



GENERAL SERVICES COMMITTEE
Minutes – November 17, 2020

Call to Order. Acting Chair Potter called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, November 17, 2020 via teleconference.

Committee Members Present: Supervisors Potter, Brien, Fox and Homan.

Committee Members Absent: One vacancy.

Staff Members Present: Josh Smith, County Administrator; Randy Terronez, Assistant to the County Administrator; Brent Sutherland, Facilities Management Director; Michael Parille and Dave Froeber, Facilities Superintendents; Terri Carlson, Risk Manager; Jodi Millis, Purchasing Manager.

Others Present: Supervisor Richard Bostwick.

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

Approval of Minutes – November 3, 2020. Supervisor Brien moved approval of the minutes of November 3, 2020 as presented, second by Supervisor Fox. ADOPTED.

Public Comment. No comments were submitted.

Transfers. None.

Discussion of December – January Meeting Times. Supervisor Brien moved to hold the meeting for the months of December and January at 7:00 A.M., second by Supervisor Fox. ADOPTED,

Resolutions and Committee Action.

Awarding Contract for Rental Services of Uniforms, Shop Towels and Walk-off Mats for Facilities Management Department 2021-2024

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2020 that a contract for uniforms, shop towels and walk-off mats be awarded to Unifirst of Menomonee Falls, WI based on the terms and conditions set forth in the contract and Invitation to Bid #2021-06.”

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

Retaining Architectural / Engineering Firm for Design Services for the Renovation and Addition to the 911 Communications Center to Accommodate the Information Technology Department and Data Center at the Same Location

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this _____ day of _____, 2020, that a contract for architectural/engineering services be awarded to Venture/Architects, of Milwaukee, WI, in the amount of \$798,059; and,

BE IT FURTHER RESOLVED, that based on the phases, timelines and budget, \$575,000 of this fee is budgeted and will be billed in 2020. The balance of the fee in the amount of \$223,059 is budgeted and will be billed in 2021.”

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

Updates, Discussion and Possible Action.

Update on 1717 Center Avenue Project

Approval of Change Orders Mr. Sutherland said there are none at this time.

Schedule Mr. Sutherland said the walls are going up inside; asphalt work is being done; the sprinkler plan review is on track; footings in the front are in; and the roof cuts (for skylights) and window cuts are being done. He added the July 28, 2021 completion date still looks good.

Payback on the Boiler Orders Mr. Sutherland said the energy payback is about ten years. He said this would have stainless steel heat exchangers and the risk of them cracking is minimal.

Update on DPW Beloit Garage

Schedule Mr. Sutherland said it looks like completion will be mid-January now instead of the end of December.

Approval of Change Orders Mr. Sutherland went over Change Order #11 in the amount of \$5,414.52 for the soil issues.

Supervisor Brien moved approval of Change Order #11 in the amount of \$5,414.52, second by Supervisor Homan. PASSED on the following vote: YES – Supervisors Brien, Homan and Potter; NO – None, Abstain – Supervisor Fox; Vacant - one.

Mr. Sutherland went over Change Order #12 in the amount of \$26,555.10 for the holding tank, asphalt protection and project management.

Supervisor Brien moved approval of Change Order #12 in the amount of \$26,555.10, second by Supervisor Homan. PASSED on the following vote: YES – Supervisors Brien, Homan and Potter; NO – None, Abstain – Supervisor Fox; Vacant - one.

Progress on Plan for Correcting Campground Well on County Property Mr. Sutherland said there is not an easement; the County will be liable whether the well head is on County property or not; he is pursuing to have the well added to the campground by straightening the line on the CSM; and the language does give the campground the ability to maintain the well head.

Update on Potential Usage and Cost for the Courts to Use Conference Room K in the Job Center Mr. Sutherland said the conversations with the Judges are continuing; a doorway is being added and a sound-proof room is being put in to hold the inmates; and they will need to contract out for a little electrical work that will be needed. Mr. Sutherland said the costs should not exceed \$5,000.

Supervisor Fox left at 8:24 A.M.

Introduction of Facilities Superintendents Mr. Sutherland introduced Mr. Froeber and Mr. Parille.

Communications, Announcements and Information. Mr. Sutherland said Supervisor Brien had asked about the IT outage at the last meeting. Mr. Smith said he has some technical information from IT if anyone would like it sent to them.

Adjournment. Supervisor Brien moved adjournment at 8:32 A.M., second by Supervisor Homan. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Office Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE