

**WAUPACA COUNTY HIGHWAY
SPECIAL BUILDING COMMITTEE**

December 18, 2017

Chair Dick Koeppen called the meeting to order at 8:00 a.m. and confirmed the open meeting law requirements were met.

Roll Call: Chair Dick Koeppen, Supr. Fleese, Federwitz, Jonely, Penney, Johnson, and Hwy. Commissioner Casey Beyersdorf, County Clerk Jill Lodewegen, Finance Director Heidi Dombrowski, Corporation Counsel Diane L. Meulemans, IT Director Brent Wyland, and Highway Accountant/Office Manager Kris Carlin. Others present: Supr. Craig, Human Resource Director/Administrator Coordinator Mandy Welch, Highway Operations Manager Greg Flour, Highway Equipment and Facility Superintendant Mark Korth and Michael Hacker, Bray Architects. Supr. Barrington and Sorensen were excused.

Review and approve agenda – Motion: Supr. Johnson moved and Supr. Fleese seconded the motion to approve the agenda. Motion carried without a negative vote.

Review and approve minutes – December 4, 2017. Motion: Supr. Jonely moved and Supr. Federwitz seconded the motion to approve the previous minutes. Motion carried without a negative vote.

Public Comment - None

Highway Commissioner Casey Beyersdorf and Bray Architects Michael Hacker briefed the committee on the interview process and discussed the questions sheet.

The committee meet with each company at the following times: CD Smith at 8:30 a.m., Miron Construction at 9:30 a.m. and Boldt at 10:30 a.m. Each company provided information about the firm, projects they had worked on, staff and other related information during a 30 minute presentation followed by a 15 minute question and answer section.

After interviews were completed, the committee reviewed and discussed each company. Mr. Hacker then provided a breakdown of fees noting pre-construction cost and % of construction cost fees as follows:

CD Smith: \$10,000 Pre-construction and 1.85% of Construction Cost
Miron Construction: \$20,000 Pre-construction and 1.5% of Construction Cost
Boldt: \$12,000 Pre-construction and 1.5% of Construction Cost

Motion: Supr. Jonely moved and Supr. Penney seconded to award the Construction Manager to Miron Construction for \$20,000 Pre-construction and 1.5% of Construction Cost. Motion carried without a negative vote.

The committee set a meeting for Tuesday January 2 at 10 a.m. to have a kickoff meeting with the selected applicant.

Adjourn: Motion: Supr. Jonely moved and Supr. Penney seconded the motion to adjourn the meeting at 11:58 a.m. The motion carried the meeting was declared adjourned.

Jill Lodewegen
County Clerk