



**GENERAL SERVICES COMMITTEE**  
**Minutes – February 7, 2017**

**Call to Order.** Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, February 7, 2017 in the Administrative Conference Room, Health Care Center.

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

**Committee Members Absent:** None.

**Staff Members Present:** Brent Sutherland, Facilities Management Director; Randy Terronez, Assistant to the County Administrator; Jodi Millis, Purchasing Manager; Dave Froeber, Facilities Superintendent.

**Others Present:** Brian Zobel, Facilities Manager, UW Colleges – Southwest.

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

**Citizen Participation.** None.

**Approval of Minutes.** Supervisor Yeomans moved approval of the minutes of January 9, 2017 as presented, second by Supervisor Homan. ADOPTED.

**Transfer.** None.

**Review of Payments.** The Committee accepted the report.

**Resolutions.**

**Awarding the Contract for Installation of Exit Door at the Health Care Center Building**

**“NOW, THEREFORE, BE IT RESOLVED,** that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_ 2017 does hereby approve and authorize awarding a contract in the amount of \$42,900 to Gilbank Construction Inc. out of Clinton, WI, for the installation of an exit door at the Health Care Center Building.”

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

Mr. Sutherland explained, this is per the Janesville Fire Department, that a second exit is required because of the size of the area currently being used for closed files.

The Committee discussed finding out the cost of having the records digitized and having a bilco hatch put in instead of a door.

Supervisor Homan moved to table this resolution to a future meeting for information to be gathered for digitizing the records and if a bilco hatch would work, second by Supervisor Heidenreich. TABLED.

**Awarding Contract for the Jail Piping Upgrades**

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_ 2017 that a contract for the piping upgrade at the Jail in the amount of \$219,500, be awarded to Tri-Cor Mechanical LLC of Janesville, WI.

BE IT FURTHER RESOLVED, that a project contingency in the amount of \$25,000 be established to cover General Services Committee approved Change Orders, and project related costs.”

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

**Project Update & Change Orders.**

**Update on Status of Security Project – Phase I** Mr. Sutherland explained that the front end specs were a bit confusing and the bids all came in over budget. He said the project is back out for rebid and the bids are due back March 1, 2017.

**Update on Vending Machine Services** Mr. Sutherland said we received one bid for the vending services and it is with our current vendor. He said that we can go back out for rebid or hold our current vendor to their specs. Mr. Sutherland added that he gave the vendor 60 days to improve their product or they can remove their machines. The vendor offered to do a monthly report.

**Communications, Announcements and Information.** Mr. Zobel informed the Committee that work has begun on the air handler project at Andrews Hall, with the bids due back mid-February. Ms. Millis said she feels the project is on track to begin May 24<sup>th</sup>.

**Tour of Health Care Facility.** Mr. Sutherland directed the Committee to pay particular attention to the boiler room as this is a project we will be looking at for the Jail.

Supervisor Zajac left.

Toured the Health Care Facility from 8:43 A.M. to 9:29 A.M.

**Adjournment.** Supervisor Yeomans moved adjournment at 9:29 A.M., second by Supervisor Homan. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**