

Rock County, Wisconsin

51 South Main Street
Janesville, WI 53545
(608)757-5518



General Services

-Facilities Management
-Maintenance

**GENERAL SERVICES COMMITTEE
TUESDAY, APRIL 18, 2017 – 8:00 A.M.
CONFERENCE ROOM N-1 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order and Approve Agenda
2. Citizen Participation
3. Approval of Minutes – April 4, 2017
4. Transfer
5. Review of Payments
6. Resolutions
 - A. Retaining Industrial Roofing Services Inc. to Prepare Plans and Specifications for the Replacement of the Public Works Garage Roof in Orfordville
 - B. Awarding the Contract for Replacing Public Works Sidewalk and Concrete Pads
 - C. Retaining an Architectural & Engineering Firm to Prepare Plans and Specifications for the Construction of a New Public Works Garage in Beloit
7. Courthouse Security Phase II - Discussion
8. Communications, Announcements and Information
9. Adjournment

Please contact Marilyn at (608)757-5510 if you are going to be late or if you will not be able to attend the meeting.

COMMITTEE REVIEW REPORT
FOR THE MONTH OF MARCH 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
18-1810-0000-62112	SECURITY				
		P1700566	03/23/2017	JBM PATROL AND PROTECTION CORP	5,189.64
18-1810-0000-62160	CLEANING CONTRAC				
		P1700571	03/16/2017	PETERSON CLEANING INC	9,707.50
18-1810-0000-62400	R & M SERV				
		P1700567	03/16/2017	JF AHERN COMPANY	250.00
		P1700568	03/23/2017	SAFEWAY PEST CONTROL	65.00
		P1700573	03/30/2017	ADVANCED DISPOSAL SERVICES	138.00
		P1701069	03/09/2017	JC HEATING AND COOLING INC	552.28
		P1701265	03/30/2017	GORDIE BOUCHER FORD LINCOLN ME	728.99
18-1810-0000-62461	ELEVATOR				
		P1700786	03/16/2017	OTIS ELEVATOR COMPANY	991.00
18-1810-0000-63100	OFC SUPP & EXP				
		P1700490	03/02/2017	STAPLES BUSINESS ADVANTAGE	163.89
18-1810-0000-63500	R&M SUPPLIES				
		P1700260	03/02/2017	AARONS LOCK AND SAFE INC	1,204.30
		P1700261	03/02/2017	ARAMARK UNIFORM SERVICES INC	259.20
		P1700262	03/02/2017	BADGER STATE INDUSTRIES	669.34
		P1700264	03/16/2017	BELOIT FIRE PROTECTION COMPANY	87.00
		P1700265	03/16/2017	BJ ELECTRIC SUPPLY INC	1,718.53
		P1700267	03/02/2017	CONGRESS GLASS INC	57.00
		P1700292	03/09/2017	DEGARMO PLUMBING INC	140.00
		P1700325	03/02/2017	FERGUSON ENTERPRISES INC	555.41
		P1700326	03/30/2017	FIRST SUPPLY LLC	173.32
		P1700327	03/23/2017	GRAINGER	1,278.12
		P1700328	03/16/2017	HARRIS ACE HARDWARE LLP	261.59
		P1700472	03/30/2017	MENARDS	180.12
		P1700480	03/30/2017	PORTERS LAWN AND POWER	179.06
		P1700483	03/02/2017	QUALITY DOOR LLC	270.00
		P1700490	03/02/2017	STAPLES BUSINESS ADVANTAGE	2,034.18
		P1700564	03/16/2017	WRIGHT EXPRESS FSC	55.45
		P1701302	03/30/2017	BANDT COMMUNICATIONS INC	42.00
				FACILITIES MGMNT PROG TOTAL	26,950.92
18-1811-0000-62160	CLEANING CONTRAC				
		P1700571	03/16/2017	PETERSON CLEANING INC	874.50
18-1811-0000-62400	R & M SERV				
		P1700568	03/23/2017	SAFEWAY PEST CONTROL	25.00
		P1700573	03/30/2017	ADVANCED DISPOSAL SERVICES	101.00
18-1811-0000-63500	R&M SUPPLIES				
		P1700263	03/09/2017	BATTERIES PLUS LLC	103.80
		P1700292	03/09/2017	DEGARMO PLUMBING INC	742.24
		P1700322	03/16/2017	ENERGETICS INC	9.96
		P1700326	03/16/2017	FIRST SUPPLY LLC	91.58
		P1700328	03/16/2017	HARRIS ACE HARDWARE LLP	16.16
		P1700472	03/16/2017	MENARDS	35.15
		P1700474	03/02/2017	NAPA AUTO PARTS	74.94

