

ROCK COUNTY, WISCONSIN



**GENERAL SERVICES COMMITTEE
TUESDAY, AUGUST 20, 2019 – 8:00 A.M.
CONFERENCE ROOM N-1 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order
2. Approve Agenda
3. Citizen Participation
4. Approval of Minutes –August 6, 2019
5. Transfers
6. Resolution & Committee Action
 - A. Increasing Contingency Funds for Rock County Courthouse Phase 2 & 3 Security Upgrades, Parking Ramp & Renovations and Amend 2019 Facilities Management Capital Budget
 - B. Awarding the Contract for Exterior Wall Restoration at the Courthouse
 - C. Contracting for Public Works Welding Shop Ventilation Upgrade and Amending 2019 Facilities Management Capital Budget
7. Updates and Possible Action
 - A. Courthouse Security
 - 1) Phase 2 & 3 Construction Schedule Update
 - 2) Courthouse Security Phase 2 & 3 Change Orders
 - B. Update on 1717 Center Avenue Building Project
 - C. Fairgrounds Manager Position
9. Communications, Announcements and Information
10. Adjournment

The County of Rock will provide reasonable accommodations to people with disabilities. Please contact us at 608-757-5510 or e-mail countvadmin@co.rock.wi.us at least 48 hours prior to a public meeting to discuss any accommodations that may be necessary.

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.



GENERAL SERVICES COMMITTEE
Minutes – August 6, 2019

Call to Order. Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, August 6, 2019 at 1717 Center Avenue.

Committee Members Present: Supervisors Brill, Zajac, Potter and Rashkin.

Committee Members Absent: Supervisor Brien.

Staff Members Present: Josh Smith, County Administrator; Brent Sutherland, Facilities Management Director; Randy Terronez, Assistant to the County Administrator; Terri Carlson, Risk Manager, Corporation Counsel; Jodi Millis, Purchasing Manager; Jon Furseth and Dave Froeber, Facilities Superintendents.

Others Present: Brian Zobel, UW Colleges – Southwest; Supervisor Podzilni; and Frank Schultz, Janesville Gazette.

Approval of Agenda: Chair Brill said item 7.C. will be moved up after item 6. Supervisor Potter moved approval of the agenda with this change, second by Supervisor Rashkin. ADOPTED.

Citizen Participation. None.

Approval of Minutes – July 2, 2019. Supervisor Potter moved approval of the minutes of July 2, 2019 as presented, second by Supervisor Zajac. ADOPTED.

Transfers. None.

Review of Payments. The Committee accepted the reports.

Updates and Possible Action.

Use of Local Vendors Mr. Sutherland handed out copies of Wis. State Statute 66.0901 (1m) (b) and the lists of vendors used showing in 2018: 44% were local, 41% were from Wisconsin, 9% from neighboring states, and 6% from other states; blanket Purchase Orders 58% were local, 34% were from Wisconsin, 3% from neighboring states, and 5% from other states.

Committee discussed: how many businesses go outside the local area and/or state on jobs; the importance of going outside the local area to obtain competitive bids; and businesses to go on our website to register, that way they will be notified of upcoming jobs.

Update on Chemical Incident at the Courthouse Mr. Sutherland handed out and went over the process of keeping the air conditioning, which uses a cooling tower, free of bacteria and scaling up (attached).

The Committee asked if the employee was okay. Mr. Sutherland said yes.

Mr. Sutherland said a number of staff had a debriefing and he went over the “Lessons Learned”. Mr. Terronez and Ms. Carlson said this was not an OSHA (Occupational Safety and Health Administration) event. Some things went well but there were opportunities to do better. The County has insurance and this would be a covered event, except for the deductible.

Mr. Sutherland said the communication could have been better and discussed the Rave Alert mass notification system. He also mentioned that the EOC (Emergency Operations Center) should have been opened and some of the departments could have continued doing business from there.

Mr. Sutherland reiterated that this did not happen through carelessness but was an honest mistake, and that the employee was just being diligent.

Courthouse Security

Phase 2 & 3 Construction Schedule Update Mr. Sutherland said the upper back parking lot is done except for the elevator equipment, which has been delayed until about August 30th. The front lobby is about 90% complete. The front lots are partially closed, but they will be reopened fully until after the back parking lots are open. Also, found there are more repairs needed on the front lots than anticipated, more information on this on a future agenda.

Courthouse Security Phase 2 & 3 Change Orders Mr. Sutherland went over the change order #4 JPC-569 for April - June. Supervisor Zajac moved change order #4 in the amount of \$46,978, second by Supervisor Potter. ADOPTED.

Update on Master Electrician Mr. Sutherland said he was happy to report a Master Electrician has been hired and will be starting on August 26, 2019. The person has worked for General Motors, OTIS Elevator and Aurora Health, has good customer skills, and will be working at all locations.

Update on 1717 Center Avenue Building Project Mr. Sutherland said Mr. Mark Stevens is the project manager and has been running the meetings, which have been occurring about every two weeks. They have talked to Human Services Office Staff from other counties and have learned a great deal on things that have worked and things that have not worked.

Communications, Announcements and Information. None.

Adjournment. Supervisor Zajac moved adjournment at 9:01 A.M., second by Supervisor Potter. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Office Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.

Hazardous incident July 19, 2019

Background on the chemicals involved and their need. The Courthouse air conditioning system uses a water cooled condenser called a cooling tower. These type of towers are prone to scale up and also carry legionella bacteria. If they scale up, they will not operate efficiently. Legionella has been responsible for causing legionella disease and death to those who are vulnerable and breath the moisture air put off by the tower.



Cooling Tower Water Treatment

Rock County contracts with HOH, a water chemical treatment company, for our water treatment program. HOH provides a program for Rock County to follow and all the chemicals needed to treat and test the cooling tower water. We have containment units in the boiler room which holds the chemicals as well as pumps to pump the chemicals into the tower water. HOH delivers the chemicals in 30 gal and 5 gal containers and use a transfer pump to fill our containers. This process eliminates the need for Rock County staff to handle the chemicals.

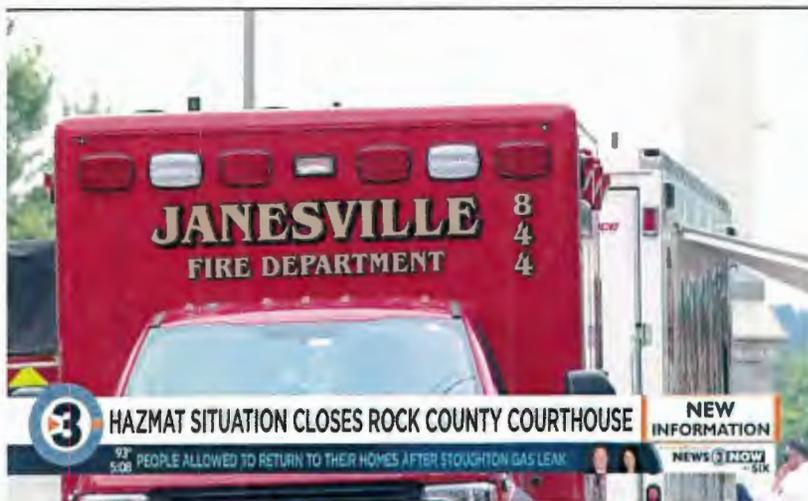
Rock County has three containers and the following chemicals are pumped in:

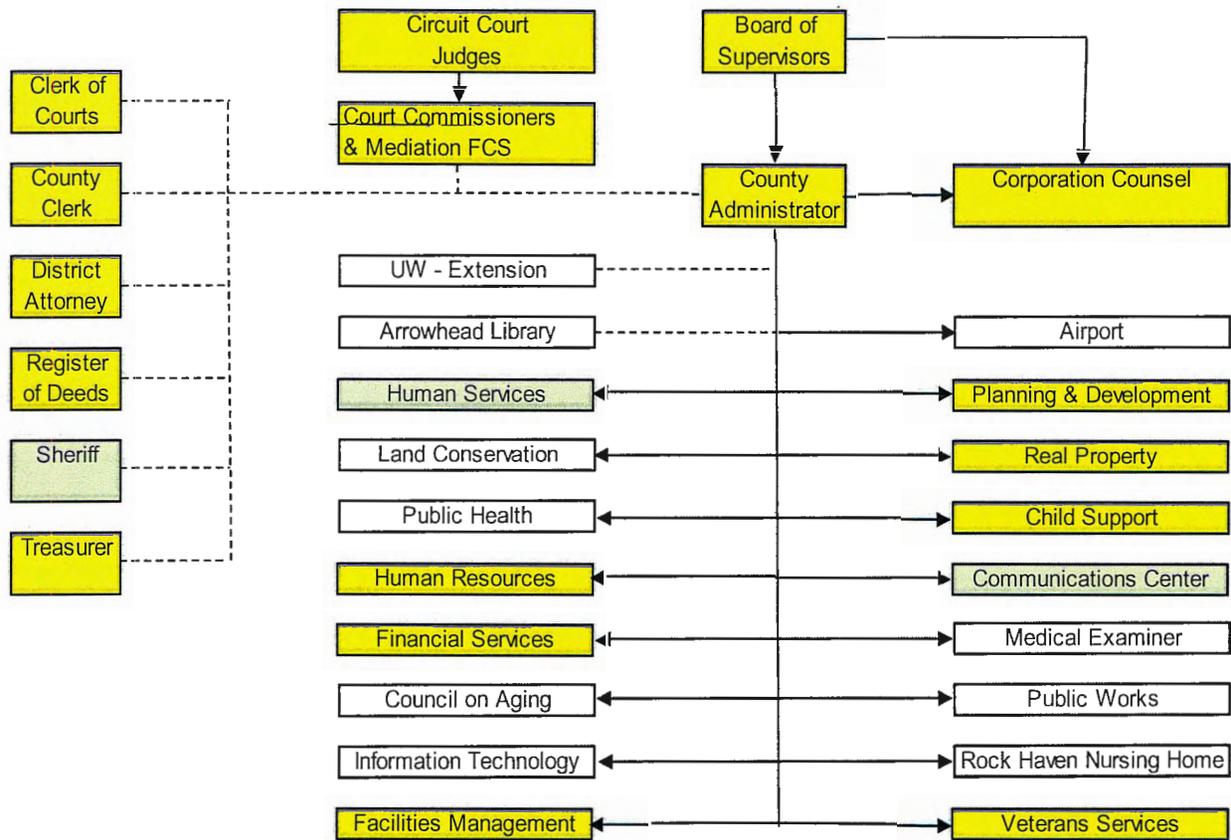
1. Sulfuric acid- to prevent scale build up
2. Sodium Hypochlorite- biocide for controlling bacteria in the water
3. Bellacide 301 a non oxidizing biocide to control bacterial above the waterline.



What happened?

The last delivery of sodium hypochlorite did not all fit into the County owned container. HOH's delivery person left the excess barrel of chemical to be pumped into the County container the next time he came back. On Friday, July 19, 2019 at approximately 8:30 a.m., our maintenance worker realized that we were running very low on the sulfuric acid. Due to the extremely hot weather and water evaporation we used more chemicals to treat the make up water. In an effort to avoid running out over the weekend, the maintenance worker saw the additional Sodium Hypochlorite product in a barrel, thought it was sulfuric acid and put a manual pump in the barrel and began to pump it into the sulfuric acid container. It immediately started to react and created a chlorine gas. The gas soon filled the boiler room, which is adjacent to the parking garage. He opened the door to ventilate the boiler room and the gas started to fill the parking garage. The building was evacuated and Janesville Fire, Sheriff's Office and Hazmat team were activated and they set up a unified command. The maintenance worker was taken to the hospital for evaluation and released. Approximately 3 pm the fire department gave the all clear.





