FINANCE / GENERAL SERVICES / HEALTH SERVICES COMMITTEES
FRIDAY, SEPTEMBER 2, 2011 - 8:00 A.M.
CONFERENCE ROOM N-1 / N-2 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST

Agenda

1. Call to Order and Approval of Agenda

2. Citizen Participation, Communications and Announcements

3. Rock Haven Facility Highlights

4. Presentation of Bid Results and Project Financing

5. Resolutions
   A. Amending the 2011 Budget to Provide Funding for the Construction of New Skilled Nursing Home (General Services & Health Services Committees) (Resolution with dollar amounts will be provided at the Meeting)
   B. Awarding Contract for Construction of the Rock Haven Replacement Facility Project (General Services & Health Services Committees) (Resolution with information will be provided at the Meeting)
   C. Authorizing Owner’s Representative Services Contract with The Samuels Group for the Construction Phase of the Rock Have Replacement Facility Project (General Services & Health Services Committees)
   D. Authorizing Architect Services Contract with Eppstein Uhen for the Construction Phase of the Rock Haven Replacement Facility Project (General Services & Health Services Committees)
   E. Initial Resolution Authorizing General Obligation Bonds in an Amount Not to Exceed $ (Finance Committee only) (Resolution with dollar amounts will be provided at the Meeting)

6. Review of Resolutions
   A. Amending the 2011 Budget to Provide Funding for the Construction of New Skilled Nursing Home (Finance Committee Endorsement) (Resolution with dollar amounts will be provided at the Meeting)
   B. Awarding Contract for Construction of the Rock Haven Replacement Facility Project (Finance Committee Purchasing Procedural Endorsement) (Resolution with information will be provided at the Meeting)
   C. Authorizing Owner’s Representative Services Contract with The Samuels Group for the Construction Phase of the Rock Have Replacement Facility Project (Finance Committee Purchasing Procedural Endorsement)

7. Bills/Encumbrances/Pre-Approved Encumbrance Amendments
   (General Services & Finance Committees)

8. Adjournment
Our new facility
November 2012 We move in!

• September 26, 2011 Ground breaking.
• September 8, 2011 County Board action.

Services Committees: Finance, General Services, and Health.

• September 2, 2011 Joint Meeting of

August 26, 2011 Bids due.

August 2, 2011 Quot for bids.

Rock Haven Replacement
Service elevators

Loading dock area

Beauty shop

Main kitchen

Social room/training room and staff restrooms.

Therapy and clinic

Administration and Finance

The Commons Area
The Commons Area
A Neighborhood
A resident room
Staff work spaces
- Spa and resident laundry
- Three season room and activity area
- Kitchen and pantry
- Dining room
- Living room
- 16 resident rooms

The household
• Delayed egress doors leaving unit.
  • Once out, you cannot reenter.
  • Delayed egress doors to outside (emergency exit).
  • stagger keys inside facility.
  • stagger "swipe card" access only.

  the door.
  ability to buzz anyone in, someone must answer

  monitors in the neighborhood staff rooms. No
  surveillance cameras with intercom system and

Security plans
Surveillance camera and intercom

Caretaker system for CNA charting

Computerized charting

Paper charts to begin with and transition to computer stations

Neighborhood staff room
- Lab supply area.
- Offices and conference room.
- Nurse manager, social worker, MDS nurse.
- Staff coat room with purse lockers.
- Staff break room and rest rooms.
- Staff parking and swipe card access.
- Covered 1/2 portion for resident pick-up.

Team offices.
Staff rest rooms.
Rooms.
Staff break room with coat/locker area and shower.
Decorations, confidential store room.
DME, medical supplies, oxygen supplies, holiday.
Materials department.
Environmental services department.
Maintenance department.

Basement of commons.
• Bus stop
• Geothermal field area
• Retention pond
• Exterior lighting and signage
• Prairie grass areas
• Trees and shrubs, low mow grass areas

The Ling Road area
Exterior lighting and outlets for decorating

Flag pole

Flower beds

Gazebo garden shed

Trees and shrubs

Grass areas

Cement work

The courtyard
RESOLUTION NO. ________________

AGENDA NO. ________________

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

HEALTH SERVICES AND
GENERAL SERVICES
COMMITTEES
INITIATED BY

HEALTH SERVICES AND
GENERAL SERVICES
COMMITTEES
SUBMITTED BY

Jeffrey A. Smith
DRAFTED BY
August 24, 2011
DATE DRAFTED

Amending the 2011 Budget to Provide Funding for the Construction of the
New Skilled Nursing Home

WHEREAS, the General Services and Health Services Committees recommend that the County Board
authorize the construction of a replacement skilled nursing home, Rock Haven; and,

WHEREAS, the 2011 adopted budget must be amended to provide the funding appropriations for this
facility.

NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly
assembled this ______ day of ____________, 2011 that the Rock Haven Building Capital
Project be amended as follows:

<table>
<thead>
<tr>
<th>Account/Description</th>
<th>Budget at 9/1/2011</th>
<th>Increase (Decrease)</th>
<th>Amended Budget</th>
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<tr>
<td><strong>Source of Funds</strong></td>
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<tr>
<td>18-1851-0000-49200/</td>
<td>-0.</td>
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<tr>
<td>Bond Issued</td>
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<tr>
<td><strong>Use of Funds</strong></td>
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<tr>
<td>18-1851-0000-67200/</td>
<td>1,540,000</td>
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<tr>
<td>Capital Improvements</td>
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</tr>
</tbody>
</table>

Respectfully Submitted,

HEALTH SERVICES COMMITTEE

Betty Jo Bussie, Chair

Anna Marie Johnson, Vice Chair

Mary Beaver

Robert Fizzell

Brent Fox

GENERAL SERVICES COMMITTEE

Phillip Owens, Chair

Henry Brill, Vice Chair

Ronald Combs

Jason Heidenreich

Mary Mawhinney
Amending the 2011 Budget to Provide Funding for the Construction of the New Skilled Nursing Home
Page 2

FINANCE COMMITTEE ENDORSEMENT

Reviewed and approved on a vote of ___________.

Mary Mawhinney, Chair

FISCAL NOTE:

This resolution amends the 2011 budget to provide the budgetary authority to construct and equip a replacement facility for Rock Haven. It is anticipated this capital project will be funded by one or more tax-exempt or taxable bonds.

Jeffrey A. Smith
Finance Director

LEGAL NOTE:

As an amendment to the adopted 2011 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.

Jeffrey E. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Craig Edelson
County Administrator
RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

HEALTH SERVICES AND
GENERAL SERVICES
COMMITTEES
INITIATED BY

HEALTH SERVICES AND
GENERAL SERVICES
COMMITTEES
SUBMITTED BY

AWARDING CONTRACT FOR CONSTRUCTION OF THE
ROCK HAVEN REPLACEMENT FACILITY PROJECT

WHEREAS, the County wishes to build a new nursing home to continue caring for Rock County citizens with chronic mental illness, developmentally disabilities and health concerns; and,

WHEREAS, the design team for the Rock Haven Facility Replacement Project composed of the Architect Eppstein Uhen, Owners Representative The Samaels Group, and County staff have completed the construction document phase of the Rock Haven Facility Replacement Project; and,

WHEREAS, bids were solicited for the base project and alternates; and,

WHEREAS, general contractors submitted bids which were reviewed by the design team; and,

WHEREAS, (General Contractor) was determined to be the lowest qualified bidder; and,

WHEREAS, current County Board Rules specifying that all change orders over $10,000 must be approved by the full County Board may cause additional project costs by delaying construction progress.

NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ______ day of ____________, 2011 does hereby award a contract for construction of the Rock Haven Facility Replacement Project to the lowest qualified bidder, _____________ in the amount of $__________;

BE IT FURTHER RESOLVED, that two separate contingency funds be established, one to address soil conditions and unforeseen conditions in the amount of $__________, and the other to address owner-directed changes in the amount of $__________; and,

BE IT FINALLY RESOLVED, that the General Services Committee be delegated authority to approve all change orders for the Rock Haven Facility Replacement Project and report any change orders over $10,000 to the Rock County Board of Supervisors at its regularly scheduled meetings.
AUTHORIZING CONTRACT FOR CONSTRUCTION PHASE OF THE ROCK HAVEN REPLACEMENT FACILITY PROJECT
Page 2

Respectfully Submitted,

HEALTH SERVICES COMMITTEE

Betty Jo Bussie, Chair

Anna Marie Johnson, Vice Chair

Mary Beaver

Robert Fizzell

Brant Fox

GENERAL SERVICES COMMITTEE

Phillip Owens, Chair

Henry Brill, Vice Chair

Ronald Combs

Jason Heidenreich

Mary Mawhinney

PURCHASING PROCEDURAL ENDORSEMENT

Reviewed and approved on a vote of ________________.

Mary Mawhinney, Chair
RESOLUTION NO. ______________ AGENDA NO. ______________

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

HEALTH SERVICES AND GENERAL SERVICES COMMITTEES
INITIATED BY

GENERAL SERVICES COMMITTEE AND HEALTH SERVICES COMMITTEES
SUBMITTED BY

Randy Terronez
DRAFTED BY
August 15, 2011
DATE DRAFTED

AUTHORIZING OWNER'S REPRESENTATIVE SERVICES CONTRACT WITH THE SAMUELS GROUP FOR THE CONSTRUCTION PHASE OF THE ROCK HAVEN REPLACEMENT FACILITY PROJECT

WHEREAS, the County wishes to build a new nursing home to continue caring for Rock County citizens with chronic mental illness, developmental disabilities and health concerns; and,

WHEREAS, the construction document phase of the Rock Haven Replacement Facility Project has been completed; and,

WHEREAS, The Samuels Group is willing and able to provide owners representative services for the construction phase of the Rock Haven Facility Replacement Project.

NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ______ day of __________________, 2011 does hereby authorize a contract with The Samuels Group for construction phase services in an amount not to exceed $362,052.

RESPECTFULLY SUBMITTED,

HEALTH SERVICES COMMITTEE

Betty Jo Bussie, Chair

Anna Marie Johnson, Vice Chair

Mary Beaver

Robert Fizzell

Brant Fox

PURCHASED PROCEDURAL ENDORSEMENT

Reviewed and approved on a vote of ______________.

Mary Mawhinney, Chair

GENERAL SERVICES COMMITTEE

Phillip Owens, Chair

Henry Brill, Vice Chair

Ronald Combs

Jason Heidenreich

Mary Mawhinney
FISCAL NOTE:

As of August 19, 2011, there is an unexpended, unencumbered balance of $84,844 in the Rock Haven Building Project capital account 18-1851-0000-67200. Awarding of this contract is contingent upon the adoption of a resolution amending this capital account to provide sufficient funding for this and other contracts pertaining to building a new nursing home. It is anticipated that this capital account will be funded by future debt issues.

Jeffrey A. Smith
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.61, Wis. Stats. Professional services are not subject to bidding requirements of § 59.52(29), Stats.

Jeffrey A. Kugliske
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Craig Madison
County Administrator
EXECUTIVE SUMMARY

This resolution would authorize entering into a contract with The Samuels Group as the Owner’s Representative for the construction phase of the Rock Haven Facility Replacement Project.

The contract with The Samuels Group would be in the amount of $362,032.

Awarding the contract is contingent upon the County Board’s adoption of a resolution amending the budget.
RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

HEALTH SERVICES AND
GENERAL SERVICES
COMMITTEES
INITIATED BY

HEALTH SERVICES AND
GENERAL SERVICES
COMMITTEES
SUBMITTED BY

RANDY TERRONEZ
DRAFTED BY
AUGUST 15, 2011
DATE DRAFTED

AUTHORIZING ARCHITECT SERVICES CONTRACT WITH EPPSTEIN UHEN FOR
THE CONSTRUCTION PHASE OF THE
ROCK HAVEN REPLACEMENT FACILITY PROJECT

WHEREAS, the County wishes to build a new nursing home to continue caring for Rock County citizens
with chronic mental illness, developmentally disabilities and health concerns; and,

WHEREAS, the construction document phase of the Rock Haven Facility Replacement Project has been
completed; and,

WHEREAS, Eppstein Uhen is willing and able to provide construction phase services for Rock Haven
Facility Replacement Project.

NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly
assembled this _________ day of ____________, 2011 does hereby authorize a contract with
Eppstein Uhen for construction phase services for Rock Haven Facility Replacement Project in an
amount not to exceed $306,300 plus reimbursable expenses not to exceed $10,000.

Respectfully Submitted,

HEALTH SERVICES COMMITTEE

Betty Jo Bussie, Chair

Anna Marie Johnson, Vice Chair

Mary Beaver

Robert Fizzell

Brant Fox

GENERAL SERVICES COMMITTEE

Phillip Owens, Chair

Henry Brill, Vice Chair

Ronald Combs

Jason Heidenreich

Mary Mawhinney

PURCHASING PROCEDURAL ENDORSEMENT

Reviewed and approved on a vote of ____________.

Mary Mawhinney, Chair
AUTHORIZING ARCHITECT SERVICES CONTRACT WITH EPPSTEIN UHEN FOR THE CONSTRUCTION PHASE OF THE ROCK HAVEN REPLACEMENT FACILITY PROJECT

Page 2

FISCAL NOTE:

As of August 19, 2011, there is an unexpended, unencumbered balance of $84,844 in the Rock Haven Building Project capital account 18-1851-0000-67200. Awarding of this contract is contingent upon the adoption of a resolution amending this capital account to provide sufficient funding for this and other contracts pertaining to building a new nursing home. It is anticipated that this capital account will be funded by future debt issues.

Jeffrey A. Smith
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. Professional services are not subject to bidding requirements of § 59.52(29), Stats.

Jeffrey A.Englitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Craig Knutson
County Administrator
EXECUTIVE SUMMARY

This resolution would authorize entering into a contract with Epstein Uhen for the construction phase of the Rock Haven Facility Replacement Project.

