

**Agenda**  
**Jefferson County**  
**Finance Committee**

Jefferson County Human Services  
874 Collins Road  
Room 103  
Jefferson, WI 53549

Date: Tuesday, August 13, 2013

Time: 8:00 a.m.

Committee members: Braughler, James B.                      Mode, Jim (Vice-Chair)  
                         Hanneman, Jennifer (Secretary)                      Molinaro, John  
                         Jones, Richard C. (Chair)

1. Call to order.
2. Roll call (establish a quorum).
3. Certification of compliance with the Open Meetings Law.
4. Review of the agenda.
5. Citizen comments
6. Communications
7. Discussion and possible action for a contingency transfer for additional cost for remodeling and renovation of the Sheriff Annex building.
8. Adjourn.

Next scheduled meetings:      Friday, September 13, 2013 Budget meeting  
   Monday, September 16, 2013 Budget Meeting  
   Wednesday, September 18, 2013 Budget Meeting  
   Thursday, October 10, 2013 Regular Meeting  
   Thursday, November 14, 2013 Regular Meeting

All meetings are scheduled to begin at 8:30 am unless otherwise noted

*The Board 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**  
**OFFICE OF THE COUNTY**  
**ADMINISTRATOR**

**BEN WEHMEIER**  
County Administrator

**TAMMIE J. JAEGER**  
Administrative Secretary

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**“Jefferson County: Responsible government advancing quality of life.”**

**TO:** Finance Committee  
**FROM:** Ben Wehmeier, County Administrator  
**DATE:** August 9, 2013  
**SUBJECT:** Sheriff Annex Facility Renovation

With the recent bid opening for the Sheriff Annex Facility renovation, it was determined at minimum an additional \$4,400 of contingency would be required to do the base bid work. In addition, there were several other alternate bids based on issues that came about in the design phase of this project for consideration by the County. Inclusion of these alternates would require an additional \$67,000 to fund these items as part of the project.

Due to the request for additional funds associated with this project, staff felt it was important to recap the events leading to this as a budgetary allocation in 2013, an overview of issues that were brought forward during design phase for consideration as part of the project and the current cost constraints leading to the request for additional funding.

**Background:**

As part of the 2013 budget, a total of \$370,000 was allocated for purposes of renovating the Sheriff's Annex facility. This budgetary number was to be inclusive of all costs associated with this project. This budget was developed in part from a September 18, 2012 report from GMA Engineers which provided an Estimate of Probable Costs. This estimate included construction cost of \$342,307 and Engineering, Design & Construction Administration of \$27,385 for a total of \$369,692.

**New Issues:**

Once the contract for design services was executed, GMA proceeded to full depth design work in preparation of bid documents. Several additional items were identified in the design process that was brought forward for possible consideration to be included in the scope of the project.

**Remediation:** A vermiculate substance within the CMU block walls was found which contained limited asbestos. It was determined that this was to be removed and subsequently a notice was published to receive quotes. It is estimated that this work will be in the range of \$17,000. This is outside the scope of the construction project, but is include within the total budget cost of the project. This work will commence shortly.

- **Drainage/Foundation Wall Insulation:** It was identified that during the course of design that there was a poor drainage system surrounding the building and best practice would dictate the installation of foundation installation and drainage system to pull water away from the building. The goal was to improve the long term investment of the facility. This was quoted as an Alternate Bid Item 1.

- **Wall Reinforcement:** Based on structural review, the SW corner of the structure of the facility was to be re-built as part of the project. It is being recommended that in addition to this work, vertical wall reinforcement is done in this location. This was quoted as Alternate Bid Item 2.
- **Window Replacement:** The base scope required work around windows for tuck pointing. Due to this work, the recommendation was to look at replacement windows at the time of this work was being done. The removal and replacement of windows was quoted as Alternate Bid #3.

**Updated Cost:**

- Budget Amount \$370,000
- Construction
  - o Base Bid - .....\$332,000
- Engineering, Design & Construction Administration... \$23,900
- Remediation - ..... \$17,000
- Miscellaneous Cost - ..... \$1,500
- **Total Cost – w/Base Bid ~ ..... \$374,400**
  - o Projected Budget Overage - \$4,400
- Construction
  - o Alt A - ..... \$47,200
  - o Alt B - ..... \$3,800
  - o Alt C - ..... \$11,600
- **Total Cost – w/Base Bids and Alternates ~ ..... \$437,000**
  - o Projected Budget Overage - \$67,000