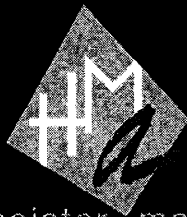


# mental health unit study

state of minnesota  
department of corrections

mcf - lino lakes  
lino lakes, mn

february 10, 2012



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Consultant's Report

February 10, 2012

**MENTAL HEALTH UNIT STUDY**

**West Housing A-Unit**

MCF-Lino Lakes

Lino Lakes, MN

**TABLE OF CONTENTS**

**Page No.**

Study Project Team	..... 1
Owner's Stated Need	..... 2
Project Overview	..... 2
Initial Meeting	..... 4
Draft Report Review Meeting	..... 4
Existing Facilities - West Housing	..... 4
Original Proposed Scope of Remodeling	..... 5
Current Scope of Remodeling	..... 6
Building Code Related Issues	..... 9
Construction Costs	..... 10
Schedule	..... 15
Appendix A - Meeting Notes	..... A1
Appendix B - Drawings	..... B1
Appendix C - Photographs	..... C1

**STUDY PROJECT TEAM**

FACILITY	Minnesota Correctional Facility - Lino Lakes David Rydeen, Physical Plant Director
PROGRAM	Corrections Department Steven Allen, Corrections Behavioral Health Services Director
AGENCY	Corrections Department William Montgomery, Institutional Support Services Director
OWNER REP	Real Estate and Construction Services Doug O Kelley, Architect 2
PRIME CONSULTANT	Hagemeister and Mack Architects, Inc. Tom Peck, Architect
SUB-CONSULTANT	Erickson Ellison and Associates, Consulting Engineers Todd Peterson, PE and Roy Crist, CCCA

February 10, 2012

## **MENTAL HEALTH UNIT STUDY**

### **West Housing A-Unit**

MCF-Lino Lakes

Lino Lakes, MN

## **OWNER'S STATED NEED**

The State of Minnesota is in need of professional and technical services to perform a study to determine the feasibility and related costs for the physical conversion of the West Housing Facility into appropriate programmatic spaces for a Mental Health Unit (MHU) to provide active treatment for chronic, low functioning offenders and offenders nearing release at MCF - Lino Lakes. In addition to the work anticipated at MCF-LL, the feasibility and related costs for the physical conversion of Complex 4 at MCF-Oak Park Heights for initial assessment and treatment of high risk, dangerous, mentally challenged offenders into appropriate programmatic spaces for a Mental Health Unit will be completed in a separate study. The study will result in a report that identifies the physical programmatic requirements for the MHU, discusses possible solutions, provides the probable costs associated with the solutions, and outlines a probable schedule for design and construction.

## **PROJECT OVERVIEW**

**Overview** The Department of Correction's current and future need for residential level services exceeds the capacity of the current MHU housed at MCF-Oak Park Heights (MHU-OPH). It is the intent of the Department to expand the current residential mental health treatment beds by adding a second Mental Health Unit at MCF-Lino Lakes (MHU-LL). Utilizing the existing West Housing Facility for this purpose at MCF-Lino Lakes provides a cost efficient solution to this problem.

**History** In 1978, the Minnesota legislature established the Mental Health Unit for the care and treatment of those inmates of correctional institutes who became mentally ill. This program originally included a 22 bed unit located at MCF-Stillwater. The program was moved to MCF-Oak Park Heights in 1982. In 1999 the Mental Health Unit expanded to a 45 single cell, residential psychiatric care bed program offering transitional programming for offenders demonstrating chronic symptoms of mental illness. The living and programming areas occupied all of Complex 4 at MCF-Oak Park Heights.

Since that time, the MHU has experienced many changes aimed at improving offender care and transitioning offenders back into general population, specialized mental health programming within facilities, or the community. The unit, currently expanded to 47 beds, offers comprehensive psychological assessments (including neurological assessments), group and individual therapy, psycho-education and specialized programming. Services are designed to address psychosis, suicidality, self-injury, primary mental health disorders, personality disorders and cognitive impairment. A number of residents present with combinations of the above. The unit also provides long-term housing to a number of mentally ill offenders who are not appropriate for formal treatment due to their level of impairment.

February 10, 2012

**MENTAL HEALTH UNIT STUDY**

**West Housing A-Unit**

MCF-Lino Lakes

Lino Lakes, MN

Since it was established in 1999, pressure on the current MHU capacity has steadily increased due to a variety of interrelated factors, including general and proportionate MHU population increase, increasing service needs for chronic and severe mentally ill offenders, increase in dangerous mentally ill offenders, increasing severity of impairment, and increase in behavioral problems on the Unit. In addition, the increase in the chronic and dangerous population has dramatically increased the average number of days offenders remain in the MHU in the last five years by nearly 60 percent, significantly decreasing overall unit capacity. This lengthened average stay has resulted in less than a third of the MHU beds being available on any given day for essential services such as new admissions, assessments, stabilization and treatment.

**Description** The study represents a plan to provide the Mental Health Unit with more available bed space and flexibility, while at the same time addressing the overall need of the Department to provide care to offenders in need of treatment for moderate to significant mental impairment. The study will review the existing West Housing Facility in terms of current space use, proposed modifications to accommodate the intended purpose, develop costs associated with remodeling the existing structure, and provide a tentative schedule for design and construction of the remodeling.

**Scope** Meet with key staff to gather information regarding current and proposed space utilization.

Complete a cursory inspection of the existing facility. The inspection will include a review of existing housing unit construction, structural and non-structural support systems, building and accessibility code related issues, and HVAC, plumbing, automatic fire protection, electrical, and security system modifications.

Produce a quantitative and qualitative assessment existing facility.

Develop a potential floor plan that incorporates the physical space changes necessitated by the study. Proposed remodeling will include a preliminary cost estimate. The estimates shall be based upon RSMeans® Unit Costs, indexed for Minnesota. Costs are adjusted with appropriate agency inflation factors for construction in the years 2013 thru 2015.

Prepare a report (4 bound copies and 1 unbound) along with digital copies (pdf and slide show formats) of findings, prioritized recommendations, and costs of capital repairs, replacements and improvements identified.

February 10, 2012

## **MENTAL HEALTH UNIT STUDY**

### **West Housing A-Unit**

MCF-Lino Lakes

Lino Lakes, MN

#### **INITIAL MEETING:**

On November 18, 2011, Hagemeister and Mack Architects, along with Erickson Ellison and Associates Engineers met with staff of the MCF-LL (including administration, and MHU, physical plant, and security staff), RECS, and DOC to review the intent and scope of the study (see attached meeting notes). The discussions included the need for remodeling to provide appropriate staff management of offenders while maintaining a safe environment of other residents and staff. The remodeling will include those physical changes to be made to the facility to accommodate the needs of the MHU program allocated to MCF-LL with the purpose of housing chronic, low functioning offenders and offenders nearing release, and providing active treatment of the offenders.

#### **DRAFT REPORT REVIEW MEETING:**

On January 27, 2012, Hagemeister and Mack Architects, along with Erickson Ellison and Associates Engineers met with staff of the MCF-LL (including administration, and MHU, physical plant, and security staff), RECS, and DOC to review the intent and scope of the study (see attached meeting notes). The discussions included minor modifications to the content of the draft report, along with discussions pertaining to project costs vs. anticipated budget, and clarifications of the work to be completed.

#### **EXISTING FACILITIES: WEST HOUSING**

Construction of the West Housing Facility was completed in 1999. West Housing is a two story structure on the northwest corner of the MCF-LL campus housing 164 offenders in 76 double bed and 4 triple bed cells. The design of West Housing provides four units of cells surrounding separate core dayroom/flag areas. The larger units (A and D) include 15 cells on each floor. The smaller units (B and C) include 5 cells on each floor. Central shower facilities are provided on each floor in each unit. A- and D-Units and B- and C-Units are essentially the mirror images of each other. West Housing includes a raised central control area. On the main floor of A- and D-Units, separate server stations, staff offices, and an interview room are provided. Other core spaces in West Housing include classroom and training rooms, laundry, and various staff offices and staff lockers. West Housing is located off a central circulation axis located to the east of the housing unit, with a U-shaped corridor providing access to sallyport entrances to the four housing units. Access to outdoor recreation space is provided thru a sallyport on the west side of the facility.

The cells on the upper level of the facility are accessed via stairs to a balcony in front of each cell, open to the dayrooms below. The balcony railing consists of steel tube guardrail system with woven wire mesh panel infill. No elevator is provided for upper level access.

The building is constructed of concrete masonry load bearing exterior walls with brick veneer, a steel truss roof system and single ply membrane roof. The floor structure of the upper level is precast

February 10, 2012

## **MENTAL HEALTH UNIT STUDY**

### **West Housing A-Unit**

MCF-Lino Lakes

Lino Lakes, MN

concrete plank with concrete topping. Interior non-load bearing partitions are constructed of concrete masonry units. Cells are pre-fabricated steel walls, floors, and ceilings with utility closets serving plumbing fixtures of each pair of cells. Select non-load bearing walls are constructed of metal studs and gypsum board.

The mechanical ventilation system consists of two variable volume air handling units serving 17 VAV boxes. This was installed during the 1999 construction. AHU 1 and 2 have individual supply and return fans that provide conditioned air for the West Housing unit as well as provide a four zone Smoke Control System along with a series of dampers and controls. These systems are in good condition and will remain intact and continue to provide conditioned air to the A Unit cells for the MHU use and occupancy.

The plumbing system consists of existing sanitary waste and vent piping system, domestic cold, domestic hot and tempered hot water systems. These systems are in good condition and will remain intact.

The existing Fire Sprinkler system is in good condition and will remain intact.

The electrical systems consist of existing building distribution system, existing lighting and receptacle system, existing fire alarm system and existing phone and data systems are all currently adequate for the current needs of the housing unit.

The electronic safety and security systems includes an existing system with touch screen stations in B-Control controlling the entire building and a touch screen in the Unit Control for West Housing which controls all doors within the interior of West Housing. Existing system is manufactured by Stanley Convergent Security Solutions.

## **ORIGINAL PROPOSED SCOPE OF REMODELING**

The original proposed Mental Health Unit expansion at MCF-LL included a review of the existing West Housing D-Unit. In order to accommodate the proposed MHU program in West Housing, the existing facility was reviewed by staff to determine existing facilities that do not require physical changes to the facility, and those areas of the existing housing unit that require remodeling to accommodate the physical needs of the program.

The following features are in place and require no additional work:

1. Existing cells include electrical outlets, toilets/sinks, book passes, bunks, and duress buttons.
2. There are eight total showers in the wing, including four on the lower level and four on the upper level. One shower stall on each level is handicap accessible.
3. Programmatic group rooms are available.

February 10, 2012

## **MENTAL HEALTH UNIT STUDY**

### **West Housing A-Unit**

MCF-Lino Lakes

Lino Lakes, MN

4. The day space includes numerous tables that can be rearranged for group interaction, and telephones available to offenders are provided on the upper and lower levels.
5. An individual meeting room is provided outside the wing.
6. Utility closets are provided on each level.
7. Storage space is provided on each level.
8. Existing mechanical and electrical systems for the unit are adequate and need little or no modification except in remodeled spaces.

The following remodeling of the Wing was anticipated to accommodate the physical requirements of the program:

1. MHU entrance with power operated entrance doors controlled by the central security station and a cross-corridor door separating the MHU wing from the rest of West Housing.
2. Cell enhancements including larger windows into cells and cameras for monitoring offenders in their cells, intercoms, and two handicap accessible cells.
3. Two cells would be converted to quiet cells, with removal of bunks and plumbing fixtures.
4. Adding camera observation monitors at the security station in the flag area.
5. Full height enclosure of the upper level balcony with plexi-glass or other appropriate materials.
6. Remodel the server to accommodate staff offices.

## **CURRENT SCOPE OF REMODELING**

Prior to the initial meeting with staff to discuss the requirements of the MHU expansion at MCF-LL, MCF-LL physical plant staff had concluded it would be more beneficial to remodel A-Unit of West Housing rather than D-Unit. Therefore, this study has focused on A-Unit of West Housing.

After further discussions with MCF-LL staff at the initial meeting, and consideration by staff of the original proposal, the actual remodeling desired to accommodate the MHU program agreed to by staff included the following:

### **MHU Entrance**

A cross-corridor wall will be required at the apex of the U-shaped corridor in West Housing that provides access to Units A thru D. This wall will separate A- Unit from B-, C-, and D-Units. The wall will be constructed of detention hollow metal doors and borrowed lights, extending the full width of the hallway up to 12'-8" AFF and steel studs with painted abuse resistant gypsum board from 12'-8" to the ceiling. The wall need only extend to/thru the ceiling of the corridor to avoid modifications to mechanical and electrical services above the ceiling. The door/window wall will include a 4ft wide detention grade metal door with half window. All glass in the door and the window wall will be laminated. This door will be controlled at the West Housing Unit Central Control station, and will include intercom on both sides of the door.

February 10, 2012

## **MENTAL HEALTH UNIT STUDY**

### **West Housing A-Unit**

MCF-Lino Lakes

Lino Lakes, MN

The existing detention hollow metal frame separating Unit Central Control from the hallway will be modified to accommodate the intersecting cross-corridor door/window wall.

Fire alarm devices, speakers, and detectors affected by this construction will be extended and/or duplicated on the opposite sides of the wall.

This full height glass window wall will provide observation from the Unit Central Control station down the U-shaped hallways.

#### **Servery Remodel**

This space will be remodeled to provide additional staff office space, but remodeling will minimize the actual physical changes to the space in the event programmatic requirements for the MHU or the facility change in the future. The existing multiple sink stainless steel counter, and other fixed and moveable kitchen equipment will be removed from the space. The existing stainless steel hand sink will remain. A plastic laminate cabinet with work counter will be constructed in the area of removed kitchen equipment to cover the plumbing rough-ins. The existing floor drain, which will fall under the new cabinetry, will be plugged. The existing coiling counter will be removed and replaced with a hollow metal window with laminated glass. The floor will be carpeted.

The owner will provide appropriate modular office work stations and other furniture as appropriate.

Power and voice/data systems will need to be modified to accommodate appropriate office and furniture layouts.

#### **Interview Room**

This space will be remodeled into a staff office. Access to the room will be reconfigured, securing the current door from the Unit sallyport and installing a new detention grade hollow metal door and frame with sidelight into the day space. This door will need to be installed in an existing concrete masonry wall with appropriate masonry repair work provided. The floor will be carpeted.

The owner will provide appropriate modular office work stations and other furniture as appropriate.

Power and voice/data systems will need to be modified to accommodate appropriate office and furniture layouts and the location of the new door to the day space.



February 10, 2012

## **MENTAL HEALTH UNIT STUDY**

### **West Housing A-Unit**

MCF-Lino Lakes

Lino Lakes, MN

#### **Balcony and Stair Enclosure**

Access to upper level cells in this Unit is accomplished via two stairs at opposite ends of the Unit, with an open balcony serving cells on the perimeter of the space. To prevent MHU offenders from jumping over the open railing, the guardrail will be extended to the gypsum board ceiling with framing materials matching the existing guardrail construction, and laminated glass infill panels. The glass infill will extend to approximately 8 inches below the ceiling to aid in ventilation, etc. In the attachment of the guardrail extension to the ceiling, allowance for roof structure deflection will need to be considered.

At the upper half of the stair runs at the stairs at each end of the balcony the existing handrail/guardrail system will be extended vertically to align with the balcony ceiling infill panels. The guardrail extension will return across the top of the partial stair enclosure to brace the extension with horizontal woven wire infill panels. Guardrail extensions at the lower half of the stairs will not be required.

#### **Unit Central Control Station**

Due to previous security system modifications and constant wear on the surfaces of the existing central control station work counter, the owner has requested the existing solid surface counter be replaced with a new solid surface counter. Further, the ends of the legs of the U-shaped cabinet/counter will be shorted, with resulting modifications to the base cabinet required. The width of the counter at the apex of the U could possibly be reduced affording additional floor space inside the U-shaped counter for staff. This will include appropriate preparations for monitors, touch screen controls, etc.

