



AGENDA

Building and Property Committee

Tuesday, January 15, 2013

10:00 a.m.

Jury Assembly Room

Lower Level, Courthouse Annex

1. Call meeting to order
2. Approve agenda
3. Public Comment – Speakers will be limited to 5 minutes
4. Approve minutes of December 11, 2012 – Please review website posting/County Board packet
5. Discuss/consider 6 month shredding trial results, action if any
6. Discuss/consider AGL change order for UW-M roofs, Phase II, action if any (attachment)
7. Discuss/consider an RFP for the UW-Marinette classroom roof, action if any
8. Discuss/consider disposal of surplus equipment, action if any
9. Discuss/consider the future of the old LEC, action if any
10. Department Head report
 - Division Labor Forecast
 - Utilities
 - Motor Pool
11. Future agenda items
12. Set next meeting date
13. Adjournment

cc:	Mike Behnke	Facilities Director	Media
	Russ Bousley	County Board Chair	Posting
	Mike Cassidy	County Administrator	
	Vilas Schroeder	Corporation Counsel	
	Bill Walker	County Clerk	

PLEASE NOTE: AGENDA ITEMS MAY NOT BE CONSIDERED AND ACTED UPON IN THE ORDER LISTED

If you are an individual who needs a special accommodation while attending the meeting as required by the "Americans With Disabilities Act", please notify County Clerk Kathy Brandt, Marinette County Courthouse (715-732-7406) at least 24 hours prior to the meeting in order to make suitable arrangements. Thank you. (TDD 715-732-7760)

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TO: John Machnik – Facilities Director
Marinette County
1926 Hall Avenue
Marinette, WI 54143

RE: UW – Marinette Re-roofing
Change Order Request

To complete the second phase of re-roofing the classroom building at UW-Marinette campus, we propose the following as a change order to our original May 18, 2012 A/E contract for the Phase 1 re-roofing.

To complement the Student Union Roof, the classroom roof to have the Decra metal shingles over a nail base insulated deck over the existing wood deck. Our work to include:

- ✓ Review existing building and conditions
- ✓ Modify previously drawn plans and details for this new roofing system
- ✓ Modify the technical specifications
- ✓ Update the Budget estimate
- ✓ Review plans and specifications with the board
- ✓ Conduct a pre-bid site meeting with contractors
- ✓ Answer questions during bidding
- ✓ Prepare addenda if required
- ✓ Attend the bid opening, review the bids, and prepare a recommendation letter
- ✓ Prepare Owner/Contractor Contracts
- ✓ Conduct a pre-construction meeting with owner/contractor
- ✓ Review and process contractor's questions and change order requests
- ✓ Review Shop Drawings
- ✓ Review Pay Requests
- ✓ Provide 3 site visits during construction
- ✓ Final review and prepare a Punch List
- ✓ Prepare Closeout Documents
- ✓ Prepare As-built plans for Marinette County and UW.

Proposed time to be expended is 77 hours for a Fee of \$6,305.00.

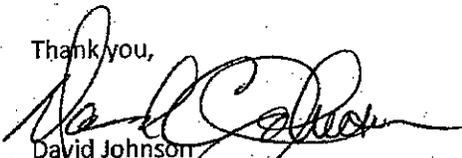
We would be able to start on this project right away to prepare for bid opening by late winter rather than in early May as Phase 1 did. This earlier date will also be more attractive to bidders looking for work in the summer. We found in Phase 1, the May bid date was not as attractive to some bidders as their summer work schedule was filling up, by the time Phase 1 was bid.

If there are any questions, please contact us. If the above is acceptable to you, please sign below and return a copy to our office.

Owner Accepted: _____

Date: _____

Thank you,



David Johnson
Architects Group Limited