

GENERAL SERVICES COMMITTEE

Minutes – May 9, 2016

Call to Order. Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, May 9, 2016 in Conference Room N-1, Rock County Courthouse East.

Committee Members Present: Supervisors Brill, Heidenreich, Homan, Yeomans and Zajac.

Committee Members Absent: None.

Staff Members Present: Carl Varga, Interim Facilities Management Director; Josh Smith, County Administrator; Nick Osborne, Assistant to the County Administrator; Jodi Millis, Purchasing Manager; Annette Mikula, Human Resources Director.

Others Present: Supervisors Podzilni and Kraft; Eric Lawson and Kevin Anderson, Potter Lawson; Jesse Daul, Samuels Group.

Approval of Agenda: Supervisor Yeomans moved approval of the agenda as presented, second by Supervisor Homan. ADOPTED.

Citizen Participation. Introductions were made.

Approval of Minutes. Supervisor Zajac moved approval of the minutes of May 3, 2016 as presented, second by Supervisor Heidenreich. ADOPTED.

Courthouse Security – Phase II Update – Potter Lawson: Mr. Smith gave a brief overview of the project to date.

Mr. Lawson handed out copies of a PowerPoint presentation they prepared and went through the presentation, which included the project goals, objectives, site analysis, and current conditions of the courthouse (attached). He presented five options: 1) two security screened entrances and two parking structures; 2) one first floor enlarged security screened entrance and two parking structures; 3) a single security screened and one enlarged parking structure on the west side; 4) a single security screened entrance for the public and employees, a central corridor to bring employees to the screening station, and two parking structures; and 5) two entrances, one with an external corridor to bring employees to the screening station, one security screening station, and two parking structures.

Supervisor Kraft said an option presented at an earlier meeting was to route employees from the east parking lot down to the second floor, put a second screening station where the Courthouse Conference Center is now, route the screened employees into the current hall on second floor, and move the conference center to the offices to the west.

Supervisor Yeomans suggested having a skywalk from the east parking structure to an enlarged single screening station on the first floor at the west entrance.

Supervisor Heidenreich suggested Option 3 but to build a screening station prior to entering the building. Supervisor Yeomans agreed and suggested building the parking structure to three levels. Supervisor Heidenreich suggested moving the loading dock to the east side of the building and to remove the existing parking lot.

Supervisor Podzilni suggested having a count done over the next few weeks on the number of people who enter and exit at both the east and west entrances.

Mr. Smith suggested putting this project on the next agenda for further discussion.

Communications, Announcements and Information. None.

Adjournment. Supervisor Heidenreich moved adjournment at 9:39 A.M., second by Supervisor Homan. ADOPTED.


Respectfully submitted,


Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.

General Services Committee


Building Access and Weapons Screening
May 9th, 2016





- Goals & Objectives
- Study Approach
- Site Analysis
- Current Conditions
- Conceptual Options
- Next Steps

Meeting Agenda



GOALS:

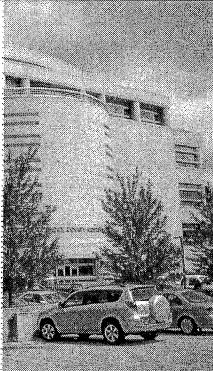
- Improve Building Safety

OBJECTIVES:


- Increase Screening
to improve safety of Public & Employees
- Develop Alternatives/Options
- Assess Options

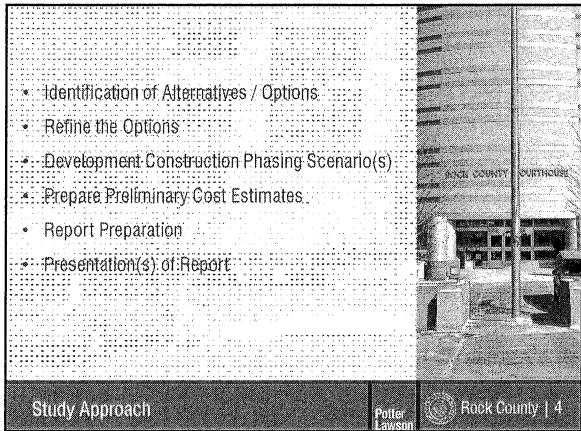
ASSUMPTION:

- Ability to screen Public and Employees



Goals and Objectives



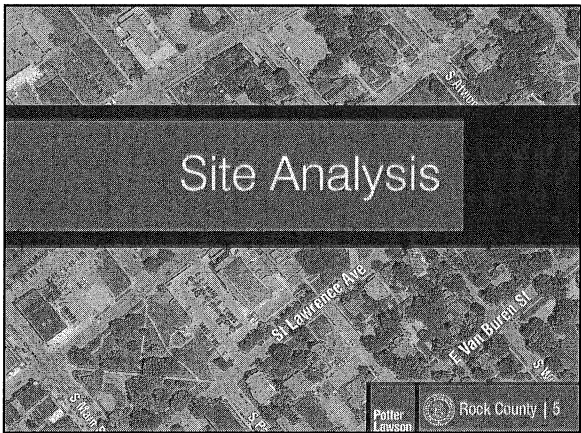


- Identification of Alternatives / Options
- Refine the Options
- Development Construction Phasing Scenario(s)
- Prepare Preliminary Cost Estimates
- Report Preparation
- Presentation(s) of Report

Study Approach

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Site Analysis

St. Lawrence Ave

E Van Buren St

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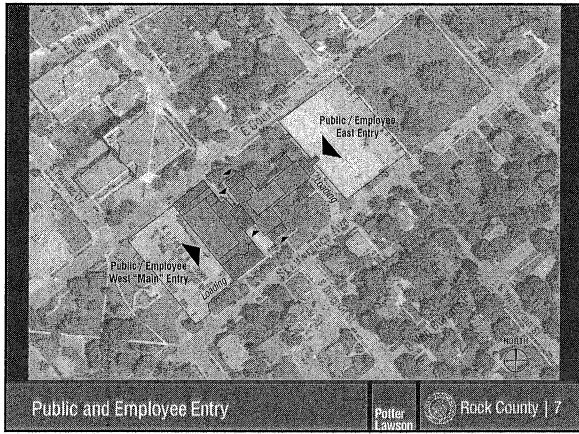
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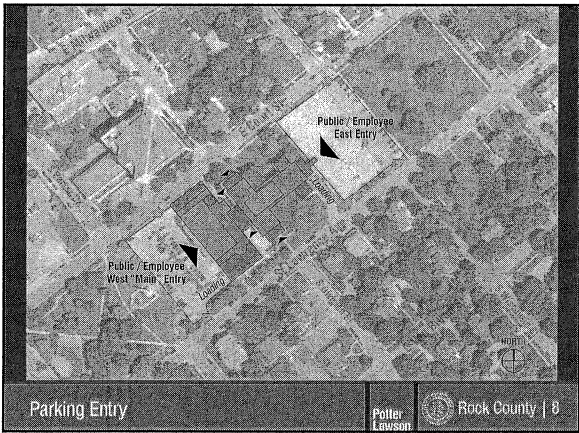


