

Rock County, Wisconsin

51 South Main Street
Janesville, WI 53545
(608)757-5518



General Services

- Facilities Management
- Maintenance
- Duplicating
- Central Stores

**GENERAL SERVICES COMMITTEE
TUESDAY, MARCH 1, 2016 – 8:00 A.M.
CONFERENCE ROOM N-1 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order and Approve Agenda
2. Citizen Participation
3. Approval of Minutes – February 16, 2016
4. Courthouse Security Phase 2 Presentation – Potter Lawson
5. Transfers and Appropriations
6. Bills/Encumbrances/Pre-Approved Encumbrance Amendments
7. Resolutions
 - A. Authorizing Replacement of Jail Water Heaters
 - B. Authorizing Control Upgrades to the Chiller at the Jail
 - C. Retaining Architectural Firm to Develop Options and Costs for Phase 2 Building Access and Security Screening at the Courthouse
8. Update
 - A. Courthouse Windows
9. Discussion of General Services Director Recruitment and Responsibilities
10. Communications, Announcements and Information
11. Adjournment

Please contact Marilyn at (608)757-5510 if you are going to be late or if you will not be able to attend the meeting.

| Account Number | Account Name | PO# | Inv Date | Vendor Name | Inv/Enc Amt |
|--|--------------|-----------|------------|-------------------------------|-----------------|
| 18-1815-0000-62400 | R & M SERV | P1600669 | 02/17/2016 | JOHNSON TRACTOR INC | 3,000.00 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 200,690.00 | 73,866.91 | 82,410.89 | 3,000.00 | 41,412.20 |
| 18-1815-0000-63500 | R&M SUPPLIES | | | | |
| | | P1600320 | 02/02/2016 | STAPLES ADVANTAGE | 1,974.20 |
| | | P1600468 | 02/23/2016 | MENARDS | 49.95 |
| | | P1600475 | 02/03/2016 | WERNER ELECTRIC SUPPLY COMPAN | 44.54 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 45,000.00 | 735.01 | 3,385.57 | 2,068.69 | 38,810.73 |
| HCC BUILDING COMPLEX PROG TOTAL | | | | 5,068.69 | |

I have examined the preceding bills and encumbrances in the total amount of **\$5,068.69**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

- A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
- B. Bills under \$10,000 to be paid.
- C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **MAR 01 2016**

Dept Head _____

Committee Chair _____

| Account Number | Account Name | PO# | Inv Date | Vendor Name | Inv/Enc Amt |
|--------------------|------------------|-----------|------------|--------------------------------|-----------------|
| 00-0000-0001-17100 | POSTAGE METER CH | P1600370 | 02/04/2016 | UNITED MAILING SERVICES INC | 736.70 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 0.00 | 29,209.19 | 160,000.00 | 736.70 | (189,945.89) |
| | | | | GENERAL FUND PROG TOTAL | 736.70 |

I have examined the preceding bills and encumbrances in the total amount of **\$736.70**
 Claims covering the items are proper and have been previously funded. These items are to be treated as follows:
 A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.
 B. Bills under \$10,000 to be paid.
 C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **MAR 01 2016**

