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**TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

**WHEREAS**, the scope of the project was increased to incorporate the reconfiguration of the offices to meet current department needs; and

**WHEREAS**, detailed design of the project was completed in 2023; and

**WHEREAS**, the project was put out for bid at the end of 2023; and

**WHEREAS**, market forces have increased costs; and

**WHEREAS**, the bids received exceed the prior authorized.

**NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it hereby authorizes additional funding in the amount of \$205,000 for the mold remediation and office reconfiguration of the Highway Department Administrative Offices, will receive a transfer from the unassigned general fund balance in the amount stated and project funding will either reduce the unassigned general fund balance or will be later reimbursed by a subsequent **or prior** bond issue.

Respectfully submitted by:  
FACILITIES AND PROPERTY MANAGEMENT COMMITTEE  
Committee Vote: 4-0

Respectfully submitted by:  
PERSONNEL & FINANCE COMMITTEE  
Committee Vote: 5-0

Fiscal Note: *The project expense of \$205,000 will receive a transfer from the unassigned general fund balance in the amount stated and project funding will either reduce the unassigned general fund balance or will be later reimbursed by a subsequent or prior bond issue.*

Vote Required for Passage: **Two-thirds of Membership**

Approved by the Winnebago County Executive on \_\_\_\_\_

Jonathan D. Doemel  
Winnebago County Executive

# County Board Report



DATE: March 19, 2024  
FROM: Mike Elder, Director of Facilities  
AGENDA ITEM: 355-032024 Approval of Additional Funding for a Capital Improvement Project in the Amount of \$205,000 for the Highway Office Reconfiguration and Mold Remediation (Project 5075)

## **General Description:**

The project was put out for bid at the end of 2023. Several bids were received. All bids exceed the amount of funding approved. An additional \$205,000 is required to move the project forward.

## **Action Requested:**

Motion to recommend the county board approve the resolution.

## **Procedural Steps:**

Committee of Jurisdiction:	Facilities	Meeting Date:	3/1/2024
	P&F		3/7/2024
Action taken:	_____	Vote:	5-0
County Board:	_____	Meeting Date:	_____

## **Background:**

Resolution 194.022023 was passed 31-3-1 for Capital Project's. Project 5075 to remediate mold and to reconfigure the Highway Department administrative offices was part of this resolution. Design and bidding documents were developed.

The Highway Office Reconfiguration and Mold Remediation project was approved in 2022 as a project to remediate the mold issue in the Highway administration offices. As the project was being designed the scope increased into reconfiguring the offices to accommodate the changes in department operations. The project now includes exterior wall modifications to eliminate moisture infiltration into the building and a complete reconfiguration of the office space.

Capital Improvement Projects are initiated with the best data about the scope of the project and industry conditions to provide the best Opinion of Probable Cost (OPC). The OPC is used to provide the County Board and Administration the best information to determine whether the project is approved or not.

Once approved the project goes into detailed design. As the design proceeds, the scope of work becomes better defined. As the scope becomes better defined, items that were overlooked in the preliminary design are incorporated into the project. Once the design and bidding documents are completed the project is put out for bid.

As the project design proceeds, market forces are in play affecting material, equipment, and labor costs. When the project is out for bid, all those external forces affect the bid prices. In 2023 lumber prices were volatile due to Canadian wildfires. The cost of steel has seen a steady increase in prices. Copper and Insulation have also increased. Labor costs have also increased over the time span.

This project was bid out at the end of 2023. There were four construction firms that responded to the bid offering. The lowest responsible bidder price was \$205,000 over the available funding.

#### **Policy Discussion:**

The County Board is the body that approves bonding and capital project funding. These requests go through the committees of jurisdiction, Personnel and Finance Committee and the County Board.

#### **Committee Discussion and Recommendation:**

Facilities Director Mike Elder appeared before the committee. Chair Cox explained that this is like a change order of sorts because it is money in other projects. Mr. Elder reported four bidders were all over budget. This budget amendment will allow the project to be awarded to the statutory required low bidder.

Finance Director Paul Kaiser requested an amendment to allow prior or subsequent bond issue.

Motion by David Albrecht, seconded by Betsy Ellenberger to approve with an amendment to allow prior or subsequent bond issue the resolution titled Approval of Additional Funding for a Capital Improvement Project in the Amount of \$205,000 for the Highway Office Reconfiguration and Mold Remediation (Project 5075). Passed. Yes 5, No 0, Abstained 0

#### **Attachments:**

None