



## REVISED AGENDA

### Building and Property Committee

Tuesday, September 30, 2014

8:30 a.m.

UW Extension Conference Room  
Third Floor Courthouse

1. Call meeting to order
2. Approve agenda
3. Public Comment – Speakers will be limited to 5 minutes
4. Discuss/consider **2014 2015** Maintenance and Motor Pool budgets and User Fees, action if any (attachment)
5. Discuss/consider recommend County Board approve entering into an agreement with Great Lakes Mechanical to replace two heat exchange units in one UW rooftop unit at a cost of \$35,350, subject to Corporation Counsel's approval, action if any (attachment)
6. Future agenda items
7. Set next meeting date
8. Adjournment

Addendum(s) when applicable

cc: Mike Behnke  
Russ Bousley  
Mike Cassidy  
Ken Mattison  
Vilas Schroeder

**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)

## Marinette County 2015 User Fees

### MAINTENANCE DEPARTMENT

<i>Fee Description</i>	<i>Fee Amount</i>	<i>Fee Determination</i>	<i>Projected Revenue</i>	<i>Collection Method</i>
Services Provided to Motor Pool	Percentage of Hours	Estimated Hours	\$ 18,500	Monthly Journal Entries
Library Building Maint/Supplies/Labor	Percentage	Past Year Usage	\$ 70,459	Monthly Journal Entries
Highway Custodial Services	\$416.67	Estimated Hours	\$ 5,000	Monthly Journal Entries
Health & Human Services Building Maintenance, Space Rental Labor & Supplies	Percentage	Past Year Usage	\$ 359,618	Monthly Journal Entries
Building Space Rental				
Cellcom	\$1,520.51	Usage	\$ 18,246	Monthly Payment
Family Services - Ella Court	\$475.00	Usage	\$ 5,700	Monthly Payment
Additional or Replacment Key Card	\$12.00 each	Cost	\$ 60.00	Time of Purchase
Additional or Replacement Key fob	\$15.00 each	Cost	\$ 60.00	Time of Purchase
Print Jobs	Varies	Franklin Catalogue	\$ 72,404.00	Monthly Invoices



N962 Tower View Drive  
Greenville, WI 54942  
(920) 257-2169 Phone  
(920) 257-2176 Fax

September 17, 2014

Mr. James Swanson

Subject: UW Marinette – RTU Heat Exchanger Replacement

Proposal # 05-6895-414

We herewith propose to furnish, as specified below, all labor, material, equipment, and tools to perform the subject project for a lump sum price of **\$ 35,350.00**

Our proposal is based on the following exceptions and/or clarifications.

1. Our proposal is based on a contract award on or before October 15, 2014.
2. Our proposal is based on working a normal 40-hour workweek: Monday through Friday, excluding Saturday, Sunday and Holidays.
3. **Please note that we will require a copy of the Octagon Systems original submittal data and maintenance manuals prior to the start of the project to confirm the electrical interface between the existing units and the new heat exchangers.**
4. Current lead times for these heat exchangers are running at 5 weeks.
5. The unit will need to be shut down for approximately 5 days to complete this project. In an effort to make use of the current mild weather, it would be my recommendation to remove one of the heat exchangers ASAP to get a jump on this project. This would shut the unit down for a day, but then it could run normally with only one heat exchanger until the new units arrive.
6. Our proposal is based on **furnishing and installing** the following:
  - A. **(2) 250,000 BTU Modine HFG or DFG heat exchangers to replace the existing heat exchangers in (1) Octagon Systems Rooftop Air Handler. To include**
    - a. **Demolition and sight clear of the existing heat exchangers**
    - b. **Modifications to the existing air handler to accept the slightly larger new heat exchangers**
    - c. **Modifications to the existing gas piping for connection to the new heat exchangers**
    - d. **Retrofit the existing wiring to the new heat exchangers.**
7. Our proposal is based on **excluding** the following:
  - A. **Any warranty of the existing systems. Our good faith proposal is based on the assumption that all the existing controls are in operable condition. Any modifications or repair to the AHU controls systems are to be charged out on a time and material basis.**
  - B. **Temporary HVAC (heat, humidity control, air conditioning)**
  - C. **Roofing and/or roof patching**
  - D. **Permit Fees**
8. If, during the time for performance of the contract, including any extensions, the price of steel, copper, or other commodity increases and, as a result, the price of any material, item or component to be installed or necessary for the fabrication and/or installation of any other item, component or portion of the work increases by an amount up to and including 5% of the price at the time the contract was entered into, the **(Subcontractor)** will absorb and pay the additional cost. If, during the time for performance of the contract, including any extensions, the increase in price of any material, item or