Dept Head _____

Committee Chair _____

| Account Number | Account Name | PO# | Inv Date | Vendor Name | Inv/Enc Amt |
|--|--------------|-----------|------------|------------------------------|-----------------|
| 18-1810-0000-62205 | FUEL OIL | P1600328 | 01/01/2016 | BROWN OIL CO INC | 486.54 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 1,000.00 | 0.00 | 0.00 | 486.54 | 513.46 |
| 18-1810-0000-62400 | R & M SERV | P1600322 | 02/09/2016 | ARAMARK UNIFORM SERVICES INC | 96.74 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 88,892.00 | 18,207.71 | 54,944.20 | 96.74 | 15,643.35 |
| 18-1810-0000-63500 | R&M SUPPLIES | P1600328 | 02/08/2016 | BJ ELECTRIC SUPPLY INC | 1,011.93 |
| | | P1600332 | 02/05/2016 | DEGARMO PLUMBING INC | 131.00 |
| | | P1600346 | 02/08/2016 | JANESVILLE WINSUPPLY COMPANY | 296.44 |
| | | P1600348 | 01/29/2016 | JOHNSON CONTROLS INC | 3,352.00 |
| | | P1600350 | 02/09/2016 | JOHNSTONE SUPPLY | (284.28) |
| | | P1600354 | 02/05/2016 | MENARDS | 51.46 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 120,000.00 | 24,195.74 | 23,295.99 | 4,558.55 | 67,949.72 |
| GENERAL SERVICES PROG TOTAL | | | | 5,141.83 | |
| 18-1811-0000-62400 | R & M SERV | P1600322 | 02/09/2016 | ARAMARK UNIFORM SERVICES INC | 23.60 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 38,938.00 | 287.04 | 1,542.16 | 23.60 | 37,085.20 |
| 18-1811-0000-63500 | R&M SUPPLIES | P1600332 | 02/05/2016 | DEGARMO PLUMBING INC | 131.00 |
| | | P1600346 | 02/10/2016 | JANESVILLE WINSUPPLY COMPANY | 561.22 |
| | | P1600364 | 02/04/2016 | SHERWIN WILLIAMS | 33.59 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 20,000.00 | 338.34 | 100.00 | 725.81 | 18,835.85 |
| GLEN OAKS FACILITY OPERATION PROG TOTAL | | | | 749.41 | |
| 18-1812-0000-62400 | R & M SERV | P1600322 | 02/09/2016 | ARAMARK UNIFORM SERVICES INC | 11.79 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 81,000.00 | 8,846.72 | 11,462.28 | 11.79 | 60,679.21 |
| 18-1812-0000-63500 | R&M SUPPLIES | P1600326 | 02/09/2016 | BJ ELECTRIC SUPPLY INC | 171.67 |
| | | P1600330 | 01/15/2016 | COLLINS SANITARY | 500.00 |
| | | P1600332 | 02/05/2016 | DEGARMO PLUMBING INC | 131.00 |
| | | P1600340 | 02/09/2016 | GRAINGER | 41.30 |

| Account Number | Account Name | PO# | Inv Date | Vendor Name | Inv/Enc Amt |
|--|--------------|----------|------------|------------------------------|-----------------|
| | | P1600346 | 02/12/2016 | JANESVILLE WINSUPPLY COMPANY | 317.88 |
| | | P1600350 | 02/15/2016 | JOHNSTONE SUPPLY | 349.44 |
| | | P1600354 | 02/11/2016 | MENARDS | 24.29 |
| | | P1601098 | 01/20/2016 | HOBART SALES AND SERVICE | 236.73 |
| | | P1601102 | 01/12/2016 | HOBART SALES AND SERVICE | 2,988.63 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 20,000.00 | 411.04 | 200.00 | 4,760.94 | 14,628.02 |
| YOUTH SERVICES CENTER PROG TOTAL | | | | | 4,772.73 |
| 18-1816-0000-62205 | FUEL OIL | | | | |
| | | P1600328 | 01/01/2016 | BROWN OIL CO INC | 192.39 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 500.00 | 0.00 | 0.00 | 192.39 | 307.61 |
| 18-1816-0000-62400 | R & M SERV | | | | |
| | | P1600322 | 02/16/2016 | ARAMARK UNIFORM SERVICES INC | 11.79 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 24,500.00 | 1,668.61 | 5,945.14 | 11.79 | 16,874.46 |
| 18-1816-0000-63500 | R&M SUPPLIES | | | | |
| | | P1600332 | 02/05/2016 | DEGARMO PLUMBING INC | 131.00 |
| | | P1600350 | 02/16/2016 | JOHNSTONE SUPPLY | 607.91 |
| | | P1600774 | 02/04/2016 | STAPLES ADVANTAGE | 111.24 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 21,000.00 | 1,932.05 | 2,134.77 | 850.15 | 16,083.03 |
| COMMUNICATIONS CTR.OPERATION PROG TOTAL | | | | | 1,054.33 |
| 18-1817-0000-63500 | R&M SUPPLIES | | | | |
| | | P1600324 | 02/04/2016 | BATTERIES PLUS LLC | 103.80 |
| | | P1600332 | 02/05/2016 | DEGARMO PLUMBING INC | 131.00 |
| | | P1600337 | 01/25/2016 | FASTENAL COMPANY | 4.86 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 18,000.00 | 6.28 | 250.00 | 239.66 | 17,504.06 |
| DIVERSION PROG/ASC PROG TOTAL | | | | | 239.66 |
| 18-1818-0000-62400 | R & M SERV | | | | |
| | | P1600322 | 02/09/2016 | ARAMARK UNIFORM SERVICES INC | 102.66 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 305,414.00 | 7,263.22 | 8,328.94 | 102.66 | 289,719.18 |
| 18-1818-0000-63500 | R&M SUPPLIES | | | | |
| | | P1600321 | 02/11/2016 | AARONS LOCK AND SAFE INC | 92.00 |
| | | P1600330 | 01/14/2016 | COLLINS SANITARY | 288.25 |

