

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, MAY 19, 2015 – 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 – May 5, 2015 and Amended April 7, 2015
4. Transfers and Appropriations
5. Bills/Encumbrances/Pre-Approved Encumbrance Amendments
6. Resolutions
 - A. Awarding Bid for Health Care Center Masonry Repairs
 - B. Awarding Bid for Pinehurst Masonry Repairs
7. Courthouse Cooling Tower Project Change Order
8. Updates
 - A. UW Rock County Fume Hood Replacement
 - B. Staffing Vacancies
 - C. Courthouse Security Project – Discussion and Possible Recommendation(s)
9. Communications, Announcements and Information
10. **EXECUTIVE SESSION:** Per Section 19.85(1)(c), Wis. Stats. Performance Evaluation of General Services Director
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
18-1815-0000-62160	CLEANING CONTRAC	P1500605	04/30/2015	DIVERSIFIED BUILDING MAINTENAN	296.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	94,038.00	32,338.00	62,900.00	296.00	(1,496.00)
18-1815-0000-63500	R&M SUPPLIES	P1500215	04/30/2015	AIRGAS NORTH CENTRAL	102.20
		P1500221	05/12/2015	NAPA AUTO PARTS	116.74
		P1500258	04/30/2015	WERNER ELECTRIC SUPPLY COMPAN	385.80
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	50,000.00	5,849.89	3,725.73	604.74	39,819.64
18-1815-0000-64200	TRAINING EXP	P1501616	04/24/2015	MASTERS BUILDINGS SOLUTIONS	290.00
		P1501626	04/07/2015	TOTAL ENERGY SYSTEMS LLC	992.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	5,150.00	300.00	110.00	1,282.00	3,458.00
HCC BUILDING COMPLEX PROG TOTAL				2,182.74	

I have examined the preceding bills and encumbrances in the total amount of **\$2,182.74**

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: **MAY 19 2015**

Dept Head _____

Committee Chair _____

COMMITTEE APPROVAL REPORT

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
00-0000-0001-17100	POSTAGE METER CH	P1500521	05/01/2015	UNITED MAILING SERVICES INC	412.75
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	0.00	26,885.25	140,000.00	412.75	(167,098.00)
				GENERAL FUND PROG TOTAL	412.75

I have examined the preceding bills and encumbrances in the total amount of **\$412.75**

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: **MAY 19 2015**

Dept Head _____

Committee Chair _____

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
18-1810-0000-62160	CLEANING CONTRAC	P1500473	04/25/2015	DIVERSIFIED BUILDING MAINTENAN	1,215.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	184,000.00	64,099.85	118,900.00	1,215.00	(214.85)
18-1810-0000-62400	R & M SERV	P1500462	04/28/2015	ARAMARK UNIFORM SERVICES INC	191.92
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	133,000.00	48,851.13	60,963.29	191.92	22,993.66
18-1810-0000-62461	ELEVATOR	P1500507	04/30/2015	OTIS ELEVATOR COMPANY	487.50
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	55,000.00	19,286.01	21,385.00	487.50	13,841.49
18-1810-0000-63500	R&M SUPPLIES	P1500465	04/24/2015	BELOIT FIRE PROTECTION COMPANY	43.50
		P1500471	04/22/2015	DE VERE COMPANY INC	171.39
		P1500489	04/21/2015	GRAINGER	343.36
		P1500491	04/08/2015	HARRIS ACE HARDWARE	84.92
		P1500510	04/28/2015	PORTERS LAWN AND POWER EQUIPM	139.71
		P1501386	04/23/2015	DP ELECTRONIC RECYCLING INC	213.75
		P1501977	05/05/2015	JOHNSON TRACTOR INC	23.98
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	234,759.00	71,084.65	16,581.69	1,020.61	146,072.05
GENERAL SERVICES PROG TOTAL				2,915.03	
18-1811-0000-62400	R & M SERV	P1500462	04/28/2015	ARAMARK UNIFORM SERVICES INC	32.88
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	39,500.00	670.08	1,371.00	32.88	37,426.04
18-1811-0000-63500	R&M SUPPLIES	P1500504	05/04/2015	MENARDS	9.69
		P1500515	04/24/2015	SHERWIN WILLIAMS	173.26
		P1500519	04/14/2015	STAPLES ADVANTAGE	598.36
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	20,000.00	2,790.50	73.64	781.31	16,354.55
GLEN OAKS FACILITY OPERATION PROG TOTAL				814.19	
18-1812-0000-62400	R & M SERV	P1500462	04/28/2015	ARAMARK UNIFORM SERVICES INC	34.14

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	81,422.00	7,198.66	5,764.00	34.14	68,425.20
18-1812-0000-63500	R&M SUPPLIES				
		P1500491	04/23/2015	HARRIS ACE HARDWARE	9.89
		P1500496	04/21/2015	JANESVILLE WINSUPPLY COMPANY	77.25
		P1500515	04/14/2015	SHERWIN WILLIAMS	186.05
		P1501961	04/07/2015	DAMARC QUALITY INSPECTION SERV	240.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	22,000.00	4,829.86	3,090.06	513.19	13,566.89
YOUTH SERVICES CENTER PROG TOTAL				547.33	
18-1816-0000-63500	R&M SUPPLIES				
		P1500466	04/13/2015	BJ ELECTRIC SUPPLY INC	932.38
		P1500519	04/16/2015	STAPLES ADVANTAGE	192.37
		P1501745	04/24/2015	CUMMINS NPOWER LLC	668.44
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	20,000.00	7,543.07	200.00	1,793.19	10,463.74
COMMUNICATIONS CTR.OPERATION PROG TOTAL				1,793.19	
18-1837-0000-63500	R&M SUPPLIES				
		P1500466	04/14/2015	BJ ELECTRIC SUPPLY INC	38.02
		P1500477	04/16/2015	FASTENAL COMPANY	0.99
		P1500491	04/02/2015	HARRIS ACE HARDWARE	16.16
		P1500496	04/20/2015	JANESVILLE WINSUPPLY COMPANY	202.56
		P1500502	04/20/2015	LD DANIELS AND ASSOCIATES INC	258.25
		P1500514	04/20/2015	REINDERS INC	74.32
		P1500517	04/22/2015	SGTS INC	665.32
		P1501781	04/28/2015	COLLINS SANITARY	210.00
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	112,181.00	15,655.14	4,707.80	1,465.62	90,352.44
JAIL CAPITAL IMPROVEMENTS PROG TOTAL				1,465.62	
18-1850-0000-67200	CAPITAL IMPROV				
		P1501910	04/20/2015	MC MASTER-CARR SUPPLY COMPANY	223.25
	Budget	YTD Exp	YTD Enc	Pending	Closing Balance
	516,000.00	431,675.52	265.00	223.25	83,836.23
YSC CAPITAL IMPROVEMENT PROG TOTAL				223.25	

Account Number	Account Name	PO#	Inv Date	Vendor Name	Inv/Enc Amt
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I have examined the preceding bills and encumbrances in the total amount of **\$7,758.61**

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: **MAY 19 2015**

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

April 30, 2015
DATE DRAFTED

Awarding Bid for Health Care Center Masonry Repairs

1 **WHEREAS**, the Health Care Center building has been experiencing water infiltration during wind driven
2 rain events; and,
3

4 **WHEREAS**, deteriorated mortar joints, and some cracking of the face brick are the likely points of entry
5 for the water; and,
6

7 **WHEREAS**, the chimney on the building is no longer needed, and due to its deteriorating condition,
8 should be removed; and,
9

10 **WHEREAS**, specifications were prepared, and bids solicited for the work.
11

12 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
13 this _____ day of _____, 2015, that a Purchase Order be issued to B & B Building
14 Restoration of Sun Prairie, WI, for masonry repairs to the Health Care Center for the Base Bid of
15 \$70,700.00, plus the Alternate Bid of \$57,700.00 for removal of the chimney, totaling \$128,400.00; and,
16