component to be installed or necessary for the fabrication and/or installation of any other item, component or portion of the work exceeds 5%, the **(Owner/Prime Contractor)** agrees to absorb and pay for that portion of the escalation in price which exceeds 5% of the price at the time the contract was entered into. Notwithstanding any other provision of this contract, the **(Owner/Prime Contractor)** agrees to absorb and pay all material escalation costs during periods of delay to the **(Subcontractor's)** performance resulting from the **(Owner's/Prime Contractors)** fault or negligence.

9. This bid does not include the removal or disposal of any hazardous material. Removal and disposal of hazardous material required to complete specified work is a customer/ owner responsibility.
10. Our proposal is based on Owner furnished material and support activities being available to support our construction schedule. Delays beyond the control of Great Lakes Mechanical causing an extension of schedule and job burdens will be reimbursed as a job cost with normal markup.
11. Performance or payment bonds and/or monies for liquidated damages are not included.
12. Great Lakes Mechanical shall be notified promptly of any fabrication errors. No back charge for field correction of fabrication will be honored unless agreed upon prior to field correction. In no case will our allowance exceed our charge for the spool involved.
13. Great Lakes Mechanical is not an engineering firm and does not guarantee any system design. Any calculations, engineering data or design ideas are for your review and approval.
14. Terms of payment-Net 30 days.
15. Applicable taxes included.
16. We will start no extra work until receipt of a signed change order from general contractor. Receipt of such change orders shall indicate that Great Lakes Mechanical will be paid from general contractor regardless of general contractor being paid from the owner or not.
17. Our proposal is based on starting the project no later than October 15, 2014 and completing by November 21, 2014.
18. Our proposal is based on reaching an equitable contract agreement with Marinette County.
19. Please incorporate our proposal to the terms of all purchase orders.

We trust our proposal meets with your approval and hope we have an early opportunity to be of service. If you should have any questions, please feel free to contact me at (920) 560-6485.

Sincerely,  
GREAT LAKES MECHANICAL INC.

Jeff LeMahieu



## ADDENDUM

### AGENDA

#### Building and Property Committee

Tuesday, September 30, 2014

8:30 a.m.