Off-site agency impacted
 On-site agency impacted

Responding Agencies/Businesses

- Janesville Fire Department
- Beloit Incident Command
- Rock County Haz Mat Team
- HEPACO - chemical removal company
- Town of Beloit REHAB Trailer
- Southern WI Emergency Preparedness Team (SWEPT)
- EMT-Medical
- Mercy Hospital
- SSM St. Mary's Hospital
- Senior Center
- Trinity Lutheran Church
- 1 Parker Place
- Russ Podzilni - County Board Chair

Others Impacted

- JP Cullen & Sub-contractors

Lessons Learned

1. Chemical containers– Containers shall be better identified with labeling.
2. Chemical transfer- To be left to the chemical provider. We allowed staff to fill containers if needed. All staff were noticed this practice is to stop immediately.
3. Evacuation meeting points- We have several meeting points after a building evacuation and caused leadership time traveling between meeting points for information gathering by key personnel. The Safety Committee will revise the policy to one meeting point.
4. Evacuation-Staff evacuated and left their ID badges on their desk and could not get back in the building after the all clear notification. Policy is in place to have their ID badges on them at all times.
5. Emergency Operation Center(EOC) -was not opened. Next time, even for the small events, the EOC will be opened. This would have assisted leadership by not having them directly involved in the incident, but reviewing and evaluating at a high level. This would have assisted with communications with departments and the public.
6. Notifying staff of the event and calling key personnel. We currently use a call tree list and Administration calls each person. Very time consuming and risk of missing someone. We learned there is a software available from RAVE mobile safety which is designed for emergency events that automatically notifies personnel by text, phone and computer and will be reviewed.
7. Business continuity- We shut down the courthouse with no business continuity plan. All Courthouse functions had stopped and notification went out stating the Courthouse was closed due to an emergency. We will be working on developing a business continuity plan. With computers active in the Emergency Operations Center(EOC) and laptops there were operations that could have still functioned remotely during the emergency with a plan for continuing operations at the EOC.

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee
INITIATED BY



Brent Sutherland- Director of
Facilities Management
DRAFTED BY

General Services Committee
SUBMITTED BY

August 13, 2019
DATE DRAFTED

**Increasing Contingency Funds for Rock County Courthouse Phase 2 & 3 Security Upgrades,
Parking Ramp & Renovations and Amend 2019 Facilities Management Capital Budget**

1 **WHEREAS**, JP Cullen was contracted for the work on Courthouse Security Phases 2 and 3 in the
2 amount of \$5,195,470 with a 10% contingency funds in the amount of \$519,470; and,
3
4 **WHEREAS**, additional repairs are needed on the front parking ramp due to the poor condition of the
5 double T steel rods that were exposed after the sealant was removed; and,
6
7 **WHEREAS**, the front west parking structure will also need the same 4" top coat of concrete that has
8 been added to the east parking structure, for an additional cost of \$506,000, and would also increase the
9 engineering costs and reimbursables by \$28,150; and,
10
11 **WHEREAS**, the change orders required for this additional work will use up all the original contingency
12 funds; and,
13
14 **WHEREAS**, an additional change order in the amount of \$134,974 is also needed to add double elevator
15 door openings off the front lobby; and,
16
17 **WHEREAS**, this resolution authorizes increasing the Courthouse Security Phase 2 & 3 contingency by
18 \$196,124.
19
20 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
21 this _____ day of _____, 2019, authorizes increasing the contingency from \$519,547 to
22 \$687,521 and amend the Facilities Management 2019 budget as follows:

<u>ACCOUNT/DESCRIPTION</u>	<u>BUDGET</u> <u>10/8/18</u>	<u>INCREASE/</u> <u>(DECREASE)</u>	<u>AMENDED</u> <u>BUDGET</u>
<u>Source of Funds</u>			
18-1855-0000-47500	\$4,245,764	\$196,124	\$4,441,888
Prior Year Sales Tax			
<u>Use of Funds</u>			
18-1842-0000-67200	\$5,815,017	\$196,124	\$6,011,141
Capital Improvements			

Respectfully submitted,

GENERAL SERVICES COMMITTEE

FINANCE COMMITTEE ENDORSEMENT

Henry Brill, Chair

Reviewed and approved on a vote of _____

Jeremy Zajac, Vice Chair

Mary Mawhinney, Chair

Tom Brien

Robert Potter

Yuri Rashkin

FISCAL NOTE:

This resolution authorizes a transfer in of \$196,214 from prior year sales tax for additional costs related to the Courthouse security project. Sufficient funds remain in the sales tax fund balance for this transfer.



Sherry Oja
Finance Director

LEGAL NOTE:

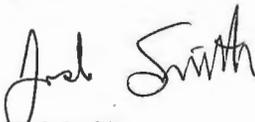
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. As an amendment to the adopted 2019 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Bridget Laurent
Deputy Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

Increasing Contingency Funds for Rock County Courthouse Phase 2 & 3 Security Upgrades, Parking Ramp & Renovations and Amending the 2019 Facilities Management Capital Budget

The resolution before you authorizes increasing the Courthouse Security Phases 2 & 3 contingency funds from \$519,547 to \$687,521 which is an increase of \$167,974.

This is due to two large change orders needed:

1. Once the sealant was removed from the front west parking deck, it exposed the breaks in the double T steel supports. The front parking deck will require a 4" top coat of concrete, the same as required for the back east parking deck, for an additional cost of \$506,000, and would also increase engineering cost and reimbursables by \$28,150.
2. The specifications did not call for the double elevator door openings to be installed on the lobby side of the front entrance on 1st floor. This causes safety concerns when transporting prisoners. This will cost an additional \$134,974.

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

General Services Committee
INITIATED BY

General Services Committee
SUBMITTED BY



Brent Sutherland -
Director of Facilities Management
DRAFTED BY

August 13, 2019
DATE DRAFTED

Awarding the Contract for Exterior Wall Restoration at the Courthouse

1 **WHEREAS**, \$300,000 was budgeted in 2019 for the exterior wall restoration at the Courthouse
2 building, and;
3

4 **WHEREAS**, the masonry, tuckpointing and caulking needs are immediate to prevent further
5 structural damage and ongoing water leaks, and;
6

7 **WHEREAS**, the tuckpointing for the Courthouse is extensive and is being completed over a 4-
8 year budget cycle, and;
9

10 **WHEREAS**, specifications were drafted and bids solicited with three (3) contractors submitting
11 bids that were all over budget, and;
12

13 **WHEREAS**, the volume of work for this budget cycle is being reduced to bring it within the
14 budget, and;
15

16 **WHEREAS**, the lowest most responsive and responsible bidder is Custom Restoration Inc.
17

18 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
19 assembled this ____ day of _____, 2019 does hereby approve and authorize
20 awarding a contract in the amount of \$269,092 to Custom Restoration Inc., out of Sussex WI, for
21 the exterior wall restorations at the Courthouse.
22

23 **BE IT FURTHER RESOLVED**, a contingency fund of \$11,000 be established to cover any
24 unforeseeable issues that arise.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

Jeremy Zajac, Vice Chair

Tom Brien

Robert Potter

Yuri Rashkin

FISCAL NOTE:

Sufficient funds were included in the FY2019 budget for the cost of this project. This project is being funded by sales tax revenue.



Sherry Oja
Finance Director

LEGAL NOTE:

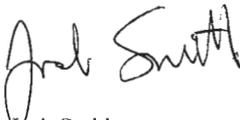
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.



