

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**

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.

Fiscal Impact: ☐ None ☒ Budgeted Expenditure ☐ Not Budgeted

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

Page 2

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

Information System Note: No fiscal impact.

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