At the east half high wall of the Unit Control, the existing plastic laminate counter will be replaced with a solid surface work counter.

#### **Mechanical Modifications**

Mechanical modifications will be required for the MHU entrance to maintain the Existing Smoke Control system. The modification will be accomplished by transferring air across the new wall.

Some sprinkler modifications are budgeted for relocation of existing heads to accommodate the demo and new construction and to eliminate any obstructions created to the existing spray patterns.

Servery remodel will require demolition of the existing plumbing system, exhaust air ductwork, disconnect and removal of exhaust fan 8. Patching existing roof, walls, floors

February 10, 2012

## **MENTAL HEALTH UNIT STUDY**

### **West Housing A-Unit**

MCF-Lino Lakes

Lino Lakes, MN

and ceilings will be required. Leveling the floor at the existing floor drain will also be required.

#### **Electrical and Security Modifications**

Electrical connections to server equipment shall be disconnected and removed and circuit breakers turned off. Modify electrical outlets and light switches to accommodate new door in interview room. A new touch screen security control station is to be provided at the officer station in units A & D. New touch screens will be connected to the existing security system and the touch screen in Unit Control will be able to give and take control from the new touch screens. New touch screens will control the doors within the unit but will not control the doors exiting from the unit.

Two construction alternates were requested by the owner:

1. Provide additional cameras in the day space of A Unit to provide additional coverage of the space.
2. Replace the existing duress buttons in the cells of A Unit with intercom stations for two way communication with offenders. The existing duress buttons do not allow staff communication with offenders.

## **BUILDING CODE RELATED ISSUES**

The correctional facility occupancy classification is Group I-3, for persons under restraint or security. The type of construction for this facility is Type I. Remodeling will need to comply with appropriate non-combustible requirements of this construction classification.

With the exception of the new unit entrance door in the main U-shaped corridor, no other physical changes in this Unit will change exit access. With concern for potential exiting issues for B-, C-, and D-Units by the proposed installation of this door, HMA contacted the State of Minnesota Department of Labor and Industry Construction Codes and Licensing Division to review the possible effects on exiting. Due to the nature of institutional occupancies, it was determined that this cross corridor door will not affect exiting patterns (direction of door swing, exit access, path of travel, etc.) for A-Unit and the other units in West Housing.

In terms of handicap accessibility, current accessibility codes require 2 percent of cells be accessible. With a total of 15 cells per level in this unit (30 cells total), one accessible cell for the entire unit is required. Currently in A-Unit, there is one accessible cell located on each level (for a total of two); therefore no work is anticipated. Given the same ratio requirement for accessible bathing facilities, one accessible shower is required for A-Unit. Currently in A-Unit, four separate shower facilities are provided for residents at each level. With one shower of each group of four on each level being handicap accessible, no additional work is anticipated.

February 10, 2012

**MENTAL HEALTH UNIT STUDY**

**West Housing A-Unit**

MCF-Lino Lakes

Lino Lakes, MN

There are no Fire sprinkler issues except as discussed above to address obstructions created.

No Ventilation issues are anticipated

There are no anticipated Electrical code issues.

**CONSTRUCTION COST:**

Costs of remodeling A-Unit for the proposed Mental Health Unit expansion were determined by utilizing RS Means Unit Costs for the work. Various general costs and soft costs (general conditions, contractor overhead and profit, architecture and engineering fees, contingency, etc.) were added to the construction costs to arrive at the total construction cost. The State of Minnesota's Building Projects Inflation Schedule has been factored in the cost projections. Further, both construction and design contingencies have been included to account for unknown conditions discovered during construction.

With consideration for design and bid phases, construction is not anticipated to start until 2013. Project costs for construction in the year 2013 are estimated to be \$526,500, with additional costs for construction alternates for a total project cost of \$611,000, as noted below. Costs for construction in succeeding years 2014 and 2015 with appropriate escalation factors and A/E fees have also been provided.

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February 10, 2012

**MENTAL HEALTH UNIT STUDY**  
**West Housing A-Unit**  
MCF-Lino Lakes  
Lino Lakes, MN

**Estimate of Probable Construction Costs for Year 2013:**

			<b>Total Costs</b>
<b>CONSTRUCTION - West Housing - A Unit</b>			
Divisions 02 - 10			\$ 241,906
Divisions 21 - 23			\$ 8,189
Division 26			\$ 14,988
Division 28			\$ 66,150
Subtotal			\$ 331,233
General Conditions	15.00 %		\$ 49,685
OH/P	5.00 %		\$ 16,562
Bond	1.50 %		\$ 4,968
Insurance	0.75 %		\$ 2,484
Subtotal			\$ 404,933
Construction contingency	10.00 %		\$ 40,493
Subtotal			\$ 445,426
Inflation to July 2013	8.12 %		\$ 36,169
Construction Subtotal			\$ 481,595
A/E Fees	8.50 %		\$ 40,936
A/E Contingency (as percentage of A/E Fees)	10.00 %		\$ 4,094
Commissioning	0.00 %		\$ -
BASE PROJECT TOTAL			\$ 526,624
BASE PROJECT TOTAL - USE			\$ 526,500
<b>ALTERNATE No. 1: Provide additional cameras in A Unit</b>			
Division 28			\$ 24,000
General Conditions	15.00 %		\$ 3,600
OH/P	5.00 %		\$ 1,200
Bond	1.50 %		\$ 360
Insurance	0.75 %		\$ 180
Subtotal			\$ 29,340
Construction contingency	10.00 %		\$ 2,934
Subtotal			\$ 32,274
Inflation to July 2014	8.12 %		\$ 2,621
Alternate No. 1 Construction Total			\$ 34,895
A/E Fees	8.25 %		\$ 2,879
Alternate No. 1 Project Total			\$ 37,773
Alternate No. 1 Project Total - Use			\$ 38,000

February 10, 2012

**MENTAL HEALTH UNIT STUDY**  
**West Housing A-Unit**  
MCF-Lino Lakes  
Lino Lakes, MN

Estimate of Probable Construction Costs for Year 2013 (continued):

<b>ALTERNATE No. 2: Replace duress buttons with intercom stations</b>			
Division 28			\$ 29,500
General Conditions	15.00 %		\$ 4,425
OH/P	5.00 %		\$ 1,475
Bond	1.50 %		\$ 443
Insurance	0.75 %		\$ 221
Subtotal			\$ 36,064
Construction contingency	10.00 %		\$ 3,606
Subtotal			\$ 39,670
Inflation to July 2015	8.12 %		\$ 3,221
Alternate No. 2 Construction Total			\$ 42,891
A/E Fees	8.25 %		\$ 3,539
Alternate No. 1 Project Total			\$ 46,430
Alternate No. 2 Project Total - Use			\$ 46,500
<b>PROJECT TOTAL WITH ALTERNATES</b>			<b>\$ 611,000</b>

1. To the best of our knowledge and ability, we have determined that the above estimated costs are reasonably close to the anticipated construction and other costs; however, we cannot warrant or guarantee that these costs accurately represent the actual contractor bid costs or the final construction costs for this project.
2. The above costs assume a construction period in 2013.

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February 10, 2012

**MENTAL HEALTH UNIT STUDY**

**West Housing A-Unit**

MCF-Lino Lakes

Lino Lakes, MN

**Estimate of Probable Construction Costs for Year 2014:**

<b>For Year 2014:</b>			
Construction subtotal			\$ 445,426
Inflation to July 2014	14.22 %		\$ 63,340
Construction Subtotal			\$ 508,766
A/E Fees	8.50 %		\$ 43,245
A/E Contingency	5.00 %		\$ 2,162
Commissioning	0.00 %		\$ -
CONSTRUCTION TOTAL			\$ 554,173
CONSTRUCTION TOTAL - USE			\$ 554,000
Alternate No. 1: Provide additional cameras in A Unit			\$ 32,274
Inflation to July 2014	14.22 %		\$ 4,589
Subtotal			\$ 36,863
Alternate No. 1 subtotal - Use			\$ 37,000
Alternate No. 2: Replace duress buttons with intercom stations			\$ 39,670
Inflation to July 2014	14.22 %		\$ 5,641
Subtotal			\$ 45,311
Alternate No. 2 subtotal - Use			\$ 45,500
Alternate No. 1 and No. 2 A/E Fees	8.50 %		\$ 7,013
PROJECT TOTAL WITH ALTERNATES			\$ 643,513
PROJECT TOTAL WITH ALTERNATES - USE			\$ 643,500

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February 10, 2012

**MENTAL HEALTH UNIT STUDY**

**West Housing A-Unit**

MCF-Lino Lakes

Lino Lakes, MN

**Estimate of Probable Construction Costs for Year 2015:**

<b>For Year 2015:</b>			
Construction subtotal		\$	445,426
Inflation to July 2015	20.63 %	\$	91,891
Construction Subtotal		\$	537,317
A/E Fees	8.50 %	\$	45,672
A/E Contingency	5.00 %	\$	2,284
Commissioning	0.00 %	\$	-
CONSTRUCTION TOTAL		\$	585,273
<b>CONSTRUCTION TOTAL - USE</b>		<b>\$</b>	<b>585,500</b>
Alternate No. 1: Provide additional cameras in A Unit		\$	32,274
Inflation to July 2015	20.63 %	\$	6,658
Subtotal		\$	38,932
<b>Alternate No. 1 subtotal - Use</b>		<b>\$</b>	<b>39,000</b>
Alternate No. 2: Replace duress buttons with intercom stations		\$	39,670
Inflation to July 2015	20.63 %	\$	8,184
Subtotal		\$	47,854
<b>Alternate No. 2 subtotal - Use</b>		<b>\$</b>	<b>48,000</b>
Alternate No. 1 and No. 2 A/E Fees	8.50 %	\$	7,395
PROJECT TOTAL WITH ALTERNATES		\$	672,500
<b>PROJECT TOTAL WITH ALTERNATES - USE</b>		<b>\$</b>	<b>672,500</b>

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February 10, 2012

**MENTAL HEALTH UNIT STUDY**

**West Housing A-Unit**

MCF-Lino Lakes

Lino Lakes, MN

**SCHEDULE:**

A tentative schedule for completion of the design, construction documents, bidding, and construction of the proposed project follows:

Report	Final Report Submitted .....	February 10, 2012
Design and Construction	A/E Notice to Proceed .....	April 2012
	Schematic Design .....	June 2012 (2 month)
	Design Development .....	July 2012 (1 month)
	Construction Documents .....	October 2012 (3 month)
	Bidding Phase .....	November 2012 (1 month)
	Contractor Notice to Proceed .....	January 2013 (2 months)
	Construction Complete .....	July 2013 (7 months)
	Post Construction .....	May 2014 (10 months)

**MEETING NOTES:**

See Appendix A for meeting notes.

**DRAWINGS:**

See Appendix B for drawings of the areas to be remodeled, including facility site plan, housing unit overall floor plans, and remodeled area partial floor plans.

**PHOTOGRAPHS:**

See Appendix C for photographs representative of the existing conditions for each area of remodeling.



February 10, 2012

**MENTAL HEALTH UNIT STUDY**

**West Housing A-Unit**

MCF-Lino Lakes

Lino Lakes, MN

**APPENDIX A - MEETING NOTES**



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## MEETING NOTES

Project Name: **Mental Health Unit Study**  
MCF-Lino Lakes  
Lino Lakes, MN  
Project Number: 1138  
Date: November 18, 2011  
Time: 10:00 AM  
Location: MCF-LL conference room  
Purpose: Study meeting  
Participants: See attached.

The following information was discussed:

1. After introductions TP discussed the purpose of the study, to determine costs and feasibility of remodeling MCF-LL West Housing D-Wing and MCF-OPH Complex 4 for expanded MHU program. The findings can be presented to the legislature for funding and provide the basis for an RFP for A/E services to complete the MHU design. The physical changes to each facility will accommodate the needs of the MHU program to house chronic, low functioning offenders and offenders nearing release and provide active treatment at MCF-LL, and provide initial assessment, and treatment of high risk, dangerous, mentally challenged offenders at MCF-OPH.
2. The remodeling will provide appropriate management of offenders while maintaining a safe environment of other residents and staff.
3. Discussed the anticipated physical changes to the facility.
  - a. *Location: Originally anticipated to be accommodated in D-Wing of West Housing, it was determined the MHU will be shifted to A-Wing of West Housing.*
  - b. **New Entrance:** A wall with metal door is anticipated to be needed at the apex of the U-shaped corridor in West Housing. This wall need only extend to the ceiling above. This will avoid issues with air movement, duct work, and other M/E systems above the ceiling. The door should be a 4ft wide door, with half glass. The door should be controlled by the security station integrator panel. Intercom is needed on both sides of the door. No camera work is anticipated to be needed. The wall location will be limited by the existing wall and window configurations.
  - c. Though previous discussions were to subdivide the meeting room in the core of West Housing, this was determined to not be needed.
  - d. There was much discussion about the merits of retaining the Servedy as is, or remodeling it to accommodate additional staff space. Use of the Servedy or moving offenders to the dining hall was discussed. If the Servedy is remodeled to staff space, noted the geometry of the space would be limiting to provide fully functioning staff cubicles.
    - i. The space is long and narrow (approximately 10 x 22 feet). The space would accommodate 2 or 3 (max) cubicles. A circulation path would need to be provided to access all cubicles.
    - ii. The floor would need to be leveled.
    - iii. Plumbing, HVAC, and electrical systems would need to be remodeled.
    - iv. There was a desire to retain the coiling shutter.

- v. Structural columns appear to be located within the perimeter of the space, affecting potential room layout and efficiency.
    - vi. Discussed retaining the Servery but providing office space in the far end of the space.
    - vii. The counter, coiling shutter, and cabinetry on the far end of the room could also be removed for access to a room constructed at the end of the Servery.
    - viii. Also discussed the Servery may be need in the future, so remodeling now would not seem appropriate.
    - ix. Discussed, if the Servery is removed, that serving from the dining hall could be done.
    - x. Also noted the adjacent Case Mgr office and the far end of the Servery could be remodeled together to provide 2 useable staff spaces.
  - e. The Interview room to the north of the staff desk could be remodeled to a combination Office/Interview room. A new door with sidelight could be provided to the flag area, and the door to the sallyport could be secured closed to allow for furniture arrangement as needed.
  - f. Discussed handicap accessible cell provisions, noting an accessible cell is provided on the first and second levels in the NW corner of the wing. With a total of 30 cells (15 cells per floor), the building code would require 2 percent of the cells be accessible ... or at total of one. Discussed identifying the cell on the 1st level for mobility impaired individuals, while the accessible cell on the 2nd level could be for disabled, but ambulatory, individuals. Discussed the wing is relatively new, and would not need accessible upgrades if no work is done on the cells.
  - g. Also noted that no work will be necessary on the existing handicap accessible showers.
  - h. Discussed potential upgrades necessary for existing cells, concluding no upgrades are needed (no camera or intercom are needed, all have duress buttons, no bunk work is needed, no book passes are needed, and existing doors do not need larger windows provided, and no quiet cells are necessary). Should the facility determine single occupant cells are appropriate, they can remove the existing 2nd tier bunk which is bolted to the wall.
  - i. No quiet cells are necessary.
  - j. Noted need to close of the open balcony from the 2nd level to avoid jumping. This would extend along the existing railing between the two stairs, and probably include the open sides of the stairs, too. The closure could include plexi-glass above the existing railing with an open mesh design along the upper portion of the closure for ventilation and fire sprinkler coverage, though modifications to each may need to be made depending on the final design. The open mesh in the existing railing system has been acceptable to the facility for viewing, etc., so no modifications are requested.
  - k. A new touch screen station should be added to the officer station on the 1st floor.
  - l. A new solid surface counter should be added to the central control station in West Housing.
  - m. Mechanical and electrical systems will need to be evaluated for remodeling as needed based on the physical changes described above.
4. Noted movement of offenders will need to be coordinated by the facility during remodeling.
5. EEA replaced the original door controls with touch screen integrator controls, so modifications to the system will be relatively straightforward.
6. Discussed the study will include the following content:
- a. Provide background of the LL and OPH facilities and the MHU program.
  - b. Provide purpose for the study.
  - c. Identify work required to accommodate the MHU program.

