURITY / CCTV	\$209,343			2.03%	\$314,015			2.66%
CONTINGENCY		\$6.44	\$1,347,678	13.04%		\$7.36	\$1,541,220	13.04%
ESTIMATING (5%)	\$449,226			4.35%	\$513,740			4.35%
PROJECT (10%)	\$898,452			8.70%	\$1,027,480			8.70%
FINANCING		\$0.00	\$0	0.00%		\$0.00	\$0	0.00%
BOND ISSUANCE COSTS	\$0			0.00%	\$0			0.00%
INVESTMENT EARNINGS	\$0			0.00%	\$0			0.00%
SUB-TOTAL 2009		\$49.36	\$10,332,195	100.00%		\$56.44	\$11,816,019	100.00%
Annual Escalation at 4% inflation								
GRAND TOTAL - FY 2010		\$51.33	\$10,745,483			\$58.70	\$12,288,660	
GRAND TOTAL - FY 2011		\$53.38	\$11,175,302			\$61.05	\$12,780,206	
GRAND TOTAL - FY 2012		\$55.52	\$11,622,314			\$63.49	\$13,291,414	
GRAND TOTAL - FY 2013		\$57.74	\$12,087,207			\$66.03	\$13,823,071	
GRAND TOTAL - FY 2014		\$60.05	\$12,570,695			\$68.67	\$14,375,994	
GRAND TOTAL - FY 2015		\$62.45	\$13,073,523			\$71.42	\$14,951,033	
GRAND TOTAL - FY 2016		\$64.95	\$13,596,464			\$74.28	\$15,549,075	

OWNER: State of Minnesota Department of Human Services
 PROJ: St. Peter Regional Treatment Center - Master Plan
 LOC.: St. Peter, Minnesota
 TITLE: PRELIMINARY CONCEPTUAL ESTIMATE

June 2 2009



Concept Estimate - Medical Building Renovation (Bartlett)				NEW SQ FT (Addition)	0			
NOTE: ESTIMATES ARE INTENDED FOR COMPARITIVE PURPOSES ONLY. FINAL PROJECT BUDGETS ARE TO BE FINALIZED THROUGH PREDESIGN.				REMODEL	88,308			
				AREA TO REMAIN	-			
				TOTAL SQ FT	88,308			
Acres: 2.75	Low Range				High Range			
DESCRIPTION	COST/ BUILDING	COST SF	SUB TOTAL	PERCENT TOTAL	COST/ BUILDING	COST SF	SUB TOTAL	PERCENT TOTAL
ADMINISTRATION		\$0.00	\$0	0.00%		\$0.00	\$0	0.00%
LEGAL, FISCAL & ADMINISTRATIVE	\$0			0.00%	\$0			0.00%
LAND ACQUISITION	\$0				\$0			
SOIL BORINGS	\$0			0.00%	\$0			0.00%
SURVEY	\$0			0.00%	\$0			0.00%
MOVING	\$0			0.00%	\$0			0.00%
PREDESIGN	\$25,000			0.78%	\$50,000			0.93%
CONSTRUCTION COSTS		\$26.31	\$2,323,176	72.75%		\$44.43	\$3,923,562	73.25%
PERMITS	\$5,675			0.18%	\$6,679			0.12%
DEMOLITION - EXISTING BUILDING INTERIOR	\$26,492			0.83%	\$88,308			1.65%
SITWORK - UTILITIES ALLOWANCE	\$0			0.00%	\$0			0.00%
SITWORK - PAVEMENT / LANDSCAPING	\$20,000			0.63%	\$50,000			0.93%
CAPITAL MAINTENANCE - BUILDING/SITE	\$650,886			20.38%	\$715,975			13.37%
CAPITAL MAINTENANCE - MECHANICAL	\$90,000			2.82%	\$99,000			1.85%
CAPITAL MAINTENANCE - ELECTRICAL	\$883,080			27.65%	\$971,388			18.14%
BUILDING RENOVATION - NEW FUNCTION	\$441,540			13.83%	\$1,766,160			32.97%
BUILDING CONSTRUCTION - NEW	\$0			0.00%	\$0			0.00%
HAZARDOUS MATERIAL ABATEMENT - ALLOWANCE	\$205,502			6.43%	\$226,052			4.22%
FEES		\$2.79	\$246,382	7.71%		\$4.68	\$413,396	7.72%
A/E DESIGN AND BIDDING FEES	\$202,451			6.34%	\$339,547			6.34%
COST ESTIMATOR	\$8,098			0.25%	\$13,582			0.25%
LANDSCAPE / CIVIL ENGINEERING	\$3,000			0.09%	\$5,000			0.09%
REIMBURSABLE EXPENSES	\$15,409			0.48%	\$25,841			0.48%
SPECIAL INSPECTIONS AND TESTING	\$17,424			0.55%	\$29,427			0.55%
CITY SAC/WAC (ALLOWANCE ASSUMING NO SPECIAL CITY ASSESSMENT)	\$0			0.00%	\$0			0.00%
FURNISHINGS, FIXTURES & EQUIPMENT (FF&E)		\$0.00	\$0	0.00%		\$0.00	\$0	0.00%
OFFICE FURNITURE ALLOWANCE	\$0			0.00%	\$0			0.00%
ASSEMBLY / DAYROOM FURNITURE ALLOWANCE	\$0			0.00%	\$0			0.00%
BUNK ROOM FURNITURE ALLOWANCE	\$0			0.00%	\$0			0.00%
KITCHEN EQUIPMENT ALLOWANCE	\$0			0.00%	\$0			0.00%
LAUNDRY EQUIPMENT ALLOWANCE	\$0			0.00%	\$0			0.00%
FF&E DESIGN FEES	\$0			0.00%	\$0			0.00%
TECHNOLOGY		\$2.35	\$207,462	6.50%		\$3.63	\$320,770	5.99%
AUDIO/VISUAL EQUIPMENT	\$75,000			2.35%	\$100,000			1.87%
DATA / TELEPHONE ALLOWANCE	\$88,308			2.77%	\$132,462			2.47%
SECURITY / CCTV	\$44,154			1.38%	\$88,308			1.65%
CONTINGENCY		\$4.72	\$416,553	13.04%		\$7.91	\$698,659	13.04%
ESTIMATING (5%)	\$138,851			4.35%	\$232,886			4.35%
PROJECT (10%)	\$277,702			8.70%	\$465,773			8.70%
FINANCING		\$0.00	\$0	0.00%		\$0.00	\$0	0.00%
BOND ISSUANCE COSTS	\$0			0.00%	\$0			0.00%
INVESTMENT EARNINGS	\$0			0.00%	\$0			0.00%
SUB-TOTAL 2009		\$36.16	\$3,193,572	100.00%		\$60.66	\$5,356,387	100.00%
Annual Escalation at 4% inflation								
GRAND TOTAL - FY 2010		\$37.61	\$3,321,315			\$63.08	\$5,570,642	
GRAND TOTAL - FY 2011		\$39.12	\$3,454,168			\$65.61	\$5,793,468	
GRAND TOTAL - FY 2012		\$40.68	\$3,592,335			\$68.23	\$6,025,207	
GRAND TOTAL - FY 2013		\$42.31	\$3,736,028			\$70.96	\$6,266,215	
GRAND TOTAL - FY 2014		\$44.00	\$3,885,469			\$73.80	\$6,516,864	
GRAND TOTAL - FY 2015		\$45.76	\$4,040,888			\$76.75	\$6,777,538	
GRAND TOTAL - FY 2016		\$47.59	\$4,202,523			\$79.82	\$7,048,640	

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				NEW SQ FT (Addition)	35,000			
				REMODEL	40,060			
NOTE: ESTIMATES ARE INTENDED FOR COMPARITIVE PURPOSES ONLY. FINAL PROJECT BUDGETS ARE TO BE FINALIZED THROUGH PREDESIGN.				AREA TO REMAIN	-			
				TOTAL SQ FT	75,060			
DESCRIPTION	Low Range			High Range				
	COST/ BUILDING	COST SF	SUB TOTAL PERCENT TOTAL	COST/ BUILDING	COST SF	SUB TOTAL PERCENT TOTAL		
ADMINISTRATION		\$0.17	\$13,000	0.18%		\$0.22	\$16,500	0.19%
LEGAL, FISCAL & ADMINISTRATIVE	\$0			0.00%	\$0			0.00%
LAND ACQUISITION	\$0				\$0			
SOIL BORINGS	\$8,000			0.11%	\$10,000			0.12%
SURVEY	\$5,000			0.07%	\$6,500			0.08%
MOVING	\$0			0.00%	\$0			0.00%
PREDESIGN	\$25,000			0.35%	\$50,000			0.58%
CONSTRUCTION COSTS		\$72.73	\$5,459,321	77.13%		\$88.10	\$6,612,488	76.77%
PERMITS	\$23,824			0.34%	\$28,331			0.33%
DEMOLITION - EXISTING BUILDING INTERIOR	\$12,018			0.17%	\$40,060			0.47%
SITWORK - UTILITIES ALLOWANCE	\$60,000			0.85%	\$84,000			0.98%
SITWORK - PAVEMENT / LANDSCAPING	\$200,000			2.83%	\$250,000			2.90%
CAPITAL MAINTENANCE - BUILDING/SITE	\$330,305			4.67%	\$363,336			4.22%
CAPITAL MAINTENANCE - MECHANICAL	\$140,000			1.98%	\$154,000			1.79%
CAPITAL MAINTENANCE - ELECTRICAL	\$801,200			11.32%	\$881,320			10.23%
BUILDING RENOVATION - NEW FUNCTION	\$200,300			2.83%	\$400,600			4.65%
BUILDING CONSTRUCTION - NEW	\$3,500,000			49.45%	\$4,200,000			48.76%
HAZARDOUS MATERIAL ABATEMENT - ALLOWANCE	\$191,674			2.71%	\$210,841			2.45%
FEES		\$7.87	\$591,069	8.35%		\$9.52	\$714,478	8.30%
A/E DESIGN AND BIDDING FEES	\$444,049			6.27%	\$540,705			6.28%
COST ESTIMATOR	\$13,321			0.19%	\$16,221			0.19%
LANDSCAPE / CIVIL ENGINEERING	\$26,000			0.37%	\$33,400			0.39%
REIMBURSABLE EXPENSES	\$35,254			0.50%	\$43,058			0.50%
SPECIAL INSPECTIONS AND TESTING	\$40,945			0.58%	\$49,594			0.58%
CITY SAC/WAC (ALLOWANCE ASSUMING NO SPECIAL CITY ASSESSMENT)	\$31,500			0.45%	\$31,500			0.37%
FURNISHINGS, FIXTURES & EQUIPMENT (FF&E)		\$0.00	\$0	0.00%		\$0.00	\$0	0.00%
OFFICE FURNITURE ALLOWANCE	\$0			0.00%	\$0			0.00%
ASSEMBLY / DAYROOM FURNITURE ALLOWANCE	\$0			0.00%	\$0			0.00%
BUNK ROOM FURNITURE ALLOWANCE	\$0			0.00%	\$0			0.00%
KITCHEN EQUIPMENT ALLOWANCE	\$0			0.00%	\$0			0.00%
LAUNDRY EQUIPMENT ALLOWANCE	\$0			0.00%	\$0			0.00%
FF&E DESIGN FEES	\$0			0.00%	\$0			0.00%
TECHNOLOGY		\$1.22	\$91,295	1.29%		\$1.95	\$146,325	1.70%
AUDIO/VISUAL EQUIPMENT	\$0			0.00%	\$0			0.00%
DATA / TELEPHONE ALLOWANCE	\$35,000			0.49%	\$52,500			0.61%
SECURITY / CCTV	\$56,295			0.80%	\$93,825			1.09%
CONTINGENCY		\$12.30	\$923,203	13.04%		\$14.97	\$1,123,469	13.04%
ESTIMATING (5%)	\$307,734			4.35%	\$374,490			4.35%
PROJECT (10%)	\$615,469			8.70%	\$748,979			8.70%
FINANCING		\$0.00	\$0	0.00%		\$0.00	\$0	0.00%
BOND ISSUANCE COSTS	\$0			0.00%	\$0			0.00%
INVESTMENT EARNINGS	\$0			0.00%	\$0			0.00%
SUB-TOTAL 2009		\$94.30	\$7,077,889	100.00%		\$114.75	\$8,613,259	100.00%
Annual Escalation at 4% inflation								
GRAND TOTAL - FY 2010		\$98.07	\$7,361,004			\$119.34	\$8,957,790	
GRAND TOTAL - FY 2011		\$101.99	\$7,655,444			\$124.12	\$9,316,101	
GRAND TOTAL - FY 2012		\$106.07	\$7,961,662			\$129.08	\$9,688,745	
GRAND TOTAL - FY 2013		\$110.31	\$8,280,129			\$134.24	\$10,076,295	
GRAND TOTAL - FY 2014		\$114.73	\$8,611,334			\$139.61	\$10,479,347	
GRAND TOTAL - FY 2015		\$119.32	\$8,955,787			\$145.20	\$10,898,521	
GRAND TOTAL - FY 2016		\$124.09	\$9,314,019			\$151.01	\$11,334,462	

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June 2 2009



				NEW SQ FT (Addition)	76,800			
Concept Estimate - MSOP (New)				REMODEL	-			
NOTE: ESTIMATES ARE INTENDED FOR COMPARITIVE PURPOSES ONLY. FINAL PROJECT BUDGETS ARE TO BE FINALIZED THROUGH PREDESIGN.				AREA TO REMAIN	-			
				TOTAL SQ FT	76,800			
Acres: 2.75				Low Range	High Range			
DESCRIPTION	COST/ BUILDING	COST SF	SUB TOTAL	PERCENT TOTAL	COST/ BUILDING	COST SF	SUB TOTAL	PERCENT TOTAL
ADMINISTRATION		\$0.17	\$13,000	0.06%		\$0.21	\$16,500	0.07%
LEGAL, FISCAL & ADMINISTRATIVE	\$0			0.00%	\$0			0.00%
LAND ACQUISITION	\$0				\$0			
SOIL BORINGS	\$8,000			0.04%	\$10,000			0.04%
SURVEY	\$5,000			0.02%	\$6,500			0.03%
MOVING	\$0			0.00%	\$0			0.00%
PREDESIGN	\$25,000			0.11%	\$50,000			0.21%
CONSTRUCTION COSTS		\$226.60	\$17,402,580	77.95%		\$237.93	\$18,272,910	77.10%
PERMITS	\$86,580			0.39%	\$90,910			0.38%
DEMOLITION - EXISTING BUILDING INTERIOR	\$0			0.00%	\$0			0.00%
SITWORK - UTILITIES ALLOWANCE	\$120,000			0.54%	\$168,000			0.71%
SITWORK - PAVEMENT / LANDSCAPING	\$300,000			1.34%	\$350,000			1.48%
CAPITAL MAINTENANCE - BUILDING/SITE	\$0			0.00%	\$0			0.00%
CAPITAL MAINTENANCE - MECHANICAL	\$0			0.00%	\$0			0.00%
CAPITAL MAINTENANCE - ELECTRICAL	\$0			0.00%	\$0			0.00%
BUILDING RENOVATION - NEW FUNCTION	\$0			0.00%	\$0			0.00%
BUILDING CONSTRUCTION - NEW	\$16,896,000			75.68%	\$17,664,000			74.53%
HAZARDOUS MATERIAL ABATEMENT - ALLOWANCE	\$0			0.00%	\$0			0.00%
FEES		\$22.28	\$1,710,747	7.66%		\$24.91	\$1,913,174	8.07%
A/E DESIGN AND BIDDING FEES	\$1,326,659			5.94%	\$1,494,409			6.31%
COST ESTIMATOR	\$39,800			0.18%	\$44,832			0.19%
LANDSCAPE / CIVIL ENGINEERING	\$42,000			0.19%	\$51,800			0.22%
REIMBURSABLE EXPENSES	\$102,649			0.46%	\$115,966			0.49%
SPECIAL INSPECTIONS AND TESTING	\$130,519			0.58%	\$137,047			0.58%
CITY SAC/WAC (ALLOWANCE ASSUMING NO SPECIAL CITY ASSESSMENT)	\$69,120			0.31%	\$69,120			0.29%
FURNISHINGS, FIXTURES & EQUIPMENT (FF&E)		\$0.00	\$0	0.00%		\$0.00	\$0	0.00%
OFFICE FURNITURE ALLOWANCE	\$0			0.00%	\$0			0.00%
ASSEMBLY / DAYROOM FURNITURE ALLOWANCE	\$0			0.00%	\$0			0.00%
BUNK ROOM FURNITURE ALLOWANCE	\$0			0.00%	\$0			0.00%
KITCHEN EQUIPMENT ALLOWANCE	\$0			0.00%	\$0			0.00%
LAUNDRY EQUIPMENT ALLOWANCE	\$0			0.00%	\$0			0.00%
FF&E DESIGN FEES	\$0			0.00%	\$0			0.00%
TECHNOLOGY		\$3.73	\$286,200	1.28%		\$5.30	\$407,200	1.72%
AUDIO/VISUAL EQUIPMENT	\$75,000			0.34%	\$100,000			0.42%
DATA / TELEPHONE ALLOWANCE	\$57,600			0.26%	\$76,800			0.32%
SECURITY / CCTV	\$153,600			0.69%	\$230,400			0.97%
CONTINGENCY		\$37.92	\$2,911,879	13.04%		\$40.25	\$3,091,468	13.04%
ESTIMATING (5%)	\$970,626			4.35%	\$1,030,489			4.35%
PROJECT (10%)	\$1,941,253			8.70%	\$2,060,978			8.70%
FINANCING		\$0.00	\$0	0.00%		\$0.00	\$0	0.00%
BOND ISSUANCE COSTS	\$0			0.00%	\$0			0.00%
INVESTMENT EARNINGS	\$0			0.00%	\$0			0.00%
SUB-TOTAL 2009		\$290.68	\$22,324,406	100.00%		\$308.61	\$23,701,251	100.00%
Annual Escalation at 4% inflation								
GRAND TOTAL - FY 2010		\$302.31	\$23,217,382			\$320.95	\$24,649,301	
GRAND TOTAL - FY 2011		\$314.40	\$24,146,078			\$333.79	\$25,635,273	
GRAND TOTAL - FY 2012		\$326.98	\$25,111,921			\$347.14	\$26,660,684	
GRAND TOTAL - FY 2013		\$340.06	\$26,116,398			\$361.03	\$27,727,111	
GRAND TOTAL - FY 2014		\$353.66	\$27,161,053			\$375.47	\$28,836,196	
GRAND TOTAL - FY 2015		\$367.81	\$28,247,496			\$390.49	\$29,989,644	
GRAND TOTAL - FY 2016		\$382.52	\$29,377,395			\$406.11	\$31,189,230	

OWNER: State of Minnesota Department of Human Services
 PROJ: St. Peter Regional Treatment Center - Master Plan
 LOC.: St. Peter, Minnesota
 TITLE: PRELIMINARY CONCEPTUAL ESTIMATE

June 2 2009



				NEW SQ FT (Addition)	40,000			
Concept Estimate - Transition Building (New)				REMODEL	-			
NOTE: ESTIMATES ARE INTENDED FOR COMPARITIVE PURPOSES ONLY. FINAL PROJECT BUDGETS ARE TO BE FINALIZED THROUGH PREDESIGN.				AREA TO REMAIN	-			
				TOTAL SQ FT	40,000			
Acres: 2.75				Low Range	High Range			
DESCRIPTION	COST/ BUILDING	COST SF	SUB TOTAL	PERCENT TOTAL	COST/ BUILDING	COST SF	SUB TOTAL	PERCENT TOTAL
ADMINISTRATION		\$0.33	\$13,000	0.13%		\$0.41	\$16,500	0.14%
LEGAL, FISCAL & ADMINISTRATIVE	\$0			0.00%	\$0			0.00%
LAND ACQUISITION	\$0				\$0			
SOIL BORINGS	\$8,000			0.08%	\$10,000			0.08%
SURVEY	\$5,000			0.05%	\$6,500			0.05%
MOVING	\$0			0.00%	\$0			0.00%
PREDESIGN	\$25,000			0.25%	\$50,000			0.42%
CONSTRUCTION COSTS		\$194.00	\$7,760,199	77.36%		\$227.74	\$9,109,716	76.99%
PERMITS	\$38,608			0.38%	\$45,322			0.38%
DEMOLITION - EXISTING BUILDING	\$119,110			1.19%	\$178,665			1.51%
SITWORK - UTILITIES ALLOWANCE	\$60,000			0.60%	\$84,000			0.71%
SITWORK - PAVEMENT / LANDSCAPING	\$250,000			2.49%	\$300,000			2.54%
CAPITAL MAINTENANCE - BUILDING/SITE	\$0			0.00%	\$0			0.00%
CAPITAL MAINTENANCE - MECHANICAL	\$0			0.00%	\$0			0.00%
CAPITAL MAINTENANCE - ELECTRICAL	\$0			0.00%	\$0			0.00%
BUILDING RENOVATION - NEW FUNCTION	\$0			0.00%	\$0			0.00%
BUILDING CONSTRUCTION - NEW	\$7,200,000			71.78%	\$8,400,000			70.99%
HAZARDOUS MATERIAL ABATEMENT - ALLOWANCE	\$92,481			0.92%	\$101,729			0.86%
FEES		\$20.61	\$824,578	8.22%		\$24.20	\$968,140	8.18%
A/E DESIGN AND BIDDING FEES	\$630,816			6.29%	\$744,377			6.29%
COST ESTIMATOR	\$18,924			0.19%	\$22,331			0.19%
LANDSCAPE / CIVIL ENGINEERING	\$31,000			0.31%	\$38,400			0.32%
REIMBURSABLE EXPENSES	\$49,636			0.49%	\$58,708			0.50%
SPECIAL INSPECTIONS AND TESTING	\$58,201			0.58%	\$68,323			0.58%
CITY SAC/WAC (ALLOWANCE ASSUMING NO SPECIAL CITY ASSESSMENT)	\$36,000			0.36%	\$36,000			0.30%
FURNISHINGS, FIXTURES & EQUIPMENT (FF&E)		\$0.00	\$0	0.00%		\$0.00	\$0	0.00%
OFFICE FURNITURE ALLOWANCE	\$0			0.00%	\$0			0.00%
ASSEMBLY / DAYROOM FURNITURE ALLOWANCE	\$0			0.00%	\$0			0.00%
BUNK ROOM FURNITURE ALLOWANCE	\$0			0.00%	\$0			0.00%
KITCHEN EQUIPMENT ALLOWANCE	\$0			0.00%	\$0			0.00%
LAUNDRY EQUIPMENT ALLOWANCE	\$0			0.00%	\$0			0.00%
FF&E DESIGN FEES	\$0			0.00%	\$0			0.00%
TECHNOLOGY		\$3.13	\$125,000	1.25%		\$4.88	\$195,000	1.65%
AUDIO/VISUAL EQUIPMENT	\$25,000			0.25%	\$35,000			0.30%
DATA / TELEPHONE ALLOWANCE	\$40,000			0.40%	\$60,000			0.51%
SECURITY / CCTV	\$60,000			0.60%	\$100,000			0.85%
CONTINGENCY		\$32.71	\$1,308,417	13.04%		\$38.59	\$1,543,403	13.04%
ESTIMATING (5%)	\$436,139			4.35%	\$514,468			4.35%
PROJECT (10%)	\$872,278			8.70%	\$1,028,936			8.70%
FINANCING		\$0.00	\$0	0.00%		\$0.00	\$0	0.00%
BOND ISSUANCE COSTS	\$0			0.00%	\$0			0.00%
INVESTMENT EARNINGS	\$0			0.00%	\$0			0.00%
SUB-TOTAL 2009		\$250.78	\$10,031,194	100.00%		\$295.82	\$11,832,759	100.00%
Annual Escalation at 4% inflation								
GRAND TOTAL - FY 2010		\$260.81	\$10,432,441			\$307.65	\$12,306,070	
GRAND TOTAL - FY 2011		\$271.24	\$10,849,739			\$319.96	\$12,798,312	
GRAND TOTAL - FY 2012		\$282.09	\$11,283,729			\$332.76	\$13,310,245	
GRAND TOTAL - FY 2013		\$293.38	\$11,735,078			\$346.07	\$13,842,655	
GRAND TOTAL - FY 2014		\$305.11	\$12,204,481			\$359.91	\$14,396,361	
GRAND TOTAL - FY 2015		\$317.32	\$12,692,660			\$374.31	\$14,972,215	
GRAND TOTAL - FY 2016		\$330.01	\$13,200,366			\$389.28	\$15,571,104	

OWNER: State of Minnesota Department of Human Services
 PROJ: St. Peter Regional Treatment Center - Master Plan
 LOC.: St. Peter, Minnesota
 TITLE: PRELIMINARY CONCEPTUAL ESTIMATE

June 2 2009



Concept Estimate - Motor Pool / Maintenance Building (Renovation/New)				NEW SQ FT (Addition)	6,000				
NOTE: ESTIMATES ARE INTENDED FOR COMPARITIVE PURPOSES ONLY. FINAL PROJECT BUDGETS ARE TO BE FINALIZED THROUGH PREDESIGN.				REMODEL	6,156				
				AREA TO REMAIN	-				
				TOTAL SQ FT	12,156				
DESCRIPTION	Low Range			High Range					
	COST/ BUILDING	COST SF	SUB TOTAL	PERCENT TOTAL	COST/ BUILDING	COST SF	SUB TOTAL	PERCENT TOTAL	
ADMINISTRATION				\$0.62	\$7,500	0.55%	\$1.03	\$12,500	0.71%
LEGAL, FISCAL & ADMINISTRATIVE	\$0			0.00%	\$0			0.00%	
LAND ACQUISITION	\$0				\$0				
SOIL BORINGS	\$5,000			0.37%	\$8,000			0.45%	
SURVEY	\$2,500			0.18%	\$4,500			0.26%	
MOVING	\$0			0.00%	\$0			0.00%	
PREDESIGN	\$12,000			0.89%	\$25,000			1.42%	
CONSTRUCTION COSTS				\$72.86	\$885,692	65.41%	\$89.21	\$1,084,438	61.67%
PERMITS	\$3,742			0.28%	\$4,389			0.25%	
DEMOLITION - EXISTING BUILDING INTERIOR	\$0			0.00%	\$0			0.00%	
SITWORK - UTILITIES ALLOWANCE	\$45,000			3.32%	\$63,000			3.58%	
SITWORK - PAVEMENT / LANDSCAPING	\$150,000			11.08%	\$200,000			11.37%	
CAPITAL MAINTENANCE - BUILDING/SITE	\$65,480			4.84%	\$72,028			4.10%	
CAPITAL MAINTENANCE - MECHANICAL	\$6,463			0.48%	\$7,109			0.40%	
CAPITAL MAINTENANCE - ELECTRICAL	\$12,926			0.95%	\$14,219			0.81%	
BUILDING RENOVATION - NEW FUNCTION	\$61,560			4.55%	\$123,120			7.00%	
BUILDING CONSTRUCTION - NEW	\$540,000			39.88%	\$600,000			34.12%	
HAZARDOUS MATERIAL ABATEMENT - ALLOWANCE	\$521			0.04%	\$573			0.03%	
FEES				\$11.51	\$139,883	10.33%	\$14.29	\$173,755	9.88%
A/E DESIGN AND BIDDING FEES	\$82,980			6.13%	\$101,411			5.77%	
COST ESTIMATOR	\$4,979			0.37%	\$6,085			0.35%	
LANDSCAPE / CIVIL ENGINEERING	\$29,250			2.16%	\$39,450			2.24%	
REIMBURSABLE EXPENSES	\$8,417			0.62%	\$10,565			0.60%	
SPECIAL INSPECTIONS AND TESTING	\$8,857			0.65%	\$10,844			0.62%	
CITY SAC/WAC (ALLOWANCE ASSUMING NO SPECIAL CITY ASSESSMENT)	\$5,400			0.40%	\$5,400			0.31%	
FURNISHINGS, FIXTURES & EQUIPMENT (FF&E)				\$8.88	\$108,000	7.98%	\$17.77	\$216,000	12.28%
OFFICE FURNITURE ALLOWANCE	\$0			0.00%	\$0			0.00%	
ASSEMBLY / DAYROOM FURNITURE ALLOWANCE	\$0			0.00%	\$0			0.00%	
LIFT/MAINTENANCE BAY EQUIPMENT	\$100,000			7.39%	\$200,000			11.37%	
KITCHEN EQUIPMENT ALLOWANCE	\$0			0.00%	\$0			0.00%	
LAUNDRY EQUIPMENT ALLOWANCE	\$0			0.00%	\$0			0.00%	
FF&E DESIGN FEES	\$8,000			0.59%	\$16,000			0.91%	
TECHNOLOGY				\$2.99	\$36,312	2.68%	\$3.48	\$42,351	2.41%
AUDIO/VISUAL EQUIPMENT	\$0			0.00%	\$0			0.00%	
DATA / TELEPHONE ALLOWANCE	\$12,000			0.89%	\$15,000			0.85%	
SECURITY / CCTV	\$24,312			1.80%	\$27,351			1.56%	
CONTINGENCY				\$14.53	\$176,608	13.04%	\$18.87	\$229,357	13.04%
ESTIMATING (5%)	\$58,869			4.35%	\$76,452			4.35%	
PROJECT (10%)	\$117,739			8.70%	\$152,904			8.70%	
FINANCING				\$0.00	\$0	0.00%	\$0.00	\$0	0.00%
BOND ISSUANCE COSTS	\$0			0.00%	\$0			0.00%	
INVESTMENT EARNINGS	\$0			0.00%	\$0			0.00%	
SUB-TOTAL 2009				\$111.38	\$1,353,996	100.00%	\$144.65	\$1,758,400	100.00%
Annual Escalation at 4% inflation									
GRAND TOTAL - FY 2010				\$115.84	\$1,408,156		\$150.44	\$1,828,736	
GRAND TOTAL - FY 2011				\$120.47	\$1,464,482		\$156.46	\$1,901,886	
GRAND TOTAL - FY 2012				\$125.29	\$1,523,061		\$162.71	\$1,977,961	
GRAND TOTAL - FY 2013				\$130.30	\$1,583,984		\$169.22	\$2,057,079	
GRAND TOTAL - FY 2014				\$135.52	\$1,647,343		\$175.99	\$2,139,363	
GRAND TOTAL - FY 2015				\$140.94	\$1,713,237		\$183.03	\$2,224,937	
GRAND TOTAL - FY 2016				\$146.58	\$1,781,766		\$190.35	\$2,313,935	

OWNER: State of Minnesota Department of Human Services
 PROJ: St. Peter Regional Treatment Center - Master Plan
 LOC.: St. Peter, Minnesota
 TITLE: PRELIMINARY CONCEPTUAL ESTIMATE

