
Notice of Meeting

Richland County Joint Ambulance Committee: Strategic Planning for EMS Subcommittee

Will meet on Wednesday, May 20, 2020

Meeting will be held at 7:00pm

In the County Board Room

On the third floor of the Courthouse

181 W Seminary St. Richland Center, WI

This meeting can also be attended via Zoom teleconference:

<https://zoom.us/j/99581871667?pwd=akRJL3EzZHljb1dBZVBzdFIBdUMvZz09>

Call-in: 1-312-626-6799

Meeting ID: 995 8187 1667 Password: 653947

Members of the public that wish to participate are encouraged to do so via Zoom teleconference.

AGENDA

1. Call meeting to order
2. Proof of notification and posting
3. Roll Call
4. Approval of agenda
5. Approval of previous meeting's minutes
6. Election of Subcommittee Vice Chair
7. Discussion of and possible action to approve a contract with Jewell and Associates to conduct an evaluation of the REC and Vetesnik buildings and submit a report of findings
8. Adjourn

Richland County Ambulance Service

Tel 608.647.6474
Fax 607.647.7151

181 W. Seminary St.
Richland Center, WI 53581

ems.co.richland.wi.us
darin.gudgeon@co.richland.wi.us



Richland County EMS Facility Requirements

1. Location Must:

- a. Allow easy access to primary State and County Highways
- b. Allow volunteer personnel to arrive at the facility within 4 minutes of a page for service.
- c. Have adequate off street parking available.
- d. Allow for future expansion as the need for EMS increases.
- e. Have a minimum of three ambulance bays with a 4th bay preferred.
- f. Have readily accessible, at no or nominal cost, electric, water, sewer, natural gas, telephone, and fiber-optic services as well as a working fire suppression system

2. Sufficient square footage for:

- a. Minimum of 6 bedrooms (sleeping quarters)
- b. Fully equipped kitchen and dining area
- c. Restrooms, showers, laundry, decontamination, and locker facilities for EMS personnel
- d. Restroom facilities accessible to the public
- e. Large meeting/classroom area to seat 30 people
- f. Office spaces for EMS director, assistant(s), and EMS personnel with additional tasks, as well as space available for other county functions that may be co-located in the building, such as Emergency Management, Emergency Operations Center, LEPC, ARES/RACES, Salvation Army
- g. Storage for records, supplies, and equipment
- h. Separate entrance and waiting room for the public
- i. Exercise room accessible to all public safety employees
- j. Day area(s) for on-call staff,
- k. Technology room
- l. Auxiliary natural gas powered electric generator of sufficient size to power all essential functions of the facility

PROFESSIONAL SERVICES AGREEMENT

Project: Richland Center Ambulance Service - Evaluation Study
 Client Address: 181 West Seminary Street; Richland Center, WI 53581
 Contact: Brian McGraw
 Phone:



Description of Services to be performed:

Evaluation of two properties and buildings to assess suitability for future use as an ambulance service facility and offices. The study shall include a preliminary building code analysis based on the proposed operations and size of the building as determined by the existing space needs study to be provided by the Client. The evaluation will compare potential remodeling/renovation that will be required at the existing buildings to accommodate the needs of the Ambulance Service. The Architect shall meet with the designated representatives to review the space needs and the proposed properties to discuss the proposed facility. The evaluation study report will include a general budget estimate for comparison of each site and a list of pro's and con's for consideration.

- Topographic site survey and plat of survey are not included in this proposal
- As-built measured drawings of existing buildings are not included in this proposal
- Evaluation of the buildings and properties will be limited to visual inspection of finished surface and will not include testing for hazardous materials or opening walls and ceilings.

Assumptions:

This agreement is subject to the following assumptions/conditions:

- Local permits for this project (zoning, building, etc.) will be obtained by the Client with information provided by the Consultant.
- All permit fees will be paid by the Client.
- Wisconsin State plan review fees are not part of this agreement.
- No Federal permits are anticipated for this project.
- Cultural, historic, archeological, or wetland assessment investigations or site remediation activities are not included.
- Cost of printing drawings and documents for bidding and construction are not part of this agreement.



Compensation for these services will be as follows:

- Survey: Not included_____
- As-built Drawings: Not included_____
- Evaluation Study: \$1,600_____

Services will be billed monthly based on work completed to date, with invoices being due within 30 days of invoice date.



The services described above will commence upon receipt of a signed copy of this letter.

Issued for:
 Jewell Associates Engineers, Inc.
 By: Paul Kardatzke_____
 Title: CEO - Senior Architect_____
 Signature: _____
 Date: _____

Accepted & Approved for:

 By: _____
 Title: _____
 Signature: _____
 Date: _____

HOURLY RATES:

Principals	\$200
Senior Structural Engineer	\$170
Senior Project Manager	\$145
Project Manager	\$125
Senior Engineer/Architect	\$115
Staff Engineer/Architect	\$110
Professional Land Surveyor	\$110
Surveyor	\$90
Senior CADD Technician	\$100
CADD Technician	\$85
Administrative	\$65
Mileage	IRS Rates

TERMINATION:

This Contract may be terminated at any time upon seven (7) calendar days' notice by either party should the other party fail to perform its obligations hereunder. In the event of termination for any reason whatsoever, the Client shall pay the Architect for all services rendered to the date of termination, and all reimbursable expenses incurred prior to termination.

