



POLK COUNTY, WISCONSIN

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Executive Committee

100 Polk County Plaza, Balsam Lake, Wisconsin
Polk County Government Center - County Board Room

Minutes of Executive Committee from Tuesday September 19th, 2017, at 10:00 a.m.

Committee Members present: Dean Johansen, Jay Luke, Chris Nelson, and John Bonneprise. Absent was Larry Jepsen

Others present: Sharon Jorgenson, County Clerk; Andrea Jerrick, Deputy Administrator; Emil Norby, Highway Commissioner; Jeff Fuge, Corporation Counsel; Debbie Peterson, Director Parks & Buildings; Jason Plante, Market & Johnson Construction Manager representative; Randy LaFave, Market & Johnson Construction Manager representative; and member of press.

Chairman Dean Johansen called the meeting to order at 10:06 a.m.

Chairman Johansen called for motion to approve agenda. **Motion** (Bonneprise/Luke) to approve the September 19, 2017 agenda. **Motion** carried by unanimous voice vote.

Chairman Johansen called for motion to approve July 20th, 2017 minutes of Executive Committee.

Motion (Luke/Bonneprise) to approve the minutes of July 20, 2017. **Motion** carried by unanimous voice vote.

Time was given for public comment. No public comment was received.

Committee received information from Deputy Administrator Andrea Jerrick regarding purpose of meeting and consideration of Bishop building bids. Recommendation of Executive Committee will be presented at County Board meeting on 9/19/17. Committee received bid tabulation information and low bidder information on Bishop Building Bid Package from Randy LaFave, Market & Johnson Construction Manager Representative.

Recommendation on bid package for Bishop Building: Chairman Johansen called for a motion to accept and recommend to County Board Bishop Building Bid Package low bidders as identified by Administration and Market & Johnson Construction Manager Representative. **Motion** Luke/Bonneprise to accept low bidders for Bishop Building Bid Package as identified by Administration & Market & Johnson and recommend to County Board. Chairman Johansen called for a voice vote on the motion. **Motion** carried by unanimous voice vote.

Committee received Memorandum and information from Corporation Counsel Fuge regarding Resolution No. 62-17: Resolution to Authorize Polk County Highway Garage Public Improvement Project and Award Construction Contracts for Highway Garage – Bid Package #1 with recommendation to receive Resolution No. 62-17 for first reading and refer to Executive Committee for recommendation to the County Board once bid submissions have been received and reviewed after re-advertising Bid

Package #1. Memorandum regarding Resolution No. 63-17: Resolution to Award Construction Contracts for Highway Garage-Bishop Building Remodeling concerning Bishop Building Resolution recommendation included amending proposed Resolution No. 63-17 to add authorization to proceed with the construction of the Polk County Highway Garage as noted on the attached memorandum dated September 19, 2017. Chairman Johansen called for a motion for recommendations regarding Resolution No. 62-17 and Resolution No. 63-17. **Motion** Johansen/Luke to recommend Resolution No. 62-17 be submitted to County Board as first reading (to be referred to Executive Committee and then to County Board for second reading on October 17, 2017) and amend Resolution No. 63-17 as recommended by Memorandum submitted by Corporation Counsel and recommend passage of Resolution No. 63-17 to County Board. Chairman Johansen called for a voice vote on the motion. **Motion** carried by unanimous voice vote.

Motion (Luke/Nelson) to recommend amendment to Resolution No. 63-17 to add designated funding source as the General fund and funding amount as \$326,098 and recommend Resolution No. 63-17 for passage by County Board as amended. Chairman Johansen called for a voice vote on the motion to amend Resolution No. 63-17. **Motion** carried by unanimous voice vote.

Chairman Johansen called for motion to convene in closed session at 10:49 a.m. **Motion** (Luke/Bonneprise) to convene in closed session. **Motion** carried by unanimous voice vote.

***CLOSED SESSION* 10:49 a.m.** -(Minutes separate and under seal)

*Reconvened in Open Session at 11:11 a.m. *

Chairman Johansen declared meeting back in open session at 11:11 a.m.

Chairman Johansen called for a motion to adjourn. **Motion** (Luke/Nelson) to adjourn. **Motion** carried by unanimous voice vote. Chairman Johansen declared meeting adjourned at 11:11a.m.

Respectfully submitted,

Sharon E. Jorgenson
County Clerk



POLK COUNTY, WISCONSIN

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**Polk County Executive Committee
Polk County Government Center, County Board Room
100 Polk County Plaza, Balsam Lake, Wisconsin
Tuesday, September 19, 2017 at 10:00 a.m.**

(A quorum of the County Board may be present. Pursuant to Wisconsin law, supervisors who do not serve on the Executive Committee may be present in open session and the closed session noticed herein.)

