

ROCK COUNTY, WISCONSIN



**This is a Teleconference
Meeting**

**GENERAL SERVICES COMMITTEE
TUESDAY, AUGUST 4, 2020 – 8:00 A.M.
CALL: 1-312-626-6799
MEETING ID: 891 3504 7781**

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If you are interested in providing public comments on items on this agenda, you must submit your comments by noon on Monday, August 3, 2020. To submit a public comment use the following email: marilyn.bondehagen@co.rock.wi.us.

Join from a telephone:

- On your phone, dial the phone number provided above
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Supervisors: Please identify yourself by name

- **Please mute your phone when you are not speaking to minimize background noises**
- We are new at holding meetings this way, so please be patient

Instructions for the hearing impaired –

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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
TUESDAY, AUGUST 4, 2020 – 8:00 A.M.**

Agenda

1. Call to Order
2. Approve Agenda
3. Approval of Minutes – July 21, 2020
4. Public Comment - sent in via email by noon Monday, August 3, 2020
5. Transfers
6. Resolutions and Committee Action
 - A. Awarding the Contract for the Renovation of 1717 Center Avenue Building and Amending the 2020 Facilities Management Capital Budget
7. Updates, Discussion and Possible Action
 - A. Update on DPW Beloit Garage
 - 1) Permit Costs
 - 2) Approval of Change Orders
 - B. Update on 1717 Center Ave
 - 1) Grounds Conditions
 - 2) Approval of Change Orders
 - C. COVID-19 Updates
 - 1) Rock County Rebound Changes
8. Communications, Announcements and Information
9. Adjournment

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



GENERAL SERVICES COMMITTEE
Minutes – July 21, 2020

Call to Order. Chair Zajac called the meeting of the General Services Committee to order at 8:00 A.M. via video/telephone conference.

Committee Members Present via Video/Phone: Supervisors Zajac, Brien, Potter, Fox and Homan.

Committee Members Absent: None.

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

Others Present: Brian Zobel, UW Whitewater at Rock County.

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

Approval of Minutes – July 7, 2020. Supervisor Fox moved approval of the minutes of July 7, 2020 as presented, second by Supervisor Potter. ADOPTED.

Public Comment. None.

Transfers. None.

Resolutions and Committee Action. None.

Updates, Discussion and Possible Action.

Update on DPW Beloit Garage. Mr. Sutherland said they are on schedule. Site work is being done currently. Scheduled to be done in December 2020. Mr. Sutherland said the permit for the Town of Turtle are based on square footage and came in around \$23,000. This seems excessive to him based on the type of building it is. He is going to approach the Town of Turtle to see if an adjustment can be made. The permit fee is paid by the contractor but he doesn't want

the contractor to lose money because of this excessive fee. Supervisor Potter asked if other bidders got the permit fee correct which would lead to their bid being higher. Mr. Sutherland said he would have to look in to that. Mr. Sutherland said Mr. Parille has contacted all the Shopiere neighbors and shared his contact information if they have any concerns.

Lamar Sign/Approval of Change Orders. Mr. Sutherland said there are two signs on the property. The tall one will be coming down. The smaller sign is owned by Lamar with long term easements that they are working around. Mr. Sutherland said there has to be a 1500 square foot clearance around the sign for a clear view. Angus Young developed a plan to shift the building by 7 feet in one direction to be in compliance. The new position of the building will still block neighbors for sound and stays away from the drainage ditch. Both change orders are to accommodate the sign. Mr. Sutherland is hoping to share this cost with Angus Young. He will continue to work with them on this. Supervisor Brien moved to approve the two change orders in the amount of \$3,500 and \$20,072.26, second by Supervisor Homan. ADOPTED with the following vote. YES-Supervisors Brien, Zajac, Potter and Homan. ABSTAIN-Supervisor Fox.

Update on 1717 Center Ave.

City Approvals. Mr. Sutherland said the city approvals are complete and we can move forward. Supervisor Brien said there are three big piles of rubbish behind the building. Mr. Sutherland said he will have maintenance get that cleaned up. He said Dvorak had sprayed the weeds once in exchange for the use of the parking lot. He will talk to Dvorak about spraying again.

Approval of Change Orders. Mr. Sutherland reviewed the eight change orders with the committee. He said all of the change orders are a result of our requests. The contingency fund for this project was at \$72,000. These change orders total roughly \$68,000. Mr. Sutherland spoke to Venture about being mindful of this moving forward. Supervisor Fox moved approval of the eight change orders, second by Supervisor Potter. ADOPTED.

Evaluation of Bids. Mr. Sutherland said he is still evaluating the bids. It has taken a little longer than expected but he wants to be thorough due to the size of the project. He has a meeting today at 9:00 A.M. with Corporation Counsel, Administration and Purchasing to make sure everything is ready to move forward with the lowest responsible bidder. Mr. Sutherland will bring the resolution before the General Services committee on August 4th and to County Board on August 13th.

COVID-19 Updates. Mr. Sutherland said COVID has created extra hours/work. They have installed sneeze shields and signage in every courtroom. Thermal cameras were purchased and will be installed in the doorways at the Courthouse public entrance to read body temperature. These are all measures in preparation for in person court. He said he has a 10:30 A.M. kickoff meeting today on the BiPolar Ionization. As of July 16th, all Rock County employees are required to wear masks with some exceptions. As of July 20th, all visitors to County facilities are required to wear masks. Bilingual signs have been posted at all doors. There are signs in hallways reminding of social distancing. They have added signs outside every elevator with

maximum social distancing occupancy. They are tracking COVID expenses in a special account for potential reimbursement. Mr. Sutherland still expects his 2020 budget to be in line.

Semi-annual Training Report. The committee accepted the report.

Communications, Announcements and Information. Mr. Zobel said Rock County Public Works has begun resurfacing the engineering lot today.

Adjournment. Supervisor Fox moved adjournment at 9:16 A.M., second by Supervisor Homan. ADOPTED.

Respectfully submitted,

Tracey VanZandt
Secretary

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

General Services Committee
INITIATED BY

General Services Committee
SUBMITTED BY



Brent Sutherland –
Facilities Management Director
DRAFTED BY

July 27, 2020
DATE DRAFTED

Awarding the Contract for the Renovation of 1717 Center Avenue Building and Amending the 2020 Facilities Management Capital Budget

1 **WHEREAS**, one of the priorities in the Rock County Facilities Master Plan is consolidating
2 most of the Human Services programs into one location, centrally located to the clients served;
3 and
4

5 **WHEREAS**, Rock County Facilities Management in partnership with Human Services,
6 Administration and other outside agencies reviewed several options including building new,
7 renovating a building and leasing; and
8

9 **WHEREAS**, the review showed the most cost effective option was to renovate a vacant
10 building Rock County recently purchased at 1717 Center Avenue in Janesville; and
11

12 **WHEREAS**, specifications were drafted and bids solicited with eight (8) contractors submitting
13 bids; and
14

15 **WHEREAS**, the two lowest bids were rejected due to failure to comply with the specification
16 requirements; and
17

18 **WHEREAS**, the lowest, most responsive and responsible bidder was JP Cullen and Sons of
19 Janesville, Wisconsin.
20

21 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
22 assembled this ____ day of _____, 2020 does hereby approve and authorize
23 awarding a contract in the amount of \$21,531,921 to JP Cullen and Sons of Janesville, WI for the
24 renovation project at 1717 Center Avenue in Janesville, Wisconsin.
25

26 **BE IT FURTHER RESOLVED**, a contingency fund of \$ 1,076,600 be established to cover any
27 unforeseeable issues that arise.
28

29 **BE IT FURTHER RESOLVED**, that the Facilities Management 2020 budget be amended as
30 follows:

<u>ACCOUNT/DESCRIPTION</u>	<u>BUDGET</u> <u>7/27/20</u>	<u>INCREASE/</u> <u>(DECREASE)</u>	<u>AMENDED</u> <u>BUDGET</u>
<u>Source of Funds</u>			
18-1857-0000-49100 Debt Issue	- 0 -	\$22,608,521	\$22,608,521
<u>Use of Funds:</u>			
18-1857-0000-67200 Capital Improvements	\$174,000	\$22,608,521	\$22,782,521

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Jeremy Zajac, Chair

Robert Potter, Vice Chair

Tom Brien

Brent Fox

Dave Homan

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of _____

Mary Mawhinney, Chair

Date

FISCAL NOTE:

This resolution authorizes the use of debt to fund the renovation of 1717 Center Ave.

/s/ Sherry Oja

Sherry Oja
Finance Director

ADMINISTRATIVE NOTE:

I recommend that we move forward with this project, despite the increase in costs. Significant effort has been put into developing the current plan, and I do not think re-bidding or a significant rework of the project will result in a lower cost or deliver the project the County needs in the long term. In addition, the longer the County occupies the Health Care Center building the more we will face unplanned costs for maintenance. Given the increased level of borrowing that will be necessary for this project, in future budgets the County may want to reconsider timelines for other projects currently included in the facilities master plan.

/s/ Josh Smith

Josh Smith
County Administrator

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. Pursuant to sec. 66.0901(4), Wis. Stats., the County may reject any bid when it is not satisfied with the sufficiency of a bidders proof of responsibility. As an amendment to the adopted 2020 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.

/s/ Richard Greenlee

Richard Greenlee
Corporation Counsel

Executive Summary

Awarding the Contract for the Renovation of 1717 Center Avenue Building and Amending the 2020 Facilities Management Capital Budget

The resolution before you awards a contract for renovation of 1717 Center Avenue project, which consolidates many Human Services programs, such as Adult Protective Services, Aging and Disability Resources, Child Protective Services, Children's Long Term Support, Community Support Program, Comprehensive Community Services, Crisis, Economic Support Services, Outpatient Services, Treatment Court Services, and Youth Justice. Other programs that are not under our Human Services Department programs are the current Council on Aging, Job Center programs, Aver Health, Genoa Healthcare, Professional Services Group and Justice Point.

Bids were solicited with eight contractors responding. The two lowest bids were rejected based on the following.

Bid of Pacific Construction Service, LLC

Bidders were required to complete and submit with their Bid, the Bidders Qualification Statement provided in the bid specification packet. As part of that qualifications statement, bidders were required to list projects they had completed that were of similar size and scope to this bid project. The apparent low bidder, Pacific Construction Services LLC, listed two projects under the section for projects of equal scope (size/cost) indicating that they had been the contractor on both projects. The Director of Facilities Management contacted the references for both projects.

- Project 1: US Army Corps of Engineers, Fort Sheridan Army Reserve Center, Kevin Finley Rating 5 out of 10
 - This reference indicated that the contract was not with Pacific Construction LLC, but was with Accel/Pacific JV LLC.
 - On July 13, 2020, the Rock County Purchasing Manager requested clarification from Pacific Construction via e-mail as to their relationship with Accel and what specific way Pacific Construction contributed to the completion of the project.
 - Pacific Construction responded to this request on July 16, 2020.
 - The Purchasing Manager, Facilities Management Director, Corporation Counsel and County Administrator reviewed the response and are in agreement that the additional information supplied by Pacific Construction, did not clearly identify the role Pacific Construction LLC performed on this project.

- Project 2: Chicago Food, Andrew Hong - Rating 10 out of 10
 - This reference was extremely happy with Pacific Construction but their project was not of the same size (square footage) or scope (cost) as Rock County's project. One of the projects that Pacific completed for them was 90,000 square feet and one was 30,000 square feet. Our project is approximately 129,000 square feet. The cost for both these projects combined was approximately \$12 million and our project is over \$20 million.

Based on the fact that Pacific Construction LLC did not meet the requirement of having completed work of similar size and scope to the Human Services Office Building Renovation, and did not meet the requirement of establishing that Pacific Construction Services was a responsible bidder, as such, its bid was rejected.

Bid of Osman Construction Corporation

The second low bidder, Osman Construction Corporation, included a separate letter submitted with their bid referencing Clarifications and Alternates and listing several items they excluded from the base bid.

- Osman omitted a Knightwall Rainscreen Attachment System which was required by the bid specifications.
- Osman omitted water proofing under the concrete floor as required by the structural foundation plans.
- Osman proposed to use existing stone instead of new stone for concrete slab. This requirement was addressed by Addendum 3, which stated, "civil specs currently do not allow for crushed concrete to be used as base course."

- Pursuant to spec 9 72-16.10, contractor was to supply VWC-8 vinyl wall covering. Osman incorrectly stated that this was to be owner supplied.
- Osman listed the Moisture Mitigation System as per spec 09 65 00 2.1 as being, “if required” and additionally \$2 per square ft. This system was required as a part of the base bid.