COMMITTEE REVIEW REPORT
FOR THE MONTH OF MARCH 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
		P1700480	03/09/2017	PORTERS LAWN AND POWER	14.32
		P1700490	03/02/2017	STAPLES BUSINESS ADVANTAGE	493.94
GLEN OAKS FACILITY OPERATION PROG TOTAL					2,582.59
18-1812-0000-62160	CLEANING CONTRAC				
		P1700571	03/16/2017	PETERSON CLEANING INC	825.00
18-1812-0000-62400	R & M SERV				
		P1700567	03/16/2017	JF AHERN COMPANY	190.00
		P1700568	03/23/2017	SAFEWAY PEST CONTROL	30.00
		P1700573	03/30/2017	ADVANCED DISPOSAL SERVICES	144.00
18-1812-0000-63500	R&M SUPPLIES				
		P1700261	03/02/2017	ARAMARK UNIFORM SERVICES INC	102.20
		P1700265	03/30/2017	BJ ELECTRIC SUPPLY INC	122.50
		P1700292	03/09/2017	DEGARMO PLUMBING INC	140.00
		P1700487	03/16/2017	SGTS INC	1,198.75
YOUTH SERVICES CENTER PROG TOTAL					2,752.45
18-1816-0000-62160	CLEANING CONTRAC				
		P1700571	03/16/2017	PETERSON CLEANING INC	550.00
18-1816-0000-62400	R & M SERV				
		P1700567	03/02/2017	JF AHERN COMPANY	2,130.00
		P1700568	03/23/2017	SAFEWAY PEST CONTROL	26.00
		P1700573	03/30/2017	ADVANCED DISPOSAL SERVICES	74.00
18-1816-0000-63500	R&M SUPPLIES				
		P1700269	03/23/2017	BROWN OIL CO INC	39.69
		P1700292	03/09/2017	DEGARMO PLUMBING INC	140.00
		P1700327	03/30/2017	GRAINGER	77.25
		P1700472	03/16/2017	MENARDS	355.87
		P1700488	03/30/2017	SHERWIN WILLIAMS	35.27
		P1700490	03/16/2017	STAPLES BUSINESS ADVANTAGE	176.76
COMMUNICATIONS CTR.OPERATION PROG TOTAL					3,604.84
18-1817-0000-62160	CLEANING CONTRAC				
		P1700571	03/16/2017	PETERSON CLEANING INC	1,120.88
18-1817-0000-62400	R & M SERV				
		P1700568	03/23/2017	SAFEWAY PEST CONTROL	46.00
18-1817-0000-63500	R&M SUPPLIES				
		P1700261	03/23/2017	ARAMARK UNIFORM SERVICES INC	44.20
		P1700292	03/09/2017	DEGARMO PLUMBING INC	140.00
		P1700329	03/02/2017	HOME DEPOT/GECF	85.72
		P1700472	03/16/2017	MENARDS	21.20
DIVERSION PROG/ASC PROG TOTAL					1,458.00
18-1818-0000-62160	CLEANING CONTRAC				
		P1700571	03/16/2017	PETERSON CLEANING INC	1,709.02
18-1818-0000-62400	R & M SERV				
		P1700567	03/16/2017	JF AHERN COMPANY	375.00

COMMITTEE REVIEW REPORT
FOR THE MONTH OF MARCH 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
		P1700568	03/23/2017	SAFEWAY PEST CONTROL	35.00
		P1700573	03/30/2017	ADVANCED DISPOSAL SERVICES	383.00
		P1701189	03/23/2017	BADGER SPECIALTY COATINGS AND	500.00
18-1818-0000-62461	ELEVATOR				
		P1700478	03/16/2017	OTIS ELEVATOR COMPANY	1,534.69
18-1818-0000-63500	R&M SUPPLIES				
		P1700261	03/02/2017	ARAMARK UNIFORM SERVICES INC	222.54
		P1700262	03/02/2017	BADGER STATE INDUSTRIES	669.34
		P1700264	03/30/2017	BELOIT FIRE PROTECTION COMPANY	109.00
		P1700266	03/02/2017	COLLINS SANITARY	375.00
		P1700267	03/16/2017	CONGRESS GLASS INC	364.37
		P1700292	03/09/2017	DEGARMO PLUMBING INC	271.00
		P1700322	03/16/2017	ENERGETICS INC	94.92
		P1700325	03/23/2017	FERGUSON ENTERPRISES INC	26.05
		P1700326	03/16/2017	FIRST SUPPLY LLC	147.20
		P1700327	03/16/2017	GRAINGER	932.89
		P1700337	03/02/2017	JACK AND DICKS FEED AND GARDEN	2,399.04
		P1700469	03/09/2017	JOHNSTONE SUPPLY	3,026.32
		P1700472	03/16/2017	MENARDS	22.47
		P1700474	03/23/2017	NAPA AUTO PARTS	12.28
		P1700486	03/23/2017	SENTRY SECURITY FASTENERS INC	288.00
		P1700487	03/02/2017	SGTS INC	3,574.00
		P1700488	03/23/2017	SHERWIN WILLIAMS	206.69
		P1700490	03/16/2017	STAPLES BUSINESS ADVANTAGE	242.69
		P1700761	03/02/2017	BOWERS SEWER AND DRAIN	250.00
		P1701026	03/09/2017	PBBS EQUIPMENT CORPORATION	365.00
		P1701188	03/23/2017	LAPPIN ELECTRIC COMPANY OF BEL	103.07
				JAIL PROG TOTAL	18,238.58
18-1819-0000-62400	R & M SERV				
		P1700567	03/02/2017	JF AHERN COMPANY	840.00
18-1819-0000-62461	ELEVATOR				
		P1700478	03/16/2017	OTIS ELEVATOR COMPANY	2,368.05
		P1700786	03/16/2017	OTIS ELEVATOR COMPANY	5,672.92
18-1819-0000-63500	R&M SUPPLIES				
		P1700292	03/16/2017	DEGARMO PLUMBING INC	795.00
				UW-ROCK COUNTY PROG TOTAL	9,675.97
18-1820-0000-62160	CLEANING CONTRAC				
		P1700571	03/16/2017	PETERSON CLEANING INC	919.88
18-1820-0000-62400	R & M SERV				
		P1700568	03/23/2017	SAFEWAY PEST CONTROL	140.00
		P1700573	03/30/2017	ADVANCED DISPOSAL SERVICES	176.05
18-1820-0000-63500	R&M SUPPLIES				
		P1700490	03/16/2017	STAPLES BUSINESS ADVANTAGE	481.78
18-1820-0000-65321	BLDG/OFC LEASE				
		P1700565	03/16/2017	HENDRICKS COMMERCIAL	11,148.00

