

BOARD OF SUPERVISORS

District 1 | **Stacey Walker**

District 2 | **Ben Rogers**

District 3 | **Brent Oleson**

JEAN OXLEY LINN COUNTY PUBLIC SERVICE CENTER

935 2ND ST. SW

CEDAR RAPIDS, IA 52404

PH: 319-892-5000 | FAX: 319-892-5009

LinnCounty.org



**LINN COUNTY BOARD OF SUPERVISORS
MEETING AGENDA**

Monday, January 28, 2019

10 a.m.

Formal Board Room—Jean Oxley Public Service Center
935 2ND ST. SW, Cedar Rapids, IA

Call to Order

Public Comment: Five Minute Limit per Speaker

This comment period is for the public to address topics on today's agenda.

Minutes

Discuss and decide on meeting minutes.

Public hearing to determine whether Linn County will convey to Ken A Lillig and Kay D Lillig Cotter whatever interest Linn County may have in vacated right-of-way along former 2nd Street, 3rd Street, 4th Street, West Street, Bridge Street and an unnamed alley in Waubeek, Iowa.

Presentation by Olson Marriage and Family Clinic.

Linn County Historic Preservation Commission annual update to Board of Supervisors, including discussion regarding demolition review policy.

Discuss the National Register Nomination Evaluation Report Form for Coggon Commercial Historic District.

Discuss an architectural services proposal from Design Dynamics, Inc. to conduct a space needs study for Elections Services.

Public Comment: Five Minute Limit per Speaker

This is an opportunity for the public to address the board on any subject pertaining to board business.

Payroll Authorizations

Discuss and decide on Employment Change Roster (payroll authorizations).

Claims

Discuss and decide on claims.

Correspondence

Legislative Update

Appointments

**1:30
Informal Board Room**

Review of proposed Fiscal Year 2020 budgets for the Auditor and Human Resources.

Other budget discussions if necessary.

Adjournment

For questions about meeting accessibility or to request accommodations to attend or to participate in a meeting due to a disability, please contact the Board of Supervisors office at 319-892-5000 or at bd-supervisors@linncounty.org.

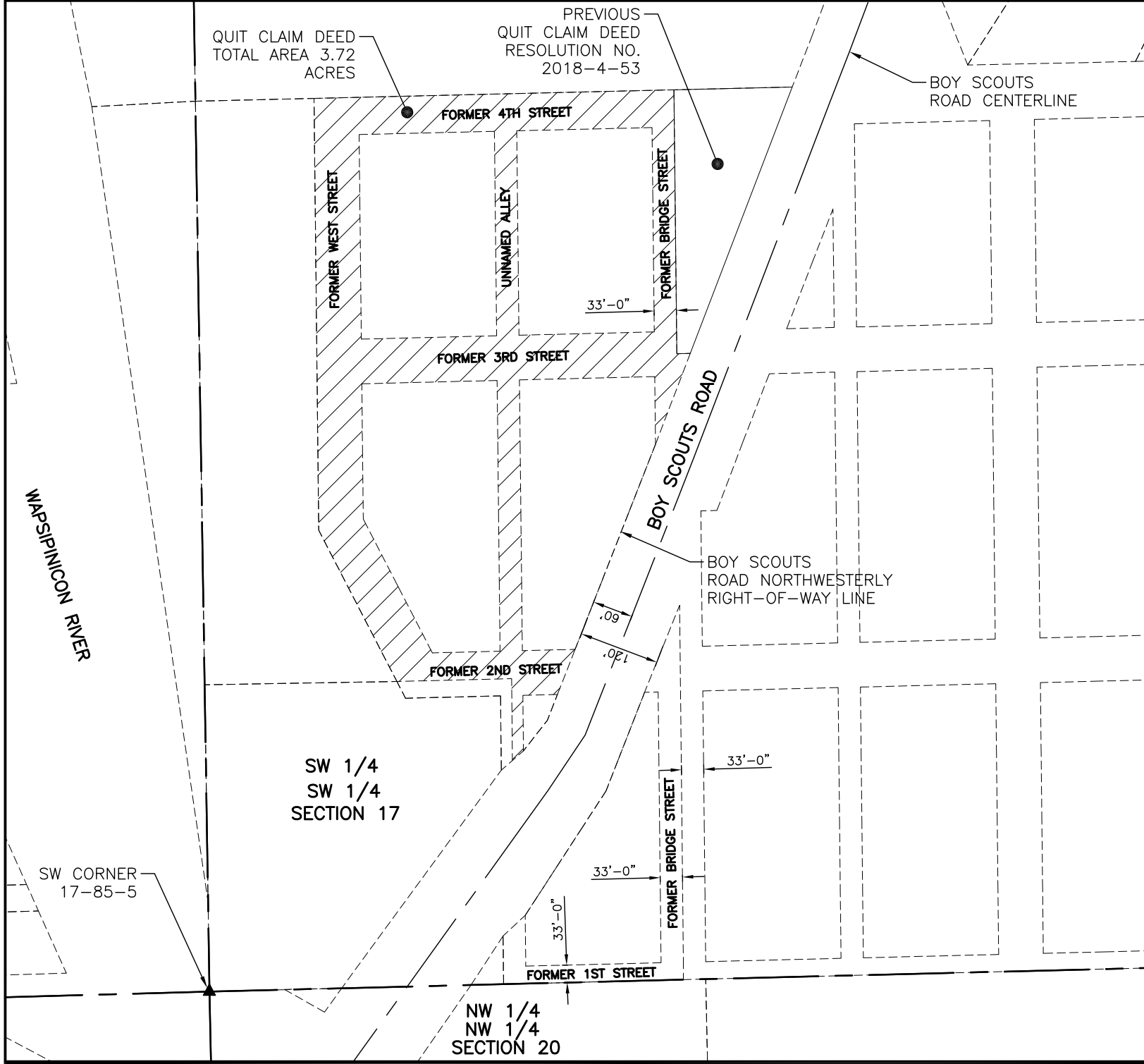


EXHIBIT "A"
QUIT CLAIM DEED
BUFFALO TWP
T-85-N R-5-W
SECTION 17



DATE 9/24/2018	QUIT CLAIM DEED		ROAD NAME: FORMER 2ND ST, 3RD ST, 4TH ST, BRIDGE ST, AND 4TH ST, WEST ST
DATE REVISED 12/26/2018			THIS PLAT IS A REPRESENTATION OF THE PREMISES PROPOSED FOR A QUIT CLAIM DEED. THIS PLAT IS NOT A SURVEY.
SHEET 1 OF 1 SHEET			Secondary Road Department



DESIGN DYNAMICS, INC

1500 2nd AVE. SE, SUITE 212
CEDAR RAPIDS, IOWA 52403-2371
PHONE: 319.298.0400
E-MAIL: ROBERTP@DESIGNDYNAMICS.BIZ
WWW.DESIGNDYNAMICS.BIZ

January 22, 2019

Linn County Board of Supervisors
935 2nd Street, SW
Cedar Rapids, IA 52404

Dear Mr. Gage:

I am writing to outline our proposal for architectural services to conduct a study to determine the space needs for the office of Election Services. The facility will potentially be located in the old Davidson Automotive building 924 2nd Street SW. I would like to thank you and the Board for the opportunity to work with you on this project. The project scope will consist of interviewing staff to determine their current and future space needs then applying those requirements to the existing Davidson Automotive building to determine the size of a probable addition. We would also evaluate the possibility of demolishing the existing building and constructing a new building in that location.

The following fee does not include Landscape Architecture, Structural Engineering, Civil Engineering, Mechanical and Electrical Engineering or Geotechnical services. If any other services should be required by sub-consultants, they will be performed at cost or passed through to you.

Proposed scope of services

The basic architectural services shall be performed by or under the direct personal supervision of a registered architect licensed in the state of Iowa and shall consist of the tasks outlined below.

Space Needs Analysis

- Interview staff
- Space needs plan
- Evaluate other possible locations in the near vicinity
- Diagrammatic floor plan of existing building with addition
- Diagrammatic floor plan of new building

Compensation

I propose an hourly fee not to exceed \$2,200 to include architectural services outlined above and per the attached Terms and Conditions.

Standard Rate Schedule

Principal Architect	\$ 125.00
Architect	\$ 95.00
Drafting Technician, I	\$ 65.00
Secretarial	\$ 40.00

Additional Services

If additional work is required outside the project scope outlined above, it would be billed for at the above hourly rates.

Reimbursable Expenses

All reimbursable expenses will be billed for at cost as they are accrued and will include such things as photo copies, mileage and large format prints.

Again, thank you for considering Design Dynamics, Inc. as part of the team for this project. If you have any questions regarding this proposal, please don't hesitate to call. Thank you.

Sincerely,



Robert W. Peck, AIA, LEED AP
President
Design Dynamics, Inc.

The following signature indicates acceptance of the proposal contained in the two pages of this letter.

Signature

Date