17 **BE IT FURTHER RESOLVED**, that a project contingency of \$10,000.00 be established to cover
18 change orders approved by the General Services Committee, utilizing the unit pricing submitted as part of
19 the bid; and,
20

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

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

Jason Heidenreich, Vice Chair

Thomas J. Brien

Edwin Nash

Jeremy Zajac

AWARDING BID FOR HEALTH CARE CENTER MASONRY REPAIRS

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FISCAL NOTE:

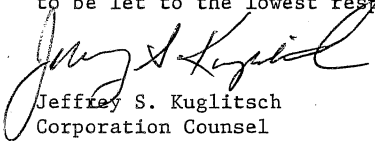
A total of \$296,410 is available in the HCC Capital Improvement account. However, only \$94,000 of that amount was designated for the masonry repairs. Therefore, some of the other budgeted projects may not be able to be completed.



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.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Approving this resolution and accepting the alternate bid would expend \$44,400 more than budgeted for this project. However, I am recommending that the County proceed with the alternate bid because there are efficiencies in doing this work at the same time as repairing the masonry, which reduces the future cost of removing the chimney if done separately. The consequence of this additional expenditure is that the County will not have sufficient funds to install a security system on Health Care Center entry doors, which is unlikely to be completed in 2015 given the need to first select an electronic entry system for the Courthouse security project. The County Board would have to re-budget funds in 2016 for an electronic entry system for the Health Care Center, if appropriate at that time.



Josh Smith
County Administrator

Executive Summary

Health Care Center Masonry Repairs and Chimney Removal

The resolution before you contracts with BB Quality Building Restoration for masonry repairs and chimney removal at the Health Care Center.

Work under the Base Bid will include tuckpointing, crack filling, drip edge installation, and brick replacement.

Work under the Alternate Bid will include removal of the chimney and a new concrete roof slab with membrane in that location. The chimney is deteriorating, and is no longer needed.

The base bid plus the alternate totals \$128,400.00. A contingency in the amount of \$10,000.00 is also being requested. If additional (less) tuckpointing, crackfilling, or other work is deemed necessary (unnecessary), the unit pricing provided with the bid will be used to calculate the cost (credit).

The contractor anticipates beginning the project around June 1st, and completing the work by August 15th.

ROCK COUNTY, WISCONSIN
FINANCE DIRECTOR

PURCHASING DIVISION
FAX (608) 757-5539
PHONE (608) 757-5515



BID SUMMARY

PROJECT NUMBER: 2015-29
PROJECT NAME: HCC MASONRY REPAIRS
BID DUE DATE: APRIL 27, 2015 - 1:30 P.M. (LOCAL TIME)
DEPARTMENT: GENERAL SERVICES - HCC

BASE BID	B & B QUALITY RESTORATION SUN PRAIRIE, WI	UNION CONTRACTING INC (EUGENE MATTHEWS INC) BROADVIEW, IL	R.D.WOODS COMPANY INC ST. FRANCIS, WI	\$ 70,700.00	\$ 175,000.00	\$ 233,150.00
ALTERNATE BID				\$ 57,700.00	\$ 46,500.00	\$ 74,260.00
BASE & ALTERNATE TOTAL				\$ 128,400.00	\$ 221,500.00	\$ 307,410.00
UNIT PRICING						
BRICK REPLACEMENT	\$ 60.00 SQUARE FOOT	\$ 83.00 SQUARE FOOT	\$ 27.75 SQUARE FOOT			
TUCKPOINTING MORTOR	\$ 4.50 LINEAL FOOT	\$ 27.50 LINEAL FOOT	\$ 9.25 LINEAL FOOT			
NON-HORIZONTAL CRACKS >.005" WIDE & < 1/16" WIDE	\$ 5.00 LINEAL FOOT	\$ 15.00 LINEAL FOOT	\$ 12.00 LINEAL FOOT			
NON-HORIZONTAL CRACKS > 1/16" WIDE	\$ 5.75 LINEAL FOOT	\$ 30.00 LINEAL FOOT	\$ 9.00 LINEAL FOOT			
ADDENDA RECEIVED	YES	YES	YES			
BID BOND RECEIVED	YES	YES	YES			
QUALIFICATIONS RECEIVED	YES	YES	YES			