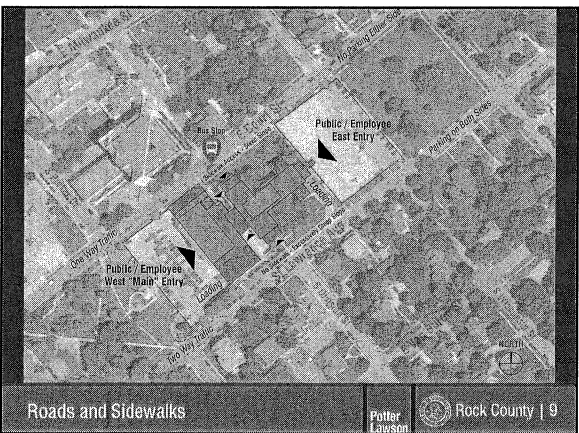
Aerial View

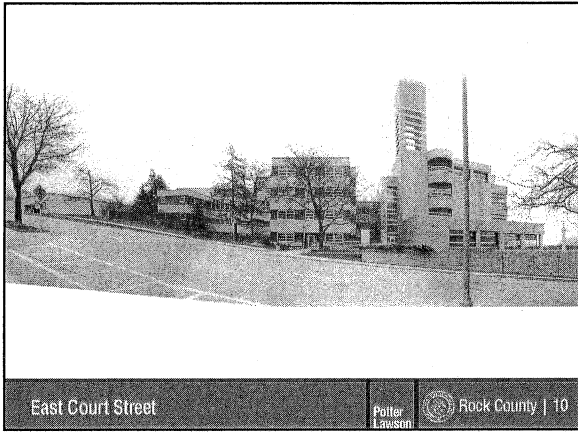
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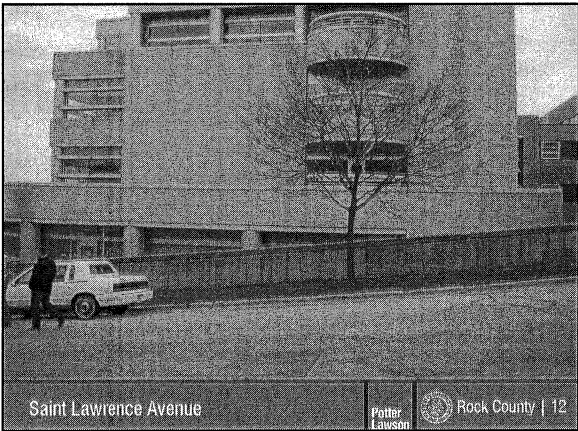


