

*WINNEBAGO COUNTY BOARD OF SUPERVISORS
Facilities & Property Management Committee*

DATE: Wednesday, March 9, 2016

TIME 9:30 AM

PLACE: Facilities and Property Management, 1221 Knapp St, Oshkosh, WI 54902

PRESENT: Bill Roh, Bill Wingren, Chuck Farrey and Tom Egan. Guy Hegg arrived at 9:35 at the beginning of #5 on the agenda

ALSO PRESENT: Mike Norton – County Board Supervisor, Rob Keller – County Board Supervisor and Mike Elder – Facilities Director

Meeting was called to order by Committee Chairman, Bill Roh at 9:30 AM.

APPROVAL OF 1/13/16 FACILITIES COMMITTEE MINUTES: Motion to approve made by Chuck Farrey and 2nd by Tom Egan motion passed 4-0

CORRESPONDENCE: Mike received an email from the Dean at UW Fox Valley, Martin Rudd that there is a new Superintendent of Buildings and Grounds named Rich Haen.

PUBLIC INPUT ON AGENDA ITEMS: None

CHAIRMAN REPORT: None

DISCUSSION AND APPROVAL DEPARTMENT RELOCATION ARCHITECT: Mike stated that Kontext Architects are the lowest consultant that had a fixed bid. This needs to go before the County Board, April 25th. Guy Hegg asked if the agenda could be amended for next week's County Board meeting. Mike Norton asked if this had to go through P&F Committee. Mike Elder said no because the project has been approved already and is under the original dollar amount. Guy Hegg read a proposed resolution to hire Kontext Architects for a total price not to exceed \$499,000.00. Guy Hegg made a motion to approve, 2nd by Chuck Farrey, passed 5-0.

DISCUSSION AND APPROVAL COURTHOUSE WINDOW REPAIR ARCHITECT: Mike stated that ZS, LLC came in as the lowest bidder. Mike estimated the project to be \$90,000.00. ZS, LLC came in at \$38,000.00. Mike recommended ZS, LLC to the County Executive and he accepted. Guy Hegg read a proposed resolution to hire ZS, LLC for a total price not to exceed \$38,000.00. Guy Hegg made a motion to approve, 2nd by Tom Egan, passed 5-0.

DISCUSSION AND APPROVAL OF BUDGET FUND TRANSFER FOR ADA ASSOMMODATIONS AT THE WINNEBAGO COUNTY PUBLIC HEALTH OFFICE IN NEENAH (\$7,000.00): Mike stated that there is an employee in Public Health that needs to get through 2 sets of doors and Facilities needs to make ADA Accommodations which would be to put automatic openers on those doors. It was asked if the disability is a temporary or permanent disability. Mike said permanent. Chuck Farrey made a motion to approve, 2nd by Tom Egan with discussion. Tom Egan asked whose budget this is coming out of. Mike said Facilities. Bill Roh asked, why Facilities is absorbing the cost. Mike said because Facilities does the work. Mike stated that ADA states that the doors need to have lever handles/openers and weight needs to be 5lbs or less, which the doors are currently meeting ADA standards. Mike stated that with this disability the person is unable to open the doors. Guy Hegg asked what the employee is currently doing in order to get through the doors. Mike said that he believes that other employees are helping this employee. Chuck Farrey withdraws his motion to approve. Chuck Farrey made a motion to lay this over until next month, 2nd by Tom Egan, passed 5-0.

DIRECTOR REPORT ON DEPARTMENT OPERATIONS: Mike discussed the current projects. Mike is having a lighting consultant come in and assess the lighting levels. Child Support has two complaints, one states that it is too bright and one states that it's the wrong type of lighting. This will cost \$1600.00. Mike has been talking with an ADA Consultant, Michelle Ohmes, and would like to have her talk to the Committee about ADA. The new Airport Terminal Building is out for bid, bids are due back March 30th. Courthouse Security project is out for bid, bids are due back March 30th. Park View Nurse call bids came in higher than estimated. Park View asked for some changes and the vendor did not factor in prevailing wages. Will need an additional \$130,000-150,000.00.

SUGGESTIONS FOR ITEMS FOR THE NEXT MEETING AGENDA: ADA modifications at Neenah Public Health.

SET MEETING DATE AND TIME: The next Facilities and Property Management committee meeting will be held on Wednesday, April 13, 2016 at 9:30 am at the Facilities and Property Management, 1221 Knapp St, Oshkosh, WI 54902

ADJOURN: Motion to adjourn by Chuck Farrey, 2nd by Guy Hegg, motion passed 5-0 at 11:15 am.

Respectfully submitted,
Penny Schry, Administrative Coordinator 3/10/16