UW Extension Conference Room

Third Floor, Courthouse

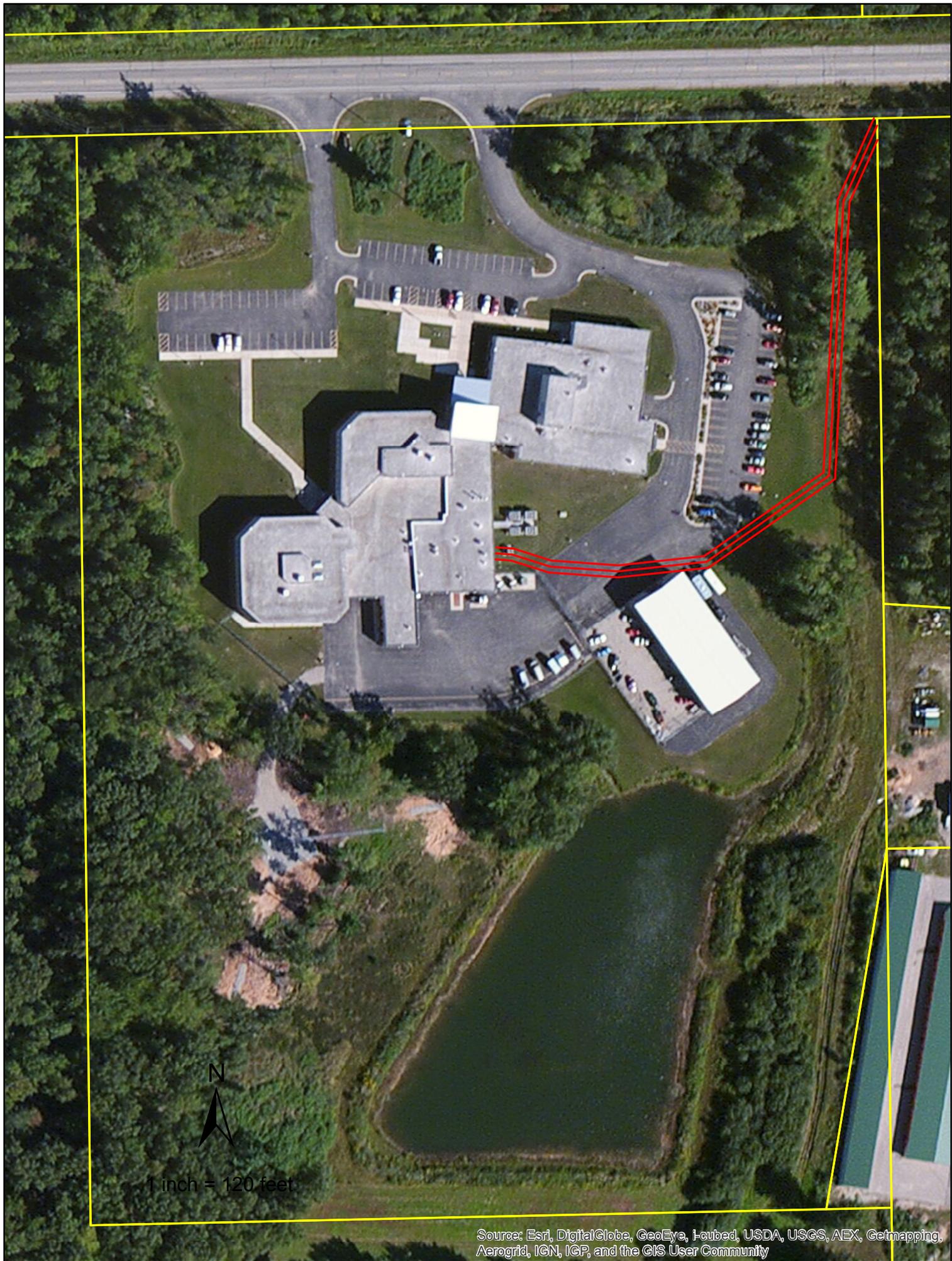
9. Discuss/consider recommending County Board approve easement to Wisconsin Public Service for the relocation of utility lines as part of the Law Enforcement storage building project, action if any

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

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1926 Hall Avenue, Marinette, WI 54143-1717



1 inch = 120 feet

57279

DOCUMENT NUMBER

UTILITY EASEMENT / CORPORATION

THIS INDENTURE is made this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by and between **MARINETTE COUNTY** ("Grantor") and **WISCONSIN PUBLIC SERVICE CORPORATION**, a Wisconsin corporation, along with its successors and assigns (collectively, "Grantee"). For One Dollar and No/100 (\$1.00) and/or for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Grantor does hereby grant unto said Grantee the perpetual right, permission, authority, privilege and easement, to construct, install, operate, maintain, inspect, remove, replace or abandon in place all equipment ("Facilities") necessary or useful for the purpose of transmitting electrical energy and/or gas for light, heat and power or for such other purpose as electric energy and/or gas is now or may hereafter be used, and for communication upon, over, across, within and above and/or beneath certain "Easement Area(s)" as shown below, or on attached Exhibit "A", on land owned by said Grantor in the **City of Marinette, County of Marinette, State of Wisconsin**, described as follows, to-wit:

Return to:  
Wisconsin Public Service Corp.  
Real Estate Dept.  
P.O. Box 19001  
Green Bay, WI 54307-9001

Parcel Identification Number (PIN)  
**251-01447.001**

Part of the Parcel described in Marinette County Register of Deeds Document Number 630752, being part of the Northwest Quarter of the Southwest Quarter (NW1/4-SW1/4) of Section 18, Township 30 North, Range 24 East, as shown on the **Attached Exhibit "A"**.

Grantor acknowledges that the measurements used in the above description or shown on the attached Exhibit "A" are approximate. Grantor agrees that the actual location of grantee's facilities as built and installed will be controlling as to the location of the easement granted.