June 2 2009



				NEW SQ FT (Addition)	24,000			
Concept Estimate - Food Service / Warehouse (new)				REMODEL	-			
NOTE: ESTIMATES ARE INTENDED FOR COMPARITIVE PURPOSES ONLY. FINAL PROJECT BUDGETS ARE TO BE FINALIZED THROUGH PREDESIGN.				AREA TO REMAIN	-			
				TOTAL SQ FT	24,000			
Acres: 2.75				Low Range	High Range			
DESCRIPTION	COST/ BUILDING	COST SF	SUB TOTAL	PERCENT TOTAL	COST/ BUILDING	COST SF	SUB TOTAL	PERCENT TOTAL
ADMINISTRATION		\$0.52	\$12,500	0.20%		\$0.65	\$15,500	0.21%
LEGAL, FISCAL & ADMINISTRATIVE	\$0			0.00%	\$0			0.00%
LAND ACQUISITION	\$0				\$0			
SOIL BORINGS	\$8,000			0.13%	\$10,000			0.14%
SURVEY	\$4,500			0.07%	\$5,500			0.08%
MOVING	\$0			0.00%	\$0			0.00%
PREDESIGN	\$25,000			0.40%	\$35,000			0.49%
CONSTRUCTION COSTS		\$191.94	\$4,606,641	74.22%		\$219.55	\$5,269,310	73.03%
PERMITS	\$22,919			0.37%	\$26,215			0.36%
DEMOLITION - EXISTING BUILDING	\$90,000			1.45%	\$135,000			1.87%
SITWORK - UTILITIES ALLOWANCE	\$60,000			0.97%	\$84,000			1.16%
SITWORK - PAVEMENT / LANDSCAPING	\$250,000			4.03%	\$350,000			4.85%
CAPITAL MAINTENANCE - BUILDING/SITE	\$0			0.00%	\$0			0.00%
CAPITAL MAINTENANCE - MECHANICAL	\$0			0.00%	\$0			0.00%
CAPITAL MAINTENANCE - ELECTRICAL	\$0			0.00%	\$0			0.00%
BUILDING RENOVATION - NEW FUNCTION	\$0			0.00%	\$0			0.00%
BUILDING CONSTRUCTION - NEW	\$4,080,000			65.74%	\$4,560,000			63.20%
HAZARDOUS MATERIAL ABATEMENT - ALLOWANCE	\$103,722			1.67%	\$114,094			1.58%
FEES		\$20.92	\$502,006	8.09%		\$24.21	\$581,007	8.05%
A/E DESIGN AND BIDDING FEES	\$373,331			6.01%	\$428,265			5.94%
COST ESTIMATOR	\$11,200			0.18%	\$12,848			0.18%
LANDSCAPE / CIVIL ENGINEERING	\$31,000			0.50%	\$43,400			0.60%
REIMBURSABLE EXPENSES	\$30,325			0.49%	\$35,375			0.49%
SPECIAL INSPECTIONS AND TESTING	\$34,550			0.56%	\$39,520			0.55%
CITY SAC/WAC (ALLOWANCE ASSUMING NO SPECIAL CITY ASSESSMENT)	\$21,600			0.35%	\$21,600			0.30%
FURNISHINGS, FIXTURES & EQUIPMENT (FF&E)		\$9.00	\$216,000	3.48%		\$13.50	\$324,000	4.49%
OFFICE FURNITURE ALLOWANCE	\$0			0.00%	\$0			0.00%
ASSEMBLY / DAYROOM FURNITURE ALLOWANCE	\$0			0.00%	\$0			0.00%
BUNK ROOM FURNITURE ALLOWANCE	\$0			0.00%	\$0			0.00%
KITCHEN EQUIPMENT ALLOWANCE	\$200,000			3.22%	\$300,000			4.16%
LAUNDRY EQUIPMENT ALLOWANCE	\$0			0.00%	\$0			0.00%
FF&E DESIGN FEES	\$16,000			0.26%	\$24,000			0.33%
TECHNOLOGY		\$2.50	\$60,000	0.97%		\$3.50	\$84,000	1.16%
AUDIO/VISUAL EQUIPMENT	\$0			0.00%	\$0			0.00%
DATA / TELEPHONE ALLOWANCE	\$24,000			0.39%	\$36,000			0.50%
SECURITY / CCTV	\$36,000			0.58%	\$48,000			0.67%
CONTINGENCY		\$33.73	\$809,572	13.04%		\$39.21	\$941,073	13.04%
ESTIMATING (5%)	\$269,857			4.35%	\$313,691			4.35%
PROJECT (10%)	\$539,715			8.70%	\$627,382			8.70%
FINANCING		\$0.00	\$0	0.00%		\$0.00	\$0	0.00%
BOND ISSUANCE COSTS	\$0			0.00%	\$0			0.00%
INVESTMENT EARNINGS	\$0			0.00%	\$0			0.00%
SUB-TOTAL 2009		\$258.61	\$6,206,718	100.00%		\$300.62	\$7,214,890	100.00%
Annual Escalation at 4% inflation								
GRAND TOTAL - FY 2010		\$268.96	\$6,454,987			\$312.65	\$7,503,485	
GRAND TOTAL - FY 2011		\$279.72	\$6,713,187			\$325.15	\$7,803,625	
GRAND TOTAL - FY 2012		\$290.90	\$6,981,714			\$338.16	\$8,115,770	
GRAND TOTAL - FY 2013		\$302.54	\$7,260,983			\$351.68	\$8,440,400	
GRAND TOTAL - FY 2014		\$314.64	\$7,551,422			\$365.75	\$8,778,016	
GRAND TOTAL - FY 2015		\$327.23	\$7,853,479			\$380.38	\$9,129,137	
GRAND TOTAL - FY 2016		\$340.32	\$8,167,618			\$395.60	\$9,494,303	

OWNER: State of Minnesota Department of Human Services
 PROJ: St. Peter Regional Treatment Center - Master Plan
 LOC.: St. Peter, Minnesota
 TITLE: PRELIMINARY CONCEPTUAL ESTIMATE

June 2 2009

1654.02



Concept Estimate - Campus Circulation, Rainwater Management, and Landscaping				NEW SQ FT (Vehicle Carports)	8,000				
NOTE: ESTIMATES ARE INTENDED FOR COMPARITIVE PURPOSES ONLY. FINAL PROJECT BUDGETS ARE TO BE FINALIZED THROUGH PREDESIGN.				REMODEL	-				
				AREA TO REMAIN	-				
				TOTAL SQ FT	8,000				
DESCRIPTION	Low Range				High Range				
	COST/ BUILDING	COST SF	SUB TOTAL	PERCENT TOTAL	COST/ BUILDING	COST SF	SUB TOTAL	PERCENT TOTAL	
ADMINISTRATION				\$4.13	\$33,000	0.41%	\$6.25	\$50,000	0.48%
LEGAL, FISCAL & ADMINISTRATIVE	\$0			0.00%	\$0			0.00%	
LAND ACQUISITION	\$0				\$0				
SOIL BORINGS	\$8,000			0.10%	\$10,000			0.10%	
SURVEY	\$25,000			0.31%	\$40,000			0.39%	
MOVING	\$0			0.00%	\$0			0.00%	
PREDESIGN	\$25,000			0.31%	\$35,000			0.34%	
CONSTRUCTION COSTS				\$771.57	\$6,172,590	76.18%	\$980.61	\$7,844,900	75.72%
PERMITS	\$29,090			0.36%	\$36,850			0.36%	
DEMOLITION - EXISTING ROADS	\$540,000			6.66%	\$720,000			6.95%	
SITWORK - UTILITIES ALLOWANCE	\$150,000			1.85%	\$210,000			2.03%	
SITWORK - PAVEMENT / LANDSCAPING	\$4,488,000			55.39%	\$5,560,000			53.66%	
CAPITAL MAINTENANCE - BUILDING/SITE	\$125,500			1.55%	\$138,050			1.33%	
CAPITAL MAINTENANCE - MECHANICAL	\$0			0.00%	\$0			0.00%	
CAPITAL MAINTENANCE - ELECTRICAL	\$0			0.00%	\$0			0.00%	
BUILDING RENOVATION - NEW FUNCTION	\$0			0.00%	\$0			0.00%	
BIOSWALE/RAINWATER	\$200,000			2.47%	\$300,000			2.90%	
BUILDING CONSTRUCTION - NEW (MULTIPLE VEHICLE)	\$640,000			7.90%	\$880,000			8.49%	
HAZARDOUS MATERIAL ABATEMENT - ALLOWANCE	\$0			0.00%	\$0			0.00%	
FEES				\$75.57	\$604,589	7.46%	\$95.29	\$762,326	7.36%
A/E DESIGN AND BIDDING FEES	\$247,704			3.06%	\$314,916			3.04%	
COST ESTIMATOR	\$24,770			0.31%	\$31,492			0.30%	
LANDSCAPE / CIVIL ENGINEERING	\$241,900			2.99%	\$303,500			2.93%	
REIMBURSABLE EXPENSES	\$36,720			0.45%	\$46,381			0.45%	
SPECIAL INSPECTIONS AND TESTING	\$46,294			0.57%	\$58,837			0.57%	
CITY SAC/WAC (ALLOWANCE ASSUMING NO SPECIAL CITY ASSESSMENT)	\$7,200			0.09%	\$7,200			0.07%	
FURNISHINGS, FIXTURES & EQUIPMENT (FF&E)				\$27.00	\$216,000	2.67%	\$40.50	\$324,000	3.13%
OFFICE FURNITURE ALLOWANCE	\$0			0.00%	\$0			0.00%	
ASSEMBLY / DAYROOM FURNITURE ALLOWANCE	\$0			0.00%	\$0			0.00%	
BUNK ROOM FURNITURE ALLOWANCE	\$0			0.00%	\$0			0.00%	
KITCHEN EQUIPMENT ALLOWANCE	\$200,000			2.47%	\$300,000			2.90%	
LAUNDRY EQUIPMENT ALLOWANCE	\$0			0.00%	\$0			0.00%	
FF&E DESIGN FEES	\$16,000			0.20%	\$24,000			0.23%	
TECHNOLOGY				\$2.50	\$20,000	0.25%	\$3.50	\$28,000	0.27%
AUDIO/VISUAL EQUIPMENT	\$0			0.00%	\$0			0.00%	
DATA / TELEPHONE ALLOWANCE	\$8,000			0.10%	\$12,000			0.12%	
SECURITY / CCTV	\$12,000			0.15%	\$16,000			0.15%	
CONTINGENCY				\$132.12	\$1,056,927	13.04%	\$168.92	\$1,351,384	13.04%
ESTIMATING (5%)	\$352,309			4.35%	\$450,461			4.35%	
PROJECT (10%)	\$704,618			8.70%	\$900,923			8.70%	
FINANCING				\$0.00	\$0	0.00%	\$0.00	\$0	0.00%
BOND ISSUANCE COSTS	\$0			0.00%	\$0			0.00%	
INVESTMENT EARNINGS	\$0			0.00%	\$0			0.00%	
SUB- TOTAL 2009				\$1,012.89	\$8,103,105	100.00%	\$1,295.08	\$10,360,609	100.00%
Annual Escalation at 4% inflation									
GRAND TOTAL - FY 2010	\$1,053.40				\$1,346.88			\$10,775,034	
GRAND TOTAL - FY 2011	\$1,095.54				\$1,400.75			\$11,206,035	
GRAND TOTAL - FY 2012	\$1,139.36				\$1,456.78			\$11,654,277	
GRAND TOTAL - FY 2013	\$1,184.94				\$1,515.06			\$12,120,448	
GRAND TOTAL - FY 2014	\$1,232.33				\$1,575.66			\$12,605,265	
GRAND TOTAL - FY 2015	\$1,281.63				\$1,638.68			\$13,109,476	
GRAND TOTAL - FY 2016	\$1,332.89				\$1,704.23			\$13,633,855	

OWNER: State of Minnesota Department of Human Services
 PROJ: St. Peter Regional Treatment Center - Master Plan
 LOC.: St. Peter, Minnesota
 TITLE: PRELIMINARY CONCEPTUAL ESTIMATE

June 2 2009



				NEW SQ FT (Addition)	32,600			
Concept Estimate - Forensic Facility Phase II)				REMODEL	-			
NOTE: ESTIMATES ARE INTENDED FOR COMPARITIVE PURPOSES ONLY. FINAL PROJECT BUDGETS ARE TO BE FINALIZED THROUGH PREDESIGN.				AREA TO REMAIN	-			
				TOTAL SQ FT	32,600			
Acres: 2.75				Low Range	High Range			
DESCRIPTION	COST/ BUILDING	COST SF	SUB TOTAL	PERCENT TOTAL	COST/ BUILDING	COST SF	SUB TOTAL	PERCENT TOTAL
ADMINISTRATION		\$0.32	\$10,500	0.11%		\$0.41	\$13,500	0.13%
LEGAL, FISCAL & ADMINISTRATIVE	\$0			0.00%	\$0			0.00%
LAND ACQUISITION	\$0				\$0			
SOIL BORINGS	\$8,000			0.09%	\$10,000			0.10%
SURVEY	\$2,500			0.03%	\$3,500			0.03%
MOVING	\$0			0.00%	\$0			0.00%
PREDESIGN	\$15,000			0.16%	\$25,000			0.24%
CONSTRUCTION COSTS		\$219.07	\$7,141,530	76.85%		\$242.99	\$7,921,410	76.25%
PERMITS	\$35,530			0.38%	\$39,410			0.38%
DEMOLITION - EXISTING BUILDING	\$0			0.00%	\$0			0.00%
SITWORK - UTILITIES ALLOWANCE	\$60,000			0.65%	\$84,000			0.81%
SITWORK - PAVEMENT / LANDSCAPING	\$200,000			2.15%	\$300,000			2.89%
CAPITAL MAINTENANCE - BUILDING/SITE	\$0			0.00%	\$0			0.00%
CAPITAL MAINTENANCE - MECHANICAL	\$0			0.00%	\$0			0.00%
CAPITAL MAINTENANCE - ELECTRICAL	\$0			0.00%	\$0			0.00%
BUILDING RENOVATION - NEW FUNCTION	\$0			0.00%	\$0			0.00%
BUILDING CONSTRUCTION - NEW	\$6,846,000			73.67%	\$7,498,000			72.17%
HAZARDOUS MATERIAL ABATEMENT - ALLOWANCE	\$0			0.00%	\$0			0.00%
FEES		\$23.23	\$757,341	8.15%		\$26.14	\$852,109	8.20%
A/E DESIGN AND BIDDING FEES	\$585,058			6.30%	\$653,465			6.29%
COST ESTIMATOR	\$17,552			0.19%	\$19,604			0.19%
LANDSCAPE / CIVIL ENGINEERING	\$26,000			0.28%	\$38,400			0.37%
REIMBURSABLE EXPENSES	\$45,829			0.49%	\$51,890			0.50%
SPECIAL INSPECTIONS AND TESTING	\$53,561			0.58%	\$59,411			0.57%
CITY SAC/WAC (ALLOWANCE ASSUMING NO SPECIAL CITY ASSESSMENT)	\$29,340			0.32%	\$29,340			0.28%
FURNISHINGS, FIXTURES & EQUIPMENT (FF&E)		\$0.00	\$0	0.00%		\$0.00	\$0	0.00%
OFFICE FURNITURE ALLOWANCE	\$0			0.00%	\$0			0.00%
ASSEMBLY / DAYROOM FURNITURE ALLOWANCE	\$0			0.00%	\$0			0.00%
BUNK ROOM FURNITURE ALLOWANCE	\$0			0.00%	\$0			0.00%
KITCHEN EQUIPMENT ALLOWANCE	\$0			0.00%	\$0			0.00%
LAUNDRY EQUIPMENT ALLOWANCE	\$0			0.00%	\$0			0.00%
FF&E DESIGN FEES	\$0			0.00%	\$0			0.00%
TECHNOLOGY		\$5.27	\$171,700	1.85%		\$7.57	\$246,900	2.38%
AUDIO/VISUAL EQUIPMENT	\$25,000			0.27%	\$35,000			0.34%
DATA / TELEPHONE ALLOWANCE	\$32,600			0.35%	\$48,900			0.47%
SECURITY / CCTV	\$114,100			1.23%	\$163,000			1.57%
CONTINGENCY		\$37.18	\$1,212,161	13.04%		\$41.57	\$1,355,088	13.04%
ESTIMATING (5%)	\$404,054			4.35%	\$451,696			4.35%
PROJECT (10%)	\$808,107			8.70%	\$903,392			8.70%
FINANCING		\$0.00	\$0	0.00%		\$0.00	\$0	0.00%
BOND ISSUANCE COSTS	\$0			0.00%	\$0			0.00%
INVESTMENT EARNINGS	\$0			0.00%	\$0			0.00%
SUB-TOTAL 2009		\$285.07	\$9,293,232	100.00%		\$318.68	\$10,389,007	100.00%
Annual Escalation at 4% inflation								
GRAND TOTAL - FY 2010		\$296.47	\$9,664,961			\$331.43	\$10,804,567	
GRAND TOTAL - FY 2011		\$308.33	\$10,051,559			\$344.69	\$11,236,750	
GRAND TOTAL - FY 2012		\$320.66	\$10,453,622			\$358.47	\$11,686,220	
GRAND TOTAL - FY 2013		\$333.49	\$10,871,767			\$372.81	\$12,153,669	
GRAND TOTAL - FY 2014		\$346.83	\$11,306,637			\$387.72	\$12,639,816	
GRAND TOTAL - FY 2015		\$360.70	\$11,758,903			\$403.23	\$13,145,408	
GRAND TOTAL - FY 2016		\$375.13	\$12,229,259			\$419.36	\$13,671,225	

OWNER: State of Minnesota Department of Human Services
 PROJ: St. Peter Regional Treatment Center - Master Plan
 LOC.: St. Peter, Minnesota
 TITLE: PRELIMINARY CONCEPTUAL ESTIMATE

June 2 2009



				NEW SQ FT (Addition)	9,000			
Concept Estimate - Tomlinson Hall				REMODEL	19,351			
NOTE: ESTIMATES ARE INTENDED FOR COMPARITIVE PURPOSES ONLY. FINAL PROJECT BUDGETS ARE TO BE FINALIZED THROUGH PREDESIGN.				AREA TO REMAIN	-			
				TOTAL SQ FT	28,351			
Acres: 2.75				Low Range	High Range			
DESCRIPTION	COST/ BUILDING	COST SF	SUB TOTAL	PERCENT TOTAL	COST/ BUILDING	COST SF	SUB TOTAL	PERCENT TOTAL
ADMINISTRATION		\$0.26	\$7,500	0.20%		\$0.41	\$11,500	0.25%
LEGAL, FISCAL & ADMINISTRATIVE	\$0			0.00%	\$0			0.00%
LAND ACQUISITION	\$0				\$0			
SOIL BORINGS	\$5,000			0.13%	\$8,000			0.18%
SURVEY	\$2,500			0.07%	\$3,500			0.08%
MOVING	\$0			0.00%	\$0			0.00%
PREDESIGN	\$15,000			0.39%	\$25,000			0.55%
CONSTRUCTION COSTS		\$98.14	\$2,782,330	72.47%		\$113.86	\$3,228,014	71.11%
PERMITS	\$10,373			0.27%	\$12,003			0.26%
DEMOLITION - EXISTING BUILDING INTERIOR	\$38,702			1.01%	\$58,053			1.28%
SITWORK - UTILITIES ALLOWANCE	\$0			0.00%	\$0			0.00%
SITWORK - PAVEMENT / LANDSCAPING	\$150,000			3.91%	\$250,000			5.51%
CAPITAL MAINTENANCE - BUILDING/SITE	\$168,530			4.39%	\$185,383			4.08%
CAPITAL MAINTENANCE - MECHANICAL	\$45,000			1.17%	\$49,500			1.09%
CAPITAL MAINTENANCE - ELECTRICAL	\$232,650			6.06%	\$255,915			5.64%
BUILDING RENOVATION - NEW FUNCTION	\$483,775			12.60%	\$580,530			12.79%
BUILDING CONSTRUCTION - NEW	\$1,620,000			42.19%	\$1,800,000			39.65%
HAZARDOUS MATERIAL ABATEMENT - ALLOWANCE	\$33,300			0.87%	\$36,630			0.81%
FEES		\$10.89	\$308,675	8.04%		\$12.99	\$368,150	8.11%
A/E DESIGN AND BIDDING FEES	\$231,429			6.03%	\$269,857			5.94%
COST ESTIMATOR	\$11,571			0.30%	\$13,493			0.30%
LANDSCAPE / CIVIL ENGINEERING	\$18,000			0.47%	\$30,000			0.66%
REIMBURSABLE EXPENSES	\$18,707			0.49%	\$22,489			0.50%
SPECIAL INSPECTIONS AND TESTING	\$20,867			0.54%	\$24,210			0.53%
CITY SAC/WAC (ALLOWANCE ASSUMING NO SPECIAL CITY ASSESSMENT)	\$8,100			0.21%	\$8,100			0.18%
FURNISHINGS, FIXTURES & EQUIPMENT (FF&E)		\$4.57	\$129,600	3.38%		\$6.86	\$194,400	4.28%
OFFICE FURNITURE ALLOWANCE	\$0			0.00%	\$0			0.00%
ASSEMBLY / DAYROOM FURNITURE ALLOWANCE	\$0			0.00%	\$0			0.00%
FITNESS EQUIPMENT	\$120,000			3.13%	\$180,000			3.97%
KITCHEN EQUIPMENT ALLOWANCE	\$0			0.00%	\$0			0.00%
LAUNDRY EQUIPMENT ALLOWANCE	\$0			0.00%	\$0			0.00%
FF&E DESIGN FEES	\$9,600			0.25%	\$14,400			0.32%
TECHNOLOGY		\$3.90	\$110,527	2.88%		\$5.12	\$145,202	3.20%
AUDIO/VISUAL EQUIPMENT	\$50,000			1.30%	\$75,000			1.65%
DATA / TELEPHONE ALLOWANCE	\$18,000			0.47%	\$13,500			0.30%
SECURITY / CCTV	\$42,527			1.11%	\$56,702			1.25%
CONTINGENCY		\$17.66	\$500,795	13.04%		\$20.88	\$592,090	13.04%
ESTIMATING (5%)	\$166,932			4.35%	\$197,363			4.35%
PROJECT (10%)	\$333,863			8.70%	\$394,727			8.70%
FINANCING		\$0.00	\$0	0.00%		\$0.00	\$0	0.00%
BOND ISSUANCE COSTS	\$0			0.00%	\$0			0.00%
INVESTMENT EARNINGS	\$0			0.00%	\$0			0.00%
SUB-TOTAL 2009		\$135.42	\$3,839,426	100.00%		\$160.11	\$4,539,355	100.00%
Annual Escalation at 4% inflation								
GRAND TOTAL - FY 2010		\$140.84	\$3,993,003			\$166.52	\$4,720,930	
GRAND TOTAL - FY 2011		\$146.48	\$4,152,723			\$173.18	\$4,909,767	
GRAND TOTAL - FY 2012		\$152.33	\$4,318,832			\$180.11	\$5,106,157	
GRAND TOTAL - FY 2013		\$158.43	\$4,491,585			\$187.31	\$5,310,404	
GRAND TOTAL - FY 2014		\$164.76	\$4,671,249			\$194.80	\$5,522,820	
GRAND TOTAL - FY 2015		\$171.36	\$4,858,099			\$202.59	\$5,743,733	
GRAND TOTAL - FY 2016		\$178.21	\$5,052,423			\$210.70	\$5,973,482	

OWNER: State of Minnesota Department of Human Services
 PROJ: St. Peter Regional Treatment Center - Master Plan
 LOC.: St. Peter, Minnesota
 TITLE: PRELIMINARY CONCEPTUAL ESTIMATE

June 2 2009



				NEW SQ FT (Addition)				
Concept Estimate - Training and Event Center (Gluek Building)				1,200				
				REMODEL	1,742			
NOTE: ESTIMATES ARE INTENDED FOR COMPARITIVE PURPOSES ONLY. FINAL PROJECT BUDGETS ARE TO BE FINALIZED THROUGH PREDESIGN.				AREA TO REMAIN	-			
				TOTAL SQ FT	2,942			
		Low Range			High Range			
Acres: 2.75								
DESCRIPTION	COST/ BUILDING	COST SF	SUB TOTAL	PERCENT TOTAL	COST/ BUILDING	COST SF	SUB TOTAL	PERCENT TOTAL
ADMINISTRATION		\$2.55	\$7,500	0.51%		\$3.91	\$11,500	0.60%
LEGAL, FISCAL & ADMINISTRATIVE	\$0			0.00%	\$0			0.00%
LAND ACQUISITION	\$0				\$0			
SOIL BORINGS	\$5,000			0.34%	\$8,000			0.42%
SURVEY	\$2,500			0.17%	\$3,500			0.18%
MOVING	\$0			0.00%	\$0			0.00%
PREDESIGN	\$15,000			1.02%	\$25,000			1.31%
CONSTRUCTION COSTS		\$241.01	\$709,054	48.22%		\$302.86	\$891,000	46.80%
PERMITS	\$3,024			0.21%	\$3,662			0.19%
DEMOLITION - EXISTING BUILDING INTERIOR	\$8,710			0.59%	\$13,936			0.73%
SITWORK - UTILITIES ALLOWANCE	\$90,000			6.12%	\$126,000			6.62%
SITWORK - PAVEMENT / LANDSCAPING	\$250,000			17.00%	\$300,000			15.76%
CAPITAL MAINTENANCE - BUILDING/SITE	\$9,000			0.61%	\$9,900			0.52%
CAPITAL MAINTENANCE - MECHANICAL	\$5,200			0.35%	\$5,720			0.30%
CAPITAL MAINTENANCE - ELECTRICAL	\$3,500			0.24%	\$3,850			0.20%
BUILDING RENOVATION - NEW FUNCTION	\$87,100			5.92%	\$139,360			7.32%
BUILDING CONSTRUCTION - NEW	\$252,000			17.14%	\$288,000			15.13%
HAZARDOUS MATERIAL ABATEMENT - ALLOWANCE	\$520			0.04%	\$572			0.03%
FEES		\$49.77	\$146,419	9.96%		\$64.53	\$189,844	9.97%
A/E DESIGN AND BIDDING FEES	\$85,476			5.81%	\$113,002			5.94%
COST ESTIMATOR	\$4,274			0.29%	\$5,650			0.30%
LANDSCAPE / CIVIL ENGINEERING	\$40,800			2.77%	\$51,120			2.69%
REIMBURSABLE EXPENSES	\$9,471			0.64%	\$12,309			0.65%
SPECIAL INSPECTIONS AND TESTING	\$5,318			0.36%	\$6,682			0.35%
CITY SAC/WAC (ALLOWANCE ASSUMING NO SPECIAL CITY ASSESSMENT)	\$1,080			0.07%	\$1,080			0.06%
FURNISHINGS, FIXTURES & EQUIPMENT (FF&E)		\$91.77	\$270,000	18.36%		\$110.13	\$324,000	17.02%
OFFICE FURNITURE ALLOWANCE	\$0			0.00%	\$0			0.00%
ASSEMBLY / DAYROOM FURNITURE ALLOWANCE	\$250,000			17.00%	\$300,000			15.76%
FITNESS EQUIPMENT	\$0			0.00%	\$0			0.00%
KITCHEN EQUIPMENT ALLOWANCE	\$0			0.00%	\$0			0.00%
LAUNDRY EQUIPMENT ALLOWANCE	\$0			0.00%	\$0			0.00%
FF&E DESIGN FEES	\$20,000			1.36%	\$24,000			1.26%
TECHNOLOGY		\$49.53	\$145,710	9.91%		\$81.24	\$239,020	12.56%
AUDIO/VISUAL EQUIPMENT	\$125,000			8.50%	\$200,000			10.51%
DATA / TELEPHONE ALLOWANCE	\$6,000			0.41%	\$9,600			0.50%
SECURITY / CCTV	\$14,710			1.00%	\$29,420			1.55%
CONTINGENCY		\$65.19	\$191,802	13.04%		\$84.40	\$248,305	13.04%
ESTIMATING (5%)	\$63,934			4.35%	\$82,768			4.35%
PROJECT (10%)	\$127,868			8.70%	\$165,536			8.70%
FINANCING		\$0.00	\$0	0.00%		\$0.00	\$0	0.00%
BOND ISSUANCE COSTS	\$0			0.00%	\$0			0.00%
INVESTMENT EARNINGS	\$0			0.00%	\$0			0.00%
SUB-TOTAL 2009		\$499.82	\$1,470,485	100.00%		\$647.07	\$1,903,668	100.00%
Annual Escalation at 4% inflation								
GRAND TOTAL - FY 2010		\$519.82	\$1,529,304			\$672.95	\$1,979,815	
GRAND TOTAL - FY 2011		\$540.61	\$1,590,476			\$699.87	\$2,059,007	
GRAND TOTAL - FY 2012		\$562.24	\$1,654,095			\$727.86	\$2,141,368	
GRAND TOTAL - FY 2013		\$584.72	\$1,720,259			\$756.98	\$2,227,022	
GRAND TOTAL - FY 2014		\$608.11	\$1,789,070			\$787.25	\$2,316,103	
GRAND TOTAL - FY 2015		\$632.44	\$1,860,632			\$818.74	\$2,408,747	
GRAND TOTAL - FY 2016		\$657.74	\$1,935,058			\$851.49	\$2,505,097	

Final Report
Saint Peter Regional Treatment Center Campus
Master Planning
Saint Peter, Minnesota
Comm. No 1654.02



Appendix A
Campus / Building Audit Report

Building Audit for the St. Peter Regional Treatment Center

Commission: 1654.02

Project Survey: All Buildings, Adjacent Grounds and Parking,
Sidewalks and Areas of Access

Address: 100 Freeman Drive
St. Peter, MN 56082

Bldg. Contact: Bill Olson
Physical Plant Operations Manager
(507) 985-2256

Date: June 2009

Written by: BKV Group
222 North Second Street
Minneapolis, MN 55401

Index:

1: Building Audit Overview	3
2: Condition Report - Architectural	4
Site Evaluation and Parking	4
<u>Primary Structures</u>	
Shantz Hall (01)	4
Pexton Hall (02)	5
Bartlett Hall (03)	6
Tomlinson Hall (04)	8
Gluek Building (05)	9
Paula Olson Gazebo (08)	9
Administration Building (10)	10
Green Acres (25)	11
Sunrise (26)	11
Johnson Hall (37)	12
Old Center (51)	13
Kitchen / Warehouse (60)	14
Laundry Building (65)	15
Power Plant (70)	16
Tunnel (71)	16
Machine Shop (72)	17
Dairy Barn (90)	17
Motor Pool (98)	18
MSH (99)	18
Halverson House (102)	19
Forensic Nursing Home (106)	20
<u>Outbuildings</u>	
Pexton Storage Shed (07)	20
Garage (16)	20
Carpenter Shop Garage (17)	21
Rec. Van Garage (20 & 21)	21
Garden / Center Garage (22)	21
Garage Port 1 (61)	21
Bedrock Car Wash (62)	21
Grounds Office (63)	22
Gas Control (69)	22
Pump House South (76)	22
Root Cellar (82)	22
Vehicle Storage Garage (101)	23
Upper Access (103)	23
Lower Access (104)	23
Pexton Sally Port (105)	23
3: Condition Report - Mechanical	24
4: Condition Report - Electrical	39
5: Building Audit Unit Costs	50

1: Building Audit Overview

The intention of this building and site facilities audit is to provide an overview of the conditions of the existing facility and to identify major capital maintenance or upgrade requirements and their anticipated cost ranges for each of the buildings.

The Condition Report and Maintenance Recommendations section provides overall information based on visual inspections of the existing campus and facilities. This section provides notes individually on each campus component, including Site, each of the individual building components, and the Central Electrical and Central Mechanical systems. Additionally this section indicates specific maintenance suggestions individually for the Site, each of the individual building components, and the Central Electrical and Central Mechanical systems. Note: building areas noted are based on area calculations provided by St. Peter Regional Treatment Center physical plant staff.

2: Condition Report and Maintenance Recommendations

The following information provides an overview of the general site, building shell, and interior conditions of the Saint Peter Regional Treatment Center Campus as. These conditions are based on visual inspections conducted during March and April of 2009 and are intended to provide a general indication of apparent building conditions.

This condition report is not intended to be exhaustive.

This Condition Report consists of Site Evaluation and Parking, General Architectural Components, Mechanical Systems, and Electrical Systems.

Note:

The estimated replacement costs for areas abated of asbestos, as indicated in appendix B Asbestos Abatement Estimate, conducted by Industrial Hygiene Services in 2003, have been adjusted for inflation and are included in the architectural maintenance costs of the Audit Cost Matrix, in addition to the maintenance items indicated in this condition report.