COMMITTEE REVIEW REPORT
FOR THE MONTH OF MARCH 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
ECLIPSE CENTER PROG TOTAL					12,865.71
18-1821-0000-62160	CLEANING CONTRAC				
		P1700571	03/16/2017	PETERSON CLEANING INC	3,533.75
18-1821-0000-62200	UTILITIES				
		P1700989	03/23/2017	GILBANK CONSTRUCTION INC	5,477.40
18-1821-0000-62400	R & M SERV				
		P1700567	03/16/2017	JF AHERN COMPANY	2,550.00
		P1700568	03/02/2017	SAFEWAY PEST CONTROL	76.00
		P1700573	03/02/2017	ADVANCED DISPOSAL SERVICES	274.00
		P1701176	03/23/2017	JC HEATING AND COOLING INC	500.00
18-1821-0000-63500	R&M SUPPLIES				
		P1700260	03/16/2017	AARONS LOCK AND SAFE INC	48.75
		P1700261	03/02/2017	ARAMARK UNIFORM SERVICES INC	87.24
		P1700265	03/16/2017	BJ ELECTRIC SUPPLY INC	350.62
		P1700327	03/30/2017	GRAINGER	1,045.56
		P1700328	03/16/2017	HARRIS ACE HARDWARE LLP	72.78
		P1700336	03/02/2017	ILLINGWORTH KILGUST MECHANICAL	612.34
		P1700490	03/02/2017	STAPLES BUSINESS ADVANTAGE	429.46
18-1821-0000-67200	CAPITAL IMPROV				
		P1602544	03/23/2017	IBC ENGINEERING SERVICES INC	1,650.00
JOB CENTER PROG TOTAL					16,707.90
18-1822-0000-62160	CLEANING CONTRAC				
		P1700571	03/16/2017	PETERSON CLEANING INC	700.70
18-1822-0000-62400	R & M SERV				
		P1700568	03/02/2017	SAFEWAY PEST CONTROL	70.00
		P1700573	03/02/2017	ADVANCED DISPOSAL SERVICES	183.00
18-1822-0000-63500	R&M SUPPLIES				
		P1700488	03/23/2017	SHERWIN WILLIAMS	70.54
		P1700490	03/16/2017	STAPLES BUSINESS ADVANTAGE	633.84
FRANKLIN ST PROG TOTAL					1,658.08
18-1823-0000-62160	CLEANING CONTRAC				
		P1700571	03/16/2017	PETERSON CLEANING INC	272.25
18-1823-0000-62400	R & M SERV				
		P1700573	03/02/2017	ADVANCED DISPOSAL SERVICES	176.00
18-1823-0000-63500	R&M SUPPLIES				
		P1700490	03/16/2017	STAPLES BUSINESS ADVANTAGE	277.25
COURT ST PROG TOTAL					725.50
18-1824-0000-62113	SNOW REMOVAL				
		P1700561	03/16/2017	TEUBERT ENTERPRISES LLC	800.00
18-1824-0000-62160	CLEANING CONTRAC				
		P1700571	03/16/2017	PETERSON CLEANING INC	626.30
18-1824-0000-63500	R&M SUPPLIES				
		P1700266	03/16/2017	COLLINS SANITARY	1,429.28