Bridget Laurent
Deputy Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

Awarding the Contract for Exterior Wall Restoration at the Courthouse

The resolution before you awards a contract for tuck pointing and caulking of the exterior masonry walls at the Courthouse building. This work is extensive and will be completed over a 4-year budget cycle. This work is necessary to prevent further deterioration caused by water damage behind the wall. There are currently several water leaks due to the failure of existing mortar and caulk joints.

Bids were solicited with three contractors responding and all three were over budget. The Director of Facilities Management worked with the masonry consultant and the low bidder to reduce the volume of work for this budget cycle and bring it within budget. Facilities Management is recommending awarding the contract to the lowest, most responsive and responsible bidder, Custom Restorations Inc of Sussex, Wisconsin, in the amount of \$269,092. The resolution also approves an \$11,000 contingency fund for any unforeseeable issues that may arise.



BID SUMMARY FORM

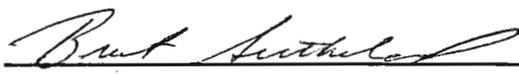
PROJECT NUMBER: #2019-26
 PROJECT NAME: EXTERIOR WALL RESTORATION-ROCK COUNTY COURTHOUSE
 DEPARTMENT: ROCK COUNTY FACILITIES MANAGEMENT
 BID DUE DATE: JULY 23, 2019 – 1:30 P.M.

	CUSTOM RESTORATION SUSSEX WI	STATZ RESTORATION MENOMONEE FALLS WI	BERGLUND CONSTRUCTION CHICAGO IL
BASE BID	\$ 486,160.00	\$ 565,500.00	\$ 724,000.00
QUALIFICATIONS	YES	YES	YES
BID BOND	YES	YES	YES
START DATE	8/20/2019	9/15/2019	9/1/2019
COMPLETION DATE	12/1/2019	6/1/2020	6/1/2020

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

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: Custom Restoration Inc.

SIGNATURE:  8-11-19
 DATE

GOVERNING COMMITTEE APPROVAL:

CHAIR _____ VOTE _____ DATE _____

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee
INITIATED BY



Brent Sutherland- Director of
Facilities Management
DRAFTED BY

General Services Committee
SUBMITTED BY

August 13, 2019
DATE DRAFTED

**Contracting for Public Works Welding Shop Ventilation Upgrade and Amending 2019 Facilities
Management Capital Budget**

1 **WHEREAS**, the welding shop ventilation system is not performing as needed, therefore the welding
2 fumes are not being properly exhausted; and,
3
4 **WHEREAS**, a mechanical engineer with Angus Young and Associates was hired to evaluate the current
5 system; and,
6
7 **WHEREAS**, the mechanical engineer determined the system is needing a complete replacement, so
8 specifications were written and sent out for bid; and,
9
10 **WHEREAS**, (3) three mechanical contractors submitted bids with the lowest, most responsive and
11 responsible bidder, being Tri-Cor Mechanical a division of Total Mechanical of Janesville in the amount
12 of \$44,500.

13
14 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
15 this _____ day of _____, 2019, authorizes contracting with Tri-Cor Mechanical a division
16 of Total Mechanical of Janesville WI in the amount of \$44,500.

17
18 **BE IT FURTHER RESOLVED**, that a contingency in the amount of \$4,500 also be approved to
19 cover any unforeseen items.

20
21 **BE IT FURTHER RESOLVED**, that the Facilities Management 2019 budget be amended as follows:

<u>ACCOUNT/DESCRIPTION</u>	<u>BUDGET 10/8/18</u>	<u>INCREASE/ (DECREASE)</u>	<u>AMENDED BUDGET</u>
<u>Source of Funds</u>			
18-1824-0000-68002 Building Expense allocation	\$(270,451)	(\$55,060)	(\$325,511)
<u>Use of Funds</u>			
18-1824-0000-67250 Building/Ground R&M Projects	\$19,000	\$55,060	\$74,060

Respectfully submitted,

GENERAL SERVICES COMMITTEE

FINANCE COMMITTEE ENDORSEMENT

Hank Brill, Chair

Reviewed and approved on a vote of _____

Jeremy Zajac, Vice Chair

Mary Mawhinney, Chair

Tom Brien

Robert Potter

Yuri Rashkin

FISCAL NOTE:

Funds are available for the cost of this project.



