



GENERAL SERVICES COMMITTEE
Minutes – June 5, 2018

Call to Order. Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, June 5, 2018 in the Sheriff's Office Conference Room.

Committee Members Present: Supervisors Brill, Brien, Zajac and Rashkin at 8:02 A.M.

Committee Members Absent: Supervisor Potter.

Staff Members Present: Brent Sutherland, Facilities Management Director; Dave Froeber, Facilities Superintendent; Jon Furseth, Facilities Superintendent; Jodi Millis, Purchasing Manager; Nick Osborne, Assistant to the County Administrator; and Captain Craig Strouse, Rock County Sheriff's Office.

Others Present: Brian Zobel, UW Colleges – Southwest; and Supervisors Podzilni and Mawhinney.

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

Citizen Participation. None.

Approval of Minutes – May 15, 2018. Supervisor Zajac moved approval of the minutes of May 15, 2018 as presented, second by Supervisor Brien. ADOPTED.

Transfer. None.

Updates.

May 2, 2018 Storm Damage Update Mr. Sutherland explained the quotes in the packet are for the hail damage from the May 2, 2018 storm. He said, because of the cost, we will be going out for bid, and IBC Engineering is putting specs together for us. Supervisor Brien asked if there would be one deductible or if there would be one for each building. Mr. Sutherland said he would check on this and bring the answer back to the Committee.

Bidders Qualification Process Review Mr. Sutherland said this is used mainly for projects \$100,000 and higher or complex projects. He added that we try to use local businesses whenever/wherever possible. Mr. Sutherland said the form is used by the Purchasing Department as part of the bid process.

Supervisor Rashkin asked how this works with the unions. Ms. Millis said, as of January 2017, there was no longer Prevailing Wage and we can no longer ask if they are union.

Status of Jail Chiller Mr. Sutherland explained that a new, smaller, chiller was installed at the Jail in 1997 to be more efficient and it never worked correctly from the beginning. He contacted IBC Engineering to see if they would be able to figure out why it does not work and they

suggested to run both pumps at the same time, and that the chiller in question needs to be re-piped. It has been too long to go back on the contractor who installed the chiller. Mr. Furseth added there are condenser issues from non-use. The smaller chiller is currently running and Mr. Sutherland will keep the Committee updated on the status.

Progress Update on Facilities Master Plan Mr. Sutherland said they are moving along and looking at efficiency issues as well. He added that a very detailed survey went out to all directors and the responses have been great. Mr. Sutherland said he should have the preliminary report sometime in July for the budget and the final by October with some solid information.

Progress Update on Facilities Condition Assessments Mr. Sutherland said the previous Committee had received a report looking at buildings, equipment, grounds, etc. He handed out copies of the ASHRAE Equipment Life Expectancy chart. Mr. Sutherland said Facilities Dude takes the price on each piece of equipment, along with this chart, and does an evaluation, life expectancy, maintenance report and rolls this into a work order system and budget report.

Discussion on Building Portfolio Mr. Sutherland handed out a building portfolio to the new Committee members. He requested the Committee bring their building portfolio binders to the July meeting to be updated.

Communications, Announcements and Information. None.

Chair Brill left at 8:29 A.M.

Tour of Sheriff's Office and Jail. Captain Strouse provided a tour of the Sheriff's Office and Jail for the Committee from 8:29 A.M. to 9:20 A.M.

Adjournment. Supervisor Brien moved adjournment at 9:21 A.M., second by Supervisor Rashkin. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

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