

MEMORANDUM

To: Members of the City Commission

From: Lisa Agnor, City Manager

Date: April 15, 2016

Subject: Discussion of and consideration regarding action to address Animal Control/
Animal Shelter needs for the City of Marshall

This item has been placed on the agenda for discussion by the City Commission. The Commission may also take action regarding this item, if you are ready to do so.

The following information is attached:

1. Memo containing information provided at the January 14, 2016 Commission meeting, outlining areas of concern following a State inspection of the Marshall Animal Shelter facility, and the cost estimate to complete the repairs to those areas
2. Memo regarding a renovation plan for the existing Animal Shelter facility, including repairs to address State recommendations and additional repairs/upgrades, and the estimated cost prepared by City Staff (see page 9 for cost estimate prepared by Flowers & Associates)
3. Floor plan of the existing Animal Shelter facility
4. Floor plan of the existing Animal Shelter facility with additional repairs/upgrades and 30x55 insulated building
5. Plans for a new Animal Shelter facility as proposed by Flowers & Associates, including:
 - Basic floor plan for proposed new facility
 - Floor plan of possible future expansion of proposed new facility
 - Master floor plan encompassing all phases of proposed new facility
6. Letter from Flowers & Associates outlining their proposed cost for a new Animal Shelter facility, future expansion, and a cost estimate for renovation of the existing Animal Shelter facility
7. Cost estimate prepared by City Staff for a new Animal Shelter facility as proposed by Flowers & Associates

The following information was provided to the City Commission for the January 14, 2016 meeting:

Officials from the State of Texas recently visited the Marshall Animal Shelter for an inspection of the facility. The following were identified as areas of concern:

- Concrete floor sealer
- Outside kennels
- Indoor kennels
- Paint (exterior and interior)
- Baseboards
- Door frames
- Kennel covers

We have been given time to make repairs to the areas mentioned, without penalty, provided that they are completed in a timely fashion. We currently have \$36,000.00 which can be applied towards these repairs, but an additional \$4,000.00 will be needed for completion.

Please be advised that these repairs do not constitute a complete remodel of the facility, but only address those areas required to bring us into State compliance.

April 14, 2016

To: Lisa Agnor, City Manager

From: Jack Redmon, Director of Support Services

Re: Animal Shelter Repairs

Information was recently provided to the Commission regarding repairs to the Animal Shelter facility to address State recommendations. Outlined below is a more comprehensive renovation plan, which includes additional repairs/upgrades and the construction of a 30x55 insulated building:

