Infrastructure Committee

AGENDA

Jefferson County Courthouse
320 S. Main Street, Room 112
Jefferson, WI 53549
August 15, 2012

10:30 a.m.

Committee Members

Richard Jones, Rick Kuhlman, Vice Chair, Russell Kutz, Don Reese, Chair, Dick Schultz, Secretary

1. Call to order
2. Roll call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment
6. Approval of the August 7, 2012 Infrastructure Committee meeting minutes
7. Communications
8. Security entrance design update
9. Courthouse bathroom remodeling project update
10. Report on security at the Human Services and Workforce Development buildings
11. Closed Session per §19.85 (1)(e) Deliberating the purchase of public property
12. Reconvene in open session to take possible action on item discussed in closed session
13. Potential items for the Committee's next meeting
14. Set tentative next committee meeting time and date.
15. Adjourn

2012	2013
September 5, 2012 @ 9:00 a.m.	January 16th
September 19th @ 1:30 p.m.	February 20th
October 17th	March 20th
November 21st	April 17th
December 19th	

All meetings in Room 112 at 10:30 a.m. unless noted

The Committee may discuss and/or take action on any item specifically listed on the agenda

Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made

Jefferson County Board
Committee Minutes

#6

August 7, 2012
Infrastructure Committee

1. **Call to order**
   Meeting called to order by Supervisor Reese at 1:30 p.m.

2. **Roll call of Committee Members**
   Richard Jones, Rick Kuhlman, Russell Kutz, Don Reese, and Dick Schultz.

   Others Present: Gary Petre – County Administrator; Phil Ristow – Corporation Counsel;-John Molinaro – County Board Chairman; Karyn Spory, Reporter – Jefferson Daily Union; Tammie Jaeger – Administrative Assistant-Confidential; Mike Marasch – Central Services; Supervisor Walt Christensen; Supervisor Greg David; Terry Gard – Human Services Maintenance Supervisor; David Diestler – Fair Park Director; Kathi Cauley – Human Services Director; Chief Deputy Jeff Parker; Sheriff Paul Milbrath; Supervisor Glen Borland; Supervisor Ed Morse; Bill Kern – Highway Commissioner; Joe Nehmer – Parks Director; Falamak Nourzad – Continuum Architects.

3. **Certification of compliance with the Open Meetings Law**
   The County Administrator reported that the meeting agenda (revised 8-3-12) was properly noticed in compliance with the law.

4. **Review of the Agenda**
   Items 12, 13, and 14 were moved up to accommodate staff.

5. **Public Comment**
   None

6. **Approval of the July 18, 2012 Infrastructure Committee meeting minutes**
   Motion made by Supervisor Jones; Second by Supervisor Kuhlman to approve the July 18, 2012 Infrastructure Committee meeting minutes as printed. Ayes-All (Motion Carried).

7. **Communications**
   - Revised Capitol Projects request from Human Services Department
   - Draft Resolution "Authorizing Offer to Purchase 60 acre Old Countryside property"

8. **Closed Session per §19.85 (1)(e) Deliberating the purchase of public property**
   Motion made by Supervisor Reese; Second by Supervisor Kuhlman to convene in closed session to deliberate the purchase of public property. (Roll Call Vote was taken - Ayes-All) Motion Carried.

9. **Reconvene in open session to take possible action on item discussed in closed session.**
   Motion made by Supervisor Kuhlman; Second by Supervisor Schultz to reconvene in open session to take possible action on item discussed in closed session Ayes-All (Motion Carried).

10. **Discussion and possible action on a resolution authorizing that an offer be submitted on the purchase of the old Countryside Home property**
    Motion made by Supervisor Reese; Second by Supervisor Schultz to allow the County Administrator to negotiate the purchase of the old Countryside Home property, bring it back to the committee for review and forward a resolution to the County Board for their consideration. (Ayes-All) Motion Carried.

11. **Discussion and possible action on design of the Lake Mills Highway Satellite Facility**
    Bill Kern showed the committee a map of the old Countryside Home property with elevation contours and an overview of the property. He also provided a map of the locations of the proposed Highway satellite shops for the committee to review. He discussed the Satellite Facility project and addressed questions from the committee. No action taken.

12. **Courthouse Parking Structure Project update**
Mike Marasch reported that the courthouse parking lot project is on schedule. It is anticipated that the project will be completed by September 14th. No action taken.

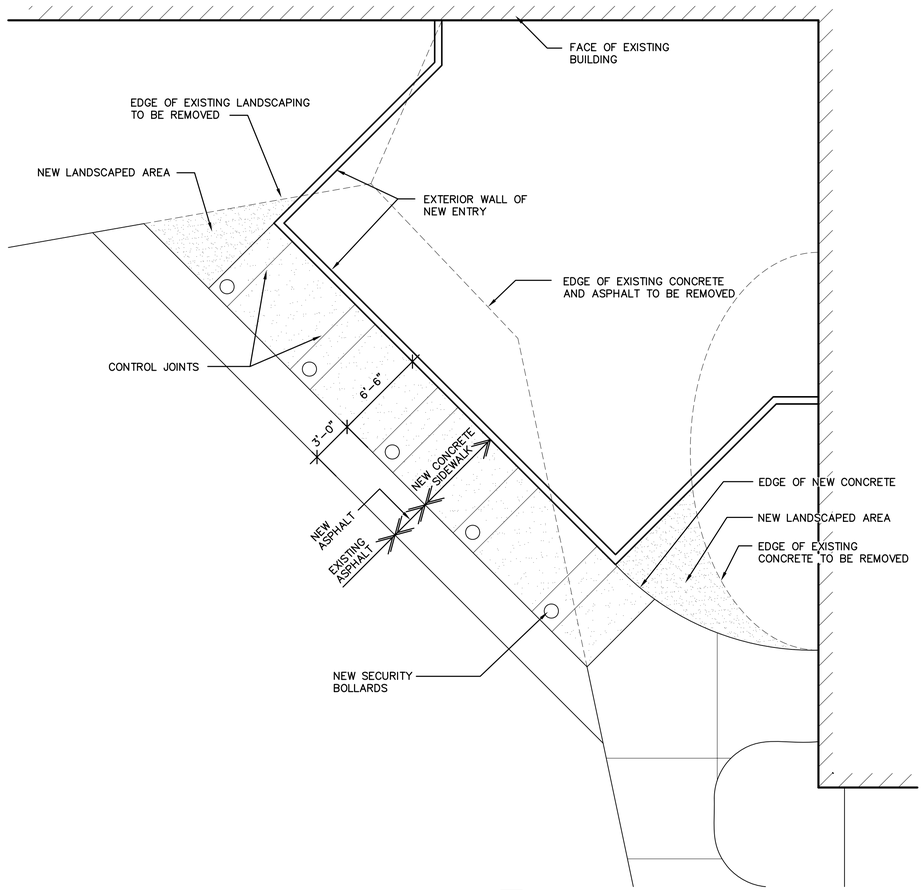
13. **Courthouse Security Entrance design update**
Gary Petre told the committee that Design Alliance Architects is working on the security entrance design. There is a meeting scheduled with Design Alliance and Sheriff Office staff on Friday morning. No action taken.

