

**Rock County, Wisconsin**

51 South Main Street  
Janesville, WI 53545  
(608)757-5518



**General Services**

-Facilities Management  
-Maintenance

**GENERAL SERVICES COMMITTEE  
TUESDAY, MAY 16, 2017 – 8:00 A.M.  
CONFERENCE ROOM N-1 – FIFTH FLOOR  
ROCK COUNTY COURTHOUSE-EAST**

**Agenda**

1. Call to Order and Approve Agenda
2. Citizen Participation
3. Approval of Minutes – April 13, 2017 and May 2, 2017
4. Transfer
5. Resolutions
  - A. Retaining PSI-Professional Services Industries Inc. to Prepare the Plans and Specifications for the Abatement of Hazardous Material from the Vacant Rock Haven Building
  - B. Authorizing the Use of Contingency Funds for Courthouse Security Phase II and Amending 2017 Facilities Management Capital Budget
6. Project Change Order
  - A. Comprehensive Community Support Services (CCS) Project  
(Will be provided at the meeting.)
7. Projects Update
  - A. Health Care Center – Progress on Purging the Closed File Tunnel
8. Communications, Announcements and Information
  - A. Letter to the Finance Committee Requesting the Donation of Play Equipment at the Job Center
  - B. Introduction of New Facilities Management Personnel
9. Adjournment

Please contact Marilyn at (608)757-5510 if you are going to be late or if you will not be able to attend the meeting.

RESOLUTION NO. \_\_\_\_\_

AGENDA NO. \_\_\_\_\_

**RESOLUTION  
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee  
INITIATED BY



Brent Sutherland- Director-  
Facilities Management  
DRAFTED BY

General Services Committee  
SUBMITTED BY

May 8, 2017  
DATE DRAFTED

**Retaining PSI- Professional Services Industries Inc. to Prepare the Plans and Specifications for the Abatement of Hazardous Material from the Vacant Rock Haven Building**

- 1 **WHEREAS**, the 2017 budget included funds for the abatement of hazardous material from the vacant
- 2 Rock Haven building; and
- 3
- 4 **WHEREAS**, PSI is qualified for surveying, testing, writing specifications and monitoring for hazardous
- 5 material abatement; and
- 6
- 7 **WHEREAS**, PSI has completed all the surveying, testing, wrote the specification and monitored the
- 8 hazardous material abatement of all the previous buildings that were removed at the Health Care
- 9 Complex; and
- 10
- 11 **WHEREAS**, the removal of hazardous material would be a requirement regardless of what is done with
- 12 the building in the future; and
- 13
- 14 **WHEREAS**, the plans and specifications will have a list of the current inventory of hazardous material
- 15 present as well as the procedures required to meet all regulations for the proper removal and disposal of
- 16 the hazardous material.
- 17
- 18 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 19 this \_\_\_\_\_ day of \_\_\_\_\_, 2017, that PSI-Professional Services Industries Inc. of Milwaukee,
- 20 WI will be retained to sample, test, prepare the project specifications and monitor removal of hazardous
- 21 material from the vacant Rock Haven building in the amount of \$44,315.
- 22
- 23 **BE IT FURTHER RESOLVED**, that a \$5,000 contingency also be approved to cover any possible
- 24 unforeseen items.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

\_\_\_\_\_  
Henry Brill, Chair

\_\_\_\_\_  
Jason Heidenreich, Vice Chair

\_\_\_\_\_  
Bob Yeomans

\_\_\_\_\_  
David Homan

\_\_\_\_\_  
Jeremy Zajac

FISCAL NOTE:

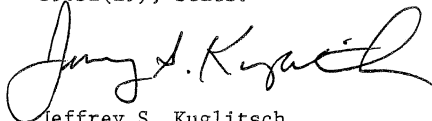
Funding was included in the 2017 budget for the old Rock Haven abatement project. This project is being funded by sales tax revenue.



Sherry Oja  
Finance Director

LEGAL NOTE:

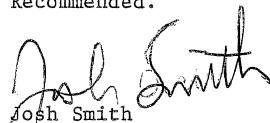
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. Professional services are not subject to bidding requirements of § 59.52(29), Stats.



Jeffrey S. Kuglitsch  
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith  
County Administrator

*Executive Summary*

RETAINING PSI- PROFESSIONAL SERVICES INDUSTRIES INC. TO PREPARE THE PLANS  
AND SPECIFICATIONS FOR THE ABATEMENT OF HAZARDOUS MATERIAL FROM THE  
VACANT ROCK HAVEN BUILDING

The resolution before you is retaining PSI- Professional Services Industries Inc. to sample, test, prepare specifications and monitor the abatement of hazardous material from the vacant Rock Haven building in the amount of \$44,315.00, with a \$5,000 contingency for the unknown. This hazardous material will be required to be removed regardless of what is done with that building.

