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Meeting Date
July 22, 2014



AGENDA	
Section	Inf. Business
Item No.	TV.C

**AGENDA REPORT**  
**BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS**      **Tabled from 7-8-14**

SUBJECT:	Discussion, Re: Supervisor of Elections, Tax Collector, Health Department and County Departments requiring alternative or additional facilities.
DEPT/OFFICE:	Central Services Department

Requested Action:

It is requested that the Board of County Commissioners discuss facility space options for housing the Supervisor of Elections Support Center, Tax Collector, Health Department, and County Departments; and authorize Land Acquisition staff to enter into negotiations for purchase with owners of properties described herein, in accordance with AO-37, Process for the Acquisition, Sale, Lease, Exchange, Dedication and Donation of Real Property; and approve all necessary budget actions to reallocate existing resources.

Summary Explanation & Background:

There are number of Elected Officials and County departments that are in need of improved and/or expanded facilities as a result of occupying space which is undesirable for one of more of the following conditions or circumstances.

- Inadequate space and/or inefficient configurations
- Unsatisfactory building conditions
- Service area concerns
- Occupying expensive rental space

Based on the factors above the following agencies' services would be enhanced or improved if moved to facilities that provide sufficient and operationally efficient space, in locations convenient to the communities served; or near to appropriate roads/highways to expedite service to Brevard County residents.

- Supervisor or Elections Support Center
- Tax Collector Viera Government Center presence
- Health Department Public Health Clinic
- Public Works Transportation Management Services
- Asset Management
- County Records

**Supervisor of Elections**

On January 28, 2014, the Board tabled consideration of transferring ownership of property at 525 John Rodes Boulevard to Public Works, for relocation of Traffic Management Operations from the barrier island, and directed staff to look at other options for the Supervisor of Elections Support Center.

Contact: Teresa Camarata; [Teresa.camarata@brevardcounty.us](mailto:Teresa.camarata@brevardcounty.us); 637-5482  
 John Denninghoff; [john.denninghoff@brevardcounty.us](mailto:john.denninghoff@brevardcounty.us); 690-6877

Continued on Page 2.

Clerk to the Board Instructions:

Exhibits Attached: Aerial Photo of Pineda Flyover- Page Property; Listing Information for property located at 3991 Sarno Road.

Contract /Agreement (If attached): Reviewed by County Attorney    Yes     No     PR

County Manager	Assistant County Manager, Mel Scott	Department Director / Extension
Stockton Whitten		Teresa Camarata, Central Services Director, 52543 John Denninghoff, Public Works Director, 57202

Meeting Date
July 8, 2014



AGENDA	
Section	New business
Item No.	

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County Manager	Assistant County Manager, Mel Scott	Department Director / Extension
Stockton Whitten	Assistant County Manager, Venetta Valdengo	Teresa Camarata, Central Services Director, 52543  John Denninghoff, Public Works Director, 57202

**Page 2. Discussion, Re: Supervisor of Elections, Tax Collector, Health Department, and Board Departments requiring alternative or additional facilities.**

A solicitation for proposals requested real estate submittals matching criteria developed by the Supervisor of Elections. The criteria for three (3) concepts, in order of preference, to house the Supervisor of Elections Branch and Elections Support Center are described in the following matrix.

Concept	Location	Viera Government Center Branch	Use of Viera Conference Rooms for Elections	Multi-function Office	Warehouse	Total Square Footage
1	Viera	Elections moves from Govt. Center C to new facility.	Not required	25,000 S.F. (includes ballot storage and phone bank)	25,000	50,000
2	Mainland; south of Barnes Blvd.; North of Eau Gallie Blvd.	Elections Administration remains at Govt. Center.	Not required	15,000 S.F. (includes ballot storage and phone bank)	25,000	40,000
3	Mainland; south of Barnes Blvd.; North of Eau Gallie Blvd.	Elections Administration remains at Govt. Center.	Required	6,000-8,000 S.F. (Supervisor continues to use Florida and Atlantic Rooms)	25,000	31,000-33,000

Concept 1 (50,000 square feet) would provide sufficient space to accommodate the Elections Administrative Office currently located in Government Center Building C; the Elections Support Center on Wenner Way, Cocoa; and would provide election support space for ballot storage and phone bank, eliminating the need for Supervisor Scott to take over use of the Florida and Atlantic Rooms during elections.

