



**GENERAL SERVICES COMMITTEE**  
**Minutes – November 1, 2016**

**Call to Order.** Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, November 1, 2016 in Conference Room N-1, Rock County Courthouse East.

**Committee Members Present:** Supervisors Brill, Heidenreich, Homan, Yeomans and Zajac.

**Committee Members Absent:** None.

**Staff Members Present:** Brent Sutherland, Facilities Management Director; Josh Smith, County Administrator; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Jodi Millis, Purchasing Manager; Mike Connor, Facilities Superintendent.

**Others Present:** Brian Zobel, Facilities Manager, UW Colleges – Southwest; Paul Berg, Johnson Controls.

**Approval of Agenda:** Supervisor Zajac moved approval of the agenda as presented, second by Supervisor Heidenreich. ADOPTED.

**Citizen Participation.** None.

**Approval of Minutes.** Supervisor Yeomans moved approval of the minutes of October 18, 2016 as presented, second by Supervisor Homan. ADOPTED.

**Transfer.** None.

**Resolutions.**

**Awarding the Contract for Job Center Public Restroom Renovations and Amending 2016 Facilities Management Budget**

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2016 does hereby approve and authorize awarding a contract for the Job Center restroom renovation in the amount of \$264,975 to Glen Fern Construction LLC, Lake Geneva, WI.

**BE IT FURTHER RESOLVED,** that the Facilities Management 2016 budget be amended as follows:

...”

Supervisor Heidenreich moved approval of the above resolution, second by Supervisor Zajac.

Mr. Sutherland informed the Committee that the bids came in a bit higher than anticipated and they are looking into why for future reference.

Ms. Millis said the restroom is not handicap accessible at this time.

ADOPTED.

**Awarding the Contract for Elevator Modernization of the Human Services Elevator Located in the Health Care Center Building and Amending 2016 Facilities Management Budget**

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2016 does hereby approve and authorize awarding a contract in the amount of \$186,000 to OTIS Elevator, Madison, WI for the modernization of the Human Services public elevator.

BE IT FURTHER RESOLVED, that the Facilities Management 2016 budget be amended as follows:

...”

Supervisor Zajac moved approval of the above resolution, second by Supervisor Homan.

The Committee discussed the four elevators in the Health Care Center and the maintenance on them.

ADOPTED.

**Facilities Management Update.**

**Facilities Management Project Updates as of October 25, 2016** Mr. Sutherland explained that the parking lot lights at the Job Center will be done next year with the parking lot project, and the funds will be carried over to next year. Mr. Sutherland went over the projects with the Committee and answered questions.

**Energy Performance Updates** Mr. Sutherland went over the report, the findings, and future steps to increase savings with the Committee and answered questions. Mr. Sutherland explained that the report is just on the heating and cooling and does not include lighting, etc.

**Project Update & Change Orders.**

**UW Rock County Security Mass Notification Project – Change Orders** Mr. Sutherland went over the change orders for doors #8, #16, #109 and #139 and explained that one of the doors did need a magnetic lock. Supervisor Yeomans moved approval of change order CB003 for a total cost of \$2,303, second by Supervisor Heidenreich. ADOPTED.

**Review of the 2017 Recommend Budget.** Mr. Smith explained that we wanted to provide another opportunity for the Committee and staff to review the recommended budget.

The Committee discussed some of the upcoming projects.

**Communications, Announcements and Information.** Supervisor Yeomans said he had met with some of the judges regarding security at the courthouse.

Supervisor Homan said he came across a husband and wife, from another state, who were passing through Rock County, had car problems, and the issues in trying to get help for them. He said he appreciated all the people who tried to help them.

Discussion on various agencies in Rock County and some of the services they provide.

**Adjournment.** Supervisor Zajac moved adjournment at 8:55 A.M., second by Supervisor Homan. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**