

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

Human Services Board  
INITIATED BY

General Services Committee, Finance  
Committee & Human Services Board  
SUBMITTED BY



Phil Boutwell  
HSD Deputy Director  
DRAFTED BY

June 12, 2013  
DATE DRAFTED

**Awarding Contract to Potter Lawson to Design an Outdoor Recreation Yard for the Youth Services Center and Amending the 2013 Human Services Department Budget**

1 **WHEREAS**, the Human Services Department requests that the County Board consider adding an  
2 outdoor recreational yard to the Youth Services Center; and,

3  
4 **WHEREAS**, the Youth Services Center was built in the early 1990's (then known as the Juvenile  
5 Detention Center) as a state licensed, county operated detention center for adjudicated youth and an out-  
6 of-home shelter for children; and,

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8 **WHEREAS**, an outdoor recreational yard was not programmed in the original design for the facility  
9 because of the short term nature of the stays; and,

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11 **WHEREAS**, changes in state law in recent years allow placement of adjudicated youth in county  
12 facilities up to 180 days, and that period may be extended to 365 days should provisions remain intact in  
13 the new State Budget; and,

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15 **WHEREAS**, the Rock County ACTIONS Program was recently put in place, which is a 6-month  
16 alternative to the State Juvenile Correctional Institution; and,

17  
18 **WHEREAS**, having an outdoor recreational option not only improves the quality of life for long-term  
19 incarcerated youth, but also gives the Center programming options for those in the facility for 30 to 60  
20 days as well as the children who are under shelter care; and,

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22 **WHEREAS**, Rock County issued a Request for Qualifications for a cost proposal and qualifications to  
23 design an outdoor recreational yard for the Youth Services Center; and,

24  
25 **WHEREAS**, the proposals and qualifications have been evaluated and Potter Lawson of Madison, WI  
26 was given the highest rating.

27  
28 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors, duly  
29 assembled this 27 day of June, 2013 does hereby authorize a contract with Potter Lawson  
30 of Madison, Wisconsin, in the amount of \$38,000 for design services for a two phase project; and,

31  
32 **BE IT FURTHER RESOLVED** that Phase One cost shall not exceed \$15,700 for a schematic design  
33 that must meet the approval of the Human Services Board and General Services Committee prior to  
34 proceeding with Phase Two, which shall not exceed \$22,300 to develop the bid specifications for  
35 construction of an outdoor recreational yard; and,

36  
37 **BE IT FURTHER RESOLVED** that the payments be made to the vendor upon approval of the Human  
38 Services Board; and,

39  
40 **BE IT FINALLY RESOLVED** that the 2013 budget be amended as follows to pay for design services:

Account/Description	Budget	Increase	Amended
Source of Funds	<u>6/12/13</u>	<u>(Decrease)</u>	<u>Budget</u>
36-3664-7000-47000			
Transfer In	-0-	\$38,000	\$38,000
Use of Funds			
36-3664-7000-67200			
Capital Improvements	-0-	\$38,000	\$38,000

13-6B-368

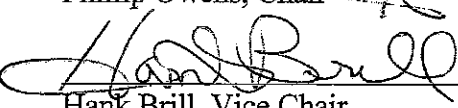
Respectfully submitted,

**General Services Committee**

**Human Services Board**

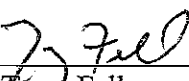
  
Phillip Owens, Chair

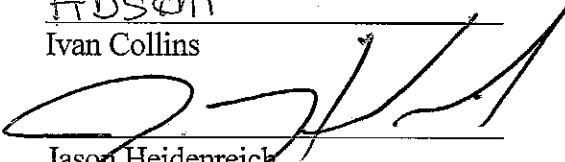
  
Brian Knutson, Chair

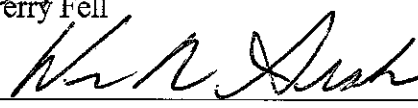
  
Hank Brill, Vice Chair

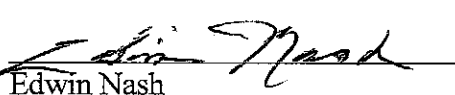
  
Sally Jean Weaver-Landers, Vice-Chair

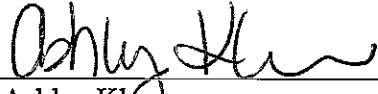
Absent  
Ivan Collins

  
Terry Fell

  
Jason Heidenreich

  
William Grahn

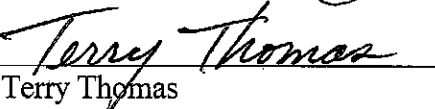
  
Edwin Nash

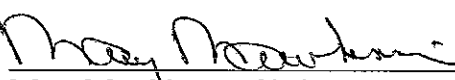
  
Ashley Kleven

**Finance Committee Approval and Purchasing Procedural Endorsement**

  
Phillip Owens

Reviewed and approved on a vote of 5-0

  
Terry Thomas

  
Mary Mawhinney, Chair

Absent  
Shirley Williams

Absent  
Marv Wopat

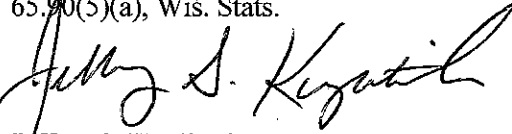
FISCAL NOTE:

This resolution amends the Humans Services Department's budget and authorizes a contract with Potter Lawson for design services. The funding for this contract will come from the \$1,003,000 in sales tax revenue that was over and above the amount budgeted for fiscal years 2011 and 2012.


  
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. As an amendment to the adopted 2013 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.

  
Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.  
  
Craig Knutson  
County Administrator

### Executive Summary

The Human Services Department wishes to have an outdoor recreational yard built at its Youth Services Center (YSC) located at 210 East US Highway 14 in Janesville, Wisconsin. The recreational yard shall be developmentally appropriate for children ranging in age from 10 to 17, and shall accommodate youth housed in the secure units as well as the shelter facility.

The Youth Service Center (then known as the Juvenile Detention Center) was built in the early 1990's and approved for occupancy in November 1994. It is a state licensed, county operated detention center for adjudicated youth. The secure side of the facility has five housing units and a maximum rated capacity of 35 juveniles. The shelter side of the facility operates under a separate license and has a maximum rated capacity of 20.

An outdoor recreational yard was not programmed in the original design of the facility because of the short-term nature of the stays. In 2009, the Wisconsin Council on Children and Families conducted an independent evaluation of the facility. One of the outcomes was a recommendation to add an outdoor recreational yard to the facility.

The landscape has changed in recent years, which makes the project more imperative. Changes in state statutes now permit the secure detention placement of youth in county facilities up to 180 days. There is a provision in the current version of the state budget that would extend the placement up to 365 days. The YSC has implemented the ACTIONS Program, which is a 6-month sentencing alternative to the State Juvenile Correctional Institution. Thus, having the outdoor recreational option improves the quality of life for long-term incarcerated youth as well as those present for shorter stays.

The outdoor recreational yard will be placed within the confines of county owned driveways on the east and south side of the Youth Services Center. It will be utilized on a daily basis by approximately 10 to 15 youth at a given time. The shelter side population and the secure side population will never be permitted in the Outdoor Recreational Yard at the same time. The absolute maximum number of youth in the Yard at one time will not exceed the rated capacity of secure detention, which is 35 juveniles. Thus, the recreational yard will be fitted to the site constraints and facility population.