Condition Report – Site Evaluation and Parking

Roads, Curb & Gutter, Sidewalks

Replace existing asphalt drive – 4500 sy

Replace existing sidewalks – 4000 sf

Replace existing curbs and curb & gutter – 1000 lf

Replace landscape walls – 300 lf

Condition Report – Primary Structures

Shantz Hall (01)

General Information

Built in 1960

Two stories with a basement – 24'-0"

Building Perimeter – 1,570 lineal feet

Building Area – 80,586 sf

Overall condition - Poor

Site

Replace sidewalk at west - 900 sf

Exterior Materials

Brick

Modular, natural red/brown finish with white mortar

Poor condition – covers 60% of building

Tuck point 90% - 20,350 sf

Brick Repair 5% - 1,130 sf

Stone -

Limestone slab veneer at corners and banding

Fair condition – covers 15% of building

100% cleaning – 5,652 sf

100% tuck pointing – 800 lf

10% replacement – 565 sf

Metal Panel

Above and below window systems – 10% of building
Fair condition

Roofing:

Flat
Good condition

Flashing

Metal flashing, coping, and downspouts are in good condition – appear new

Windows and Doors

Alum windows

Replace all windows

Types and quantities:

Sliding 5'-0" X 5'-0" (25 sf) – 227 units total

Entry Door system – 8'-0" x 56'-0" (448 sf)

Storefront system – 5'-0" x 56'-0" (280 sf)

Hollow metal doors

Provide new doors and Hardware

Types and quantities:

Eight (8) 4' x 7' door

One (1) pair 3'6" loading doors

Interior Issues

Repair doors – 10% of total – 25 doors

Replace interior metal security doors and sidelights – 8' wide units – 20 total

Repair Vinyl floor - 10% of total – 8000 sf

Repair carpet flooring - 10% of total – 800 sy

Repair and re grout floor and wall tile - 2% of total – 1600 sf

Remove ceiling tile and repair plaster in Shower areas – 1,500 sf

Replace building expansion joint at basement – 64 lf

Update elevator interiors – 60 sf

Notes

Security fasteners need to be installed throughout building.

Entire building needs to have an accessibility study – door widths, restrooms, etc...

Pexton Hall (02)

General Information

Built in 1963 – Interior renovation and small addition for control center added in 2005

Two stories with a basement – 24'-0"

Building Perimeter – 1,607 lineal feet

Building Area – 91,027 sf

Overall condition – Fair to Good

Exterior Materials

Brick

Modular, natural red/brown finish with white mortar

Poor condition – covers 60% of building
Tuck point 90% - 20,830 sf
Brick Repair 5% - 1,150 sf

Stone -

Limestone slab veneer at corners and banding
Fair condition – covers 15% of building
100% cleaning – 5,785 sf
100% tuck pointing – 800 lf
10% replacement – 578 sf

Metal Panel

Above and below window systems – 10% of building
Fair condition

Roofing:

Flat
Good condition

Flashing

Metal flashing, coping, and downspouts are in good condition – appear new

Concrete

NA

Windows and Doors

Replaced in 2005

Interior Issues

Repair wooden cabinets (patch, glue, hardware, locks, etc) – 84 lf
Apply new privacy film to courtyard facing windows –
12 windows @ 25 sf ea. = 300sf
Repair and paint 5% of interior walls – 2,400 sf
Repair doors – 5% of total – 12 doors
Repair and re grout tile at restrooms - 10% of total – 500 sf
Repair terrazzo floor at basement – 50 sf
Repair tile base at basement – 30 lf
Replace damaged ceiling tile in hallways – 3% of total – 600 sf

Notes

All restrooms need to be reviewed for safety and security compliance
Toilet paper holders
All partitions
Previous Dental clinic is in demolished state and could be remodeled to serve a specific purpose

Bartlett Hall (03)

General Information

Built in 1963
Two stories with a basement – 24’-0”
Building Perimeter –1,565 lineal feet
Building Area – 88,308 sf
Overall condition – Poor

Site

Repair block retaining wall at north of building – 100 lf

Replace West entry sidewalk – 1200 sf

Exterior Materials

Brick

Modular, natural red/brown finish with white mortar

Poor condition – covers 60% of building

Tuck point 90% - 20,350 sf

Brick Repair 5% - 1,130 sf

Stone -

Limestone slab veneer at corners and banding

Fair condition – covers 15% of building

100% cleaning – 5,652 sf

100% tuck pointing – 800 lf

10% replacement – 565 sf

Metal Panel

Above and below window systems – 10% of building

Fair condition

Roofing:

Flat

Good condition

Flashing

Metal flashing, coping, and downspouts are in good condition – appear new

Windows and Doors

Alum windows

Replace all windows

Types and quantities:

Sliding 5'-0" X 5'-0" (25 sf) – 253 units total

Entry Door system – 8'-0" x 56'-0" (448 sf)

Hollow metal doors

Provide new doors and Hardware

Types and quantities:

Ten(10) 4' x 7' door

One (1) pair 3'6" loading doors

Interior Issues

Repair and re grout tile - 30% of total – 1500 sf

Replace Ceiling Tile – 10% of building – 5,500 sf

Replace 50% of ceiling tile in Basement – 7000 sf

Repair duct insulation in basement – 100 sf

Repair and patch interior doors – 20% of total – 45 doors

Update elevator interiors – 60 sf

Repair vinyl tile floor – 1000sf

Notes

Include a higher site # for Bartlett including repair work for retaining wall

Entire building needs to have an accessibility study – door widths, restrooms, etc...

All restrooms need to be reviewed for safety and security compliance

Toilet paper holders

All partitions

Tomlinson Hall (04)

General Information

Built in 1973

One story with a basement – 18'-0"

Building Perimeter –887 lineal feet

Building Area – 23,264 sf

Overall condition – Fair to Poor

Exterior Materials

Brick

Modular, natural red/brown finish with white mortar

Fair condition – covers 50% of building

Clean Brick – 800sf

Tuck point - 400 sf

Brick Repair 500 sf

Precast Concrete

Replace joint sealant – 1000 lf

Roofing

Combination of flat roof and pitched roof

Asphalt shingles

Poor condition – replace – 4850 sf

Flashing

Metal coping appears to be in good condition

Windows and Doors

Steel windows

Replace all windows (with aluminum system)

Types and quantities:

Sliding 4'-0" X 5'-0" (20 sf) – 2 units total

Entry Door system – (2) 8'-0" x 12'-0" (192 sf)

(2) 8'-0" x 24'-0" (384 sf)

Hollow metal doors

Provide new doors and Hardware

Types and quantities:

One (1) 4' x 7' door

Four (4) pair 3'6" loading doors

Interior Issues

Repair floor tile at pool deck – 20 sf

Repair wall tile at gym – 20 sf

Replace interior hollow metal doors and door jambs around pool and locker rooms

Thirteen (13) 3'-0" x 7'-0" doors

Repair and repaint remainder of interior metal doors
Thirty six (36) 3'-0" x 7'-0" doors
Repair tile floor – 500 sf
Replace ceiling tile – 5% - 1150 sf

Gluek Building (05)

General Information

Built in 1974
One story – 8'-0"-16'-0"
Building Perimeter –168 lineal feet
Building Area – 1,742 sf
Overall condition – Fair to Good

Site

Replace concrete sidewalk – 200 sf
Repair timber retaining wall – 30 lf

Exterior Materials

Wood siding
Fair condition
Replace wood siding (northwest façade) – 400 sf
Repaint exterior – 1,800 sf

Roofing

Asphalt shingles – Good condition
Repair around chimney and re flash – 50 sf

Windows and Doors

Windows, Sliding
Fair condition

Exterior Doors

Provide new doors and Hardware
Types and quantities:
One (1) 3' x 7' door
Two (2) pair 3'6" loading doors

Interior Issues

None – Interior could use an update, but for purposes of capital maintenance it is acceptable

Paula Olson Gazebo (08)

General Information

Built in 1984
One story – 8'-0"-12'-0"
Building Perimeter –108 lineal feet
Building Area – 648 sf
Overall condition – Fair to Good

Exterior Materials

Wood siding

Fair condition

Re-stain interior and exterior walls, soffits and fascia, ceilings and cabinets – 1,000 sf

Windows and Doors

Windows are in acceptable condition for type of structure and use

Exterior Doors

Provide new doors and Hardware

Types and quantities:

One (1) pair 3'6" Exterior doors

Interior Issues

None

Administration Building (10)

General Information

Built in 1937

3 stories with a basement – 40'-0"

Building Perimeter – 710 lineal feet

Building Area – 45,520 sf

Overall condition – Good

Exterior Materials

Stone

Good condition – recently tuck pointed

Roofing

Flat roof – recently replaced

Windows and Doors

Replace all windows with Aluminum windows

Types and quantities:

3'-6" x 4'-0" (16 sf) – 206 units total

Entry Door system – 8'-0" x 6'-0" (48 sf)

Hollow metal doors

Provide new doors and Hardware

Types and quantities:

Three(3) 3'-6" x 7' door

One (1) pair 3'6" loading doors

Interior Issues

In general the administration building is in acceptable condition

Paint basement hallway floor – 1,600 sf

Patch and paint interior plaster walls – 500 sf

Repair broken vision glass in doors – 40 sf

Green Acres (25)

General Information

Built in 1951
1 story with a basement and a penthouse – 18'-0"
Building Perimeter –1,288 lineal feet
Building Area – 40,060 sf
Overall condition –Fair

Site

Repaint handrails at entry – 20 lf

Exterior Materials

Brick

Modular, natural red/brown palette with buff mortar – 90% of building
Tuck point 50% of building – 10,400 sf
Replace brick – 800 sf

Stone

Limestone – 10% of building
Tuck point / sealant at limestone sill and base – 2,500 lf

Roofing

Flat, good condition

Soffit

Repair stucco soffit at entry – 100 sf

Windows and Doors

Replace all windows with Aluminum windows

Types and quantities:

4'-6" x 8'-0" (36 sf) – 100 units total

Entry Door system – (2) 8'-0" x 6'-0" (48 sf)

Hollow metal doors

Provide new doors and Hardware

Types and quantities:

Five(5) 4'-0" x 7' door

Interior Issues

The entire interior needs to be remodeled.

It is currently being primarily used by Vocational as workspace and storage space, and is in disrepair and is partially demo'd.

Sunrise (26)

General Information

Built in 1950
1 story with a basement and a penthouse – 18'-0"
Building Perimeter –1,298 lineal feet
Building Area – 40,060 sf
Overall condition –Fair

Site

Repair entry sidewalk – 1000 sf
Provide new handrail at entry stairs – 24 lf

Exterior Materials

Brick

Modular, natural red/brown palette with buff mortar – 90% of building

Tuck point 10% of building – 2,000 sf

Replace brick – 500 sf

Stone

Limestone – 10% of building

Tuck point / sealant at limestone sill and base – 2,500 lf

Roofing

Flat, good condition

Windows and Doors

Replace all windows with Aluminum windows

Types and quantities:

4'-6"x 8'-0" (36 sf) – 118 units total

Entry Door system – (2) 8'-0" x 6'-0" (48 sf)

Hollow metal doors

Provide new doors and Hardware

Types and quantities:

Seven (7) 4'-0" x 7' door

Interior Issues

Patch and paint interior plaster walls – 500 sf

Glazed Block repair and re grout -800 sf

Repair and patch interior doors – 50% - (53 doors)

Notes

Entire building needs to have an accessibility study – door widths, restrooms, sinks, etc...

Kitchen area needs to have a code compliance study. No cove base, no access under some counters, etc...

Johnson Hall (37)

General Information

Built in 1962

2 stories with a walkout basement and a penthouse – 39'-0"

Building Perimeter – 464 lineal feet

Building Area – 23,819 sf

Overall condition – Fair to Poor

Exterior Materials

Brick

Modular, natural red/brown palette with buff mortar – 75% of building

Clean Brick – 80% of building -9,000 sf

Tuck point – 1000 sf

Replace brick – 500 sf

Stone

Limestone – 10% of building

Tuck point / sealant at limestone – 500 lf

Roofing

- Main Building roof is new within the last 10 years
- Clean Repair concrete and re-parge entry canopy – 625 sf
- Apply waterproof membrane to canopy roof – 500 sf

Windows and Doors

- Replace all windows with Aluminum windows
 - Types and quantities:
 - 4'-0" x 6'-0" (24 sf) – 44 units total
 - Window system – 6'-0" x 116'-0" (696 sf)
- Hollow metal doors
 - Provide new doors and Hardware
 - Types and quantities:
 - Four(4) 4'-0" x 7' door

Interior Issues

- Paint door frames – 1,300 sf
- Repair vinyl flooring – 500 sf
- Patch and repaint interior walls – 500sf
- Replace ceiling tile – 800 sf
- Replace wall tile in restrooms – 4000 sf
- Replace floor tile in restrooms – 760 sf
- Replace counters and sinks in restrooms – 60 lf
- Replace stair railings – 45 lf

Old Center (51)

General Information

- Built in 1866 – Building is on the National Historic Register
- 4 stories with a basement – 60'-0"
- Building Perimeter – 365 lineal feet – floors 2-4
 - 580 lineal feet – first floor
- Building Area – 47,153 sf
- Overall condition – Fair to Good

Exterior Materials

Brick

- Buff with buff mortar – 80% of building
- Tuck point – 20,000 sf
- Replace brick – 1000 sf

Stone

- Limestone – 10% of building
- Tuck point / sealant at limestone – 1500 lf

Roofing

- Main building re roofed in 2000, Carpenter shop re roofed in 2008

Windows and Doors

Replace all windows with historically accurate wood double hung windows

Types and quantities:

4'-0" x 6'-0" (24 sf) – 96 units total

3'6" x 6'-0" (21 sf) – 5 units total

3'-0" x 6'-0" (18 sf) – 7 units total

Exterior Solid wood and hollow metal doors - Provide new doors and Hardware

Types and quantities:

4'-0" x 7' door – 5 units total

Pair 3'6" loading doors – 3 units total

Entry doors with sidelights 8'-0" x 8'-0" (64 sf) – 2 units total

Interior Issues

Patch and paint interior plaster walls – 2000 sf

Kitchen / Warehouse (60)

General Information

Built in 1950

1 story with a basement – 16'-0"

Building Perimeter – 810 lineal feet

Building Area – 49,824 sf

Overall condition – Fair

Exterior Materials

Brick –

Tuck point – 3,000 sf

Precast concrete –

Condition is good

Concrete –

Clean and re-parge base – 600 sf

Roofing

Replaced within the last 10 years

Soffit –

Stucco is in fair condition

Repaint steel lintel – 1000 lf

Loading dock-

Replace loading dock stair – 6 lf

Windows and Doors

Replace OHD at loading dock area – 8'-0" x 7'-0" (56 sf) 4 doors

Replace Storm Windows – 8 units

Replace Exterior doors – 5 doors

Interior Issues

Patch and paint interior plaster walls – 500 sf
Repair and repaint interior doors and jambs – 50% of doors – (19 doors)
Replace rusty mechanical diffusers – 32 diffusers
Replace ceiling tile – 600 sf

Laundry Building (65)

General Information

Built in 1960
1 story with a basement – 18'-0"
Building Perimeter – 457 lineal feet
Building Area – 24,263 sf
Overall condition – Fair to poor

Exterior Materials

Brick – 50% of building
Tuck point – 30% of brick – 1,250 sf
Clean brick – 600 sf
Stone – 30% of building
Tuck point – 500 lf
Stone repair and replacement – 500 sf
Roofing
New roof within the last 10 years
Loading dock-

Replace loading dock stair – 10 lf

Windows and Doors

Replace all windows with Aluminum windows
Types and quantities:
5'-0" x 7'-0" (35 sf) – 25 units total
Hollow metal doors - Provide new doors and Hardware
Types and quantities:
Four(4) 4'-0" x 7' door

Interior Issues

Extensive structural repair of concrete below the washing machines
75'-0" x 10'-0" = 750 sf
Patch and repaint walls – 200 sf

Power Plant (70)

General Information

Built in 1964
1 story with a basement and a mezzanine – 22'-0"
Building Perimeter – 290 lineal feet

Building Area – 8,416 sf
Overall condition –Fair

Exterior Materials

Brick – 75% of building
Tuck point – 20% of brick – 1,000 sf
Stone –15% of building
Condition is fair
Roofing
New roof in 2008

Windows and Doors

Replace all windows with aluminum windows
Types and quantities:
10'-6"x 19'-0" (200 sf) – 2 units total
3'-3" x 19'-0" (62 sf) – 3 units total
3'-3" x 3'-3" (11 sf) – 2 units total
Hollow metal doors - Provide new doors and Hardware
Types and quantities:
Two(2) 4'-0" x 7' doors

Interior Issues

None

Tunnel System (71)

General Information

Built in 1900
Subterranean – 8'-0" approximate height
Tunnel Perimeter – 10,526 lineal feet
Building Area – 36,795 sf
Overall condition –Fair

Exterior Materials

N/A

Windows and Doors

Interior Issues

Patch and paint walls – 3000sf
Patch floor – 3,500 sf
Transformer cover near Shantz – Patch and paint walls – 800 sf

Machine Shop (72)

General Information

Built in 1900
1 story with a basement– 14'-0"
Building Perimeter –526 lineal feet
Building Area – 12,860 sf
Overall condition –Good

Exterior Materials

Brick –
 Tuck point – 6,000 sf
Roofing
 New in 2008

Windows and Doors

Replace all windows with Aluminum windows
 Types and quantities:
 4'-0" x 4'-6" (18 sf) – 4 units total
 8'-0" x 4'-6" (36 sf) – 6 units total
Hollow metal doors
 Provide new doors and Hardware
 Types and quantities:
 Pair of 3'-0" x 7'-0" doors – 3 unit's total
 Pair of 4'-0" x 7'-0" doors – 1 unit total

Interior Issues

None

Dairy Barn (90)

General Information

Built in 1947
1 story with a lower level 30'-0" to peak of gambrel roof
Building Perimeter –471 lineal feet
Building Area – 15,925 sf
Overall condition – fair

Exterior Materials

Wood Siding – repaint wood siding – 3,500 sf
Roofing
 Asphalt roof – new within the last 10 years
Demolish and reconstruct loading dock – 800 sf
Replace loading dock stair – 6 lf

Windows and Doors

Replace all Wood windows
 4'-0" x 4'-0" (16 sf) – 56 units total

Interior Issues

None

Motor Pool (98)

General Information

Built in 1968
1 story 14'-0"
Building Perimeter – 403 lineal feet
Building Area – 6,463 sf
Overall condition – poor

Exterior Materials

Repair and repaint CMU entry – 80 sf
Metal Siding – Replace all metal siding – 4,400 sf
Roofing
Metal roof – new within the last 10 years

Windows and Doors

Replace all windows with Aluminum windows
Types and quantities:
5'-0" x 4'-0" (20 sf) – 3 units total
Hollow metal doors
Provide new doors and Hardware
Types and quantities:
3'-0" x 7'-0" doors – 2 unit's total
3'-6" x 7'-0" doors – 2 unit's total
Replace OHD – 10'-0" x 12'-0" (120 sf) 3 doors
14'-0" x 12'-0" (168 sf) 3 doors

Interior Issues

None

MSH (99)

General Information

Built in 1981, Addition in 1994
2 stories with a basement– 24'-0"
Building Perimeter –3,648 lineal feet
Building Area – 199,341 sf
Overall condition –Fair to Poor

Exterior Materials

Brick
Modular, natural red/brown palette with white mortar
fair condition
Roofing
New in 2008

Windows and Doors

Replacement of all exterior windows

Replacement amount in the building audit cost matrix is from an outside estimate completed in March 2009. (\$2,582,136.00)

Hollow metal doors

Provide new doors and Hardware

Types and quantities:

3'-6" x 7'-0" doors – 19 unit's total

Pair 3'-6" x 7'-0" doors – 3 unit's total

Replace OHD – 8'-0" x 7'-0" (56 sf) 1 door

11'-0" x 7'-0" (77 sf) 1 door

Interior Issues

Repair and repaint 90% of metal doors and frames – 300 doors

Repair veneer doors -250 doors

Repair casework (in units, guard stations, and rooms) – 1,100 lf

Repair and paint wall surfaces – 16,000 sf

Repaint railings – 600 lf

Replace carpet – 5,000 sy

Repair and re grout tile – 1,200 sf

Repair and patch concrete floor by all room toilets – 600 sf

Notes

Entire MSH facility needs to be renovated

Review locations requiring security fasteners. No security fasteners in “the street”, 20% elsewhere.

Halverson House (102)

General Information

Built in 1900

2 stories with a basement– 12'-0" to 24'-0" – Gable Roof

Building Perimeter –164 lineal feet

Building Area – 3,169 sf

Overall condition –Fair

Exterior Materials

Siding –

Wood- replace siding and soffits – 1000 sf

Repaint all wood siding – 2,400 sf

Roofing

Asphalt shingles – replace roof – 1,800 sf

Deck – repaint deck -800 sf

Windows and Doors

Repair windows at solarium – 30 sf

Interior Issues

None

Forensic Nursing Home (106)

General Information

Built in 2009

1 story with a basement– 18’-0”

Building Perimeter –1,255 lineal feet

Building Area – 36,349 sf

Overall condition –New construction

Exterior Materials

New construction - 2009

Windows and Doors

New construction - 2009

Interior Issues

New construction - 2009

Recommendations

No renovation required.

Condition Report – Outbuildings

Storage shed MC8 (07)

General Information

Built in 1950

1 story – 8’-0”

Building Perimeter –52 lineal feet

Building Area – 168 sf

Exterior Materials

Wood – repaint – 416 sf

Garage by flagpole (16)

General Information

Built in 1940

1 story – 12’-0”

Building Perimeter –104 lineal feet

Building Area – 660 sf

Exterior Materials

Wood – repaint – 1100 sf

Garage (carp. 3 stall) (17)

General Information

Built in 1950
1 story – 12'-0"
Building Perimeter –122 lineal feet
Building Area – 896 sf

Exterior Materials

Wood – repaint – 1200 sf

Garage – rec. van - left (20)

General Information

Built in 1950
1 story – 12'-0"
Building Perimeter –92 lineal feet
Building Area – 528 sf

Exterior Materials

Wood – repaint – 1000 sf

Garage – rec. van - right (21)

General Information

Built in 1950
1 story – 12'-0"
Building Perimeter –92 lineal feet
Building Area – 528 sf

Exterior Materials

Wood – repaint – 1000 sf

Garage – Garden Center (22)

General Information

Built in 1950
1 story – 12'-0"
Building Perimeter –88 lineal feet
Building Area – 484 sf

Exterior Materials

Wood – repaint – 800 sf

Garage port #1 (61)

General Information

Built in N/A
1 story – 12'-0"
Building Perimeter –132 lineal feet
Building Area – 971 sf

Exterior Materials

Wood – repaint – 1200 sf

Garage – Car Wash (62)

General Information

Built in N/A
1 story – 12’-0”
Building Perimeter –120 lineal feet
Building Area – 905 sf

Exterior Materials

Wood – repaint – 1200 sf

Grounds Garage – (office) (63)

General Information

Built in 1935
1 story – 12’-0”
Building Perimeter –160 lineal feet
Building Area – 1500 sf

Exterior Materials

Wood – repaint – 1400 sf

Gas control building (69)

General Information

Built in 1964
1 story – 8’-0”
Building Perimeter –58 lineal feet
Building Area – 216 sf

Exterior Materials

Wood – repaint – 400 sf

Pump House South (76)

General Information

Built in 2006
1 story – 8’-0”
Building Perimeter –62 lineal feet
Building Area – 228 sf

Exterior Materials

Wood – Good Condition

Root Cellar (82)

General Information

Built in 1920
1 story – 10’-0”
Building Perimeter –316 lineal feet
Building Area – 5531 sf

Exterior Materials

Concrete – fair condition

Vehicle storage shed (101)

General Information

Built in 2005
1 story – 16'-0"
Building Perimeter –200 lineal feet
Building Area – 2400 sf

Exterior Materials

Metal building – good condition

Upper Access booth (103)

General Information

Built in 2006
1 story – 9'-0"
Building Perimeter –35 lineal feet
Building Area – 64 sf

Exterior Materials

Metal building – good condition

Lower Access booth (104)

General Information

Built in 2006
1 story – 9'-0"
Building Perimeter –35 lineal feet
Building Area – 64 sf

Exterior Materials

Metal building – good condition

Pexton Access booth (105)

General Information

Built in 2008
1 story – 9'-0"
Building Perimeter –35 lineal feet
Building Area – 64 sf

Exterior Materials

Metal building – good condition

3: Condition Report – Mechanical Systems

CAMPUS UTILITIES

Domestic Water:

A well house on the Lower Campus supplies water to an above ground storage tank. The tank feeds an underground water main distribution system to the Lower Campus buildings. The domestic water has adequate pressure and capacity. The Upper Campus domestic water is served from municipal water mains.

The Lower Campus has domestic hot water generated in the Power Plant. A 6” water service enters the Power Plant, is softened by a triplex softener system, and then is heated by two semi-instantaneous steam-to-hot water heat exchangers. The domestic hot water is routed through the tunnels to the Lower Campus buildings. The domestic hot water distribution has adequate capacity and pressure. The Upper Campus domestic hot water is generated at each building.

Heating:

Four low pressure steam boilers located in the Power Plant provide heating for the Lower Campus (3-400 HP and 1-250 HP). Steam and condensate piping is routed through the tunnels to the Lower Campus buildings. The boilers have adequate capacity and redundancy for the current and future demand of the buildings. The original boiler installation and steam piping distribution was a high pressure system. The current low pressure steam distribution requires larger pipe sizes than the original high pressure systems. Thus, the piping in the tunnels is likely undersized for future expansions to the Lower Campus or upgrades of the existing buildings requiring additional heating capacity. It would be recommended to make a loop in the steam tunnel system to allow more capacity and flexibility. The Upper Campus buildings provide local heating with natural gas boilers.

Cooling:

All buildings have local cooling provided by DX condensing units or air-cooled chillers.

SHANTZ BUILDING

Condition:

Fire Protection:

Building has smoke detectors and pull-stations.

Domestic Water:

Domestic water is provided by underground service. Distribution piping is in poor condition as most of it is original. Capacity is sufficient for current demand.

Domestic hot water is provided by district service from the central plant through the tunnel. Capacity is sufficient for current demand.

Sanitary:

Service is gravity flow from building.

Storm:

Primary roof drains to internal rainwater leaders.

Overflow parapet scuppers.

Heating:

Steam is supplied by district distribution from central plant through tunnel.

Air handling units have steam heating coils.

Cabinet unit heaters and perimeter heating have steam coils.

Cooling:

Four DX condensing units serve four building air handling units; a 25 ton American Standard on the roof, a 30 ton Trane on-grade, a 20 ton Trane on-grade and a 3 ton Trane on-grade. Cooling capacity is not sufficient for the necessary building load requirements. The building is similar in size as Pexton, which has 140 tons, and this building only has 78 tons of cooling. It is estimated that the necessary cooling capacity would be 150 tons. The cooling of the computer room is by means of a transfer fan and it is not adequate. The control pod areas are significantly short of cooling.

Ventilation:

Three multizone air handling unit serve the East, Central and West wings of the building. The East wing multizone unit is original and provides heating or cooling only, as there is no hot deck and cold deck.

A small single zone air handling unit serves the dining area.

The corridor is used as a return air plenum with no supply air in the corridors.

There are not enough zones for good space temperature control.

There is not enough exhaust from the building. If exhaust is added, make-up air is required so that the building is not negative pressurized.

The building does not have adequate fresh air ventilation to meet current indoor air quality requirements.

Controls:

The controls are Johnson and Powers, pneumatic type operators with some electric controls. The controls are old and need upgraded.

Recommendations:

The entire building requires upgrades of plumbing, heating, cooling, ventilation and control systems.

Consider a wet pipe fire suppression system.

PEXTON BUILDING

Condition:

Fire Protection:

Building has wet-pipe fire suppression system and smoke detectors.

Domestic Water:

Domestic water is provided by underground service with booster pump. Capacity is sufficient for current demand.

Domestic hot water is provided by district service from the central plant through the tunnel. Capacity is sufficient for current demand.

Sanitary:

Service is gravity flow from building.

Storm:

Primary roof drains to internal rainwater leaders.

Secondary roof drains piped to exterior of building.

Overflow parapet scuppers.

Heating:

Steam is supplied by district distribution from central plant though tunnel.

Air handling units have steam heating coils.

Steam to hot water convertor provides heating hot water to fan coil units and cabinet unit heaters.

Cooling:

Cooling to air handling units is provided by 140 ton Trane air-cooled chiller located on-grade. System includes chilled water circulating pumps.

The building cooling demand is at maximum chiller capacity.

Split system air-cooled condensing units provide cooling to control pod and computer room.

Ventilation:

Three multizone air handling unit serve first and second floors of the North, Central and South wings of the building. There are not enough zones for good space temperature control. The ends of each corridor wings are typically cold in the winter as the space sensors are in the common return duct.

A 1994 HVAC renovation improved most of the heating/cooling problems although positive building pressurization remains a deficiency. Some gravity vent dampers have been installed to minimize the building pressure.

Lower level is served by heating/cooling fan coil units. Ventilation air is not adequate as positive building pressure is not allowing ventilation air to be introduced into the fan coil systems.

Controls:

The controls are Staefa, pneumatic type. The controls are adequate.

Recommendations:

Provide control strategies or additional barometric relief vents to minimize building pressurization.

Provide supply fans on lower level ventilation air to fan coil units.

BARTLETT BUILDING

Condition:

Fire Protection:

Building has smoke detectors and pull-stations.

Domestic Water:

Domestic water is provided by underground service.

Water pressure is acceptable.

Domestic hot water is served from tunnel.

Sanitary:

Service is gravity flow from building.

Storm:

Primary roof drains to internal rainwater leaders.

Overflow parapet scuppers.

Heating:

Steam is served from tunnel.

Steam distribution served air handling unit heating coils and perimeter convectors.

Cooling:

Cooling provided by 145 Ton air cooled chiller.

Chilled water with glycol solution distributed by pumps to air handling units.

Capacity is limited as air handling unit outside air dampers are closed to achieve proper space temperature control.

Ventilation:

3 multizone air handling units serve North, Center, and South wings.
North and South units have been upgraded recently including new DDC controls.
Control Pod areas are too warm in summer and winter.
First floor Security office is too warm in summer.
Dining has a kitchen with exhaust hood.
Each wing has a common roof mounted exhaust fan. Fans are old and need upgraded.

Controls:

New Staefa controls have been installed for North and South wings.
Center wing is old Johnson controls with only one thermostat for all floors.

Recommendations:

Provide additional cooling for Control Pod areas and first floor Security area.
Upgrade controls for Center wing to DDC for improved zoning capabilities.
Upgrade the 3 bathroom exhaust fans on roof.
Consider providing a wet-pipe fire suppression system.

TOMLINSON BUILDING

Condition:

Fire Protection:

Building has smoke detectors and pull-stations.

Domestic Water:

Domestic water is provided by underground service. Capacity is sufficient for current demand.

Domestic hot water is provided by district service from the central plant through the tunnel. Capacity is sufficient for current demand.

Sanitary:

Service is gravity flow from building.

Storm:

Primary roof drains to internal rainwater leaders.
Overflow parapet scuppers.

Heating:

Steam is supplied by district distribution from central plant through tunnel.
Steam to hot water convertor provides glycol heating hot water to air handling units, perimeter finned tube radiation and unit heaters.
Heating capacity is adequate for the building.

