



**GENERAL SERVICES / HEALTH SERVICES COMMITTEES
TUESDAY, DECEMBER 7, 2010 – 3:00 P.M.
CONFERENCE ROOM N-1/N-2 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order and Approval of Agenda
2. Approval of Minutes – November 2, 2010
3. Citizen Participation, Communications and Announcements
4. Eppstein Uhen Architects Proposal for Design Development
5. Samuels Group Proposal for Owner's Representative Services
6. Resolutions
 - a) Authorizing Contract for Architect Services – Design Development Stage with Eppstein Uhen for the Rock Haven Facility Replacement Project
(Will be provided at the meeting.)
 - b) Authorizing Contract for Owner's Representative Services – Design Development Stage with the Samuels Group for the Rock Haven Facility Replacement Project
7. Next Meeting Date – Discussion of whether an additional meeting is needed prior to the December 16, 2010 County Board Meeting.
8. Adjournment

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee
Health Services Committee
INITIATED BY



Randy Terronez
Assistant to County Administrator
DRAFTED BY

General Services Committee
Health Services Committee
SUBMITTED BY

December 1, 2010
DATE DRAFTED

**AUTHORIZING CONTRACT FOR OWNER'S REPRESENTATIVE SERVICES – DESIGN
DEVELOPMENT STAGE WITH THE SAMUELS GROUP FOR THE ROCK HAVEN
FACILITY REPLACEMENT PROJECT**

- 1 **WHEREAS**, the Rock Haven Facility replacement project is ready to proceed to the Design
- 2 Development stage and,
- 3
- 4 **WHEREAS**, The Samuels Group has been the Owner's Representative for the Jail Renovation project
- 5 and the County has been very satisfied with the firm's performance; and,
- 6
- 7 **WHEREAS**, the County wishes to utilize The Samuels Group as the Owner's Representative for the
- 8 Rock Haven Facility Replacement project as per the document titled Rock Haven Facility
- 9 Replacement Project – Owner's Representative Scope of Work (Design Development stage) dated
- 10 November 30, 2010; and,
- 11
- 12 **WHEREAS**, The Samuels Group, serving as the Owner's Representative, will guide, assist, and
- 13 represent the County during the Design Development stage of the project; and
- 14
- 15 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly
- 16 assembled this _____ day of _____, 2010 does hereby authorize a contract with The
- 17 Samuels Group for Owner's Representative services for the Design Development stage in the amount
- 18 of \$125,000 for the Rock Haven Facility Replacement Project.

Respectfully Submitted,

Health Services Committee

General Services Committee

Betty Jo Bussie, Chair

Phillip Owens, Chair

Brian Knudson, Vice Chair

Henry Brill, Vice Chair

Mary Beaver

Ivan Collins

Henry Brill

Ronald Combs

Larry Wiedenfeld

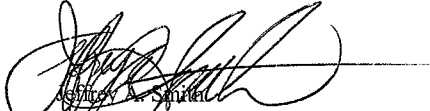
Mary Mawhinney

AUTHORIZING CONTRACT FOR ARCHITECT/ENGINEERING SERVICES OF ROCK HAVEN FACILITY REPLACEMENT

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FISCAL NOTE:

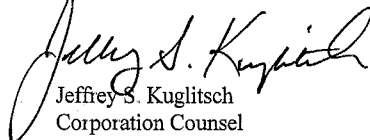
\$690,000 is included in the 2010 budget and an additional \$850,000 is included in the 2011 budget for the design services for the Rock Haven Building Project, A/C 18-1851-0000-67200. This project is funded by long-term debt proceeds.



Shirley 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 S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Craig Knutson
County Administrator

- EXECUTIVE SUMMARY -

**CONTRACT AUTHORIZATION FOR OWNERS REPRESENTATIVE SERVICE - DESIGN DEVELOPMENT
STAGE WITH THE SAMUELS GROUP ON THE ROCK HAVEN FACILITY REPLACEMENT PROJECT**

Direction was given at the last General Services Committee meeting requesting a proposal from the Samuels Group for Owner's Representation services for the Rock Haven Facility Replacement Project so as to investigate how an Owners Representative could assist in the Rock Haven Facility Replacement Project.

The County has contracted with The Samuels Group as the Owner's Representative for the Rock County Jail Renovation Project and the performance has been satisfactory.

Conversations were held in the last two weeks involving The Samuels Group, Eppstein Uhen (Rock Haven Facility architect/engineer) and County staff on how an Owner's Representative could provide value to the Rock Haven Facility Replacement Project.

Consequently, a proposal has been received from The Samuels Group to provide Owners Representative Services per the Scope of Work dated November 30, 2010 prepared by County staff.

The Samuels Group has provided pricing on the remainder of the project phases:

- Design Development \$125,000;
- Construction Document \$115,000 and
- On-Site Construction/Closeout not to exceed \$373,346.

Total project cost would not exceed \$613,346.

At this time the County is considering the Design Development stage only.

A proposal from Eppstein Uhen is listed as a separate agenda item for the joint committees review that would provide architect/engineering services - Design Development stage for the project The architect's proposal contemplates the County entering into a Owners Representative contract. Thus the A/E proposal avoids duplication of effort that an architect would normally provide if the County did not contract with an Owner's Representative.