COMMITTEE REVIEW REPORT
FOR THE MONTH OF MARCH 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
18-1824-0000-67200	CAPITAL IMPROV	P1700635	03/23/2017	BUTTERS FETTING CO INC	2,750.00
		P1700771	03/09/2017	JANESVILLE DOOR CO LTD	110.49
		P1701085	03/09/2017	DALMARAY CONCRETE PRODUCTS	135.00
		P1701073	03/30/2017	WOODWARD PETROLEUM SERVICES	3,875.00
		HWY BUILDINGS/GROUNDS PROG TOTAL			
18-1837-0000-67200	CAPITAL IMPROV	P1601827	03/09/2017	KJWW ENGINEERING CONSULTANTS	1,898.15
		P1602710	03/23/2017	HONEYWELL INC	2,864.09
		P1603215	03/30/2017	DEGARMO PLUMBING INC	34,946.00
		JAIL CAPITAL IMPROVEMENTS PROG TOTAL			
18-1842-0000-67200	CAPITAL IMPROV	P1503713	03/30/2017	BUTTERS FETTING CO INC	10,000.00
		P1602712	03/23/2017	DISTINCTIVE ROOFING INC	22,500.00
		COURTHOUSE FACILITY PROJECT PROG TOTAL			
18-1843-0000-67200	CAPITAL IMPROV	P1502105	03/23/2017	KJWW ENGINEERING CONSULTANTS	8,026.51
		U-ROCK EXPANSION PROJECT PROG TOTAL			
18-1849-0000-67200	CAPITAL IMPROV	P1602711	03/02/2017	MALY ROOFING CO INC	2,670.00
		P1700820	03/23/2017	ANGUS YOUNG ASSOCIATES INC	1,805.74
		HCC COMPLEX PROJECT PROG TOTAL			
18-1850-0000-67200	CAPITAL IMPROV	P1602711	03/02/2017	MALY ROOFING CO INC	3,780.00
		YSC CAPITAL IMPROVEMENT PROG TOTAL			
18-1854-0000-67200	CAPITAL IMPROV	P1603049	03/09/2017	FOLEY ELECTRIC INC	89,000.00
		LIGHTNING PROTECTION PROJECT PROG TOTAL			
18-1855-0000-67200	CAPITAL IMPROV	P1503213	03/02/2017	MEAD AND HUNT INC	6,013.50
		P1601572	03/02/2017	POTTER LAWSON ARCHITECTS INC	6,343.12
		P1601971	03/02/2017	SAMUELS GROUP,THE	34,840.00
		COURTHOUSE SECURITY SYSTEM PROG TOTAL			
18-1856-0000-67200	CAPITAL IMPROV	P1603217	03/23/2017	ANGUS YOUNG ASSOCIATES INC	1,278.34
		JOB CENTER BUILDING PROG TOTAL			

COMMITTEE REVIEW REPORT
FOR THE MONTH OF MARCH 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
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I have reviewed the preceding payments in the total \$332,912.06

Date: 4-4-17

Dept Bret Gustafson

Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF MARCH 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
18-1810-0000-63500	R&M SUPPLIES	P1700564	03/09/2017	WRIGHT EXPRESS FSC	105.76
				FACILITIES MGMNT PROG TOTAL	105.76
18-1815-0000-62201	ELECTRIC		03/02/2017	ALLIANT ENERGY/WP&L	10,662.41
18-1815-0000-62203	NATURAL GAS		03/23/2017	ALLIANT ENERGY/WP&L	2,348.51
18-1815-0000-62400	R & M SERV				
		P1700091	03/02/2017	BANDT COMMUNICATIONS INC	246.62
		P1700097	03/16/2017	SIMPLEX GRINNELL LP	379.50
		P1700217	03/16/2017	SIEMENS INDUSTRY INC	9,895.00
		P1700245	03/30/2017	ADVANCED DISPOSAL SERVICES	110.00
		P1700248	03/09/2017	PETERSON CLEANING INC	9,350.00
		P1700625	03/02/2017	MOTION INDUSTRIES INC	62.65
		P1700865	03/09/2017	JMB & ASSOCIATES	3,368.00
		P1701216	03/16/2017	GENERAL HEATING AND AIR CONDIT	402.30
18-1815-0000-63500	R&M SUPPLIES				
		P1700090	03/16/2017	AIRGAS NORTH CENTRAL	132.92
		P1700098	03/02/2017	STAPLES BUSINESS ADVANTAGE	359.20
		P1700108	03/30/2017	BATTERIES PLUS LLC	267.86
		P1700133	03/23/2017	MENARDS	259.44
				HCC BUILDING COMPLEX PROG TOTAL	37,844.41

COMMITTEE REVIEW REPORT
FOR THE MONTH OF MARCH 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
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I have reviewed the preceding payments in the total \$37,950.17

Date: 4-4-17

Dept *Ben Schmitt*

Committee _____

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee
INITIATED BY



Brent Sutherland- Director-
Facilities Management
DRAFTED BY

General Services Committee
SUBMITTED BY

April 7, 2017
DATE DRAFTED

**Retaining Industrial Roofing Services Inc. to Prepare Plans and Specifications
for the Replacement of the Public Works Garage Roof in Orfordville.**

- 1 **WHEREAS**, the 2017 budget includes funds for the replacement of the Public Works garage roof in
- 2 Orfordville; and
- 3
- 4 **WHEREAS**, the Public Works garage roof is a metal roof with many leaks and analysis was performed
- 5 on the roof and results recommended replacement with a new insulated PTO roof; and
- 6
- 7 **WHEREAS**, Industrial Roof Services Inc. specializes in roofing installation.
- 8
- 9 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 10 this _____ day of _____, 2017 does hereby authorize that Industrial Roofing Services
- 11 Inc. of Butler, WI be retained to prepare project plans and specifications, in the amount of \$10,215.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

Jason Heidenreich, Vice Chair

Bob Yeomans

David Homan

Jeremy Zajac

FISCAL NOTE:

Sufficient funds are available in the 2017 budget for this project. The project is being funded by cash and the cost will be expensed by future depreciation charges.

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats.

Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Randy Terronez
Acting County Administrator

Executive Summary

Retaining Industrial Roofing Services Inc. to Prepare Plans and Specifications for the Replacement of the Public Works Garage Roof in Orfordville

The resolution before you is retaining Industrial Roofing Services Inc. to prepare plans and specifications for the replacement of a new roof on the Public Works garage in Orfordville.

This roof has many leaks. It was evaluated for repair and it was determined it needed to be replaced. Industrial roofing services Inc. specializes in roofing installation.

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

General Services Committee
INITIATED BY

General Services Committee
SUBMITTED BY



Brent Sutherland –
Director of Facilities Management
DRAFTED BY

April 5, 2017
DATE DRAFTED

Awarding the Contract for Replacing Public Works Sidewalk and Concrete Pads

- 1 **WHEREAS**, funds were budgeted in 2017 for the replacement of 353 linear feet of sidewalk and
- 2 two concrete pads at the Public Works garage; and
- 3
- 4 **WHEREAS**, the sidewalk is in poor condition and at risk for a tripping hazard; and
- 5
- 6 **WHEREAS**, one concrete pad being replaced, had been removed to dig up an underground fuel
- 7 storage tank; and
- 8
- 9 **WHEREAS**, the other concrete pad is to be installed around the newly installed outdoor
- 10 Emergency Generator; and
- 11
- 12 **WHEREAS**, specifications were drafted and bids solicited with five qualified contractors
- 13 responding.
- 14
- 15 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
- 16 assembled this ____ day of _____, 2017 does hereby approve and authorize
- 17 awarding a contract in the amount of \$13,150 to Property Services Maintenance of Madison WI.
- 18
- 19 **BE IT FURTHER RESOLVED**, that a \$5,000 contingency also be approved to cover any
- 20 possible unforeseen items.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

Jason Heidenreich, Vice Chair

Robert Yeomans

David Homan

Jeremy Zajac

ADMINISTRATIVE NOTE:

Recommended.

Randy Terronez
Acting County Administrator

FISCAL NOTE:

Sufficient funds are available in the 2017 budget for this project. The project is being funded by cash and the cost will be expensed by future depreciation charges.

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats.

Jeffrey S. Kuglitsch
Corporation Counsel

Executive Summary

Awarding the Contract for Replacing Public Works Sidewalk and Concrete Pads

The Public Works garage sidewalk is in poor condition and in need of replacement. The bid for this work includes replacing 353 linear feet of sidewalk and two concrete pads. One pad will be poured over the location where an underground fuel storage tank was removed. The other pad will be around the newly installed generator. Bids were solicited for this work with five qualified contractors responding.

The resolution before you approves contracting with the lowest, most responsive bidder, Property Services Maintenance Inc. of Madison WI, in the amount of \$13,150.00.

This resolution also provides a contingency fund of \$5,000 for any possible unforeseen items.

Funds were budgeted in 2017 for this project.

ORIGINAL

BID SUMMARY FORM

BID NUMBER: 2017-34
 BID NAME: DPW SIDEWALK REPLACEMENT
 BID DUE DATE: MARCH 30, 2017 - 1:30 P.M.
 DEPARTMENT: FACILITIES MANAGEMENT

	PROPERTY SERVICES MAINTENANCE MADISON WI	JB JOHNSON BROTHERS EDGERTON WI	LYONS CONCRETE EDGERTON WI	MARVIN GLEASON CONTRACTORS FRANKSVILLE WI	JW SCHULTZ FORT ATKINSON WI
BASE BID	10,300.00	10,887.00	12,000.00	13,495.00	13,500.00
ALTERNATE A	2,850.00	3,108.00	3,200.00	3,755.00	4,335.00
TOTAL BID	\$ 13,150.00	\$ 13,995.00	\$ 15,200.00	\$ 17,250.00	\$ 17,835.00
ADDENDA	YES	YES	YES	NO	YES
START DATE	5/1/17	ANYTIME	5/15/17	1 ST WEEK OF MAY	SPRING
COMPLETION	5/5/17	7 DAYS	5/17/17	5 DAYS	5 DAYS

Alternate A – Installation of a new concrete pad around generator.

Invitation to Bid was advertised in the Beloit Daily News and on the Internet. Fifteen additional vendors were solicited that did not respond.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: Property Services Maintenance

SIGNATURE: *Jodi Millis*
 DATE: 4-4-17

GOVERNING COMMITTEE APPROVAL:

CHAIR

VOTE

DATE

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee
INITIATED BY



Brent Sutherland- Director-
Facilities Management
DRAFTED BY

General Services Committee
SUBMITTED BY

April 5, 2017
DATE DRAFTED

**Retaining an Architectural & Engineering Firm to Prepare Plans and Specifications
For the Construction of a New Public Works Garage in Beloit**

- 1 **WHEREAS**, the 2017 budget included funds for the architectural/engineering design for a new public
- 2 works garage in Beloit; and
- 3
- 4 **WHEREAS**, the expansion of the interstate 90 has increased the need to have a Rock County Public
- 5 Works Garage in Beloit; and
- 6
- 7 **WHEREAS**, the site where the new garage will be built has not been finalized; and
- 8
- 9 **WHEREAS**, the site selection is being reviewed and agreed upon by the City of Beloit, State of
- 10 Wisconsin DOT and Rock County DPW.
- 11
- 12 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 13 this _____ day of _____, 2017 that Angus Young Architects/Engineering firm of
- 14 Janesville, WI will be retained to prepare project plans and specifications in the amount of \$205,600.
- 15
- 16 **BE IT FURTHER RESOLVED** that a \$20,000 contingency also be approved to cover any additional
- 17 design costs that may result due to site selection.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

Jason Heidenreich, Vice Chair

Bob Yeomans

David Homan

Jeremy Zajac

FISCAL NOTE:

Sufficient funds are available in the 2017 budget for these services. The project is being funded by cash and the cost will be expensed by future depreciation charges.

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. Professional services are not subject to bidding requirements of § 59.52(29), Stats.

Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Randy Terronez
Acting County Administrator

Executive Summary

Retaining an Architectural & Engineering Firm to Prepare Plans and Specifications For the Construction of a New Public Works Garage in Beloit

The resolution before you is giving authorization to retain Angus Young Architects/Engineering Firm to prepare plans and specifications for the construction of a new Public Works garage in Beloit. The design cost was included in the 2017 budget. We are preparing for construction in 2018 if approved.

The Public Works Interim Director and the Facilities Management Director reviewed the portfolio showing Public Works shops and garages designed by Angus Young. After evaluation of this portfolio and our current and past experience with Angus Young services, we are recommending Angus Young for the design of this garage.

Thursday, March 9, 2017

Mr. Brent Sutherland, Director - Facilities Management
Rock County Department of Public Works
Purchasing Division
51 S. Main Street
Janesville, WI 53545

Re: Beloit Public Works Service Center

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Dear Brent:

Thank you for having Angus Young Associates provide you with this proposal for architectural and/or engineering services for your project. We hope that this proposal format provides you with the needed information to select our firm. Please let us know if you have any questions or require changes.

This engagement letter is for professional services for the project scope, professional disciplines and services described below. Should the project scope, disciplines included or services being provided need adjustment or change during the development of the project, we will be happy to revise the scope or services with an adjustment in the fees corresponding to the revisions. The risk allocation amount shall be the limit of our professional liability as defined in the 'Risk Allocation' section of this engagement letter.

Project Scope:

Work with Rock County personnel to assist in the development of a new Service Center for the Public Works department to be located in the Beloit and I-90 area of Rock County. The building is anticipated to be approximately 38,000 square feet, including mezzanine storage area, with an initial construction budget estimated at \$3.8 to \$ 4 million.

The site has not yet been finalized, therefore as part of our design services we will work with Rock County staff and DOT to provide design alternatives and recommendations for the sites that are being considered. These alternative designs are intended to be schematic design level drawings and would not include detailed grading and storm water management plans.

Once the site selection is finalized, we shall: prepare schematic design through bidding and construction documents; then bidding and construction services for all of the site and building development.

We have included the estimated review and approval expenses as well as other reimbursable expenses.

Professional Disciplines Included:

Professional services included with the proposed fee include: architectural design services to define building layout, orientation, scope, finishes and color selection and construction; design of structural systems and components; HVAC system design including determining heating and cooling loads, determining system(s), components and operations; electrical power, lighting and communications systems design, equipment selection, layout and components; plumbing systems design, sizing, fixture selection and system layout; site design including buildings, parking, circulation, lighting, utilities and other improvements; landscaping design, layout, selection of materials, and details; design of site improvements, topography, storm water drainage systems, construction details and erosion control and storm water management plans.

Scope of Services Included:

Outline Program: Preparation of an outline program by meeting and interviews with key stakeholders in the project and providing space allocation, relationship and functional requirements for the project.

Schematic Design: Working from the information you provide in the facility program, we will prepare building floor plans, site plan and exterior elevations. The plans will illustrate the spatial and functional relationships of the facility and site. The exterior elevations will illustrate the projected image and exterior materials. We shall also prepare a project schedule, construction cost estimate, and will discuss with you construction types, costs and alternatives you may want to consider.

Design Development: We will work with you to determine the next level of detail in the design of the project. Consideration for construction type, materials, finishes, features and final design considerations will be covered. If included: our engineers shall determine the structural, mechanical, electrical, and plumbing requirements of the building, mechanical system options and suggestions, then optimal locations and sizes for the systems. It is our goal, that by the conclusion of this phase, all aspects of the building design have been thoroughly reviewed with you and approved.

Detailed Bidding/Construction Documents: After systems have been selected and finishes approved, our team shall develop detailed drawings, specifications and project manual needed for bidding, approvals and construction. Project manual with specifications shall be developed for this project and shall include requirements for bidding, general conditions, and other general provisions as requested by the owner. Prepare documents shall provide a level of detail for competitive, comparable bidding of project.