Concept 2 (40,000 square feet) would provide space for the Elections Support Center from Wenner Way in Cocoa, and ballot storage and phone bank, eliminating the need for Supervisor Scott to take over use of the Florida and Atlantic Rooms during elections. Elections Administration would remain in Building C.

Concept 3 (31,000 to 33,000 square feet) would provide space to move the current Election Support Center from Wenner Way in Cocoa. Elections Administration would continue to occupy Government Center Building C, and continue to use conference rooms during elections.

The Supervisor of Elections' preferred option is Concept 1, which would require building a new facility at the Government Center Complex in Viera. The Supervisor believes that the second most favorable option is to purchase an existing facility for sale located at 3991 Sarno Road. This facility is the only submittal of four (4) received in response to the solicitation that met any of the three concept's criteria. Because it is outside of Viera, this option would require the Supervisor to maintain satellite space in her current location in Building C. The building is 50,000 square feet, and is listed at \$5.5 million. Appraisals of this property have been ordered.

**Tax Collector Viera Government Center Presence**

The Tax Collector has requested space in Government Center Building A to establish a Viera Branch Office. Currently residents of Rockledge, Viera, and Suntree must travel to Melbourne or Merritt Island to visit the closest Tax Collector's Office. In order to provide the required 6,800 square feet of space to the Tax Collector, the Planning and Development programs will consolidate into contiguous space within Building A. Consolidation would improve the Planning and Development Department's functional lay-out and provide for a more efficient operation. The Tax Collector's proposed space is currently occupied by Code Enforcement, Contractor Licensing, Map Reproduction, and Health Department School Nurses. Value Adjustment Board will move from Building A to B. Code Enforcement and Contractor Licensing will be relocated to space within the Planning and Development space. Map Reproduction will relocate within Building A. Health Department School Nurses will move to County Service Complex Merritt Island into space previously occupied by Elections and Property Appraiser.

Work accomplished to provide for the Tax Collector Branch will be paid by the Tax Collector. All other moves will be made within existing resources.

**Health Department - Melbourne Public Health Clinic**

**New Melbourne Public Health Facility.** The Florida Legislature has approved construction of a new South Brevard County Health Department to replace the rental property on Babcock Street which has been plagued by roof leaks and air-conditioning failures for many years. The facility will be built on State surplus land at 601 E. University Boulevard (the former Driver's License building).

The State has identified \$1.6 million for construction. Financing of additional funding required to construct a 13,000 square foot clinic, estimated at \$3.2 million, will be paid back yearly with dollars reallocated from the annual lease payment of \$175,000.

**Public Works Transportation Management Services**

The Public Works Department has an approved Capital Improvement Plan Project to relocate Transportation Management services from the existing barrier island facility to the mainland. The board approved a budget of \$2,429,885 for the Transportation Management Center Project. Relocating the traffic operations functions to the mainland would provide for more efficient county-wide response in potential emergency situations and eliminate the need to evacuate the barrier island site during storm events.

**Asset Management**

The 26-year-old Asset Management modular building is decaying. The structural integrity is failing, and an alternative facility is required to continue to warehouse the County surplus assets, and provide staff office space. The existing Supervisor of Elections warehouse in Cocoa would provide adequate space with minimal modifications for this function.

**County Records**

County Records Storage is currently housed in 6,000 square feet of rental space in Melbourne. Originally slated to share the John Rodes facility with the Supervisor of Elections, a permanent location in a County-owned facility will save \$60,000 square feet in annual rent.