| Account Number | Account Name | PO# | Inv Date | Vendor Name | Inv/Enc Amt |
|----------------|--------------|-----------|------------|--------------------------------|-----------------|
| | | P1600332 | 02/05/2016 | DEGARMO PLUMBING INC | 262.00 |
| | | P1600336 | 02/03/2016 | ENERGETICS INC | 40.20 |
| | | P1600337 | 02/01/2016 | FASTENAL COMPANY | 55.31 |
| | | P1600340 | 02/03/2016 | GRAINGER | 386.97 |
| | | P1600343 | 01/27/2016 | ILLINGWORTH KILGUST MECHANICAL | 747.18 |
| | | P1600344 | 02/04/2016 | JACK AND DICKS FEED AND GARDEN | 1,176.00 |
| | | P1600346 | 02/10/2016 | JANESVILLE WINSUPPLY COMPANY | 861.27 |
| | | P1600350 | 02/03/2016 | JOHNSTONE SUPPLY | 375.28 |
| | | P1600353 | 02/08/2016 | MC MASTER-CARR SUPPLY COMPANY | 52.13 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 180,000.00 | 11,980.18 | 4,235.84 | 4,336.59 | 159,447.39 |

JAIL PROG TOTAL 4,439.25

| | | | | | |
|--------------------|--------------|----------|------------|----------------------|-----------------|
| 18-1819-0000-63500 | R&M SUPPLIES | | | | |
| | | P1600332 | 02/05/2016 | DEGARMO PLUMBING INC | 812.00 |
| | | P1600364 | 02/08/2016 | SHERWIN WILLIAMS | 53.99 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 40,000.00 | 0.00 | 2,234.00 | 865.99 | 36,900.01 |

UW-ROCK COUNTY PROG TOTAL 865.99

| | | | | | |
|--------------------|------------|----------|------------|--------------------------|-----------------|
| 18-1820-0000-62400 | R & M SERV | | | | |
| | | P1600321 | 01/28/2016 | AARONS LOCK AND SAFE INC | 106.85 |
| | | P1600326 | 01/20/2016 | BJ ELECTRIC SUPPLY INC | 128.50 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 933.00 | 38.00 | 442.00 | 235.35 | 217.65 |

| | | | | | |
|--------------------|---------------|-----------|------------|---------------------|-----------------|
| 18-1820-0000-64911 | CLEARING ACCT | | | | |
| | | P1600324 | 02/16/2016 | BATTERIES PLUS LLC | 95.70 |
| | | P1600333 | 02/03/2016 | DE VERE COMPANY INC | 166.72 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 0.00 | 19,460.14 | 102,798.86 | 262.42 | (122,521.42) |

ECLIPSE CENTER PROG TOTAL 497.77

| | | | | | |
|--------------------|------------|----------|------------|------------------------------|-----------------|
| 18-1821-0000-62400 | R & M SERV | | | | |
| | | P1600322 | 02/05/2016 | ARAMARK UNIFORM SERVICES INC | 25.52 |
| | Budget | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 71,875.00 | 665.48 | 456.00 | 25.52 | 70,728.00 |

| | | | | | |
|--------------------|--------------|----------|------------|--------------------------|----------|
| 18-1821-0000-63500 | R&M SUPPLIES | | | | |
| | | P1600321 | 02/12/2016 | AARONS LOCK AND SAFE INC | 21.89 |
| | | P1600326 | 02/03/2016 | BJ ELECTRIC SUPPLY INC | 820.10 |
| | | P1600331 | 02/11/2016 | CONGRESS GLASS INC | 4,039.57 |
| | | P1600368 | 01/31/2016 | TEUBERT ENTERPRISES LLC | 1,600.00 |

| Account Number | Account Name | PO# | Inv Date | Vendor Name | Inv/Enc Amt | |
|--|----------------|----------|------------|--------------------------|------------------|-----------------|
| | Budget | | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 30,000.00 | | 205.80 | 0.00 | 6,481.56 | 23,312.64 |
| JOB CENTER PROG TOTAL | | | | | 6,507.08 | |
| 18-1849-0000-67200 | CAPITAL IMPROV | | | | | |
| | | P1503090 | 01/01/2016 | GILBANK CONSTRUCTION INC | | 24,130.00 |
| | | P1601058 | 02/01/2016 | ALLIANT ENERGY/WP&L | | 784.30 |
| | Budget | | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 284,000.00 | | 82,159.00 | 120,394.75 | 24,914.30 | 56,531.95 |
| HCC COMPLEX PROJECT PROG TOTAL | | | | | 24,914.30 | |
| 18-1855-0000-67200 | CAPITAL IMPROV | | | | | |
| | | P1503213 | 02/10/2016 | MEAD AND HUNT INC | | 3,108.00 |
| | Budget | | YTD Exp | YTD Enc | Pending | Closing Balance |
| | 500,000.00 | | 0.00 | 94,226.00 | 3,108.00 | 402,666.00 |
| COURTHOUSE SECURITY SYSTEM PROG TOTAL | | | | | 3,108.00 | |

I have examined the preceding bills and encumbrances in the total amount of **\$52,290.35**

Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

A. Bills and encumbrances over \$10,000 referred to the Finance Committee and County Board.

B. Bills under \$10,000 to be paid.

C. Encumbrances under \$10,000 to be paid upon acceptance by the Department Head.

Date: **MAR 01 2016**

Dept Head _____

Committee Chair _____

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

The General Services Committee
INITIATED BY



Robert Leu
DRAFTED BY

The General Services Committee
SUBMITTED BY

February 23, 2016
DATE DRAFTED

Authorizing Replacement of Jail Water Heaters

- 1 **WHEREAS**, the two water heaters at the Jail are 22 years old and are in need of replacement; and,
- 2
- 3 **WHEREAS**, funds have been budgeted, and bids solicited for the units.
- 4
- 5 **NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors duly assembled
- 6 this _____ day of _____, 2016, awards the purchase and installation of two water heaters for
- 7 the Jail to the low bidder, Butters Fetting of Milwaukee, WI, in the amount of \$79,000.00; and,
- 8
- 9 **BE IT FURTHER RESOLVED**, that a project contingency of \$5,000.00 be established to cover change
- 10 orders authorized by the General Services Committee, and project related expenses; and,
- 11
- 12 **BE IT FURTHER RESOLVED**, that payment(s) be made to the vendor upon approval of the General
- 13 Services Committee.

