

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee
INITIATED BY

General Services Committee
SUBMITTED BY



Brent Sutherland- Director of
Facilities Management
DRAFTED BY

January 28, 2020
DATE DRAFTED

**Retaining Architectural/Engineering Firm for Design Services for the Renovation
of District Attorney Department Space at the Courthouse**

- 1 **WHEREAS**, funds were budgeted for the renovation of the District Attorney department's space in the
- 2 Courthouse; and,
- 3
- 4 **WHEREAS**, District Attorney's department has expanded and has occupied space as it has become
- 5 available; and,
- 6
- 7 **WHEREAS**, the currently layout is very inefficient for staff as well as being confusing for clients way-
- 8 finding; and,
- 9
- 10 **WHEREAS**, the current layout also has clients meeting with attorneys in staff space, creating a safety
- 11 risk; and,
- 12
- 13 **WHEREAS**, Venture Architects completed a space needs assessment and created a design which is
- 14 safer, more efficient workspace, improved client way-finding while eliminating the current needs for
- 15 addition space; and,
- 16
- 17 **WHEREAS**, Venture Architects will develop construction documents to bid out the renovation work.
- 18
- 19 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 20 this 13th day of February, 2020, that a contract for architectural/engineering
- 21 services be awarded to Venture/Architects, of Milwaukee, WI, in the amount of \$45,000; and,
- 22
- 23 **BE IT FURTHER RESOLVED**, that a \$4,500 contingency also be approved to cover any needed
- 24 changes in the scope of service.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill
Henry Brill, Chair

Jeremy Zajac
Jeremy Zajac, Vice Chair

Tom Brien
Tom Brien

Robert Potter
Robert Potter

Yuji Rashkita
Yuji Rashkita

20-2A-413

Retaining Architectural/Engineering Firm for Design Services for the Renovation of District Attorney Department Space at the Courthouse

FISCAL NOTE:

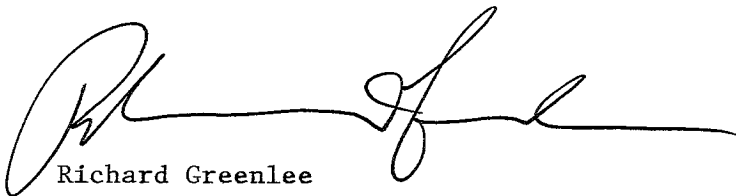
Funds for this project were included in the 2020 budget. This project is being funded by sales tax revenue.



Sherry Oja
Finance Director

LEGAL NOTE:

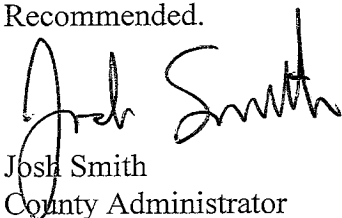
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. Professional services are not subject to bidding requirements of § 59.52(29), Wis. Stats.



Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

Retaining Architectural/Engineering Firm for Design Services for Renovation of District Attorney's Department space in the Courthouse

The resolution before you awards a contract to Venture Architects of Milwaukee, Wisconsin, in the amount of \$45,000 for design and construction services for renovating the District Attorneys Space at the Courthouse.

The District Attorney's department has grown over the years and they have occupied space as it has become available. This has made the department's work flow inefficient and at times unsafe due to meeting with clients in staff space. They previously had a need for additional space.

Venture Architects of Milwaukee conducted a space needs assessment and created a design that was more efficient for staff, safer and less confusing for the clients in way-find, without requiring additional space.