- d. Identify costs associated with remodeling.
  - e. Provide a tentative schedule for design and construction.
7. A tentative schedule was presented, as follows:
- a. Initial meeting (at LL): October 17, 2011
  - b. Review meeting with LL and OPH: November 18, 2011
  - c. Draft report issued: January 4, 2011
  - d. Draft report review (at LL): January 11, 2012
  - e. Final report issued: January 26, 2012
8. A draft report will be forwarded for review by staff prior to the follow-up meeting.
9. Since this facility does not currently house MH, discussed the importance of accelerating the study for this facility, if possible.

END OF MEETING NOTES

The above information and discussions constitutes the understanding by the Architect of these meetings. Any additions or corrections should be brought to the attention of the Architect within 3 days of receipt.

Enclosure: Meeting sign-in sheet  
Facility floor plan comment images

c: Dave Rydeen - MCF-LL  
Steve Allen - DOC  
Bill Montgomery - DOC  
Doug Kelley - RECS  
Todd Peterson - EEA

November 18, 2011

**Mental Health Unit Study**

MCF - LL and MCF-OPH

Lino Lakes and Oak Park Heights, MN

Project No. 1138

**MEETING SIGN-IN SHEET**

Attending	Name	Organization	
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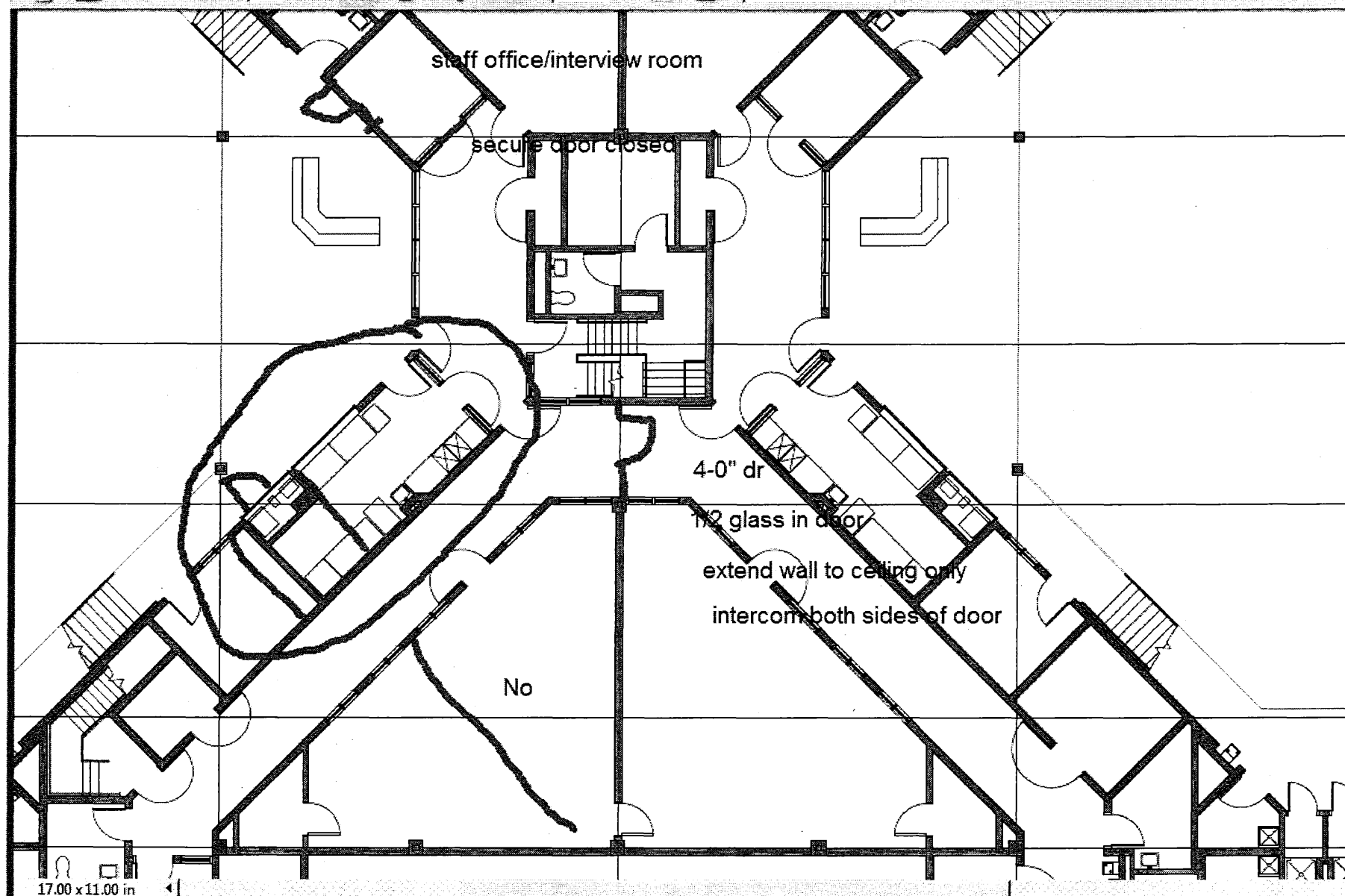
david.rydeen@state.mn.us

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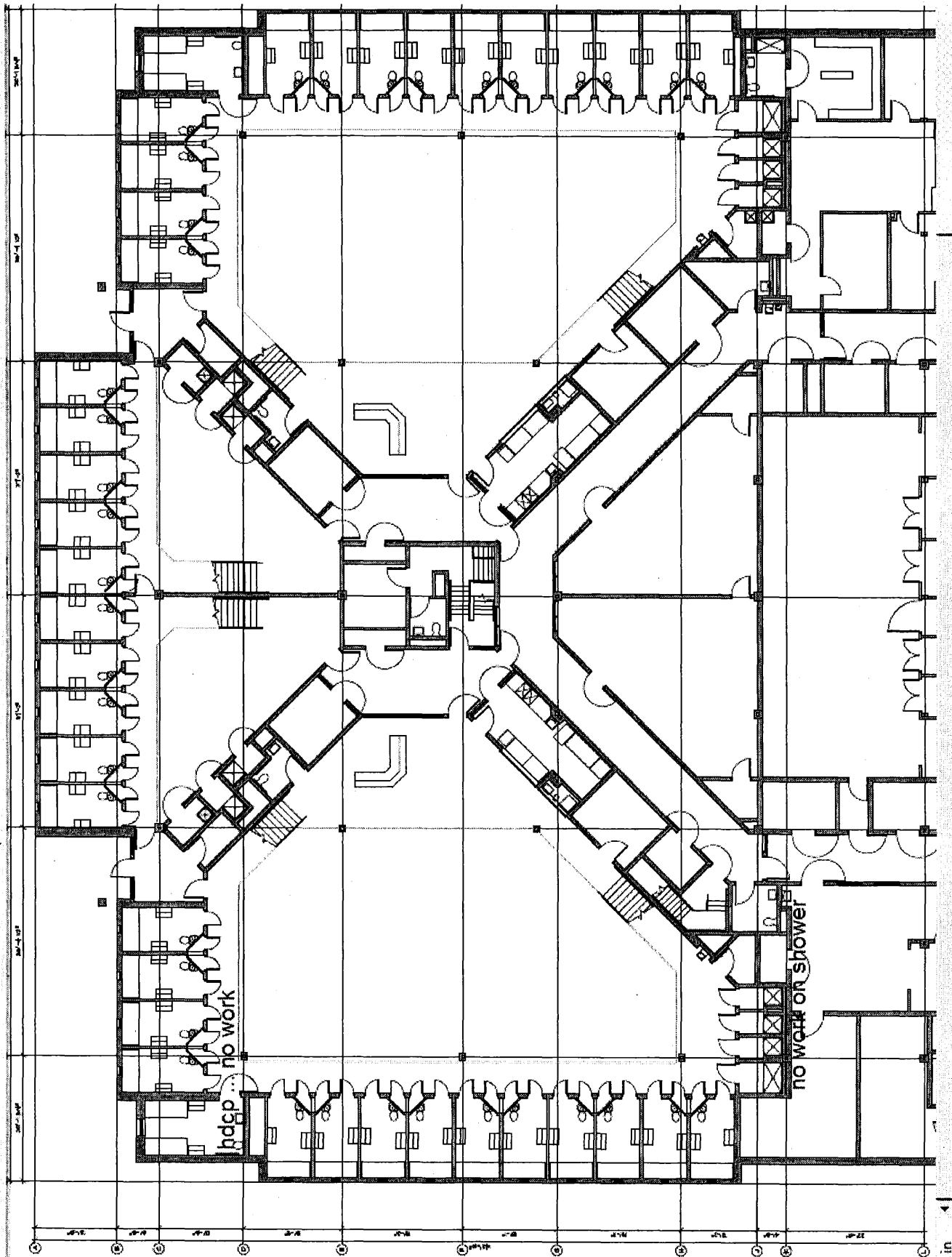
Anita Alexander MCF-LL anita.alexander@state.mn.us

Peter Ruffer MCF-OPH  
MA, LP

651-283-1642



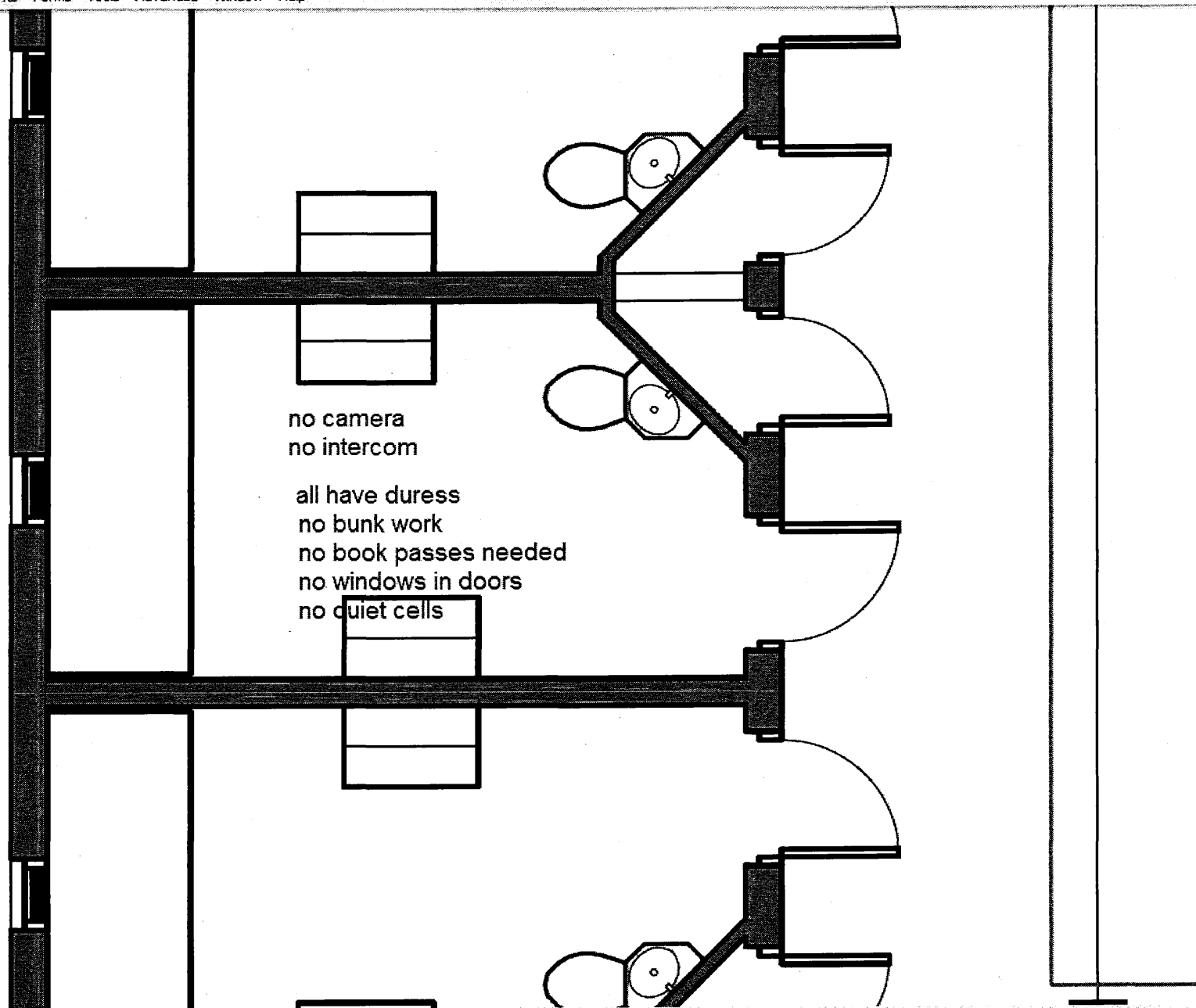
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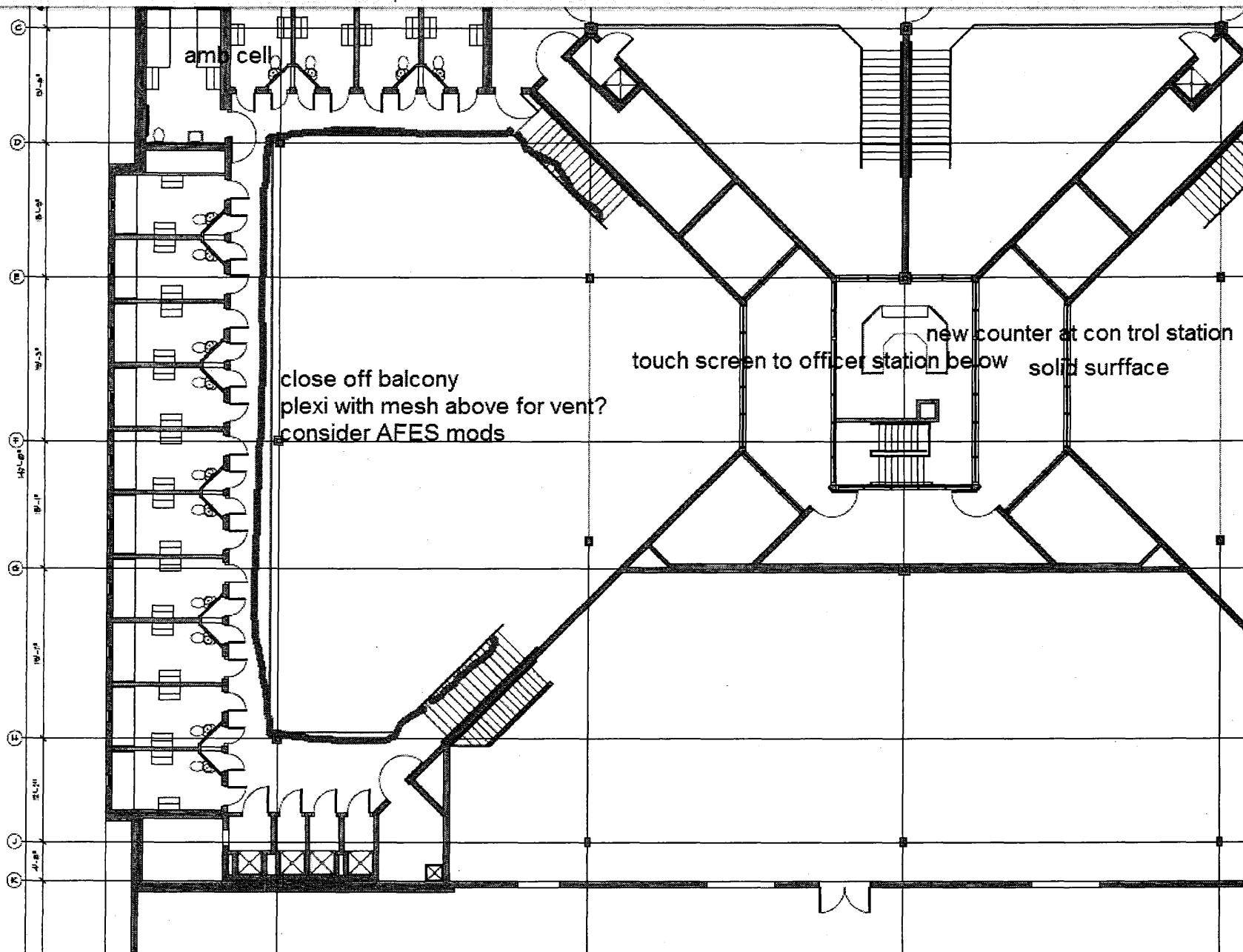


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30 x 11.00 in





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st. cloud, mn 56301-3805

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## MEETING NOTES

Project Name: **Mental Health Unit Study**  
MCF-Lino Lakes  
Lino Lakes, MN  
Project Number: 1138  
Date: January 27, 2012  
Time: 900 AM  
Location: MCF-LL conference room  
Purpose: Draft report review meeting  
Participants: See attached.