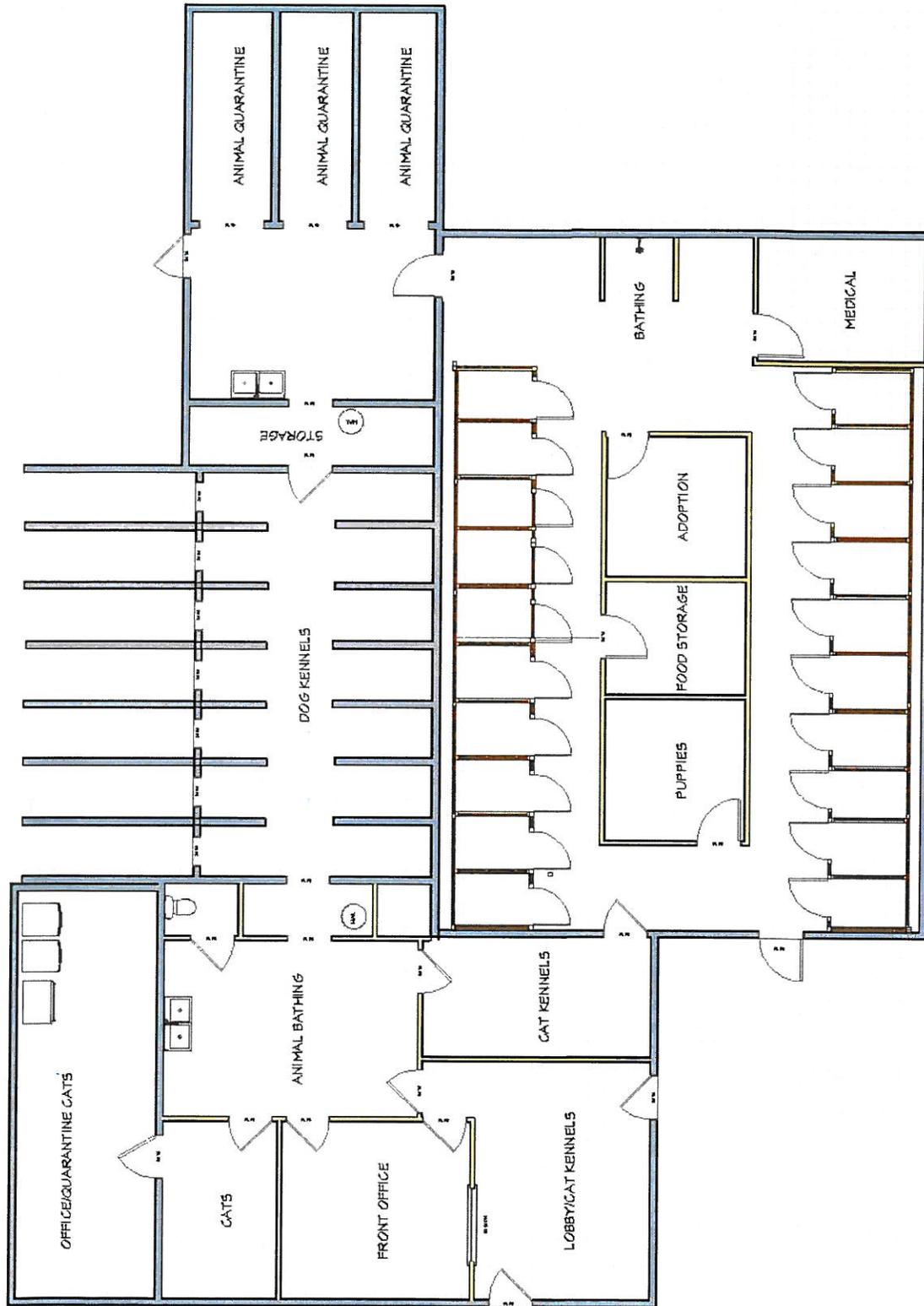
Demo and replace exterior pens on main building	\$ 8,000.00
Add awning over kennels on south side	\$ 3,500.00
Repair rotten wood on exterior of building	\$ 8,200.00
Paint exterior and interior	\$ 4,500.00
Repair base of 4 door frames (metal)	\$ 1,500.00
Pour new kennel floors and seal with epoxy	\$14,500.00
Construct 35x55 building (insulated)	\$36,500.00
Install 20 new kennels	\$12,000.00
Electrical	\$15,000.00
Plumbing	\$20,000.00
Heaters	\$ 3,000.00
Exhaust fans	\$ 1,200.00
Storage Area and Vet examining table	\$12,000.00
Contingency	<u>\$ 7,500.00</u>
Total	\$147,400.00

This is not the solution I recommend for our shelter. In this scenario, none of the animals in the new building would have outside access and this building is not air conditioned.

