



Agenda
Revised

Jefferson County Highway Committee Meeting

Tuesday, February 5, 2013
8:00am

Office of the Highway Commissioner – Committee Room
141 West Woolcock Street
Jefferson, Wisconsin

Committee Members: Ron Buchanan, Chairman; George Jaeckel, Vice Chairman; Al Counsell, Secretary; Glen Borland, Blane Poulson

Highway Commissioner: William T. Kern

AGENDA

1. Call meeting to order
2. Roll Call
3. Certification of compliance with the Open Meetings Law
4. Review of the Agenda
5. Public Comment
6. Minutes from January 2, 2013 Highway Committee meeting
7. Communications
8. Old Business
 - a. Discuss request for proposal for architectural & engineering services for Jefferson County Highway Facility
9. New Business
 - a. Discuss final design services for Lake Mills Satellite Shop
 - b. CTH A (CTH S – Lake Mills) – Discuss resurfacing project scheduled for 2013
 - c. Jurisdictional Transfer agreements between Jefferson County and the City of Watertown and the Town of Watertown on County Trunk Highway Y (Transfers associated with the STH 26 bypass project)
 - d. Review monthly financial account summary
10. Highway Operations Report
11. Review and approve vouchers
12. Adjourn

Note: The Highway 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 HIGHWAY COMMITTEE
MEETING MINUTES**

Tuesday, February 5, 2013

The Jefferson County Highway Committee met on Tuesday, February 5, 2013, at 8:00 A.M. for a meeting at the Highway Office.

ROLL OF THE HIGHWAY COMMITTEE:

Members present: Ron Buchanan; Blane Poulson; Al Counsell

Members absent: Glen Borland, George Jaeckel

Also Present: William Kern, Highway Commissioner
Gary Petre, County Administrator
John Molinaro, County Board Chairman
Ann Jenswold, Highway Department
Carlton Zentner, County Board Supervisor
Erik Coonen, Highway Department
Brian Udovich, Highway Department
Patricia Cicero, Land/Water Conservation
Bill Buglass, Payne & Dolan

Purpose of the meeting was to review and approve vouchers and other highway business.

HIGHWAY COMMITTEE MINUTES: The minutes from the January 2, 2013 Highway meeting, having been distributed in advance, it was moved by Mr. Counsell and seconded by Mr. Buchanan to approve the minutes as printed.

Carried by the following roll call:

AYES: Buchanan, Counsell

NOES: None

ABSENT: Borland, Jaeckel

ABSTAIN: Poulson

CORRESPONDENCE:

- NONE

Newsletters:

- NONE

News Releases/Notices:

- NONE

PUBLIC COMMENT:

- NONE

HIGHWAY COMMISSIONER'S REPORT:

- **Project/Construction Work**

Planning work for 2013 projects is in progress

- **General Maintenance**

Crews are completing maintenance projects for the county and various towns

Crews are completing various signing repair work

Crews are completing guardrail/bridge repairs at various locations

Crews are working on brushing work on county and state highways

- **Winter Maintenance**

Major winter storm in December cost \$127,000 (County Highways)

Crews out for several winter storms over the last few weeks

- **Office/Shop**

End of year inventories completed

Staff is working on closing books for 2012 and completing end of year reports

OLD BUSINESS

8a. Discuss request for proposal for architectural & engineering services for Jefferson County Highway Facility

Commissioner Kern handed out and discussed the Request for Proposal for Architectural & Engineering Services for the Jefferson County Highway Department Facility. He stated that the proposal would be going to the County Board in March. If approved at the Infrastructure meeting on the 19th, the proposal would be released on February 20. Proposals will be due on March 15, 2013 at 2:00 p.m.

NEW BUSINESS

9a. Discuss final design services for Lake Mills Satellite Shop

Commissioner Kern reviewed with the Committee Barrientos Architectural/Engineering Services Proposals for the final shop designs for the Lake Mills and Concord Satellite Shops.

It was moved by Mr. Poulson and seconded by Mr. Counsell to move forward with Barrientos Design, and forward the final design proposals to the Infrastructure Committee.