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. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.



Bridget Laurent
Deputy Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

Contracting for Public Works Welding Shop Ventilation Upgrade and Amending 2019 Facilities Management Capital Budget

The resolution before you is contracting with Tri-Cor Mechanical a Division of Total Mechanical of Janesville for upgrading the Welding shop ventilation system and amending the 2019 Facilities Management budget. It was brought to Facilities Management Director attention the welding shop ventilation was not properly exhausting the welding fumes. Angus Young and Associates was hired to evaluate the needed repairs and they determined the entire system needed to be replaced. Specifications were written and the project went out for bid. Tricor was the lowest most responsive and responsible bidder at \$44,500.

The resolution is also amending the 2019 Facilities Management budget to include \$6,060 for engineering, \$44,500 for contractor to install and \$4,500 for contingency funds for a total amendment of \$55,060. This is a safety concern for employee health.



BID SUMMARY FORM

BID NUMBER 2019-27
BID NAME VENTILATION UPGRADES – DEPARTMENT OF PUBLIC WORKS
BID DUE DATE AUGUST 12, 2019 – 1:30 P.M.
DEPARTMENT FACILITIES MANAGEMENT

	TRI-COR JANESVILLE WI	ILLINGWORTH-KILGUST WEST ALLIS WI	BUTTERS-FETTING JANESVILLE WI
BASE BID	\$ 44,500.00	\$ 49,223.00	\$ 89,500.00
ALTERNATE A	\$ 4,375.00	\$ 10,098.00	\$ 10,700.00
START DATE	45 DAYS AFTER AWARD	9/13/19	11/30/19
COMPLETION	30 DAYS	11/30/19	12/30/19

Alternate A – Replace two additional fans

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

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: TRICOR Base bid


SIGNATURE

8-13-19
DATE

GOVERNING COMMITTEE APPROVAL:

CHAIR

VOTE

DATE



COUNTY OF ROCK, WISCONSIN CHANGE ORDER FORM

PROJECT NUMBER	2018-33
PROJECT NAME	Design & Construction of Courthouse Security Phase 2 & 3
PURCHASE ORDER NUMBER	P1800845
ARCHITECT FIRM & CONTACT	Potter Lawson, Inc. 749 University Row, Ste 300 Madison, WI 53705 PM: Kevin Anderson
A/E JOB NUMBER	2018.06.00
DISTRIBUTION	OWNER _____ CONTRACTOR _____ FILE _____ OTHER _____

We propose to provide the following change (s) to our contract for the above reference Project, with the contract amount being adjusted by Contract Change Order amount (s) stated below.

DESCRIPTION:

Additional Services Authorization No. 3, dated August 13, 2019

At the West Parking garage, upon the removal of the caulking from the double tee joints, it was determined that approximately 80% of the double tee flange welders are rusted out and no longer serving their intended purpose. Concrete topping, like what is done on the East parking garage is to be implemented at the West parking garage.

Scope of Services:

1. Structural Engineer to provide Construction Documents for the addition of the topping to the West Parking structure.
2. Issuance of a Construction Bulletin.
3. Up to four (4) additional site visits by the Structural Engineer during construction.