Respectfully Submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

Jason Heidenreich, Vice Chair

Thomas J. Brien

Edwin Nash

Jeremy Zajac

FISCAL NOTE:

Sufficient funds are available in the Jail Capital account to replace the Jail's water heaters. This project is funded by sales tax revenues.

Handwritten signature of Sherry Oja in black ink.

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.

Handwritten signature of Jeffrey S. Kuglitsch in black ink.

Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Handwritten signature of John Smith in black ink.

John Smith
County Administrator

Rock County, Wisconsin

51 South Main Street
Janesville, WI 53545



General Services

- Facilities Management
- Maintenance
- Duplicating

(608)757-5518

Executive Summary

Purchase and Installation of Water Heaters at the Jail.

The resolution before you authorizes the purchase and installation of two replacement water heaters at the Jail, to the low bidder, Butters Fetting of Milwaukee. The current units are 22 years old and are nearing the end of their expected life cycle.

Work will include all necessary electrical, mechanical and piping associated with the water heaters. The work should be completed within 30 days.



BID SUMMARY FORM

BID NUMBER #2016-12
 BID NAME JAIL WATER HEATER REPLACEMENT
 BID DUE DATE FEBRUARY 16, 2016 - 1:30 P.M.
 DEPARTMENT GENERAL SERVICES - JAIL

| | BUTTERS FETTING MILWAUKEE WI | HOOPER CORP MADISON WI | ALPINE PLUMBING BROOKFIELD WI | DEGARMO PLUMBING JANESVILLE WI |
|-----------------|---------------------------------|---------------------------|----------------------------------|-----------------------------------|
| BASE BID | \$ 79,000.00 | \$ 84,306.00 | \$ 85,700.00 | \$ 90,800.00 |
| BID BOND | YES | YES | YES | YES |
| START DATE | 14 DAYS AFTER NOTICE | 3/7/16 | APRIL | 5/1/16 |
| COMPLETION DATE | 21 CALENDAR DAYS | 4/1/16 | APRIL | 6/1/16 |

Invitation to Bid was advertised in the Janesville Gazette and on the Internet. Eight additional vendors were solicited that did not respond.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: Low Bid - Butters Fetting

[Signature]
SIGNATURE

2/23/16
DATE

GOVERNING COMMITTEE APPROVAL:

CHAIR VOTE DATE

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

The General Services Committee
INITIATED BY



Robert Leu
DRAFTED BY

The General Services Committee
SUBMITTED BY

February 23, 2016
DATE DRAFTED

Authorizing Control Upgrades to the Chiller at the Jail

WHEREAS, the 350 Ton Trane Centrifugal Chiller (air-conditioner) at the Jail is original to the building; and,

WHEREAS, the control system on the chiller is no longer serviceable, which means a control failure would render the chiller in-operable; and,

WHEREAS, funds to replace the control systems on the chiller were budgeted.

NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled this _____ day of _____, 2016, that a Purchase Order be issued to Trane Building Services for upgrades to the Trane Chiller at the Jail in the amount of \$31,698.49; and,

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

Respectfully Submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

Jason Heidenreich, Vice Chair

Thomas J. Brien

Edwin Nash

Jeremy Zajac

FISCAL NOTE:

Sufficient funds are available in the Jail Capital account to replace the Jail chiller control systems. This project is funded by sales tax revenues.

Handwritten signature of Sherry Oja in black ink.

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. Trane Building Services is the sole source provider of Trane Chiller.

Handwritten signature of Jeffrey S. Kuglitsch in black ink.
Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Handwritten signature of Josh Smith in black ink.
Josh Smith
County Administrator

Rock County, Wisconsin

51 South Main Street
Janesville, WI 53545



General Services

- Facilities Management
- Maintenance
- Duplicating

(608)757-5518

Executive Summary

Chiller Control System Upgrades at the Jail

The resolution before you authorizes the replacement of the control systems on the main chiller at the Jail. The chiller and controls date back to 1986 when the Jail was built. Our control system has been discontinued and parts are no longer available.