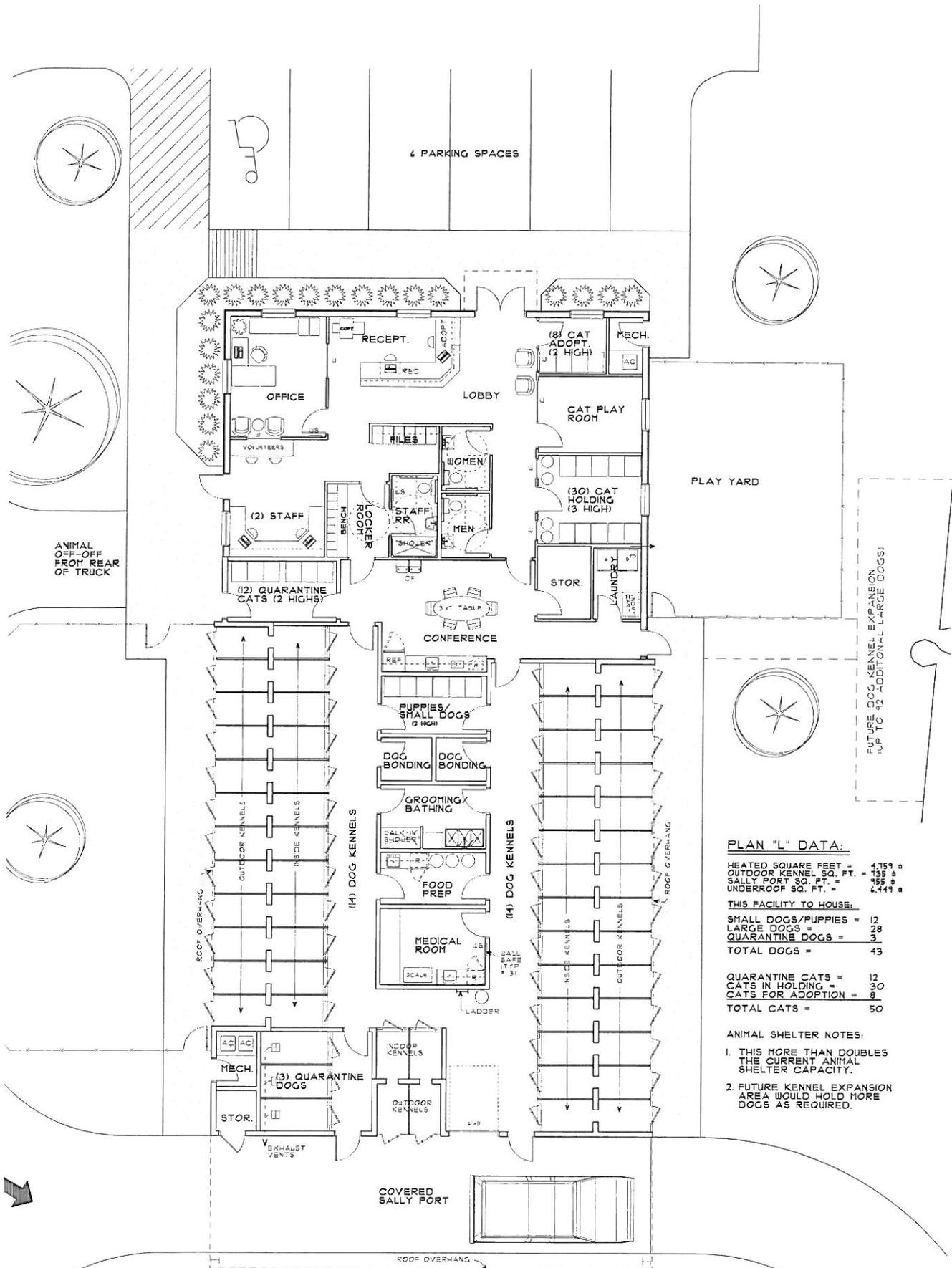
EXISTING ANIMAL SHELTER FACILITY



EXISTING ANIMAL SHELTER FACILITY
(with additional repairs/upgrades and
30x55 insulated building)



LIVING AREA
4911 SQ. FT.



ANIMAL OFF-OFF FROM REAR OF TRUCK

FUTURE DOG KENNEL EXPANSION (UP TO 42 ADDITIONAL LARGE DOGS)

PLAN "L" DATA:
 HEATED SQUARE FEET = 4,159 #
 OUTDOOR KENNEL SQ. FT. = 135 #
 SALLY PORT SQ. FT. = 155 #
 UNDERROOF SQ. FT. = 2,441 #

