

Agenda
***Revised**
Jefferson County
Finance Committee
Jefferson County Courthouse
320 S. Main Street
Room 112
Jefferson, WI 53549

Date: August 20, 2013
Time: 8 a.m.

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

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 of \$58,800 (Alternative #1 for \$47,200 and Alternative #3 for \$11,600)
- *8. Discussion and possible action regarding the approval of a bid adjustment on parcel #012-0816-1014-002 that was accepted on August 8th Finance Committee meeting.
9. Adjourn.

Next scheduled meetings: Wednesday, September 11, 2013 Budget Meeting
Thursday, September 12, 2013 Regular Meeting
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

320 S. Main Street Room 111
Jefferson, WI 53549
Telephone (920) 674-7101
Website: jeffersoncountywi.gov

“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

Phil Ristow

From: Saint Anne <saintanne@hotmail.com>
Sent: Monday, August 19, 2013 3:02 PM
To: Phil Ristow
Subject: Tuesday Finance Committee Meeting

Greetings, Mr. Ristow:

My wife, Lisa Gross, had occasion to speak to you regarding the tax-delinquent property for which we placed an accepted bid earlier this month. Tax ID#012-0816-1014-002. Just a quick thank you for your willingness to revisit the issue.

The property itself is in a deplorable state. Our hope in acquiring the property is to clean it and improve it to the point that it might again be habitable and an asset to Jefferson County and to the neighboring community. Our ability to do so depends primarily on available personal funds.

We conducted a good deal of research in preparing our bid of \$25,100; including internet searches of Jefferson County Land Information Office records, the MLS and DNR website; phone calls to Jefferson County Treasurer, Land Information Office, and Zoning; and interviews of neighboring land-holders. The result of our research led us to believe that it is an improved property with septic, electric, and 100-ft well.

One detail that has come to light *since our bid was accepted* has a heavy bearing on our ability to improve the property as we had originally intended. The property's well information on record with the Wisconsin DNR, we have learned, is inaccurate. According to DNR records, the property has a 100 ft well (WI unique well number FN195). We have come to learn that this well is actually on an adjacent property and not on the property on which we bid. The bid property has, instead, an unregistered sand point, most recently serviced by Bergen Bros. of Watertown. According to Bergen Bros, it has a depth of 50 feet, and does not penetrate bedrock. According to a neighbor/relative of the most recent resident of the bid-property, the well is no longer operable/potable. The most recent resident of the bid-property had to make regular visits to her neighbor(s) for water, using gallon-jugs.

We have called four separate well-drilling companies to determine the cost of drilling a 100 ft well and capping the existing sand-point. The costs vary, but generally run between \$8,000 - \$12,000. It is an amount which, added to our \$25,100 bid, places improving the property out of reach for us, as hoped.

We would like to propose revisiting the accepted bid and ask that, in light of the existence of inaccurate DNR information on file, the finance committee would consider a lower bid to defray the cost of providing a 100 ft potable well. We would like to propose a bid of \$16,500, enough to cover the cost of property taxes owed on the property.

Thanks so much for your assistance! We look forward to meeting you at tomorrow's meeting.

Michael B Gross
Lisa M Gross

DNR Well Registry:
[http://prodoasext.dnr.wi.gov/inter1/watr\\$.startup](http://prodoasext.dnr.wi.gov/inter1/watr$.startup)
Enter unique Well ID FN195 and Jefferson County.