

## **AGENDA**

Eau Claire County

• *Highway Building Committee* •

**Date:** February 10, 2021

**Time:** 2:00 p.m.

**Location:** *WebEx Teleconference: To join by phone call 1-415-655-0001*

*Meeting number access code: 145 370 7599*

*Meeting password: aiX6XX95SxQ*

<https://eauclairecounty.webex.com/eauclairecounty/j.php?MTID=m360994bed7d5a8bfdab024c922c118b0>

For those wishing to make public or a written comment, you must e-mail **ecchwy@co.eau-claire.wi.us** at least **30 minutes prior to the start of the meeting**. You will be called on during the public session to make your comments.

*\*Please mute personal devices upon entry*

1. Call to Order and confirmation of meeting notice
  
2. Review/Approval of Past Minutes (01/05) – Discussion/Action
  
3. Public Comment
  
4. Financial - Discussion
  
5. Architectural & Engineering (A&E) RFP update - Discussion
  
6. Construction Manager (CM) RFP Evaluation – Discussion/Action
  
7. New Property Purchase – Discussion
  
8. Highway Building Tours- Discussion
  
9. Set Future meeting schedule-Discussion/Action
  
10. Adjourn

Prepared by:

Please note: Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through sign language, interpreters or other auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 839-4710 (FAX) 839-1669 or (TDD) 839-4735 or by writing to the ADA Coordinator, Human Resources Department, Eau Claire County Courthouse, 721 Oxford Ave., Eau Claire, Wisconsin 54703



## MINUTES

**Eau Claire County • Committee on Highway  
Thursday, January 5, 2021/ 2:00p.m.  
Highway Department Meeting Room 101 • 2000 Spooner Avenue, Altoona, WI  
54720**

Highway Members Present: Chair Jim Dunning, Vice Chair Ray Henning, Supervisor Judy Gatlin, Supervisor Colleen Bates, Supervisor Gerald Wilkie, Supervisor Nick Smiar, Supervisor Robin Leary

Staff/Other Present: Highway Commissioner Jon Johnson, Assistant Highway Commissioner Brian Spilde, Facilities Director Matt Theisen, Finance Director Norb Kirk, Administrator Kathryn Schauf, Purchasing Manager Greg Bowe, Administrative Associate Rachael Bien

- 1. Meeting called to order by Chair Smiar at 2:00 p.m.**
- 2. Election of Chair and Vice Chair- Discussion/Action**  
Supervisor Bates nominated Supervisor Dunning for Chair. Motion to close nominations for Chair made by Supervisor Leary, Supervisor Gatlin 2<sup>nd</sup>  
motion carried 6-0  
Supervisor Bates nominated Supervisor Henning for Vice Chair. Motion to close nominations for Vice Chair made by Supervisor Dunning, Supervisor Leary 2<sup>nd</sup>  
motion carried 6-0
- 3. Introductions**  
Project Manager Matt Theisen, Assistant Project Managers Jon Johnson and Brian Spilde, RFP Process Greg Bowe
- 4. Public comment – None**
- 5. Financial update (\$24 Million approved) – Discussion/Action**  
\$24 Million approved- Shawn Lentz will present options for borrowing at the January 20, 2021 Finance and Budget meeting. Existing Foster facility appraised, and additional assets may be sold in the future. No action needed
- 6. Architectural & Engineering (A&E) RFP update - Discussion/Action**  
Submission due January 26,2021 @ 2pm. Scoring team will rate RFP's. Looking into automated options and alternative energy options. Meals on Wheels is included on RFP. Staff storm shelter will be included in the plans. No action needed
- 7. Construction Manager (CM) RFP Evaluation - Discussion/Action**  
January 20, 2021 Miron and Market & Johnson to give their presentations. Resuming from the fall RFP's that were posted. No action needed.

