

GENERAL SERVICES COMMITTEE
Minutes – May 19, 2015

Call to Order. Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, May 19, 2015 in Conference Room N-1, Rock County Courthouse East.

Committee Members Present: Supervisors Brill, Brien, Heidenreich, Nash and Zajac.

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.

Others Present: Cathy Idzerda, Janesville Gazette.

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

Citizen Participation. None.

Approval of Minutes. Supervisor Heidenreich moved approval of the minutes of May 5, 2015 and the amended minutes of April 7, 2015 as presented, second by Supervisor Zajac. ADOPTED.

Transfers and Appropriations. None.

Bills/Encumbrances

HCC Building Complex	\$ 2,182.74
Postage Meter	412.75
General Services	2,915.03
Glen Oaks Facility Operations	814.19
Youth Services Center	547.33
Communications Center Operations	1,793.19
Jail Capital Improvements	1,465.62
YSC Capital Improvements	223.25

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.

Resolutions.

Awarding Bid for Health Care Center Masonry Repairs

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this _____ day of _____, 2015, that a Purchase Order be issued to B&B Building Restoration of Sun Prairie, WI, for masonry repairs to the Health Care Center for the base bid of \$70,700.00, plus the alternate bid of \$57,700.00 for removal of the chimney, totaling \$128,400; and,

BE IT FURTHER RESOLVED, that a project contingency of \$10,000.00 be established to cover change orders approved by the General Services Committee, utilizing the unit pricing submitted as part of the bid; and,

BE IT FURTHER RESOLVED, that payment(s) be made to the vendor upon approval of the General Services Committee.”

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

Awarding Bid for Pinehurst Masonry Repairs

“**NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled this _____ day of _____, 2015, that a Purchase Order be issued to the low bidder, R.D. Woods Company Inc. of St. Francis, Wisconsin, for water infiltration work and masonry repairs to the Pinehurst Building in the amount of \$104,200.00; and,

BE IT FURTHER RESOLVED, that a project contingency of \$10,000.00 be established to cover change orders approved by the General Services Committee, utilizing the unit pricing submitted as part of the bid; and,

BE IT FURTHER RESOLVED, that payment(s) be made to the vendor upon approval of the General Services Committee.”

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

Courthouse Cooling Tower Project Change Order. Mr. Leu explained the move and installation of the Variable Frequency Drive for the new cooling tower at a cost of \$1,623.00.

Supervisor Heidenreich moved approval of the change order for \$1,623.00 to General Heating & Air Conditioning for the new cooling tower at the Courthouse, second by Supervisor Zajac.
ADOPTED.

Updates.

UW Rock County Fume Hood Replacement Mr. Leu informed the Committee that the fume hood, approved in August 2014, was supposed to be installed this May and the company went out of business. He said various manufacturers are looking at the area to see what may work. He added that we won't know when it can go in until we get bids and see how much lead time will be needed.

Staffing Vacancies Mr. Leu handed out copies of the General Services Maintenance Division organizational chart and went over it. He said there are two vacancies at this time.

Courthouse Security Project – Discussion and Possible Recommendation(s) Chair Brill said the Courthouse Security Committee met and discussed the options, their next meeting will not be for a while, and they will be making recommendations at that time. Supervisor Heidenreich said he

was at the meeting too and it seemed the committee was on board with the recommendations from the General Services Committee and are taking them to the Judges.

Mr. Osborne said the consensus of the committee was for all people coming into the courthouse to be screened. He added that the Judges will be getting him something in writing.

Discussions on: no good option for an outside walkway from the back to the front; Mead and Hunt's Jeff Pronchinski thought the basement walkway could be an option; the possibility that we may be going overboard with this project since there has not been any real security issues the past 10 years; that the State has safety concerns and have cited the County on security in the Courthouse; and the need to do a little more study on the other phases.

Mr. Leu said he mentioned to Mr. Pronchinski that the County would need information on the four systems. He added that Mr. Crittenden, IT Director, has given thought to the wiring structure that may be needed for the security upgrade(s), and that we would need to see about including this in the upgrade costs.

Mr. Leu said the first resolution that would be needed is to hire Mead and Hunt.

Chair Brill said there are no recommendations at this time and requested this item be put on the next agenda.

Communications, Announcements and Information. The Committee discussed the sewage pipes from the Jail that go under the 911 Communications Center building, the many systems put in place to make sure there is no backup issues at the Communications Center, the number of false alarms they are getting, and it looks like a new circuit board may be needed.

Mr. Leu said he met with KJWW on lightning protection for the Courthouse and they will be doing a study on what may be needed when the tower comes down. Supervisor Heidenreich asked if there was a timeframe for taking the tower down. Mr. Leu said they are doing plans and specs and do not have a schedule at this time.

Executive Session: Supervisors Zajac and Heidenreich moved to go into Executive Session at 8:27 A.M. per Section 19.85(1)(c) Wis. Stats. Performance Evaluation of General Services Director. ADOPTED on a roll call vote with the following: Ayes – Supervisors Brill, Brien, Heidenreich, Nash and Zajac.

Supervisor Zajac moved to go out of Executive Session at 9:18 A.M., second by Supervisor Nash. ADOPTED.

Adjournment. Supervisor Zajac moved adjournment at 9:18 A.M., second by Supervisor Nash. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.