14. **Discussion and possible action on 2013 Requested Capital Projects**
Information on the 2013 Requested Capital Projects was provided for the committee to review. Staff addressed questions from the committee. No action taken.

15. **Potential items for the Committee's next meeting**
    - Approval of the August 7, 2012 Committee meeting minutes
    - Discussion and possible action on the security at the Workforce Development building and Health/Human Services

16. **Set tentative next committee meeting time and date:** August 15, 2012 at 10:30 a.m., September 5, 2012 @ 9 a.m., September 19, 2012 at 1:30 p.m.

17. **Adjourn**
Supervisor Kuhlman made a motion to adjourn; Second by Supervisor Schultz at 3:13 p.m. Ayes – All (Motion Carried).

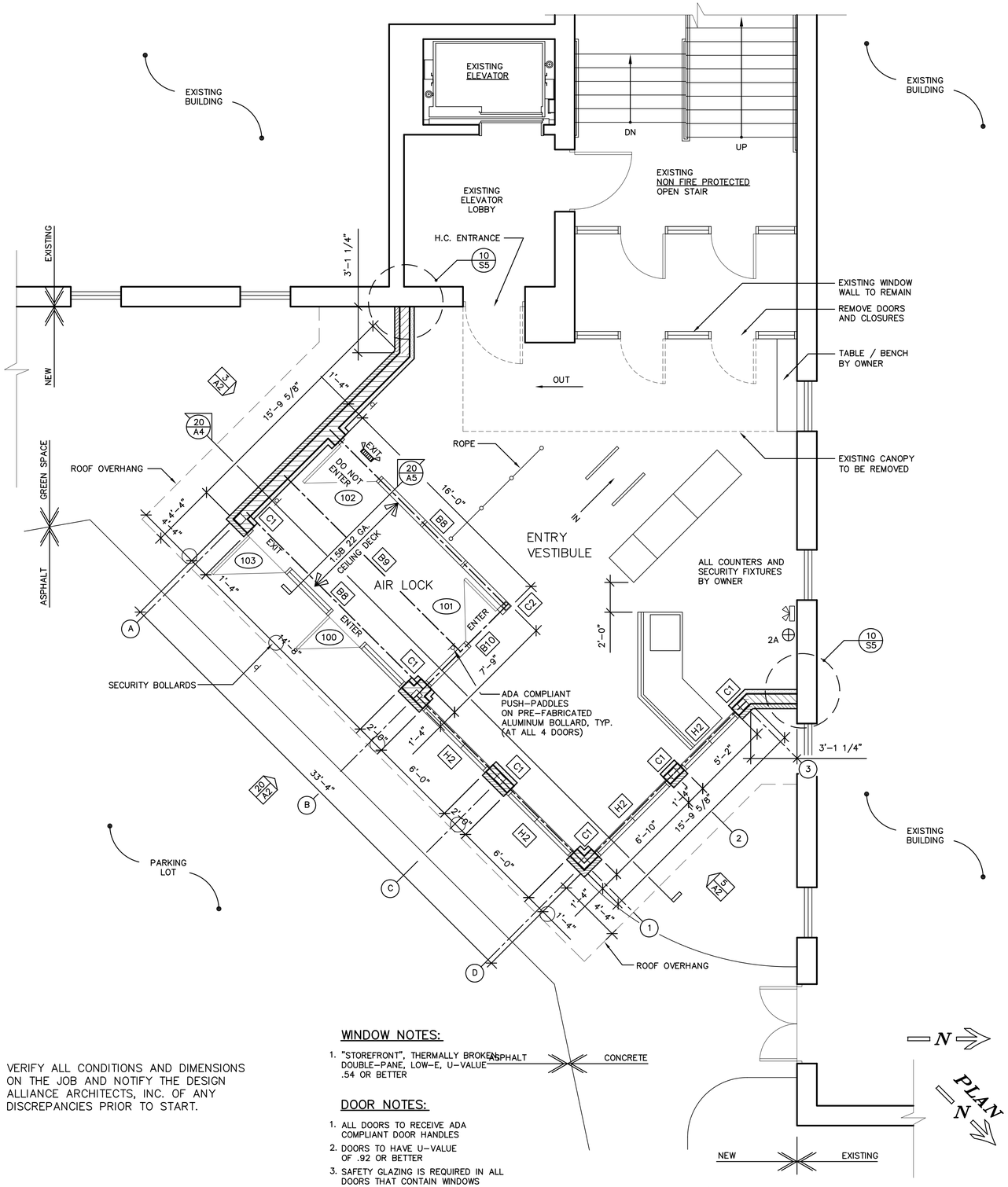


7 / A1 — SCALE: 1/8" = 1'-0"
2008/JEFFERSON COURTHOUSE VESTIBULE/JCC-DRAWINGS.DWG
DATE: AUGUST 10, 2012

LEGEND:

NEW DOOR WITH ADA COMPLAINT HANDLE	APPROVED, ILLUMINATED EXIT SIGN WITH EMERGENCY LIGHTS AND BATTERY BACK-UP, TYP.
EXISTING DOOR TO REMAIN	APPROVED EMERGENCY LIGHTING WITH BATTERY BACK-UP, TYP.
EXISTING DOOR TO BE REMOVED	SMOKE DETECTOR -- HARD-WIRED WITH BATTERY BACK-UP, TYP.
NEW CMU WALL WITH BRICK	PROVIDE FIRE EXTINGUISHERS CONFIRM REQUIREMENTS WITH LOCAL FIRE INSPECTOR
NEW 3 5/8" LIGHT GAUGE STEEL STUD WALL	
NEW CONCRETE WALL	
EXISTING MASONRY WALL	
EXISTING WALLS TO BE REMOVED	

17 / A1 — LEGEND
SCALE: N.T.S.
2008/JEFFERSON COURTHOUSE VESTIBULE/JCC-DRAWINGS.DWG
DATE: AUGUST 10, 2012



VERIFY ALL CONDITIONS AND DIMENSIONS ON THE JOB AND NOTIFY THE DESIGN ALLIANCE ARCHITECTS, INC. OF ANY DISCREPANCIES PRIOR TO START.

WINDOW NOTES:

1. "STOREFRONT", THERMALLY BROKEN, DOUBLE-PANE, LOW-E, U-VALUE .54 OR BETTER

ASPHALT — CONCRETE

DOOR NOTES:

1. ALL DOORS TO RECEIVE ADA COMPLIANT DOOR HANDLES
2. DOORS TO HAVE U-VALUE OF .92 OR BETTER
3. SAFETY GLAZING IS REQUIRED IN ALL DOORS THAT CONTAIN WINDOWS

20 / A1 — MAIN FLOOR PLAN
SCALE: 1/4" = 1'-0"
2008/JEFFERSON COURTHOUSE VESTIBULE/JCC-DRAWINGS.DWG
DATE: AUGUST 10, 2012

aDesign Alliance Architects, Inc.
1001 Madison Avenue
Fort Atkinson, WI
(920) 563-3404
FAX (920) 568-7058

Jefferson County Courthouse
Secure Entry Vestibule
320 S. Main Street
Jefferson, WI

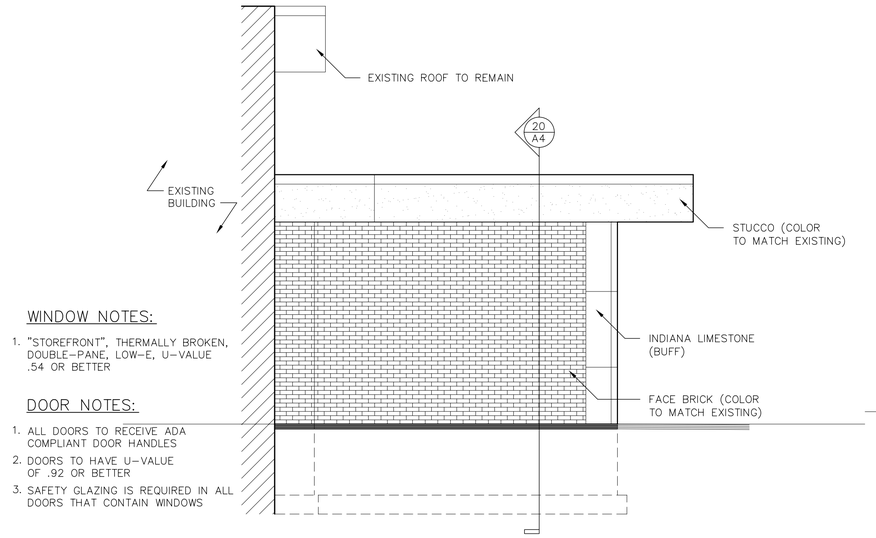
DRAWING NAMES
- MAIN FLOOR PLAN
- LEGEND

REVISIONS

PROJECT DATA
- DATE: 8/13/2012
- DRAWN BY: CL
- CHECKED BY: P.W.

SHEET NO.
A-1

VERIFY ALL CONDITIONS AND DIMENSIONS ON THE JOB AND NOTIFY THE DESIGN ALLIANCE ARCHITECTS, INC. OF ANY DISCREPANCIES PRIOR TO START.



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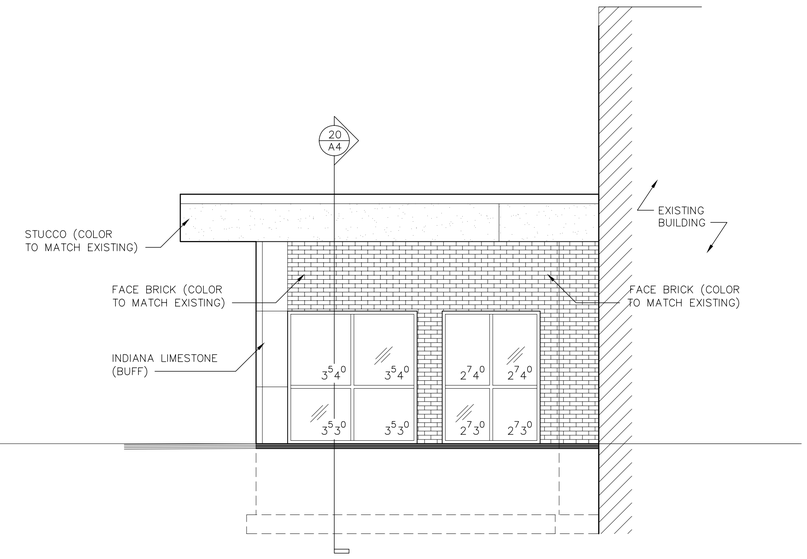
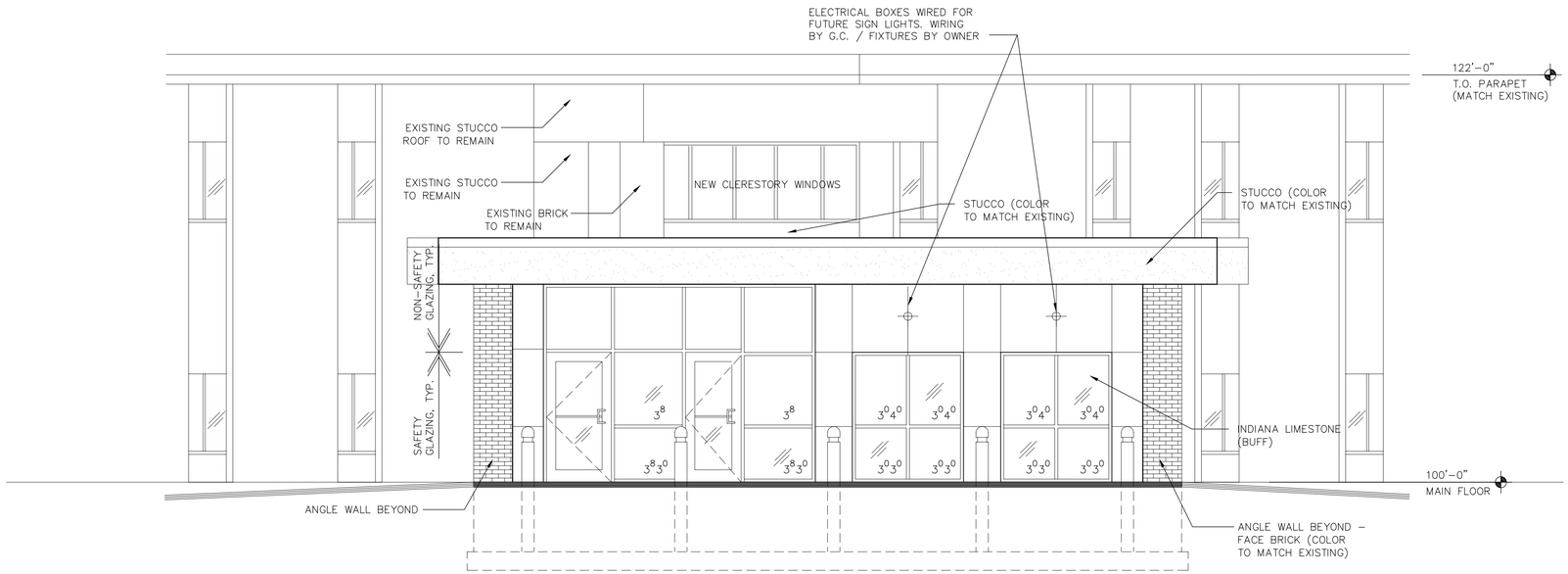
3 / A2 SIDE ELEVATION
SCALE: 1/4" = 1'-0"
2008/JEFFERSON COURTHOUSE VESTIBULE/JCC-DRAWINGS.DWG
DATE: AUGUST 10, 2012



5 / A2 SIDE ELEVATION
SCALE: 1/4" = 1'-0"
2008/JEFFERSON COURTHOUSE VESTIBULE/JCC-DRAWINGS.DWG
DATE: AUGUST 10, 2012



20 / A2 FRONT ELEVATION
SCALE: 1/4" = 1'-0"
2008/JEFFERSON COURTHOUSE VESTIBULE/JCC-DRAWINGS.DWG
DATE: AUGUST 10, 2012

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Jefferson County Courthouse
Secure Entry Vestibule
320 S. Main Street
Jefferson, WI

DRAWING NAMES

ELEVATIONS

REVISIONS

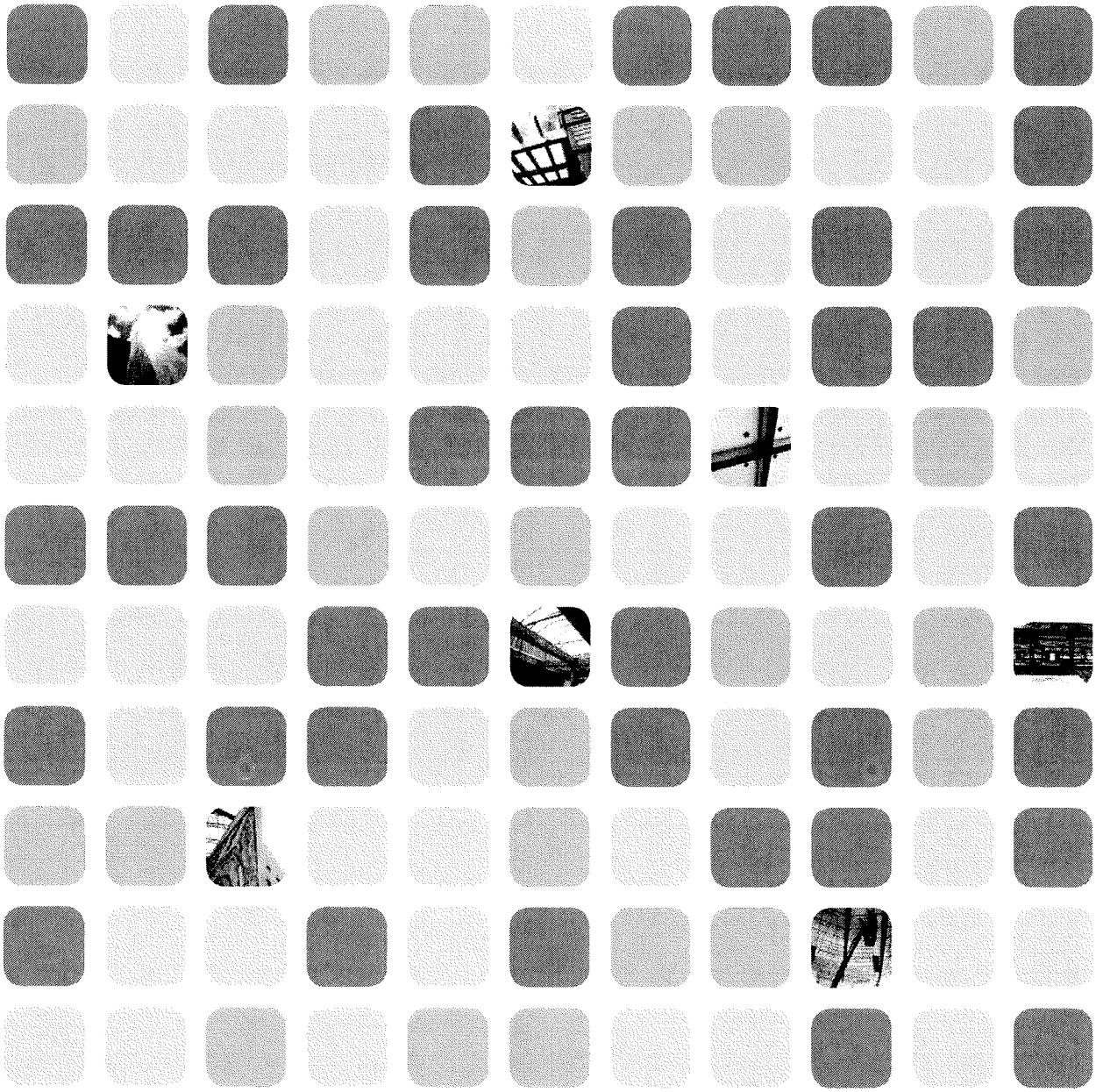
PROJECT DATA

DATE: 8/13/2012
DRAWN BY: CL
CHECKED BY: P.W.

SHEET NO.

A-2

#9



JEFFERSON COUNTY
TOILET ROOM CODE ASSESSMENT

JULY 31, 2012

305 West Highland Ave. Suite 305
Milwaukee, WI 53203
Tel: 414 271 1812
Fax: 414 271 1830
www.barrientosdesign.com

BARRIENTOS
DESIGN. ARCHITECTS. ENGINEERS

Scope of Code Assessment

This code review is to being conducted to determine how to replace the existing fixtures and wall treatments in the North bathrooms of the Jefferson County Courthouse complex. The Jefferson County Courthouse Complex includes the Jefferson County Courts, Jefferson County Board Offices along with the other departments necessary to perform daily County business.

The Jefferson County Courthouse Complex also includes the Jefferson County Sherriff's Office. Passage between the Sheriff's department and courthouse is limited to deputies and authorized personnel. For the purposes of this code assessment, the Sherriff's office is assumed to have adequate restroom facilities and the occupants of the Sherriff's offices do not have to use the courthouse complex's restroom facilities.

Code Explanation

Alterations to existing buildings in the state of Wisconsin fall under the International Existing Building Code (IEBC). The portion of the IEBC that applies is based upon what type of work is being performed and over what percentage of the building. The lowest level of alteration is 'Repair'. According to IEBC 402.1, Repairs "include the patching or restoration or replacement of damaged materials, elements, equipment or fixtures for the purpose of maintaining such components in good or sound condition." Since the fixtures and tiles are not in a state of disrepair and are not going to be replaced to keep the fixtures in working order, we cannot classify this work as a Repair.

The next intensive level of alteration is a 'Level 1 Alteration'. The IEBC defines a 'Level 1 Alteration' as "the removal and replacement ...of existing materials, elements, equipment, or fixtures using new materials, elements equipment, or fixtures that serve the same purpose."

According to IEBC 605.1, "a ... element that is altered shall comply with the applicable provisions in [this section], chapter 11 of the International Building Code (IBC) and [ADA Standards], unless it is technically infeasible." For example, when a new toilet is installed, even if it is just being replaced, the toilet must be installed according to current IBC standards, including clear floor space, grab bars, etc.

The IEBC considers technical infeasibility to be:

> an alteration of a building or a facility that has little likelihood of being accomplished because the existing structural conditions require the removal or alteration of a load-bearing member that is an essential part of the structural frame or because other existing physical or site constraints prohibit modification or addition of elements spaces, or features that are in full and strict compliance with the minimum requirements for new construction and that are necessary to provide accessibility. (IEBC Section 202)

While there may be additional work involved in bringing the toilet rooms into compliance with the requirements of the IBC, we do not feel that the alterations required to replace the toilets according to requirements of the IBC in the northern first floor restrooms would meet the definition of technical infeasibility.

The next highest level of alteration is a 'Level 2 Alteration' that includes "the reconfiguration of space, the addition or elimination of any door or window." However, because door relocation would only be undertaken in order to make the restrooms as a whole accessible, the alterations would remain under the requirements of a Level 1 alteration (IEBC 701.1 exception 1).

Establishing a Toilet Count

One possible way to provide for an accessible toilet room is to remove one toilet to free up the extra space required for the clear floor space required for the accessible toilet. Further rearranging of the restrooms could allow for space to be utilized more efficiently in regards to the required clear floor areas at the sinks, urinals, water closets and doors.