**8. Expected Project Timeline – Discussion/Action**

Reviewed materials in the agenda packet for the timeline

**9. Frequency & Time/Date of future meeting:** Monthly meeting starting February 10, 2021 2:00 p.m.

**10. Meeting adjourned by Chairman Dunning at 2:31 p.m.**

Respectfully submitted,

*Rachael Bien*

Rachael Bien, Administrative Assistant  
Eau Claire Highway Department

**Eau Claire County, Wisconsin**

**Matrix of Points**

**Procurement Construction Management for the Central Maintenance Facility**

**Procurement No. 2021-103**

<b>VENDOR: Market &amp; Johnson</b>							
	Maximum Points	Evaluator #					Avg
		1	2	3	4	5	
A. Company Profile and Capability of Firm	15	14	14	14	15	15	14.4
B. Experience and References of Firm	25	23	24	23	25	25	24.0
C. Experience, Qualifications, and References of Staff assigned	20	18	17	17	20	20	18.4
D. Proposed Services	30	28	27	25	30	29	27.8
E. Expected outcome/Past Performance/Time Schedule/Other considerations	10	8	9	9	10	10	9.2
<b>H. Subtotal</b>	<b>100</b>	<b>91</b>	<b>91</b>	<b>88</b>	<b>100</b>	<b>99</b>	<b>93.8</b>
Cost \$	20	17.3	17.3	17.3	17.3	17.3	17.3
Interview/Presentation	20	16	15	18	19	18.5	17.3
<b>TOTAL</b>	<b>140</b>	<b>124</b>	<b>123</b>	<b>123</b>	<b>136</b>	<b>135</b>	<b>128.4</b>

<b>VENDOR: Miron Construction</b>							
	Maximum Points	Evaluator #					Avg
		1	2	3	4	5	
A. Company Profile and Capability of Firm	15	13	13	14	15	15	14.0
B. Experience and References of Firm	25	23	20	23	25	23	22.8
C. Experience, Qualifications, and References of Staff assigned	20	18	17	19	18	19	18.2
D. Proposed Services	30	27	29	20	30	29	27.0
E. Expected outcome/Past Performance/Time Schedule/Other considerations	10	8	8	9	10	9	8.8
<b>H. Subtotal</b>	<b>100</b>	<b>89</b>	<b>87</b>	<b>85</b>	<b>98</b>	<b>95</b>	<b>90.8</b>
Cost \$	20	20	20	20	20	20	20.0
Interview/Presentation	20	19	18	16	14	18	17.0
<b>TOTAL</b>	<b>140</b>	<b>128</b>	<b>125</b>	<b>121</b>	<b>132</b>	<b>133</b>	<b>127.8</b>



Recommendation: Procurement No. 2021-103

Standing Committee: Building Committee

Department: Highway Department

Subject: Construction Management (CM) of the County Highway Facility

**Background information:**

The purpose of this procurement process is to secure a qualified and capable Construction Management (CM) firm that can manage the bid and construction aspects of the Highway Facility and who can work with the Architect & engineering firm throughout the design, pre-construction, and construction process.

**Evaluation information:**

The RFP was placed on the Demandstar website and a legal notice was advertised in the Eau Claire Leader Telegram. The Highway Department received six (6) proposals. The top two (2) Firms as scored by the scoring committee (criteria below) were given an opportunity to make a presentation and participate in a Q&A session with the scoring committee. After the presentation, the final tabulation was made based on the criteria listed as well as costs.

**Scoring Criteria:**

- A. Company profile and capability of firm
- B. Experience and references of firm
- C. Experience, qualifications, and references of staff
- D. Expected outcome, past performance, time schedule
- E. Proposed services

Vendor	Evaluation Score	Cost for CM
Market & Johnson	128.4	1.75% of project \$376,250 + General Conditions \$332,500 Total ~ \$708,750
Miron Construction	127.8	1.75% of project \$376,250 + General Conditions \$237,600 Total ~ \$613,850

**Primary strengths of recommended vendor:**

- 1. Highest rated experience with like projects.
- 2. Forward thinking for expansion, upgrades, and coming to market 'green' technologies.
- 3. Proven historical record of completing high quality projects within or below budget.
- 4. Experience with commercial kitchens and food grade equipment.

**Recommendation / Action Requested:**

Based on the review of the proposals, the evaluation team recommends contracting CM services with Market & Johnson.