# RESOLUTION

## ROCK COUNTY BOARD OF SUPERVISORS

General Services Committee  
INITIATED BY



Brent Sutherland –  
Director of Facilities Management  
DRAFTED BY

General Services Committee  
SUBMITTED BY

May 10, 2017  
DATE DRAFTED

### Authorizing the Use of Contingency Funds for Courthouse Security Phase II and Amending 2017 Facilities Management Capital Budget

1 WHEREAS, on March 24, 2016 the County Board approved resolution 16-3B-514 retaining  
2 Potter-Lawson Architects for \$30,000.00 to develop options and cost for Phase 2 building access  
3 and security screening; and  
4

5 WHEREAS, Resolution 16-3B-514 also approved a contingency fund to be established in the  
6 amount of \$15,000.00; and  
7

8 WHEREAS, additional architectural and engineering services are needed to be completed before  
9 the we can move to the design phase; and  
10

11 WHEREAS, we are requesting to use the approved \$15,000.00 contingency fund; and  
12

13 WHEREAS, the contingency funds were applied to cover the Courthouse Security Phase 1 Bid  
14 that came in over budget.  
15

16 NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly  
17 assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2017 does hereby approve and authorize the use  
18 of the contingency funds in the amount of \$15,000.00 to have Potter-Lawson Architects of  
19 Madison, WI, do the final work necessary to complete the conceptual phase which will get us to  
20 the design phase.  
21

22 BE IT FURTHER RESOLVED, that the Facilities Management 2017 budget be amended as  
23 follows:

24	BUDGET	INCREASE/	AMENDED
25	5/10/17	(DECREASE)	BUDGET
26	<u>Source of Funds</u>		
27	\$1,033,100	\$15,000	\$1,048,100
28	Sales Tax		
29	<u>Use of Funds:</u>		
30	\$2,083,100	15,000	2,098,100
31	Capital Improvements		

Respectfully submitted,

GENERAL SERVICES COMMITTEE

FINANCE COMMITTEE ENDORSEMENT

\_\_\_\_\_  
Hank Brill, Chair

Reviewed and approved on a vote of \_\_\_\_\_

\_\_\_\_\_  
Jason Heidenreich, Vice Chair

\_\_\_\_\_  
Mary Mawhinney, Chair

\_\_\_\_\_  
Robert Yeoman

\_\_\_\_\_  
David Homan

\_\_\_\_\_  
Jeremy Zajac

FISCAL NOTE:

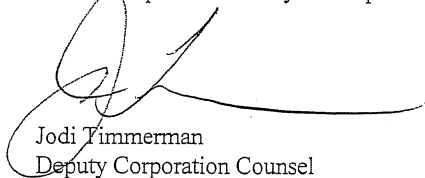
This resolution amends the 2017 Courthouse Security project budget and authorizes a transfer in from excess sales tax proceeds for additional architectural and engineering costs. The balance of sales tax revenue available for appropriation is approximately \$1.6 million at 5/10/17.



Sherry Oja  
Finance Director

LEGAL NOTE:


County Board is authorized to take this action pursuant to §59.01 & 59.51, Wis. Stats. As an amendment to the adopted 2017 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.



Jodi Timmerman  
Deputy Corporation Counsel

ADMINISTRATIVE NOTE:

It is important that the County continue to refine Courthouse security options responsive to ongoing input. I recommend that these additional dollars be provided to fund the project contingency that was already approved by the County Board before proceeding into the schematic design phase.



Josh Smith  
County Administrator

## **Executive Summary**

### **Authorizing the Use of Contingency Funds for Courthouse Security Phase II and Amending 2017 Facilities Management Capital Budget**

The resolution before you is authorizing the use of the \$15,000.00 contingency funds approved March 24, 2016 in Resolution 16-3B-514 which contracted with Potter-Lawson for \$30,000.00 to develop options and costs for Phase 2 building access and security screening at the Courthouse.

After receiving many questions from the citizens and board members. Additional information is needed to make the best decision related the parking structures, loading dock and the east employee entrance.

The \$15,000.00 Contingency funds have been applied to the Courthouse Security Phase 1 bid that came in over budget. Therefore this resolution also amends the Facilities Management budget by applying sales tax to cover this cost.

**ROCK COUNTY, WISCONSIN**

51 S. Main Street  
Janesville, WI 53545



**Facilities Management**

- Facilities Maintenance

(608) 757-5527 Phone  
(608) 757-5516 - Fax

**To:** Mary Mawhinney  
Chair - Finance Committee

**From:** Brent Sutherland  
Director of Facilities management

We have some unused playground equipment that is installed within the fenced in area at the Job Center. It is no longer used and is just taking up storage space. It is installed over a rubber matt and anchored to the concrete. I would like to have it removed.

Lori Williams, Rock County Parks Director, contacted the vendor to get a quote to have it moved to one of the County parks, and the quote was \$10,000. Lori said, based on that price, she is not interested in moving it to one of the County parks.

Kevin and Angel Eggers, with Compass Behavior Health Facility, which is a nonprofit facility located next to the Job Center, is interested in moving the equipment to a fenced in grass area and using it for play therapy. Phil Boutwell stated that would be great to give that to Compass as Human Services clients can benefit from that.

I am concerned with selling it as surplus due to the liability if someone purchases it, has trouble moving it, or does not set it up correctly.

I would like the Finance Committee's approval to donate this playground equipment to Compass?