Cooling:

Cooling is provided by a 30 ton air-cooled chiller located on-grade.
Pumps deliver glycol chilled water to a rooftop unit for the library, 4 fan coil units serving spaces and a gymnasium air handling unit.
The fan coil units for the interior zones are cooling only.
The building cooling demand is at maximum chiller capacity and will be short if proper ventilation is upgraded.

Ventilation:

The library is served by a newer rooftop unit that provides proper ventilation.

The gymnasium is served by an indoor air handling unit with economizer.
The pool is served by a basement air handling unit through underground ductwork. It should be confirmed if proper outdoor air is supplied to the pool unit.
The interior zones are served by fan coil units that have no outdoor air provisions.
The gymnasium storage has been converted to a weight lifting room which does not have proper ventilation.
There is no ventilation in the corridors.
Bathrooms have powered roof ventilators.
Pool chemical room has dedicated exhaust fan. It should be confirmed that a minimum 10 air changes are provided for proper ventilation.

Controls:

The controls are Johnson and Powers, pneumatic type. The controls are adequate.

Recommendations:

Provide make-up air for indoor fan coil units.
Confirm proper outdoor air for pool unit (0.48 CFM/SF).
Confirm proper ventilation of pool chemical room (10 ACH/Hr)
Provide cooling and ventilation to weight room.
Consider a wet-pipe fire suppression system.

GLUEK BUILDING

Condition:

Fire Protection:

Smoke detectors

Domestic Water:

Water is provided by local well. Pressure is adequate.
Hot water provide by 50 gallon electric water heater.

Sanitary:

Septic system.

Storm:

No storm. Rainwater control is gutters and downspouts.

Heating:

Local LP tank provides heating for fireplace.
Electric baseboard radiation.

Cooling:

None

Ventilation:

Ventilation by operable windows only.
Bathroom exhaust fan.

Controls:

None

Recommendations:

None

ADMINISTRATION BUILDING

Condition:

Fire Protection:

- Building has smoke detectors and pull-stations.
- Basement has partial wet-pipe fire suppression in some areas.

Domestic Water:

- Domestic water is provided by underground service.
- Distribution is original galvanized piping material.
- Poor water pressure due to build-up in piping.
- Domestic hot water is served from tunnel.

Sanitary:

- Service is gravity flow from building.

Storm:

- Primary roof drains to internal rainwater leaders.
- Overflow parapet scuppers.

Heating:

- Steam is served from tunnel.
- Steam distribution serves perimeter radiators with 3 heating zones per floor.

Cooling:

- Window AC units.
- 9 ton split system for IT room.

Ventilation:

- None. Natural ventilation is not possible through old inoperable windows.
- Bathrooms exhaust through common in-line centrifugal fan to roof vent.

Controls:

- Line voltage zone thermostats for perimeter steam radiation.

Recommendations:

- Upgrade plumbing for better water pressure.
- Upgrade HVAC for improved cooling and ventilation.
- Consider expanding wet pipe fire suppression system for entire building.
- Consider upgrading steam to hot water heating.

GREEN ACRES BUILDING & 4 PLEX

Condition:

Fire Protection:

- Building has smoke detectors and pull-stations.
- 4" fire service provides partial coverage for wet-pipe fire suppression for 4 Plex.

Domestic Water:

- Domestic water is provided by underground service.
- Distribution is original galvanized piping material.
- Poor water pressure due to build-up in piping.
- Domestic hot water is served from tunnel.

Sanitary:

- Service is gravity flow from building.

Storm:

Primary roof drains to internal rainwater leaders.
Overflow parapet scuppers.

Heating:

Steam is served from tunnel.
Steam distribution serves air handling unit heating coils, perimeter radiation and unit heater.
End offices are cold in winter due to control deficiencies. Heating capacity is adequate.

Cooling:

Window air conditioners.

Ventilation:

Ventilation is provided through four heating-only air handling unit in winter.
No ventilation in summer as air handling units are shut down.
4 Plex has two split system fan coil units with remote R410A condensing units.
General exhaust and toilets are served by roof exhaust fans and wall exhaust fans.
Exhaust fans are shut down in winter to minimize infiltration through the loose construction.

Controls:

Johnson controls, pneumatic, for Green Acres.
Center area is too warm in winter as thermostat is sensing cold air near loading dock.
Offices at end of wings are too cold in winter.
Andover, DDC, for 4 Plex.
4 Plex has poor heating for fan coil units. End zone is too cold in winter.

Recommendations:

Upgrade plumbing piping to improve water pressure.
Provide control upgrades to improve space comfort in offices at end of wings.
Provide control upgrades for better space temperature control in 4 Plex.
Provide minimal cooling to penthouse air handling units to allow operation in summer to meet ventilation requirements.
Consider expanding the wet-pipe fire suppression system for the entire building.

SUNRISE BUILDING

Condition:

Fire Protection:

Building has smoke detectors and pull-stations.

Domestic Water:

Domestic water is provided by underground service.
Distribution is original galvanized piping material.
Poor water pressure due to build-up in piping.
Domestic hot water is served from tunnel.

Sanitary:

Service is gravity flow from building.

Storm:

Primary roof drains to internal rainwater leaders.
Overflow parapet scuppers.

Heating:

Steam is served from tunnel.

Steam distribution serves air handling unit heating coils, perimeter radiation and unit heater.

End offices in the clinic are cold in winter due to control deficiencies and infiltration.

End room (exercise) in West wing is cold. This may be improved by added return air to corridor.

Heating capacity is adequate.

Cooling:

Window air conditioners.

Portable air conditioner for interior office in clinic.

Ventilation:

Ventilation is provided through heating-only air handling units in winter.

No ventilation in summer as air handling units are shut down.

West wing does not have return grilles in rooms, limiting supply air to rooms.

There is not ventilation or A/C in East wing corridor.

General exhaust and toilets are served by roof exhaust fans and wall exhaust fans.

Exhaust fans are shut down in winter to minimize infiltration through the loose construction.

Controls:

Johnson controls, pneumatic.

Limited temperature control for heating. One thermostat for heating per wing.

Recommendations:

Upgrade plumbing piping to improve water pressure.

Provide control/heating upgrades to improve space comfort in clinic offices at end of North wing.

Replace portable A/C unit serving interior clinic office with small rooftop unit.

Provide return air grilles in West wing rooms to transfer air to corridor.

Provide minimal cooling to penthouse air handling units to allow operation in summer to meet ventilation requirements.

Consider a wet-pipe fire suppression system.

JOHNSON HALL

Condition:

Fire Protection:

Building has smoke detectors and pull-stations.

Domestic Water:

Domestic water is provided by underground service. Capacity is sufficient for current demand.

Domestic hot water is served from tunnel. Capacity is sufficient for current demand.

Sanitary:

Building has sewage ejector to lift waste to exterior gravity sanitary sewer.

Storm:

Primary roof drains to internal rainwater leaders.

Overflow parapet scuppers.

Heating:

Steam is served from tunnel.

Steam to hot water convertor provides heating hot water to air handling unit and cabinet unit heaters located at entrance vestibules.

Cooling:

DX cooling to air handling is provided by 30 ton McQuay condensing unit.

Cooling capacity is not sufficient for summer load.

Ventilation:

A multizone air handling unit serves building with 9 zones. There are not enough zones for good space temperature control.

Corridors serve as return air plenums, which does not meet current code requirements.

Some transfer grilles from offices/resident rooms are missing.

Ductwork is too small. The underfloor ductwork size limits the airflow capacity required.

Exhaust from bathrooms is insufficient or not existing.

Controls:

The controls are a combination of Johnson and Powers, pneumatic type.

Controls are old and inadequate.

Recommendations:

Provide additional cooling capacity and air handling air flow capacity.

Provide improved duct distribution to ensure adequate airflow to areas.

Upgrade return air distribution system.

Provide proper exhaust from bathrooms and janitor areas.

Upgrade temperature control system.

Consider a wet-pipe fire suppression system.

OLD CENTER BUILDING

Condition:

Fire Protection:

Building has smoke detectors and pull-stations.

Domestic Water:

Domestic water is provided by underground service.

Distribution is original galvanized piping material.

Poor water pressure due to build-up in piping.

Domestic hot water is served from tunnel.

Sanitary:

Service is gravity flow from building.

Storm:

No storm. Rainwater control is gutters and downspouts.

Heating:

Steam is served from tunnel.

Steam distribution serves perimeter and interior radiators, including some "home-made" radiators constructed of pipe loops, and unit heaters.

There are two steam distribution system, an old high pressure system and a 1-pipe low pressure system. Both systems provide low pressure to radiators.

It is difficult to control temperature with radiators as there is only 1 thermostat on 4th floor and it is difficult to control condensate buildup in radiators.

Heating capacity is adequate.

Cooling:

Window AC units.

Ventilation:

Ventilation accomplished through operable windows only.

Bathrooms have exhaust ductwork but no operable exhaust fans.

There is a dust collection system in the basement for the first floor wood shop. The dust collection system does not meet current Code requirements.

There is a spray booth West end of first floor. The booth utilized an open door for make-up air to the spray booth exhaust. The spray booth room does not meet current Code requirements.

Controls:

Line voltage zone thermostat for steam radiation.

Recommendations:

Upgrade plumbing for better water pressure.

Provide proper outside air ventilation.

Provide exhaust fans for toilets and confirm integrity of the ductwork.

Upgrade dust collection and spray booth to meet current Code.

Review options for better heating control of steam radiators.

Consider a wet pipe fire suppression system.

Consider upgrading steam to hot water heating.

KITCHEN / WAREHOUSE BUILDING

Condition:

Fire Protection:

Wet-pipe fire suppression provided for the hoods.

Smoke detectors and pull-stations provided for remainder of building.

Cold air infiltration has frozen FP line. This remains a concern.

Domestic Water:

Domestic water is provided by underground service. Capacity is sufficient for current demand.

Domestic hot water is served from tunnel. Capacity is sufficient for current demand.

Sanitary:

Service is gravity flow from building. Basement has sewage ejector to lift waste to gravity system.

Storm:

Primary roof drains to internal rainwater leaders.

Overflow parapet scuppers.

Heating:

Combination of steam from tunnel and natural gas service.

Primary heating is steam with one make-up air unit served by natural gas.

Steam distribution serves air handling unit heating coils, perimeter radiation and unit heaters.

Rooftop unit serving break room does not have adequate heating capacity.

Steam service may be inadequate if proper heating make-up air capacity is provided.

Cooling:

5 Ton rooftop unit serves break room and office area.

3 Ton rooftop unit serves warehouse.

Old grade-mounted packed air handling unit serves office areas.
6 portable air conditioning units provide supplemental cooling in building areas.
The portable air conditioning units utilize domestic water for rejected condenser heat.

Ventilation:

Two make-up air units serve the kitchen area, one steam and one natural gas.
Several rooftop exhaust fans serve the Type I and Type II kitchen hoods and dishwasher.
The Type I exhaust ductwork is not welded carbon steel as required.
The exhaust air flow rate is significantly higher than the available make-up air, causing an excessive negative pressure in the building.
The break room and offices do not have proper ventilation as the 5 Ton rooftop unit is shut down in winter.

Controls:

Johnson controls, pneumatic.
Unitary controls for packaged equipment.

Recommendations:

Provide additional makeup air unit to meet Code required ventilation in kitchen area.
Provide DX cooling coils and condensing units to add cooling to the existing and new makeup air units.
Provide new rooftop air conditioning units for cooling and remove portable air conditioners.
Add gas heat to break room 5 ton rooftop unit.
Consider a wet-pipe fire suppression system throughout the building.

LAUNDRY BUILDING

Condition:

Fire Protection:

Building has smoke detectors and pull-stations.

Domestic Water:

4" Domestic water is provided by underground service. Capacity is sufficient for current demand.
3" Domestic hot water is served from tunnel. Capacity is sufficient for current demand.
Steam heat exchanger provides increased hot water temperature for washing machines.

Sanitary:

Service is gravity flow from building.

Storm:

Primary roof drains to internal rainwater leaders.
Overflow parapet scuppers.

Heating:

Steam is served from tunnel.
Steam provides heating to air handling unit and unit heaters.

Cooling:

2 Ton air conditioner for office only.

Ventilation:

2 air handling units provide ventilation to building.
Units have economizers, although it is uncertain if they are functioning.
Dedicated makeup air is provided for dryers.
Exhaust is provided for toilets.

Controls:

Johnson controls, pneumatic.

Recommendations:

Verify proper operation of air handling units, minimum outside air, and economizer controls.

Consider a wet-pipe fire suppression system throughout the building.

POWER PLANT

Condition:

Fire Protection:

Fire/smoke alarm only.

Domestic Water:

Building has 6" underground water service.

Domestic water for the South campus is generated by 2 steam to hot water heat exchangers.

Commercial triplex water softener system is provided for the domestic hot water.

Sanitary:

Service is gravity flow from building.

Storm:

Primary roof drains to internal rainwater leaders and storm sewer.

Secondary roof drains piped to exterior of building.

Heating:

6" natural gas service (15 psig) provided for campus low pressure steam boilers.

600,000 gallon #6 diesel tank is used for back-up fuel for steam boilers.

4 low pressure steam boilers provide heating for the campus (3-400 HP and 1-250 HP).

The 250 HP boiler is the summer boiler.

The existing boiler capacity is capable for future campus demand. The only limitation may be the tunnel steam main size. It would be recommended to make a loop in the steam tunnel system to allow more capacity and flexibility.

The #6 fuel is not desirable as it requires significant boiler tube cleaning/maintenance.

Building is heated by steam unit heaters.

Cooling:

2 window air conditioners serve office and break room.

Ventilation:

A make-up air unit is provided for boiler combustion air.

2 roof exhausters provide ventilation for building.

Controls:

Proprietary boiler automation controls.

Unitary controls for make-up air, heating and ventilation.

Recommendations:

Convert steam boilers to #2 diesel backup fuel.

MAINTENANCE SHOP

Condition:

Fire Protection:

Building has smoke detectors and pull-stations.

Domestic Water:

Domestic water is provided by underground service. Capacity is sufficient for current demand.

Domestic hot water is served from tunnel. Capacity is sufficient for current demand.

Sanitary:

Service is gravity flow from building.

Storm:

No storm. Rainwater control is gutters and downspouts.

Heating:

Steam is served from tunnel.

Steam provides finned tube radiation and unit heaters.

Cooling:

2 window air conditioners.

Ventilation:

Ventilation accomplished through operable doors and windows only.

Bathroom has individual ceiling exhausters.

Wending area has exhaust system.

Controls:

Unitary electric controls.

Recommendations:

None

MINNESOTA SECURITY HOSPITAL

Condition:

Fire Protection:

Building has wet-pipe fire suppression system for the newer addition. A 12" water service serves a 75 HP fire pump.

The original building has smoke detectors and pull-stations.

Domestic Water:

Domestic water is provided by two 4" underground services. Capacity is sufficient for current demand.

Building has a commercial triplex water softener system.

Domestic hot water is provided by heat exchangers from the boiler system.

Sanitary:

Building has two gravity flow services, 8" from old building and 6" from newer addition.

Storm:

Primary roof drains to internal rainwater leaders and storm sewer.

Secondary roof drains piped to exterior of building.

Two gravity storm sewers exit the building, 15" for old building and 15" for newer addition.

Heating:

A 2" natural gas service (3-5 psig) for boilers.

A 5,000 gallon diesel fuel tank provide backup for boilers.
Three Weil McLain boilers provide heating for building and domestic hot water.
Circulating pumps provide heating hot water distribution to air handling units, VAV boxes, perimeter radiation and unit heaters.
Gymnasium is too cold in winter, not enough heating capacity in AHU 5.

Cooling:

Chilled water is provided by two water cooled chillers (Trane 325 Ton and 550 Ton).
Chillers have associated cooling towers, condenser water pumps and chilled water pumps.
Chilled water pumps provide cooling to air handling unit coils.
There is no humidity control in wood shop.

Ventilation:

Old building has a combination of single zone constant volume air handling systems and constant volume air handling system with hot water terminal reheat.
VSDs have been added to constant volume systems, but control strategies are uncertain.
The new addition has variable volume air handling systems with terminal reheat. Controls were upgraded on AHUs, but VAV boxes were not upgraded and have no control.
Some systems have improper air balancing and building pressure control problems.
Wood shop has duct collection system.
General and toilet exhaust has powered rooftop ventilators.

Controls:

Johnson controls, pneumatic (old areas).
Egan, TAC, electric (upgraded areas).
Several thermostats are in poor locations and do not provide proper temperature control.
Poor minimum outdoor air control for air handling units serving newer addition (AHU-1 thru 4).

Recommendations:

Provide building air and water balancing to ensure proper air pressurization and system operations.
Provide general building recommissioning to ensure proper equipment and control operations.
Provide temperature control upgrades to improve deficient control strategies.
Include added controls to VAV boxes in newer addition.
Relocate thermostats for improved space temperature control.
Provide additional heating in AHU 5 for gymnasium.
Provide dehumidification in wood shop.
Consider expansion of wet pipe fire suppression system for the original building.

HALVERSON HOUSE

Condition:

Fire Protection:

Building has smoke detectors and pull-stations.

Domestic Water:

Domestic water is provided by underground service. Water pressure is acceptable.

Heating hot water is provided by a 30 gallon electric water heater.

Sanitary:

Service is gravity flow from building.

Storm:

No storm. Rainwater control is gutters and downspouts.

Heating:

Natural gas (2 psig) serves 80 MBH hot water boiler.

Hot water pump distributes heating to finned tube radiation.

Poor envelope introduces excessive infiltration.

Cooling:

Window air conditioners.

Ventilation:

Ventilation accomplished through operable windows only.

Bathrooms have individual ceiling exhausters.

Controls:

Unitary controls by manufacturers equipment.

Recommendations:

Improve building envelope to minimize air infiltration.

4: Condition Report - Electrical

ELECTRICAL SERVICES

The City of St Peter provides electrical service to the campus through two services, both in generally good condition with adequate capacity for expansion.

1. Service #1, Lower Campus:
 - a. The lower campus receives one 4160V service through two parallel redundant medium voltage lines from the City. The service terminates in the tunnel near Johnson Hall at 600A 15kVA rated Square D gear, installed in 1999. The service is not heavily loaded.
 - b. A tunnel system distributes 200A, 13.8kV feeders (carrying 4160V) throughout the lower campus. Each building is tapped off this feeder and transformed down to 208/120V. The Boiler Plant is the exception, first transforming down to 480/277V.
 - c. The lower campus is only metered at the main service gear. Individual buildings are not separately metered. The loops are monitored and can be viewed using the campus network system.
 - d. The medium voltage main service gear is backed up by a campus generator (see below). The gear contains PLCs to coordinate switching with the generator. These PLCs are backed up by a local UPS which is not monitored, though is visually checked during the monthly generator test.
 - e. The distribution system has been installed such that upgrading to a 13.8kV service (in-lieu-of the present 4160V) would be relatively easy. This would allow for increased capacity throughout the system, and would allow for the existing generator to be easily replaced.
2. Service #2, Upper Campus: The upper campus receives one service at 13,080 volts, with each of the buildings transforming it down to 480/277V. Each building on the upper campus is separately metered by the Utility.

CAMPUS GENERATOR

The lower campus is backed up an emergency generator, located in the Boiler Plant. It is recommended this generator be replaced as soon as possible due to reasons outlined below.

1. The generator is diesel driven 940kW, 4160V. It was installed in 1980 and has approximately 1000 run-hours on it.
2. There are few generators available at 4160V. When the generator fails or has to be taken off line for maintenance then a temporary backup generator is procured at a higher voltage, and a temporary 13.8kV:4160V transformer is utilized to fit the existing distribution system.
3. The generator backs up all lower campus loads except the large chillers. It is nearly overloaded. Though it has nameplate data of 200A the generator maintenance contractor has stated due to wear and tear it should not be loaded beyond 148A. The campus electrical staff has noted that the generator violently shakes when it hits 135A, and have limited the load to this amount. During summer months Administration Building occupants are often asked to shut off their window air conditioning units in order to prevent the generator from overloading.

4. In most buildings the emergency lighting systems are not separated from the optional standby system. This is in violation of the National Electrical Code Articles 700, 701, and 702 and represents a significant life safety hazard.
5. It is recommended that replacing the generator with a larger capacity generator be considered one of the highest priorities.
6. Separating the life safety loads from the optional standby loads must take place at the time of upgrading the generator, or when doing major renovations to an existing facility. This is accomplished either by supplementing and/or reconfiguring the existing distribution system or by adding battery emergency lights within each building.

SHANTZ

General Information

Tunnel access: yes
Service transformer: 500kVA
Service characteristics: 208/120V, 3 phase, 4 wire, 1200A.
Service age and condition: 1987. Good.

Emergency Power & Lighting

Served by campus generator: yes
Served by individual generator: no
Emergency and optional systems separated: no

Power Distribution

Condition of downstream equipment: very old and should be replaced
Replacement parts available: no

Lighting

Efficient lighting: T12s and incandescent used regularly, should be retrofit or replaced
Lighting levels: very poor in beds, should be upgraded
Occupancy sensors: no
Incandescent fixtures in beds have been retrofit, is very poor lighting design

Fire Alarm

Addressable: no
Overall condition: panel and devices out of date and should be replaced
Building sprinkled: no
Meets code: no smoke detectors in units

Noted Code Violations

Emergency lighting not separated from other building loads.
Smoke detector coverage not provided in sleeping units.
Building not sprinkled, smoke detector coverage is inadequate.
Light levels in beds are well below safe levels.

Recommendations

Replace all downstream components of distribution system (panels, wiring, recepts, etc).

Separate emergency lighting from normal. Provide either battery emergency fixtures throughout or provide separate transfer switch and distribution system for existing lights.

Upgrade lighting to increase efficiency and lighting levels.

Replace fire alarm system and devices, upgrade to meet code.

PEXTON

General Information

Tunnel access: yes

Service transformer: 500kVA

Service characteristics: 208/120V, 3 phase, 4 wire, 1200A.

Service age and condition: 1994. Good.

Room for expansion: yes

Emergency Power & Lighting

Served by campus generator: yes

Served by individual generator: yes

Emergency and optional systems separated: yes

Power Distribution

Condition of downstream equipment: very good except for equipment feeding basement.

Replacement parts available: yes except for equipment feeding basement

Basement distribution gear will need replaced if basement is remodeled.

Lighting

Efficient lighting: T12s and incandescent used in unremodeled portion of basement.

Should be retrofit or replaced

Lighting levels: very poor, should be upgraded

Occupancy sensors: Yes, in corridors. Not in private offices.

Fire Alarm

Addressable: yes

Overall condition: five years old, excellent condition

Noted Code Violations

None

Recommendations

Replace downstream components of distribution system feeding basement (panels, wiring, recepts, etc)

Upgrade lighting in basement to increase efficiency and lighting levels.

BARTLETT

General Information

Tunnel access: yes
Service transformer: 500kVA
Service characteristics: 208/120V, 3 phase, 4 wire, 1200A.
Service age and condition: 1994. Good.
Room for expansion: yes.

Emergency Power & Lighting

Served by campus generator: yes
Served by individual generator: no
Emergency and optional systems separated: no

Power Distribution

Condition of downstream equipment: acceptable

Lighting

Efficient lighting: no, incandescent used throughout, should be replaced
Lighting levels: very poor, should be upgraded
Occupancy sensors: no

Fire Alarm

Addressable: no
Overall condition: panel and devices out of date and should be replaced
Building sprinkled: no
Meets code: no smoke detector coverage in sleeping units, inadequate coverage

Noted Code Violations

Emergency lighting not separated from other building loads.
Smoke detector coverage not provided in sleeping units.
Building not sprinkled, smoke detector coverage is inadequate.
Light levels in corridors and beds are well below safe levels.

Recommendations

Separate emergency lighting from normal. Provide either battery emergency fixtures throughout or provide separate transfer switch and distribution system for existing lights.
Upgrade lighting to increase efficiency and lighting levels.
Replace fire alarm system and devices, upgrade to meet code.

ADMINISTRATION

General Information

Tunnel access: yes
Service transformer: 300kVA
Service characteristics: 208/120V, 3 phase, 4 wire, 600A.
Service age and condition: 2008. Very good.
Room for expansion: yes – service includes spares.

Emergency Power & Lighting

Served by campus generator: yes
Served by individual generator: no
Emergency and optional systems separated: no

Power Distribution

Condition of downstream equipment: very old and should be replaced
Replacement parts available: no
Power quality issues: circuit breakers trip due to age and presence of window air condition units

Lighting

Efficient lighting: no, T12s used extensively, should be retrofit or replaced
Occupancy sensors: no

Fire Alarm

Addressable: no
Overall condition: very poor and should be replaced
Building sprinkled: partially
Meets code: no, smoke detector coverage is inadequate

Noted Code Violations

Emergency lighting not separated from other building loads.
Smoke detector coverage does not meet code.

Recommendations

Replace all downstream components of distribution system (panels, wiring, recepts, etc)
Separate emergency lighting from normal. Provide either battery emergency fixtures throughout or provide separate transfer switch and distribution system for existing lights.
Retrofit or replace all fixtures containing T12 lamps.
Replace fire alarm system and devices, upgrade to meet code.

GREEN ACRES

General Information

Tunnel access: yes
Service transformer: 150kVA
Service characteristics: 208/120V, 3 phase, 4 wire.
Service age and condition: New. Very good.

Emergency Power & Lighting

Served by campus generator: yes
Served by individual generator: no
Emergency and optional systems separated: no

Power Distribution

Condition of downstream equipment: very old and should be replaced
Replacement parts available: no
Power quality issues: many receptacles not grounded

Lighting

Efficient lighting: no, T12 and incandescent used regularly, should be retrofit or replaced
Occupancy sensors: no

Fire Alarm

Addressable: no
Overall condition: panel and devices out of date and should be replaced
Building sprinkled: no
Meets code: no, smoke detector coverage is inadequate

Noted Code Violations

Emergency lighting not separated from other building loads.
Smoke detector coverage not provided in sleeping units.
Building not sprinkled, smoke detector coverage is inadequate.
Many receptacles not grounded.

Recommendations

Replace all downstream components of distribution system (panels, wiring, recepts, etc)
Separate emergency lighting from normal. Provide either battery emergency fixtures throughout or provide separate transfer switch and distribution system for existing lights.
Retrofit or replace all fixtures containing T12 lamps.
Replace fire alarm system and devices, upgrade to meet code.

SUNRISE

General Information

Tunnel access: yes
Service transformer: 150kVA
Service characteristics: 208/120V, 3 phase, 4 wire, 600A.
Service age and condition: 1947. Very dangerous. Not protected. Parts not available.
Room for expansion: no, gear is full and replacement parts are not available.
Service is too small for building, unable to provide power to larger loads.
Service will need replaced if building is touched.

Emergency Power & Lighting

Served by campus generator: yes
Served by individual generator: no
Emergency and optional systems separated: no

Power Distribution

Condition of downstream equipment: very old and should be replaced
Replacement parts available: no
Power quality issues: many receptacles not grounded.

Lighting

Efficient lighting: T12s and incandescent used regularly, should be retrofit or replaced
Occupancy sensors: no

Fire Alarm

Addressable: no
Overall condition: panel and devices out of date and should be replaced
Building sprinkled: no
Meets code: no smoke detectors in beds, coverage is inadequate

Noted Code Violations

Service is not protected with overcurrent device.
Many receptacles not grounded.
Emergency lighting not separated from other building loads.
Smoke detector coverage not provided in sleeping units.
Building not sprinkled, smoke detector coverage is inadequate.

Recommendations

Replace service equipment immediately. Multiple code violations. Dangerous condition.
Replace all downstream components of distribution system (panels, wiring, recepts, etc)
Separate emergency lighting from normal. Provide either battery emergency fixtures throughout or provide separate transfer switch and distribution system for existing lights.
Upgrade lighting to increase efficiency and lighting levels.
Replace fire alarm system and devices, upgrade to meet code.

JOHNSON HALL

General Information

Tunnel access: yes
Service transformer: (3) 100kVA
Service characteristics: Two services, each 208/120V, 3 phase, 4 wire. 800A and 400A
Service age and condition:
 800A service: 1989, good condition.
 400A service: original to building, does not have proper overcurrent protection.
Room for expansion: yes, 800A service includes spares.

Emergency Power & Lighting

Served by campus generator: yes
Served by individual generator: no
Emergency and optional systems separated: yes, battery lights recently added

Lighting

Efficient lighting: no, T12 and incandescent used regularly, should be retrofit or replaced
Occupancy sensors: no

Fire Alarm

Addressable: no
Overall condition: Panel and devices are out of date and should be replaced
Building sprinkled: no
Meets code: no, smoke detector coverage is inadequate

Noted Code Violations

Smoke detector coverage not provided in sleeping units.
Building not sprinkled, smoke detector coverage is inadequate.
Service is not protected with proper overcurrent device – dangerous condition

Recommendations

Correct code violation regarding service entrance overcurrent protection.
Replace all downstream components of distribution system (panels, wiring, recepts, etc)
Replace all incandescent fixtures with fluorescent fixtures.
Retrofit or replace all fixtures containing T12 lamps.
Replace fire alarm system and devices, upgrade to meet code.

OLD CENTER

General Information

Tunnel access: yes
Service transformer: 225kVA
Service characteristics: 208/120V, 3 phase, 4 wire.

Emergency Power & Lighting

Served by campus generator: yes
Served by individual generator: no
Emergency and optional systems separated: no

Fire Alarm

Addressable: no
Overall condition: panel and devices out of date and should be replaced
Building sprinkled: no
Meets code: no, smoke detector coverage is inadequate

Noted Code Violations

Emergency lighting not separated from other building loads.
Building not sprinkled, smoke detector coverage is inadequate.

Recommendations

Replace all downstream components of distribution system (panels, wiring, recepts, etc)
Separate emergency lighting from normal. Provide either battery emergency fixtures throughout or provide separate transfer switch and distribution system for existing lights.
Replace all incandescent fixtures with fluorescent fixtures.
Retrofit or replace all fixtures containing T12 lamps.
Replace fire alarm system and devices, upgrade to meet code.

POWER PLANT

General Information

Tunnel access: yes
Service transformer: 300kVA
Service characteristics: 480/277V, 3 phase, 4 wire
Service age and condition: 2005. Good.
Room for expansion: yes

Emergency Power & Lighting

Served by campus generator: yes
Served by individual generator: no
Emergency and optional systems separated: no

Lighting

Efficient lighting: T12s and incandescent used regularly, should be retrofit or replaced
Occupancy sensors: no

Noted Code Violations

Emergency lighting not separated from other building loads.

Recommendations

Separate emergency lighting from normal. Provide either battery emergency fixtures throughout or provide separate transfer switch and distribution system for existing lights.
Upgrade lighting to increase efficiency and lighting levels.

TUNNEL

The tunnels contain un-switched 2-lamp 4-foot T8 fixtures mounted approximately every fifteen feet. Switching these fixtures would offer potentially large savings.

Recommendations

Provide lighting controls to increase efficiency.

MSH

General Information

Tunnel access: no
Service transformer: Two utility-owned services
Service characteristics:
 480/277V, 3 phase, 4 wire, 2000A (original)
 480/277V, 3 phase, 4 wire, 1200A (addition)
Service age and condition:
 Original: 1980, good condition
 Addition: Very good.
Room for expansion: yes – service includes spares.

Emergency Power & Lighting

Served by campus generator: no
Served by individual generator: yes, 275kW diesel (good condition)
Emergency and optional systems separated: no

Power Distribution

Condition of downstream equipment: good
Replacement parts available: yes

Lighting

No lighting issues in building addition. All comments below refer to existing building.
Efficient lighting: T12s used regularly, should be retrofit or replaced
Lighting levels: poor in common areas, corridors, and beds, and should be upgraded
Occupancy sensors: no
Other: Fixtures in common areas are heating up to the point of breaking the lenses.
 Replacement lenses (fabricated by maintenance shop) violate the fixtures' UL listing and also burning up. Wiring within these fixtures is blackening due to the heat.
 Lamps in swing areas not in stock. Maintenance is very difficult for common area fixtures. Lamps in bed fixtures have been poorly retrofit.