THIS FACILITY TO HOUSE:
 SMALL DOGS/PUPPIES = 12
 LARGE DOGS = 28
 QUARANTINE DOGS = 3
 TOTAL DOGS = 43

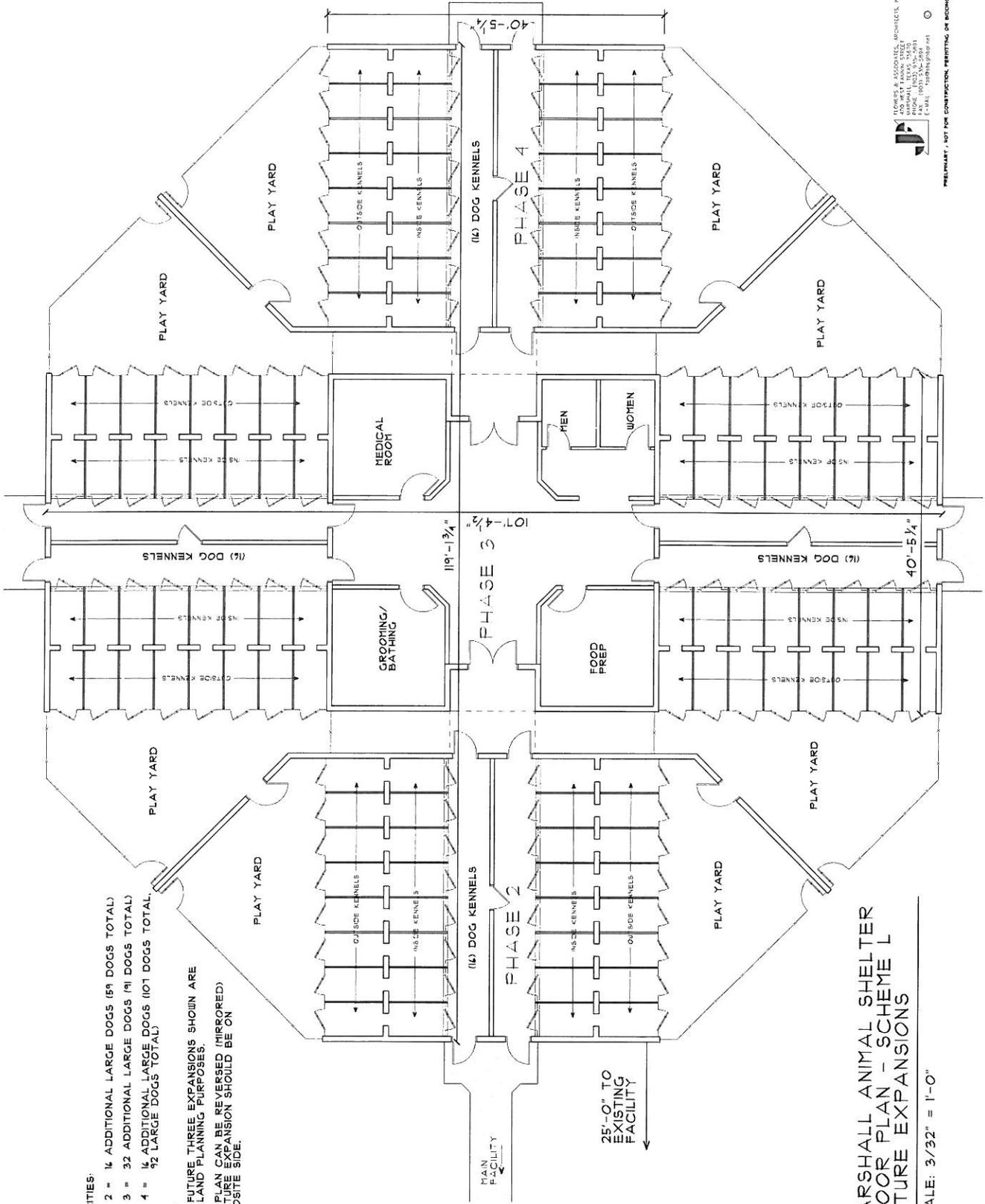
QUARANTINE CATS = 12
 CATS IN HOLDING = 30
 CATS FOR ADOPTION = 8
 TOTAL CATS = 50

ANIMAL SHELTER NOTES:
 1. THIS MORE THAN DOUBLES THE CURRENT ANIMAL SHELTER CAPACITY.
 2. FUTURE KENNEL EXPANSION AREA WOULD HOLD MORE DOGS AS REQUIRED.

MARSHALL ANIMAL SHELTER FLOOR PLAN - SCHEME L
 SCALE: 3/32" = 1'-0"

J FLOWERS & ASSOCIATES, ARCHITECTS, INC.
 400 WEST FAHREN STREET
 MARSHALL, TEXAS 75662
 PHONE: (409) 936-5831
 FAX: (409) 936-5834
 E-MAIL: info@flowersarchitect.com

PRELIMINARY - NOT FOR CONSTRUCTION, PERMITTING OR BIDDING PURPOSES



CAPACITIES:
 PHASE 2 = 16 ADDITIONAL LARGE DOGS (69 DOGS TOTAL)
 PHASE 3 = 32 ADDITIONAL LARGE DOGS (91 DOGS TOTAL)
 PHASE 4 = 16 ADDITIONAL LARGE DOGS (107 DOGS TOTAL)
 92 LARGE DOGS TOTAL

NOTES:

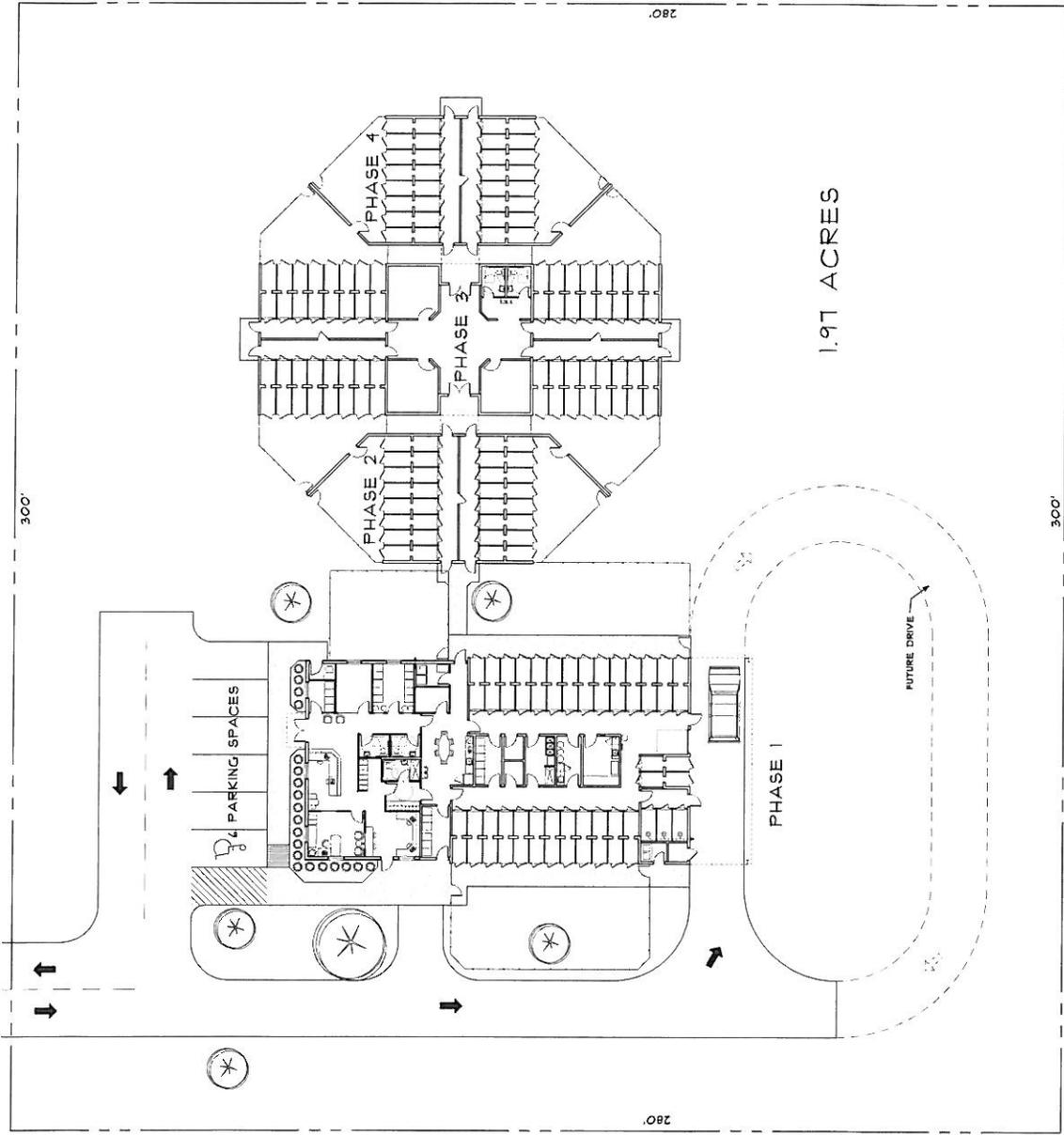
1. THE FUTURE THREE EXPANSIONS SHOWN ARE FOR LAND PLANNING PURPOSES.
2. THE PLAN CAN BE REVERSED (MIRRORED) IF FUTURE EXPANSION SHOULD BE ON OPPOSITE SIDE.

**MARSHALL ANIMAL SHELTER
 FLOOR PLAN - SCHEME L
 FUTURE EXPANSIONS**

SCALE: 3/32" = 1'-0"



PRELIMINARY - NOT FOR CONSTRUCTION, PRINTING OR RECORD PURPOSES



MARSHALL ANIMAL SHELTER
 MASTER PLAN - SCHEME L
 WITH ALL 4 PHASES

SCALE: 1" = 30'-0"



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 100 WEST 10TH STREET
 MARSHALL, MISSISSIPPI 39001
 PHONE: (601) 342-5891
 FAX: (601) 342-5891
 EMAIL: jlowes@jlowes.com

