

BUILDING SECURITY AND SPACE COMMITTEE MEETING
November 28, 2017
Minutes

Meeting called to Order by Chairman Willard @ 1:10 pm

Present: Cottingham, Niles, Wenum, Willard, Niles, Zipperer

Others Present: Devine, EBI-representatives – Larry Retrum, Adrienne Stahl, Charity Koenig

Wenum made a motion to approve the November 16th minutes, seconded by Zipperer.
All in favor, motion carried.

Emmons Business Interiors representative handed out the bid and floor plan.

Discussion regarding

- 1) page 4, window option desk changes
- 2) Page 5 Change to Interior Office L shape desk, and quantities.
- 3) The counter in the reception area
- 4) First floor Rm 135 added guest chairs, built in gone –small desk again
- 5) Second floor Rm 201 thru 206 small L shaped desk changed to U-Shape, smaller hutch
- 6) Some changes in turn radius in the smaller offices
- 7) WIC Offices area no extra cubby, discuss monitor arms/electric under service
9" modesty panel
- 8) 2nd floor, exam rooms (1 monitor per Penny) but ability to use dual monitors
- 9) Electrical pass thru addressed
- 10) Stocking available at all stations, No cords to be visible, one channel on dual monitors
- 11) Added 5 wire managers for the consultant offices
- 12) Remove Pencil drawers and keyboard trays

Discussion held regarding pricing and sales agreement.

Total cost \$793,288.15

\$50,000.00 deposit payment, this week. (December 1, 2017)

\$714,764.01 payment upon delivery of furniture on site

\$28,524.14 payment at completion of project

Furniture to commence arriving on February 12, 2018 with installation beginning immediately.

Anticipated finish date 4 to 5 weeks.

There was discussion regarding schedule of which departments will move first, and which areas EBI will complete per our schedule. List will be developed by Cottingham and provided to EBI by December 1, 2017

Motion by Wenum and seconded by Niles to sign the Sales Agreement Contract. All in Favor, motion carried. Sales Agreement signed by Chairman Willard with copy in file, copy to Finance, Willard and EBI.

Phase 2 - Bill Devine

Mike Maas – handed out the preliminary plans for Renovations and additions to the Juneau County Justice Center. Mike provided an overview of the construction and design.

Discussion included:

- 1) Maintenance second floor Break/Conference room will have data control, internet, phone, water, fridge and microwave. The building facade will have new bricks to match the older brick building. And the existing foundation will be utilized. There will be Air-conditioning and heat on the second floor and only heat on the first floor. The entrance door to the Sheriff's Department will be changed to enter into a maintenance area room instead of the detective area.
- 2) No overhead door on 2nd floor of Maintenance.
- 3) Discussion later on what to do with paper storage.
- 4) Split drive for Maintenance with bollards on both sides of existing pole.
- 5) Three Boilers, 2000 gal LP tank backup to Natural Gas Boilers
- 6) Discuss dividing heating from domestic system , incorrectly installed in 2002
- 7) The elevator in the Justice Center will have a flat panel installed so the back automatic door can't be seen or accessed. The area behind the door will become storage.
- 8) Any items that will be saved or reused will have to be addressed in the contracted notes.
- 9) Existing tunnel under the Justice Center will be walled and concrete filled between walls.
- 10) LP tanks will be chain link fenced and security camera located in the area. Privacy sign will be attached. Will research and discuss feasibility of underground tanks.
- 11) Five light poles in parking lot with LED lighting
- 12) Discussion of water shed in parking area.
- 13) Retaining wall with stack wall and guard rail on the East side of parking lot facing street
- 14) Landscaping to be discussed with City of Mauston
- 15) Hunkins to find out if the Coax cable for Media Com between the Courthouse and Annex to Justice Center is abandoned or active. Hunkins to report back to Bill Devine.
- 16) Directional Bore –D-mark location needs to relocate. Review of fire alarms, smoke detectors and sprinkler system
- 17) Guide wire for Radio Tower needs to be relocated.

These issues will be taken into consideration, reviewed, and come back to the committee for final approval and determination of specifications and timing.

4:30 p.m. Motion by Niles and seconded by Zipperer to adjourn. All in favor, motion carried.