Carried by the following roll call:

AYES: Buchanan, Poulson, Counsell

NOES: None

ABSENT: Jaeckel, Borland

ABSTAIN: None

9b. CTH A (CTH S – Lake Mills) – Discuss resurfacing project scheduled for 2013

The Committee discussed realignment of the upper end of the roadway, versus staying with the resurface project as scheduled on CTH “A”. Some thoughts considered included property owner issues, funding, project design, and right of way purchase. Patricia Cicero from Land/Water Conservation was on hand to provide some insight into the land owner issues. After discussion by the Committee, it was concluded to add this item to the March agenda, allowing time to receive more information regarding design. No Motion.

9c. Jurisdictional Transfer agreements between Jefferson County and the City of Watertown and the Town of Watertown on County Trunk Highway Y (Transfers associated with the STH 26 bypass project)

The Committee discussed the changes to CTH “Y” that came about with the STH 26 bypass project. The jurisdictional transfers are being finalized and will be brought forward to the County Board within the next month or two. No Motion.

9d. Review monthly financial account summary

The Highway Commissioner discussed the financial account summary with the Committee, and answered questions. He stated that the 2012 year end numbers are still being finalized. There will be more information available for next month’s meeting. No Motion

10. Highway Operations Report

The Commissioner reviewed the operations with the Committee regarding current operations. He commented on the fact that the December storm had lots of drifting. The clean-up costs for the County Highways, for the late December storm, was \$127,000. No Motion.

REVIEW & APPROVE VOUCHERS: The vouchers held the following totals resulting:

BILLS:	01/08/13 For 2012	\$ 308,819.93
BILLS:	01/08/13 For 2013	\$ 31,411.44
BILLS:	01/17/13 For 2012	\$ 15,480.79
BILLS:	01/17/13 For 2013	\$ 1,219.53
BILLS:	01/29/13 For 2012	\$ 32,449.14
BILLS:	01/29/13 For 2013	\$ 129,003.88
BILLS:	02/05/13	\$ 56,728.97
COMMITTEE:	DECEMBER	\$ 396.05
TOTALS:		\$ 575,509.73

It was moved by Mr. Poulson and seconded by Mr. Counsell that the bills are allowed as reviewed.

Carried by the following roll call:

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

The next Highway Committee meeting will be Tuesday, March 5, 2013 at the Jefferson County Highway Department.

Motion by Mr. Poulson and seconded by Mr. Counsell to adjourn at 8:55 a.m.

Carried by the following roll call:

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

Approval:

Al Counsell, Secretary

**REQUEST FOR PROPOSAL
ARCHITECTURAL & ENGINEERING
SERVICES**

**JEFFERSON COUNTY
HIGHWAY DEPARTMENT FACILITY**

DRAFT

Issue Date: February 20th, 2013

Proposals due: March 15th 2013 at 2:00 PM

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DRAFT

1. INVITATION TO PROPOSE

Jefferson County is seeking proposals from well-qualified architectural firms to provide final site plan; building design and construction administration services for the development of a new County Highway Department Facility to be located in Jefferson, WI. The services will be full-design assuming a single-bid document package with a General Contractor procured through a public bidding process. The only exception will be the design/build delivery of the 10,000 ton Salt Shed.

The proposal requirements and process will follow Jefferson County purchasing procedures as described in section 9. Proposal Requirements.

A pre-proposal informational meeting will be held on Monday, February 25th at the County's Workforce Development Center at 1:00 PM.

2. BACKGROUND

The current County Highway Department, located on 141 W. Woolcock Street in Jefferson, no longer performs adequately and architectural analysis has been deemed it not suitable for redevelopment. Through four past architectural studies, the County has explored the option of redesigning and relocating the Garage facility at sites in and around the City of Jefferson with the conclusion to build new a new facility at a different site within the City of Jefferson.

These studies have also developed a new facility building program, schematic floor plans, concept site plans and a cost estimates. Moving forward with Final Design, these prior designs will be the basis of the design scope and the starting point for Design Development. These prior studies can be viewed on the County's website at www.jeffersoncountywi.gov.

In brief, this County Central Highway Facility houses the operations of the Highway Department's Highway Division, Fleet Division and offices of the Highway Commissioner. The main function of the Garage facility is to provide logistical support for the County's highway maintenance program and includes housing the Highway fleet, maintaining County roadways, maintaining most County fleet vehicles, performing skilled trade operations on equipment, storing associated equipment, providing employee quarters for operators and mechanics and housing the administration offices.

The facility will house 58 plow/haul/small trucks, 50 people in the Highway Division, 8 people in the Fleet Division staff and 4 people in the Highway Commissioner's Offices. The square footage for the main facility is estimated to be 100,000 to 110,000 SF.

The site functions are an integral part of the design and include storage for salt, sand, stockpiles, vehicle fueling, road maintenance stock, truck scaling, cold storage, staff parking and vehicle circulation. The entire site area is 30 acres with expansion capability to 40 acres.

3. SITE PLANNING TO DATE

The selected site for the new facility is located on CTH's J and W within the City of Jefferson. See attached Exhibit One for the extent of subject land. The County currently owns 54 acres and is in the process of purchasing an additional 40 acres for a total of 94 contiguous acres. The subject purchase parcel is referred to as the old Countryside Home site as it houses the abandoned County Nursing Home. This County Nursing Home structure will be demolished and remediated in 2013.

To date, an Architectural Consultant has developed a concept site plan illustrating the layout of buildings, site facilities, roadways, parking, parceling of future site and the general topography of the site. An initial meeting with the City of Jefferson for Site Plan Review was conducted to gather input on design requirements for stormwater, utilities, traffic planning, roadway layout and the hearing process. The initial plan was generally well received and will need more engineering detail for further commenting.

The City of Jefferson has approved the County's request to amend the City's Land Use Plan to designate the entire 94 acre parcel as Planned Mixed Use. The County's rezoning application to assign this parcel as M-U is currently in the City's rezoning process and is anticipated to be approved by February 20, 2013. The City has communicated that a Final Site Plan Approval package will be required within a year of this date following the Land Use and Zoning changes. See County correspondence in Exhibit One.

The site scope will cover Site Plan Approval documentation for the entire 94-acres and Final Design only for the Highway Garage's 40-acre site within the 94-acres. Preliminary discussions have been made about altering the alignment of adjacent roadways off the parcel but these are not part of the scope of work.

4. BUILDING PROGRAM

Based on the Schematic plans the main facility could be a 100,000 to 110,000 SF one-level facility. The building program has these main functions:

1. Fleet Parking Garage for 58 vehicles
2. Truck Wash
3. Repair Garage with 10 service bays
4. Metal Fabrication/Welding Shop
5. Bulk Fluid Storage
6. Parts Storage
7. Tire & Hydraulics Storage
8. Lunchroom
9. Locker Room
10. Committee Meeting Room
11. Fleet Division Office, 1 person
12. Highway Division Offices, 4 people
13. Commissioner Offices, 4 people

The anticipated building assembly is based on Construction Type-II B, pre-cast, hollow-core wall panels with open-web steel joists, steel interior columns and flat roof decks. The building Occupancy uses are Storage-1 (S-1) and Business (B) with rated separations between the uses. High ceiling clearances will be needed for overhead conveyance, floor lifting and truck heights. In the vehicle and shop areas the flooring will be concrete and generally level with sloping for adequate water drainage.

Specialty fixed maintenance equipment includes:

1. Overhead Bridge and Jib Cranes
2. Vehicle lifts
3. Bulk Fluid storage and distribution
4. Welding arms and hoods
5. Tail-pipe exhaust reels
6. High-pressure wash and parts wash systems.
7. Emergency generator

Key interior environmental controls will include:

1. Make-up Air Units in each bay with CO purge systems
2. Sprinklered throughout per NFPA 13
3. Floor level exhausts in Repair and Parking Garages
4. Explosion-proof switching in Repair Garage and Bulk Fluid Storage

Site facilities include:

1. 10,000 ton Salt Shed with Brine system. The Salt Shed will be delivered via Design/Build as a separate bid document
2. 4,000 ton Salt Shed
3. Fueling Station with 10,000 gal. Tanks for both diesel and unleaded fuel.
4. Cold Storage Buildings, a total of approximately 20,000 SF
5. Truck Scale
6. Stockpile bins and pads
7. Staff and Visitor Parking
8. Roadways, parking lot, stormwater management, utilities, landscaping and site lighting