PREPARED BY: JDC CONSTRUCTION, PERMITTING & RECORDS DEPARTMENT



FLOWERS & ASSOCIATES, ARCHITECTS, INC.
400 WEST FANNIN STREET • MARSHALL, TEXAS 75670
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EMAIL: faal@sbcglobal.net

April 13, 2016

Ms. Lisa Agnor, City Manager
City of Marshall
P.O. Box 698
Marshall, TX 75671

Re: Marshall Animal Shelter Cost Estimate

Dear Ms. Agnor:

After numerous meetings with City staff we have revised and reduced the size of the proposed new animal shelter for the City of Marshall. The final version is labeled "Scheme L". A copy of the "Scheme L" floor plan is enclosed.

Also enclosed is a master plan for animal shelter growth as requested by City staff. The reason for this master plan is twofold. First is to determine how much land and land proportions are needed for future growth. The second reason is to provide a general design for a future animal shelter that could approach a no kill animal shelter as outlined by the animal shelter expert in his earlier report. The master plan enclosed shows the animal shelter "Scheme L" with three more possible future additions to "Scheme L". The total land needed for "Scheme L" and all three possible future additions would be approximately 300' wide x 280' deep for a total site of 1.97 acres. This assumes the land is fairly flat. A steep site may require more land to avoid extensive soil work and retaining walls.

Our current construction cost estimate for "Scheme L" is a total of \$676,895 if the project is bid and bonded by a single general contractor. Savings could be achieved by using a construction management procedure method. "Scheme L" consist of a new building on a new site of 4,759 square feet heated and air-conditioned area with a total area under roof of 6,449 square feet. This is for the basic "Scheme L" animal shelter shown and does not include the possible future additions shown on the master plan.

We have also been asked to look at a sketch provided by City staff that provides for an addition to the existing City of Marshall animal shelter and renovation of the existing building. This would be a level 3 renovation as defined in your building codes and would therefore have to be brought up to current building code standards. We were also asked by City staff to look at this as an "apples to apples" comparison from a cost standpoint. While doing the cost estimate for this renovated facility we assumed we would add a new public men's and women's handicap accessible restroom to the existing building as well as a new handicap staff restroom as required in the new facility. We also assumed the interior kennel area would be heated and air-conditioned as required.

We estimate the interior only kennel addition area and renovation of the existing animal shelter to current building code standards would cost approximately \$353,623.

While this cost is considerably less than an entirely new facility, the results would be significantly different. A new building could address all necessary issues while a renovation would contain numerous compromises.

A few of the differences are outlined below:

1. There would not be room for the future additions at the existing animal shelter site. A creek in a flood plain is immediately south of the building and a round holding tank for the water treatment plant is immediately north of the new addition. No future growth would be available.
2. Only seven of the dog kennels would have outdoor kennel space or outdoor runs in the renovated facility. All 28 large dog kennels would have outdoor kennels in the new facility. The lack of outdoor runs would be a staffing and safety concern at the renovated facility.
3. The existing site has limited parking and limited and shared access.
4. Quarantined (sick) cats would be in the Director's office or exposed to the general population in the renovated facility.
5. No volunteer area, conference area or community education area would be provided therefore increasing in-house staff requirements in the renovated facility.
6. The laundry room would be a washer and dryer in the Director's office in the renovated facility instead of a new separate laundry room.
7. No administrative storage room or file room would exist in the renovated area.
8. There would not be a staff work area or staff personal locker area in the renovated facility.
9. There would not be a staff shower in the renovated facility as requested by staff.
10. A snack bar/lunch area would not be provided in the renovated facility.
11. The renovated roof structure would have an internal valley roof gutter subject to building flooding or would need additional building roof framing to raise & relocate the existing roof ridge to eliminate the valley roof gutter. This would increase construction costs. This cost is yet to be determined and is not in the estimated costs shown in this letter.

If you need more information please let us know at your earliest convenience.

Sincerely,
Flowers & Associates, Architects, Inc.


John Flowers, Architect, President
s.a.: M. Animal Shelter Cost Est. Let.

April 14, 2016

To: Lisa Agnor, City Manager

From: Jack Redmon, Director of Support Services

Re: Cost Estimate - Flowers & Associates Proposed New Animal Shelter Facility

I have contacted various cities who have recently constructed new Animal Shelter facilities to obtain cost-per-square-foot information for those facilities. Based on the information received, it is my estimate that the cost to construct the new Animal Shelter facility as proposed by Flowers & Associates would be \$480,950.00.