(Open Session)

Order of Business: (The Committee may take up any subject matter noticed herein at anytime during the meeting regardless of the location of such subject matter on the meeting notice at the time of issuance.)

1. Call to Order
2. Adoption of the Agenda
3. Adoption of the Minutes of the July 20, 2017 meeting
4. Public Comments
5. Highway Garage Public Improvement Project
 - a. Receipt and Consideration of Information Concerning Bids Received for Initial Construction of Highway Garage and Remodeling of Bishop Building
 - b. Recommendation on Proposed Resolution No. Resolution No. 62-17: Resolution to Authorize Polk County Highway Garage Public Improvement Project and Award Construction Contracts for Highway Garage – Bid Package #1
 - c. Recommendation on Proposed Resolution No. 63-17: Resolution to Award Construction Contracts for Highway Garage – Bishop Building Remodeling.
6. Recommendation Concerning Performance Evaluation of the County Administrator.
 - a. Closed Session; Pursuant to Wisconsin Statute Sections 19.36 (10)(d) and 19.85(1)(c) and (e), the Committee may convene in closed session for the purpose of deliberating on and formulating recommendations to be provided to the County Board of Supervisors concerning the employment agreement and performance of the County Administrator. Any action of the committee on such matter will remain closed and or sealed, pursuant to Sections 19.36 (10)(d) and 19.85(1)(c) and (e), until the County Board of Supervisors takes action to finalize said employment agreement and performance evaluation.

Following said closed session, the Committee will reconvene in open session to consider and/act on any matter noticed herein, including reconvening in closed session as herein noticed.

7. Calendar: Next Meetings and Agenda Items
8. Adjourn

This meeting is open the public according to WI Statute 19.83. Persons with disabilities wishing to attend and/or participate are asked to notify the County Clerk's office (715-485-9226) at least 24 hours in advance of the scheduled meeting time so all reasonable accommodations can be made. Requests are confidential.



POLK COUNTY, WISCONSIN

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Executive Committee

100 Polk County Plaza, Balsam Lake, Wisconsin

Polk County Government Center - County Board Room

Minutes of Executive Committee from Thursday, July 20th, 2017, at 3:00 p.m.

Committee Members present: Dean Johansen, Jay Luke, Chris Nelson, Larry Jepsen, and John Bonneprise

Others present: Sharon Jorgenson, County Clerk; Dana Frey, County Administrator; Andrea Jerrick, Deputy Administrator; Emil Norby, Highway Commissioner; Malia Malone, Assistant Corporation Counsel; Doug Route, County Board Supervisor; Brian Masters, County Board Supervisor; Joe Demulling, County Board Supervisor; Jim Edgell, County Board Supervisor; Tracy LaBlanc, County Board Supervisor; Brad Olson, County Board Supervisor; Kate Isakson, County Board Supervisor; Kim O'Connell, County Board Supervisor; Jason Plante, Market & Johnson Construction Manager representative; Norman Barrientos, Architect from Barrientos & Ayres; and member of press.

Chairman Dean Johansen called the meeting to order at 3:45 p.m. (upon return from tour of highway facility buildings).

Chairman Johansen called for motion to approve agenda. **Motion** (Luke/Jepsen) to approve the July 20, 2017 agenda. **Motion** carried by unanimous voice vote.

Chairman Johansen called for motion to approve June 19th, 2017 minutes of Executive Committee. **Motion** (Bonneprise/Jepsen) to approve the minutes of June 19, 2017. **Motion** carried by unanimous voice vote.

Time was given for public comment. No public comment was received.

Committee received preliminary design documents for Highway Facility and information from Andrea Jerrick regarding purpose of meeting regarding consideration of building size and exterior materials. Committee received overview from Emil Norby, Highway Commissioner on features and size of facilities toured in comparison to planned Polk County Highway facility. Committee discussed external structure material options. Committee decided on size of facility (58,904 square feet) per preliminary conceptual plans received and precast exterior walls with exception of exterior walls of administrative office area which will be steel frame with masonry design.

Recommendation on Resolution 50-17: Resolution to Approve Design Documents and Materials for the Highway Facility. **Motion** (Jepsen/Luke) to approve Resolution 50-17 and recommend passage to County Board. Chair Johansen called for a roll call voice vote on the motion to approve and recommend passage. Roll call voice vote with 5 ayes received. Motion to approve and recommend passage of Resolution 50-17 to County Board carried by unanimous roll call voice vote.