Bidding/Contract Negotiation: During the bidding of the project, we shall answer questions, prepare addenda and assist in obtaining bids, award and preparation of the Standard AIA Owner-Contractor contracts. The conclusion of this phase will result in an award and contracts for construction with a single prime General Contractor.

Construction Phase Services: We shall provide construction services which will include: reviewing shop drawings and payment requests, attend bi-weekly job meetings, review construction on-site, prepare clarifications, bulletins, request for proposals and answer questions as called upon. At notification by the contractor of substantial completion, we shall closely review the project with you and prepare a list of all items that the contractor must complete, repair or provide prior to final completion and payment. As part of the final completion of the project, we shall assist in gathering as-built documents, warranties, instruction and operation manuals from the contractor, preparation of closing documents and paperwork required for reduction of retainage and final payment.

Services Not Included:

Professional disciplines not included in this proposal: interior design (ffe); site surveying; or, soil testing & geotechnical engineering. These may be available upon request with appropriate fee adjustments. Available services not included: feasibility study; and, post-construction services. These services are available upon request but have not been included in this proposal.

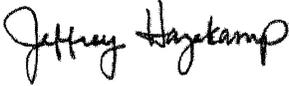
Terms: Contract form: B101 Owner-Architect Abbreviated Agreement, 2007
Angus Young Associates Risk Allocation: \$1,000,000
Type of Billing: Fixed fee plus reimbursible expenses (see last page for description), billed monthly based on the progress of completed work.
Professional Fee: **\$199,100.00** Estimated Expenses included: \$6,500.00

Hourly Rates:	Principal	\$120.00	Engineer	\$110.00
	Design Professional	\$100.00	Professional I	\$90.00
	Professional II	\$75.00	Professional III	\$65.00
	Designer	\$55.00	Technician I	\$45.00

Work will begin on the project after a signed copy of this engagement letter is received. If for any reason, work has begun without a signed engagement letter, contract or purchase order, we may terminate work on the project without notice. Receipt of a purchase order for this project will constitute agreement with the terms of this engagement letter. This agreement and the contract form defined under "Terms" above shall be the basis of our agreement. The contract form will be provided at your request.

We look forward to working with you on this project.

Sincerely,



Jeffrey Hazekamp, President, AIA

Accepted By:

Signature

Printed Name

Date

INFORMATION REQUIRED FROM OWNER

To provide the requested services, we may require information from you or others to provide the professional services requested. Depending on the scope of the project and services we will require you to provide: space needs or program statement; detailed site survey; soils engineering report; written design criteria and project requirements; and, existing building as-built drawings/ construction documents. We will rely on the content, accuracy and completeness of all information provided by you or others on your behalf. Please confirm the accuracy of all information provided.

SCOPE OF BASIC SERVICES

Services that we may provide for your project include: architectural, structural, electrical, plumbing, and mechanical engineering. These services are implied unless omitted because of project scope or limitation of requested professional services. Unless otherwise stated, scope of professional services and form of agreement between the Angus Young Associates, Inc. and the owner shall be defined by the AIA contract form referenced previously. This contract form is available upon request.

REIMBURSABLE EXPENSES

Reimbursable expenses shall be billed in addition to professional fees at cost plus fifteen percent. Expenses may include but not limited to: submittal and approval fees; printing; reproduction of drawings and specifications; mailing, and advertising fees; and travel expenses. Where proposal is provided to include expenses, these fees are included in the profession fees listed.

SERVICES NOT INCLUDED

Angus-Young Associates shall not provide, coordinate nor be responsible for: soils, concrete, material and performance testing; site surveying services; pre-engineered metal building components; other professional services such as real estate, accounting, or legal services. Angus Young, except for it's own services, shall not specify construction procedures, manage or supervise construction, or impliment or be responsible for health and safety procedures, and shall not have control or charge of and shall not be responsible for construction means, methods, technics, sequences or procedures, or for safety precautions and programs.

EXISTING FACILITY LIMITATIONS

We are informing you of risk you assume associated with our work as it relates to the existing building construction. Since we are unfamiliar and unable to verify without damaging the facility we shall assume that the existing building construction is: as indicated on drawings provided; meets all code requirements; and is consistent with the construction that is visible. Construction that is buried, covered or not readily visible will not be verified by our staff prior to construction demolition. Should demolition expose structural, code or other conditions inconsistent with the information provided or available; additional costs to remedy will be born by the Owner. Costs for investigation, recommendations, and/or design efforts by our staff will also be charged in addition to the fees previously established at our standard hourly rates.

LIMITATION OF LIABILITY

In recognition of the relative risks and benefits of the Project to both the Client and the Consultant, the risks have been allocated such that the Client agrees, to the fullest extent permitted by law, to limit the liability of the Consultant to the Client for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorney's fees and costs and expert-witness fees and costs, so that the total aggregate liability of the Consultant to the Client shall not exceed the Consultant's risk allocation amount indicated under 'Terms' in this proposal. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise permitted by law.