Compensation:

Architectural and Structural Engineering services shall be provided for a lump sum fee of Twenty-One Thousand Dollars (\$21,000.00). Change order #2 went (\$3,560) over the \$25,000 contingency. There are also \$3,590 reimbursibles. The total cost above the approved contingency of \$25,000 is in the amount of \$28,150

TOTAL CHANGE ORDER AMOUNT	\$ 21,000.00
ORIGINAL CONTRACT SUM	\$ 464,000.00
PREVIOUS CHANGE ORDERS	\$ 28,560.00
NEW CONTRACT SUM	\$ 513,560.00
CONTRACTOR SIGNATURE	
OWNER SIGNATURE	
ARCHITECT/ENGINEER SIGNATURE	<i>[Handwritten Signature]</i>



Additional Services Authorization No. 3

Page 1 of 1

Date: August 13, 2019
Project Name: Rock County – Courthouse Modifications
Project No.: 2018.06.00
Owner: Rock County

Description of Additional Services:

At the West Parking garage, upon the removal of the caulking from the double tee joints, it was determined that approximately 80% of the double tee flange welders are rusted out and no longer serving their intended purpose. Concrete topping, like what is done on the East parking garage is to be implemented at the West parking garage.

Scope of services:

1. Structural Engineer to provide Construction Documents for the addition of the topping to the West Parking structure.
2. Issuance of a Construction Bulletin.
3. Up to four (4) additional site visits by the Structural Engineer during construction.

Services do not include evaluating unforeseen field conditions.

The Owner shall provide the following additional items and/or information:

- Review of the topping extent as it relates and interacts with entrances and stairs
- Stripping of parking garage

Compensation:

Architectural and Structural Engineering services shall be provided for a lump sum fee of Twenty-One Thousand Dollars (\$21,000.00).

The Architect is hereby authorized to provide the Additional Services as described herein. The Architect will be compensated for Additional Services as provided for in the Owner/Architect Agreement. All other Terms and Conditions of the Owner/Architect Agreement dated January 12, 2018 are applicable to this Additional Service Authorization.

Note: Please sign and return one copy to Potter Lawson, Inc.

Architect Acceptance

Signed: 

Date: Aug, 13, 2019

Owner Authorization

Owner: _____

Date: _____



COUNTY OF ROCK, WISCONSIN CHANGE ORDER FORM

PROJECT NUMBER	JPC-5695
PROJECT NAME	Rock County Courthouse Security Upgrades Phase 2&3
PURCHASE ORDER NUMBER	
ARCHITECT FIRM & CONTACT	Potter Lawson Inc Gary McLean
A/E JOB NUMBER	
DISTRIBUTION	OWNER _____ CONTRACTOR _____ FILE _____ OTHER _____
<p><i>We propose to provide the following change (s) to our contract for the above reference Project, with the contract amount being adjusted by Contract Change Order amount (s) stated below.</i></p>	
<p>DESCRIPTION:</p> <p>Change Order #5 Concrete Overlay on West/Front Parking Ramp</p>	
TOTAL CHANGE ORDER AMOUNT	\$506,000
ORIGINAL CONTRACT SUM	\$5,195,470
PREVIOUS CHANGE ORDERS	\$101,833
NEW CONTRACT SUM	\$5,803,281
CONTRACTOR SIGNATURE	
OWNER SIGNATURE	
ARCHITECT/ENGINEER SIGNATURE	



COUNTY OF ROCK, WISCONSIN CHANGE ORDER FORM

PROJECT NUMBER	JPC-5695
PROJECT NAME	Rock County Courthouse Security Upgrades Phase 2&3
PURCHASE ORDER NUMBER	
ARCHITECT FIRM & CONTACT	Potter Lawson Inc Gary McLean
A/E JOB NUMBER	
DISTRIBUTION	OWNER _____ CONTRACTOR _____ FILE _____ OTHER _____
<i>We propose to provide the following change (s) to our contract for the above reference Project, with the contract amount being adjusted by Contract Change Order amount (s) stated below.</i>	
DESCRIPTION: Change Order #6 Add (2) two elevator doors on the west side of the central elevators by Otis Elevator.	
TOTAL CHANGE ORDER AMOUNT	\$134,974
ORIGINAL CONTRACT SUM	\$5,195,470
PREVIOUS CHANGE ORDERS	\$607,811
NEW CONTRACT SUM	\$5,938,255
CONTRACTOR SIGNATURE	
OWNER SIGNATURE	
ARCHITECT/ENGINEER SIGNATURE	