TIMELINESS OF PERFORMANCE / DELAYS:

The Architect will perform services under this Contract with reasonable diligence and expediency consistent with sound professional practices. The Client agrees that the Architect is not responsible for damages arising directly or indirectly from any delays for causes beyond the Architect's control. For purposes of this Contract, such causes include, but are not limited to, strikes or other labor disputes; severe weather disruptions or other natural disasters; failure of any government agency to act in a timely manner; failure of performance by the Client or the Client's contractors or consultants; or discovery of any hazardous substances or differing site conditions. If the delays resulting from any such causes increase the cost or time required by the Architect to perform its services in an orderly and efficient manner, the Architect shall be entitled to an equitable adjustment in schedule and/or compensation.

If the basic services covered by this Agreement have not been completed within 12 months of the date hereof, through no fault of the Architect, extension of the Architect's services beyond that time shall be renegotiated.

ATTORNEY'S FEES:

In the event of any litigation arising or related to this Contract or the services provided thereunder, the prevailing party shall be entitled to recover from the non-prevailing party all reasonable costs incurred, including staff time, court costs, attorney's fees, and all other related expenses in such litigation.

CONSEQUENTIAL DAMAGES:

Notwithstanding any other provision of this Contract, and to the fullest extent permitted by law, neither the Client nor the Architect, their respective officers, directors, partners, employees, contractors or subconsultants, shall be liable to the other or shall make any claim for incidental, indirect or consequential damages arising out of or connected in any way to the project or to this Contract. This mutual waiver of consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation or any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract and breach of strict or implied warranty.

INDEMNIFICATION:

The parties to this contract shall, to the fullest extent permitted by law, indemnify and hold harmless the other parties to this contract, their officers, directors, partners, employees, agents, and subconsultants from and against all damage, liability and cost, including reasonable attorney's fees and defense costs, arising out of or in any way connected with the performance of the services under this Contract, excepting only those damages, liabilities, or costs attributable to the sole negligence or willful misconduct.

OWNERSHIP OF INSTRUMENTS OF SERVICE:

All reports, drawings, specifications, computer files, field data, note and other documents and instruments prepared by the Architect as instruments of service shall remain the property of the Architect. The Architect shall retain all common law, statutory and other reserved rights, including the copyright thereto.

DELIVERY OF ELECTRONIC FILES:

In accepting and utilizing any drawings, reports and data on any form of electronic media generated and furnished by the Architect, the Client agrees that all such electronic files are instruments of service of the Architect, who shall be deemed the author, and shall retain all common law, statutory law and other rights, including copyrights.

The Client agrees not to reuse these electronic files, in whole or in part, for any purpose other than for the Project. The Client agrees not to transfer these electronic files to others without the prior written consent of the Architect. The Client further agrees to waive all

claims against the Architect resulting in any way from any unauthorized changes to or reuse of the electronic files for any other project by anyone other than the Architect. In addition, the Client agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Architect, its officers, directors, employees and subconsultants (collectively, Architect) against all damages, liabilities or costs, including reasonable attorney's fees and defense costs, arising from any changes made by anyone other than the Architect or from any reuse of the electronic files without the prior written consent of the Architect.

In the event of a conflict between the signed construction documents prepared by the Architect and electronic files, the signed or sealed hard-copy construction documents shall govern.

Under no circumstances shall delivery of electronic files for use by the Client be deemed a sale by the Architect, and the Architect makes no warranties, either express or implied, of merchantability and fitness for any particular purpose. In no event shall the Architect be liable for indirect or consequential damages as a result of the Client's use or reuse of the electronic files.

LIMITATION OF LIABILITY:

To the maximum extent permitted by law, the Client agrees to limit the Architect's liability for the Client's damages to the sum of \$10,000 or the Architect's fee, whichever is greater. This limitation shall apply regardless of the cause of action or legal theory pled or asserted.

DISPUTE RESOLUTION:

Any claims or disputes between the Client and the Architect arising out of the services to be provided by the Architect or out of this Contract shall be submitted to nonbinding mediation unless the parties mutually agree otherwise.

OPINIONS OF COST:

Any opinions or estimates of probable construction cost prepared by the Consultant are based on the Consultant's professional judgment and experience. However, since the Consultant has no control over the cost of labor, materials, equipment or service furnished by others, over the contractor's methods of determining prices, or over competitive bidding or market conditions, the Consultant cannot and does not guaranty that proposals, bids, or actual construction cost will not vary from the Consultant's opinions or estimates of probable construction cost.