The following information was discussed:

1. After introductions TP reviewed the purpose of the study, to determine costs and feasibility of remodeling MCF-LL West Housing D-Wing for expanded MHU program. The physical changes to each facility will accommodate the needs of the MHU program to house chronic, low functioning offenders and offenders nearing release and provide active treatment at MCF-LL.
2. Reviewed various portions of the study without changes, including the Project Study Team, Owner's Stated Need, Project Overview, and Initial Meeting.
3. Noted existing facilities currently house 164 offenders in Unit 1, consisting of 76 double and 4 triple cells.
4. Cells are pre-fabricated steel units, not precast concrete units.
5. Reviewed the Current Scope of Remodeling with the following adjustments:
  - a. MHU Entrance:
    - i. Walls are glazed (actually burnished) concrete block with painted gypsum board above.
    - ii. The wall above the windows could/should be CMU ... for durability and aesthetics to match existing conditions.
  - b. Servery:
    - i. Remodeling should include replacement of the existing coiling shutter with a hollow metal window.
    - ii. The back wall can be covered with a gypsum board wall constructed in front of the utility connections in the wall from removal of the kitchen equipment.
    - iii. A work counter will be constructed in front of the gypsum board wall.
    - iv. The hand sink should remain.
    - v. The staff work station (furniture provided by the owner) at the end of the room should be change to have the computer screen not visible from the sallyport.
    - vi. The staff work station at the coiling shutter should accommodate two staff at furniture provided by the owner.
    - vii. The room should receive a carpeted floor finish.
  - c. Interview Room:
    - i. The door should swing out of the room. Ultimately, the direction of the door swing should be evaluated with respect to the staff work station outside the room.
    - ii. Staff should be seated on the door side of the desk.
    - iii. The room should receive a carpeted floor finish.
  - d. Balcony:

- i. The woven mesh infill should be changed to glass between the top of the existing railing and the ceiling. This will provide a more open feeling to the balcony.
    - ii. Railing vertical posts will extend thru the ceiling to the structure above to provide lateral resistance to the extension.
    - iii. At the stairs, discussed the railing extension does not need to extend full length of the stair since there isn't great concern over jumping from a 3 ft high stair. Concluded the railing extension would extend halfway down the stairs then up to the ceiling. The railing extension will be supported off the ceiling/structure or of the adjacent wall if the extension does not extend to the ceiling.
    - iv. With this change, the space under the stairs will remain open.
  - e. Central Control:
    - i. The existing plastic laminate staff counter on the east side of the room, along the partial height wall near the stairs, should be replaced with a solid surface counter. Counter should accommodate one staff.
    - ii. The control desk counter top is solid surface, not plastic laminate.
    - iii. The control desk should have the ends of the U-shaped counter reduced to permit better access and movement in the space, and access to the staff counter.
    - iv. The counter should be replaced to fill in areas where old graphic panels, etc. were removed.
  - f. Mechanical and Electrical Systems:
    - i. Discussed adding intercoms into each cell for communication with each cell. Discussed including this work as an alternate if costs will push the total project cost over the anticipated budget.
    - ii. Depending on the final balcony solutions, the facility will want to ensure adequate coverage of the entire unit by the addition of appropriate cameras. This can be an additional alternate item for the study.
    - iii. No cell cameras are required.
- 6. Construction Costs:
  - a. It was requested the total construction cost of \$183K be broken out ... by Division, by discipline, by work area, etc.
  - b. To address minor additions to the scope of work as the project develops, discussed increasing the construction contingency from 10 to 15 percent.
  - c. The facility has preliminarily planned for a \$300K total project cost. The study project cost of \$288K falls within the total project anticipated budget.
  - d. Discussed percentages for A/E fees and potential for slight reduction based on scope of work.
  - e. Projected costs thru 2015 include appropriate State provided inflationary factors.
  - f. Costs could/should include minor remodeling (extending power and/or V/D for staff work stations in up to 4 additional offices located through-out West Housing.
- 7. After some discussion, agreed to the following revised schedule:

Report	Final Report Submitted .....	February 10, 2012
Design and Construction	A/E Notice to Proceed .....	April 2012
	Schematic Design .....	May 2012
	Design Development .....	July 2012
	Construction Documents .....	October 2012
	Bidding Phase .....	November 2012
	Contractor Notice to Proceed .....	January 1, 2013
	Construction .....	June 2013
	Post Construction .....	April 2014

8. After the meeting, toured the area of work and discussed the scope, as follows:
  - a. MHU Entrance:
    - i. The door and frame should extend from wall to wall and from floor to approximately 10 ft above the floor. The existing HM window frame should be modified to properly accept the intersecting frames.
    - ii. The wall above the windows can be matching painted AR gypsum board.
    - iii. Existing fire alarm will need to be relocated, with a new horn added on the opposite side of the wall, and ceiling speakers/detectors will need to be added on each side of the wall.
    - iv. Full height glass will allow observation from central control down each leg of the U-shaped corridor.
  - b. Servery:
    - i. The existing kitchen equipment (refrigeration units, 2 compartment sink, serving bins, etc. can be removed.
    - ii. The existing floor drain can be plugged and covered with the new wall/work counter.
    - iii. The existing coiling shutter will be replaced with a HM frame with glass, up to the head of the existing opening at 8ft.
    - iv. After some review, concluded that no wall will need to be constructed in front of the utility wall. Cabinetry can cover up utility rough-ins, and electrical boxes can be extended thru the cabinet as needed. The exposed masonry wall above the counter/splash can be patched as needed.
    - v. The existing camera will remain.
    - vi. Discussed removing the existing stainless steel sink.
  - c. Interview Room:
    - i. The existing door lock will be replaced with key lock both sides.
    - ii. The room has existing power and voice/data on the opposite wall of the new desk location.
    - iii. The room has an existing duress button.
    - iv. The light switch should be located to near the new door location.
    - v. The VCT flooring should be replaced with carpet.
    - vi. Noted potential conflict of the out swing door with the existing staff station just outside the room.
  - d. Balcony:
    - i. Reviewed the routing of the balcony extension and alignment with the stair railing posts.
    - ii. Guardrail extension at stairs will extend halfway down the stairs, and return for support across the top of the stair to the perimeter walls with woven infill panels.
  - e. Central Control:
    - i. Reviewed modifications to the window wall along the U-shaped corridor.
    - ii. Noted the modifications needed to the end sections of the base cabinets. Also discussed potential to reduce the width of the U-shaped counter at the base of the U to maxim floor space and reduce the possible unnecessary depth of the counter.
9. Reviewed several typical spaces that could be used for additional office space, noting the spaces would generally require additional power and V/D near desk locations, extended in wiremold.
10. After the review, the case manager made mention of the ability of sounds from the server and corridor to be heard in the case manager office. After some discussion, it was agreed sounds are probably transferring thru the ducts between these rooms rather than thru the masonry walls.

END OF MEETING NOTES

The above information and discussions constitutes the understanding by the Architect of these meetings. Any additions or corrections should be brought to the attention of the Architect within 3 days of receipt.

Enclosure: Meeting sign-in sheet  
Facility floor plan comment images

c: Dave Rydeen - MCF-LL  
Steve Allen - DOC  
Bill Montgomery - DOC  
Doug Kelley - RECS  
Todd Peterson - EEA

January 27, 2012

**Mental Health Unit Study**

MCF - LL

Lino Lakes and Oak Park Heights, MN

Project No. 1138

**MEETING SIGN-IN SHEET**

Attending	Name	Organization	
✓	Tom Peck	Hagemeister and Mack Architects	Tel: (320) 251-9155 Email: t_peck@hmarch.com
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✓	Doug Kelly	RECS	Tel: 651-251-2383 Email: doug.kelly@mnhs.org
✓	Kay Thih	MCF-LL	Tel: 651 717 6543 Email:
✓	Rick Raven	MCF-LL	Tel: 651 717 6199 Email:
			Tel: Email:
			Tel: Email:
			Tel: Email:



hagemeister mack

January 27, 2012

**Mental Health Unit Study**

MCF - LL

Lino Lakes and Oak Park Heights, MN

Project No. 1138

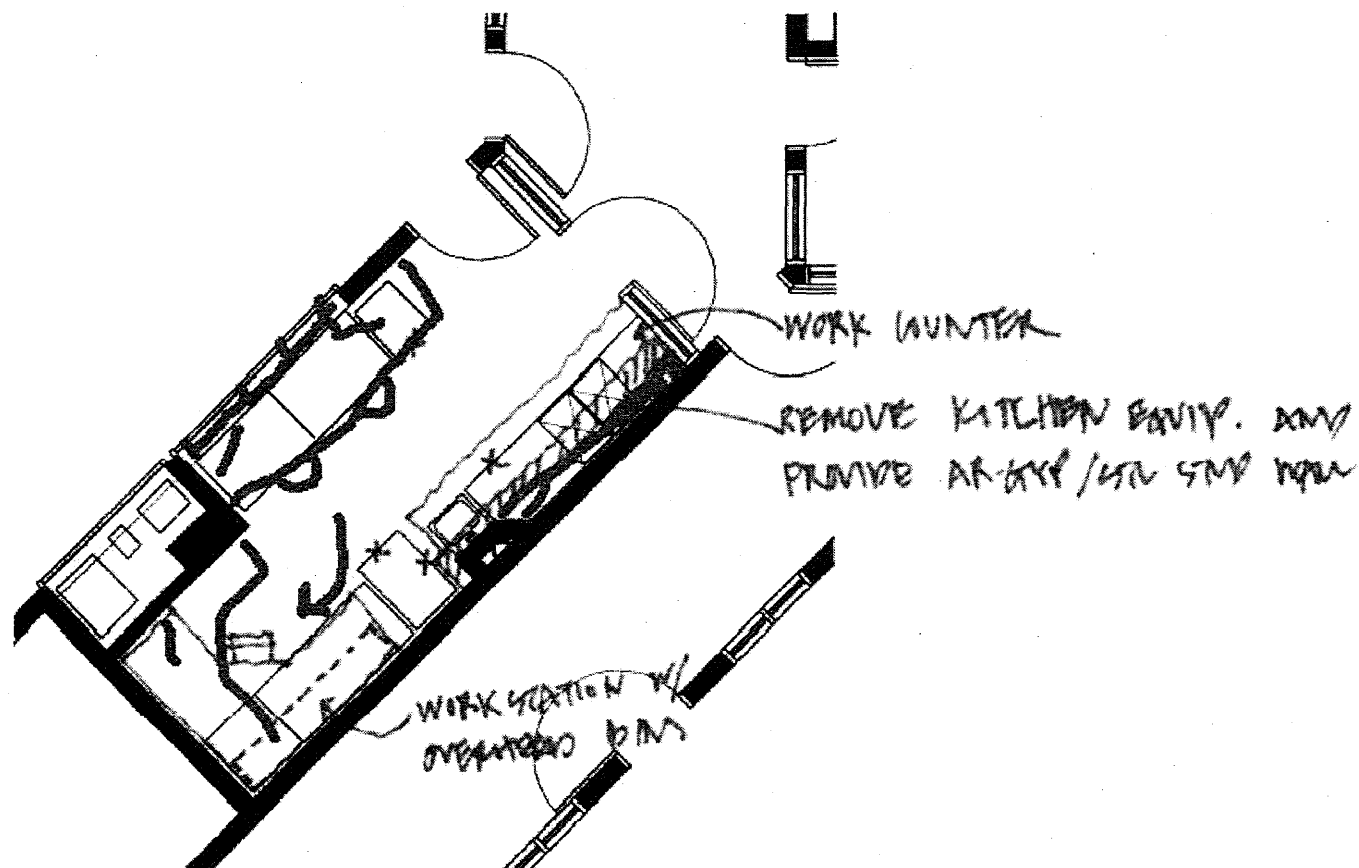
**MEETING SIGN-IN SHEET**

Attending	Name	Organization	Tel:	Email:
✓	Tom Peck	Hagemeister and Mack Architects	(320) 251-9155	t_peck@hmarch.com
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✓	Bill Montgomery	MCF - LL	651-361-7100	william.montgomery@state.mn.us
✓	Rick Raven			



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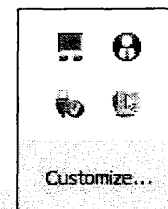




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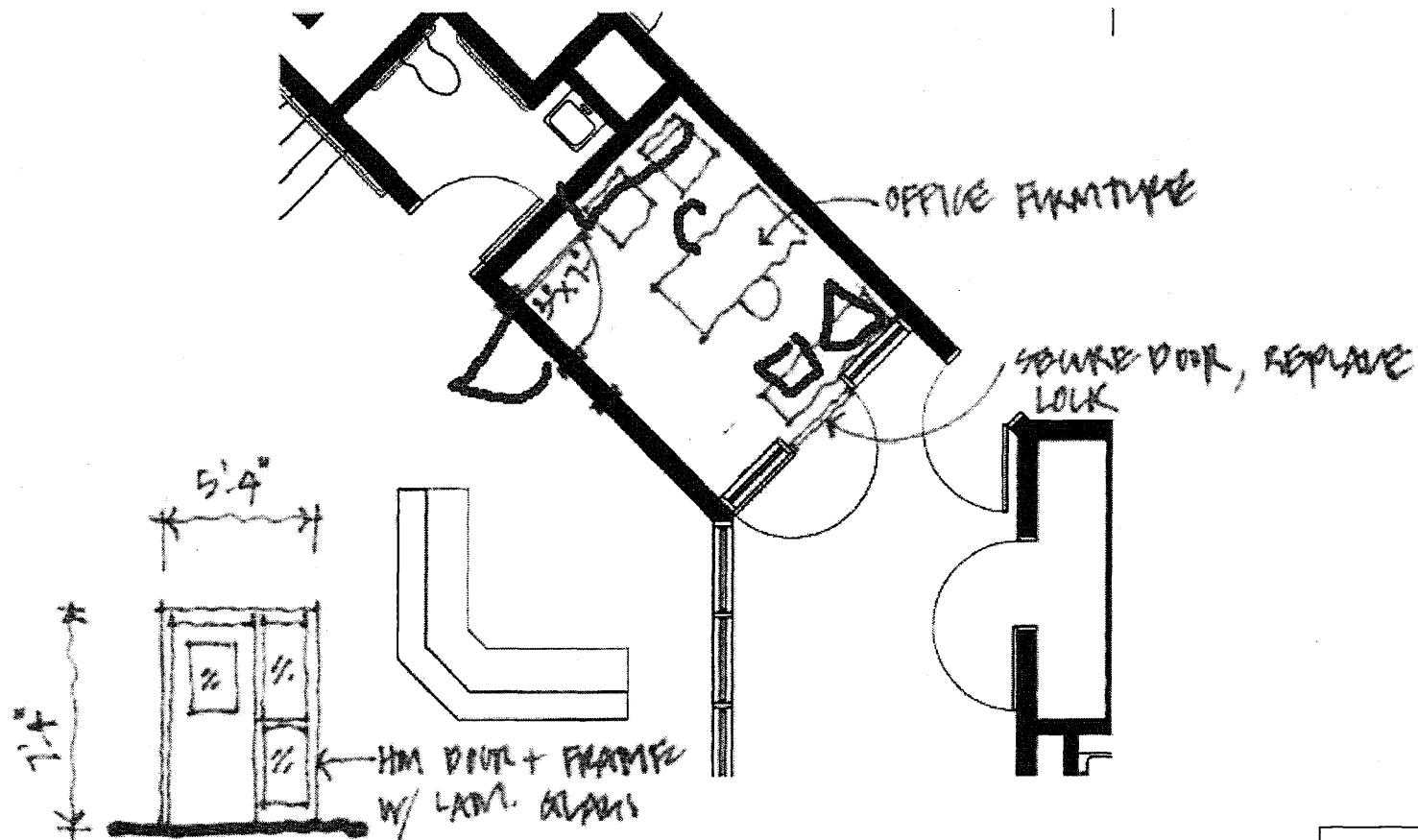
Servery Remodel

West Housing - Lower Level



8.50 x 11.00 in

MCF-Lino Lakes  
Lino Lakes, MN



TRAVEL  
DATE:

8" CONCRETE  
- SEE STRUCT

DNA

ELEV. VASES

STEEL TUB  
STRINGER  
STEEL PAN TREE  
OPEN RIBS

NOTE:  
SEE PLAN FOR 'W'  
AND BALCONY C

Customize...

