

**Jefferson County Board
Committee Minutes**

**March 20, 2013
Infrastructure Committee**

1. Call to order

Meeting called to order by Supervisor Reese at 10:30 a.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; Tammie Jaeger – Administrative Secretary; Bill Kern – Highway Commissioner; Supervisor Walt Christensen; Lydia Statz – Reporter, Jefferson Daily Union; Roland Welsch – IT Manager; Brian Lamers - Finance Director; Pete Weston – Design Alliance; Edwin Bos – Bos Buildings; Supervisor Ed Morse; Brian Udovich – Highway Operations Manager; Detective Gray – Sheriff’s Office.

3. Certification of compliance with the Open Meetings Law

The County Administrator reported that the meeting agenda, revised on 3-15-2013, was properly noticed in compliance with the law.

4. Review of the Agenda

Item #11 was moved to accommodate Sheriff’s department staff.

5. Public Comment

Pete Weston spoke about his concerns with the Highway Facility RFP requirements
Supervisor Christensen spoke in regards to the bidding process and Highway Facility RFP
Edwin Bos discussed design/build projects that his firm has completed in the community

6. Approval of the March 12, 2013 Infrastructure Committee meeting minutes

Motion made by Supervisor Schultz; Second by Supervisor Kuhlman to approve the March 12, 2013 Infrastructure Committee meeting minutes as printed. Ayes-All (Motion Carried).

7. Communications

- Summary of Highway Main Facility - Proposals
- Summary for the approach for reviewing the Highway Main Facility proposals
- Letter from GMA Engineers regarding the Sheriff’s Annex Masonry Restoration
- Draft of the Lake Mills and Concord Satellite Facility Request for Proposal(RFP)

8. Discussion and possible action on the purchase of a Storage Area Network (SAN) by the MIS Department

Roland Welsch provided a resolution for the committee to review. He explained the necessity of purchasing of the Storage Area Network and addressed questions from the committee.

Motion made by Supervisor Jones; Second by Supervisor Schultz to forward a resolution to the County Board to accept the bid of Nimble Storage in the amount of \$96,128 for the purchase of a Storage Area Network including the fiscal note.-All (Motion Carried)

9. Discussion and possible action on the purchase of an Uninterruptable Power Supply(UPS) unit by the MIS Department

Roland Welsch provided a resolution for the committee to review. He discussed the purchase of the uninterruptable Power Supply (UPS) unit and addressed questions from the committee.

Motion made by Supervisor Kuhlman; Second by Supervisor Kutz to forward a resolution to the County Board to accept the bid of Quality Power Solutions in the amount of \$34,095 for the purchase of a uninterruptable power supply (UPS) Ayes.-All (Motion Carried)

- 10. Discussion and possible action on Community Supported Agriculture (CSA) County/City drop off site.**
The committee discussed that plans to use the City as a drop off site is moving forward. No action taken.
- 11. Discussion and possible action on the final environmental inspection report for former Countryside Home**
Phil Ristow talked about the final environmental inspection report. He has been in contact with the banks and attorneys involved to discuss this issue. He submitted estimates for the additional work that is needed to the bank and attorneys for their consideration. He is still waiting for a response from them regarding what concessions they are prepared to make. Phil also explained some options that the committee may have. The committee will discuss this again when the information is available. No action taken.
- 12. Discussion and possible action on the purchase of the old Countryside Home property**
Based on the discussion under agenda item #11, no action was taken on this item.
- 13. Discussion and possible action on Sheriff Annex Building construction project**
Gary Petre provided a proposal from GMA Engineers to complete the Sheriff Annex Building construction project. Gary suggested that an RFP be issued for this project. Staff will issue the RFP and bring the information back to the Committee for their review.

Motion made by Supervisor Kuhlman; Second by Supervisor Schultz to issue a Request for Proposal (RFP) for the Sheriff's Annex Project. Ayes-All (Motion Carried).
- 14. Status report on the courthouse bathroom remodeling project**
Phil Ristow explained that the contracts are signed and project is anticipated to begin April 1st. No action taken.
- 15. Discussion and possible action on advantages of construction management contracts**
Supervisor Kuhlman provided information on the possible advantages of construction management contracts. He has had discussions with Dodge County and feels that this approach could save the County money. Committee and staff discussed their opinions on having a construction management contract. Bill Kern suggested that if the committee considers a construction manager they should be involved early in the design phase of the project. No action taken.
- 16. Discussion and possible action on proposals from architectural and engineering firms on the final site plan and building design for the Highway Department's new main facility**
Bill Kern provided a summary of the proposals that were received. Staff has started reviewing the proposals. He provided information to the committee on what approach they were using for conducting their reviews. He talked with Dodge County and other outside sources and they are willing to look at the proposals and provide their perspective. The committee would like staff to review the proposals and bring their recommendations back to the Infrastructure and Highway Committees at a joint meeting. No action taken.

Motion made by Supervisor Kuhlman; Second by Supervisor Reese to authorize the Highway Commissioner and staff to review the proposals and bring their recommendations back to the committees for their review. Ayes-All (Motion Carried)
- 17. Discussion and possible action on a Request for Proposal (RFP) for final design of the Lake Mills and Concord new satellite facilities for the Highway Department**
Bill Kern provided a copy of the Request for Proposal (RFP) for final design of the Lake Mills and Concord satellite facilities. He went over the proposal and addressed questions and concerns from committee members. The Request for Proposal will be sent out today with a deadline date of April 5th.

Motion made by Supervisor Jones; Second by Supervisor Schultz to approve issuing the RFP with a change in the requirements to "Demonstrate building and site design expertise with a similar program or comparable to county highway or public work garages designed within the last ten years. Ayes-All (Motion Carried).

18. Review committee 2013-2014 meeting schedule

The committee discussed moving their meetings to the 1st Wednesday of the month at 8:30 a.m.

Motion made by Supervisor Reese; Second by Supervisor Kuhlman to move their meetings to the 1st Wednesday of each month at 8:30 a.m. beginning in May. Ayes-All (Motion Carried).

19. Potential items for the Committee's next meeting

- Approval of the March 20, 2013 Committee meeting minutes
- Discussion and possible action on the final environmental inspection report for former Countryside Home
- Status report on courthouse bathroom remodeling project
- Discussion and possible action on Sheriff Annex Building construction management proposals
- Discussion and possible action on advantages of construction management contracts
- Discussion and possible action on the purchase of the old Countryside Home property
- Status report on the courthouse security entrance project

20. Set tentative next committee meeting time and date:

March 26, 2013 at 8:30 a.m.

April 10th at 10:30 p.m. (joint meeting with the Highway Committee)

April 17, 2013 at 10:30 a.m.

21. Adjourn

Supervisor Kuhlman made a motion to adjourn; Second by Supervisor Schultz at 12:18 p.m. Ayes – All (Motion Carried).