

GENERAL SERVICES COMMITTEE
Minutes – January 5, 2016

Call to Order. Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, January 5, 2016 in Conference Room N-1, Rock County Courthouse East.

Committee Members Present: Supervisors Brill, Heidenreich, Nash, Zajac and Brien (at 8:06 A.M.).

Committee Members Absent: None.

Staff Members Present: Rob Leu, General Services Director; Josh Smith, County Administrator; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Jeff Kuglitsch, Corporation Counsel; Jodi Millis, Purchasing Manager; Jodi Timmerman, Deputy Corporation Counsel.

Others Present: Supervisor Russ Podzilni; Dean Charles Clark, UW Rock County; Diana Shadel, UW Rock Foundation; Cathy Idzerda, Janesville Gazette.

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

Citizen Participation. Dean Clark introduced himself to the Committee. He informed the Committee that Kristin Fillhouer is the new Associate Dean for Student Affairs and Enrollment Management / Campus Administrator for UW-Rock County, she was formerly the Assistant Campus Dean for Student Affairs and Enrollment Management for UW-Rock County.

Approval of Minutes. Supervisor Heidenreich moved approval of the minutes of December 15, 2015 as presented, second by Supervisor Zajac. ADOPTED.

Transfers and Appropriations. None.

Bills/Encumbrances - 2015

HCC Building Complex	\$ 614.10
Purchasing Inventory and Postage Meter	6,959.00
General Services	17,715.92
Glen Oaks Facility Operations	1,347.41
Youth Services Center	141.00
Communications Center Operations	289.41
Diversion / ASC	1,659.86
Jail Capital Improvements	3,127.36
Courthouse Security System	1,588.00

Bills/Encumbrances - 2016

General Services	\$ 21,403.00
Youth Services Center	14,203.00
Communications Center Operations	4,240.67
UW Rock County	9,098.00
Job Center	616.20

Pre-Approved Encumbrance Amendments None.

Supervisor Heidenreich moved approval of the above Bills/Encumbrances and Pre-Approved Encumbrances for the General Services Committee, second by Supervisor Zajac. ADOPTED.

Discussion and Possible Action on Requesting Corporation Counsel to Draft Opinions on Contract Sanction Language. Mr. Kuglitsch said the sanctions could be included in certain contracts where the Committee feels they are warranted. He added that sanctions would need to be written on a case by case basis as there is no “one size fits all” language.

Supervisor Nash said he feels Mr. Kuglitsch’s memo pretty much answers his questions.

Supervisor Heidenreich agreed and added that he feels the Committee needs to look at each case prior to going out for bid to see if any sanctions are needed.

Chair Brill asked who puts the “red flag” on some of these bids and that the Committee does need to know about these contracts in advance to them going out for bid.

Updates.

Courthouse Windows Mr. Kuglitsch said it looks like our options are: 1) accept the replacement glass for the failed windows; or 2) accept the approximately \$40,000 in place of the glass.

The Committee discussed the possibility of using 1 larger pane of glass versus the current 3 panes; possible warranty issues; the need to go out for bid; the labor to put replacement glass in would be approximately \$300,000; and the courthouse being in the historic district and what may or may not be acceptable.

Supervisor Podzilni asked Mr. Leu if he would find out the cost difference between the replacing with one window versus three windows. Mr. Leu said he would check into this.

Mr. Smith asked what direction the Committee would like staff to take on this issue. Supervisor Heidenreich said the value of the glass is not as important as the cost of labor to put the replacements in; and if labor is approximately \$500,000 then we would be taking a loss. Supervisor Zajac asked, if we take the glass, are we tied to putting in the three panes. Mr. Kuglitsch said this did not come up with any communications with the vendor. Supervisor Zajac suggested Mr. Leu start with where we want to see as a final result and work back from there.

UW Rock County Campus Dorm Update Mr. Smith went over the history of the project and said the City of Janesville charges for the sewer/water charges will not be charged until the project starts.

Dean Clark said they would like to re-visit the location to see if this would be the best location or not and that they still feel a dorm would be a positive step for both the college and the county. He added that there have been a number of residence halls run by outside management groups and that this is his inclination for this project as there is no cost to the county or the campus. The only down side to this is that the management group would retain all monies. Dean Clark said he feels the college and foundation’s attention is best kept with education and not trying to raise funds for a residence hall.

Chair Brill asked if the management group would own the building. Dean Clark said yes and that the UW Rock County or UW Rock County Foundation would most likely lease it.

Mr. Kuglitsch said there is still a resolution in existence; the City of Janesville has time limits coming up soon; and the County is not to be charged for anything. He added that the Foundation has incorporated but has not asked to have the land transferred yet. Mr. Kuglitsch said the resolution may need to be rescinded but that the County Board is already on record as being in support.

Ms. Shadel said she is the interim executive for the Foundation and that they have had to step back to see what would happen when the cuts to the UW College staff occurred. She added that they are planning to work with the new Dean on this project and see what happens.

Supervisor Podzilni said he has invited Dean Clark and the UW Rock Foundation members to attend an upcoming County Board meeting to give an update.

Dean Clark said either he or his assistant will be attending all future County Board meetings.

Mr. Kuglitsch said the County Board was rushed through the process previously so the Foundation could go to the Board of Regents and if anything is changed now it will need to go back to the County Board and the Board of Regents as well.

Communications, Announcements and Information. None

Adjournment. Supervisor Brien moved adjournment at 8:43 A.M., second by Supervisor Heidenreich. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.