

# RESOLUTION

## ROCK COUNTY BOARD OF SUPERVISORS

Brent Sutherland  
INITIATED BY



7/11/2022  
DATE DRAFTED

### Awarding the Contract for the Renovation of the Law Library / Probate Vault and Amending the 2022 Facilities Management Budget

**WHEREAS,** The Law Library space on 4<sup>th</sup> floor of the Courthouse is currently empty as well as the Probate Vault located on 3<sup>rd</sup> floor of the Courthouse in the Probate Department; and

**WHEREAS,** funds of \$500,000 were budgeted to convert the two vacate rooms into functioning hearing rooms; and

**WHEREAS,** due to the market increases this project has come in higher than what was budgeted; and

**WHEREAS,** Venture Architects worked with the Judges, Court Commissioners, Clerk of Courts, Rock County IT and Facilities Management to design very functional hearing rooms; and

**WHEREAS,** specifications were drafted and bids solicited with (3) three contractors submitting bids for construction; and

**WHEREAS,** Glen Fern Construction's bid was rejected due to not completing all required bid documents; and

**WHEREAS,** the lowest, most responsive, and responsible bidder was JP Cullen and Sons of Janesville, Wisconsin.

**NOW, THEREFORE, BE IT RESOLVED,** that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2022 does hereby approve and authorize awarding a contract in the amount of \$654,320 to JP Cullen and Sons of Janesville, WI for the renovation of the former law library and Probate vault space.

**BE IT FURTHER RESOLVED,** a contingency fund of \$ 65,400 be established to cover any unforeseeable issues that arise.

**BE IT FURTHER RESOLVED,** approves contracting with Hendricksen under OMNIA R191802 National contract pricing for the purchase of movable furniture for this project in the amount of \$20,400

**BE IT FURTHER RESOLVED,** that the Facilities Management 2022 budget be amended as follows:

<u>ACCOUNT/DESCRIPTION</u>	<u>BUDGET</u> <u>7/20/22</u>	<u>INCREASE/</u> <u>(DECREASE)</u>	<u>AMENDED</u> <u>BUDGET</u>
<u>Source of Funds</u>			
18-1842-0000-47500 Prior year Sales tax	\$106,170	\$373,891	\$480,061
<u>Use of Funds:</u>			
18-1842-0000-67200 Capital Improvements	\$1,557,665	\$373,891	\$ 1,931,556

FISCAL NOTE:

The total cost of this renovation is:

\$654,320 Construction

\$65,400 Contingency Fund

\$133,671 Engineering

\$20,400 Furnishings

\$873,791 Total

The 2022 budget included \$500,000, funded by sales tax revenue, for this project. Therefore, an additional \$373,791 of prior year sales tax revenue is being requested to complete this project. There is currently a balance of approximately \$4.5 million in the prior year sales tax fund.

Sherry Oja  
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to §§ 59.01 and 59.51, Wis. Stats. In addition, § 59.52(29), Wis. Stats., requires the project to be let to the lowest responsible bidder. As an amendment to the adopted 2022 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to § 65.90(5)(a), Wis. Stats.

Richard Greenlee  
Corporation Counsel

ADMINISTRATIVE NOTE:

While the project has come in over budget, these renovations are a priority for the court system and will likely only increase in cost if they are delayed until 2023. Therefore, I am recommending that the Board approve the budget amendment.

Josh Smith  
County Administrator

**Committee Action**

General Services Committee

General Services Committee recommend this resolution for approval by a roll call vote of 3-1 in which Supervisors Cullen, Fox, and Wilson voted "Aye" and Supervisor Zoril voted "Nay." Supervisor Brien was absent.

Finance Committee

Finance Committee recommended this resolution for approval by a unanimous voice vote. Supervisors Bostwick and Clasen were absent.

**Rock County, Wisconsin**  
51 South Main Street  
Janesville, WI 53545

**Facilities Management**  
Phone (608)757-5527  
Fax (609) 757-5516



## Executive Summary

Awarding the contract for the renovation of the Law Library and Probate Vault and amending the 2022 Facilities Management budget. Funds were budgeted to convert the two spaces into court hearing rooms. Venture Architects worked with the Judges, Court Commissioners, Clerk of Courts Rock IT and Facilities Management to design the hearing rooms and draft the specifications for bidding. Bids were solicited with (3) three bidders responding. Glen Fern Construction's bid was rejected due to failing to provide the required bid documents. They did not complete and submit the Bidders Qualification forms.

The lowest most responsible and responsive bidder was JP Cullen and Sons of Janesville WI, in the amount of \$654,320 for construction costs. A 10% contingency of \$65,400 is also being requested. Engineering costs is \$133,671. Furniture will be purchased from Hendricksen under OMNIA R191802 national contract pricing in the amount of \$20,400.

Due to the market price increases the project costs came in over budget and we are requesting a budget amendment to cover the cost difference with the use of prior years sales tax in the amount of \$373,891.



BID SUMMARY FORM

BID NUMBER/NAME 2022-26 – LAW LIBRARY – PROBATE RENOVATION  
BID DUE DATE JULY 15, 2022 – 2:00 P.M.  
DEPARTMENT ROCK COUNTY FACILITIES MANAGEMENT

	GLEN FERN CONSTRUCTION LAKE GENEVA, WI	JP CULLEN AND SONS JANESVILLE WI	CORPORATE CONTRACTORS BELOIT WI
BID AMOUNT	\$502,950.00	\$654,320.00	\$742,00.00
BID FORM	NO	YES	YES
ADDENDA	NO	YES	YES
BID BOND	YES	YES	YES
START DATE	11/1/2022	12/1/2022	10/1/2022
COMPLETION	2/1/2023	12/31/2023	12/31/2022

Invitation to Bid was advertised in the Janesville Gazette and on the Demandstar

PREPARED BY: SHILO TITUS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: JP Cullen and Sons

Brent Sutherland 7/18/2022  
SIGNATURE DATE

GOVERNING COMMITTEE APPROVAL: \_\_\_\_\_  
CHAIR VOTE DATE