5. SUSTAINABILITY PROGRAM

A preliminary sustainable design program has been identified for the project along with additional technologies that have not yet been approved for funding. Sustainable design practices to be incorporated within this budget include: use of recycled and renewable products, use of local products, solar orientation, extensive use of daylighting, light tube array in roof, 2" added insulation, radiant heat flooring and rainwater roof collection. Additional technologies and services that are to be evaluated for incorporation are: geothermal heating, photovoltaic arrays on roof, waste oil recovery, solar hot water

panels on roof, LEED certification process and grant research. These final design of these additional items are not part of the budget nor part of basic AE services but an evaluation of each item will be part of the basic services.

6. CONSTRUCTION COST ESTIMATE

The construction budget will be finalized in the design process and with the County Board's approval. For the purposes of scale and responding to this proposal, the construction cost estimate developed by the Architect for the schematic design work of 2011 is estimated to be in the range of \$10M to \$15M.

7. PROJECT SCHEDULE

The project will proceed along these milestones:

RFP Issued	February 20 th , 2013
Proposals Due	March 15 th
Committee Review of Proposals	March 20 th
County Board Approval of Architectural Firm	April 16 th
Start of Design Development (DD)	April 17 th
Complete DD and Site Plan Approval Package	June 15 th
Start of Construction Documents	June 15 th
Complete Construction Documents & Cost Estimate	October 1 st
Complete State Plan Review & Issue Bid Documents	December 13 th
Receive Bids and Complete Bidding Process	March 1 st , 2014
Construction Substantial Completion	April 1 st , 2015

8. SCOPE OF A/E SERVICES

Architectural/Engineering services will involve Design Development, Construction Documents, Bidding and Construction Administration. The terms, responsibilities, definitions and phases generally will follow the AIA Owner Architect Agreement B101 2007 with the following scope governing.

The Architect will provide these professional design services:

1. Architecture
2. Structural Engineering
3. Civil Engineering
4. HVAC Engineering
5. Plumbing and Fire Protection
6. Electrical Engineering
7. Landscape Architecture

The Architect is also to provide evaluation of sustainable design options but not undertake the LEED application process.

The building design documents are to be created within industry-acknowledged Building Information Modeling (BIM) software such as Autodesk Revit, Graph iSOFT or Bentley. AutoCAD files will not meet these criteria.

Design Development & Planning Approvals

1. Finalizing of the Building and Site Plan with Highway staff, gathering of further room and equipment requirements.
2. Development of building sections, elevations and typical wall assemblies
3. Finalize site facility requirements, sizing, layout and product lines.
4. Selection and specification of fixed equipment within the Building
5. Assist in procuring a geotechnical exploration.
6. Foundations analysis and design criteria, based on Geotech report
7. Building Engineering: structural, HVAC, electrical, plumbing. Selection and sizing of systems.
8. Updated building cost estimates
9. Procurement of electronic Survey and development of a CSM
10. Finalize entire 94-acre site plan development plan suitable for City's Site Plan Approval and Plan Commission requirements.
11. Further develop site design and engineering for the 40-acre area for Highway Garage. Civil engineering to include: grading, paving, stormwater, utilities, and erosion control. Evaluate remediation of existing stormwater pond on northeast corner of site.
12. Develop documents for Site Plan Approval Package and Plan Commission hearings. Specific components include: architectural plans, landscape plans, traffic plan and storm water and erosion control management.
13. Submit Site Plan Approval Package and attend meetings and hearings
14. Design of Utility extensions to building
15. Design of internal road requirements
16. Final Stormwater Management plan application to WDNR
17. Building Code review along with other safety officials
18. Preliminary engineering of Green/Sustainable technologies, return on investment, funding applications.
19. Evaluation of LEED application process, costs, feasibility of obtaining rating.
20. Preliminary specifications
21. Cost Estimates
22. Presentation graphics suitable for public meetings. Includes two perspectives, colored elevations, colored site plans with landscaping.
23. Client review and progress meetings as needed, no limit.
24. County Board or Committee presentations, up to two

Construction and Bidding Documents

1. Final construction documents for all disciplines including plans, details and schedules.
2. Final review of products, materials and equipment.
3. Finish board of interior products.
4. Finalize technical specifications.
5. Writing of General Conditions and Bid Invitation documents
6. Final cost estimate.
7. Value engineering options
8. Submission of Design Documents for State Plan Review
9. Client review and progress meetings as needed, no limit.
10. County Board or Committee presentation, up to two.

