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RESOLUTION Authorizing Phase II and III of the Fairgrounds Grandstand Project

TO THE HONORABLE SUPERVISORS OF THE COUNTY BOARD OF THE COUNTY OF POLK:

Ladies and Gentlemen:

WHEREAS, Polk County requested proposals (divided into five phases) to provide architectural and engineering services for a needs analysis of the Polk County Fairgrounds, design, and construction of a new grandstand with a NTPA pull track; and

WHEREAS, the County approved Cedar Corp. to complete Phase I; and

WHEREAS, Cedar Corp. completed Phase I and presented their report to the County Executive Committee; and

WHEREAS, the Polk County Executive Committee recommended proceeding with Phase II- 30% Design and Phase III- Final Design; and

NOW, THEREFORE, BE IT RESOLVED, that this resolution directs the County Administrator to continue with Cedar Corp as the architectural and engineering service provider during the design phase as a sole source with the RFP provided.

BE IT FURTHER RESOLVED, this will consist of the preliminary 30% design and final design of the Fairgrounds that relocates the Grandstand and NTPA Track, establishes a design and budgetary plan to fund, and appropriately phases the project within the County Budget.

BE IT FURTHER RESOLVED, Polk County establishes a Capital Project Fund in 2019 for designated expenses with the initial funding to be transferred from the General Fund Undesignated Fund Balance until such time as a decision has been made on next Phase of this project.

BY: _____
Brad Olson, Supervisor, District #1

Doug Route, Supervisor, District #2

Dean Johansen, Chair,
Supervisor, District #3,

Chris Nelson, Supervisor, District #4

James Edgell, Supervisor, District #8

Kim O'Connell, Supervisor, District #9

Larry Jepsen, Supervisor, District #10

Jay Luke, 1st Vice Chair,

Tracy LaBlanc, Supervisor, District #5

Brian Masters, Supervisor, District #6

Michael Prichard, Supervisor, District #7

Supervisor, District #11

Michael Larsen, Supervisor, District #12

Russell Arcand, Supervisor, District #13

John Bonneprlse, 2nd Vice Chair,
Supervisor, District #14

Joe Demulling, Supervisor, District #15

County Administrator's Note:

The decision to authorize this stage of project is part of a larger policy decision regarding funding the reconstruction of the grandstand and the future of the Fairgrounds.



Nick Osborne
County Administrator

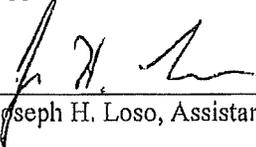
Fiscal Impact Note:

A project fund would be initiated in the general ledger funded by general fund balance enough to cover this Phase II and Phase III. For large capital projects, such as the new Highway Facility Project, the County has paid for the initial phases from the undesignated general fund to be reimbursed by the future funding sources.



Maggie Wickre, Finance Director

Approved as to Form and Execution:



Joseph H. Loso, Assistant Corporation Counsel

Legal Impact Note:

The County Administrator is directed to work with Cedar Corp. on the next phases to move the project forward but there is no binding language on the County that creates any legal obligation to Cedar Corp. For that reason, the resolution presents no legal impact. It should be noted that this resolution would require a 2/3 vote to pass because it relates to a modification of the 2019 budget.

Excerpt of Minutes

35 At its regular business meeting on the ___ of _____ 2019, the Polk County Board of
36 Supervisors acted upon Resolution No. 47-19: Resolution AUTHORIZING
37 PHASE II and III of The Fairgrounds
38 Grandstand Project

- Adopted by a majority of the members present by a ^{majority voice vote} vote of 12 in favor and 2 against.
- Adopted by unanimous voice vote.
- Adopted as amended. See Below.
- Defeated
- Other: _____

Insert amendment to resolution according to minutes:

SIGNED BY: Dean Johansen
Dean Johansen, County Board Chairperson

ATTEST: Sharon Jorgenson
Sharon Jorgenson, County Clerk

Executive Summary

This resolution moves the Grandstand project forward by sole sourcing with Cedar Corp. for the next step (Step 2) of the RFP. This will include Phase 2, 30% design, which is an important step as it sets the base for the entire project. Phase 3, final design, will produce the final drawings, budget numbers and schedules to allow the County to plan and budget accordingly to complete the Grandstand project. Cost to complete the next step (step 2) is estimated to be 8-10% of the project's construction costs.

Fee Proposal

Cedar Corporation currently understand the scope for the Polk County Fairgrounds needs analysis and design for grandstand and NTPA track relocation as a five phase project. Based on our understanding and scope of services, we propose to complete the following scopes of work as follows:

Task	Fee
Step 1-3, Phase I - Kick-Off Meeting, Expectations from County, Site and Buildings Facility Assessment, Master Plan Development/Needs Analysis Estimated Hourly Fee Range	\$14,500 - \$19,500
Step 4, Phase II – Preliminary 30% Design & Step 5, Phase III – Final Design	8%-10% of Construction Cost
Step 6, Phase IV – Full State Approved Plans & Construction Administration, & Step 7 – Phase V Project Completion Contract Close- Out	5%-8% of Construction Cost

* Final Scope of Assessment to be developed during contract negotiations, \$8,750 for grandstand, track, parking and facility assessment and concept plan only.

** Cost savings may be achieved on grandstand design for performance based bidding documents.

Included in the above fee are: staff time and materials, mileage, photocopies, fax, phone, equipment, printing and reproduction costs

Services not provided as part of this proposal: Archeological studies and investigations, environmental studies and assessments, environmental investigations, property boundary survey, property certified survey map, subdivision plat map, easement documents, title search, land acquisition, street and highway right-of-way map, field locating and marking of existing underground private and public utilities, governing agency review and permit fees, buildings architectural design and construction, off-site street and highway improvements, off-site utilities and utility extensions to site, on-site access roads/parking/trails/sidewalks, sprinkler/irrigation system, private water supply wells and septic systems, ecological studies and investigations, flood plain studies and determination, traffic impact analysis and report, intersection control evaluation and report, joint WDNR and U.S. Army Corps Chapter 30 permits, field wetland delineation and report, wetland fill and mitigation design and permits, full-time construction observation and construction management, construction staking and layout, construction testing, contractor performance, construction certification, and historical site studies and investigations are not included as part of this proposal.

Payment policy: County agrees to pay Cedar Corporation the amount shown of invoices presented to the County for services rendered on a monthly basis. All invoice payments are due within 30 days of receipt.

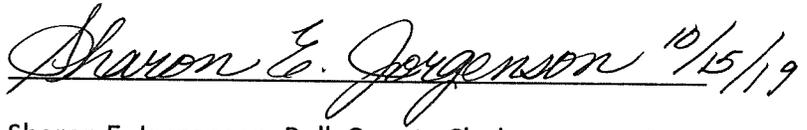


CERTIFIED COPY OF POLK COUNTY RESOLUTION

STATE OF WISCONSIN

COUNTY OF POLK

I Sharon E. Jorgenson, Polk County Clerk do hereby certify that the attached hereto and incorporated herein is a full, true and correct copy of Resolution No. 47-19: Authorizing Phase II and III of the Fairgrounds Grandstand Project adopted by the Polk County Board of Supervisors at its regular business meeting held on October 15, 2019.

 Sharon E. Jorgenson 10/15/19

Sharon E. Jorgenson, Polk County Clerk

Date