Grantor grants to the Grantee the perpetual right, privilege and easement to enter upon the Easement Area for the purpose of constructing, installing, operating, maintaining, inspecting, removing, replacing or abandoning in place the Facilities. The Grantee shall have the right to enter on and across any of the Grantor's property outside of the Easement Area as may be reasonably necessary to gain access to the Easement Area and as may be reasonably necessary for the installation, operation, maintenance, inspection, removal or replacement of the Grantee's Facilities. Except in the event of an emergency, Grantee shall make reasonable efforts to notify the Grantor before going upon Grantor's property outside of the Easement Area.

Should Grantee's work on its Facilities require excavation, the Grantee shall restore the surface of the Easement Area to its condition prior to Grantee's work. All work performed by the Grantee pursuant to this Easement will be performed in a safe and proper workmanlike manner

The Grantee shall have the right to control all brush and trees within the Easement Area by cutting, trimming, chemically treating and/or other means as may be reasonably necessary, within Grantee's exclusive judgment, to prevent interference with or damage to Grantee's Facilities.

In order to insure the use of the Easement Area conforms with the (Wisconsin Gas Safety Code) (Wisconsin Electrical Code) and the Grantee's construction standards, the Grantor shall not permit any of the following to occur within the Easement Area without first securing the written consent of the Grantee: (i) construction of any improvements, including buildings or other structures; (ii) placement of any other objects, or (iii) change the grade more than four (4) inches.

Grantee shall indemnify and hold Grantor harmless from and against any liability associated with Grantee's use or occupation of the Easement Area, except where such liability arises from the negligence or willful misconduct of Grantor.

The covenants herein contained shall bind the parties hereto and their respective heirs, executors, administrators, successors, and assigns. No failure or delay of either Party in enforcing its rights hereunder shall act as a waiver thereof, nor shall any single or partial exercise thereof preclude any other or further exercise thereof or the exercise of any other right set forth herein. This Easement may be executed in several counterparts, each of which shall be an original and all of which shall constitute one and the same instrument.

WITNESS the hand and seal of the Grantor the day and year first above written.

**Marinette County**

Corporate Name

Sign Name above

Print Name & Title above

Sign Name above

Print Name & Title above

STATE OF \_\_\_\_\_ )

)SS

COUNTY OF \_\_\_\_\_ )

This instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by the above-named \_\_\_\_\_, to me known to be the Grantor(s) who executed the foregoing instrument on behalf of said Grantor(s) and acknowledged the same.

Sign Name \_\_\_\_\_  
Print Name \_\_\_\_\_

Notary Public, State of \_\_\_\_\_  
My Commission expires: \_\_\_\_\_

This instrument drafted by: Travis Ledvina  
INTEGRYS BUSINESS SUPPORT, LLC

RE # 57279	WR# 1671684	R/C #082	LOCATION: Marinette
Proc1: 2103	Proc2:	Project: 0051000001	Product: 100