Accordingly, this bid was rejected based on not providing what was required in the specifications. The Architect/Engineering Firm, Purchasing Manager, Facilities Management Director, Corporation Counsel and County Administrator all reviewed the exclusions and alternates and are in agreement that this bid should be rejected.

Bid of JP Cullen & Sons Inc.

The third low Bidder, JP Cullen & Sons Inc., included two items for clarification with their bid. JP Cullen stated

1. Per addendum number three, you requested us to clarify whether we were using wire mesh or fiber mesh in the concrete. Our bid includes fiber mesh reinforcing at a rate of three pounds per cubic yard.
2. Spec section 03 30 00 Cast in Place Concrete calls for a 15 mil Stego vapor barrier while section - 07 13 00 calls for 1.2mm Preprufe waterproofing membrane. We are in compliance with 03 3000 because we believe that was your intent (Preprufe is used in underground structures with a groundwater problem).

These clarifications were reviewed by the Architect and determined to meet the requirements of the specifications and determined to be the lowest responsible bidder in accordance with Wis. Stat. § 66.0901(1m)(a)2.

The Director of Facilities Management is recommending awarding the bid to the lowest, most responsive and responsible bidder which is JP Cullen and Sons located in Janesville Wisconsin in the amount of \$ 21,531,921. This resolution also approves a \$1,076,600 contingency fund for any unforeseeable issues that may arise. This cost does not include the furniture cost which will be purchased through Rock County’s contracted furniture supplier. All the bids were higher than projected. Original proposal estimated renovation to be \$16,000,000 including furniture. The variance is due to the increase in the program space, higher level of security controls, conference room space, AV technology, IT infrastructure, and parking lot redesign. This was identified during the design development phase.

**ROCK COUNTY, WISCONSIN
FINANCE DIRECTOR**

PURCHASING DIVISION



BID SUMMARY FORM

BID NUMBER 2020-22
BID NAME HUMAN SERVICES BUILDING RENOVATION
BID DUE DATE JUNE 16, 2020 – 1:30 P.M.
DEPARTMENT FACILITIES MANAGEMENT

	PACIFIC CONSTRUCTION CHICAGO IL	OSMAN CONSTRUCTION ARLINGTON HEIGHTS IL	JP CULLEN & SONS JANESVILLE WI	CORPORATE CONTRACTORS BELOIT WI	GILBANK CONSTRUCTION CLINTON WI	CAMOSY CONSTRUCTION KENOSHA WI	SCHERRER CONSTRUCTION BURLINGTON WI	VOGEL BROTHERS MADISON WI
BASE BID	18,999,069.00	20,999,000.00	21,379,921.00	21,840,000.00	22,479,000.00	23,784,000.00	24,418,077.00	24,440,000.00
ALTERNATE 1	192,000.00	156,644.00	152,000.00	158,000.00	169,000.00	160,850.00	155,495.00	182,000.00
TOTAL BID	\$ 19,191,069.00	\$ 21,155,644.00	\$ 21,531,921.00	\$ 21,998,000.00	\$ 22,648,000.00	\$ 23,944,850.00	\$ 24,573,572.00	\$ 24,622,000.00
BID BOND	YES	YES	YES	YES	YES	YES	YES	YES
QUALIFICATIONS	YES	YES	YES	YES	YES	YES	YES	YES
ADDENDA 1 & 2 & 3	YES	YES	YES	YES	YES	YES	YES	YES
START DATE	AUGUST 2020	JUNE 2020	JUNE 2020	JULY 2020	JULY 2020	JULY 2020	AUGUST 2020	AUGUST 2020
COMPLETION	APRIL 2021	NOVEMBER 2021	JUNE 2021	JULY 2021	NOVEMBER 2021	SEPTEMBER 2021	SEPTEMBER 2021	NOVEMBER 2021

Invitation to Bid was advertised in the Janesville Gazette and on the Internet.
 Alternate 1 – Mill and overlay existing pavement.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER
 DEPARTMENT HEAD RECOMMENDATION: JPCullen and Sons
Brent Sutherland
 SIGNATURE

7/27/2020
 DATE

GOVERNING COMMITTEE APPROVAL: _____ CHAIR
 _____ VOTE
 _____ DATE