When looking at toilet counts for the building, the overall square footage and individual room usage must be looked at. For the plumbing counts, most of the building is classified as B-Business occupancy. The courtroom themselves can be classified as an A-3 (Lecture hall) occupancy. There is also a Jury Assembly Area. Both are classified as A-3 Assembly. The mechanical areas located in the basement are classified as S-2 Storage areas.

The areas of jury sequestration have been removed from the area calculations in this code assessment because the jury sequestration room has (2) private restrooms accessed only through the jury room. The 14 members of the jury will not be able to access the rest of the facility when they are sequestered during a trial. Any staff members that would have access to the jury room would be able to access the restrooms located in other areas of the building. Also, the judge's private restrooms have been omitted from the numbers within the tables for ease of understanding, but the office areas are included within the overall square footage areas.

The square footages and corresponding occupant loads are listed in the table below.

Table 1 - Areas & Occupancy

Area	Size	Rate	Occupants
Business Areas	61,598 Sq Ft	1 Occupant / 100 Sq Ft Gross	616
Courtrooms (Public Seating)	By Actual	144 per courtroom	576
Courtrooms (Non-public)	2,127 Sq Ft	1 Occupant / 40 Sq Ft Net	54
Pre-Jury Assembly Areas	1,432 Sq Ft	1 Occupant / 15 Sq Ft Net	96
Mechanical Areas (S-2)	3,607 Sq Ft	1 Occupant / 300 Sq Ft Gross	13
Total			1,355

With the occupant load determined for the building, we can then begin to determine the number of fixtures needed for the building. In determining the fixture count, the number of occupants are divided in half to arrive at the number of occupants of each sex. Next, a rate per the IBC is applied to determine the number of fixtures required for the building. The number of fixtures and rates are listed in the tables below.

Table 2 – Female Toilet Fixture Count

Area	Female Occupants	Rate	Fixtures
Business Areas	304	1 per 25 for the first 50, then 1 per 50	7.16
Courtrooms (Public Seating)	288	1 per 65	4.43
Courtrooms (Non-public)	27	1 per 65	0.42
Pre-Jury Assembly Areas	48	1 per 50	0.96
Mechanical Areas (S-2)	7	1 per 100	0.07
Total	674		14 (13.04)

Table 3 – Male Toilet Fixture Count

Area	Male Occupants	Rate	Fixtures
Business Areas	304	1 per 25 for the first 50, then 1 per 50	7.16
Courtrooms (Public Seating)	288	1 per 125	2.3
Courtrooms (Non-public)	27	1 per 125	0.22
Pre-Jury Assembly Areas	48	1 per 50	0.96
Mechanical Areas (S-2)	7	1 per 100	0.07
Total	674		11 (10.71)

Note: Urinals can be substituted for 50% of the required male fixtures. That means up to 6 of the required 11 fixtures can be urinals.

Table 4 – Female & Male Lavatory Fixture Count

Area	Occupants per sex	Rate	Lavatories
Business Areas	304	1 per 40 for the first 80, then 1 per 80	4.8
Courtrooms (Public Seating)	288	1 per 200	1.44
Courtrooms (Non-public)	27	1 per 200	0.14
Pre-Jury Assembly Areas	48	1 per 80	0.6
Mechanical Areas (S-2)	7	1 per 100	0.07
Total	674		8 (7.05)

Recommended Remedies

Tables 5 & 6 below, show that up to 5 toilets in both the men's and the women's room can be removed and still provide for an adequate fixture count as required by the IBC. Removing a water closet in each toilet room would be the easiest way to gain enough room to accommodate the required clear floor areas for the new fixtures. Once a water closet is removed and the space is reconfigured in such a way as to accommodate the clear floor areas that are required, the new fixtures can be installed with the accessibility clearances. For the Men's room, this may mean relocating the door to the rest room and possibly removing or relocating the access to the wall chase. In the Women's room, the toilet count could be reduced by one and the partitions reconfigured to accommodate the required clear floor areas. In each situation the provided fixtures would remain greater than the number of fixtures required for each sex.

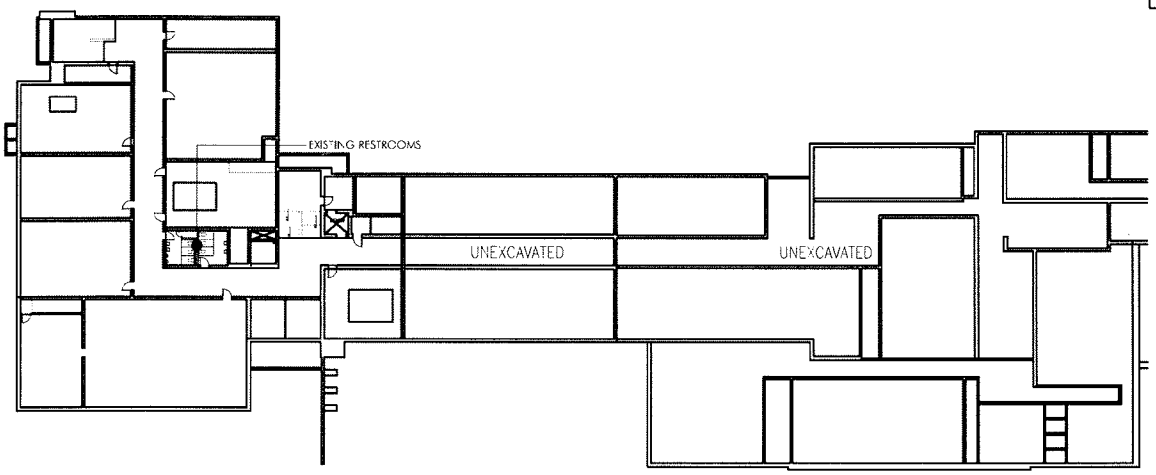
Table 5 – Required Female Toilet Fixture Count

Female	Required # of Fixtures	Existing # of Fixtures	# Able to be Removed
Toilets	14	19	Up to 5
Lavatories	8	13	Up to 5

Table 6 – Required Male Toilet Fixture Count

Male	Required # of Fixtures	Existing # of Fixtures	# Able to be Removed
Toilets	11	16	Up to 5
Urinals	Up to 6 allowed instead of toilets	10	Up to 10
Lavatories	8	13	Up to 5

Note: These numbers assume that if all fixtures that are able to be removed are removed, the employee toilet rooms would become public restrooms.