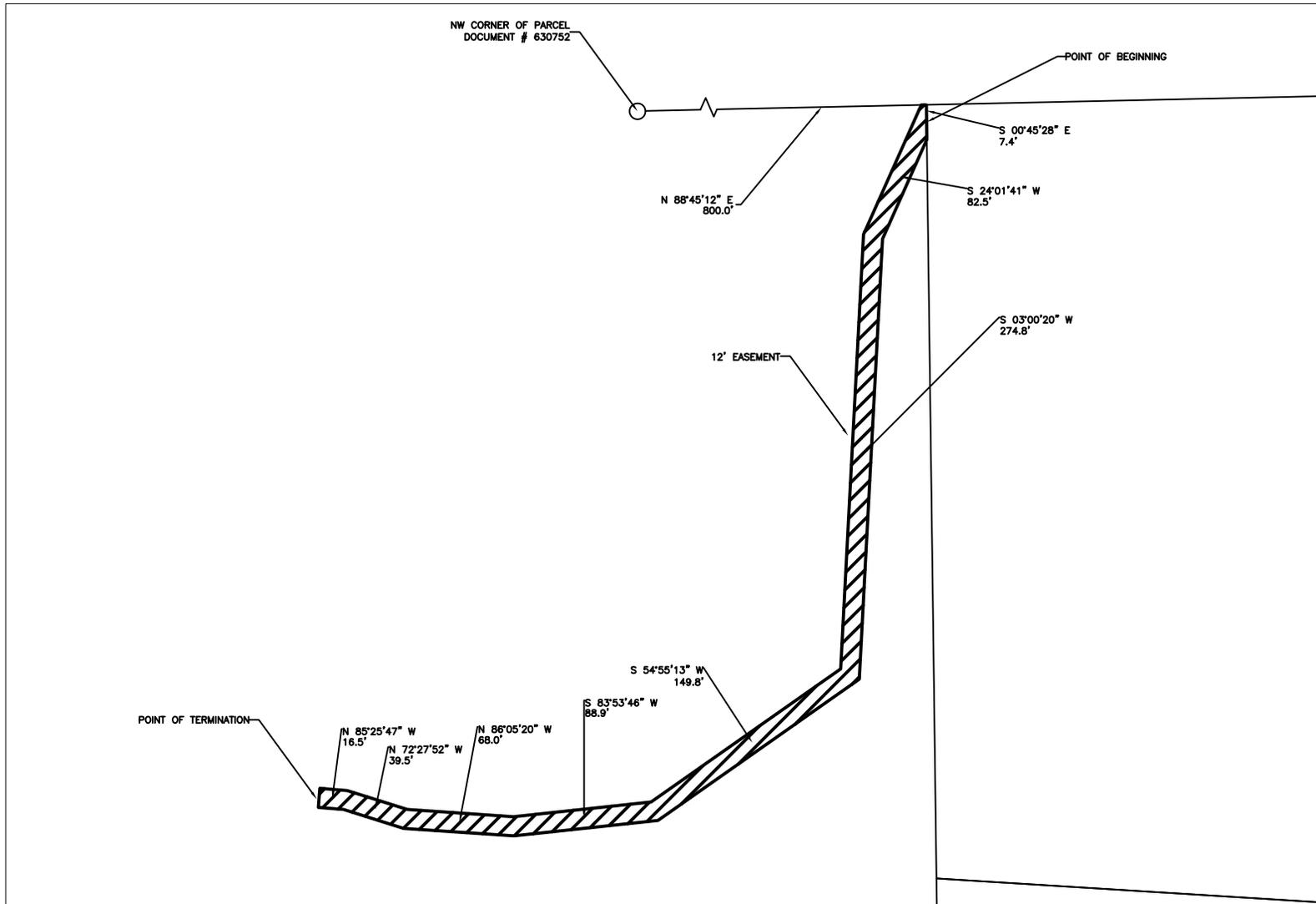
# EXHIBIT "A"

## NOT A SURVEY

Part of the Parcel described in Marinette County Register of Deeds Volume on page, recorded as Document Number 630752, being part of the Northwest Quarter of the Southwest Quarter (NW1/4-SW1/4) of Section 18, Township 30 North, Range 24 East, more particularly described as follows:

*A 12 foot wide easement strip, the center line of which is described as follows:*

Commencing at the Northwest corner of said Parcel on the South right-of-way line of University Drive  
Thence North  $88^{\circ}45'12''$  East coincident with said right-of-way 800 feet;  
Thence South  $00^{\circ}45'28''$  East, 7.4 feet to the **Point of Beginning**  
Thence South  $24^{\circ}01'41''$  West, 82.5 feet;  
Thence South  $03^{\circ}00'20''$  West, 274.8 feet;  
Thence South  $54^{\circ}55'13''$  West, 149.8 feet;  
Thence South  $83^{\circ}53'46''$  West, 88.9 feet;  
Thence North  $86^{\circ}05'20''$  West, 68.0 feet;  
Thence North  $72^{\circ}27'52''$  West, 39.5 feet;  
Thence North  $85^{\circ}25'47''$  West, 16.5 feet to the **Point of Termination**



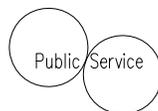
Prepared By:

**integrys** INTEGRYS BUSINESS  
SUPPORT, LLC  
SURVEYING SERVICES

For:

Wisconsin Public  
Service Corporation

008-Q100-100



700 North Adams Street  
P.O. Box 19001  
Green Bay, WI 54307-9001  
Phone: 800-450-7260