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

PREPARED BY: ALAN DRANSFIELD, SENIOR BUYER

DEPARTMENT HEAD RECOMMENDATION: Low Bid - B1B Quality Building Restoration Base + Alternate

SIGNATURE Robert Jew 4/30/15
DATE

GOVERNING COMMITTEE APPROVAL:

CHAIR _____ VOTE _____ DATE _____

MARILYN BONDEHAGEN

From: ROB LEU
Sent: Thursday, April 30, 2015 4:22 PM
To: MARILYN BONDEHAGEN
Cc: Josh Smith; SHERRY OJA
Subject: HCC Masonry Res.
Attachments: Executive Summary hcc masonry and chimney award.docx; Resolution for Health Care Center Masonry Repairs 4 30 15.docx; hcc masonry repair bid tally.pdf

Marilyn, for notes etc.

Sherry/Josh -

Total and contingency = \$138,400.00

The balance in 18-1815-0000/67200 account stands at \$296,810

Yet to cover

(Budgeted)

\$115,000 front parking lot

\$46,000 swipe card

\$21,410 tunnel exit

\$20,000 laundry bldg. roof

\$94,000 HCC Masonry

\$296,410.00

If we have \$94,000 and we need \$138,400, we're short \$44,400 which would have to come out of the money left (\$202,410.00) for the parking lot, swipe card, tunnel exit, and laundry roof.

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

May 11, 2015
DATE DRAFTED

Awarding Bid for Pinehurst Masonry Repairs

1 **WHEREAS**, in 2008, Potter Lawson Architects completed a water infiltration study of Pinehurst that
2 recommended a number of water stopping repairs estimated to cost \$300,000.00; and,
3

4 **WHEREAS**, the Samuels Group recommended reducing the scope of work, which resulted in a project
5 that was completed in 2009 at a cost of \$51,000.00; and,
6

7 **WHEREAS**, with water still infiltrating the building in the spring, the County continued the effort, and
8 replaced the roof on Pinehurst in 2012; and,
9

10 **WHEREAS**, a building survey documented the need for tuckpointing, brick replacement, metal sill
11 covers, caulking and drip ledges; and,
12

13 **WHEREAS**, specifications were prepared, and bids solicited for the work.
14

15 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
16 this _____ day of _____, 2015, that a Purchase Order be issued to the low bidder, R.D.
17 Woods Company Inc. of St. Francis, Wisconsin, for water infiltration work and masonry repairs to the
18 Pinehurst Building in the amount of \$104,200.00; and,
19

20 **BE IT FURTHER RESOLVED**, that a project contingency of \$10,000.00 be established to cover
21 change orders approved by the General Services Committee, utilizing the unit pricing submitted as part of
22 the bid; and,
23

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

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

Jason Heidenreich, Vice Chair

Thomas J. Brien

Edwin Nash

Jeremy Zajac

FISCAL NOTE:

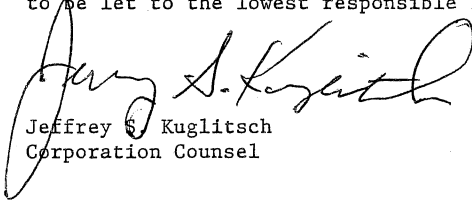
Sufficient funds are available in the Jail Capital Improvement Account, A/C 18-1837-0000-67200 for the cost of this project. This account is being funded by sales tax revenue.



Sherry Oja
Finance Director

LEGAL NOTE:

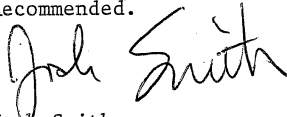
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.



Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

Pinehurst Water Infiltration Masonry Work

The resolution before you contracts with R.D. Woods Company of St. Francis, WI, in the amount of \$104,200.00 for exterior work on the Pinehurst Building to stop water from getting into the building. Indications of water entering include plaster damage, water in the basement following heaving rains, and leaks into a number of offices.