Bidding & Construction Administration Services

1. Preparation of Bid announcement
2. Bidding issuance, walk-through, issuance of addenda.
3. Review, tabulation and recommendation of bids.
4. Final GC contract writing.
5. Construction Kick-off
6. Review of Contractor's schedule, workplan.
7. Review of shop drawings and other submittals.
8. Progress meeting and Construction Observation every two weeks.
9. Change Orders and Clarifications
10. Punch list review
11. Project Closeout; provide CA services at least two months after Substantial Completion.
12. Start-up and balancing of mechanical equipment
13. Warranties, operation manuals and as built plans

9. PROPOSAL REQUIREMENTS

Architectural firms are to provide a lump-sum not-to-exceed fee to provide the services described above. This fee is to be broken down by design Phases of Design Development, Construction & Bidding Documents, Bidding Assistance and Construction Administration.

In addition, provide an Hourly Rate by category for any negotiated time and material work.

Allowable reimbursables will include governmental application fees, bid document printing and printing of documents for County Board and public distribution. No other reimbursables will be allowed in the RFP response.

PROPOSAL CONTENTS

The RFP will include the following section headings and contents:

1. Letter of Interest
2. Similar County Highway or Public Work Garages. List projects that are at least half the square footage required here and built in the last 10 years. Demonstrate building and site design expertise with a similar program.
3. Architectural Team Members. Their experience with County Highway and Public Works Garages.
4. Engineering Team Members. Their experience with similar type buildings and sitework.
5. List of References. Provide at least five project references from similar projects.
6. Project Design and Management approach.
7. Understanding & Acceptance of Scope of Work
8. Lump Sum Not-To-Exceed Fee proposal & Hourly Rates

Fifteen (15) copies of the proposal should be submitted along with an electronic copy in pdf format on an accompanying CD. The proposal should be marked Final Design on the envelope, and submitted to the Jefferson County Highway Department office at the following address:

Jefferson County Highway Department
Attn: William Kern, Highway Commissioner
141 West Woolcock Street
Jefferson, WI 53549

Following the RFP issuance, questions are to be directed to Highway Commissioner Bill Kern at billk@co.jefferson.wi.us or at 920-674-7390. As part of the public proposal process, all questions and clarifications via email will be documented and potentially shared with County Committees and the general public.



BARRIENTOS
& ASSOCIATES

January 30, 2013

Mr. William Kern
Highway Commissioner
Jefferson County Highway Commission
141 W. Woolcock Street
Jefferson, WI 53549

RE: LAKE MILLS SATELLITE SHOP FINAL DESIGN SERVICES
Architectural/Engineering Services Proposal

Dear Bill;

In following with the Site Plan Approval package for the City of Lake Mills, we are providing the County with a proposal of architectural and engineering services for the Final Design of the Lake Mills Satellite Shop.

DESIGN PROGRAM

The subject parcel is in the Town of Lake Mills but due to an annexation agreement this parcel will be annexed over to the City of Lake Mills once developed. The zoning of the parcel will be PB - Planned Business.

The main Shop building will be a 12,500 SF steel-framed and metal building enclosure housing vehicle storage for six trucks, staff ready room, lockers, toilet and a storage room. Yard facilities will include fueling station for diesel and unleaded, stockpile bins and fencing. Sitework will involve grading, paving, utilities, stormwater, site lighting, landscaping and signage.

SCOPE OF WORK

Final design architectural and engineering services will involve, Construction Documents, Bidding and Construction Administration. The terms, responsibilities, definitions and phases generally will follow the AIA Owner Architect Agreement B101 2007 with the following scope governing.