Chairman Johansen called for a motion to adjourn. **Motion (Bonneprise/Jepsen)** to adjourn. **Motion** carried by unanimous voice vote. Chairman Johansen declared meeting adjourned at 4:21 p.m.

Respectfully submitted,

Sharon E. Jorgenson
County Clerk

POLK COUNTY CORPORATION COUNSEL

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NIKIE HICKS

September 19, 2017

To: Polk County Executive Committee
Dean Johansen, Chair
Larry Jepsen
Jay Luke,
John Bonneprise
Chris Nelson

From: Jeffrey B. Fuge, Corporation Counsel



RE: Polk County Highway Garage Improvement Project
Recommendations of Counsel

Our office provides this memo to the Executive Committee as it takes up at its September 19, 2017 meeting recommendations to the County Board concerning two proposed resolutions that move forward the Polk County Highway Garage Improvement Project, as follows:

- Resolution No. 62-17: Resolution to Authorize Polk County Highway Garage Public Improvement Project and Award Construction Contracts for Highway Garage – Bid Package #1; and
- Resolution No. 63-17: Resolution to Award Construction Contracts for Highway Garage – Bishop Building Remodeling.

Based upon information known concerning these two resolutions, our office recommends that the Executive Committee adopt committee recommendations on each proposed resolution, as follows:

Resolution No. 62-17: Resolution to Authorize Polk County Highway Garage Public Improvement Project and Award Construction Contracts for Highway Garage – Bid Package #1:

At the September 13, 2017 the County Board -Committee of the Whole meeting, Administration and Market & Johnson, project construction manager, informed the county Board that the County would be re-advertising Bid Package #1 due to a low number of bids on one aspect of construction for Bid Package #1.

Recommendation: It is our recommendation to the Executive Committee to adopt a recommendation to the County Board to receive proposed Resolution No. 62-17 for first reading and referral to the Executive Committee for recommendation that could be made once bid submissions have been received and reviewed by Administration after re-advertising Bid Package #1.

Resolution No. 63-17: Resolution to Award Construction Contracts for Highway Garage – Bishop Building Remodeling:

Recommendation: It is our recommendation to the Executive Committee to adopt a recommendation to the County Board to receive and adopt proposed Resolution No. 63-17 with an amendment, starting at Line 17, as follows:

17 NOW, THEREFORE, BE IT RESOLVED that the Polk County Board of Supervisors authorizes
18 that the public improvement project of the construction of the Polk County Highway Garage,
19 including the remodeling of the Bishop Building, proceed with all expenditures to be approved
20 by the Polk County Board of Supervisors awards the various construction contracts to the
21 respective lowest responsible contractor identified on “Bishop Building Bid Package Awarded
22 Contracts”, attached hereto and incorporated herein.

23 BE IT FURTHER RESOLVED that, pursuant to Wisconsin Statute Sections 59.52(29) and
24 66.0901, the Polk County Board of Supervisors awards the various construction contracts to the
25 respective lowest responsible contractor identified on “Bishop Building Bid Package Awarded
26 Contracts”, attached hereto and incorporated herein.

27 BE IT FURTHER RESOLVED that the Polk County Board of Supervisors authorizes the
28 County Administrator, in coordination with Market & Johnson, to let, negotiate and execute on
29 behalf Polk County those construction contracts awarded in this resolution.

BID TABULATION

PROJECT Polk County Highway Garage Bid Package - Bishop Building
Balsam Lake, WI

BID DATE Monday, September 18, 2017

BID TIME 2:00pm

| Work Category | Bidder's Name | Addenda | Rank | Base Bid | Notes |
|-------------------------------|---|---------|------|------------|--------------------------|
| WC-08B Door Install | | | | 5,000.00 | |
| | Market & Johnson, Inc. | | | 5,000.00 | |
| | Parkos Construction Company | | | 31,800.00 | |
| WC-08C Sectional Doors | | | | 23,020.00 | |
| | Rice Lake Glass and Door Co Inc. | | 1 | 23,020.00 | |
| | Doorco Inc. | | | 28,000.00 | |
| | Overhead Door Co of the Chippewa Valley | | | 30,973.00 | |
| WC-09A Painting | | | | 8,588.00 | |
| | Amrhien Painting | | 1 | 8,588.00 | |
| | Steinbrecher Painting Company | | | 9,830.00 | |
| | Robert J Hansen Painting LLC | | | 15,670.00 | |
| | Omni Glass and Paint | | | 17,100.00 | |
| | Universal Painting & Drywall, Inc. | | | 37,205.00 | |
| WC-22A Plumbing | | | | 6,960.00 | |
| | Nasseff Mechanical Contractors | | 1 | 6,960.00 | not read - bid error |
| WC-23A HVAC | | | | 127,700.00 | |
| | Cool Air Mechanical | | 1 | 127,700.00 | |
| | Nasseff Mechanical Contractors | | | 150,750.00 | |
| | Blakeman Plumbing & Heating, Inc. | | | 155,000.00 | |
| | Paul's Sheet Metal, Inc. | | | 168,507.00 | |
| | The Jamar Company | | | 182,985.00 | includes WC 23A and 22A |
| | Preventive Mechanical Services | | | 109,857.00 | received late on bid day |
| WC-26A Electrical | | | | 49,778.00 | |
| | Chetek TNC Electric, Inc. | | 1 | 49,778.00 | |
| | B&B Electric, Inc. | | | 60,333.00 | |
| | NEO Electrical Solutions | | | 63,400.00 | |
| | TJ Electric Inc. | | | 95,800.00 | |



Adding Value to Everything We Do

Market & Johnson, Inc. 7300 Hudson Blvd., Suite 165 Oakdale, MN 55128 Ph. 651.340.6146 Fax. 651.846.5607

BID TABULATION

PROJECT Polk County Highway Garage Bid Package - Bishop Building
Balsam Lake, WI

BID DATE Monday, September 18, 2017

BID TIME 2:00pm

| Work Category | Bidder's Name | Addenda | Rank | Base Bid | Notes |
|------------------------------|---|---------|------|-----------|----------------------|
| Bishop Building | | | | | |
| WC-03A Concrete | | | | 19,000.00 | |
| | Market & Johnson, Inc. | | | 19,000.00 | |
| WC-04A Masonry | | | | | |
| | Berghammer Builders Inc. | | 1 | 58,750.00 | |
| | Harbor City Masorny Inc. | | | 70,858.00 | |
| | Market & Johnson, Inc. | | | 78,793.69 | |
| WC-05A Steel Material | | | | | |
| | Nick's Welding and Fabricating, Inc. | | 1 | 5,750.00 | |
| | American Structural Metals, Inc. | | | 9,300.00 | not read but on time |
| | Am-Tec Designs, Inc. | | | 10,500.00 | |
| WC-05B Steel Erection | | | | | |
| | Industrial Construction Specialists LLC | | 1 | 10,500.00 | |
| WC-08A Door Materials | | | | | |
| | LaForce Inc. | | 1 | 11,052.00 | |
| | Northern Door & Hardware, Inc. | | | 11,135.00 | |
| | BDS Contract Door & Hardware Co. | | | 13,335.00 | |
| | Kendell Doors & Hardware | | | 15,714.00 | |

Bishop Building Bid Package

| Work | | | | | Difference |
|----------|-----------------|----------------------|------------------------------|----------------------|---------------------|
| Category | Work Category | | | | (over) under |
| Code | Description | Budget Estimate | Low Bidder | Bid | budget |
| 03A | Concrete | \$ 8,000.00 | Market & Johnson | \$ 19,000.00 | \$ (11,000.00) |
| 04A | Masonry | \$ 30,000.00 | Berghammer | \$ 58,750.00 | \$ (28,750.00) |
| 05A | Steel Material | \$ 15,000.00 | Nick's | \$ 5,750.00 | \$ 9,250.00 |
| 05B | Steel Erection | \$ 5,000.00 | Industrial Construction Spec | \$ 10,500.00 | \$ (5,500.00) |
| 08A | Door Materials | \$ 5,000.00 | Laforce | \$ 11,052.00 | \$ (6,052.00) |
| 08B | Door Install | \$ 5,000.00 | Market & Johnson | \$ 5,000.00 | \$ - |
| 08C | Sectional Doors | \$ 20,000.00 | Rice Lake Glass | \$ 23,020.00 | \$ (3,020.00) |
| 09A | Painting | \$ 10,000.00 | Amhrien Painting | \$ 8,588.00 | \$ 1,412.00 |
| 22A | Plumbing | \$ 16,000.00 | Nasseff | \$ 6,960.00 | \$ 9,040.00 |
| 23A | HVAC | \$ 177,000.00 | Cool Air | \$ 127,700.00 | \$ 49,300.00 |
| 26A | Electrical | \$ 83,000.00 | Chetek C&C Electric | \$ 49,778.00 | \$ 33,222.00 |
| | Totals | \$ 374,000.00 | | \$ 326,098.00 | \$ 47,902.00 |