

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

The General Services Committee  
INITIATED BY



Robert Leu  
DRAFTED BY

The General Services Committee  
SUBMITTED BY

August 28, 2015  
DATE DRAFTED

**Retaining Engineering Firm to Prepare Plans and Specifications for Phase 1 of the Courthouse Security System Upgrade Project**

1 **WHEREAS**, In January, the General Services Committee received the Courthouse Security Assessment  
2 Report, prepared by Mead and Hunt; and,  
3  
4 **WHEREAS**, the Committee met numerous times to review the report, and on April 21<sup>st</sup> made the  
5 recommendation to implement the report's findings in phases, with Phase 1 to include: 1) Duress Alarms,  
6 2) Card Access, 3) Door Control/Monitoring, and 4) Video Surveillance; and,  
7  
8 **WHEREAS**, on May 13<sup>th</sup>, the Committee's recommendation was forwarded to, and endorsed by, the  
9 Courthouse Security and Facilities Committee; and,  
10  
11 **WHEREAS**, the report, and its findings, were presented to the County Board on May 14; and,  
12  
13 **WHEREAS**, plans and specifications are needed for bidding the installation of the four systems.  
14  
15 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors duly assembled  
16 this 10<sup>th</sup> day of September, 2015, that a contract to prepare plans and specifications for Phase 1  
17 security systems upgrades at the Courthouse to include: 1) Duress Alarms, 2) card Access, 3) Door  
18 Control/Monitoring, and 4) Video Surveillance, be awarded to Mead & Hunt of Wauwatosa, WI, in the  
19 amount of \$90,000.00; and,  
20  
21 **BE IT FURTHER RESOLVED**, that a design contingency be established in the amount of \$5,000.00 to  
22 cover contract specified reimbursable expenses, plus additional services authorized by the General  
23 Services Committee; and,  
24  
25 **BE IT FURTHER RESOLVED**, that an additional contract be awarded to Mead & Hunt in the amount  
26 of \$15,000.00 for the preparation of CAD drawings of the 1955 and 1999 Courthouses; and,  
27  
28 **BE IT FURTHER RESOLVED** that payments be made to the Firm upon approval of the General  
29 Services Committee.

15-9A-369

Respectfully Submitted,

General Services Committee

Henry Brill  
Henry Brill, Chair

Jason Heidenreich  
Jason Heidenreich, Vice Chair

Thomas J. Brien  
Thomas J. Brien

Dissent  
Edwin Nash

Jeremy Zajac  
Jeremy Zajac

FISCAL NOTE:

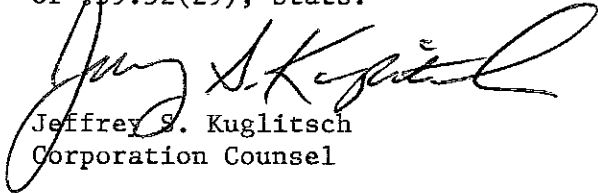
Sufficient funds are available in the Courthouse Security System account, A/C 18-1855-0000-67200 for the cost of this project. This account is funded by Sales Tax revenues.



Sherry Oja  
Finance Director

LEGAL NOTE:

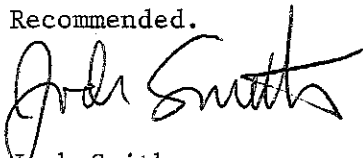
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. Professional services are not subject to bidding requirements of §59.52(29), Stats.



Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith  
County Administrator

**Rock County, Wisconsin**

51 South Main Street  
Janesville, WI 53545

**General Services**

- Facilities Management
- Maintenance
- Duplicating
- Central Stores  
(608)757-5518

## **Executive Summary**

### **Retaining Engineering Firm for Design Services Relating to Phase 1 of the Courthouse Security Upgrade Project**

The resolution before you retains the Engineering Firm, Mead and Hunt, to design and prepare the plans and specifications for the first Phase of security improvements at the Courthouse.

Phase 1 will include:

- Duress Alarm System
- Card Access System
- Door Control/Monitoring System
- Video Surveillance System/Recording

The engineering and design will take about six months, with bidding and contract award to follow. Construction could begin as early as May 2016, with substantial completion in the spring of 2017. The infrastructure, manufacturing of the equipment, interfacing, and start-up, all contribute to the year-long construction timeframe.

With Phase 1 underway, the General Services Committee will divert their attention to Phase 2 security improvements, the largest of which is screening and building access.

In addition to contracting for design services, the resolution hires Mead & Hunt for \$15,000 to convert the paper blueprints and drawings of the 1955 and 1999 Courthouse's into CAD (computerized) drawings. CAD drawings can be easily changed to reflect remodeling, HVAC, electrical or other building information.