The Architect will provide these professional design services:



BARRIENTOS

Design & Construction

1. Architecture
2. Structural Engineering
3. Civil Engineering
4. HVAC Engineering
5. Plumbing and Fire Protection
6. Electrical Engineering
7. Landscape Architecture

Construction and Bidding Documents

1. Final construction documents for all disciplines including plans, details and schedules.
2. Code conformance review of design disciplines
3. Final review of products, materials and equipment.
4. Finalize technical specifications.
5. Final Civil engineering of site including: grading, utilities, stormwater, erosion control
6. Final Stormwater Management plan application to WDNR
7. Analysis of geotechnical reports by others for foundation design
8. Writing of General Conditions and Bid Invitation documents
9. Final cost estimate.
10. Value engineering options
11. Submission of Design Documents for State Plan Review
12. Client review and progress meetings as needed, no limit.
13. County Board or Committee presentation, one.

Bidding & Construction Administration Services

1. Preparation of Bid announcement
2. Bidding issuance, walk-through, issuance of addenda.
3. Review, tabulation and recommendation of bids.
4. Final GC contract writing.
5. Construction Kick-off
6. Review of Contractor's schedule, workplan.
7. Review of shop drawings and other submittals.
8. Progress meeting and Construction Observation every two weeks.
9. Change Orders and Clarifications
10. Punch list review
11. Project Closeout



BARRIENTOS

Design & Consulting, Inc.

- 12. Start-up and balancing of mechanical equipment
- 13. Warranties, operation manuals and as built plans

SCHEDULE

Barrientos Design will complete the above work as follows:

Construction Documents:	two months
Bidding Period:	two months
Construction Administration:	five months

FEE

Barrientos Design will provide this work for a lump sum fee of \$77,215. We will bill according to progress complete monthly with the phase's percent of total being:

Construction Documents:	80%
Bidding Period:	5%
Construction Administration:	10%

Reimbursables will include printings and mileage to the site and meetings.

We look forward to the County's acceptance and to moving forward on this essential project.

Sincerely,

BARRIENTOS DESIGN & CONSULTING, INC.

Norman Barrientos, AIA, LEED AP
President



BARRIENTOS
Design & Construction

ACCEPTED

Jefferson County Highway Department

William Kern, Commissioner

Date



BARRIENTOS

Design & Construction

January 30, 2013

Mr. William Kern
Highway Commissioner
Jefferson County Highway Commission
141 W. Woolcock Street
Jefferson, WI 53549

RE: **CONCORD SATELLITE SHOP FINAL DESIGN SERVICES**
Architectural/Engineering Services Proposal

Dear Bill;

In following with study work, we are providing the County with a proposal of architectural and engineering services for the design of the Concord Satellite Shop.

DESIGN PROGRAM

The subject parcel is in the Town of Concord at CTH F and I-94 and there is an access road at F. Per the County GIS map, wetlands exist on the north side of the site.

The main Shop building will be 12,500 SF steel-framed and metal building enclosure housing vehicle storage for six trucks, staff ready room, lockers, toilet and a storage room. Yard facilities will include, 4000-ton salt shed, fueling station for diesel and unleaded, stockpile bins and security fencing. The Tractor Shed built in 1999 will be relocated if necessary. Sitework will involve grading, paving, utilities, stormwater, site lighting, landscaping and signage.

The County will use the same building design from the Lake Mill Shop site with modifications to fit the site conditions.

SCOPE OF WORK

Final design architectural and engineering services will involve, Preliminary Design, Construction Documents, Bidding and Construction Administration. The terms, responsibilities, definitions and phases generally will follow the AIA Owner Architect Agreement B101 2007 with the following scope governing.

The Architect will provide these professional design services:

1. Architecture
2. Structural Engineering
3. Civil Engineering
4. HVAC Engineering
5. Plumbing and Fire Protection
6. Electrical Engineering
7. Landscape Architecture

Preliminary Design

1. Establish site layout of buildings, site facilities and roads
2. Assemble site data through either County provided information or procured survey services
3. Assist County in procuring soils analysis and Geotech report
4. Preliminary structural engineering of foundation and drainage needs
5. Develop preliminary civil engineering for grading, utilities, paving, stormwater, erosion control and site lighting.
6. Identify wetland planning needs
7. Adapt building plans from Lake Mills site to meet needs of Concord site
8. Review zoning conformance and submit site Plan to County Zoning for review
9. Develop draft stormwater management plan
10. Create costs estimates
11. Submit to County a Preliminary Design Report
12. Present Preliminary Design report to County Committee or Board.