Fire Alarm

Addressable: yes
Overall condition: good (existing was replaced three years ago)
Building sprinkled: existing building partially; addition fully
Meets code: no smoke detection in original units

Noted Code Violations

Emergency lighting not separated from other building loads.
Smoke detector coverage not provided in sleeping units.
Building not fully sprinkled, smoke detector coverage may be inadequate.
Light levels in corridors and beds are well below safe levels.

Recommendations

Separate emergency lighting from normal. Provide either battery emergency fixtures throughout or provide separate transfer switch and distribution system for existing lights.
Replace fixtures in common areas that are literally burning up – dangerous condition.
Upgrade lighting to increase efficiency and lighting levels.
Minor upgrades to fire alarm system to include smoke detection in beds and correct other minor code violations.

FORENSIC NURSING

General Information

Tunnel access: no
Service transformer: utility-owned 500kVA
Service characteristics: 480/277V, 3 phase, 4 wire, 800A.
Service age and condition: 2009. Excellent.
Room for expansion: yes

Emergency Power & Lighting

Served by campus generator: no
Served by individual generator: yes, 600kW diesel
Emergency and optional systems separated: yes

Power Distribution

No issues

Lighting

No issues

Fire Alarm

Addressable: yes
Overall condition: excellent
Building sprinkled: yes
Meets code: yes

Noted Code Violations

None

Recommendations

None

5: Building Audit Unit Costs

The following unit costs were used in conjunction with the condition report and maintenance recommendations in developing capital maintenance estimates.

All unit costs are indicated in 2009 / 2010 dollars.

Exterior

- A. Strip paint from brick/stone and seal natural surface – 3.65 sf
- B. Repaint building exterior – 1.35 sf
- C. Brick tuck pointing – 7.85 sf
- D. Brick removal and replacement – 19.50 sf
- E. Remove and replace steel lintel – 25.00 lf
- F. Stone tuck pointing – 9.45 lf
- G. Stone replacement – 30.00 sf
- H. Stone cleaning – 1.50 sf
- I. Remove and replace existing exterior ribbed metal siding – 9.50 sf
- J. Apply cement parging – .25.00 sf
- K. Remove and reconstruct stucco – 12.50 sf
- L. Remove and replace roofing with new asphalt shingles – 16.50 sf
- M. Remove and replace roofing with new BUR – 8.65 sf
- N. Remove and replace metal fascia/trim gutters and downspouts – 25.00 lf
- O. Remove and reconstruct roof overhang and soffit – 63.75 lf
- P. Remove and replace exterior windows – 55.00 sf
- Q. Remove and replace storm windows – 300.00 ea
- R. Repair exterior windows (refinish/repaint frame) – 40.00/sf
- S. Repair exterior doors (refinish door and frame, replace all hardware) – 400/ea
- T. Remove and replace ext. doors (new door, frame, hardware, finish) – 950.00 ea
- U. Remove and replace OHD unit – 200.00 sf
- V. Construct new exterior ADA entry ramp with metal railings each side – \$175 sf
- W. Repair ADA entry ramp (update railings, repair cracks in concrete) – 20.00 lf
- X. Demolish and reconstruct existing entry stair/stoop – 5,000 ea
- Y. Remove and replace steel entry stair guard/hand railing – 16.75 lf
- Z. Repair concrete canopy – 25.00 sf
- AA. Remove and replace metal canopy – 50.00 sf
- BB. Sand, repair, and paint wood trim – 2.00 sf
- CC. Sand and paint soffit – 2.00 sf
- DD. Replace metal handrail at retaining wall – 150 lf
- EE. Replace Precast concrete joint sealant – 7.00 lf
- FF. Replace concrete sidewalk - 7.50 sf
- GG. Patch asphalt - 7.00 sf
- HH. Replace existing curb and curb & gutter - \$15.00/ lf
- II. Install new asphalt - 7.250 sf
- JJ. Repair CMU retaining wall - 20.00 sf
- KK. Repair timber retaining wall - 15.00 sf
- LL. Replace wood panel siding - 10.00 lf

Interior

- MM. Repair and repaint existing interior metal door – 200.00 ea
- NN. Replace interior metal door – 250.00 ea
- OO. Replace interior metal door and Jamb – see U. 900 ea
- PP. Replace interior metal security door and sidelights – 1500.00 ea
- QQ. Repair and patch interior door – 450.00 ea
- RR. Repair and re-grout wall tile – 8.50 sf
- SS. Repair and re-grout floor tile – 9.50 sf
- TT. Replace ceiling tile – 2.50 sf
- UU. Patch and repaint interior walls - 175f
- VV. Replace vinyl tile flooring – 3.50 sf
- WW. Replace carpet – 55.00 sy
- XX. Repair and patch terrazzo floor – 40.00 sf
- YY. Repair and patch concrete floor 10.00 sf
- ZZ. Repair and patch concrete structure 95.00 sf
- AAA. Paint concrete floor – 2.50 sf
- BBB. Repair and replace tile base - 10.00 lf
- CCC. Replace building expansion joints – 250.00 ea
- DDD. Repair exposed duct insulation - 4.50 sf
- EEE. Update elevator finishes – 2,500/cab
- FFF. Repair casework (patch, glue, locks, hardware) - 150.00 lf
- GGG. Install privacy film to windows - 10.00 sf
- HHH. Repair vision glass in doors – 300.00 ea
- III. Repair and re grout oversized glazed brick – 15.00 sf
- JJJ. Repaint /Replace mechanical diffusers – 250.00 ea
- KKK. Remove and replace interior metal guardrail / handrail - \$125.00/ lf

Final Report
Saint Peter Regional Treatment Center Campus
Master Planning
Saint Peter, Minnesota
Comm. No 1654.02



Appendix B

Asbestos Abatement Cost Estimate

**ESTIMATED COSTS FOR REMOVAL AND REPLACEMENT
OF ASBESTOS CONTAINING MATERIALS
ST. PETER REGIONAL TREATMENT CENTER
BUILDING 1
IHSC PROJECT NUMBER M02-505.1**

Asbestos Abatement - Material Removal			
Material	Approximate Quantity	Estimated Removal Costs*	Estimated Replacement Costs**
Floor Tiles	20,293 Square Feet	\$60,900.00	\$60,900.00
Floor Tile Adhesive	13,065 Square Feet	\$39,200.00	\$39,200.00
Thermal System Insulation (Pipe and Fitting Insulation)	1088 Linear Feet	\$27,200.00	\$21,800.00
Duct Insulation	40 Square Feet	\$1,000.00	\$800.00
Sink Undercoating	8 Each	\$1,200.00	#
Window Glazing	238 Each	\$35,700.00	#
Total		\$165,200.00	\$122,400.00

*Removal Costs include licensed asbestos abatement contractor fees for removal and disposal and project design and monitoring during abatement. Various factors affect costs include sequencing of work and time of year removal is performed.

**Actual costs will be dependent upon the specific replacement material selected.

#No estimate is provided for the replacement of window glazing and sinks due to the great number of variables.

**ESTIMATED COSTS FOR REMOVAL AND REPLACEMENT
OF ASBESTOS CONTAINING MATERIALS
ST. PETER REGIONAL TREATMENT CENTER
BUILDING 3**

IHSC PROJECT NUMBER M02-505.3

Asbestos Abatement - Material Removal			
Material	Approximate Quantity	Estimated Removal Costs*	Estimated Replacement Costs**
Floor Tile Adhesive Only	2,291 Square Feet	\$6,873.00	\$6,873.00
Floor Tile Only	40 Square Feet	\$120.00	\$120.00
Floor Tile and Adhesive	3,920 Square Feet	\$23,520.00	\$23,520.00
Linoleum and Adhesive	192 Square Feet	\$1,152.00	\$1,152.00
Thermal System Insulation (Pipe and Fitting Insulation)	1021 Linear Feet	\$25,500.00	\$20,400.00
Fire Doors (Metal)	40 Each	\$6,000.00	#
Wall Tar	95 Square Feet	\$285.00	NA
Sink Insulation	12 Each	\$1,800.00	#
Window Glazing (on glass and wall/frame)	400 Each	\$60,000.00	#
Total		\$125,250.00	\$52,065.00

*Removal Costs include licensed asbestos abatement contractor fees for removal and disposal and project design and monitoring during abatement. Various factors affect costs include sequencing of work and time of year removal is performed.

**Actual costs will be dependent upon the specific replacement material selected.

#No estimate is provided for the replacement of window glazing, sinks, and fire doors due to the great number of variables.

**ESTIMATED COSTS FOR REMOVAL AND REPLACEMENT
OF ASBESTOS CONTAINING MATERIALS
ST. PETER REGIONAL TREATMENT CENTER
BUILDING 4
IHSC PROJECT NUMBER M02-505.4**

Asbestos Abatement - Material Removal			
Material	Approximate Quantity	Estimated Removal Costs*	Estimated Replacement Costs**
Thermal System Insulation (Pipe and Fitting Insulation)	190 Linear feet	\$4,750.00	\$2,900.00
Floor Tile and Adhesive	1535 square feet	\$10,000.00	\$10,000.00
Floor caulking	150 linear feet	\$330.00	#
Putty between transite panels	8 Linear Feet	\$55.00	#
Transite wall panels	35 Square feet	\$400.00	#
Sink Undercoating	2 Each	\$150.00	#
Fire Doors	1 Each	\$150.00	#
Total		\$15,835.00	\$12,900.00

*Removal Costs include licensed asbestos abatement contractor fees for removal and disposal and project design and monitoring during abatement. Various factors affect costs include sequencing of work and time of year removal is performed.

**Actual costs will be dependent upon the specific replacement material selected.

#No estimate is provided for the replacement of fire doors, caulking, transite, and sinks due to the great number of variables.

**ESTIMATED COSTS FOR REMOVAL AND REPLACEMENT
OF ASBESTOS CONTAINING MATERIALS
ST. PETER REGIONAL TREATMENT CENTER
BUILDING 5
IHSC PROJECT NUMBER M02-505.05**

Asbestos Abatement - Material Removal			
Material	Approximate Quantity	Estimated Removal Costs*	Estimated Replacement Costs**
Sink Undercoating	1 Each	\$50.00	#
Linoleum and Adhesive	8 Square feet	\$300.00	\$100.00
Total		\$350.00	#

*Removal Costs include licensed asbestos abatement contractor fees for removal and disposal and project design and monitoring during abatement. Various factors affect costs include sequencing of work and time of year removal is performed.

**Actual costs will be dependent upon the specific replacement material selected.

#No estimate is provided for the replacement of sinks due to the great number of variables.

**ESTIMATED COSTS FOR REMOVAL AND REPLACEMENT
OF ASBESTOS CONTAINING MATERIALS
ST. PETER REGIONAL TREATMENT CENTER
BUILDING 8
IHSC PROJECT NUMBER M02-505.8**

Asbestos Abatement - Material Removal			
Material	Approximate Quantity	Estimated Removal Costs	Estimated Replacement Costs
No asbestos containing materials identified	N/A	N/A	N/A

**ESTIMATED COSTS FOR REMOVAL AND REPLACEMENT
OF ASBESTOS CONTAINING MATERIALS
ST. PETER REGIONAL TREATMENT CENTER
BUILDING 10
IHSC PROJECT NUMBER M02-505.10**

Asbestos Abatement - Material Removal			
Material	Approximate Quantity	Estimated Removal Costs*	Estimated Replacement Costs**
12" X 12" Ceiling Adhesive	24,323 square feet	\$158,100.00	\$121,600.00
Floor Tile and Adhesive	1,520 square feet	\$9,880.00	\$13,680.00
Thermal System Insulation (Pipe and Fitting Insulation)	8000 linear feet	\$200,000.00	\$120,000.00
2 x 2 Ceiling Tiles	1416 Square feet	\$14,160.00	\$14,160.00
2 x 4 Ceiling Tiles	100 Square feet	\$1,000.00	\$1,000.00
Wire Insulation	164 Linear feet	\$330.00	\$600.00
Window Glazing	232 each	\$34,800.00	#
Total		\$418,270.00	\$271,040.00

*Removal Costs include licensed asbestos abatement contractor fees for removal and disposal and project design and monitoring during abatement. Various factors affect costs include sequencing of work and time of year removal is performed.

**Actual costs will be dependent upon the specific replacement material selected.

#No estimate is provided for the replacement of window glazing due to the great number of variables.

**ESTIMATED COSTS FOR REMOVAL AND REPLACEMENT
OF ASBESTOS CONTAINING MATERIALS
ST. PETER REGIONAL TREATMENT CENTER
BUILDING 25
IHSC PROJECT NUMBER M02-505.25**

Asbestos Abatement - Material Removal			
Material	Approximate Quantity	Estimated Removal Costs*	Estimated Replacement Costs**
Floor Tile	6142 Square Feet	\$18,426.00	\$18,426.00
Floor Tile Adhesive	10,119 Square Feet	\$30,367.00	\$30,367.00
Thermal System Insulation (Pipe and Fitting Insulation)	970 Linear Feet	\$24,250.00	\$19,400.00
Thermal System Insulation (Tank Insulation)	36 Square Feet	\$900.00	\$720.00
Linoleum Flooring	128 Square Feet	\$768.00	\$768.00
Sink Insulation undercoating	4 Each	\$600.00	#
Vibration Joint Insulation	6 Each	\$900.00	\$1,200.00
Duct Insulation pin adhesive	135 Square Feet	\$2,700.00	##
Window Caulking	104 Each	\$15,600.00	#
Total		\$94,511.00	\$70,881.00

*Removal Costs include licensed asbestos abatement contractor fees for removal and disposal and project design and monitoring during abatement. Various factors affect costs include sequencing of work and time of year removal is performed.

**Actual costs will be dependent upon the specific replacement material selected.

#No estimate is provided for the replacement of window glazing and sink undercoating due to the great number of variables.

##No estimate is provided for the replacement of pin adhesive due to the fact that this also involves reinsulation of the entire ductwork and may no longer use pin adhesive.

**ESTIMATED COSTS FOR REMOVAL AND REPLACEMENT
OF ASBESTOS CONTAINING MATERIALS
ST. PETER REGIONAL TREATMENT CENTER
BUILDING 26
IHSC PROJECT NUMBER M02-505.26**

Asbestos Abatement - Material Removal			
Material	Approximate Quantity	Estimated Removal Costs*	Estimated Replacement Costs**
Floor Tile	9,875 Square Feet	\$29,600.00	\$29,600.00
Floor Tile Adhesive	5,723 Square Feet	\$17,200.00	\$17,200.00
Thermal System Insulation (Pipe and Fitting Insulation)	2,299 Linear Feet	\$57,500.00	\$46,000.00
Linoleum and Adhesive	136 Square Feet	\$850.00	\$850.00
Duct Insulation Pin Adhesive	140 Square Feet	\$3,000.00	N/A
Window Caulking	654 Linear Feet	\$4,500.00	#
Window Glazing	88 Each	\$13,200.00	#
Total		\$125,850.00	\$93,650.00

*Removal Costs include licensed asbestos abatement contractor fees for removal and disposal and project design and monitoring during abatement. Various factors affect costs include sequencing of work and time of year removal is performed.

**Actual costs will be dependent upon the specific replacement material selected.

#No estimate is provided for the replacement of window glazing and caulking due to the great number of variables.

**ESTIMATED COSTS FOR REMOVAL AND REPLACEMENT
OF ASBESTOS CONTAINING MATERIALS
ST. PETER REGIONAL TREATMENT CENTER
BUILDING 37
IHSC PROJECT NUMBER M02-505.37**

Asbestos Abatement - Material Removal			
Material	Approximate Quantity	Estimated Removal Costs*	Estimated Replacement Costs**
Transite Pipe	1 Linear Feet	\$50.00	#
Mud around pipe penetration	3 Square Feet	\$50.00	\$50.00
Thermal System Insulation (Pipe and Fitting Insulation)	561 Linear Feet	\$14,000.00	\$11,200.00
Floor Tiles	7,466 Square Feet	\$22,400.00	\$22,400.00
Floor Tile Adhesive	12,317 Square Feet	\$37,000.00	\$37,000.00
Window Glazing	42 Each	\$6,300.00	#
Total		\$79,800.00	\$70,650.00

*Removal Costs include licensed asbestos abatement contractor fees for removal and disposal and project design and monitoring during abatement. Various factors affect costs include sequencing of work and time of year removal is performed.

**Actual costs will be dependent upon the specific replacement material selected.

#No estimate is provided for the replacement of window glazing and transite piping due to the great number of variables.

**ESTIMATED COSTS FOR REMOVAL AND REPLACEMENT
OF ASBESTOS CONTAINING MATERIALS
ST. PETER REGIONAL TREATMENT CENTER
BUILDING 51
IHSC PROJECT NUMBER M02-505.51**

Asbestos Abatement - Material Removal			
Material	Approximate Quantity	Estimated Removal Costs*	Estimated Replacement Costs**
2' x 2' Ceiling Panels	94 Square Feet	\$752.00	\$752.00
2' x 4' Ceiling Panels	567 Square Feet	\$4,500.00	\$4,500.00
Floor Tile	13,465 Square Feet	\$40,400.00	\$40,400.00
Floor Tile Adhesive	4,716 Square Feet	\$14,200.00	\$14,200.00
Thermal System Insulation (Pipe and Fitting Insulation)	1,397 Linear Feet	\$34,900.00	27,900.00
Vibration Joint	1 Each	\$150.00	\$150.00
Duct Sealant	9 Linear Feet	\$200.00	\$200.00
Baseboard Adhesive	20 Linear Feet	\$100.00	\$100.00
Sink Undercoating	1 Each	\$150.00	#
Window Glazing	6 Each	\$900.00	#
Total		\$96,252.00	\$88,202.00

*Removal Costs include licensed asbestos abatement contractor fees for removal and disposal and project design and monitoring during abatement. Various factors affect costs include sequencing of work and time of year removal is performed.

**Actual costs will be dependent upon the specific replacement material selected.

#No estimate is provided for the replacement of window glazing and sinks due to the great number of variables.

**ESTIMATED COSTS FOR REMOVAL AND REPLACEMENT
OF ASBESTOS CONTAINING MATERIALS
ST. PETER REGIONAL TREATMENT CENTER
BUILDING 60
IHSC PROJECT NUMBER M02-505.60**

Asbestos Abatement - Material Removal			
Material	Approximate Quantity	Estimated Removal Costs*	Estimated Replacement Costs**
Transite Panels	640 square feet	\$9,600.00	#
Floor Tile Only	1848 square feet	\$6,000.00	\$12,000.00
Thermal System Insulation (Pipe and Fitting Insulation)	1523 linear feet	\$38,000.00	\$22,800.00
Window Glazing	5 Each	\$750.00	#
Window Caulking	2 Each	\$300.00	#
Sink Undercoating	1 Each	\$50.00	#
Total		\$54,700.00	\$34,800.00

*Removal Costs include licensed asbestos abatement contractor fees for removal and disposal and project design and monitoring during abatement. Various factors affect costs include sequencing of work and time of year removal is performed.

**Actual costs will be dependent upon the specific replacement material selected.

#No estimate is provided for the replacement of transite panels, window glazing, window caulking, and sinks due to the great number of variables.

**ESTIMATED COSTS FOR REMOVAL AND REPLACEMENT
OF ASBESTOS CONTAINING MATERIALS
ST. PETER REGIONAL TREATMENT CENTER
BUILDING 65
IHSC PROJECT NUMBER M02-505.65**

Asbestos Abatement - Material Removal			
Material	Approximate Quantity	Estimated Removal Costs*	Estimated Replacement Costs**
Floor Tile and Adhesive	224 square feet	\$1,500.00	\$1,500.00
Thermal System Insulation (Pipe and Fitting Insulation)	1,455 linear feet	\$36,300.00	\$21,800.00
White Window Glazing	27 Each	\$4,050.00	#
Total		\$41,850.00	\$23,300.00

*Removal Costs include licensed asbestos abatement contractor fees for removal and disposal and project design and monitoring during abatement. Various factors affect costs include sequencing of work and time of year removal is performed.

**Actual costs will be dependent upon the specific replacement material selected.

#No estimate is provided for the replacement of window glazing due to the great number of variables.

**ESTIMATED COSTS FOR REMOVAL AND REPLACEMENT
OF ASBESTOS CONTAINING MATERIALS
ST. PETER REGIONAL TREATMENT CENTER
BUILDING 70
IHSC PROJECT NUMBER M02-505.70**

Asbestos Abatement - Material Removal			
Material	Approximate Quantity	Estimated Removal Costs*	Estimated Replacement Costs**
Sink Undercoating	1 Each	\$50.00	#
Floor Tile Adhesive Only	240 square feet	\$800.00	\$1,500.00
Thermal System Insulation (Pipe and Fitting Insulation)	552 linear feet	\$13,800.00	\$8,200.00
Total		\$14,650.00	\$9,700.00

*Removal Costs include licensed asbestos abatement contractor fees for removal and disposal and project design and monitoring during abatement. Various factors affect costs include sequencing of work and time of year removal is performed.

**Actual costs will be dependent upon the specific replacement material selected.

#No estimate is provided for the replacement of window glazing due to the great number of variables.

**ESTIMATED COSTS FOR REMOVAL AND REPLACEMENT
OF ASBESTOS CONTAINING MATERIALS
ST. PETER REGIONAL TREATMENT CENTER
BUILDING 72
IHSC PROJECT NUMBER M02-505.72**

Asbestos Abatement - Material Removal			
Material	Approximate Quantity	Estimated Removal Costs*	Estimated Replacement Costs**
Thermal System Insulation (Pipe and Fitting Insulation)	330 linear feet	\$8,200.00	\$4,900.00
Total		\$8,200.00	\$4,900.00

*Removal Costs include licensed asbestos abatement contractor fees for removal and disposal and project design and monitoring during abatement. Various factors affect costs include sequencing of work and time of year removal is performed.

**Actual costs will be dependent upon the specific replacement material selected.

#No estimate is provided for the replacement of window glazing due to the great number of variables.

**ESTIMATED COSTS FOR REMOVAL AND REPLACEMENT
OF ASBESTOS CONTAINING MATERIALS
ST. PETER REGIONAL TREATMENT CENTER
BUILDING 90
IHSC PROJECT NUMBER M02-505.90**

Asbestos Abatement - Material Removal			
Material	Approximate Quantity	Estimated Removal Costs*	Estimated Replacement Costs**
Window Glazing	28 Each	\$50.00	#
Total		\$4,200.00	#

*Removal Costs include licensed asbestos abatement contractor fees for removal and disposal and project design and monitoring during abatement. Various factors affect costs include sequencing of work and time of year removal is performed.

**Actual costs will be dependent upon the specific replacement material selected.

#No estimate is provided for the replacement of windows due to the great number of variables.

**ESTIMATED COSTS FOR REMOVAL AND REPLACEMENT
OF ASBESTOS CONTAINING MATERIALS
ST. PETER REGIONAL TREATMENT CENTER
BUILDING 98
IHSC PROJECT NUMBER M02-505.98**

Asbestos Abatement - Material Removal			
Material	Approximate Quantity	Estimated Removal Costs*	Estimated Replacement Costs**
Window Glazing	3 Each	\$450.00	#
Total		\$450.00	#

*Removal Costs include licensed asbestos abatement contractor fees for removal and disposal and project design and monitoring during abatement. Various factors affect costs include sequencing of work and time of year removal is performed.

**Actual costs will be dependent upon the specific replacement material selected.

#No estimate is provided for the replacement of window glazing due to the great number of variables.

**ESTIMATED COSTS FOR REMOVAL AND REPLACEMENT
OF ASBESTOS CONTAINING MATERIALS
ST. PETER REGIONAL TREATMENT CENTER
BUILDING 99
IHSC PROJECT NUMBER M02-505.99**

Asbestos Abatement - Material Removal			
Material	Approximate Quantity	Estimated Removal Costs*	Estimated Replacement Costs**
12" X 12" Ceiling Tiles	1670 Square Feet	\$13,400.00	\$13,400.00
Floor Tile	140 Square Feet	\$420.00	\$420.00
Floor Tile Adhesive	285 Square Feet	\$900.00	\$900.00
Sink Undercoating	35 Each	\$5,250.00	#
Transite Ductwork	420 Linear Feet	\$12,600.00	#
Duct Sealant	6 Linear Feet	\$120.00	\$100.00
Total		\$32,690.00	\$14,820.00

*Removal Costs include licensed asbestos abatement contractor fees for removal and disposal and project design and monitoring during abatement. Various factors affect costs include sequencing of work and time of year removal is performed.

**Actual costs will be dependent upon the specific replacement material selected.

#No estimate is provided for the replacement of sinks and transite ductwork due to the great number of variables.

Final Report
Saint Peter Regional Treatment Center Campus
Master Planning
Saint Peter, Minnesota
Comm. No 1654.02



Appendix C
Building Audit Questionnaires

GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

The purpose of this form is to assist the design team in determining the overall building condition and identifying areas or systems which will require repair, replacement, or up-grades in the future. This form should be filled out by individuals with the best overall knowledge of the facility's physical plant conditions and maintenance practices and history. Please complete this form for each permanent building within the campus. Not all questions may apply to each building.

Name of individual completing this form: BILL OLSON / PAT KENNEDY
Position/Title of individual: PHYSICAL PLANT OPERATIONS MANAGER Telephone no: 507-469-0263
How long have you worked for this organization at this facility?: 4 YEARS
Name of Building: SHANTZ

- 1) When was the existing structure originally built?: 1960
- 2) Have there been any additions to the building?: NO If "yes", when?: _____

Site Conditions

- 3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: NO If "Yes" please describe where?: _____
- 4) Are you aware of any paved road / parking areas which require re-pavement?: NO If "Yes" please describe where?: _____
- 5) Are you aware of any sidewalk areas which require re-pavement?: NO If "Yes", please describe where?: _____
- 6) Are you aware of any site signage which must be replaced or repaired?: YES If "Yes", please describe where?: SITE SIGNAGE IS CURRENTLY BEING WORKED ON.

7) Are you aware of any site lighting which must be replaced or repaired?: NO If "Yes", please describe where?: _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? NO
If "Yes" please describe location and type of evidence noticed?: _____

9) Are there any roof areas which have recently been replaced (within last 10 years)? YES If "Yes" please describe where?: ENTIRE BLOG

10) Are there any roof areas which must be replaced or repaired?: NO If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)? _____

11) Are you aware of any damage to soffits, or soffits which should be replaced?: NO If "Yes", please describe where?: _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? NO If "Yes" please describe where and what types of repairs have been made?: _____

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: YES If "Yes", please describe where, what material, and what kind of damage?: EFFLORESCENCE IN BRICK
CORNERS OF BUILDING WHERE THE ARE BATHROOMS

14) Are there any exterior windows or doors that have been replaced within the last 10 years? NO If "Yes" please describe where?:

15) Are you aware of any windows which require replacement?: YES If "Yes", please describe where?: ALL OF THEM

16) Are you aware of any exterior doors which should be replaced?: ~~YES~~ NO If "Yes", please describe where?:

17) Are you aware of any major building cracks or apparent settlement?: NO If "Yes", please describe where?:

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: Yes If "Yes" please provide a brief description of program and frequency of general building maintenance?: SEE ATTACHED -

Handwritten notes at top right of page.

Handwritten notes on a line above the main question.

19) Are there any currently scheduled or anticipated building maintenance, replacements, or upgrades (building repairs, roof replacements, new windows, boiler replacements, etc) planned or anticipated (either for this year, planned for a specific year, or undetermined future date)?

If "Yes", please describe each item, its estimated cost (if available) and targeted date (if determined)?

Item	Estimated Cost	Target Date
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<i>Handwritten description of item 1</i>	<i>Handwritten cost</i>	<i>Handwritten date</i>
<i>Handwritten description of item 2</i>	<i>Handwritten cost</i>	<i>Handwritten date</i>
<i>Handwritten description of item 3</i>	<i>Handwritten cost</i>	<i>Handwritten date</i>
<i>Handwritten description of item 4</i>	<i>Handwritten cost</i>	<i>Handwritten date</i>

Additional Comments

Handwritten comments in the 'Additional Comments' section, including notes like 'see attached' and 'see schedule'.

GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

The purpose of this form is to assist the design team in determining the overall building condition and identifying areas or systems which will require repair, replacement, or up-grades in the future. This form should be filled out by individuals with the best overall knowledge of the facility's physical plant conditions and maintenance practices and history. Please complete this form for each permanent building within the campus. Not all questions may apply to each building.

Name of individual completing this form: BILL OLSON / PAT KENNEDY

Position/Title of individual: PHYSICAL PLANT OPERATIONS / MCA Telephone no: 507-469-0263

How long have you worked for this organization at this facility?:

Name of Building: PEXTON

- 1) When was the existing structure originally built?: 1963
- 2) Have there been any additions to the building?: X If "yes", when?: 2005

SMALL ADDITION FOR CONTROL CENTER, BLOG RENOVATED IN 2005

Site Conditions

3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: NO If "Yes" please describe where?: _____

4) Are you aware of any paved road / parking areas which require re-pavement?: NO If "Yes" please describe where?: _____

5) Are you aware of any sidewalk areas which require re-pavement?: YES If "Yes", please describe where?: SWIF WALKS & STAIRS WEST SIDE

6) Are you aware of any site signage which must be replaced or repaired?: YES If "Yes", please describe where?: _____

7) Are you aware of any site lighting which must be replaced or repaired?: YES If "Yes", please describe where?: ADDITIONAL LIGHTING REQUESTED ON SOUTH EAST.

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? NO
If "Yes" please describe location and type of evidence noticed?: _____

9) Are there any roof areas which have recently been replaced (within last 10 years)? YES If "Yes" please describe where?: _____

10) Are there any roof areas which must be replaced or repaired?: NO If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)? _____

11) Are you aware of any damage to soffits, or soffits which should be replaced?: NO If "Yes", please describe where?: _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? NO If "Yes" please describe where and what types of repairs have been made?: _____

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: _____ If "Yes", please describe where, what material, and what kind of damage?: SEE NOTES FROM SHAWTS

14) Are there any exterior windows or doors that have been replaced within the last 10 years? YES If "Yes" please describe where?: REPAIRED IN 2005

15) Are you aware of any windows which require replacement?: NO If "Yes", please describe where?: _____

16) Are you aware of any exterior doors which should be replaced?: NO If "Yes", please describe where?: _____

17) Are you aware of any major building cracks or apparent settlement?: NO If "Yes", please describe where?: _____

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: YES If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____

BKV

GROUP

January 1998 - 1999

Handwritten notes at the top of the page.

19) Are there any currently scheduled or anticipated building maintenance, replacements, or upgrades

(building repairs, roof replacements, new windows, boiler replacements, etc) planned or anticipated (either for this year, planned for a specific year, or undetermined future date)?

If "Yes", please describe each item, its estimated cost (if available) and targeted date (if determined)?

Item Estimated Cost Target Date

Table with 3 columns: Item, Estimated Cost, Target Date. Contains handwritten entries.

Additional Comments

Handwritten notes under the 'Additional Comments' header.

Multiple lines of handwritten text providing further details or comments.

GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

The purpose of this form is to assist the design team in determining the overall building condition and identifying areas or systems which will require repair, replacement, or up-grades in the future. This form should be filled out by individuals with the best overall knowledge of the facility's physical plant conditions and maintenance practices and history. Please complete this form for each permanent building within the campus. Not all questions may apply to each building.

Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: BARTLETT

- 1) When was the existing structure originally built?: 1963
- 2) Have there been any additions to the building?: NO If "yes", when?: _____

Site Conditions

3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: NO If "Yes" please describe where?: _____

4) Are you aware of any paved road / parking areas which require re-pavement?: NO If "Yes" please describe where?: _____

5) Are you aware of any sidewalk areas which require re-pavement?: YES If "Yes", please describe where?: ENTRANCE ON WEST SIDE SHOULD BE REPAIRED

6) Are you aware of any site signage which must be replaced or repaired?: YES If "Yes", please describe where?: _____

7) Are you aware of any site lighting which must be replaced or repaired?: NO If "Yes", please describe where?: _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? _____

If "Yes" please describe location and type of evidence noticed?: SEE NOTES FROM SHANTZ

9) Are there any roof areas which have recently been replaced (within last 10 years)? ^{YES} ~~NO~~ If "Yes" please describe where?: ENTIRE ROOF

10) Are there any roof areas which must be replaced or repaired?: NO If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)? _____

11) Are you aware of any damage to soffits, or soffits which should be replaced?: NO If "Yes", please describe where?: _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? NO If "Yes" please describe where and what types of repairs have been made?: _____

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: NO If "Yes", please describe where, what material, and what kind of damage?: SEE SIGNATURE PAGE

14) Are there any exterior windows or doors that have been replaced within the last 10 years? NO If "Yes" please describe where?:

15) Are you aware of any windows which require replacement?: YES If "Yes", please describe where?: ENTIRE BLDG

16) Are you aware of any exterior doors which should be replaced?: YES If "Yes", please describe where?: ALL

17) Are you aware of any major building cracks or apparent settlement?: NO If "Yes", please describe where?:

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____

19) Are there any currently scheduled or anticipated building maintenance, replacements, or upgrades (building repairs, roof replacements, new windows, boiler replacements, etc) planned or anticipated (either for this year, planned for a specific year, or undetermined future date)? _____

If "Yes", please describe each item, its estimated cost (if available) and targeted date (if determined)?:

Item	Estimated Cost	Target Date

Additional Comments

08/14/14

08/14/14

GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: TOMLINSON

1) When was the existing structure originally built?: 1973

2) Have there been any additions to the building?: NO If "yes", when?: _____

Site Conditions

3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: ^{NO}~~YES~~ If "Yes" please describe where?: ~~YES~~

4) Are you aware of any paved road / parking areas which require re-pavement?: NO If "Yes" please describe where?: _____

5) Are you aware of any sidewalk areas which require re-pavement?: NO If "Yes", please describe where?: _____

6) Are you aware of any site signage which must be replaced or repaired?: YES If "Yes", please describe where?: _____

7) Are you aware of any site lighting which must be replaced or repaired?: NO If "Yes", please describe where?: _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? YES

If "Yes" please describe location and type of evidence noticed?: SINGLE ROOF AREA

9) Are there any roof areas which have recently been replaced (within last 10 years)? YES If "Yes" please describe where?: _____

10) Are there any roof areas which must be replaced or repaired?: YES If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)?: SINGLE ROOF

11) Are you aware of any damage to soffits, or soffits which should be replaced?: NO If "Yes", please describe where?: _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? YES If "Yes" please describe where and what types of repairs have been made?: ENTIRE BLDG

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: YES If "Yes", please describe where, what material, and what kind of damage?: BRICK SPALLING NORTH EAST CORNER

14) Are there any exterior windows or doors that have been replaced within the last 10 years? YES If "Yes" please describe where?: 1 ONE WINDOW

15) Are you aware of any windows which require replacement?: YES If "Yes", please describe where?: ALL

16) Are you aware of any exterior doors which should be replaced?: YES If "Yes", please describe where?: ALL

17) Are you aware of any major building cracks or apparent settlement?: NO If "Yes", please describe where?:

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____

GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

The purpose of this form is to assist the design team in determining the overall building condition and identifying areas or systems which will require repair, replacement, or up-grades in the future. This form should be filled out by individuals with the best overall knowledge of the facility's physical plant conditions and maintenance practices and history. Please complete this form for each permanent building within the campus. Not all questions may apply to each building.

Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: GLUEK

- 1) When was the existing structure originally built?: 1974
- 2) Have there been any additions to the building?: NO If "yes", when?: _____

Site Conditions

3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: NO If "Yes" please describe where?: _____

4) Are you aware of any paved road / parking areas which require re-pavement?: NO If "Yes" please describe where?: IT IS CLASS II AND NO PLAN TO PAVE

5) Are you aware of any sidewalk areas which require re-pavement?: NO If "Yes", please describe where?: _____

6) Are you aware of any site signage which must be replaced or repaired?: YES If "Yes", please describe where?: _____

7) Are you aware of any site lighting which must be replaced or repaired?: NO If "Yes", please describe where?: _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? NO

If "Yes" please describe location and type of evidence noticed?: _____

9) Are there any roof areas which have recently been replaced (within last 10 years)? YES If "Yes" please describe where?: ENTIRE

10) Are there any roof areas which must be replaced or repaired?: NO If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)?: _____

11) Are you aware of any damage to soffits, or soffits which should be replaced? NO If "Yes", please describe where?: _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? NO If "Yes" please describe where and what types of repairs have been made?: _____

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: NO If "Yes", please describe where, what material, and what kind of damage?: _____

14) Are there any exterior windows or doors that have been replaced within the last 10 years? NO If "Yes" please describe where?: _____

15) Are you aware of any windows which require replacement?: NO If "Yes", please describe where?: _____

16) Are you aware of any exterior doors which should be replaced?: YES If "Yes", please describe where?: REPLACE ALL _____

17) Are you aware of any major building cracks or apparent settlement?: NO If "Yes", please describe where?: _____

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____

GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: GAZEBO / PAULA OLSON

1) When was the existing structure originally built?: 1984

2) Have there been any additions to the building?: _____ If "yes", when?: _____

Site Conditions

3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: _____ If "Yes" please describe where?: _____

4) Are you aware of any paved road / parking areas which require re-pavement?: _____ If "Yes" please describe where?: _____

5) Are you aware of any sidewalk areas which require re-pavement?: _____ If "Yes", please describe where?: _____

6) Are you aware of any site signage which must be replaced or repaired?: _____ If "Yes", please describe where?: _____

7) Are you aware of any site lighting which must be replaced or repaired?: _____ If "Yes", please describe where?: _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? _____

If "Yes" please describe location and type of evidence noticed?: _____

9) Are there any roof areas which have recently been replaced (within last 10 years)? _____ If "Yes" please describe where?: _____

10) Are there any roof areas which must be replaced or repaired?: _____ If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)?: _____

11) Are you aware of any damage to soffits, or soffits which should be replaced?: _____ If "Yes", please describe where?: _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? _____ If "Yes" please describe where and what types of repairs have been made?: _____

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: _____ If "Yes", please describe where, what material, and what kind of damage?: _____

14) Are there any exterior windows or doors that have been replaced within the last 10 years? _____
_____ If "Yes" please describe where?: _____

15) Are you aware of any windows which require replacement?: _____ If "Yes", please describe where?: _____

16) Are you aware of any exterior doors which should be replaced?: _____ If "Yes", please describe where?: _____

17) Are you aware of any major building cracks or apparent settlement?: _____ If "Yes", please describe where?: _____

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____

GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: ADMINISTRATION

- 1) When was the existing structure originally built?: 1937
- 2) Have there been any additions to the building?: NO If "yes", when?: _____

Site Conditions

- 3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: NO If "Yes" please describe where?: _____
- 4) Are you aware of any paved road / parking areas which require re-pavement?: NO If "Yes" please describe where?: _____
- 5) Are you aware of any sidewalk areas which require re-pavement?: NO If "Yes", please describe where?: _____
- 6) Are you aware of any site signage which must be replaced or repaired?: YES If "Yes", please describe where?: _____

7) Are you aware of any site lighting which must be replaced or repaired?: NO If "Yes", please describe where?: _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? NO

If "Yes" please describe location and type of evidence noticed?: _____

9) Are there any roof areas which have recently been replaced (within last 10 years)? Yes If "Yes" please describe where?: ENTIRE BLDG

10) Are there any roof areas which must be replaced or repaired?: NO If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)?: _____

11) Are you aware of any damage to soffits, or soffits which should be replaced?: NO If "Yes", please describe where?: _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? YES If "Yes" please describe where and what types of repairs have been made?: TUCK POINTED ENTIRE BLDG

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: NO If "Yes", please describe where, what material, and what kind of damage?: _____

14) Are there any exterior windows or doors that have been replaced within the last 10 years? NO If "Yes" please describe where?: _____

15) Are you aware of any windows which require replacement?: YES If "Yes", please describe where?: ENTIRE BLDG. _____

55
71
02

16) Are you aware of any exterior doors which should be replaced?: YES If "Yes", please describe where?: ALL _____

17) Are you aware of any major building cracks or apparent settlement?: NO If "Yes", please describe where?: _____

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____

GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: GREEN ACRES

1) When was the existing structure originally built?: 1951

2) Have there been any additions to the building?: NO If "yes", when?: _____

Site Conditions

3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: NO If "Yes" please describe where?: _____

4) Are you aware of any paved road / parking areas which require re-pavement?: NO If "Yes" please describe where?: _____

5) Are you aware of any sidewalk areas which require re-pavement?: NO If "Yes", please describe where?: _____

6) Are you aware of any site signage which must be replaced or repaired?: YES If "Yes", please describe where?: _____

7) Are you aware of any site lighting which must be replaced or repaired?: NO If "Yes", please describe where?: _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? NO
If "Yes" please describe location and type of evidence noticed?: _____

9) Are there any roof areas which have recently been replaced (within last 10 years)? YES If "Yes" please describe where?: ENTIRE BDC

10) Are there any roof areas which must be replaced or repaired?: NO If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)?: _____

11) Are you aware of any damage to soffits, or soffits which should be replaced?: NO If "Yes", please describe where?: _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? NO If "Yes" please describe where and what types of repairs have been made?: _____

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: NO If "Yes", please describe where, what material, and what kind of damage?: _____

14) Are there any exterior windows or doors that have been replaced within the last 10 years? YES If "Yes" please describe where?: NORTH END REMODELED IN 2007 REPLACED EXT. DOORS & WINDOWS IN THAT AREA.

15) Are you aware of any windows which require replacement?: YES If "Yes", please describe where?: REST OF THE BLDG.

16) Are you aware of any exterior doors which should be replaced?: YES If "Yes", please describe where?: REST OF THE BLDG

17) Are you aware of any major building cracks or apparent settlement?: NO If "Yes", please describe where?: _____

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____

GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: SUNRISE

- 1) When was the existing structure originally built?: 1950
- 2) Have there been any additions to the building?: NO If "yes", when?: _____

Site Conditions

- 3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: NO If "Yes" please describe where?: _____
- 4) Are you aware of any paved road / parking areas which require re-pavement?: NO If "Yes" please describe where?: _____
- 5) Are you aware of any sidewalk areas which require re-pavement?: NO If "Yes", please describe where?: _____
- 6) Are you aware of any site signage which must be replaced or repaired?: YES If "Yes", please describe where?: _____

7) Are you aware of any site lighting which must be replaced or repaired?: NO If "Yes", please describe where?: _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? NO
If "Yes" please describe location and type of evidence noticed?: _____

9) Are there any roof areas which have recently been replaced (within last 10 years)? YES If "Yes" please describe where?: ENTIRE BUOC

10) Are there any roof areas which must be replaced or repaired?: NO If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)? _____

11) Are you aware of any damage to soffits, or soffits which should be replaced?: NO If "Yes", please describe where?: _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? NO If "Yes" please describe where and what types of repairs have been made?: _____

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: NO If "Yes", please describe where, what material, and what kind of damage?: _____

14) Are there any exterior windows or doors that have been replaced within the last 10 years? NO If "Yes" please describe where?: _____

15) Are you aware of any windows which require replacement?: YES If "Yes", please describe where?: ENTIRE BUDG.

16) Are you aware of any exterior doors which should be replaced?: YES If "Yes", please describe where?: ENTIRE BUDG

17) Are you aware of any major building cracks or apparent settlement?: NO If "Yes", please describe where?: _____

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____

GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: JOHNSON HALL

- 1) When was the existing structure originally built?: 1962
- 2) Have there been any additions to the building?: NO If "yes", when?: _____

Site Conditions

- 3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: NO If "Yes" please describe where?: _____
- 4) Are you aware of any paved road / parking areas which require re-pavement?: NO If "Yes" please describe where?: _____
- 5) Are you aware of any sidewalk areas which require re-pavement?: NO If "Yes", please describe where?: _____
- 6) Are you aware of any site signage which must be replaced or repaired?: YES If "Yes", please describe where?: _____

7) Are you aware of any site lighting which must be replaced or repaired? NO If "Yes", please describe where?: _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? NO
If "Yes" please describe location and type of evidence noticed?: _____

9) Are there any roof areas which have recently been replaced (within last 10 years)? YES If "Yes" please describe where?: _____

10) Are there any roof areas which must be replaced or repaired? NO If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)? _____

11) Are you aware of any damage to soffits, or soffits which should be replaced? NO If "Yes", please describe where?: _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? NO If "Yes" please describe where and what types of repairs have been made?: _____

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: YES If "Yes", please describe where, what material, and what kind of damage?: WEST SIDE ENTRANCE CANOPY MAY HAVE STRUCTURAL PROBLEMS?

14) Are there any exterior windows or doors that have been replaced within the last 10 years? NO If "Yes" please describe where?:

15) Are you aware of any windows which require replacement?: NO If "Yes", please describe where?:

16) Are you aware of any exterior doors which should be replaced?: NO If "Yes", please describe where?:

17) Are you aware of any major building cracks or apparent settlement?: NO If "Yes", please describe where?:

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____

GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: OLD CENTER — THIS BLDG IS ON THE NATIONAL HISTORIC REGISTER

- 1) When was the existing structure originally built?: 1866
- 2) Have there been any additions to the building?: NO If "yes", when?: _____

Site Conditions

- 3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: NO If "Yes" please describe where?: _____
- 4) Are you aware of any paved road / parking areas which require re-pavement?: NO If "Yes" please describe where?: _____
- 5) Are you aware of any sidewalk areas which require re-pavement?: NO If "Yes", please describe where?: _____
- 6) Are you aware of any site signage which must be replaced or repaired?: YES If "Yes", please describe where?: _____

7) Are you aware of any site lighting which must be replaced or repaired?: NO If "Yes", please describe where?: _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? NO

If "Yes" please describe location and type of evidence noticed?: _____

9) Are there any roof areas which have recently been replaced (within last 10 years)? YES If "Yes" please describe where?: MAIN BLDG - 2000

CARP SHOP 2008

10) Are there any roof areas which must be replaced or repaired?: NO If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)?: _____

11) Are you aware of any damage to soffits, or soffits which should be replaced?: NO If "Yes", please describe where?: _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? YES If "Yes" please describe where and what types of repairs have been made?: BLDG NEEDS TUCKPOINTING -

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: YES If "Yes", please describe where, what material, and what kind of damage?: SPALLING

14) Are there any exterior windows or doors that have been replaced within the last 10 years? NO If "Yes" please describe where?:

15) Are you aware of any windows which require replacement?: YES If "Yes", please describe where?: ALL OF THEM.

16) Are you aware of any exterior doors which should be replaced?: YES If "Yes", please describe where?: ALL

17) Are you aware of any major building cracks or apparent settlement?: NO If "Yes", please describe where?:

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____

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GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: KITCHEN / WAREHOUSE

1) When was the existing structure originally built?: 1950 / 8

2) Have there been any additions to the building?: _____ If "yes", when?: _____
WAREHOUSE BUILT FIRST / KITCHEN ADDED

Site Conditions

3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: NO If "Yes" please describe where?: _____

4) Are you aware of any paved road / parking areas which require re-pavement?: NO If "Yes" please describe where?: _____

5) Are you aware of any sidewalk areas which require re-pavement?: NO If "Yes", please describe where?: _____

6) Are you aware of any site signage which must be replaced or repaired?: YES If "Yes", please describe where?: _____

7) Are you aware of any site lighting which must be replaced or repaired?: NO If "Yes", please describe where?: _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? NO

If "Yes" please describe location and type of evidence noticed?: _____

9) Are there any roof areas which have recently been replaced (within last 10 years)? YES If "Yes" please describe where?: ENTIRE BLDG

10) Are there any roof areas which must be replaced or repaired?: NO If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)?: _____

11) Are you aware of any damage to soffits, or soffits which should be replaced?: NO If "Yes", please describe where?: _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? NO If "Yes" please describe where and what types of repairs have been made?: _____

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: NO If "Yes", please describe where, what material, and what kind of damage?: _____

14) Are there any exterior windows or doors that have been replaced within the last 10 years? NO If "Yes" please describe where?: _____

15) Are you aware of any windows which require replacement?: NO If "Yes", please describe where?: _____

16) Are you aware of any exterior doors which should be replaced?: YES If "Yes", please describe where?: ALL OF THEM _____

17) Are you aware of any major building cracks or apparent settlement?: NO If "Yes", please describe where?: _____

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____

GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: LAUNDRY

- 1) When was the existing structure originally built?: 1960
- 2) Have there been any additions to the building?: NO If "yes", when?: _____

Site Conditions

- 3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: NO If "Yes" please describe where?: _____
- 4) Are you aware of any paved road / parking areas which require re-pavement?: NO If "Yes" please describe where?: _____
- 5) Are you aware of any sidewalk areas which require re-pavement?: NO If "Yes", please describe where?: _____
- 6) Are you aware of any site signage which must be replaced or repaired?: YES If "Yes", please describe where?: _____

7) Are you aware of any site lighting which must be replaced or repaired?: NO If "Yes", please describe where?: _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? NO
If "Yes" please describe location and type of evidence noticed?: _____

9) Are there any roof areas which have recently been replaced (within last 10 years)? YES If "Yes" please describe where?: _____

10) Are there any roof areas which must be replaced or repaired?: NO If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)?: _____

11) Are you aware of any damage to soffits, or soffits which should be replaced?: NO If "Yes", please describe where?: _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? NO If "Yes" please describe where and what types of repairs have been made?: _____

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: NO If "Yes", please describe where, what material, and what kind of damage?: _____

14) Are there any exterior windows or doors that have been replaced within the last 10 years? NO If "Yes" please describe where?: _____

15) Are you aware of any windows which require replacement?: YES If "Yes", please describe where?: ALL OF THEM

16) Are you aware of any exterior doors which should be replaced?: YES If "Yes", please describe where?: ALL OF THEM

17) Are you aware of any major building cracks or apparent settlement?: NO If "Yes", please describe where?: _____

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____

GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: POWER PLANT

- 1) When was the existing structure originally built?: 1964
- 2) Have there been any additions to the building?: NO If "yes", when?: _____

Site Conditions

- 3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: NO If "Yes" please describe where?: _____
- 4) Are you aware of any paved road / parking areas which require re-pavement?: NO If "Yes" please describe where?: _____
- 5) Are you aware of any sidewalk areas which require re-pavement?: NO If "Yes", please describe where?: _____
- 6) Are you aware of any site signage which must be replaced or repaired?: YES If "Yes", please describe where?: _____

7) Are you aware of any site lighting which must be replaced or repaired? NO If "Yes", please describe where?: _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? NO
If "Yes" please describe location and type of evidence noticed?: _____

9) Are there any roof areas which have recently been replaced (within last 10 years)? YES If "Yes" please describe where?: 2nd 8

10) Are there any roof areas which must be replaced or repaired? NO If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)? _____

11) Are you aware of any damage to soffits, or soffits which should be replaced? NO If "Yes", please describe where?: _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? NO If "Yes" please describe where and what types of repairs have been made?: _____

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: NO If "Yes", please describe where, what material, and what kind of damage?: _____

14) Are there any exterior windows or doors that have been replaced within the last 10 years? NO If "Yes" please describe where?: _____

15) Are you aware of any windows which require replacement?: YES If "Yes", please describe where?: ALL OF THEM

16) Are you aware of any exterior doors which should be replaced?: YES If "Yes", please describe where?: ALL OF THEM

17) Are you aware of any major building cracks or apparent settlement?: NO If "Yes", please describe where?: _____

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____



GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: TUNNEL SYSTEM

1) When was the existing structure originally built?: 1900

2) Have there been any additions to the building?: _____ If "yes", when?: _____

Site Conditions

3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: _____ If "Yes" please describe where?: _____

4) Are you aware of any paved road / parking areas which require re-pavement?: _____ If "Yes" please describe where?: _____

5) Are you aware of any sidewalk areas which require re-pavement?: _____ If "Yes", please describe where?: _____

6) Are you aware of any site signage which must be replaced or repaired?: _____ If "Yes", please describe where?: _____

7) Are you aware of any site lighting which must be replaced or repaired? _____ If "Yes", please describe where?: _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? _____ If "Yes" please describe location and type of evidence noticed?: _____

9) Are there any roof areas which have recently been replaced (within last 10 years)? _____ If "Yes" please describe where?: _____

10) Are there any roof areas which must be replaced or repaired? _____ If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)? _____

11) Are you aware of any damage to soffits, or soffits which should be replaced? _____ If "Yes", please describe where?: _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? _____ If "Yes" please describe where and what types of repairs have been made?: _____

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: _____ If "Yes", please describe where, what material, and what kind of damage?: _____

14) Are there any exterior windows or doors that have been replaced within the last 10 years? _____
_____ If "Yes" please describe where?: _____

15) Are you aware of any windows which require replacement?: _____ If "Yes", please describe where?: _____

16) Are you aware of any exterior doors which should be replaced?: _____ If "Yes", please describe where?: _____

17) Are you aware of any major building cracks or apparent settlement?: _____ If "Yes", please describe where?: _____

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____

GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: MAINTENANCE SHOP

1) When was the existing structure originally built?: 1900

2) Have there been any additions to the building?: NO If "yes", when?: _____

Site Conditions

3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)? YES If "Yes" please describe where?: WEST SIDE OF BOWL

4) Are you aware of any paved road / parking areas which require re-pavement?: NO If "Yes" please describe where?: _____

5) Are you aware of any sidewalk areas which require re-pavement?: NO If "Yes", please describe where?: _____

6) Are you aware of any site signage which must be replaced or repaired?: YES If "Yes", please describe where?: _____

7) Are you aware of any site lighting which must be replaced or repaired? NO If "Yes", please describe where? _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? NO
If "Yes" please describe location and type of evidence noticed? _____

9) Are there any roof areas which have recently been replaced (within last 10 years)? YES If "Yes" please describe where? 2008 _____

10) Are there any roof areas which must be replaced or repaired? NO If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)? _____

11) Are you aware of any damage to soffits, or soffits which should be replaced? NO If "Yes", please describe where? _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? NO If "Yes" please describe where and what types of repairs have been made? _____

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: NO If "Yes", please describe where, what material, and what kind of damage?: COULD USE TUCK POINTING

14) Are there any exterior windows or doors that have been replaced within the last 10 years? NO If "Yes" please describe where?: _____

15) Are you aware of any windows which require replacement?: YES If "Yes", please describe where?: ENTIRE BLDG

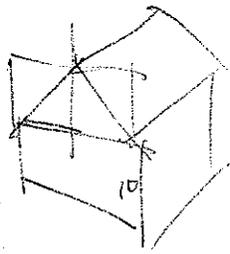
16) Are you aware of any exterior doors which should be replaced?: YES If "Yes", please describe where?: ENTIRE BLDG

17) Are you aware of any major building cracks or apparent settlement?: NO If "Yes", please describe where?: _____

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____

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GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: DAIRY BARN

- 1) When was the existing structure originally built?: 1947
- 2) Have there been any additions to the building?: NO If "yes", when?: _____

1728

Site Conditions

- 3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: NO If "Yes" please describe where?: _____
- 4) Are you aware of any paved road / parking areas which require re-pavement?: NO If "Yes" please describe where?: _____
- 5) Are you aware of any sidewalk areas which require re-pavement?: NO If "Yes", please describe where?: _____
- 6) Are you aware of any site signage which must be replaced or repaired?: YES If "Yes", please describe where?: _____

7) Are you aware of any site lighting which must be replaced or repaired? NO If "Yes", please describe where?: _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? NO
If "Yes" please describe location and type of evidence noticed?: _____

9) Are there any roof areas which have recently been replaced (within last 10 years)? YES If "Yes" please describe where?: 2007

10) Are there any roof areas which must be replaced or repaired? NO If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)? _____

11) Are you aware of any damage to soffits, or soffits which should be replaced? NO If "Yes", please describe where?: _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? NO If "Yes" please describe where and what types of repairs have been made?: _____

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: NO If "Yes", please describe where, what material, and what kind of damage?: _____

14) Are there any exterior windows or doors that have been replaced within the last 10 years? NO If "Yes" please describe where?: _____

15) Are you aware of any windows which require replacement?: NO If "Yes", please describe where?: _____

16) Are you aware of any exterior doors which should be replaced?: NO If "Yes", please describe where?: _____

17) Are you aware of any major building cracks or apparent settlement?: NO If "Yes", please describe where?: _____

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____

GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: MOTOR POOL

1) When was the existing structure originally built?: 1968

2) Have there been any additions to the building?: NO If "yes", when?: _____

Site Conditions

3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: NO If "Yes" please describe where?: _____

4) Are you aware of any paved road / parking areas which require re-pavement?: NO If "Yes" please describe where?: _____

5) Are you aware of any sidewalk areas which require re-pavement?: NO If "Yes", please describe where?: _____

6) Are you aware of any site signage which must be replaced or repaired?: YES If "Yes", please describe where?: _____

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7) Are you aware of any site lighting which must be replaced or repaired? NO If "Yes", please describe where?: _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? NO

If "Yes" please describe location and type of evidence noticed?: _____

9) Are there any roof areas which have recently been replaced (within last 10 years)? YES If "Yes" please describe where?: 2008

10) Are there any roof areas which must be replaced or repaired? NO If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)? _____

11) Are you aware of any damage to soffits, or soffits which should be replaced? NO If "Yes", please describe where?: _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? NO If "Yes" please describe where and what types of repairs have been made?: _____

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: YES If "Yes", please describe where, what material, and what kind of damage?: ENTIRE BLDG NEEDS NEW SIDING

14) Are there any exterior windows or doors that have been replaced within the last 10 years?_

NO If "Yes" please describe where?:

15) Are you aware of any windows which require replacement?: YES If "Yes", please describe where?: ALL OF THEM

16) Are you aware of any exterior doors which should be replaced?: YES If "Yes", please describe where?: ALL OF THEM

17) Are you aware of any major building cracks or apparent settlement?: NO If "Yes", please describe where?:

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____





GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: MSH

- 1) When was the existing structure originally built?: ORIGINAL 1981 / ADDITION 1994
- 2) Have there been any additions to the building?: YES If "yes", when?: _____

Site Conditions

3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: NO If "Yes" please describe where?: _____

4) Are you aware of any paved road / parking areas which require re-pavement?: NO If "Yes" please describe where?: _____

5) Are you aware of any sidewalk areas which require re-pavement?: NO If "Yes", please describe where?: _____

6) Are you aware of any site signage which must be replaced or repaired?: YES If "Yes", please describe where?: _____

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair? NO If "Yes", please describe where, what material, and what kind of damage?

14) Are there any exterior windows or doors that have been replaced within the last 10 years?

YES If "Yes" please describe where? REPLACED AS THEY HAVE BEEN BROKEN

15) Are you aware of any windows which require replacement? YES If "Yes", please describe where? ENTIRE BLDG

16) Are you aware of any exterior doors which should be replaced? YES If "Yes", please describe where? ENTIRE BLDG

17) Are you aware of any major building cracks or apparent settlement? NO If "Yes", please describe where?

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans? YES If "Yes" please provide a brief description of program and

frequency of general building maintenance?

**ST. PETER REGIONAL TREATMENT CENTER
WINDOW REPLACEMENT
PROBABLE COSTS**

Repair	Quantity	Cost	Unit	Estimated Cost	Notes
Option #1 - New window system - security aluminum window with interior security bars					
Bedroom Window Demolition	193	175	EA	\$	33,775.00
Living Area Window Demolition	72	375	EA	\$	27,000.00
New bedroom windows	193	4948	SF	\$	954,964.00
New living area curtain wall	72	14144	LF	\$	1,018,368.00
General Conditions					
Proj. Mgmt.	20	2500	week	\$	50,000.00
Winter Conditions			day	\$	-
Wdw Testing	1	5000	allowance	\$	5,000.00
Subtotal				\$	2,089,107.00
Overhead & Profit		10%		\$	208,910.70
Bond		0.60%		\$	12,534.64
Bldrs. Risk Insurance		1.00%		\$	20,891.07
Bldg Permit		2.00%		\$	41,782.14
Construction Contingency		10%		\$	208,910.70
Total				\$	2,582,136.25
Option #2 - New aluminum window system with security glass/enclosed blinds/Makrolon or Lexan					
Bedroom Window Demolition	193	175	EA	\$	33,775.00
Living Area Window Demolition	72	375	SF	\$	27,000.00
New bedroom windows	193	4728	EA	\$	912,505.00
New living area curtain wall	72	14144	EA	\$	1,018,383.00
Misc Materials	1	1000	lump	\$	1,000.00
General Conditions					
Proj. Mgmt.	20	2500	week	\$	50,000.00
Winter Conditions			day	\$	-
Wdw Testing	1	5000	allowance	\$	5,000.00
Subtotal				\$	2,047,663.00
Overhead & Profit		10%		\$	204,766.30
Bond		0.60%		\$	12,285.98
Bldrs. Risk Insurance		1.00%		\$	20,476.63
Bldg Permit		2.00%		\$	40,953.26
Construction Contingency		10%		\$	204,766.30
Total				\$	2,530,911.47
Option #3 - Existing HM Frames with new security glass and Makrolon or Lexan					
Bedroom Window Demolition	193	55	EA	\$	10,615.00
Living Area Window Demolition	72	150	EA	\$	10,800.00
New 1" insulated security glass	193	1573	EA	\$	303,589.00
New 3/8" Lexan interior glazing	included w/ glass				
New Living area curtain wall	72	14144	EA	\$	1,018,368.00
General Conditions					
Proj. Mgmt.	10	2500	week	\$	25,000.00
Winter Conditions			day	\$	-
Wdw Testing	1		allowance	\$	-
Subtotal				\$	1,368,372.00
Overhead & Profit		10%		\$	136,837.20
Bond		0.60%		\$	8,210.23
Bldrs. Risk Insurance		1.00%		\$	13,683.72
Bldg Permit		2.00%		\$	27,367.44
Construction Contingency		10%		\$	136,837.20
Total				\$	1,691,307.79
Exterior Security Bars					
Bedroom Windows	193	250	EA	\$	48,250.00

GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: HALVERSON HOUSE

- 1) When was the existing structure originally built?: 1900 ?
- 2) Have there been any additions to the building?: NO If "yes", when?: _____

Site Conditions

- 3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: NO If "Yes" please describe where?: _____
- 4) Are you aware of any paved road / parking areas which require re-pavement?: NO If "Yes" please describe where?: _____
- 5) Are you aware of any sidewalk areas which require re-pavement?: NO If "Yes", please describe where?: _____
- 6) Are you aware of any site signage which must be replaced or repaired?: YES If "Yes", please describe where?: _____

7) Are you aware of any site lighting which must be replaced or repaired?: NO If "Yes", please describe where?: _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? NO
If "Yes" please describe location and type of evidence noticed?: _____

9) Are there any roof areas which have recently been replaced (within last 10 years)? NO If "Yes" please describe where?: _____

10) Are there any roof areas which must be replaced or repaired?: YES If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)?: _____

SHOULD BE REROOFED

11) Are you aware of any damage to soffits, or soffits which should be replaced?: YES If "Yes", please describe where?: NEEDS TO BE REPAIRED

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? NO If "Yes" please describe where and what types of repairs have been made?: _____

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: YES If "Yes", please describe where, what material, and what kind of damage?: ROTTING OF SIDING

14) Are there any exterior windows or doors that have been replaced within the last 10 years? YES If "Yes" please describe where?: 2 WINDOWS

15) Are you aware of any windows which require replacement?: NO If "Yes", please describe where?:

16) Are you aware of any exterior doors which should be replaced?: NO If "Yes", please describe where?:

17) Are you aware of any major building cracks or apparent settlement?: NO If "Yes", please describe where?:

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____

GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

The purpose of this form is to assist the design team in determining the overall building condition and identifying areas or systems which will require repair, replacement, or up-grades in the future. This form should be filled out by individuals with the best overall knowledge of the facility's physical plant conditions and maintenance practices and history. Please complete this form for each permanent building within the campus. Not all questions may apply to each building.

Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: FORENSIC NURSING HOME

1) When was the existing structure originally built?: 2009

2) Have there been any additions to the building?: _____ If "yes", when?: _____

Site Conditions

3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: _____ If "Yes" please describe where?: _____

4) Are you aware of any paved road / parking areas which require re-pavement?: _____ If "Yes" please describe where?: _____

5) Are you aware of any sidewalk areas which require re-pavement?: _____ If "Yes", please describe where?: _____

6) Are you aware of any site signage which must be replaced or repaired?: _____ If "Yes", please describe where?: _____

13 BLDGS. 7-

30 MIN EACH.

7) Are you aware of any site lighting which must be replaced or repaired?: _____ If "Yes", please describe where?: _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? _____
If "Yes" please describe location and type of evidence noticed?: _____

9) Are there any roof areas which have recently been replaced (within last 10 years)? _____ If "Yes" please describe where?: _____

10) Are there any roof areas which must be replaced or repaired?: _____ If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)? _____

11) Are you aware of any damage to soffits, or soffits which should be replaced?: _____ If "Yes", please describe where?: _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? _____ If "Yes" please describe where and what types of repairs have been made?: _____



13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: _____ If "Yes", please describe where, what material, and what kind of damage?: _____

14) Are there any exterior windows or doors that have been replaced within the last 10 years? _____
_____ If "Yes" please describe where?: _____

15) Are you aware of any windows which require replacement?: _____ If "Yes", please describe where?: _____

16) Are you aware of any exterior doors which should be replaced?: _____ If "Yes", please describe where?: _____

17) Are you aware of any major building cracks or apparent settlement?: _____ If "Yes", please describe where?: _____

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: _____ If "Yes", please describe where, what material, and what kind of damage?: _____

14) Are there any exterior windows or doors that have been replaced within the last 10 years? _____
_____ If "Yes" please describe where?: _____

15) Are you aware of any windows which require replacement?: _____ If "Yes", please describe where?: _____

16) Are you aware of any exterior doors which should be replaced?: _____ If "Yes", please describe where?: _____

17) Are you aware of any major building cracks or apparent settlement?: _____ If "Yes", please describe where?: _____

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____

19) Are there any currently scheduled or anticipated building maintenance, replacements, or upgrades (building repairs, roof replacements, new windows, boiler replacements, etc) planned or anticipated (either for this year, planned for a specific year, or undetermined future date)?: _____

If "Yes", please describe each item, its estimated cost (if available) and targeted date (if determined)?:

Item	Estimated Cost	Target Date

Additional Comments

GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: STORAGE - MCL5

1) When was the existing structure originally built?: 1950

2) Have there been any additions to the building?: _____ If "yes", when?: _____

Site Conditions

3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: _____ If "Yes" please describe where?: _____

4) Are you aware of any paved road / parking areas which require re-pavement?: _____ If "Yes" please describe where?: _____

5) Are you aware of any sidewalk areas which require re-pavement?: _____ If "Yes", please describe where?: _____

6) Are you aware of any site signage which must be replaced or repaired?: _____ If "Yes", please describe where?: _____

7) Are you aware of any site lighting which must be replaced or repaired? _____ If "Yes", please describe where?: _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? _____ If "Yes" please describe location and type of evidence noticed?: _____

9) Are there any roof areas which have recently been replaced (within last 10 years)? _____ If "Yes" please describe where?: _____

10) Are there any roof areas which must be replaced or repaired? _____ If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)?: _____

11) Are you aware of any damage to soffits, or soffits which should be replaced? _____ If "Yes", please describe where?: _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? _____ If "Yes" please describe where and what types of repairs have been made?: _____

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: _____ If "Yes", please describe where, what material, and what kind of damage?: _____

14) Are there any exterior windows or doors that have been replaced within the last 10 years? _____
_____ If "Yes" please describe where?: _____

15) Are you aware of any windows which require replacement?: _____ If "Yes", please describe where?: _____

16) Are you aware of any exterior doors which should be replaced?: _____ If "Yes", please describe where?: _____

17) Are you aware of any major building cracks or apparent settlement?: _____ If "Yes", please describe where?: _____

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____

19) Are there any currently scheduled or anticipated building maintenance, replacements, or upgrades (building repairs, roof replacements, new windows, boiler replacements, etc) planned or anticipated (either for this year, planned for a specific year, or undetermined future date)?: _____

If "Yes", please describe each item, its estimated cost (if available) and targeted date (if determined)?:

Item	Estimated Cost	Target Date

Additional Comments

GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: STORAGE SHED - MC8

1) When was the existing structure originally built?: 1950

2) Have there been any additions to the building?: _____ If "yes", when?: _____

Site Conditions

3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: _____ If "Yes" please describe where?: _____

4) Are you aware of any paved road / parking areas which require re-pavement?: _____ If "Yes" please describe where?: _____

5) Are you aware of any sidewalk areas which require re-pavement?: _____ If "Yes", please describe where?: _____

6) Are you aware of any site signage which must be replaced or repaired?: _____ If "Yes", please describe where?: _____

7) Are you aware of any site lighting which must be replaced or repaired? _____ If "Yes", please describe where?: _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? _____ If "Yes" please describe location and type of evidence noticed?: _____

9) Are there any roof areas which have recently been replaced (within last 10 years)? _____ If "Yes" please describe where?: _____

10) Are there any roof areas which must be replaced or repaired? _____ If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)?: _____

11) Are you aware of any damage to soffits, or soffits which should be replaced?: _____ If "Yes", please describe where?: _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? _____ If "Yes" please describe where and what types of repairs have been made?: _____

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: _____ If "Yes", please describe where, what material, and what kind of damage?: _____

14) Are there any exterior windows or doors that have been replaced within the last 10 years? _____
_____ If "Yes" please describe where?: _____

15) Are you aware of any windows which require replacement?: _____ If "Yes", please describe where?: _____

16) Are you aware of any exterior doors which should be replaced?: _____ If "Yes", please describe where?: _____

17) Are you aware of any major building cracks or apparent settlement?: _____ If "Yes", please describe where?: _____

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____

19) Are there any currently scheduled or anticipated building maintenance, replacements, or upgrades (building repairs, roof replacements, new windows, boiler replacements, etc) planned or anticipated (either for this year, planned for a specific year, or undetermined future date)?: _____

If "Yes", please describe each item, its estimated cost (if available) and targeted date (if determined)?:

Item	Estimated Cost	Target Date

Additional Comments

GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: GARAGE BY FLAG POLE

- 1) When was the existing structure originally built?: 1940
- 2) Have there been any additions to the building?: _____ If "yes", when?: _____

Site Conditions

- 3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: _____ If "Yes" please describe where?: _____
- 4) Are you aware of any paved road / parking areas which require re-pavement?: _____ If "Yes" please describe where?: _____
- 5) Are you aware of any sidewalk areas which require re-pavement?: _____ If "Yes", please describe where?: _____
- 6) Are you aware of any site signage which must be replaced or repaired?: _____ If "Yes", please describe where?: _____

7) Are you aware of any site lighting which must be replaced or repaired?: _____ If "Yes", please describe where?: _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? _____ If "Yes" please describe location and type of evidence noticed?: _____

9) Are there any roof areas which have recently been replaced (within last 10 years)? _____ If "Yes" please describe where?: _____

10) Are there any roof areas which must be replaced or repaired?: _____ If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)?: _____

11) Are you aware of any damage to soffits, or soffits which should be replaced?: _____ If "Yes", please describe where?: _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? _____ If "Yes" please describe where and what types of repairs have been made?: _____

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: _____ If "Yes", please describe where, what material, and what kind of damage?: _____

14) Are there any exterior windows or doors that have been replaced within the last 10 years? _____
_____ If "Yes" please describe where?: _____

15) Are you aware of any windows which require replacement?: _____ If "Yes", please describe where?: _____

16) Are you aware of any exterior doors which should be replaced?: _____ If "Yes", please describe where?: _____

17) Are you aware of any major building cracks or apparent settlement?: _____ If "Yes", please describe where?: _____

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____



GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: GARAGE CARP. 3-STALL

1) When was the existing structure originally built?: 1950

2) Have there been any additions to the building?: _____ If "yes", when?: _____

Site Conditions

3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: _____ If "Yes" please describe where?: _____

4) Are you aware of any paved road / parking areas which require re-pavement?: _____ If "Yes" please describe where?: _____

5) Are you aware of any sidewalk areas which require re-pavement?: _____ If "Yes", please describe where?: _____

6) Are you aware of any site signage which must be replaced or repaired?: _____ If "Yes", please describe where?: _____

7) Are you aware of any site lighting which must be replaced or repaired?: _____ If "Yes", please describe where?: _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? _____
If "Yes" please describe location and type of evidence noticed?: _____

9) Are there any roof areas which have recently been replaced (within last 10 years)? _____ If "Yes" please describe where?: _____

10) Are there any roof areas which must be replaced or repaired?: _____ If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)? _____

11) Are you aware of any damage to soffits, or soffits which should be replaced?: _____ If "Yes", please describe where?: _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? _____ If "Yes" please describe where and what types of repairs have been made?: _____



13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: _____ If "Yes", please describe where, what material, and what kind of damage?: _____

14) Are there any exterior windows or doors that have been replaced within the last 10 years? _____
_____ If "Yes" please describe where?: _____

15) Are you aware of any windows which require replacement?: _____ If "Yes", please describe where?: _____

16) Are you aware of any exterior doors which should be replaced?: _____ If "Yes", please describe where?: _____

17) Are you aware of any major building cracks or apparent settlement?: _____ If "Yes", please describe where?: _____

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____

GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: REC. VAN GARAGE - (LEFT)

1) When was the existing structure originally built?: 1950

2) Have there been any additions to the building?: _____ If "yes", when?: _____

Site Conditions

3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: _____ If "Yes" please describe where?: _____

4) Are you aware of any paved road / parking areas which require re-pavement?: _____ If "Yes" please describe where?: _____

5) Are you aware of any sidewalk areas which require re-pavement?: _____ If "Yes", please describe where?: _____

6) Are you aware of any site signage which must be replaced or repaired?: _____ If "Yes", please describe where?: _____

7) Are you aware of any site lighting which must be replaced or repaired? _____ If "Yes", please describe where? _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? _____ If "Yes" please describe location and type of evidence noticed? _____

9) Are there any roof areas which have recently been replaced (within last 10 years)? _____ If "Yes" please describe where? _____

10) Are there any roof areas which must be replaced or repaired? _____ If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)? _____

11) Are you aware of any damage to soffits, or soffits which should be replaced? _____ If "Yes", please describe where? _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? _____ If "Yes" please describe where and what types of repairs have been made? _____

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: _____ If "Yes", please describe where, what material, and what kind of damage?: _____

14) Are there any exterior windows or doors that have been replaced within the last 10 years? _____
_____ If "Yes" please describe where?: _____

15) Are you aware of any windows which require replacement?: _____ If "Yes", please describe where?: _____

16) Are you aware of any exterior doors which should be replaced?: _____ If "Yes", please describe where?: _____

17) Are you aware of any major building cracks or apparent settlement?: _____ If "Yes", please describe where?: _____

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____

GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: REC. VAN GARAGE (RIGHT)

1) When was the existing structure originally built?: 1950

2) Have there been any additions to the building?: _____ If "yes", when?: _____

Site Conditions

3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: _____ If "Yes" please describe where?: _____

4) Are you aware of any paved road / parking areas which require re-pavement?: _____ If "Yes" please describe where?: _____

5) Are you aware of any sidewalk areas which require re-pavement?: _____ If "Yes", please describe where?: _____

6) Are you aware of any site signage which must be replaced or repaired?: _____ If "Yes", please describe where?: _____

7) Are you aware of any site lighting which must be replaced or repaired? _____ If "Yes", please describe where?: _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? _____
If "Yes" please describe location and type of evidence noticed?: _____

9) Are there any roof areas which have recently been replaced (within last 10 years)? _____ If "Yes" please describe where?: _____

10) Are there any roof areas which must be replaced or repaired? _____ If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)? _____

11) Are you aware of any damage to soffits, or soffits which should be replaced? _____ If "Yes", please describe where?: _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? _____ If "Yes" please describe where and what types of repairs have been made?: _____

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: _____ If "Yes", please describe where, what material, and what kind of damage?: _____

14) Are there any exterior windows or doors that have been replaced within the last 10 years? _____
_____ If "Yes" please describe where?: _____

15) Are you aware of any windows which require replacement?: _____ If "Yes", please describe where?: _____

16) Are you aware of any exterior doors which should be replaced?: _____ If "Yes", please describe where?: _____

17) Are you aware of any major building cracks or apparent settlement?: _____ If "Yes", please describe where?: _____

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____

GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: GARDEN CENTER GARAGE

1) When was the existing structure originally built?: 1950

2) Have there been any additions to the building?: _____ If "yes", when?: _____

Site Conditions

3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: _____ If "Yes" please describe where?: _____

4) Are you aware of any paved road / parking areas which require re-pavement?: _____ If "Yes" please describe where?: _____

5) Are you aware of any sidewalk areas which require re-pavement?: _____ If "Yes", please describe where?: _____

6) Are you aware of any site signage which must be replaced or repaired?: _____ If "Yes", please describe where?: _____

7) Are you aware of any site lighting which must be replaced or repaired?: _____ If "Yes", please describe where?: _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? _____
If "Yes" please describe location and type of evidence noticed?: _____

9) Are there any roof areas which have recently been replaced (within last 10 years)? _____ If "Yes" please describe where?: _____

10) Are there any roof areas which must be replaced or repaired?: _____ If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)? _____

11) Are you aware of any damage to soffits, or soffits which should be replaced?: _____ If "Yes", please describe where?: _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? _____ If "Yes" please describe where and what types of repairs have been made?: _____

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: _____ If "Yes", please describe where, what material, and what kind of damage?: _____

14) Are there any exterior windows or doors that have been replaced within the last 10 years? _____
_____ If "Yes" please describe where?: _____

15) Are you aware of any windows which require replacement?: _____ If "Yes", please describe where?: _____

16) Are you aware of any exterior doors which should be replaced?: _____ If "Yes", please describe where?: _____

17) Are you aware of any major building cracks or apparent settlement?: _____ If "Yes", please describe where?: _____

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____

GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: **GROUNDS GARAGE**

1) When was the existing structure originally built?: **1935**

2) Have there been any additions to the building?: _____ If "yes", when?: _____

Site Conditions

3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: _____ If "Yes" please describe where?: _____

4) Are you aware of any paved road / parking areas which require re-pavement?: _____ If "Yes" please describe where?: _____

5) Are you aware of any sidewalk areas which require re-pavement?: _____ If "Yes", please describe where?: _____

6) Are you aware of any site signage which must be replaced or repaired?: _____ If "Yes", please describe where?: _____

7) Are you aware of any site lighting which must be replaced or repaired?: _____ If "Yes", please describe where?: _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? _____ If "Yes" please describe location and type of evidence noticed?: _____

9) Are there any roof areas which have recently been replaced (within last 10 years)? _____ If "Yes" please describe where?: _____

10) Are there any roof areas which must be replaced or repaired?: _____ If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)?: _____

11) Are you aware of any damage to soffits, or soffits which should be replaced?: _____ If "Yes", please describe where?: _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? _____ If "Yes" please describe where and what types of repairs have been made?: _____

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: _____ If "Yes", please describe where, what material, and what kind of damage?: _____

14) Are there any exterior windows or doors that have been replaced within the last 10 years? _____
_____ If "Yes" please describe where?: _____

15) Are you aware of any windows which require replacement?: _____ If "Yes", please describe where?: _____

16) Are you aware of any exterior doors which should be replaced?: _____ If "Yes", please describe where?: _____

17) Are you aware of any major building cracks or apparent settlement?: _____ If "Yes", please describe where?: _____

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____



GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: GAS CONTROL

1) When was the existing structure originally built?: 1964

2) Have there been any additions to the building?: _____ If "yes", when?: _____

Site Conditions

3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: _____ If "Yes" please describe where?: _____

4) Are you aware of any paved road / parking areas which require re-pavement?: _____ If "Yes" please describe where?: _____

5) Are you aware of any sidewalk areas which require re-pavement?: _____ If "Yes", please describe where?: _____

6) Are you aware of any site signage which must be replaced or repaired?: _____ If "Yes", please describe where?: _____

7) Are you aware of any site lighting which must be replaced or repaired?: _____ If "Yes", please describe where?: _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? _____
If "Yes" please describe location and type of evidence noticed?: _____

9) Are there any roof areas which have recently been replaced (within last 10 years)? _____ If "Yes" please describe where?: _____

10) Are there any roof areas which must be replaced or repaired?: _____ If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)?: _____

11) Are you aware of any damage to soffits, or soffits which should be replaced?: _____ If "Yes", please describe where?: _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? _____ If "Yes" please describe where and what types of repairs have been made?: _____

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: _____ If "Yes", please describe where, what material, and what kind of damage?: _____

14) Are there any exterior windows or doors that have been replaced within the last 10 years? _____
_____ If "Yes" please describe where?: _____

15) Are you aware of any windows which require replacement?: _____ If "Yes", please describe where?: _____

16) Are you aware of any exterior doors which should be replaced?: _____ If "Yes", please describe where?: _____

17) Are you aware of any major building cracks or apparent settlement?: _____ If "Yes", please describe where?: _____

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____

GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: PUMP HOUSE SOUTH

1) When was the existing structure originally built?: 2006 ?

2) Have there been any additions to the building?: _____ If "yes", when?: _____

Site Conditions

3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: _____ If "Yes" please describe where?: _____

4) Are you aware of any paved road / parking areas which require re-pavement?: _____ If "Yes" please describe where?: _____

5) Are you aware of any sidewalk areas which require re-pavement?: _____ If "Yes", please describe where?: _____

6) Are you aware of any site signage which must be replaced or repaired?: _____ If "Yes", please describe where?: _____

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10) Are there any roof areas which must be replaced or repaired?: _____ If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)?: _____

11) Are you aware of any damage to soffits, or soffits which should be replaced?: _____ If "Yes", please describe where?: _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? _____ If "Yes" please describe where and what types of repairs have been made?: _____

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: _____ If "Yes", please describe where, what material, and what kind of damage?: _____

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_____ If "Yes" please describe where?: _____

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16) Are you aware of any exterior doors which should be replaced?: _____ If "Yes", please describe where?: _____

17) Are you aware of any major building cracks or apparent settlement?: _____ If "Yes", please describe where?: _____

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____



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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: ROOT CELLAR

1) When was the existing structure originally built?: 1920

2) Have there been any additions to the building?: _____ If "yes", when?: _____

Site Conditions

3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: _____ If "Yes" please describe where?: _____

4) Are you aware of any paved road / parking areas which require re-pavement?: _____ If "Yes" please describe where?: _____

5) Are you aware of any sidewalk areas which require re-pavement?: _____ If "Yes", please describe where?: _____

6) Are you aware of any site signage which must be replaced or repaired?: _____ If "Yes", please describe where?: _____

7) Are you aware of any site lighting which must be replaced or repaired?: _____ If "Yes", please describe where?: _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? _____
If "Yes" please describe location and type of evidence noticed?: _____

9) Are there any roof areas which have recently been replaced (within last 10 years)? _____ If "Yes" please describe where?: _____

10) Are there any roof areas which must be replaced or repaired?: _____ If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)? _____

11) Are you aware of any damage to soffits, or soffits which should be replaced?: _____ If "Yes", please describe where?: _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? _____ If "Yes" please describe where and what types of repairs have been made?: _____

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: _____ If "Yes", please describe where, what material, and what kind of damage?: _____

14) Are there any exterior windows or doors that have been replaced within the last 10 years? _____
_____ If "Yes" please describe where?: _____

15) Are you aware of any windows which require replacement?: _____ If "Yes", please describe where?: _____

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Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: VEHICLE STORAGE SHED

1) When was the existing structure originally built?: 2005

2) Have there been any additions to the building?: _____ If "yes", when?: _____

Site Conditions

3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: NO If "Yes" please describe where?: _____

4) Are you aware of any paved road / parking areas which require re-pavement?: NO If "Yes" please describe where?: _____

5) Are you aware of any sidewalk areas which require re-pavement?: NO If "Yes", please describe where?: _____

6) Are you aware of any site signage which must be replaced or repaired?: YES If "Yes", please describe where?: _____

7) Are you aware of any site lighting which must be replaced or repaired?: NO If "Yes", please describe where?: _____

Building Conditions

8) Has there been evidence of building shell leakage such as water leaking through roof areas, water leaking through window areas, areas of exterior walls with water staining, bubbled paint, etc? NO
If "Yes" please describe location and type of evidence noticed?: _____

9) Are there any roof areas which have recently been replaced (within last 10 years)? NO If "Yes" please describe where?: _____

10) Are there any roof areas which must be replaced or repaired?: NO If "Yes", please describe where and what type of roof (asphalt shingle, built-up roof, etc)? _____

11) Are you aware of any damage to soffits, or soffits which should be replaced?: NO If "Yes", please describe where?: _____

12) Are there any exterior wall areas which have recently been repaired such as tuck pointing, etc (within last 10 years)? NO If "Yes" please describe where and what types of repairs have been made?: _____

13) Are you aware of any damage to the exterior building material (brick cracking/spalling, stucco cracking, wood rot, etc) that currently require repair?: NO If "Yes", please describe where, what material, and what kind of damage?: _____

14) Are there any exterior windows or doors that have been replaced within the last 10 years? NO If "Yes" please describe where?: _____

15) Are you aware of any windows which require replacement?: NO If "Yes", please describe where?: _____

16) Are you aware of any exterior doors which should be replaced?: NO If "Yes", please describe where?: _____

17) Are you aware of any major building cracks or apparent settlement?: NO If "Yes", please describe where?: _____

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: YES If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____

19) Are there any currently scheduled or anticipated building maintenance, replacements, or upgrades (building repairs, roof replacements, new windows, boiler replacements, etc) planned or anticipated (either for this year, planned for a specific year, or undetermined future date)?: _____

If "Yes", please describe each item, its estimated cost (if available) and targeted date (if determined)?:

Item	Estimated Cost	Target Date

Additional Comments

GENERAL BUILDING MAINTENANCE AND AUDIT QUESTIONNAIRE FORM-A

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: UPPER ACCESS BOOTH

1) When was the existing structure originally built?: 2006

2) Have there been any additions to the building?: _____ If "yes", when?: _____

Site Conditions

3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: _____ If "Yes" please describe where?: _____

4) Are you aware of any paved road / parking areas which require re-pavement?: _____ If "Yes" please describe where?: _____

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7) Are you aware of any site lighting which must be replaced or repaired? _____ If "Yes", please describe where? _____

Building Conditions

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15) Are you aware of any windows which require replacement?: _____ If "Yes", please describe where?: _____

16) Are you aware of any exterior doors which should be replaced?: _____ If "Yes", please describe where?: _____

17) Are you aware of any major building cracks or apparent settlement?: _____ If "Yes", please describe where?: _____

Maintenance Plans

18) Does your facility have regularly scheduled building systems maintenance and upgrades programs / plans?: _____ If "Yes" please provide a brief description of program and frequency of general building maintenance?: _____

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: LOWER ACCESS BOOTH

- 1) When was the existing structure originally built?: 2006
- 2) Have there been any additions to the building?: _____ If "yes", when?: _____

Site Conditions

- 3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: _____ If "Yes" please describe where?: _____
- 4) Are you aware of any paved road / parking areas which require re-pavement?: _____ If "Yes" please describe where?: _____
- 5) Are you aware of any sidewalk areas which require re-pavement?: _____ If "Yes", please describe where?: _____
- 6) Are you aware of any site signage which must be replaced or repaired?: _____ If "Yes", please describe where?: _____

7) Are you aware of any site lighting which must be replaced or repaired? _____ If "Yes", please describe where?: _____

Building Conditions

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Maintenance Plans

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Name of individual completing this form: _____

Position/Title of individual: _____ Telephone no: _____

How long have you worked for this organization at this facility?: _____

Name of Building: PEXTON ACCESS BOOTH

1) When was the existing structure originally built?: 2008

2) Have there been any additions to the building?: _____ If "yes", when?: _____

Site Conditions

3) Have there been any water drainage issues observed on site (poor drainage, flooding, etc)?: _____ If "Yes" please describe where?: _____

4) Are you aware of any paved road / parking areas which require re-pavement?: _____ If "Yes" please describe where?: _____

5) Are you aware of any sidewalk areas which require re-pavement?: _____ If "Yes", please describe where?: _____

6) Are you aware of any site signage which must be replaced or repaired?: _____ If "Yes", please describe where?: _____

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19) Are there any currently scheduled or anticipated building maintenance, replacements, or upgrades (building repairs, roof replacements, new windows, boiler replacements, etc) planned or anticipated (either for this year, planned for a specific year, or undetermined future date)?: _____

If "Yes", please describe each item, its estimated cost (if available) and targeted date (if determined)?:

Item	Estimated Cost	Target Date

Additional Comments

Final Report
Saint Peter Regional Treatment Center Campus
Master Planning
Saint Peter, Minnesota
Comm. No 1654.02



Appendix D

Facility Operational Program Workshop – director provided information

Health Information (a.k.a. Medical Records)

1. Please describe your program, its operation, general organization, mission, and any additional information.

Health Information Management's purpose is to establish and maintain uniform record standards which support the patient's medical and psychiatric diagnoses, justify the prescribed treatment, and ensure that the patient's treatment is accurately documented and in compliance with existing policy and procedures.

- Coordinate, implement, and maintain a uniform record system
- Monitor medical record documentation
- Release of health information, access to health information, response to court orders and subpoenas
- Dictation and transcription service
- Diagnosis/disease coding and indexing
- Special studies for medical staff/committee reviews
- Financial reimbursement support data: coding CPT, ICD-9
- Storage and retrieval system, chart tracking
- Record retention and destruction
- Compliance with accrediting agency standards
- Data security, privacy, and confidentiality
- Forms management

2. Please describe your resident population:

a) Are there any specific or unique characteristics regarding your residents that would be important to know about?

HIMS provides dictation and transcription services for MSH, AMRTC, CBHH hospitals (9), Crisis Center, CD programs (2), and MN Neurorehab hospital, and the Forensic Nursing Home. Each facility serves a specific type of patient, making the population we work with very diverse. -- MSOP has their own HIMS staff.

HIMS customers include: Patients, medical staff, psychiatric staff, other hospital disciplines (nursing, social services, etc), SPRTC administration staff, attorneys, county case managers, Attorney General's office, MN Court system, DHS, and the outside community.

b) What is your current resident population?

314 patients; MSOP at St. Peter has 170 patients

c) Where do you see your resident population in the next 5, 10, and 15 years?

Refer to Larry's stats

d) Are there any unique considerations regarding the future or your resident populations? Trends? Etc?

Refer to Larry's stats

3. Please describe your staff population:

- a) Are there any specific or unique characteristics regarding your staff that would be important to know about?
Our transcription staff must be knowledgeable in medical and psychiatric terminology, which changes constantly. Transcription staff should be located together so they can be available to help one another and learn from one another.
- b) **What is your current staff population?**
*On this campus: 10 staff + (1 vacancy) = 11; one supervisor
Off campus: 4 (transcriptionists)*
- c) **Where do you see your staff population in the next 5, 10, 15 years?**
Difficult to say; hopefully not less, but it probably will be. We currently are understaffed, so maybe we will finally be "right sized" if our staffing doesn't decrease. ☺
- d) **Are there any unique considerations regarding the future of your staff population? Trends? Etc?**
With the implementation of the Electronic Health Record, our transcription might decrease; filing would decrease; record storage will decrease some. 15 years? Long-term filing will change drastically.

4. Please describe your existing physical space:

- a) **Does your current space support the needs of your program?**
- i. **If yes, how so?** NA
- ii: **If no, where is it deficient?**
Filing and storage space is currently a problem—never enough. Currently the practice is to file the medical records in the building where the patient resides. Old, older, and really old records are filed in the basement of the Administration Building. There isn't adequate space available in Johnson Hall to store the records of the current patients in that building, so their records are not readily accessible to their staff.
- iii: **Other comments regarding your current space.**
Most of the storage space is old, dirty, dark, stinky, and not the best environment to store records for 30+ years. We do have Lektrevors in our file storage rooms, but they are full, rather cumbersome to use, and not very adaptable to our needs. The files in Admin basement are wooden, but they hold old medical records of discharged patients. As far as actually doing the filing, there is very little work room in the guard stations on the units at the MSH building to comfortably do this job. Our transcription area in the MSH building could be rearranged to make a better working environment to eliminate noise and interruptions.
- b) **Does your program require adjacency to any other specific program or type of space? If so, which one?** *It's preferable to have HIMS staff located near the files we access, the medical staff we transcribe for, and the patient's and programs we provide service to. Combining HIMS staff into one location could be inconvenient for some staff due to the fact that they often interact with unit staff, doctors, outside examiners, attorneys, social workers, visitors, and patient's themselves all for a variety of different reasons.*
- i. **Are some adjacencies more important than others?** *Yes. Release of information needs to be by the overflow records; filing staff should be located near the charts they file; transcription is best together in a quieter location. HIMS*

needs to be near the residential unit and the patients' medical records for assistance with outside evaluators, attorneys, and social workers, etc.

c) Where do you see your program space needs in 5, 10, and 15 years?

It's hard to estimate what effect the electronic health record will have on our storage needs in 10 or 15 years. Our patients stay a long time and we will still have paper records along with the electronic health record – authorizations, outside reports, discovery materials, forms not included in the EHR, etc. Perhaps Sondra Johnson, the State HIMS Director who is one of the chairperson for the Electronic Health Record committee would have a better handle on space issues.

i. Do you predict any new adjacencies in the future?

Unknown at this time.

ii. Will you need any additional types of spaces in the support of your program in the future? *Unknown at this time.*

5. Any additional broad categories?

We have a storage room in the basement of Bartlett which contains old medical records. According to the retention schedule, we can destroy all of these records by 5-13-2012. We could also maybe combine the records in this room with the records in the Administration Building basement, freeing up that one location in Bartlett basement.

There are two feelings on record storage:

1) Store all of the records in one location:

- a) Eliminates multiple places to look for a needed record.
- b) Access to this area could be more closely monitored.
- c) Less chances for lost records.

2) Store the records where the patient resides:

- a) Records are readily available with easy access when needed, especially in emergencies.
- b) Overflow filing is easier to handle.
- c) Charts are not checked out to staff all over the campus; staff can usually access the chart quickly, easily, and directly, rather than checking it out and sending it to their location.

It would be great to have documents that are not a part of the electronic health record be microfilmed or scanned to eliminate the storage problem altogether.

Master Planning Program Interview Questionnaire

1. Description of program:

- Nutrition Services prepares and serves food to all patients in the MSH program.
- For MSOP we prepare food in bulk and deliver to the Shantz dining room where the food is portioned and served by patients.
- We prepare and serve food to the Forensic Nursing Home.
- We also have an income contract in which we prepare and deliver meals to the Hoffmann Center, located off campus.
- There are 3 clinical dietitians, of whom 2 are part time who provide dietary assessments and patient diet education.