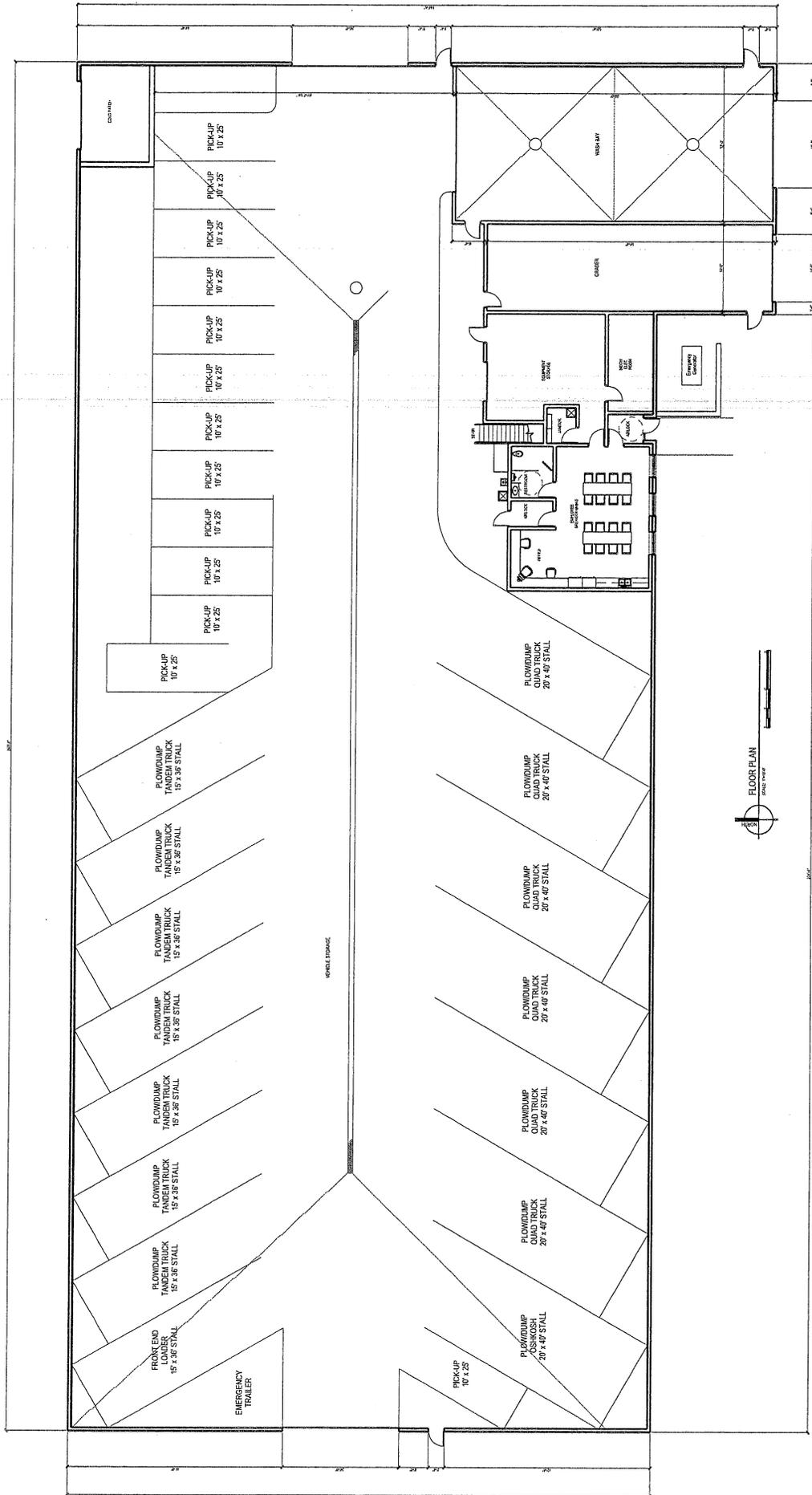
PAYMENT TERMS

Angus-Young Associates, Inc. (the Firm) shall bill monthly based on the progress of work completed. Payment shall be due within 20 days of receipt of invoice. Interest of 1% per month on outstanding balances over 60 days from date of invoice will be charged in addition to professional service fees. If invoice has not been paid within 90 days of date of invoice, the Firm may, without waiving any claim or right against the Client, and without liability whatsoever to the Client, terminate the performance of service. If the Client fails to make payments when due and the Firm incurs any costs in order to collect overdue sums from the Client, the Client agrees that all such collection costs, including actual reasonable attorneys fees and time by Angus Young Associates, Inc. professionals at standard hourly rates incurred in addition to any fixed fee arrangement, shall immediately become due and payable

INDEMNIFICATION

The Consultant agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Client, its officers, directors and employees (collectively, Client) against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the Consultant's negligent performance of professional services under this Agreement and that of its sub-consultants or anyone for whom the Consultant is legally liable.

The Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Consultant, its officers, directors, employees and sub-consultants (collectively, Consultant) against all damages, liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the Client's negligent acts in connection with the Project and the acts of its contractors, subcontractors or consultants or anyone for whom the Client is legally liable. Neither the Client nor the Consultant shall be obligated to indemnify the other party in any manner whatsoever for the other party's own negligence.





 FLOOR PLAN