**Board Options to providing space to these agencies are as follows:**

Option	Purchase 3991 Sarno Road (\$5.5million)	Tax Collector	Melbourne Public Health	John Rodes Boulevard	Purchase Page (Pineda) Property (Not to Exceed \$1.9 Million)	Wenner Way, Cocoa
1	-----	Viera Govt. Center	New Facility	Elections Support/ Records Storage	Transportation Management	Asset Management
2	-----	Viera Govt. Center	New Facility	Transportation Management	Asset/Records Storage	Elections Support
3	Supervisor of Elections/Support Center	Viera Govt. Center	New Facility	Asset Management/ Records Storage	Transportation Management	Vacant
4	Supervisor of Elections/Support Center	Viera Govt. Center	New Facility	Transportation Management	Asset/Records Storage	Vacant
5	Supervisor of Elections/Support Center/Records Storage	Viera Govt. Center	New Facility	Transportation Management	Not purchased, easement only	Asset Management
<b>Build New</b>						
6	Construct Elections Support Facility; 50,000 SF at \$200/SF	Viera Govt. Center	New Facility	Asset Management/ Records Storage	Transportation Management	Vacant

**Comparison of Space Options**

Continued on Page 4.

**Option 1.**

Relocate Supervisor of Elections Support Center and County Records Storage to John Rodes Boulevard facility. Modest modifications can be accomplished within existing resources (estimated \$400,000), as budgeted when purchased in 2012. Rent avoidance for County Records will result in annual savings of \$60,000. The Supervisor of Elections has previously advised the Board of County Commissioners that this location and facility is unacceptable to her.

Allocate 6,800 square feet to Tax Collector to establish Viera Branch. Work accomplished to provide for the Tax Collector Branch will be paid by the Tax Collector. All other moves will be made within existing resources.

Board contributes to construction of new Melbourne Health Department clinic in South Brevard on University Boulevard property, matching the State's \$1.6 million for construction. Financing will be paid back yearly with dollars reallocated from the annual lease payment of \$175,000.

Move Asset Management to Wenner Way warehouse (no improvements required).

Public Works purchases and occupies the Page property for Transportation Management. (see insert below)

**General Fund Impact of Option 1.** No impact to General Fund.

Florida Department of Transportation and Brevard County entered into an agreement on December 29, 2011 providing for the construction of the Pineda Causeway Flyover at the intersection of Pineda Causeway and the FEC railroad right of way. Preliminary engineering indicated that, at a minimum, land rights would need to be acquired from the abutting Page and Holy Trinity Academy properties in the form of permanent easements and temporary construction easements.

The estimated costs related to the acquisition of only the easements needed to accomplish construction of the flyover are expected to be between \$3,100,000.00 and \$5,000,000.00. However, it is estimated that the Page property can be acquired through either negotiations or condemnation for less than \$5,000,000.00. A proposed amendment to the existing Agreement with FDOT would provide for reimbursement for acquisition of easement and property rights related to the Project in the amount of \$3,100,000.00 which would offset a portion of the costs associated with the total acquisition of the Page property. The costs associated with the Flyover's construction could be reduced by \$400,000.00 if the County owned the Page property.

**Option 2.** Complete renovations requested by Supervisor Scott and keep Elections Support Center at the existing facility on Wenner Way, Cocoa. Modifications completed to date include: ADA compliant parking and ramp; ADA compliant restroom; HVAC improvements; and security system. Additional renovations (roll-up doors, dock leveler, interior demolition, exterior security lighting, and site work), can be accomplished within existing resources (estimated \$400,000), and can be deferred until after the November election.

Allocate 6,800 square feet to Tax Collector to establish Viera Branch. Work accomplished to provide for the Tax Collector Branch will be paid by the Tax Collector. All other moves will be made within existing resources.

Board contributes to construction of new Melbourne Health Department clinic in South Brevard on University Boulevard property, matching the State's \$1.6 million for construction. Financing will be paid back yearly with dollars reallocated from the annual lease payment of \$175,000.

Transfer ownership of John Rodes Boulevard to Public Works for relocation of Transportation Management for \$1,707,500, and utilize these funds to partially retire the debt for the original purchase of the property.

Purchase the Page property for use by Asset Management and County Records Storage (not to exceed \$1.9 Million).