Hand-drawn architectural sketch of a building facade, likely a residential or institutional structure, showing a staircase and various openings. The drawing includes several annotations and dimensions:

- Top Annotations:**
  - "TO THE OVERHEAD EXTENSION W/ RIVEN WIRE PANEL"
  - "TO THE REMAINING TO THE BELOW"
- Left Side Annotations:**
  - "EXIST. WALL STRUCTURE"
  - "WALL TREATMENT & TRIMMING"
  - "W. P.R."
  - "TO BELOW"
- Staircase Area:**
  - "STAIRS AT SEE 14/441 FOR MORE INFORMATION"
  - A figure is shown walking up the stairs.
  - A large 'X' is marked on the lower part of the staircase structure.
- Right Side Annotations:**
  - "TO 05"
  - "RECESSED ELEC. INMATE TELEPHONES - BY OWNER"
- Bottom Annotations:**
  - "WALL NITE DRAWING FOR TV STAIRS"
  - "TO BELOW"
  - "TO 05"
  - "TO 05"
- Dimensions:**
  - "5'-0"
  - "5'-0"
  - "5'-0"
- Other Markings:**
  - A large 'X' is drawn across the entire drawing.
  - A circular stamp with the text "TO 05" is visible on the right side.
  - A circular stamp with the text "TO 05" is visible at the bottom left.

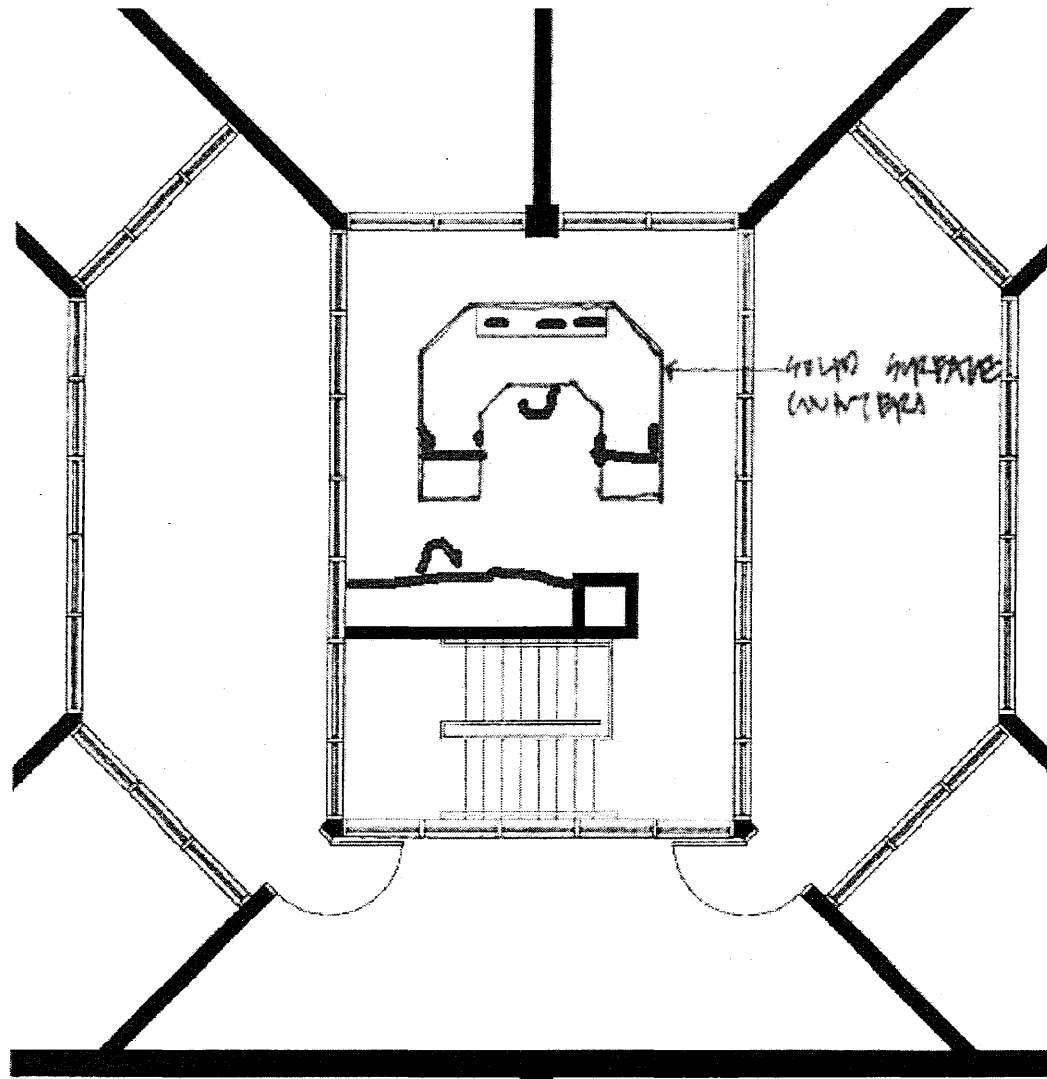
### 4.3

Stair Enclosure  
West Housing

8.50 x 11.00 in

Customize...

West Housing A-Unit  
MCF-Lino Lakes  
Lino Lakes, MN



Customize...

February 10, 2012

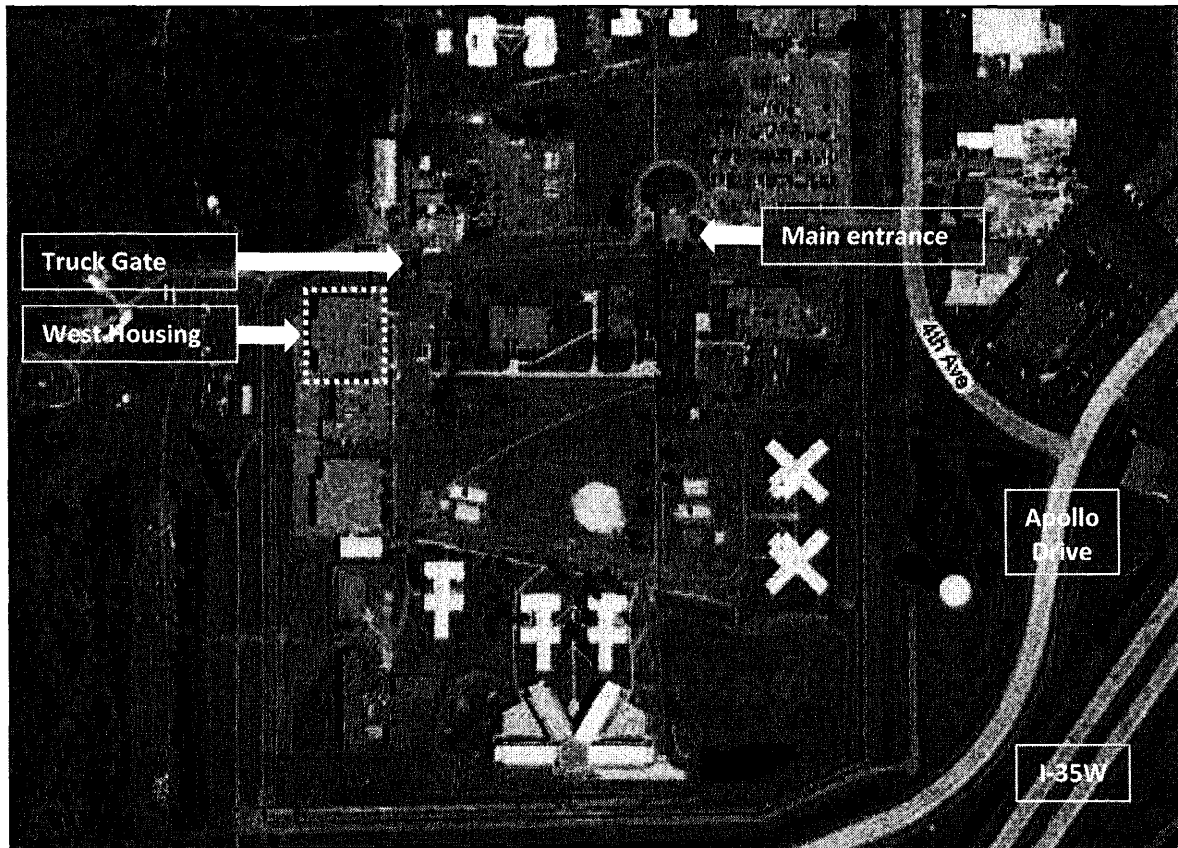
**MENTAL HEALTH UNIT STUDY**

**West Housing A-Unit**

MCF-Lino Lakes

Lino Lakes, MN

**APPENDIX B - DRAWINGS**



**FACILITY SITE PLAN**  
not to scale



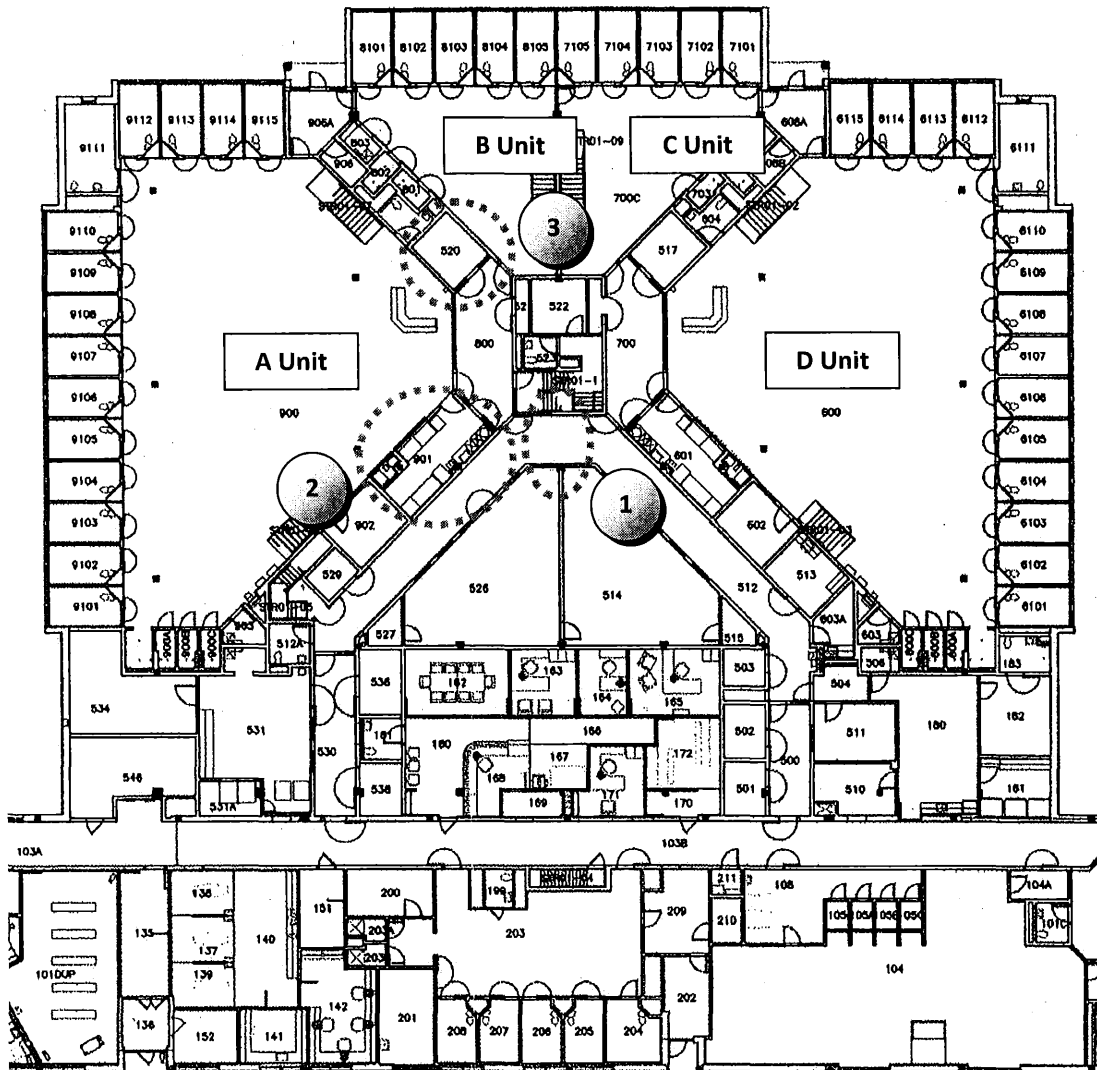
February 10, 2012

# MENTAL HEALTH UNIT STUDY

## West Housing A-Unit

MCF-Lino Lakes

Lino Lakes, MN



West Housing - Lower Level

not to scale



north

### Key:

1. Unit entrance remodeling. See Page B4.
2. Serving area remodeling. See Page B5.
3. Interview room remodeling. See Page B6.