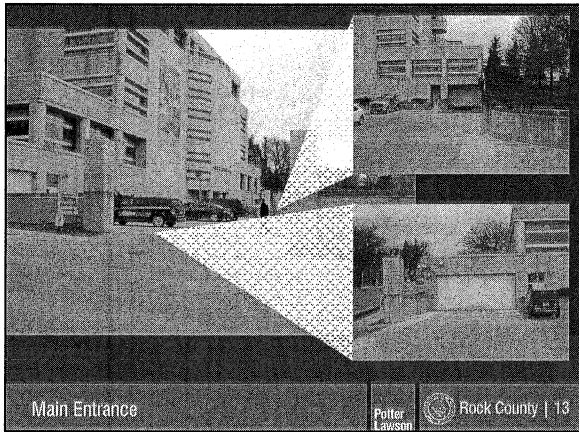


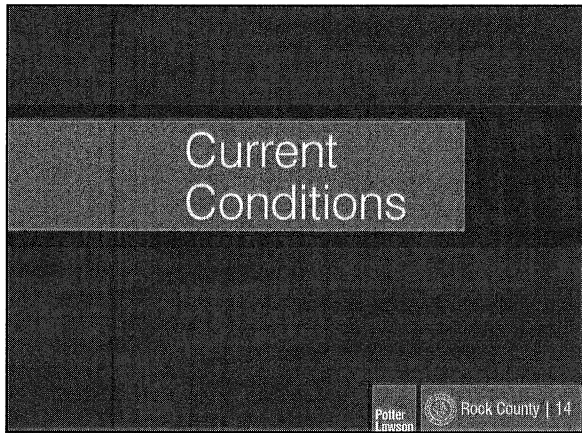


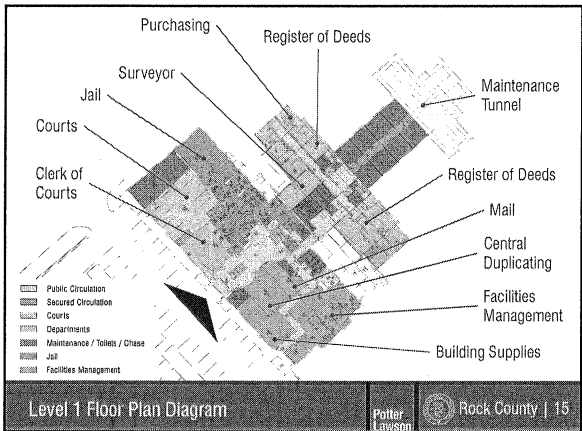


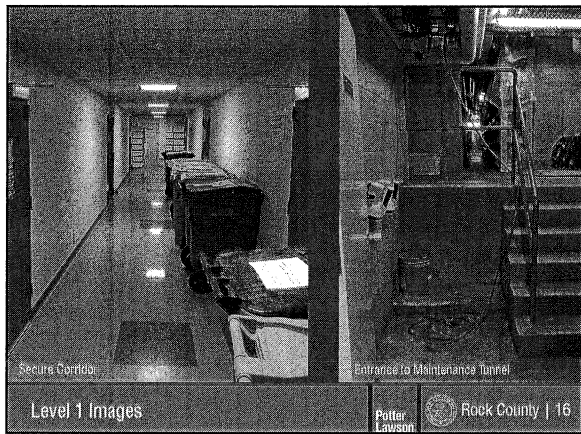


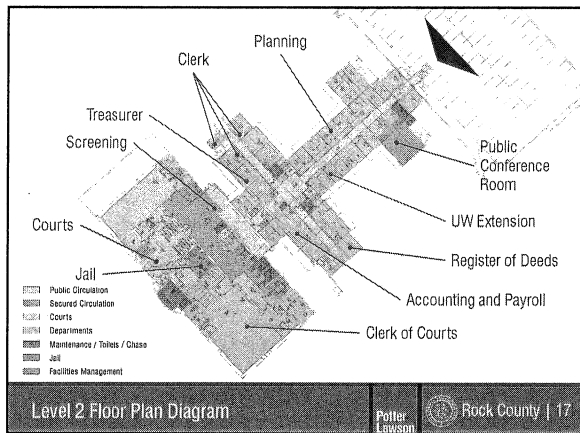


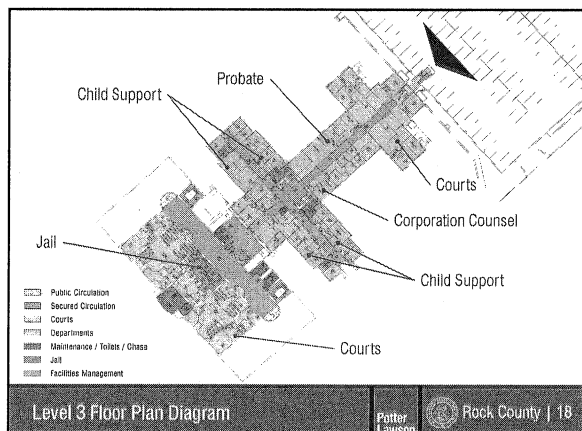


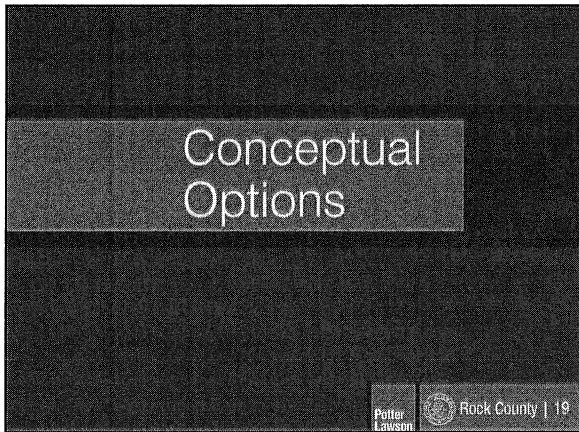




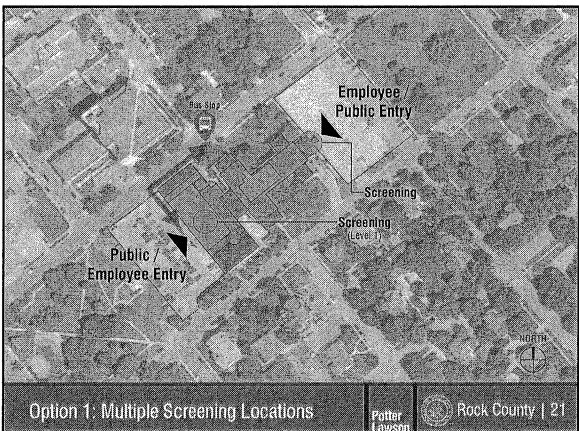












Option 1: Multiple Screening Locations

ADVANTAGES:

- Utilization of existing parking structures

DISADVANTAGES:

- Constructing and operating two screening locations
- Operating Costs of two screening locations
- Public Transportation Route to Entry

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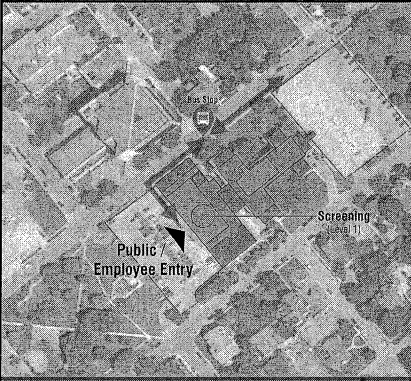
- Single Entry for Public and Employees
- One Screening Location at West Entry
- Utilize existing parking structures
- Move Screening from Level 2 to Level 1
- Enlarge Level 1: Public Entry to accommodate screening
- All Accessible Parking located to west parking lot
- Employees utilize exterior City sidewalks to reach the building entrance

Option 2: Single Entry – Multiple Parking

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Option 2: Single Entry – Multiple Parking

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ADVANTAGES:

- Utilization of existing parking structures
- Single screening location

DISADVANTAGES:

- Exterior sidewalks used to reach Entry
- Safety of Pedestrians to Entry – no connection of sidewalks to Entry
- Public Transportation Route to Entry

Option 2: Single Entry – Multiple Parking

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- Single Entry for Public and Employees
- Demolish and enlarge west entry Parking to accommodate Public and Employees
- Move Screening from Level 2 to Level 1
- Enlarge Level 1 Public Entry to accommodate screening
- All Accessible Parking at west parking lot
- East side parking????

Option 3: Single Entry – Single Parking

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Option 3: Single Entry – Single Parking

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ADVANTAGES:

- Single screening location
- Parking consolidated to one location for the building – wayfinding easier

DISADVANTAGES:

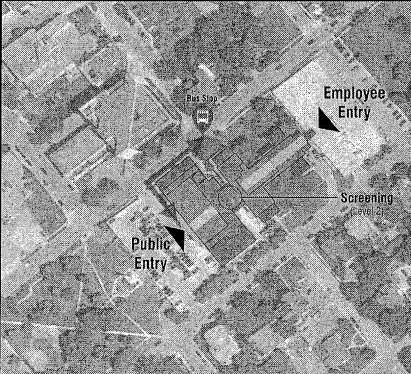
- Not utilizing existing parking structures
- Public Transportation Route to Entry

Option 3: Single Entry - Single Parking
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- Separate Public and Employee Entries
- Single Screening Area for Public and Employees
- Utilize Existing Parking Structures
- All Accessible Parking at west parking lot
- Develop Internal Building Circulation Route to Single Screening Area on Level 2
- Enlarge Screening at Level 2

Option 4: Multiple Entries / Single Screening / Internal Building Circulation
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Option 4: Multiple Entries / Single Screening / Internal Building Circulation
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ADVANTAGES:

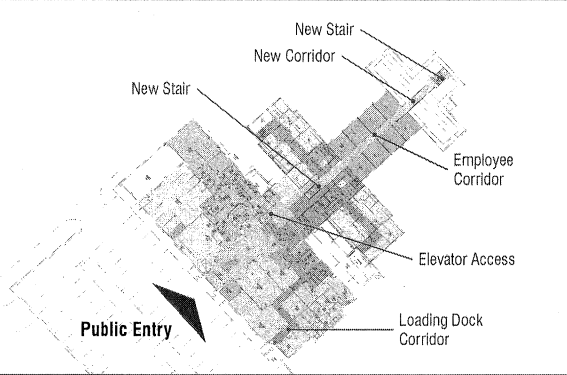
- Single screening location
- Utilization of existing parking structures

DISADVANTAGES:

- Departmental modifications required
- Impact on existing operations during construction of internal circulation route
- Public Transportation Route to Entry

