**RESOLUTION NO. \_\_\_\_\_ - 2019**

**AUTHORIZATION TO CONTRACT WITH STRANG FOR COMPLETING A SPACE NEEDS ASSESSMENT OF THE COURTHOUSE, REEDSBURG HUMAN SERVICES, AND WEST SQUARE ADMINISTRATION FACILITIES**

**Fiscal Impact: [ ] None [X] Budgeted Expenditure [ ] Not Budgeted**

***Background:*** Sauk County owns and maintains numerous facilities throughout the County that house all the services and departments of the county. A space needs study was conducted for the West Square Administration building in 2012 prior to a remodeling project that took place in 2013. Many County departments are transforming. Some departments are growing and others are reducing as technology evolves. The County currently does not have a plan for expansion of office space, or how to better utilize current vacant spaces. Through various meetings with departments and staff, several ideas of sharing offices for staff that are out in the field regularly, and telecommuting as technology evolves have been discussed as ways to better utilize the spaces in county buildings without a major overhaul to the identified facilities. A Request for Proposal was drafted to study the County’s current space needs, and determine how the space can be better utilized currently and in the future without major building construction. Each proposer was asked to provide a separate cost for studying each facility and an estimated reimbursable cost. Five proposals responding to the Space Needs Assessment were received. The Property and Insurance Committee, Administrative Coordinator, and Building Services staff have reviewed the proposals received and recommend to contract with Strang for the Space Needs Assessment at the identified Sauk county facilities.

**NOW, THEREFORE, BE IT RESOLVED** that the Sauk County Board of Supervisors, met in regular session, hereby authorizes the Administrative Coordinator to contract with Strang for the Space Needs Assessment for the respective buildings at a cost of $45,000.

For consideration by the Sauk County Board of Supervisors on January 15th, 2019.

Respectfully submitted,

**PROPERTY AND INSURANCE COMMITTEE**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Scott Von Asten, chair William Hambrecht

SHANE GIBSON JEAN BERLIN

CARL GRUBER

**RESOLUTION NO. \_\_\_\_\_ - 2019**

**AUTHORIZATION TO CONTRACT WITH STRANG FOR COMPLETING A SPACE NEEDS STUDY OF COURTHOUSE, REEDSBURGHUMAN SERVICES, AND WEST SQUARE ADMINISTRATION FACILITIES**

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**FISCAL NOTE:** The 2019 Building Services Capital Outlay budget includes $100,000 for the Space Needs Assessment.

**Information System Note:** No fiscal impact.

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| **COMPANY** | **CH** | **LEC** (Removed from Final Scope) | **HSR** | **WS** | **ESTIMATED REIMBURSABLES** | **TOTAL** |
| DIMENSION IV | $18,000 | $16,000 | $14,000 | $31,000 | 0 | $63,000 |
| JEWELL | $20,000 | NOT IN BID | $17,000 | $25,000 | 0 | $62,000 |
| DAVID MAYO | $13,000 | $18,700 | $5,800 | $34,500 | 0 | $53,300 |
| FRED MOYER | $39,820 | $34,540 | $29,940 | $45,340 | $7,000 | $115,100 |
| STRANG | $15,000 | $15,000 | $15,000 | $15,000 | $1000 | $45,000 |
|  |  |  |  |  |  |  |
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