Page | B2

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HMA Project No. 1138

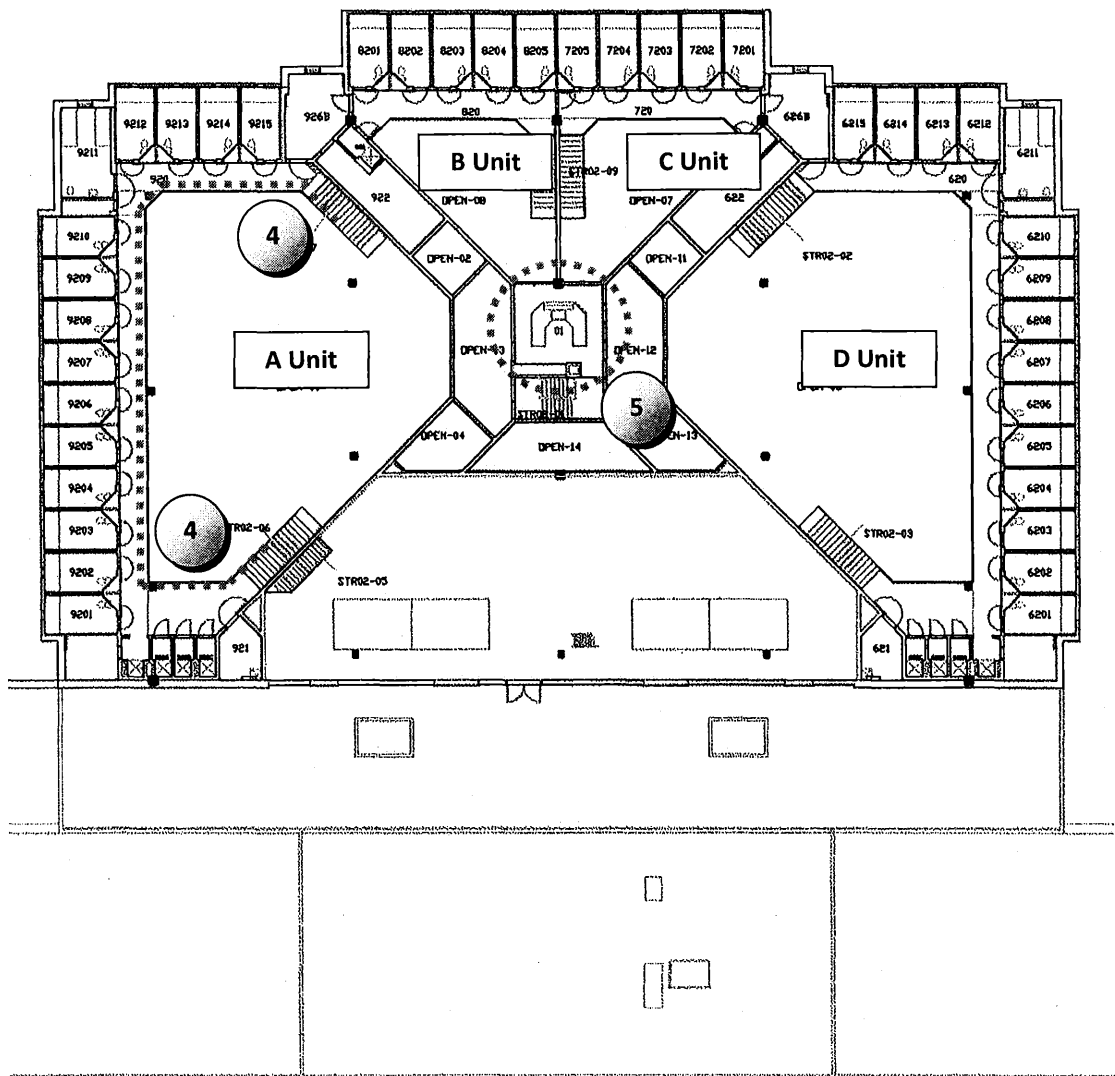
February 10, 2012

# MENTAL HEALTH UNIT STUDY

## West Housing A-Unit

MCF-Lino Lakes

Lino Lakes, MN



West Housing - Upper Level  
not to scale



### Key:

- 4. Upper level balcony enclosure. See Pages B7 and B8.
- 5. Unit central control countertop. See Page B9.