Trane Building Solutions is the sole source vendor for our Trane Chiller. They will be installing what they call the "new generation of controls" which is the same system installed on new Trane chillers. The work will be completed in time for the cooling season. The system will carry a five year parts and labor warranty.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

The General Services Committee
INITIATED BY



Robert Leu
DRAFTED BY

The General Services Committee
SUBMITTED BY

February 23, 2016
DATE DRAFTED

**Retaining Architectural Firm to Develop Options and Costs for Phase 2 Building
Access and Security Screening at the Courthouse**

- 1 **WHEREAS**, as commissioned by the County Board in September, Mead and Hunt Engineering
- 2 continues to work on the plans and specifications for Phase 1 security upgrades at the Courthouse to
- 3 include: duress alarms, card access, door control and video surveillance; and,
- 4
- 5 **WHEREAS**, second phase of security improvements will include building access with weapons
- 6 screening; and,
- 7
- 8 **WHEREAS**, before any recommendations can be made relative to the number and location of building
- 9 entrances, and thus screening stations, the General Services Committee needs more information on the
- 10 options, construction/remodeling requirements and the cost impact; and,
- 11
- 12 **WHEREAS**, because of their extensive experience in the design of courthouses and secure facilities,
- 13 Potter Lawson Architects met with the Committee and submitted a proposal for services that would
- 14 generate the information needed.
- 15
- 16 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors, duly assembled
- 17 this _____ day of _____, 2016, hereby retains Potter Lawson Architects of Madison, WI to
- 18 develop access and screening options, renovation requirements, and cost estimates related to Phase 2
- 19 security improvements at the Courthouse in an amount not to exceed \$30,000.00, and;
- 20
- 21 **BE IT FURTHER RESOLVED** that a design contingency be established in the amount of \$15,000.00
- 22 to cover additional services of the architect, or other engineering disciplines, as authorized in advance, by
- 23 the General Services Committee, and;
- 24
- 25 **BE IT FURTHER RESOLVED** that payments be made to the vendor upon approval of the General
- 26 Services Committee.

Respectfully Submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

Jason Heidenreich, Vice Chair

Thomas J. Brien

Edwin Nash

Jeremy Zajac

FISCAL NOTE:

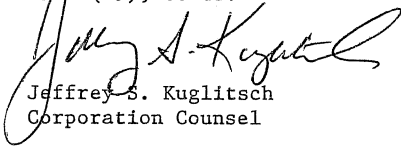
Sufficient funds are available in the Courthouse Security capital account for this contract. This project is funded by sales tax revenues.



Sherry Oja
Finance Director

LEGAL NOTE:

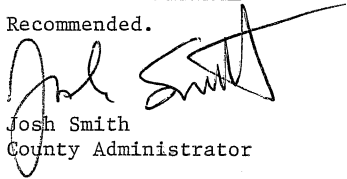
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. Professional services are not subject to bidding requirements of § 59.52(29), Stats.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Rock County, Wisconsin

51 South Main Street
Janesville, WI 53545



General Services

- Facilities Management
- Maintenance
- Duplicating
- Central Stores
(608)757-5518

Executive Summary

Retaining Architectural Firm for Services Relating to Option Development and Cost Estimating Relating to Phase 2 of the Courthouse Security Upgrade Project

Phase 2 of the Courthouse Security Upgrade Project will address building access and weapons screening. Due to the complexity of the topic, numerous options, and the short term/long term cost implications, the General Services Committee wants more information before making recommendations to the County Board.

To that end, the Committee, and thus this resolution, retains Potter Lawson Architects to look at the options, renovation requirements, and cost implications. During this process new options may surface. The cost for this basic scope of work will be on a fixed fee basis, not to exceed \$30,000.00.

In the event an option needs extensive analysis, structural, or other engineering input, a design contingency of \$15,000.00 will be established. Control and use of this contingency will rest with the General Services Committee. It is often said, money spent at this early stage in the process can reap the greatest benefits down the road.