



COLUMBIA COUNTY

Board of Supervisors

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Columbia County Ad Hoc Building Committee Minutes September 28, 2016

Members present: Kirk Konkell, Andy Ross, Teresa Sumnicht, Fred C. Teitgen, Mike Weyh
Ex officio members present: Mary Cupery, Vern E. Gove

Also in attendance during all or portions of the meeting: Matt Rohrbeck, John Hartman, Judge Hepler, Todd Horn, Max Jenatscheck, Darrel Kuhl, Sue Moll, Shonna Neary, Joe Ruf, Judge Voigt, Cory Wiegel; Cindy Howery, Ron Locast and Mike Lynch (Potter Lawson); Tanner Davis, John Feller, Steve Klaven, John Tucker (Findorff); Lyn Jerde (Portage Daily Register)

The meeting of the Ad Hoc Building Committee was called to order by Chair Konkell at 1:00 p.m. The meeting was properly noticed as required by the Wisconsin Open Meetings Law. The meeting was held at the Law Enforcement Center, John Roche Community Room, 711 East Cook Street, Portage, WI.

Approve Agenda

Motion by Ross to approve the agenda as published. Second by Weyh. Motion carried.

Approve Minutes

Motion by Weyh to approve the August 25, 2016 minutes of the Ad Hoc Building Committee. Second by Sumnicht. Motion carried.

Vouchers/Expenditure Report

Motion by Ross to approve the Capital Projects Expenditure Report for 8/18/16-9/22/16. Second by Teitgen. Motion carried.

The Expense Report for Building Projects-Phase I/II/III-Owner Costs, as of September 21, 2016 was reviewed with adjustments highlighted in yellow.

Motion by Ross to approve the Expense Report for Building Projects-Phase I/II/III-Owner Costs, as of September 21, 2016. Second by Teitgen. Motion carried.

The Administration and Health and Human Services Owner Contingency Tracking Report tracked by Findorff was also distributed by email to committee members.

Land Acquisition Update

Motion by Weyh to go into closed session pursuant to Wisconsin State Statute Section 19.85(1)(e) "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session" [Land Acquisition Update]. The Committee will return to open session. Second by Teitgen. Roll call vote was unanimous. The Ad Hoc Building Committee went into closed session at 1:05 p.m. with Konkell, Ross, Sumnicht, Teitgen, Weyh, Cupery, Gove, Rohrbeck, Moll, Neary, and Ruf attending.

Motion by Teitgen to return to open session. Second by Ross. Motion carried. The Ad Hoc Building Committee returned to open session at 1:42 p.m.

Budget Review

The Executive Committee will make the decision on the Health and Human Services Building once it is vacated and determine what to do with funds. Neary stated the County could see a substantial loss on the sale of the building.

Courthouse Relocation During Construction

The proposed plan to originally relocate the Court departments to the Annex during the remodeling of the Courthouse has changed. The new proposal is to relocate the Court departments to the new Health and Human Services building during Courthouse construction. This will delay the Health and Human Services move by a year. The Health and Human Services staff are being team players with the new proposal. A letter received from Ron Ledford stated he was in agreement it was the best option available to temporarily relocate to the new county facility.

Motion by Sumnicht to temporarily relocate the Courthouse departments to the new Health and Human Services building during the remodeling of the existing Courthouse. Second by Weyh. Motion carried.

DHIA/Shop, Review Bids and Contract Award

Konkel reported one bid proposal was received from Advanced Building Corp. for the DHIA/Shop project. The bid was 25% over the proposed budget. It was recommended to reject the bid and rebid the project in January 2017 with no prevailing wage.

Motion by Teitgen to reject the bid from Advanced Building Corp. and rebid the project after the first of the year. Second by Sumnicht. Motion carried.

Construction Progress

Davis gave an update on the construction progress. He stated the interior drywall and exterior brick are being completed on the Administration building and wall framing and exterior sheathing are ongoing at the Health and Human Services building. An Employee Recognition lunch is being planned for October 19th at Noon on the first floor of the new Administration building. There will be guided tours after the lunch. A formal invitation will be sent.

Courthouse Construction Cost Analysis

The Design Development Estimate was distributed. Tucker stated the cost of the courthouse construction is approximately \$373,000 over the budgeted amount. He distributed and reviewed the List of Scope Increase Items.

A review of the soft costs will need to be done (land acquisition and owner/other project costs). Konkel would like to meet in the near future with Hartman, Wiegel, Klaven and Tucker to review the security cameras to determine project costs and soft costs.

Konkel would like a firm number on costs for the multi stack chillers and boilers, which was previously removed from the list. The items could be added to an alternative bid list.

The next step will be to create a list of possible alternates, to add or deduct. This should be done before the Construction Documents are finalized on November 23, 2016.

Motion by Teitgen to continue with the Construction Documents with any revisions to be reviewed by the Ad Hoc Building Committee. Second by Weyh. Motion carried.

The date for bid proposals will need to be strategically set based on the bid environment.

Set Future Meeting Dates

The next meeting will be held on October 20, 2016 at 1 p.m. in Meeting Room 1 at the Administration Building. A meeting was also scheduled for November 2, 2016 at 1 p.m. in Meeting Room 1 at the Administration Building.

Health and Human Services Design Review

Heating and lighting will need to be reviewed for the shelled out space at the Health and Human Services building to meet courtroom needs. Existing demountable walls could be used to meet the courtroom size.

Weyh left at 3:05 p.m.

Furniture and Furnishings

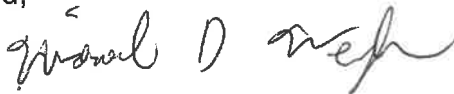
Howery gave an update on the furniture design and process. The County would like to standardize furniture and workstations to include Kimball products. Potential vendors will need to use GSA pricing, which is standard. The cost of installation and delivery will be the variables. The comptroller recommendation is to use the bid process for all furniture and not negotiate costs. Howery showed possible designs for new furniture, workstations and chairs. Storage will be reused (i.e. file cabinets).

A timeline was discussed. Staff are in the process of reviewing and finalizing design plans; Mid October will be the target to request proposals; Mid November will be the bid opening; November and December are targeted to select finishes; Final pricing in January 2017; Place order in February; Install in May/June.

Final furniture plans for the Administration building and Health and Human Services building will be presented at the next meeting.

Motion by Ross to adjourn the meeting. Second by Teitgen. The meeting adjourned at 3:40 p.m.

Respectfully Submitted,



Mike Weyh
Ad Hoc Building Committee Secretary