Page | B3

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HMA Project No. 1138



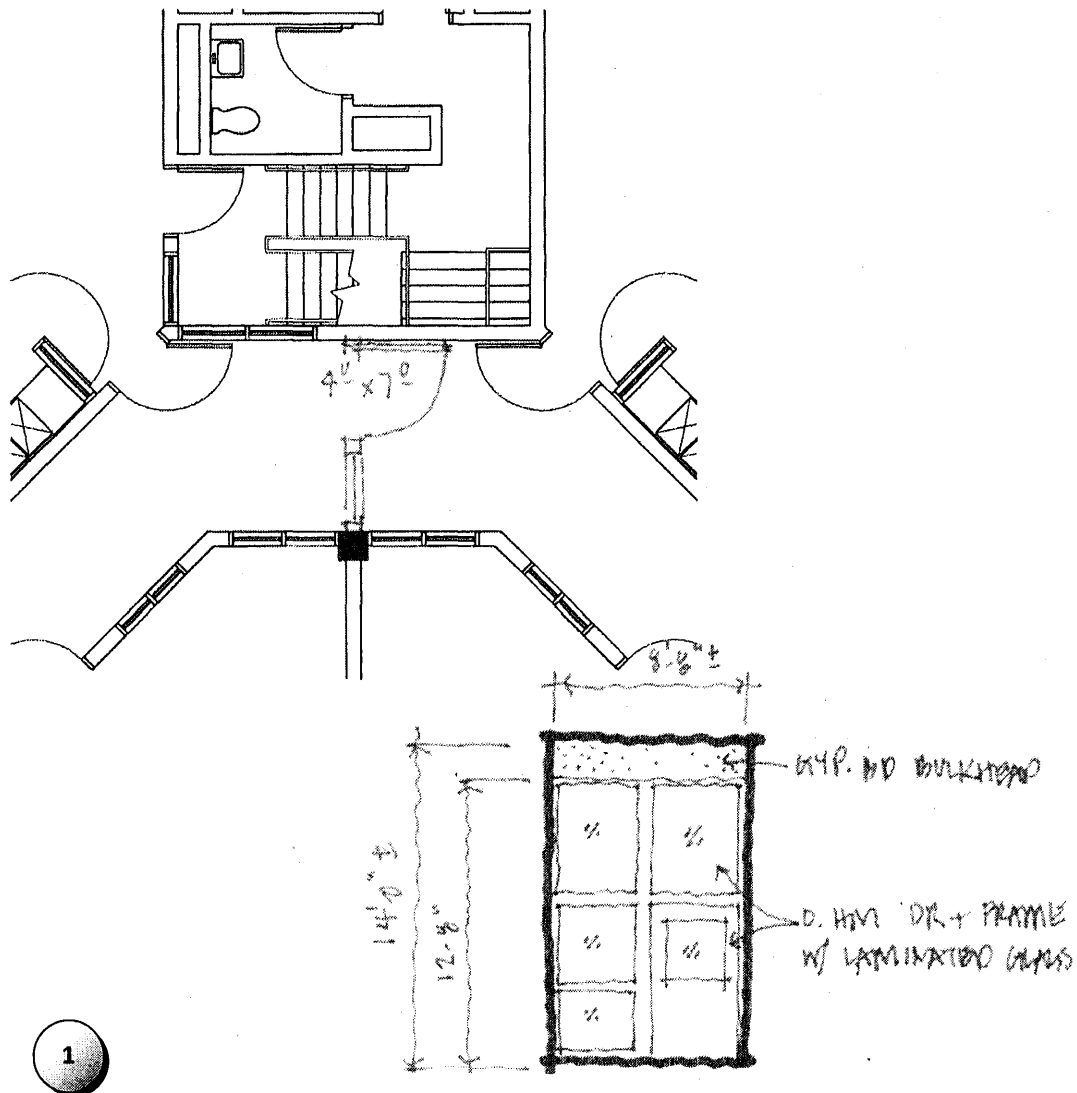
February 10, 2012

**MENTAL HEALTH UNIT STUDY**

**West Housing A-Unit**

MCF-Lino Lakes

Lino Lakes, MN



**Unit Entrance**  
**West Housing - Lower Level**  
not to scale



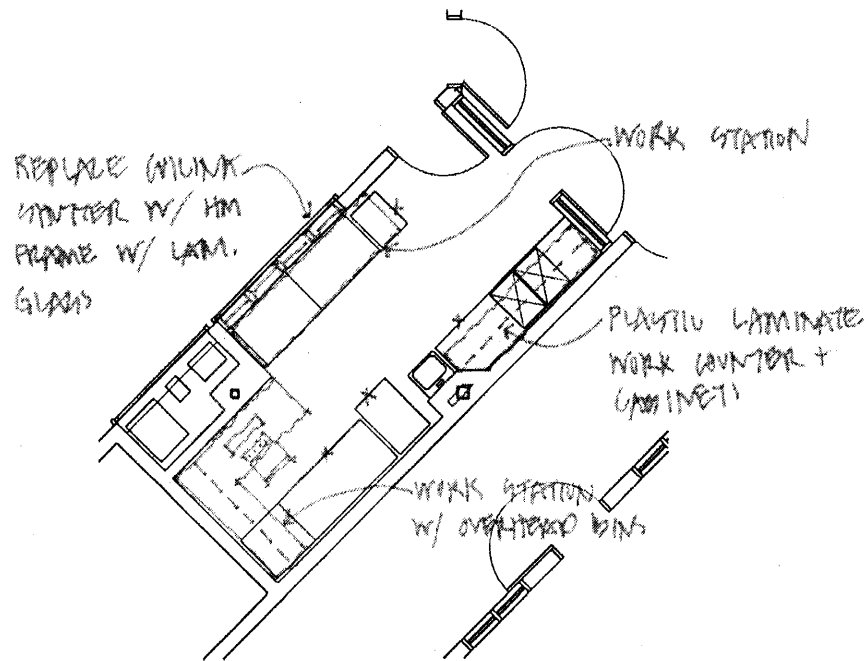
February 10, 2012

# MENTAL HEALTH UNIT STUDY

## West Housing A-Unit

MCF-Lino Lakes

Lino Lakes, MN

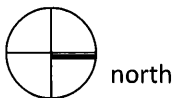


2

### Servery Remodel

#### West Housing - Lower Level

not to scale



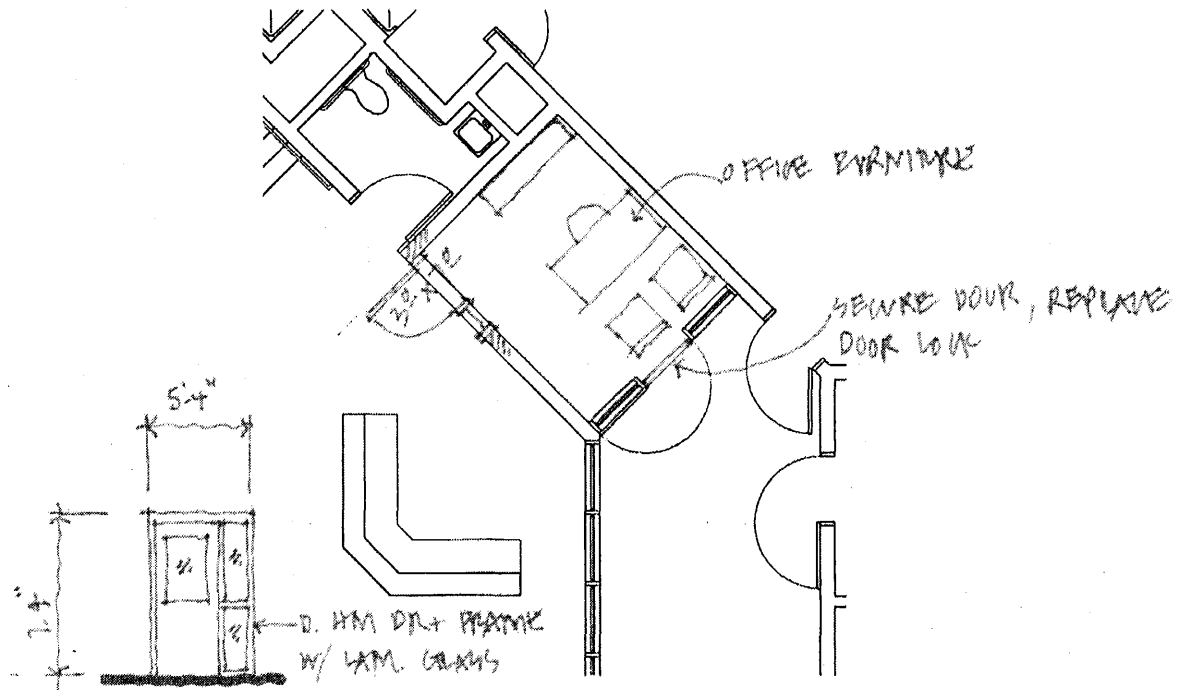
February 10, 2012

**MENTAL HEALTH UNIT STUDY**

**West Housing A-Unit**

MCF-Lino Lakes

Lino Lakes, MN



3

**Interview Room**

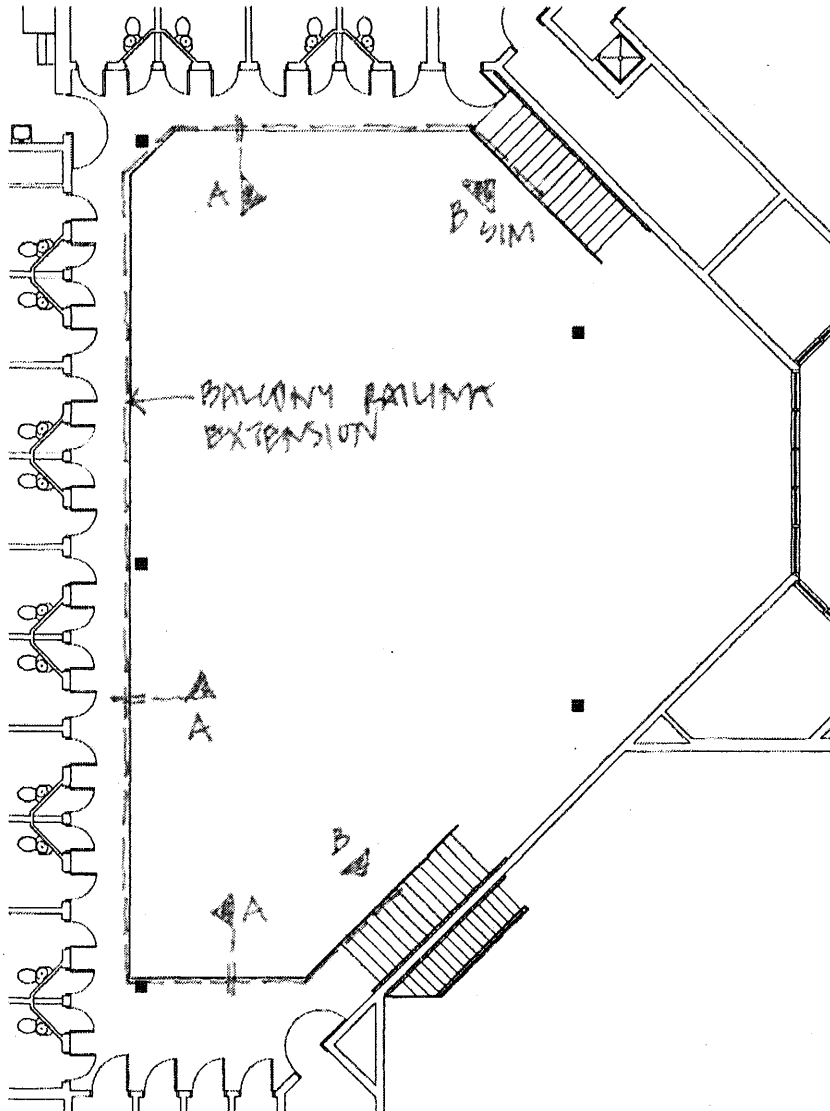
**West Housing - Lower Level**

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February 10, 2012

**MENTAL HEALTH UNIT STUDY**  
**West Housing A-Unit**  
MCF-Lino Lakes  
Lino Lakes, MN



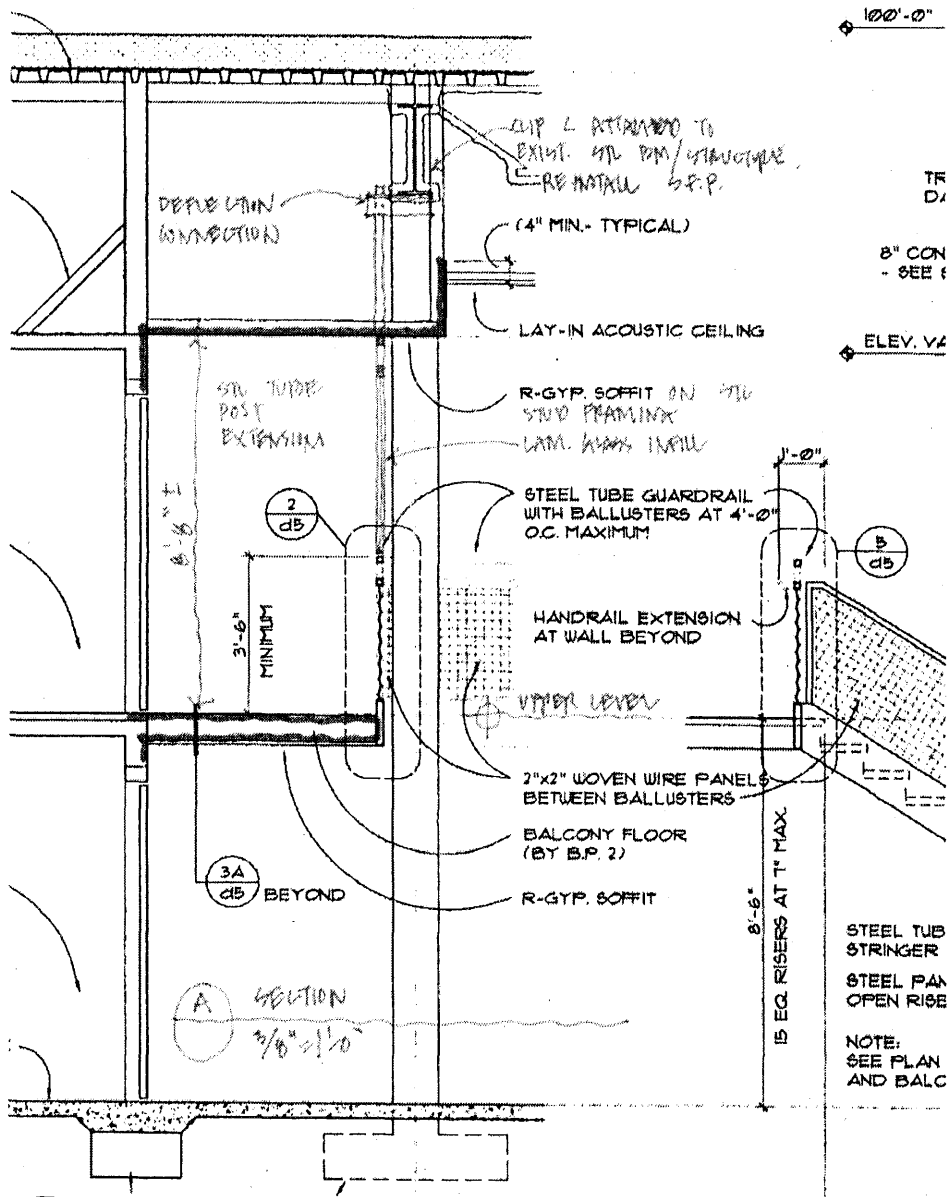
4.1

**Balcony Enclosure**  
**West Housing - Upper Level**  
not to scale



February 10, 2012

**MENTAL HEALTH UNIT STUDY**  
**West Housing A-Unit**  
MCF-Lino Lakes  
Lino Lakes, MN



4.2

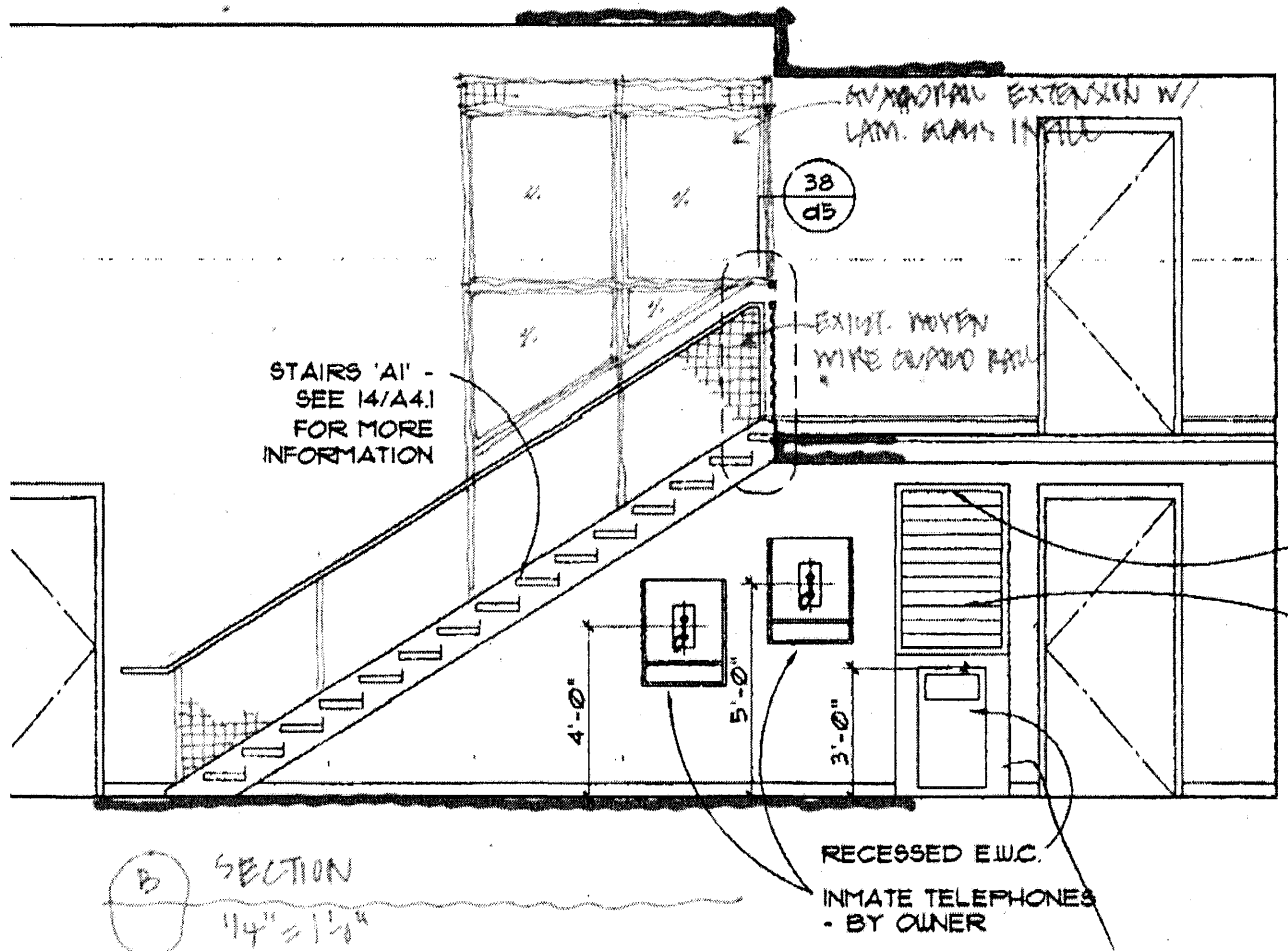
**Balcony Enclosure**  
**West Housing - Upper Level**  
not to scale

Page | B8

Hagemeister and Mack Architects, Inc.  
HMA Project No. 1138

February 10, 2012

**MENTAL HEALTH UNIT STUDY**  
**West Housing A-Unit**  
MCF-Lino Lakes  
Lino Lakes, MN



4.3

**Stair Enclosure**  
**West Housing**  
not to scale

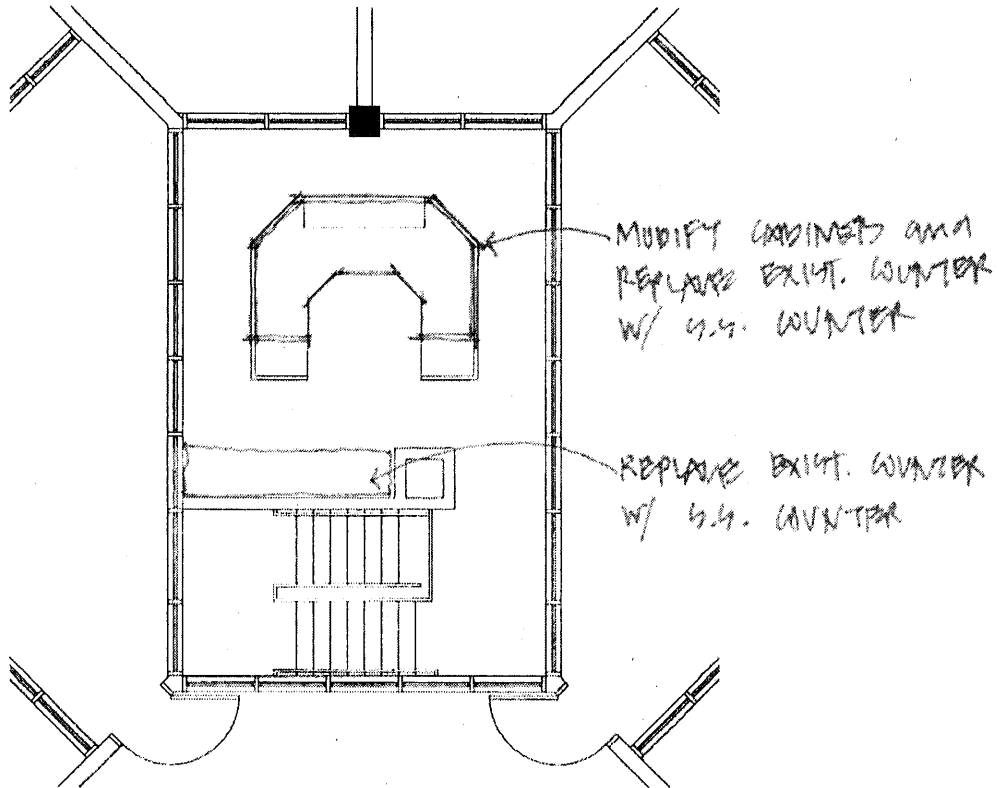
February 10, 2012

**MENTAL HEALTH UNIT STUDY**

**West Housing A-Unit**

MCF-Lino Lakes

Lino Lakes, MN



**Unit Central Control**  
**West Housing - Upper Level**  
not to scale



February 10, 2012

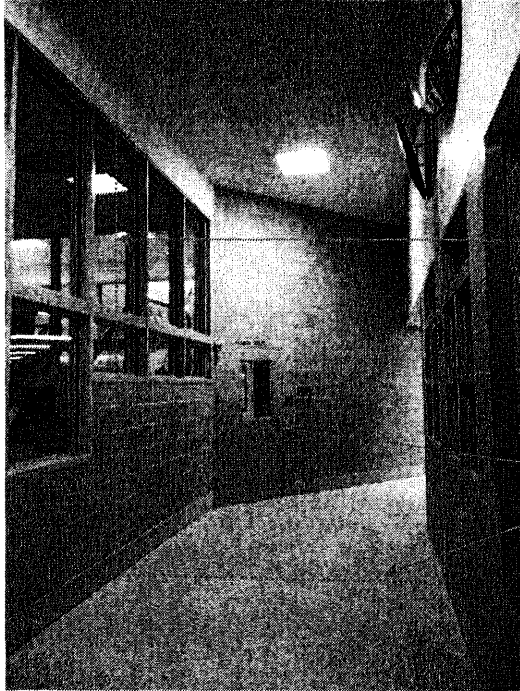
## MENTAL HEALTH UNIT STUDY

### West Housing A-Unit

MCF-Lino Lakes

Lino Lakes, MN

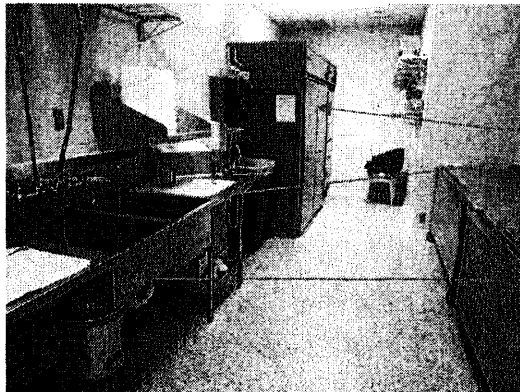
## APPENDIX C - PHOTOGRAPHS



Modify existing HM window system

Outline of new door/window wall

West Housing: U-shaped corridor door



Remove existing kitchen equipment

Install plastic laminate cabinetry and work counter

West Housing: Servery



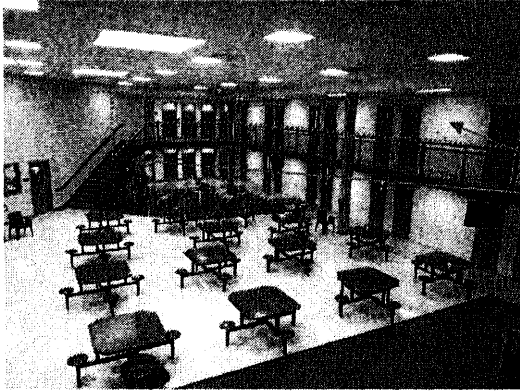
February 10, 2012

**MENTAL HEALTH UNIT STUDY**

**West Housing A-Unit**

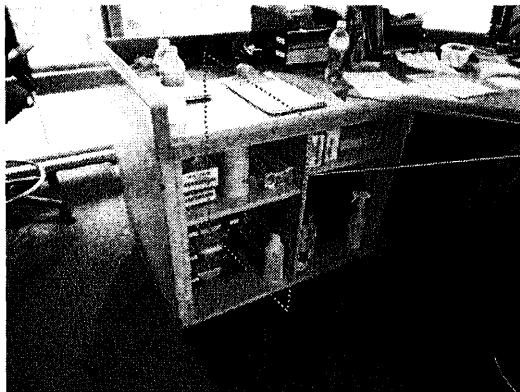
MCF-Lino Lakes

Lino Lakes, MN



Provide stair and balcony enclosure

West Housing: Balcony railing



Modify existing cabinetry and replace existing counter with solid surface counter

West Housing: Unit Central Control station



Replace existing counter with solid surface counter

West Housing: Unit Central Control counter

# mental health unit study

state of minnesota  
department of corrections

mcf - lino lakes  
lino lakes, mn

*addendum no. 1*

april 10, 2012



hagemeister mack

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April 10, 2012

## **Addendum No. 1**

### **MENTAL HEALTH UNIT STUDY**

#### **West Housing A-Unit**

MCF-Lino Lakes

Lino Lakes, MN

### **FINAL REPORT MODIFICATIONS**

Initial costs published with the Final Study Report indicated initial projects costs, including the costs of alternate items, of \$611,000. These increased costs were a result of modifications made to the scope of work discussed during the draft report review meeting conducted on January 27, 2012. Essentially, there were three areas of work that led to increased project costs, including 1) modifications to the MHU Entrance in the U-shaped corridor, 2) modifications to the Unit's central control desk, and 3) modifications to the Unit's balcony enclosure.

Following the draft review meeting, each area of work was revisited within A-Unit to confirm the scope of work. It was determined, following this visit, that the initial design of the cross-corridor door and wall construction at the MHU Entrance would hinder visibility from the Unit's central control desk of both sides U-shaped corridor. The initial design included a door and sidelight across the corridor with wall construction from the head of the door (at approximately 7 ft above the floor) to the ceiling above. To provide appropriate visibility, it was determined that the wall construction above the new door and sidelight should include glass to a height of approximately 12 ft to allow visual observation of the U-shaped corridor.

With conversion of A-Unit to the MHU, it was anticipated that additional work load would be placed on central control by the MHU operations. With the current control room layout and addition of a work counter opposite the base of the U-shaped counter, the room would become congested leading to decreased operational efficiency and potential security concerns within the space. Therefore, it was requested by the facility to shorten each leg of the U-shaped control counter and supporting cabinetry to reduce congestion within the control room, resulting in additional cabinetry and floor finish work.

Finally, with concerns over observational visibility of the balcony within the MHU resulting from the use of the woven mesh infill panels above the existing guardrail, potential need for additional cameras to provide observation of the balcony, and with concern over the perception by offenders of further enclosure or confinement, it was concluded the infill above the guardrail should be a laminated glass infill. The glass infill would afford the best visibility of the balcony level without the need for additional cameras, and would result in the perception of an open balcony enclosure to offenders. The infill would extend along the entire balcony and half-way down the stairs at each of the balcony. This change became the primary driver of increased costs indicated in the final report.

To address the increased costs incurred by the remodeling for the MHU at Lino Lakes with concerns for the funding availability, it was concluded the various areas to be remodeled for the MHU would be prioritized to ensure the most important features of the remodeling would be identified, and less important features (though still important to the function of the MHU) would be identified. This

April 10, 2012

**Addendum No. 1**

**MENTAL HEALTH UNIT STUDY**

**West Housing A-Unit**

MCF-Lino Lakes

Lino Lakes, MN

prioritized list would allow for completion of the most important features of the project should funding be less than that requested. Further, the identification of base bid and potential bid/construction alternates would allow for maximizing construction based on funding availability when bids are received.

