

GENERAL SERVICES COMMITTEE

Minutes – May 3, 2016

Call to Order. Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, May 3, 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: Carl Varga, Interim Facilities Management Director; Josh Smith, County Administrator; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Jodi Millis, Purchasing Manager; Annette Mikula, Human Resources Director.

Others Present: Supervisors Podzilni and Kraft; Brian Zobel, Facilities Manager, UW Colleges - Southwest; Mike Connor, UW Rock County Building and Grounds Superintendent.

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

Election of Vice Chair. Supervisor Zajac nominated Supervise Heidenreich as Vice Chair, second by Supervisor Yeomans.

There were no further nominations.

Supervisor Heidenreich's nomination was ADOPTED unanimously.

Set Meeting Day and Time. The Committee voted unanimously to keep the meetings on the first and third Tuesdays of the month at 8 A.M.

Citizen Participation. None.

Approval of Minutes. Supervisor Heidenreich moved approval of the minutes of April 19, 2016 as presented, second by Supervisor Zajac. ADOPTED.

Transfers and Appropriations. None.

Review of Payments/Encumbrances/Pre-Approved Encumbrance Amendments. None.

Resolution.

Awarding Bid for the Jail Shower and Cart Wash Remodeling

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors, duly assembled this ____ day of _____, 2016, issue a Purchase Order to the low bidder, Badger Specialty coatings, of Janesville, Wisconsin, for the Jal Shower and Cart Wash remodeling, in the amount of \$35,780.00.

BE IT FURTHER RESOLVED, that a project contingency of \$5,000.00 be established to cover change orders approved by the General Services Committee.”

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

Update & Change Orders.

Courthouse Tower Demolition. Mr. Varga handed out an update and a history of the project to date. Mr. Varga said he met with Tony Whittington, Structural Research Inc. (SRI) to discuss moving forward with the additional specification components, reviewed the services, and construction oversight approved by the Committee in February. He added that SRI will be providing bidding specification modifications, review the bid package prior to release, and will assist in the bid evaluation process prior to award.

Set Time and Date for Meeting with Potter Lawson on the Courthouse Security – Phase II Project. The Committee agreed on Monday, May 9th at 8 A.M.

Communications, Announcements and Information. Mr. Varga informed the Committee that the UW Rock County Security Mass Notification project is going well, that May 9th the air handling and parking lot bids are due.

Executive Session: Supervisors Heidenreich and Zajac moved to go into Executive Session at 8:18 A.M. per Section 19.85(1)(c), Wis. Stats. – Interviews for Facilities Management Director Position. ADOPTED on a roll call vote with the following: Ayes – Supervisors Brill, Heidenreich, Zajac, Homan and Yeomans. All present.

Supervisor Zajac moved to go out of Executive Session at 11:30 A.M., second by Supervisor Heidenreich. ADOPTED.

Adjournment. Supervisor Heidenreich moved adjournment at 11:30 A.M., second by Supervisor Homan. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.