

1 **COURTHOUSE ADDITION BUILDING COMMITTEE**
2 **(CABC)**

3 Courthouse, Room 2131
4 West Bend, WI

March 23, 2006
9:03 a.m.

5
6 Present for Courthouse Addition Building Committee (CABC): Brian Bausch, James Schwartz, and
7 Daniel Stoffel. Excused: Kenneth Miller and Thomas Sackett.

8
9 Present for Courthouse Addition Building Advisory Committee: Jerry Becker, County Bar Association
10 Representative; Kristine Deiss, Clerk of Courts; David Loomans, Facility Manager; Paul Labonte,
11 Assistant Finance Director; and David Resheske, Circuit Court Judge.

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13 Also present: Doug Johnson, Administrative Coordinator; Kevin King and Tom Verhaalen, VJS
14 Construction Services; Tom Poweleit, Venture Architects; Bill Kurer and Roy Hartmann, Purchasing
15 Department; Dawn Seracati, Information Services; and Linda Doro, Administrative Assistant.

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17 **APPOINTMENT OF CHAIRPERSON PROTEM**

18 Moved by Mr. Schwartz, seconded by Mr. Bausch to nominate Mr. Stoffel as Chairperson Protem for
19 today's meeting due to the absence of Chairperson Miller and Vice-Chairperson Sackett. Motion carried
20 unanimously by roll call vote.

21
22 **MINUTES**

23 Moved by Mr. Schwartz, seconded by Mr. Bausch to approve the March 16, 2006, minutes as presented.
24 Motion carried.

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26 **CONSTRUCTION PROGRESS REPORT**

27 Mr. Verhaalen and Mr. King presented the construction progress report.

28
29 **MONTHLY REVIEW OF CHANGE ORDERS – BUDGET STATUS & RECAP**

30 Mr. King reviewed the change orders and budget recap. Moved by Mr. Schwartz, seconded by Mr.
31 Bausch to approve change order #52 – strobe location changes Rooms 1102 and 2210 for \$396, change
32 order #53 – additional outlets and data openings for \$350, change order #54 – provide additional row of
33 pews in 1st and 2nd floor courtrooms for \$13,518, change order #55 – credit for eliminating surface applied
34 film to the lower half of ten windows for \$725, change order #56 – temporary waste stack to service 3rd
35 floor toilet, change order #57 – dampers at the ductwork with 52/120 louver at 5 line for \$1,246, change
36 order #58 – flash new precast along existing with prefinished metal for \$2,227, change order #59 –
37 (partial) – pushbuttons and doors on 1st floor existing for \$4,808, change order #60 – transfer grilles and
38 duct to Room 3227 for \$315, and change order #61 – modification to landscaping/sidewalks at front
39 entrance for \$1,383. Motion carried.

40
41 Mr. Johnson presented AVI Midwest Contract change order #1 – relocating projectors in the courtrooms
42 and equipping the Guardian ad Litem tables for \$18,723. This would bring AVI's revised total contract
43 cost to \$511,797. The additional funding will come from the County General Fund, which the County
44 Board has authorized up to \$300,000 for the Courtroom Technology budget. Moved by Mr. Schwartz,
45 seconded by Mr. Bausch to approve AVI Midwest Contract change order # 1 for \$18,723. Motion
46 carried.

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48 **CONSTRUCTION SCHEDULE FOR NEXT MONTH**

49 Mr. King presented next month's schedule.
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1 UPDATE ON SIGN PLANS AND COSTS**2 Appearance: Roy Hartmann, Purchasing Department**

3 Mr. Hartmann presented the final cost summary for the interior and exterior signs from ASI Modulex.
4 The workgroup met with ASI Modulex since the last meeting to develop a sign plan that is cost effective
5 and will meet the County and Public needs. Final shop drawings of each type of sign will be available
6 from ASI next week. The total cost for the interior signs including installation is \$24,750. Purchasing is
7 requesting a \$4,000 allowance to cover evacuation signs and additional interior signs that may be needed
8 for a not to exceed cost of \$28,750. Moved by Mr. Schwartz, seconded by Mr. Bausch to approve the
9 ASI Modulex signage bid for \$24,750 and a \$4,000 allowance to cover evacuation signs and additional
10 interior signs that may be needed, for a not to exceed cost of \$28,750. Motion carried.

11
12 Mr. Hartman reported the purchase of the exterior sign, refacing and relettering of existing signs budget is
13 \$14,152.25. This project will be funded from 2006 Facilities Management capital outlay.

14 RECOMMENDATIONS AND ACTION ON MOVING COMPANY CONTRACT**15 Appearance: Bill Kurer, Purchasing Department**

16 Mr. Kurer presented a bid recap on the moving services bid. Six firms attended the prebid, but only two
17 actually bid. Anchor Moving Systems is the low bidder with an overall bid of \$8,844 as compared to the
18 Coakley Bros. Company's bid of \$17,770. Along with the bid for services, there is a replacement cost
19 insurance option of \$275 for Anchor, which if awarded, would bring the total bid to \$9,119. In addition
20 to the moving bid, Facilities needs \$1,000 to purchase floor protection materials for the week of the move.
21 Mr. Kurer reported both bidders missed the bid bond and the low bidder wasn't aware of what a
22 performance bond was and listed this as a no cost option. Both firms' references checked out. The bids
23 were received as a lump sum for the work to be done based on what they were shown and the list of items
24 the County provided. There is a possibility the list may change, which would change the scope of the
25 work. The movers may also be needed to move the County's surplus furniture if we are unable to sell it.
26 Mr. Kurer stated since the bid bond was missed by both bidders, he asked Anchor for a letter of
27 commitment to hold true to their bid for the timeframe the County has allotted for this and have received
28 this commitment from them.
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30
31 Mr. Kurer recommended that Anchor Moving Systems be awarded the job with the extra insurance for an
32 award amount of \$9,119, plus \$1,000 for floor protection materials and a contingency amount of \$4,881
33 for extra cars and scope of work changes, if needed. Moved by Mr. Bausch, seconded by Mr. Schwartz to
34 approve the Anchor Moving Systems bid of \$9,119, the purchase of floor protection materials for \$1,000,
35 and a contingency fund of \$4,881, for a total Phase 1 moving cost of not to exceed \$15,000. Motion
36 carried.
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38 OTHER PROJECT CONCERNS FROM BUILDING COMMITTEE

39 None.

40 NEXT MEETING DATE

41 The Courthouse Addition Committee will meet on Thursday, April 20, 2006, at 9:00 a.m. There is a
42 possibility that a special meeting may be called prior to April 18, if this is determined necessary by the
43 Chair.
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45 ADJOURNMENT

46 Moved by Mr. Schwartz, seconded by Mr. Bausch to adjourn the meeting at 11:00 a.m. Motion carried.
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49 DJ:imd