

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

General Services Committee
INITIATED BY

General Services Committee
SUBMITTED BY



Brent Sutherland- Director of
Facilities Management
DRAFTED BY

April 9, 2018
DATE DRAFTED

Retaining Architectural/Engineering Firm to Develop a
Facilities Master Plan

1 **WHEREAS**, funds were budgeted in 2018 to develop a Facilities Master Plan addressing several
2 departments that utilize a majority of the facilities square footage; and,

3
4 **WHEREAS**, the Wisconsin Facilities Management Association recommended three companies that have
5 developed similar County Facilities Master Plans in which they were pleased with the results; and,

6
7 **WHEREAS**, these three firms were invited to Rock County be interviewed and give a presentation to a
8 panel consisting of members of Facilities Management, Sheriff's Office, Purchasing, Human Services
9 and Administration; and,

10
11 **WHEREAS**, Venture Architects from Milwaukee, Wisconsin, was the firm unanimously chosen based
12 on experience conducting similar projects, team experience and bill rates.

13
14 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
15 this 26th day of April, 2018, that a contract for architectural/engineering
16 services be awarded to Venture/Architects, of Milwaukee, WI, in the amount of \$77,514; and,

17
18 **BE IT FURTHER RESOLVED**, that an \$8,000 contingency also be approved to cover any needed
19 changes in the scope of service.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

Jeremy Zajac, Vice Chair

Bob Yeomans

Dave Homan

J. Russell Podzilni

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FISCAL NOTE:

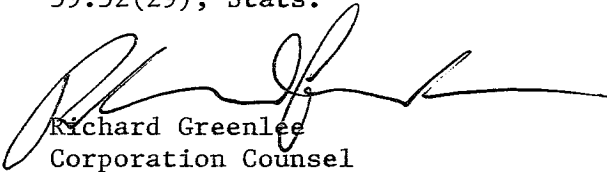
Sufficient funds were included in the 2018
for the cost of the Facilities Master Plan.
This project is being funded by sales tax
revenue.



Sherry Oja
Finance Director

LEGAL NOTE:

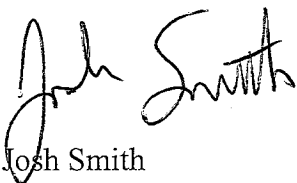
The County Board is authorized to take this
action pursuant to secs. 59.01 and 59.51,
Wis. Stats. Professional services are not
subject to bidding requirements of §
59.52(29), Stats.



Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

Retaining Architectural/Engineering Firm to Develop Facilities Master Plan

The resolution before you awards a contract to Venture/Architects of Milwaukee Wisconsin, to develop a County facilities Master Plan.

The plan will cover the departments that account for a large number of square footage and needs such as: Sheriff's Office, Human Services, Fairgrounds, 911, Information Technology, Medical Examiner, Council on Aging and Health Department.

Three firms were recommended by Wisconsin Facilities Management Association members who recently completed a County Facilities Master Plan in which they were pleased with the results.

These three firms were interviewed by a Rock County management team and Venture/Architects was chosen based on experience developing County Facilities Master Plans, staff qualifications and bill rate.