**PRIORITIZED SCOPE OF WORK**

To respond to the potential costs associated with the MHU remodeling, the MHU staff prioritized the various areas of the work as follows:

- Priority 1      Enclose balcony area and portions of stairs with security glass.  
Upgrade integrator control panel to allow remote operation of A- and D-Unit doors from respective unit control desk.  
Remodel servery for staff offices.  
Provide additional cameras within the MHU.  
Remodel the interview room.
- Priority 2      Central control counter upgrade.
- Priority 3      MHU cross-corridor door.
- Priority 4      Replace cell duress buttons with intercom system.

The work included in Priority 1 provides for the work absolutely necessary for the safe, efficient, and secure operation of the MHU program.

As the project proceeds through design and bidding, this priority list will be used to identify base bid and alternate bid work, allowing the owner to maximize the use of project funding based on the bidding climate conditions at the time of project bid. The work included in Priority 1 would be considered work to include in the base bid of the work, and the work included in Priority 2, 3, and 4 would become bid alternates.

**UPDATED CONSTRUCTION COSTS:**

Costs of remodeling A-Unit for the proposed Mental Health Unit expansion were determined by utilizing RS Means Unit Costs for the work. Various general costs and soft costs (general conditions, contractor overhead and profit, architecture and engineering fees, contingency, etc.) were added to the

April 10, 2012

**Addendum No. 1**

**MENTAL HEALTH UNIT STUDY**

**West Housing A-Unit**

MCF-Lino Lakes

Lino Lakes, MN

construction costs to arrive at the total construction cost. The State of Minnesota's Building Projects Inflation Schedule has been factored in the cost projections. Further, both construction and design contingencies have been included to account for unknown conditions discovered during construction.

With consideration for design and bid phases, construction is not anticipated to start until 2013. Project costs for construction in the year 2013, including priority base bid work are estimated to be \$408,500, with additional costs for various construction alternates for a total project cost of \$531,000, as noted below. Costs for construction in succeeding years 2014 and 2015 with appropriate escalation factors and A/E fees have also been provided on the following pages.

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April 10, 2012

**Addendum No. 1**

**MENTAL HEALTH UNIT STUDY**

**West Housing A-Unit**

MCF-Lino Lakes

Lino Lakes, MN

Estimate of Probable Construction Costs for Year 2013:

					Total Costs
<b>CONSTRUCTION - West Housing - A Unit</b>					
Divisions 02 - 10					\$ 150,496
Divisions 21 - 23					\$ 6,654
Division 26					\$ 14,994
Division 28					\$ 86,250
Subtotal					\$ 258,394
General Conditions		15.00 %			\$ 38,759
OH/P		5.00 %			\$ 12,920
Bond		1.50 %			\$ 3,876
Insurance		0.00 %			\$ -
Subtotal					\$ 313,948
Construction contingency		10.00 %			\$ 31,395
Subtotal					\$ 345,343
Inflation to July 2013		8.12 %			\$ 28,042
Construction Subtotal					\$ 373,385
A/E Fees		8.50 %			\$ 31,738
A/E Contingency (as percentage of A/E Fees)		10.00 %			\$ 3,174
Commissioning		0.00 %			\$ -
BASE PROJECT TOTAL					\$ 408,297
BASE PROJECT TOTAL - USE					\$ 408,500
<b>ALTERNATE No. 1: Security central control counter upgrade</b>					
Divisions 02 - 10					\$ 19,063
Divisions 21 - 23					\$ -
Division 26					\$ -
Division 28					\$ -
Subtotal					\$ 19,063
General Conditions		15.00 %			\$ 2,859
OH/P		5.00 %			\$ 953
Bond		1.50 %			\$ 286
Insurance		0.00 %			\$ -
Subtotal					\$ 23,161
Construction contingency		10.00 %			\$ 2,316
Subtotal					\$ 25,477
Inflation to July 2013		8.12 %			\$ 2,069
Alternate No. 1 Construction Total					\$ 27,546
A/E Fees		8.50 %			\$ 2,341
Alternate No. 1 Project Total					\$ 29,887
Alternate No. 1 Project Total - Use					\$ 30,000

April 10, 2012

**Addendum No. 1**

**MENTAL HEALTH UNIT STUDY**

**West Housing A-Unit**

MCF-Lino Lakes

Lino Lakes, MN

Estimate of Probable Construction Costs for Year 2013 (continued):

<b>ALTERNATE No. 2 Cross corridor entrance to MHU</b>							
Divisions 02 - 10						\$	28,585
Divisions 21 - 23						\$	2,139
Division 26						\$	2,138
Division 28						\$	5,000
Subtotal						\$	37,861
General Conditions			15.00 %			\$	5,679
OH/P			5.00 %			\$	1,893
Bond			1.50 %			\$	568
Insurance			0.00 %			\$	-
Subtotal						\$	46,001
Construction contingency			10.00 %			\$	4,600
Subtotal						\$	50,602
Inflation to July 2013			0.00 %			\$	-
Alternate No. 1 Construction Total						\$	50,602
A/E Fees			8.50 %			\$	4,301
Alternate No. 1 Project Total						\$	54,903
Alternate No. 2 Project Total - Use						\$	55,000
<b>ALTERNATE No. 3: Replace duress buttons with intercom stations</b>							
Divisions 02 - 10						\$	625
Divisions 21 - 23						\$	-
Division 26						\$	10,875
Division 28						\$	47,500
Subtotal						\$	59,000
General Conditions			15.00 %			\$	8,850
OH/P			5.00 %			\$	2,950
Bond			1.50 %			\$	885
Insurance			0.00 %			\$	-
Subtotal						\$	71,685
Construction contingency			10.00 %			\$	7,169
Subtotal						\$	78,854
Inflation to July 2013			8.12 %			\$	6,403
Alternate No. 2 Construction Total						\$	85,256
A/E Fees			8.50 %			\$	7,247
Alternate No. 1 Project Total						\$	92,503
Alternate No. 3 Project Total - Use						\$	92,500
<b>PROJECT TOTAL WITH ALTERNATES</b>						\$	531,000

1. To the best of our knowledge and ability, we have determined that the above estimated costs are reasonably close to the anticipated construction and other costs; however, we cannot warrant or

April 10, 2012

**Addendum No. 1**

**MENTAL HEALTH UNIT STUDY**

**West Housing A-Unit**

MCF-Lino Lakes

Lino Lakes, MN

guarantee that these costs accurately represent the actual contractor bid costs or the final construction costs for this project.

2. The above costs assume a construction period in 2013.

**Estimate of Probable Construction Costs for Year 2014:**

<b>For Year 2014:</b>							
	Construction subtotal					\$	345,343
	Inflation to July 2014			14.22 %		\$	49,108
	Construction Subtotal					\$	394,451
	A/E Fees			8.50 %		\$	33,528
	A/E Contingency			5.00 %		\$	1,676
	Commissioning			0.00 %		\$	-
	CONSTRUCTION TOTAL					\$	429,656
	<b>CONSTRUCTION TOTAL - USE</b>					<b>\$</b>	<b>429,500</b>
	Alternate No. 1: Provide additional cameras in A Unit					\$	25,477
	Inflation to July 2014			14.22 %		\$	3,623
	Subtotal					\$	29,100
	A/E Fees			8.50 %		\$	2,473
	Subtotal					\$	31,573
	<b>Alternate No. 1 subtotal - Use</b>					<b>\$</b>	<b>31,500</b>
	Alternate No. 2: Replace duress buttons with intercom stations					\$	50,602
	Inflation to July 2014			14.22 %		\$	7,196
	Subtotal					\$	57,797
	A/E Fees			8.50 %		\$	4,913
	Subtotal					\$	62,710
	<b>Alternate No. 2 subtotal - Use</b>					<b>\$</b>	<b>62,500</b>
	Alternate No. 3: Replace duress buttons with intercom stations					\$	78,854
	Inflation to July 2014			14.22 %		\$	11,213
	Subtotal					\$	90,066
	A/E Fees			8.50 %		\$	7,656
	Subtotal					\$	97,722
	<b>Alternate No. 3 subtotal - Use</b>					<b>\$</b>	<b>97,500</b>
	<b>PROJECT TOTAL WITH ALTERNATES</b>					<b>\$</b>	<b>621,000</b>



April 10, 2012

**Addendum No. 1**

**MENTAL HEALTH UNIT STUDY**

**West Housing A-Unit**

MCF-Lino Lakes

Lino Lakes, MN

Estimate of Probable Construction Costs for Year 2015:

<b>For Year 2015:</b>						
Construction subtotal						\$ 345,343
Inflation to July 2015		20.63 %				\$ 71,244
Construction Subtotal						\$ 416,588
A/E Fees		8.50 %				\$ 35,410
A/E Contingency		5.00 %				\$ 1,770
Commissioning		0.00 %				\$ -
CONSTRUCTION TOTAL						\$ 453,768
CONSTRUCTION TOTAL - USE						\$ 454,000
Alternate No. 1: Provide additional cameras in A Unit						\$ 25,477
Inflation to July 2015		20.63 %				\$ 5,256
Subtotal						\$ 30,733
A/E Fees		8.50 %				\$ 2,612
Subtotal						\$ 33,345
Alternate No. 1 subtotal - Use						\$ 33,500
Alternate No. 2: Replace duress buttons with intercom stations						\$ 50,602
Inflation to July 2015		20.63 %				\$ 10,439
Subtotal						\$ 61,041
A/E Fees		8.50 %				\$ 5,188
Subtotal						\$ 66,229
Alternate No. 2 subtotal - Use						\$ 66,000
Alternate No. 3: Replace duress buttons with intercom stations						\$ 78,854
Inflation to July 2015		20.63 %				\$ 16,267
Subtotal						\$ 95,121
A/E Fees		8.50 %				\$ 8,085
Subtotal						\$ 103,206
Alternate No. 3 subtotal - Use						\$ 103,000
PROJECT TOTAL WITH ALTERNATES						\$ 656,500

**MEETING NOTES:**

See Appendix A-A for meeting notes.



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## MEETING NOTES

Project Name: **Mental Health Unit Study**  
MCF-Lino Lakes  
Lino Lakes, MN  
Project Number: 1138  
Date: April 4, 2012  
Time: 1:00 PM  
Location: MCF-LL conference room  
Purpose: Cost review meeting  
Participants: See attached.

The following information was discussed:

1. The intent of the meeting is to discuss cost increases indicated in the final report, prioritize the various portions of the work, review potential options to the work, and develop a strategy for funding.
2. Noted the original budget was anticipated to be \$250k - \$300k. Based on the scope and cost information included in the final study report, this budget is not sufficient to fund the entire project as presently identified. While various portions of the project could be eliminated depending on funding and design, it was concluded funding for the entire scope of work identified in the study should be requested. As the design develops and costs are reviewed at the various design phases the project can be adjusted to match the available funding.
3. Since a primary driver of cost increases was the laminated glass infill at the upper level balcony railing extension, discussed possible options to the use of laminated glass including woven mesh panels (to match the woven mesh in the guardrails), polycarbonate, lexan, etc. Woven mesh panels were included in the draft study report but changed to laminated glass in the final report due to concerns with the loss of visibility of the balcony with the woven mesh and need for additional cameras to cover the balcony. A concern with the use of plastic for glazing is the scratch potential. Dave noted that it would be possible to provide a laminated unit consisting of glass on the balcony side and polycarbonate on the open side since the polyc would not be accessible from the balcony. This option would save some money from the overall cost, but it was still decided that laminated glass with glass on both layers would be best.
4. Once the budget is established and funding requested, as the design proceeds, the A/E must design to the project to ensure the value of the work remains within the budget. At the various phases of design (schematic design, design development, construction document) cost estimates are to be prepared to indicate compliance with the budget. Should cost estimates indicate the scope of work exceeds the budget, the A/E must redesign to conform with the budget. Further, should the project be bid and the costs exceed available funding, the A/E must redesign to conform to the budget.
5. While the woven mesh option was discussed as resulting in a decreased cost from the laminated glass, it was also noted that, due to reduced visibility, there would probably be an increased cost for additional cameras necessary to ensure observation.
6. Further, the mesh panels above the guardrail present an enclosed feeling which would be detrimental to offender psyche.
7. The balcony enclosure is the most important element to the remodeling for the MHU. It was noted this enclosure, should the function of the unit change in the future, would be beneficial for future use as well.

April 10, 2012

**Addendum No. 1**

**MENTAL HEALTH UNIT STUDY**

**West Housing A-Unit**

MCF-Lino Lakes

Lino Lakes, MN

**APPENDIX A-A - MEETING NOTES**

April 4, 2012

**Mental Health Unit Study**

MCF - LL

Lino Lakes, MN

Project No. 1138

**MEETING SIGN-IN SHEET**

Attending	Name	Organization	
✓	Tom Peck	Hagemeister and Mack Architects	Tel: (320) 251-9155 Email: t_peck@hmarch.com
✓	Bill Montgomery	DOC - CO	Tel: 651 361 7100 Email: william.montgomery@state.mn.us
✓	Steve Allen	DOC - CO	Tel: 651-361-7292 Email: steve.allen@state.mn.us
✓	Colette Morse	DOC - Lino Lakes	Tel: 651-717-6526 Email: colette.morse@state.mn.us
✓	Diane Medchill	DOC - OPH	Tel: 651-779-1438 Email: Diane.medchill@state.mn.us
✓	Ken Thuh	MCF - LL	Tel: 651 717 6699 Email:
✓	Rick Raven	MCF - LL	Tel: 651-717-6199 Email:
✓	Dave Rydeen	MCF - LL	Tel: 651-717-6120 Email:
✓	Lonnie Danielson	MCF - LL	Tel: Email: 651-717-6710
			Tel: Email:



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8. Reviewed the work included with the LL remodeling, with the following list of priorities (and approximate costs) as presented by the facility:

1)	Enclose balcony area with security glass.	\$178,000
2)	Integrator control panels upgraded so A and D wings can operate doors, etc.	\$88,000
3)	Servery remodel for offices.	\$21,000
4)	Additional cameras.	\$40,000
5)	Security bubble counter upgrade.	\$24,000
6)	Interview room remodel.	\$18,000
7)	Hallway door between units.	\$40,000
8)	Replace duress buttons with intercom system.	\$49,000
9. After review, concluded the following elements would be included in the project:  
Base Project: Enclose balcony area with security glass; integrator control panels upgraded so A and D wings can operate doors, etc.; servery remodel for offices; additional cameras; and interview room remodel. (\$345,000)  
Alternate No. 1: Security bubble counter upgrade. (\$24,000)  
Alternate No. 2: Hallway door between units. (\$40,000)  
Alternate No. 3: Replace duress buttons with intercom system. (\$49,000)
10. Noted the integrator control panels are installed in A and D units for local control, and reduce reliance on the central control desk for door operation. Noted cost savings by doing only Unit A would not reduce the indicated costs by half, but probably 25 percent. The work for the integrator control panel work could affect the need to provide the counter upgrades in central control.
11. It was also discussed whether the integrator control panel work could be done with Asset Preservation funds. If it could be properly presented as an improvement to the current operation, then it would be possible.
12. Replacing duress buttons with intercom stations enhances unit control, but this could be done in several cells rather than throughout the unit to reduce cost. The facility could locate appropriate offenders in the cells with intercom.
13. Due to the relatively specific scope of work, TP noted the values noted in the above priority list include cost adjustments for various aspects of the work, including unknown conditions, cost for MCF work, general conditions, etc., with result of lowered project costs. With these considerations and the final priority list, the project costs will be reduced.
14. The revisions discussed today can be issued as an addendum to the final report.

END OF MEETING NOTES

The above information and discussions constitutes the understanding by the Architect of these meetings. Any additions or corrections should be brought to the attention of the Architect within 3 days of receipt.

Enclosure: Meeting sign-in sheet

c: Dave Rydeen - MCF-LL  
Steve Allen - DOC  
Bill Montgomery - DOC  
Doug Kelley - RECS  
Todd Peterson - EEA