2. Description of resident population:

- Adult Mentally Ill and Dangerous, Forensic Nursing Home, Minnesota Sex Offender population, adolescent population (Hoffmann Center)

a. Characteristics regarding residents:

- over 50% of MSH patients are receiving a Therapeutic diet. Those in Forensic Nursing home 75% are receiving therapeutic diets.

b. Current resident population:

- MSH 220, SNS 13, Transition 84, Nursing Home 14, MSOP 167, Hoffmann Center 28 (Income contract)= 525 total

c. Population in 5, 10 and 15 years:

d. Considerations regarding future of resident population:

3. Current staff population:

- a. 10 FTE Food Service Workers, 2 Full time, 8 - .8 FTE, 2- .5 FTE, 6 - .1 (intermittent)
6 FTE Cooks, 4 full time, 1-.8 FTE, 2- .5 FTE
2 Food Service Supervisors, full time
3 clinical dietitians, 1 full time and 2 part time
1 Nutrition Services Director, full time

b. Projected staff count 5, 10, 15 years:

c. Considerations regarding future of staff population:

4. Please describe your existing space:

- a. Does your current space support the needs of your program?
 - We are very limited in how we are able to utilize space because of the building design; it is not designed for efficient work flow.
- b. Does your program require adjacencies to any other specific program?
 - Best suited to be centrally located on campus.

c. Where do you see your program space needs in 5, 10, 15 years

5. Additional categories of information that maybe helpful.

- May, 2005 a master kitchen plan and recommendations was prepared by Robert Rippe & Associates, Inc. This study made recommendations to improve work flow and efficiencies in food service. There was no implementation of the recommendations. The building is very outdated and inefficiently designed for today's use.

Building problems:

- Current air handling system for building is not functioning properly. Some areas of the kitchen are not heated well and therefore in the winter months temperatures are very cold. This past winter we have had water pipes in our ceiling freeze and water pipes break over the bakery oven and trayline. Staff working in our diet kitchen and supplement assembly room wear their winter jackets and gloves while doing their work. (Temperatures in these areas have been in the lower 50 degree range at times). Also in some areas of the kitchen are hot spots where it is extremely warm and uncomfortable to work in, there is no temperature control and other areas where it is extremely cold.
- In the summer months the air handling unit brings air from the roof which heats the kitchen. It is usually much hotter in the kitchen than the outside temperature. Where the upper walls meet the ceiling there is no insulation. Utility cost is much higher than necessary because of the inefficient air handling system.
- Loading dock, overhead doors and steps are in poor condition.
- Both elevators are in poor condition.
- Windows are in poor condition both main floor and basement.
- Exterior Doors to the building are in poor condition; west door is not working properly and has required much maintenance. North door has a large amount of air leak.
- North basement walls have a continuous build up that comes through the walls and must be scraped and removed.
- Ceiling tiles that are in place are not easily able to be cleaned; ceiling vents are metal and rust.
- Building doors, walls need painting, need to replace some concrete blocks in the cart wash area.

Stephen Lucht, R.D.
Nutrition Services Director
507-985-2491

Rehabilitation Services

Kristen Geissler

1. Please describe your program, its operation, general organization, mission, and any additional information.

Provides innovative and responsive behavioral health care to people with complex needs and challenges, some of whom may present substantial safety risks.

2. Please describe your resident population:

- a) Are there any specific or unique characteristics regarding your residents that would be important to know about? **Propensity toward dangerousness.**
- b) What is your current resident population? **MI/D**
- c) Where do you see your resident population in the next 5, 10, and 15 years? **stable**
- d) Are there any unique considerations regarding the future of your resident populations? Trends? Etc? **Our population is getting older (and the nursing home will populate).**

Accessibility will be more important in regard to physical plant and resources.

3. Please describe your staff population:

- a) Are there any specific or unique characteristics regarding your staff that would be important to know about?

Recreation therapy, Occupational Therapy, Speech Therapy, Audiology, Chemical Dependency, Education, Physical Therapy.

- b) What is your current staff population? **35**
- c) Where do you see your staff population in the next 5, 10, 15 years?

I anticipate that the Rehab. staff numbers will increase as the need for services will increase with the change over to more therapeutic services and the physical disabilities associated with an aging population. Additionally there is growing evidence that physical fitness attributes to greater stability of mental health. Staff that can facilitate these services in a professional and safe manner are desirable and essential.

- d) Are there any unique considerations regarding the future of your staff population? Trends? Etc?

Rehabilitation staff are more integrated into the multidisciplinary treatment team than they once were. Their presence in these meetings and their contribution toward specifying dynamic risk factors as they are exhibited, monitored, and altered with rehabilitation therapy techniques is vital and thus the need for adequate and proximal tx space is important.

4. Please describe your existing physical space: MSH: ATS, 2 gyms, street, New Ed, Old Ed., Library, Lower Campus: Tomlinson, Red Room, drop in Center, Sunrise group rooms and OT clinic, Gluek, Pavilion.

- a) Does your current space support the needs of your program?
 - i. If yes, how so?
 - ii. If no, where is it deficient?

There is an increasing need for physical fitness areas, leisure and treatment areas. There is a need for PT/OT treatment rooms for services in all three areas of campus. Currently OT/PT physical disability tx is conducted in patient hallways or rooms (lame).

There is a need to expand the patient fitness areas in the MSH main building along with creating sensory rooms on each unit.

Create a more healing environment: to include more natural lighting, brighter colors, more space, and adequate heat.

- iii: Other comments regarding your current space.

Storage space: seasonal and outdoor equipment storage space needed.

Leisure courses on campus: Frisbee golf upgrade, Vita course, adventure therapy or ropes course needed.

Leisure opportunities: outdoor basketball court, outdoor tennis court, outdoor ice arena, and sand volleyball court needed.

Expand services in Tomlinson Center. Make it more of a community center feel to include a movie theatre, bowling alley, art and music studios, large kitchen area and café. Also GREATLY increase the size of the fitness area.

Expand outdoor leisure opportunities: upgrade Pavilion outside of Bartlett to include water source and better access.

Build a pavilion at Acorn Park and one in the back of Tomlinson.

Increase the number of functional picnic tables and make the grounds more of a cheerful, park type atmosphere (add some sculptures).

Gluek: improve the cooking facility, improve the paths to make them more accessible, remove the sleeping area and expand usable part of the building. **- PATHS.**

- b) Does your program require adjacency to any other specific program or type of space? If so, which one?
 - i. Are some adjacencies more important than others?

- c) Where do you see your program space needs in 5, 10, and 15 years?
 - i. Do you predict any new adjacencies in the future?

 - ii. Will you need any additional types of spaces in the support of your program in the future?

~Add an Alano club building: this building would house the chemical dependency groups, LADC offices and storage and the AA/NA meetings. It would also be a gathering place for outside inspiration speakers and sobriety rallies.

~Add a greenhouse for both leisure opportunities and employment opportunities.

~Add a Computer Lab for both educational, leisure and vocational benefits with three separate areas:

→ **Open computer use -** patients come and go to use the computers for assignments, projects or leisure enjoyment.

Instructional computing room - used for instruction lead by a single person

Collaborative work room- used by patients in a group project setting or social gaming.

5. Any additional broad categories?

Green roofs:

Green roofs last longer than conventional roofs, reduce energy costs with natural insulation, create peaceful retreats for people and animals, and absorb storm water, potentially lessening the need for complex and expensive drainage systems. On a wider scale, green roofs improve air quality and facility aesthetics.

Architect Input for Laboratory and X-Ray Areas

Laboratory:

- Need a larger specimen processing area than we currently have.
- Need space to store blood draw trays and supplies next to the Lab. In general need more storage adjacent to the Lab.
- Need blood draw / EKG room next to the lab.
- Need a bathroom adjacent to the laboratory for patients, with a pass-thru for urine specimens.
- Need zone heating and cooling for the Laboratory since the analyzers produce heat and must stay at a stable temperature.
- Lab Supervisor needs a larger office with enough room for a small table for meetings. Must be quiet and able to be enclosed.
- Lab clerical area needs to be more organized with adequate storage and counter space to process paperwork. Area must facilitate 3 computers, a copy machine, 2 laser printers, and a fax machine.
- Parking area for Reference Lab Courier to park close to the Laboratory.
- Waiting area large enough for 6 to 8 chairs.
- Break room separate from Laboratory for OSHA regulations.
- Want island work area in the Laboratory
- Eyewash in Laboratory and blood draw area.
- Two floor drains needed in Lab for analyzers.
- Good lighting needed.
- Staff restrooms adjacent to the Laboratory.
- Locker area for staff coats and shoes.
- Two exits in patient care areas such as blood draw/ EKG room.
- Hand wash sink in blood draw room.

X-Ray:

- Private and secure changing area for patients.
- Darkroom with adequate plumbing adjacent to X-Ray room.
- No windows by X-Ray room and darkroom.
- Lead-lined room for X-Ray
- Eyewash and hand washing sink.
- Two exits in patient areas.
- Patient film storage area adjacent to X-Ray room.
- Counter space for processing paperwork.
- Need computer area.
- X-Ray needs to be next to the Laboratory since X-Ray and Lab use shared staff.
- Need storage for chemicals and discarded films.
- Need a waiting room with about 6-8 chairs.
- Need area for view boxes for reviewing films.
- A four foot door entering X-Ray room to accommodate gurneys.
- Need adequate power supply for X-Ray equipment.

Overall:

- Current space is somewhat adequate.
- Need adequate designated blood drawing areas in all the patient care buildings.
- Need Lab and X-Ray departments next to each other for more efficient use of staff time.
- Current staffing: 2.0 FTE's Medical Technicians / X-Ray Operators, 0.5 FTE Phlebotomist/clerk, and 1.0 FTE Laboratory/X-Ray Supervisor.
- Most important to have Medical Staff adjacent to the Laboratory to facilitate ease of communication. Would be best to have all Medical Services clustered in one area.
- If Lab, X-Ray, Dental, and Clinic were located together they could share a waiting room and staff break area.
- Lab and X-Ray departments should be located in a central area of the campus, close to the buildings housing patients with the most medical needs.

4/09

**Master Planning Program Interview Questionnaire
Minnesota Security Hospital (MSH)**

1. Please describe your program, its operation, general organization, mission and any additional information.

Our mission is to promote maximum recovery from psychiatric illness, and to assist patients in successful reentry into the community as active and contributing members. Major emphasis therefore is on amelioration of risk and skills deficits, as well as cultivation of individual strengths and capacities. We strive not only to assist patients in attaining stabilization and managing areas of risk and need, but also to support them in developing a life of meaning and well-being. This is achieved through comprehensive, individualized interventions addressing both internal capabilities (i.e., skills, attitudes, beliefs), and external conditions (i.e., resources, opportunities, and supports).

2. Please describe your residential population:

a. Are there any specific or unique characteristics regarding your residents that would be important to know about?

All patients are civilly committed as Mentally Ill & Dangerous, Mentally Ill, Chemically Dependent and or Developmentally Disabled. They are here due to mental health challenges and dangerous behaviors.

b. What is your current resident population?

Adult males and females ranging from 18 years to 90+

c. Where do you see your resident population in the next 5, 10 and 15 years?

The current growth rate is approximately 5 patients per year. We currently have 177 patients.

i. **5 years** - 202

ii. **10 years** - 227

iii. **15 years** - 252

d. Are there any unique consideration regarding the future of your resident population? Trends, etc...?

3. Please describe your staff population:

a. Are there any specific or unique characteristics regarding your staff that would be important to know about?

b. What is your current staff population?

Each residential unit is staffed with:

1 – Clinical Director

.7 – Program Director

1 - Unit Director

1 - Psychologist (except for SH1W and South)

1 - Social Worker (there are also 2 bridge social workers that are spread through the facility)

1 – Behavior Analyst II

1 – Recreation Therapist (currently there is only 4.5 RT's for 6 residential units)

10-20 – Security Counselor/Security Counselor Lead (this number is dependent on the unit minimum for 6am-10pm)

2-3 – Night Shift Security Counselors (again dependent on the unit minimum for staffing 10pm-6am)

There are also other professional treatment services that are offered to patients

that are not located on the residential units including: Psychiatry, Nursing, Education (5 FTE and 2 contract workers), Chemical Dependency (3 FTE), and Occupational Therapy (5 FTE). These staff are assigned facility-wide, not necessarily program specific.

c. Where do you see your staff population in the next 5, 10 and 15 years?

Ideally for every 25 patients, we would continue to have 1 Clinical Director and 1 Program Director:

- 1 - Unit Director
- 1 - Behavior Analyst II
- 1 - Psychologist
- 1.5 - Social Workers
- 1 - Recreation Therapist
- 14.5 - Security Counselor/Security Counselor Lead (dependent on minimum staff requirements)
- .5 - Behavior Analyst III
- .5 - Occupational Therapist
- .5 - Education
- .5 - Chemical Dependency Counselor
- ?? - Psychiatry
- ?? - Nursing

d. Are there any unique considerations regarding the future of your staff population? Trends, etc...?

4. Please describe your existing physical space:

a. Does your current space support the needs of your program?

i. If yes, how so?

ii. If no, where is it deficient?

1. WE NEED WINDOWS
2. There is inadequate flexibility with the space. We need to be able to better adapt to sub-populations within the residential groups to adapt to specific patient needs.
3. There is inadequate meeting space for treatment groups and team meetings.
4. There are inadequate numbers of staff offices and we are using old storage rooms for office space.
5. We currently have 1 residential unit in the Shantz 1 West building, which does not have an adequate air conditioner and a hose is used to spray cold water into the unit to try to assist.
6. We currently have 2 residential units on the 2nd floor of Bartlett. The patients on these units are gaining grounds privileges as they move closer to the Transition program which is the step before returning to the community. There are bars on these windows, which seems contrary to the patients' current level of care and security.
7. We currently have 6 residential units in the main MSH building. There are varying issues with these units including the ones listed above but also we are limited to where patients can be located related to which units have seclusion rooms.

iii. Other comments regarding your current space:

b. Does your program require adjacency to any other specific program or type of space? If so, which ones?

i. Are some adjacencies more important than others?

c. **Where do you see your program space needs in 5, 10 and 15 years?**

i. **Do you predict any new adjacencies in the future?**

ii. **Will you need any additional types of spaces in the support of your program in the future?**

**Master Planning Program Interview Questionnaire
Special Needs Services (SNS)**

1. Please describe your program, its operation, general organization, mission and any additional information.

SNS is a service in State Operated Forensic Services dedicated to providing residential sex offender treatment to persons with developmental disabilities or other cognitive impairments who present a risk of engaging in future sexually assaultive behavior.

2. Please describe your residential population:

a. Are there any specific or unique characteristics regarding your residents that would be important to know about?

b. What is your current resident population? 13 male patients in residential treatment

c. Where do you see your resident population in the next 5, 10 and 15 years?

i. 5 years –

ii. 10 years –

iii. 15 years –

d. Are there any unique consideration regarding the future of your resident population? Trends, etc...?

3. Please describe your staff population:

a. Are there any specific or unique characteristics regarding your staff that would be important to know about?

b. What is your current staff population?

1 – Clinical Director

.15 – Program Director

1 – Unit Director

1 – Behavior Analyst II

.5 – Psychologist

1.4 – Social Workers

.75 – Recreation Therapist

14.1 – Security Counselor/Security Counselor Lead

c. Where do you see your staff population in the next 5, 10 and 15 years?

Ideally for each 15 patients, staying with 1 Clinical Director for the Program and .5 Program Director:

1 – Unit Director

1 – Behavior Analyst II

1 – Psychologist

1.5 – Social Workers

1 – Recreation Therapist

14.5 – Security Counselor/Security Counselor Lead

.5 – Behavior Analyst III

.5 – Occupational Therapist

.5 – Education

.5 – Chemical Dependency Counselor

?? – Psychiatry

?? - Nursing

d. Are there any unique considerations regarding the future of your staff population? Trends, etc...?

4. Please describe your existing physical space:

a. Does your current space support the needs of your program?

i. If yes, how so?

ii. If no, where is it deficient?

Currently this program resides on a living unit with 4-person rooms. This is not an optimal therapeutic set up for the patient population. This unit was moved to this space because of the current size of the program not because the space was adequate. The program needs double and single rooms with flexibility for room arrangements. This program also has no team room for meetings.

iii. Other comments regarding your current space:

b. Does your program require adjacency to any other specific program or type of space? If so, which ones?

i. Are some adjacencies more important than others?

c. Where do you see your program space needs in 5, 10 and 15 years?

i. Do you predict any new adjacencies in the future?

ii. Will you need any additional types of spaces in the support of your program in the future?

**Master Planning Program Interview Questionnaire
Young Adult and Adolescent Program (YAAP)**

1. Please describe your program, its operation, general organization, mission and any additional information.

YAAP

2. Please describe your residential population:

a. Are there any specific or unique characteristics regarding your residents that would be important to know about?

b. What is your current resident population? 14 patients, including 2 under the age of 18

c. Where do you see your resident population in the next 5, 10 and 15 years?

d. Are there any unique consideration regarding the future of your resident population? Trends, etc...?

3. Please describe your staff population:

a. Are there any specific or unique characteristics regarding your staff that would be important to know about?

a. What is your current staff population?

1 – Clinical Director

.15 – Program Director

1 – Unit Director

1 – Behavior Analyst II

.5 – Psychologist

1.4 – Social Workers

.75 – Recreation Therapist

??– Security Counselor/Security Counselor Lead – For any patients that enter the program under the age of 18, we are required to provide staff at the level of continuous observation which increases the staffing need.

b. Where do you see your staff population in the next 5, 10 and 15 years?

Ideally for each 15 patients, staying with 1 Clinical Director for the Program and .5 Program Director:

1 – Unit Director

1 – Behavior Analyst II

1 – Psychologist

1.5 – Social Workers

1 – Recreation Therapist

14.5 – Security Counselor/Security Counselor Lead

.5 – Behavior Analyst III

.5 – Occupational Therapist

.5 – Education

.5 – Chemical Dependency Counselor

?? – Psychiatry

?? - Nursing

b. Are there any unique considerations regarding the future of your staff population? Trends, etc...?

4. Please describe your existing physical space:

a. Does your current space support the needs of your program?

i. If yes, how so?

ii. If no, where is it deficient?

iii. Other comments regarding your current space:

- b. Does your program require adjacency to any other specific program or type of space? If so, which ones?**
 - i. Are some adjacencies more important than others?**
- c. Where do you see your program space needs in 5, 10 and 15 years?**
 - i. Do you predict any new adjacencies in the future?**
 - ii. Will you need any additional types of spaces in the support of your program in the future?**

Master Planning Program Interview Questionnaire General Brainstorming Wish List

1. WE NEED WINDOWS
2. More group rooms on and off the residential units.
3. No 4 person bed rooms on residential units.
4. More flexible residential unit spaces that would be more efficient related to space utilization. The units would be laid out so that smaller patient populations could be in one main unit but have the necessary separation for treatment and safety needs.
5. Improvements in the environment of care that would create an environment more conducive to treatment while balancing the needs of safety and security (paint colors, lighting, furniture, etc). Ways also in which to minimize the level of negative stimulation.
6. A unit dedicated to admissions only that would be able to separate aggressive and non-aggressive patients.
7. Crisis care areas that would attend to acute psychiatric needs and one that would attend to acute aggressiveness.
8. Courtyards that were to the outside and not surrounded by brick walls.
9. A "mall area" on campus for patients with more privileges.
10. More fluid treatment areas/services to address the women patients which are a much smaller number of patients.
11. More welcoming recreation and treatment areas so they are more of a destination and provide incentives for earning privileges to leave the residential units.
12. More technology and space available as we move to the EHR.
13. Staff debriefing area; lounge that is more welcoming.
14. Better paths and trails throughout campus for patients and staff, *including for riding bikes,*
15. Better building signs and maps throughout the campus.
16. Outside gardens to add to the visual beauty of the campus.
17. Any environmental changes need to be designed to decrease the risk of violence/strike.
18. Minimize blind spots in areas (including residential). *Cum. way of view are very vulnerable spots - to do.*
19. Better seclusion rooms, maybe an area where there are several together and away from rest of milieu so less disruptive to unit.
20. Men's? Women's locker rooms for staff to clean up after an incident.
21. For evacuation/planning purposes, large secure areas where we could move a large number of patients if an entire building needed to be evacuated.
22. Buildings up dated and for technology, *we're on cell phones, but not ready for the MIT Main Building.*
23. Larger fenced area by Bartlett (courtyard) to include Paulo Olson pavilion; include a basketball court, other rec opportunities.
24. Area monitoring system expanded to buses (electronic monitoring)
25. quiet/comfort sensory room

Transition Services
Physical Environment / Space Planning Recommendations
4-09

I. Transition Services Program - Patient Population Profile and Needs

A. Current

Transition Services serves up to 86 adult patients committed as Mentally Ill and Dangerous. This includes individuals who are psychiatrically stable following transfer from the Minnesota Security Hospital and individuals admitted directly from the community who are displaying significant psychiatric decompensation.

Patients are of both genders, though at least 75% are male. Patients may have multiple co-existing service delivery needs, e.g. mental health, chemical abuse/dependency, mobility issues, cognitive impairment, ADL assistance, skill building, suicide precautions or other crisis intervention, community reintegration emphasis, etc. Patients are housed on 2 units (Johnson Hall has 58 beds and Bartlett 1 North has 28 beds). Most patient programming is held off unit (Groups at Sunrise, vocational services at Green Acres and various community activities, including staff supervised activities and independent passes).

B. Projections

The population has grown from approximately 40 patients in 1999 to the current in-house population of 78 patients. Increase in population over time has been the result of a number of variables including: 1) Transition Services was initially developed to serve patients committed from only Regions 9 and 10 and the metro counties, 2) A decision was made for the program to serve statewide needs for MI&D patients who did not need a secure inpatient TX setting, and 3) Transition Services (FTS) became responsible for all provisionally discharged patients (about 140 individuals), any of whom could admit to Transition Services if inpatient hospitalization was warranted by clinical needs. For a number of years, the above factors resulted in higher admission rate. More recently, the increase was offset by the opening of the Community Preparation Services (CPS) Program (inpatient setting which has served up to 6 FTS patients needing increased services for sexual issue history) and the Forensic Community Residence (a SOFS community setting serving up to 4 provisionally discharged clients who were otherwise difficult to place).

If the MSH currently projects a net increase of 4 patients per year, it could be anticipated that FTS could anticipate this number of increased admission referrals per year as well, though it is difficult to predict the discharge rate from Transition Services at this time for a number of reasons. It isn't known whether the CPS program will continue to operate in its current setting and if not, FTS could conceivably need to serve this population, resulting in a net increase of about 5 patients (return of the current patients to FTS) and ongoing, those patients who would otherwise be referred to CPS from MSH would be instead transferred to Transition Services. Also, until some budget issues resolve, it is unknown whether additional Forensic Community Residence beds will become available and given reduction in other funding options for community placement, it is anticipated that FTS will have the increased difficulty placing patients in a community setting on provisional discharge. At this time, the best guess estimate for projections is as follows:

- 1) 5 yrs: Increase of 10 patients p/yr (resulting from increased referral rate from MSH, community placement funding deficits & risk management concerns and uncertainty whether the CPS and Community Forensic Residence will have any increased capacity). It will continue to include a similar gender mix and acuity variability.
- 2) 10 yrs: Stabilization or net decrease in need (dependent upon funding deficits reduced & functioning out patient sex offender TX on campus), with continued variability of acuity and gender mix.
- 3) 15 yrs: Unknown

II. Transition Services Program – Staff Profile and Needs

A. Current

There are currently approximately 85 FTEs, including approximately 65 nursing staff, 25 non-nursing professional staff and 5 supervisors. Nursing staff primarily cover the unit 24/7 while non-nursing staff and supervisors generally work during daytime hours (M-F). The non-nursing staff functions require offices, whereas most nursing staff operate out of the nursing station and the overall unit milieu with exception of supervisors and a shared RN office on each unit. Office and meeting space is very inadequate as noted below in (III).

B. Projections

It is anticipated that the staffing needs will remain the same unless there are changes in patient population numbers or acuity. If either increases, then staffing needs will also increase. Staff are very well utilized at present, so it is anticipated that if the budget becomes less restrictive in the future, requests for additional staffing will be made. Using the same projections as noted for patients above @ I.B, the following staffing needs are anticipated:

- 1) 5 yrs: Approximately 10 FTEs (7 nursing; 3 non-nursing)
- 2) 10 yrs: Stable
- 3) 15 yrs: Unknown

III. Current Physical Environment Issues

Johnson Hall is a building with 5 floors, including: Lobby; Entertainment Room; 2 floors with patient bedrooms, one of which also has staff offices and the nursing station; and the basement which includes offices, the dining room and group/conference rooms. Bartlett 1 North is on one floor with patient bedrooms on 3 wings, a centrally located nursing station and a corridor with staff office/meeting rooms. Most staff offices are in the basement of the building because there isn't enough space on the unit to accommodate offices. The majority of the patients are housed at Johnson Hall, but due to inadequate office space on either of the TX units, most of the non-nursing professional staff is housed in the basement of the B1N unit. The physical space overall is inadequate as described below from a business, programming, and residential living space basis:

A. Insufficient space in either Bartlett 1North or Johnson Hall

1. to permit single bedrooms for patients whose clinical condition warrants
2. to afford reasonable privacy for males/females
3. to provide adequate personal space in bedrooms shared by 2 patients
4. for storage of patient belongings
5. for storage or program equipment
6. for on-unit programming options

B. Programming (both FTS units and other areas as noted)

1. Inadequate space at the Sunrise building for all groups/activities
2. No space at B1N or Johnson Hall for on-unit programming
3. Need for space that can be used to prepare patients for a community setting (skill building)
4. Need for continued use of Tomlinson or a similar setting for recreational activities
5. Need for improved setting to house the Drop-In Center

C. Business / Operations (both FTS units)

1. Inadequate office space in either of the two buildings
2. Inadequate meeting / conference rooms
3. Inadequate nursing office space / layout
4. Inadequate size of area for medical assessment/treatments/med administration by nursing staff
5. Inadequate visitors and reception area
6. Inadequate work stations / computer access to perform work efficiently

D. Miscellaneous Other Issues

1. Johnson Hall

- a. Housing up to 58 patients in one residential living space is not therapeutic
- b. It is difficult to monitor patients due to layout
- d. The unit is not handicap accessible
- e. Staff offices are in direct proximity to patient bedrooms
- f. There is insufficient recreational and visiting space
- g. There is insufficient private and quiet area space for patients
- h. There is an inadequate # of bathrooms for patients or staff to meet hygiene and privacy needs
- i. The dining room area is inadequate in size and doubles for a recreation area
- j. The patient kitchenette is inadequate (size, venting, ability to monitor)
- k. The tornado/storm shelter is inadequate as is the fire safety evacuation process (no fire doors)
- l. The unit is located at a distance from other SOFS units, so there is no immediate crisis assistance available.

2. Bartlett Hall

- a. Institutional appearance
- b. The unit is housed within a building with secure MSH units
- c. The patient kitchenette is inadequate
- d. There is not sufficient office space aside from using the basement
- e. There is insufficient structure for patients needing more than the current security/liberty system

3. Both Units

- a. There is minimal privacy for patients and staff
- b. There is need for increased physical structure for patients with more acute psychiatric symptoms
- c. Exercise areas are needed on both units
- d. There is a dire lack of sensory integration features
- e. Open patient records are crammed into high traffic, congested areas so that they are readily accessible and overflow records are stored in out of the way, not very accessible locations
- e. For efficient workflow, the program needs the ability to utilize electronic record technology, but currently there are substantial deficits, e.g. not enough laptop computers, workstations in or outside of private offices. They are needed in the conference rooms, treatment rooms, medication rooms, nursing stations, etc to permit use for admissions, med transcription, electronic MAR, TX plan development during the meetings, etc.
- f. The conference rooms on both units have insufficient space for meetings, requiring that staff sit on the floor or stand, and in some cases, must meet in the dining rooms to accommodate staff meetings and training

IV. Building / Environment Vision Overall

- A. It is preferred that the entire program population be housed in one building or a complex of units in very close proximity
- B. The program would benefit by small units (16 bed max) with the ability to better address the range of patient acuity (ranging from structured, non-institutional setting to a more normalized, community-like setting, both with considerably more emphasis upon sensory integration).
- C. The layout and features of the units should be able to accommodate privacy needs of male and female patients
- D. Programming space on units is needed, in addition to separate buildings like Sunrise, Tomlinson and Green Acres for groups, skill building, vocational services
- E. A patient drop-in center/Clubhouse that approximates a community setting would be optimal.

- F. Vocational programming options and operations similar to a community setting are needed to prepare patients for provisional discharge.
- G. Programming space that can focus on community reintegration/skill building is a significant need, e.g. food preparation, apartment or smaller residential setting area where skills can be modeled and practiced, etc.
- H. On-unit recreational areas are needed to promote wellness, in addition to access to a building like Tomlinson
- I. Adequate visiting areas are needed, which can accommodate all age groups, provide storage for materials, afford privacy and monitoring as needed by staff
- J. Quiet rooms / areas are needed which incorporate sensory integration concepts
- K. Additional office space is needed in proximity to the patients (as opposed to in a basement of a building) and including flexible, functional and private accommodations for staff who work across units as well as visiting professionals, e.g. case managers, attorneys, etc.
- L. Adequate record storage areas and processes are needed to promote efficient use of staff time, assured HIPPA protection, good organization, and ready access to records.
- M. The program has significant need to accommodate the various levels of care adequately within the program, e.g. acute readmissions, cognitively impaired, institutionalized, patients needing asylum, community integration focus, medically impaired, vulnerable, manic, etc.
- N. There is considerable need for increased privacy for patients and staff/business operations
- O. There is need for adequate lighting and ventilation in an aesthetically pleasing environment
- P. All areas need to be handicap accessible not to mention supportive
- Q. Adequate computer technology / related capabilities are needed to conduct state of the art business processes

Olson, Bill

From: Thomsen, Pete
ent: Friday, April 03, 2009 8:55 AM
o: Olson, Bill
Cc: Butcher, Lynn M; Trimbo, Janet L
Subject: RE: Today 4pm

Tebrake, Service, Mahowald, Cook, and I recently wrote a strategic goal to focus SD attention on ongoing training for veteran staff. This contrasts with the last three years' emphasis on new employee orientation. Hiring has slowed to a trickle and will likely stay there for at least the next 1.5 years. In the next 5 years, 60% of ongoing staff training will be classroom-based. It will support the major initiative of improving the clinical quality of our patient care services. We will teach clinical skills to our direct care staff, as well as improve the knowledge and skills of our clinicians. And we expect to continue with supervisory training.

SPRTC would benefit from well-designed space dedicated to staff training... space that we would not have to fight for, or share, unless we chose. Classrooms would have permanently mounted projectors suspended from ceilings, that would project onto retractable screens, with quality sound systems... permanently mounted quality monitors, etc. Classroom capacities would range from 100 to 20. The large classroom would have a quality sound system. One of the classrooms would be ITV capable. Furniture would be easily portable (one person could move it safely without scuffing floors). We would never again have to carry or roll or transport expensive electronic equipment from one room to another, or from one building to another. Offices would be located in same vicinity as classrooms. Computer lab would be in same area - and doubled in capacity (from 10 to 20 pcs).

Now, we use three rooms for training - all of which are intended for multiple (more than just training) use. Janet sometimes functions as a scheduler at a superbusy conference center - trying to please multiple departments and individuals - all of whom are convinced that their needs are predominant. Even Janet has learned how to say "No." Every Monday morning, we meet to plan which furniture and equipment have to be moved in which directions... each day of the week. Sometimes we are expected to set up space for meetings and other non-training events that are being conducted by non-SD individuals or departments.

Thanks for inviting us to join the planning.