NORTH

1 BASEMENT FLOOR PLAN

SCALE: 1/32" = 1'-0"

OCCUPANCY LEGEND

- BUSINESS USE AREAS
  100 SQ FT / OCCUPANT NET
- JURY ASSEMBLY AREAS
  15 SQ FT / OCCUPANT NET
- COURTROOM AREAS
  40 SQ FT / OCCUPANT NET - FIXED SEATING BY ACTUAL COUNT
- STORAGE / MECHANICAL AREAS
  300 SQ FT / OCCUPANT GROSS

NOTE
STAIR WAYS & INCIDENTAL USE AREAS NOT COUNTED TOWARD OCCUPANCY NUMBERS

FIGURE 1
BASEMENT OCCUPANCY USE AREAS

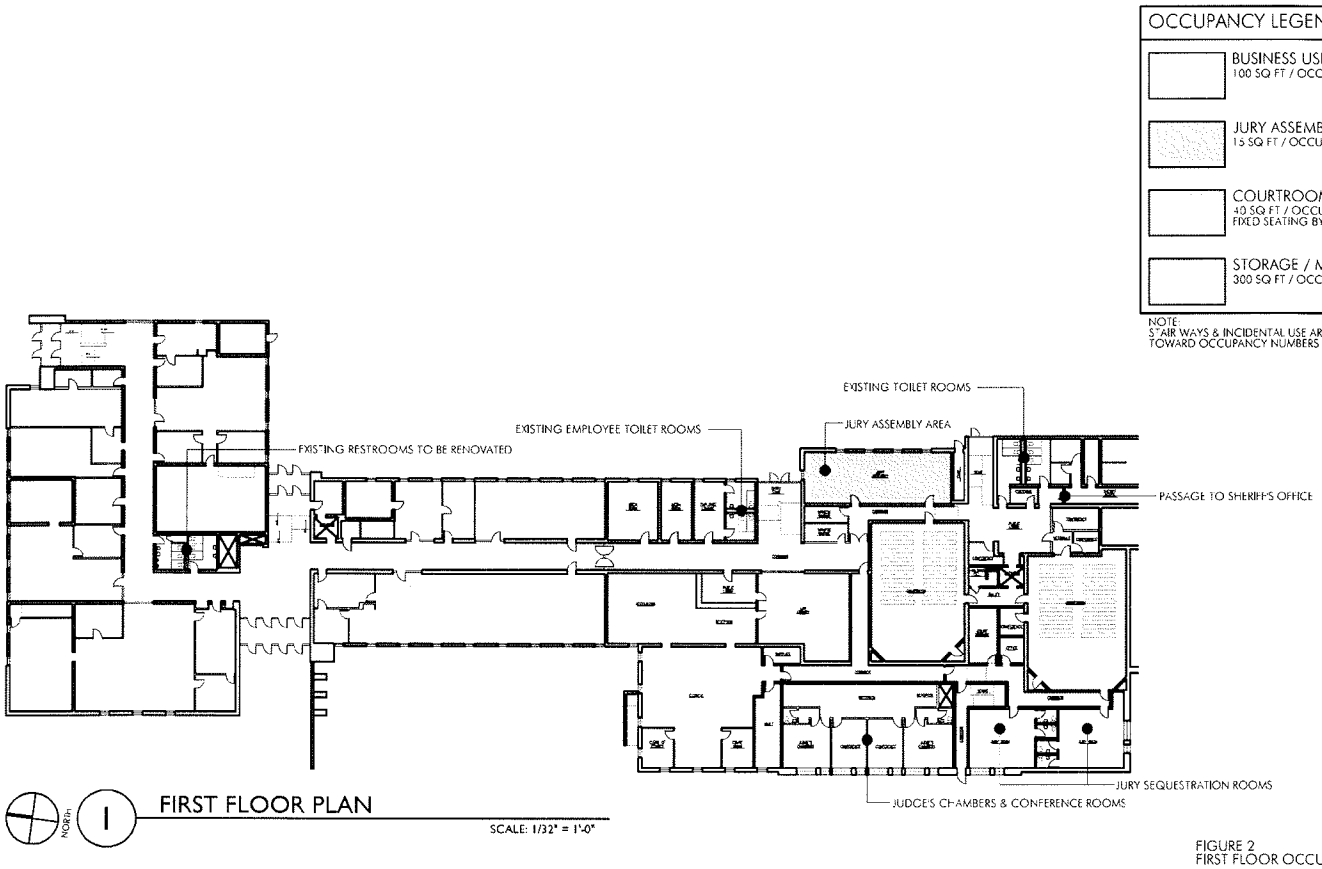
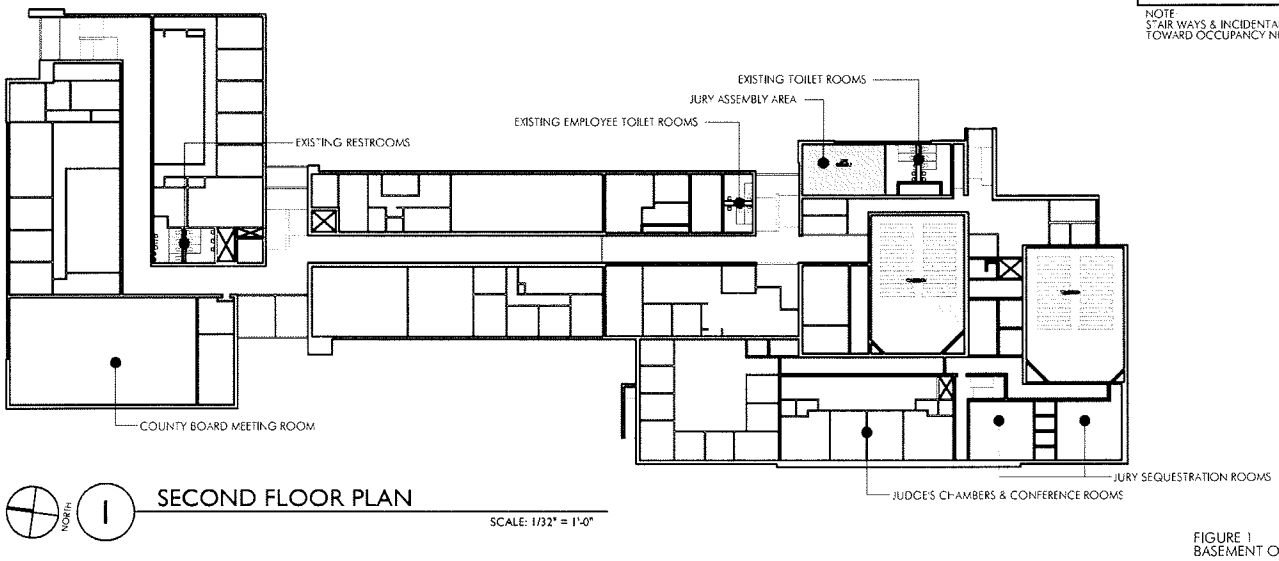