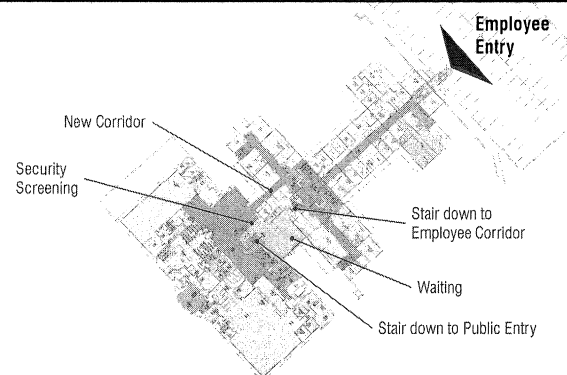
Option 4: Multiple Entries / Single Screening / Internal Building Circulation

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Option 4: Level 1 – Floor Plan Diagram

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Option 4: Level 2 – Floor Plan Diagram

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- Separate Public and Employee Entries
- Single Screening Area for Public and Employees
- Utilize Existing Parking Structures
- All Accessible Parking at west parking lot
- Develop New Circulation Route outside of existing building to Single Screening Area on Level 2
- Enlarge Screening at Level 2

Option 5: Multiple Entries / Single Screening / New Circulation Route

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Option 5: Multiple Entries / Single Screening / New Circulation Route

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ADVANTAGES:

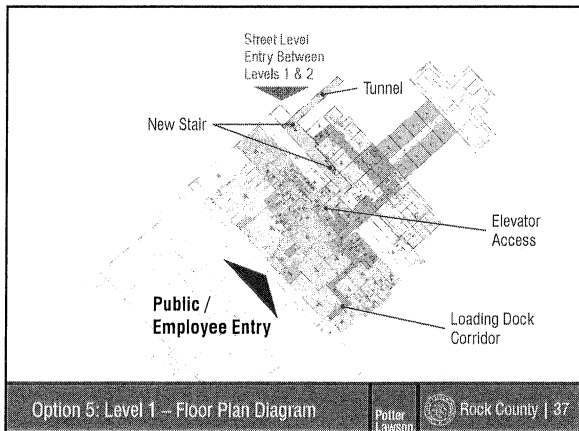
- Single screening location
- Utilization of existing parking structures
- Public Transportation Route to Entry

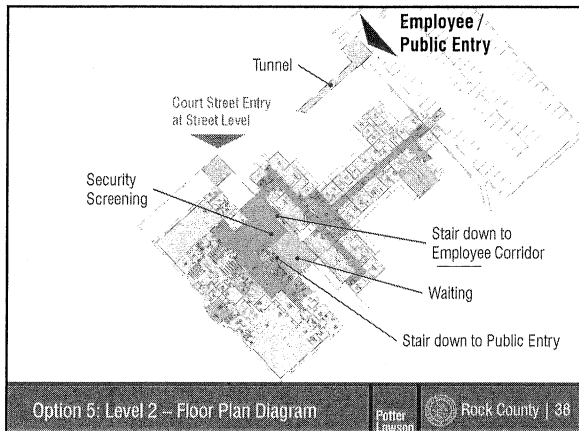
DISADVANTAGES:

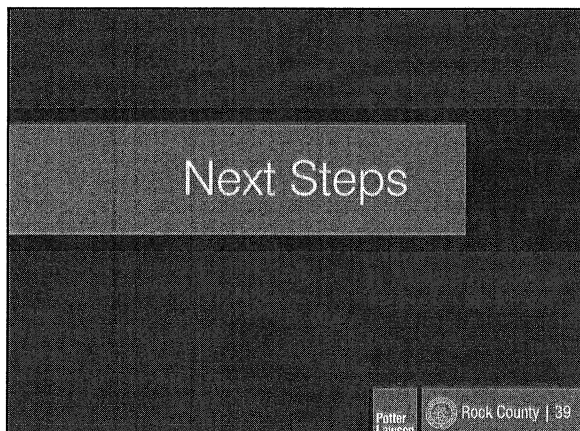
- Departmental modifications necessary

Option 5: Multiple Entries / Single Screening / New Circulation Route

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- Refine the Options
- Development Construction Phasing Scenario(s)
- Prepare Preliminary Cost Estimates
- Next Meeting

Next Steps

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General Services Committee

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May 9th, 2016

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