

1 **ADMINISTRATIVE SERVICES COMMITTEE**

2
3 Courthouse
4 West Bend, WI

August 9, 2005
8:00 a.m.

5
6 Present: David N. Radermacher, Brian W. Bausch, Donald N. Kempf, and Delores E. Kruepke.

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8 Absent: Paul J. Beistle.

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10 Also Present: Administrative Coordinator Doug Johnson, Facility Manager David Loomans,
11 Purchasing Agent Bill Kurer, and County Clerk Brenda Jaszewski.

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13 Vice-Chairperson Radermacher called the meeting to order and read the Affidavit of Posting.

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15 **REVIEW OF EAST PARKING LOT BUDGET AND CONTRACTS**

16 Mr. Johnson stated he has worked with Purchasing Agent Bill Kurer and Adam Hammen from
17 Sigma to present options to this Committee regarding the costs of the East Parking lot. The lowest
18 bid received was from Ray Wollner’s Excavating in the amount of \$466,391, and the total amount
19 budgeted was \$390,000. In addition to the construction costs, the engineering contract was
20 approved at a cost of \$25,600. Mr. Johnson explained that Sigma had additional Engineering costs
21 in the amount of \$1,200, plus Geotechnical testing in the amount of \$3,000.

22
23 Mr. Johnson explained that since the Samaritan Assisted Living project would be using the fill from
24 the East parking lot project, reimbursement for this fill would be expected from the Samaritan
25 project fund in the amount of \$30,000. With this reimbursement, the total planned expenses for the
26 East parking lot is \$466,191. Mr. Johnson recommends a 5% contingency, in the amount of
27 \$23,319, bringing the grand total to \$489,510.

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29 The proposed funding sources are as follows:

30 Capital Improvement Budget	\$390,000
31 Unused funds from the 2003 Remodeling Account	\$ 35,150
32 Reallocation of 2005 Facilities CIP funds – Schmidt Rd. Modification Project	<u>\$ 64,360</u>
33 Total	\$489,510

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35 Mr. Johnson stated that the Highway Department has a supply of crushed aggregate that they will
36 provide to this project at no cost. This crushed aggregate is a better base than the more costly
37 gravel called for in the project specifications. Mr. Johnson recommends that once a bid is accepted,
38 a change order be negotiated with the contractor to use the Highway’s aggregate in lieu of the
39 gravel. Any cost savings would reduce the amount reallocated from the 2005 Facilities CIP
40 Schmidt Road Modification account.

41
42 Mr. Radermacher inquired as to the documentation of the quantity of contaminated soils. The
43 Committee requests follow up on the scaling of tonnage for the contaminated soil removed from the
44 site. Mr. Loomans explained that part of the bid specifications include a new storm sewer under a
45 portion of the proposed parking lot. Once the parking lot is complete, the Highway Department is
46 to be notified that Highway vehicles are to avoid the area over the new storm sewer.

47
48 Moved by Mr. Kempf, seconded by Mr. Bausch to accept the bid for the East Parking lot from Ray
49 Wollner’s Excavating in the amount of \$466,391. The project is to be funded with approved
50 Capital Improvement Plan project funds, unused 2003 Remodeling account funds, and reallocation
51 of 2005 Facility Capital Improvement Plan – Schmidt Road Modification project funds. In
52 addition, Mr. Johnson and Mr. Kurer have authorization to negotiation a change order with Ray
53 Wollner’s Excavating to use the Highway aggregate in lieu of gravel. Motion carried.

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55 **ADJOURNMENT**

56 Moved by Ms. Kruepke, seconded by Mr. Kempf to adjourn at 8:30 a.m. Motion carried.

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59 Brenda J. Jaszewski, County Clerk