

RESOLUTION NO. _____ - 2019

**AUTHORIZATION TO CONTRACT WITH DORSCHNER ASSOCIATES, INC. FOR
THE SAUK COUNTY ARCHITECTURAL AND ENGINEERING DESIGN FOR
SPECIFIED WORK AT THE COURTHOUSE, REEDSBURG HUMAN SERVICES,
AND WEST SQUARE ADMINISTRATION FACILITIES**

Background: The current layout and use of Sauk County facilities is not practical for current and future day-to-day operations. A security analysis of the facilities was conducted in 2016, along with a space needs assessment in 2019. Both the security analysis and space needs study identified numerous deficiencies in the Sauk County facilities from a security and space utilization standpoint. The 2019 space needs assessment identified the highest priority places needing attention and grouped those areas together into phase 1. A request for proposal (RFP) was written for the architecture and engineering to renovate current unoccupied space on the third floor of the Courthouse into useable office space. Also included was improving the security for both the public, and county staff coming to the facilities through a redesign to both the Courthouse and Reedsburg Human Services building entrances. Modernizing the design of the HVAC systems and controls, electrical and plumbing, and fire suppression along with improved wayfinding signage all were specified in the RFP. Seven proposals were received for the architecture and engineering design. The Facilities Director evaluated each proposal based on the RFP requirements, overall price, and talking with references provided by the vendors. The Facilities Director is confident moving forward with the proposal from Dorschner Associates Inc. at a cost of \$174,923.00 for the architecture and engineering design of spaces at the Courthouse, Reedsburg Human Services, and West Square Administration Facilities.

Fiscal Impact: ☐ None ☒ Budgeted Expenditure ☐ Not Budgeted

NOW, THEREFORE, BE IT RESOLVED, by the Sauk County Board of Supervisors met in regular session, and that the Building Services Facilities Director is hereby authorized to contract with Dorschner Associates Inc. for \$174,923.00 to complete an architecture and engineering design to the Courthouse, Reedsburg Human Services, and West Square Administration Facilities; and,

BE IT FURTHER RESOLVED, that the Buildings Services Facilities Director is hereby authorized to approve change orders for any potential unforeseen conditions and so long as change orders for each contracted portion of the project do not exceed 15% of the original contracted price as long as such change orders individually do not exceed \$10,000.00 and sufficient budgeted funds are available in the 2019 Building Services Capital Outlay budget to pay the change order cost increases.

For consideration by the Sauk County Board of Supervisors on December 17th, 2019.

Respectfully submitted,

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SAUK COUNTY PROPERTY COMMITTEE

Scott Von Asten, Chair

William Hambrecht

Shane Gibson

Jean Berlin

Carl Gruber

Fiscal Note: Funds for the architecture and engineering will be taken from the 2019 Building Services Capital Outlay budget, and unused amounts will be carried forward to 2020.

Information System Note: No Information system impact.

ARCHITECTURAL AND ENGINEERING DESIGN Bid Tally

Contractor	Bid
ADCI	\$178,000.00
Dimension IV	\$219,000.00
Dorschner Associates	\$174,923.00
Endberg Anderson	\$249,500.00
Hoffman Planning & Design	\$115,500.00
PRA	\$215,000.00
Strang	\$339,500.00