The contract with Eppstein Uhen would be an amount not to exceed $306,300 for construction phase services, plus reimbursable expenses not to exceed $10,000.

Awarding the contract is contingent upon the County Board’s adoption of a resolution amending the budget.
RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

INITIATED BY

FINANCE COMMITTEE

SUBMITTED BY

JEFFREY A. SMITH, FINANCE DIRECTOR

DRAFTED BY

AUGUST 10, 2011

DATE DRAFTED

INITIAL RESOLUTION AUTHORIZING GENERAL OBLIGATION BONDS IN AN AMOUNT NOT TO EXCEED $1

WHEREAS, the 2011 Adopted Budget, as amended by Resolution , includes $ for the replacement of Rock Haven Nursing Home; and,

WHEREAS, this project is included in the Budget with the anticipation that it would be funded with the future issuance of debt; and,

WHEREAS, this project will have long-term benefits and is most appropriately funded by debt issuance.

NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled this _____ day of __________, 2011, that there shall be issued, pursuant to Chapter 67, Wisconsin Statutes, General Obligation Bonds in an amount not to exceed $ , in one or more series of tax-exempt or taxable bonds, for constructing and equipping a replacement for the Rock Haven Nursing Home.

Respectfully submitted,

FINANCE COMMITTEE

Mary Mawhinney, Chair

Sandra Kraft, Vice Chair

Mary Beaver

David Dietzler

J. Russell Podzilni
INITIAL RESOLUTION AUTHORIZING GENERAL OBLIGATION BONDS IN AN AMOUNT NOT TO EXCEED $5

FISCAL NOTE:

This resolution authorizes expenditures for the Rock Haven Building Project prior to actual debt issuance. If the County adopts this resolution, the project costs and issuance costs will be included in a subsequent resolution that authorizes the issuance of one or more tax-exempt or taxable bonds.

1993 Wisconsin Act 16 (the State Budget Bill) established property tax levy rate limits for Wisconsin Counties, beginning with the 1993 payable 1994 levy. The Wisconsin Department of Revenue's Administrative Rules authorize an increase in the debt levy rate under certain conditions, including resolutions authorizing debt issuance that are adopted by affirmative vote of at least three-fourths of the members of the County Board. The County Board may also approve the issuance of debt by adopting a resolution which provides a reasonable expectancy that the new debt will not cause the County to increase its debt levy rate. It is my opinion that the debt amortization that would be incurred upon issuance of debt for the projects included in this resolution would not exceed Rock County's debt levy rate as limited by Wisconsin Act 16.

Jeffrey A. Smith
Finance Director

LEGAL NOTE:

This is only an initial resolution. Pursuant to sec. 67.05(10), Stats., the County Board, before issuing any contemplated long-term debt, must adopt a resolution levying a direct, annual tax sufficient in an amount to pay for the express purpose of paying the interest on such bonds as it falls due, and also to pay and discharge the principal thereof at maturity. That will happen at a later date.

A majority vote is necessary to adopt this resolution. However, a three-fourths vote of the "members-elect" would avoid any potential issue relative to the debt levy rate limit.

Jeffrey J. Kugielski
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Craig Knutson
County Administrator
<table>
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<tr>
<th>Account Number</th>
<th>Name</th>
<th>Yearly Prnt</th>
<th>YTD</th>
<th>Encumb</th>
<th>Unencumb</th>
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<td>*** OVERDRAFT ***</td>
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<td>362,032.00</td>
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</table>

I have examined the preceding bills and encumbrances in the total amount of $362,032.00 incurred by Rock Haven Building Project. Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

A. Bills and encumbrances over $10,000 referred to the County Board.
B. Bills under $10,000 to be paid.
C. Encumbrances under $10,000 to be paid upon acceptance by the Department Head.

GENERAL SERVICES COMMITTEE APPROVES THE ABOVE. COM-APPROVAL

SEP 02 2011 DATE__________________________ CHAIR

*** CONTINGENT ON COUNTY BOARD APPROVAL OF BUDGET AMENDMENT RESOLUTION ON SEPTEMBER 8, 2011 ***
<table>
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<th>Account Number</th>
<th>Name</th>
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<th>YTD Expenditure</th>
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I have examined the preceding bills and encumbrances in the total amount of $316,300.00 incurred by Rock Haven Building Project. Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

A. Bills and encumbrances over $10,000 referred to the County Board.
B. Bills under $10,000 to be paid.
C. Encumbrances under $10,000 to be paid upon acceptance by the Department Head.

General Services Committee approves the above. COM-APPROVAL_________________________ DEPT-HEAD

SEP 02 2011 DATE_________________________ CHAIR

*** CONTINGENT ON COUNTY BOARD APPROVAL OF BUDGET AMENDMENT RESOLUTION ON SEPTEMBER 8, 2011 ***