FIGURE 2
FIRST FLOOR OCCUPANCY USE AREAS



OCCUPANCY LEGEND

- BUSINESS USE AREAS
  100 SQ FT / OCCUPANT NET
- JURY ASSEMBLY AREAS
  15 SQ FT / OCCUPANT NET
- COURTROOM AREAS
  40 SQ FT / OCCUPANT NET + FIXED SEATING BY ACTUAL COUNT
- STORAGE / MECHANICAL AREAS
  300 SQ FT / OCCUPANT GROSS

NOTE
S"AIR WAYS & INCIDENTAL USE AREAS NO" COUNTED TOWARD OCCUPANCY NUMBERS

NORTH

1 SECOND FLOOR PLAN

SCALE: 1/32" = 1'-0"

FIGURE 1
BASEMENT OCCUPANCY USE AREAS

BARRIENTOS
DESIGN AND CONSULTING

BARRIENTOS
DESIGN. ARCHITECTS. ENGINEERS.
205 W. Highland Ave. Ste 303 T: 414.271.1812
Milwaukee, WI 53203 F: 414.271.1830

Barrientos Design & Consulting, Inc.
205 West Highland Ave Suite 303
Milwaukee, WI 53203
414-271-1812

Jefferson County Administration
Gary Petre

Invoice number 1
Date 08/08/2012

Project **50656.0 Jefferson County Courthouse Restroom Code Review**

Architectural Services Invoice

Code Assessment of Restrooms

Invoice Summary

Description		Contract Amount	Prior Billed	Total Billed	Current Billed
CODE REVIEW		2,000.00	0.00	1,800.00	1,800.00
	Total	2,000.00	0.00	1,800.00	1,800.00

Code Review

Professional Fees

	Hours	Rate	Billed Amount
Tom Mallmann	20.00	90.00	1,800.00

Invoice total **1,800.00**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
1	08/08/2012	1,800.00	1,800.00				
	Total	1,800.00	1,800.00	0.00	0.00	0.00	0.00

Approved by:

Norman E. Barrientos
Principal

Please make payable to Barrientos Design & Consulting, Inc.

BARRIENTOS
DESIGN. ARCHITECTS. ENGINEERS.

August 8, 2012

Mr. Gary Petre
County Administrator
Jefferson County
County Courthouse
Jefferson, WI 53459

RE: COURTHOUSE RESTROOM LEVEL 1 ALTERATIONS
Architectural Services Proposal

Dear Gary;

In following with our Courthouse Restroom code assessment of July 31, 2012, Barrientos Design will provide construction and bidding documents for a Level 1 Alteration of the North Restroom fixtures in the Courthouse.

This scope of work will be to replace the toilets, urinals, lavaratories and the finish tile in the Men's and Women's Restroom and reconfigure the fixture stall layout to be building code/ADA compliant.

Barrientos Design will provide Construction Documents that are suitable for public bidding and Plan Review. The Construction Documents will contain: floor plans, details, schedules and technical specifications.

Specific tasks and deliverable inculde:

- Development of existing condition plans
- On-site review of building conditions
- Finalization of Alteration program
- Construction Documents and Bidding Documents
- Construction cost estimate
- Plan Review submittal
- Assistance during Bidding, including responding to questions and issuing addenda.
- Construction Administration involving, one review of Contractor's submittals, one construction progress and review meeting, one inspection and punchlist and sign-off on Construction compliance with submitted Plan sets.

We will provide this work for a lump sum of $5,600. The percentage of effort per phase is as follows: Construction Documents 80%, Bidding 5% and Construction 15%.

We will provide the Construction Documents over a four week period.

Thanks for your consideration of Barrientos Design for your architectural needs.

Sincerely,

205 W. Highland Ave., Suite 303 Milwaukee, WI 53203 Tel: (414)·271·1812

BARRIENTOS
DESIGN. ARCHITECTS. ENGINEERS.

BARRIENTOS DESIGN & CONSULTING, INC.

Norman Barrientos

Norman Barrientos, AIA, LEED AP
President

205 W. Highland Ave., Suite 303 Milwaukee, WI 53203 Tel: (414)·271·1812