Construction and Bidding Documents

1. Final construction documents for all disciplines including plans, details and schedules.
2. Final review of products, materials and equipment.
3. Finalize technical specifications.
4. Final Civil engineering of site including: grading, utilities, stormwater, erosion control
5. Final Stormwater Management plan application to WDNR
6. Building Code review along with other safety officials
7. Writing of General Conditions and Bid Invitation documents
8. Final cost estimate.



9. Submission of Design Documents for State Plan Review
10. Client review and progress meetings as needed, no limit.
11. County Board or Committee presentation, one.

Bidding & Construction Administration Services

1. Preparation of Bid announcement
2. Bidding issuance, walk-through, and issuance of addenda.
3. Review, tabulation and recommendation of bids.
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8. Progress meeting and Construction Observation every two weeks.
9. Change Orders and Clarifications
10. Punch list review
11. Project Closeout
12. Start-up and balancing of mechanical equipment
13. Warranties, operation manuals and as built plans

SCHEDULE

Barrientos Design will complete the above work as follows:

Construction Documents:	two months
Bidding Period:	two months
Construction Administration:	five months

FEE

Barrientos Design will provide this work for a lump sum fee of \$56,307. If this project is bid as one contract with the Lake Mills Satellite Shop, thus allowing bidding and construction administration services to occur jointly, our fee will be reduced by \$11,582.

We will bill according to progress complete monthly with the phase's percent of total being.

Construction Documents:	80%
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BARRIENTOS

design & consulting

Bidding Period: 5%
Construction Administration: 15%

Reimbursables will include printings and mileage to the site and meetings.

We look forward to the County's acceptance and to moving forward on this essential project.

Sincerely,

BARRIENTOS DESIGN & CONSULTING, INC.

Norman Barrientos, AIA, LEED AP
President

ACCEPTED

Jefferson County Highway Department

William Kern, Commissioner

Date

Preliminary Construction Cost Estimate

Project Length ~2043'

Item	Estimated Quantity	Unit	Unit Cost	Estimated Cost
Common Excavation	11,000	CY	\$ 5.00	\$ 55,000.00
Common Excavation (EBS)*	1,670	CY	\$ 5.00	\$ 8,350.00
Select Crushed Material*	2,920	TON	\$ 9.00	\$ 26,280.00
Base Aggregate Dense 1 1/4-Inch	5,890	TON	\$ 9.00	\$ 53,010.00
HMA Pavement Type E-1	1,570	TON	\$ 55.00	\$ 86,350.00
				Subtotal \$ 228,990.00
Contingency (20%)				\$ 45,798.00
				Subtotal Construction \$ 274,788.00
Right of Way - Roadway	1.52	ACRE	\$ 3,000.00	\$ 4,560.00
Parcel Remnant	1.69	ACRE	\$ 3,000.00	\$ 5,070.00
				Grand Total \$ 284,418.00

* Estimate based on 1/2 of the project needing EBS

\$ 735,059.74 per mile

Items covered under contingency:

- Borrow
- Signing and Marking
- Culverts
- Erosion Control
- Traffic Control
- New intersection and grading of existing road

COUNTY TRUNK HIGHWAY A, JEFFERSON COUNTY



Jefferson County Highway Department Highway Operations Report

Highway Committee Meeting – February 5, 2013

Construction Project Work

- Planning work for 2013 projects is in progress.

Winter Maintenance Work

- Major winter storm in December cost \$127,000 (County Highways).
- Crews out for several winter storms over the last few weeks.

General Maintenance Work

- Crews are completing maintenance projects for the county and various towns.
- Crews are completing various signing repair work.
- Crews are completing guardrail/bridge repairs at various locations.
- Crews are working on brushing work on county and state highways.

Office Staff

- End of year inventories completed.
- Staff is working on closing books for 2012 and completing end of year reports.