Work will include tuckpointing, crack filling, drip edge installation, and brick replacement.

A contingency in the amount of \$10,000.00 is also being requested. If additional (less) tuckpointing, crackfilling, or other work is deemed necessary (unnecessary), the unit pricing provided with the bid will be used to calculate the cost (credit).

The contractor anticipates beginning the project in early August, with completion expected by the end of October.



BID SUMMARY

PROJECT NUMBER: 2015-22
 PROJECT NAME: PINEHURST WATERPROOFING PROJECT
 BID DUE DATE: MAY 6, 2015 - 1:30 P.M. (LOCAL TIME)
 DEPARTMENT: GENERAL SERVICES - SHERIFF'S PINEHURST

R.D. WOODS COMPANY ST. FRANCIS, WI		SHOWERS BUILDING RESTORATION MCFARLAND, WI		UNION CONTRACTING INC (EUGENE MATTHEWS INC) BROADVIEW, IL		B & B QUALITY RESTORATION SUN PRAIRIE, WI			
BASE BID		\$ 104,200.00		\$ 177,000.00		\$ 205,000.00		\$ 226,800.00	
UNIT PRICING									
BRICK REPLACEMENT	\$ 27.75	SQUARE FOOT	\$ 206.00	SQUARE FOOT	\$ 83.00	SQUARE FOOT	\$ 65.00	SQUARE FOOT	
TUCKPOINTING	\$ 9.25	LINEAL FOOT	\$ 10.00	LINEAL FOOT	\$ 27.50	LINEAL FOOT	\$ 8.00	LINEAL FOOT	
START DATE	AUGUST 10, 2015		MAY 18, 2015		JULY 1, 2015		JULY 2015		
END DATE	OCTOBER 30, 2015		AUGUST 30, 2015		OCTOBER 1, 2015		SEPTEMBER 2015		
ADDENDA RECEIVED	YES		YES		YES		YES		
BID BOND RECEIVED	YES		YES		YES		YES		
QUALIFICATIONS RCVD	YES		YES		YES		YES		

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

PREPARED BY: ALAN DRANSFIELD, SENIOR BUYER

DEPARTMENT HEAD RECOMMENDATION: RD Woods for \$ 104,200.00
5/12/15

SIGNATURE _____ DATE _____

GOVERNING COMMITTEE APPROVAL:

CHAIR _____ VOTE _____ DATE _____

GENERAL

HEATING & AIR CONDITIONING, INC.

P.O. Box 259596
3002 Perry Street
Madison, Wisconsin 53725-9596
(608) 271-3900
FAX (608) 271-0103

April 13, 2015

GHAC Change Proposal No. 1

KJWW
802 West Broadway
Suite 312
Madison, WI 53713

Attn: Mr. Steve Mumm

RE: Replace Stand Alone Nema 3R VFD with Nema 1 VFD with integrated Controls

Dear Steve,

The current design specifies to mount a Nema 3R Variable Frequency Drive with disconnect on the new cooling tower with standalone controls. This Proposal No. 1 is to mount a Nema 1 VFD adjacent to the existing Motor Control Center along with following:

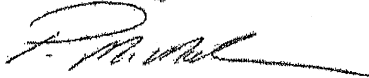
Included:

- Provide and install TCI Distance Filter between the proposed VFD and Cooling tower. (submittal data sent with RFI submission)
- Provide and install a new 30 Amp 3Ø Nema 3R non-fused disconnect at the cooling tower.
- Disconnect will be provided with Auxillary contacts to turn off VFD and Alarm System.
- All hardware, conduit, and Wiring to be performed in accordance with the NEC.
- VFD to be hardwired into existing BAS system for system integration and monitoring
- Programming to be performed by Johnson Controls Inc.

Proposal Amount: \$1,623.00

If you have any questions or need any clarifications please do not hesitate to contact Rick McMahon at 608-268-3135.

Sincerely,
General Heating & Air Conditioning



Rick McMahon
Project Manager