**General Fund Impact of Option 2.** Elections Support Center renovations \$400,000; purchase Page property at a price not to exceed \$1.9 million. Total impact to General Fund not to exceed \$2.3 million.

**Option 3.**

Purchase 50,000 square foot building at 3991 Sarno Road for Elections Support/Melbourne SOE Branch at a cost of \$5.5 million.

Allocate 6,800 square feet to Tax Collector to establish Viera Branch. Work accomplished to provide for the Tax Collector Branch will be paid by the Tax Collector. All other moves will be made within existing resources.

Board contributes to construction of new Melbourne Health Department clinic in South Brevard on University Boulevard property, matching the State's \$1.6 million for construction. Financing will be paid back yearly with dollars reallocated from the annual lease payment of \$175,000.

Public Works purchases the Page property for Transportation Management.

Allocate the John Rodes Boulevard property to Asset Management and County Records Storage. Improvements accomplished with existing resources.

**General Fund Impact of Option 3.** Purchase 3991 Sarno Road at a cost of \$5.5 million.

**Option 4.**

Purchase 50,000 square foot building at 3991 Sarno Road for Elections Support/Melbourne SOE Branch at a cost of \$5.5 million.

Allocate 6,800 square feet to Tax Collector to establish Viera Branch. Work accomplished to provide for the Tax Collector Branch will be paid by the Tax Collector. All other moves will be made within existing resources.

Board contributes to construction of new Melbourne Health Department clinic in South Brevard on University Boulevard property, matching the State's \$1.6 million for construction. Financing will be paid back yearly with dollars reallocated from the annual lease payment of \$175,000.

Transfer ownership of John Rodes Boulevard to Public Works for relocation of Transportation Management for \$1,707,500, and utilize these funds to partially retire the debt for the original purchase of the property.

Purchase the Page property for use by Asset Management and County Records Storage (not to exceed \$1.9 Million).

**General Fund Impact of Option 4.** Purchase 3991 Sarno Road for Elections Support/Melbourne SOE Branch at a cost of \$5.5 million. Purchase the Page property for use by Asset Management and County Records Storage (not to exceed \$1.9 Million).

**Option 5.**

Purchase 50,000 square foot building at 3991 Sarno Road for Elections Support/Melbourne SOE Branch at a cost of \$5.5 million. Allocate sufficient space for Records Storage within this facility.

Allocate 6,800 square feet to Tax Collector to establish Viera Branch. Work accomplished to provide for the Tax Collector Branch will be paid by the Tax Collector. All other moves will be made within existing resources.

Board contributes to construction of new Melbourne Health Department clinic in South Brevard on University Boulevard property, matching the State's \$1.6 million for construction. Financing will be paid back yearly with dollars reallocated from the annual lease payment of \$175,000.

Transfer ownership of John Rodes Boulevard to Public Works for relocation of Transportation Management for \$1,707,500, and utilize these funds to partially retire the debt for the original purchase of the property.

Move Asset Management to Wenner Way Cocoa.

**General Fund Impact of Option 5.** Purchase 3991 Sarno Road at a cost of \$5.5 million. Do not purchase Page property (expense to taxpayers; State of Florida payment for easement \$3.1 Million).

**Option 6.**

Build new Elections Administration/Elections Support Facility on County-owned property in Viera. Construction of a 50,000 square foot facility is estimated at \$10 million (\$200 per square foot).

Allocate 6,800 square feet to Tax Collector to establish Viera Branch. Work accomplished to provide for the Tax Collector Branch will be paid by the Tax Collector. All other moves will be made within existing resources.

Board contributes to construction of new Melbourne Health Department clinic in South Brevard on University Boulevard property, matching the State's \$1.6 million for construction. Financing will be paid back yearly with dollars reallocated from the annual lease payment of \$175,000.

Public Works purchases the Page property for Transportation Management.

Allocate the John Rodes Boulevard property to Asset Management and County Records Storage. Improvements accomplished with existing resources.

**General Fund Impact of Option.** Construct a 50,000 square foot facility for an estimated \$10 million (\$200 per square foot).