



**GENERAL SERVICES COMMITTEE**  
**Minutes – October 5, 2021**

**Call to Order.** Chair Potter called the meeting of the General Services Committee to order via Zoom at 7:30 A.M., Tuesday, October 5, 2021.

**Committee Members Present:** Supervisors Potter, Wilson, Homan, and Brien.

**Committee Members Absent:** Supervisor Fox.

**Staff Members Present:** Randy Terronez, Assistant to the County Administrator; Brent Sutherland, Facilities Director; and Dave Froeber and Mike Parille, Facilities Superintendents.

**Others Present:** Brian Zobel, UW Whitewater at Rock County.

**Approval of Agenda.** Supervisor Wilson moved approval of the agenda, second by Supervisor Brien. ADOPTED.

**Public Comment.** None.

**Approval of Minutes – September 21, 2021.** Supervisor Brien moved approval of the minutes of September 21, 2021 as presented, second by Supervisor Wilson. ADOPTED

**Review of Payments.**

The committee reviewed the payments. Supervisor Homan asked about the \$10,000 charge for window cleaning. Brent Sutherland clarified that it was needed after construction was completed. He said the cost was due to the hills and equipment needed to clean the windows.

**Transfers.**

None.

**Resolutions and Committee Action**

**Retaining SGTS Inc. for Professional Services Relating to the District Attorney Office Space Renovation**

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2020, that a contract for professional services be awarded to SGTS Inc., of Madison, Wisconsin, in the amount of \$37,487; and,

**BE IT FURTHER RESOLVED**, that a \$3,500.00 contingency also be approved to cover any needed changes in the scope of services.”

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

**Approval to purchase flooring for vacant space adjacent to the Health Department**

Supervisor Brien moved approval of the above request, second by Supervisor Wilson. Brent explained that this is the former Council on Aging space that the Medical Examiner is moving to. ADOPTED.

**Reports, Updates, Discussion, and Possible Action**

**Updated on plans for the vacant space adjacent to the Health Department**

Brent stated that his original plan was for the Medical Examiner to move to this space. Now, the Health Department needs more space for added positions, so they intend to expand this space. Brent is still working on what is the most cost-effective move for the Medical Examiner.

**Dr. Daniel Hale Williams Rock County Resource Center updates**

**Approval of Change Order #13**

Supervisor Homan motioned to approve Change Order #13 in the amount of \$22,379.00, second by Supervisor Wilson. Brent explained that heavy rain revealed that there was a need for extra drainage. This also includes work to parking lot islands. ADOPTED.

**Punchlist items progress**

Brent informed the committee that they are working on conference rooms and doing another furniture walkthrough to see what is needed. They will be adding a railing in the rotunda by the rocks.

**911/IT renovation updates**

**Schedule**

Brent informed the committee that Kathy Sukus decided to do the phases in reverse order, so they will be started with the 911 renovation. This will still allow them to stay on schedule. This will be complete at the end of 2022.

**District Attorney renovation updates**

**Schedule**

Brent informed the committee that phase 1 is scheduled to be complete at the end of December. Phase 2 should be done at the end of April 2022.

**Communications, Announcements, and Information**

Supervisor Homan asked if the committee should be meeting in person and asked that this be placed on the next agenda.

Brent informed the committee that AMI contracted to do a vaccine clinic in the Job Center. This will be happening from now until the end of the year. Also, the judges are using the Job Center Conference Room K for large jury assembly.

Randy Terronez reminded the committee that County Board is meeting on October 7 at 6pm in the County Board Room.

Brian Zobel updated the committee on happenings at UW-Whitewater at Rock County. It is currently fire safety week. U-Rock is one month into classes.

**Adjournment.** Supervisor Brien moved adjournment at 8:03 A.M., second by Supervisor Homan.  
ADOPTED.

Respectfully submitted,

Haley Hoffman  
Office Coordinator

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE**