

**MEETING MINUTES
EC SUBCOMMITTEE ON THE
WISCONSIN RAPIDS ANNEX, RIVER BLOCK BUILDING, AND
RELOCATION/REMODELING OF COURTHOUSE DEPARTMENTS**

Date: Monday, December 12th, 2016

Time: 3:02 p.m.

Place: Room 114, Wood County Courthouse, Wisconsin Rapids

Subcommittee members present: Bill Clendenning, Ed Wagner, Donna Rozar, Al Breu, Doug Machon

Others present for all or part of the meeting: Reuben Van Tassel, Amy Kaup, John Cain (Venture Architects by phone), Sue Kunferman, Dave Voss and Sherry Wall (Miron Construction), Peter Kastenholz, Cindy Henke (Mead-Witter Foundation), Steve Kreuser, Gus Mancuso, Mike Martin

1. Chair Clendenning called the meeting to order.
2. There were no public comments.
3. **Motion (Wagner/Machon) to receive and place on file the minutes from the November 15th meeting. All ayes. Motion passed.**
4. Much of the furniture/equipment that was not needed by departments moving into River Block has “gone to a good home”. Other municipalities, churches, non-profits, libraries, and school districts took what they could use. Excellent recycling and reuse of materials.
5. No update on the parking lot situation available at this time.
6. Bids were opened on 12/6/16. A general discussion of those bids was held. A copy of the subcontractors winning the bids in all categories is on file. 5 alternate bids were discussed. Alternate #1 is for the architectural work proposed for the Forestry and Parks as well as the Land Conservation Suite on the second floor for a total of \$28,718. This also includes a wall for creating an auditorium adjacent to that suite. **Motion (Rozar/Breu) to approve this alternate bid. Motion passed unanimously.** Alternate #2 for architectural work proposed for unassigned space on the third floor was considered low priority at this time. Alternate #3, for a cost of \$7,669, to remove the entire pneumatic system and replace with DDC system was discussed. **Motion (Rozar/Machon) to approve this alternate bid. Motion passed unanimously.** Alternate #4 is for some casework in the Health Department at a cost of \$5,934. **Motion (Wagner/Breu) to approve this alternate bid. Motion passed unanimously.** Bid is to be reviewed to make certain it meets Health Department needs. Sue Kunferman she could cover any overage of this amount out of her 2017 budget. Alternates #5 and 6 were items that can be held over until a review of the scope of the project. There needs to be some clarification on the intent of the drawing in regards to alternate #6. Alternate bids and explanations are all on file with construction document.

John Cain left the meeting by phone at 4:10 p.m.

7. Review of River Block budget—Mike Martin was invited down to make certain the Subcommittee understood the amount of money that was designated for this project. Mike clarified that there is \$3.25 million available for remodeling. After a discussion of the owner's costs (some of which have already been paid for), the source of the down payment for the River Block building, and plumbing expenses, **Motion (Clendenning/Breu) to approve the total estimated project cost of \$3,315,108. Motion carried unanimously. Minutes were amended at the January 6th, 2017 meeting to clarify that the overage on this project is to be covered by the contingency fund. Motion (Rozar/Wagner) to give direction to Miron Construction to produce the document with the GMP (guaranteed maximum price) based on the construction totals as presented plus the alternatives passed previously during this Subcommittee meeting. Motion passed unanimously. Motion (Clendenning/Breu) that any amount >\$15,000 per occurrence used from the contingency fund must come before this Subcommittee prior to approval. Motion passed unanimously.**
8. Next meeting: will be called at the discretion of the Subcommittee Chair
9. **Motion (Machon/Wagner) to adjourn the meeting at 4:28 p.m. Motion passed unanimously.**

Minutes taken and respectfully submitted,

Donna Rozar, secretary