

**JEFFERSON COUNTY
HIGHWAY COMMITTEE &
INFRASTRUCTURE COMMITTEE
JOINT MEETING MINUTES**

Wednesday, April 10, 2013

The Jefferson County Highway Committee and Infrastructure Committee met on Wednesday, April 10, 2013, at 10:30 A.M. for a joint meeting at the Jefferson County Courthouse, Room 202.

ROLL OF THE HIGHWAY & INFRASTRUCTURE COMMITTEES:

Members present: Ron Buchanan; George Jaeckel; Al Counsell; Blane Poulson; Glen Borland; Donald Reese; Richard Jones; Russell Kutz; Rick Kuhlman; Dick Schultz

Also Present: William Kern, Highway Commissioner
John Molinaro, County Board Chairperson
Brian Udovich, Highway Department
Ann Jenswold, Highway Department
Erik Coonen, Highway Department
Russ Cooper, Highway Department
Greg Winter, Highway Department
Timm Punzel, Highway Department
Jim Mode, County Board Supervisor
Phil Ristow, Corporation Counsel
Carlton Zentner, County Board Supervisor
Brian Lamers, Finance
Norman Barrientos, Barrientos Design
Lydia Statz, Daily Jefferson County Union

Purpose of the meeting was to review and possibly take action on proposals from architectural and engineering firms on the final building design; site plan; and construction administration services for the Highway Department's new main facility, and satellite facilities in Lake Mills and Concord.

PUBLIC COMMENT

- NONE

HIGHWAY & INFRASTRUCTURE COMMITTEE MINUTES: The minutes from the May 30, 2012 Highway Committee/Infrastructure Committee joint meeting, having been distributed in advance, it was moved by Mr. Kuhlman and seconded by Mr. Jones from the Infrastructure Committee to approve the minutes as printed. Motion Carried. It was moved by Mr. Buchanan and seconded by Mr. Poulson from the Highway Committee to approve the minutes as printed. Motion Carried.

8. Review and possible action on proposals from architectural and engineering firms on the final building design; site plan; and construction administration services for the Highway Department's new main facility

Commissioner Kern reported Request for Proposals on the main Highway facility went out on February 20, 2013, and 13 proposals were received by the March 15, 2013 deadline. He stated that the Infrastructure Committee met on March 20, and from that point forward the 13 firms have been reviewed. He stated that the firms were ranked and awarded points based on experience of similar design work done by the firm, the design team currently on staff and their experience on large projects, and the overall management approach. Kern stated that in this ranking process he looked at the fees as a secondary item, feeling that qualifications and quality were most important in the design firm selection. He also stated that he and his Operations Manager, Brian Udovich, took the proposals to Dodge County Highway Department for their input and expertise.

The following firms submitted proposals for design services on the Jefferson County Main Shop:

General Engineering Company (Portage, WI)
Meade & Hunt (Madison, WI)
Prairie Lights Architecture (Milwaukee, WI)
Bray Architects (Milwaukee, WI)
Kodet Architectural Group (Minneapolis, MN)
CBS Squared (Chippewa Falls, WI)
Barrientos Design (Milwaukee, WI)
Graef (Milwaukee, WI)
Short Elliot Hendrickson (Chippewa Falls, WI)
Angus Young (Janesville, WI)
Kueny Architects (Pleasant Prairie, WI)
Venture Architects (Milwaukee, WI)
Oertel Architects (St. Paul, MN)

The top six firms selected were: Mead & Hunt; Oertel Architects, Kodet Architectural Group; Barrientos Design; CBS Squared; and Angus Young.

Commissioner Kern gave an overview of the top six firms and previous projects completed. The Committees asked questions and addressed concerns regarding the Minnesota firms. The Committees then wanted to hear a report regarding the top six and their fees knowing that there is \$1.5 million in the County's General Fund and \$300,000 in the Highway budget available for a facility.

Kern reported: Barrientos Design \$613,999.00; Oertel Architects \$825,000.00; Kodet Architectural Group \$1,250,675.00; CBS Squared \$599,800.00; Mead & Hunt \$1.2 million; Angus Young \$735,500.00.

It was moved by Mr. Borland and seconded by Mr. Jaeckel to move forward with Barrientos Design for the Highway Department's main shop.

Carried by the following roll call:

AYES: Buchanan, Borland, Counsell, Jaeckel, Poulson
NOES: None
ABSENT: None
ABSTAIN: None

It was moved by Mr. Jones and seconded by Mr. Kuhlman to move forward with Barrientos Design for the Highway Department's main shop.

Carried by the following roll call:

AYES: Reese, Jones, Kuhlman, Kutz, Schultz

NOES: None

ABSENT: None

ABSTAIN: None

9. Review and possible action on proposals from architectural and engineering firms on the final building design; site plan; and construction administration services for the Highway Department's satellite facilities in Lake Mills and Concord

Commissioner Kern reported that 9 proposals were received with fees ranging from \$101,000 to \$270,000. Eight of the nine firms were the same firms as the main facility. The firms are still being reviewed for qualifications and will be reported on at the next meeting. The nine firms with proposals are: Kueny Architects; Venture Architects; General Engineering; Barrientos Design; Angus Young; Dorschner; Bray Architects; CBS Squared; Prairie Lights.

10. Status report on purchase of old Countryside Home property

Corporation Counsel, Phil Ristow, reported that we are still moving forward with the \$200,000.00 purchase price for the property. There was a negotiation with the bank regarding additional asbestos. The bank agreed to pay 50%, up to \$37,500.00, for additional clean up. Closing should be taking place on April 17, 2013.

11. Set next joint meeting date and possible agenda items.

The next joint meeting will be taking place on Wednesday, May 1, 2013 at the Jefferson County Courthouse, Room 202, at 8:30 a.m. Individual Committees will meet after the joint meeting.

It was moved by Mr. Kuhlman and seconded by Mr. Buchanan to adjourn at 11:48 a.m.
Motion Carried.

Approval:
