

**GENERAL SERVICES COMMITTEE**  
**May 1, 2012**

**Call to Order.** Chair Owens called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, May 1, 2012 in Conference Room N-1, Rock County Courthouse-East.

**Committee Members Present:** Supervisors Owens, Brill, Collins, Heidenreich and Nash.

**Committee Members Absent:** None.

**Staff Members Present:** Rob Leu, General Services Director; Randy Terronez, Assistant to County Administrator; Sherry Gunderson, Nursing Home Director; Jodi Millis, Purchasing Manager.

**Others Present:** Kevin Higgs and Brad Crook, The Samuels Group.

Chair Collins welcomed Supervisors Collins and Nash to the Committee.

**Approval of Agenda:** Supervisor Collins moved approval of the agenda as presented, second by Supervisor Brill. ADOPTED.

**Election of Vice Chair.** Supervisor Heidenreich nominated Supervisor Brill as Vice Chair, second by Supervisor Collins.

No other nominations were made.

Supervisor Collins moved to close the nominations, second by Supervisor Heidenreich. ADOPTED.

ADOPTED.

**Set Meeting Day and Time.** Supervisor Collins moved to leave the meeting as the first and third Tuesday of each month at 8:00 A.M., second by Supervisor Brill. ADOPTED.

**Citizen Participation.** None.

**Approval of Minutes.** Supervisor Brill moved approval of the minutes of April 17, 2012 as presented, second by Supervisor Heidenreich. ADOPTED.

**Transfers and Appropriations.** None.

**Bills/Encumbrances**

|                    |              |
|--------------------|--------------|
| Rock Haven Project | \$ 11,654.00 |
| Rock Haven Project | 172,909.46   |

|                                      |           |
|--------------------------------------|-----------|
| HCC Building Complex                 | 17,267.63 |
| Postage                              | 486.66    |
| General Services                     | 7,672.68  |
| Glen Oaks Operations                 | 240.00    |
| Juvenile Detention Center Operations | 1,145.98  |
| Communications Center Operations     | 571.56    |
| Jail Capital Improvement             | 4,950.88  |
| U-Rock Expansion                     | 18,001.00 |
| Jail/HCC Complex                     | 436.00    |
| HCC/Glen Oaks                        | 4,246.50  |

**Pre-Approved Encumbrance Amendments** None.

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

**Updates.**

**Jail Project**

**Update Report** Mr. Higgs reported they are working on a few outstanding change orders otherwise they are hoping to wrap things up within the next couple weeks.

**Change Orders** Mr. Higgs said there are none at this time as they are working with Tri-North on a credit for the heating.

**Rock Haven**

**Update Report** Mr. Higgs reported the following:

Safety/Use of Site: Mr. Higgs said safety continues to be very good; the site is muddy due to the recent rain; erosion control continues to be monitored; Sam's Well Drilling has two units on site.

Progress/Planned Activities: Mr. Higgs said reported on the following:

N1 – the fascia and shingles are complete; the air/vapor barrier installation is complete; mechanical rough-ins continue; and the stone veneer work is 80% complete.

N2 – mechanical rough-ins continue; the stone veneer is 75% complete; Shingling is 90% complete; and all exposed sheathing has been protected.

N3 –they are setting the trusses; they are sheathing the South wing trusses; and setting the interior walls.

N4 –the mechanical rough-ins continue, they are finishing up sheathing the roof; and the sub fascia and AZEK trim is being installed.

Commons – the mechanical rough-ins continue, and they are setting trusses and bracing.

**Change Orders** Mr. Higgs went over the Program Requests for the Change Orders:

Program Request #08 (COR#026) pertaining to the labor for installing the type “C” light fixture/fan assembly for a cost of \$10,259.03. Mr. Higgs said the fan/light unit was not in the drawing from Arnold and O’Sheridan, and we are waiting for a response from Eppstein Uhen regarding this oversight.

Supervisor Collins moved approval of Program Request #08 in the amount of \$10,259.03, second by Supervisor Nash. ADOPTED.

Program Request #09 (COR#055R) pertaining to the type “F” fixtures at the sloped ceilings for a cost of \$1,907.40. (COR#057R) pertaining to the Neighborhood corridor emergency lighting for a cost of \$1,056.00. (COR#058R) pertaining to out the N1 normal power corridor light circuits on separate electrical circuits for lighting fees for a cost of \$1,254.00. (COR#059) pertaining to the type “F” fixtures at the exit doors for each neighborhood for a cost of \$2,164.80. (COR#062) pertaining to the cost to revise the feeder, breaker and transfer switch sizes on electrical one-line for a cost of \$4,395.31. (COR#066) pertaining to the added type “L” fixtures added to the assisted bathrooms in each neighborhood for a cost of \$3,703.70. For a total cost of \$14,481.21.

Mr. Higgs said he will be taking issue with Eppstein Uhen and Arnold and O’Sheridan on the electrical issues.

Supervisor Heidenreich moved approval of Program Request #09 in the amount of \$14,481.21 with the understanding the Mr. Higgs will be following up on this matter, second by Supervisor Collins. ADOPTED.

### **Resolutions.**

#### **Authorizing Purchase of Six ARJO Shower Trolleys for Rock Haven**

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2012 does hereby authorize that a Purchase Order be issued to ARJO Huntleigh of Roselle, Illinois, in the amount of \$28,675.40 for the purchase of six Concerto Shower Trolleys.”

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

#### **Authorizing Purchase Interior Signage and Installation for Rock Haven**

**“NOW, THEREFORE, BE IT RESOLVED,** that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2012 does hereby recommend that a Contract be issued Badger State Industries not to exceed \$25,000 for interior signage for our new facility.”

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

**Authorizing Purchase of Draperies for Rock Haven**

**“NOW, THEREFORE, BE IT RESOLVED,** that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2012 does hereby recommend that a Purchase Order be issued to Phoenix Textile Corporation for \$50,201.80 for draperies, rods and freight.”

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

**Authorizing Purchase of Bedspreads and Bulletin Boards for Resident Rooms at Rock Haven**

**“NOW, THEREFORE, BE IT RESOLVED,** that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2012 does hereby recommend that a Purchase Order be issued to Phoenix Textile Corporation for \$23,870 for bedspreads and bulletin boards for the resident rooms.”

Supervisor Brill moved approval of the resolution, second by Supervisor Nash.  
ADOPTED.

**Authorizing Purchase of Two Power High-Low Exam Tables for Rock Haven**

**“NOW, THEREFORE, BE IT RESOLVED,** that the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2012 does hereby recommend that a Purchase Order be issued to Products unlimited to provide two power high-low exam tables for a total cost of \$11,654.00.”

Supervisor Collins moved approval of the resolution, second by Supervisor Brill.  
ADOPTED.

**Authorizing Purchase of Two (2) Welch Allyn Electrocardiographs for Rock Haven.**

Supervisor Heidenreich moved to approve the purchase of two Welch Allyn Electrocardiographs for Rock Haven, second by Supervisor Nash. ADOPTED.

**Communications, Announcements and Information.** Supervisor Brill told Mr. Leu the Formica on the backside of the large round table in the Jury Deliberation Room, off Courtroom H, is coming loose and asked if he would check on this.

Mr. Terronez let the Committee know that Wi-Fi has been installed in N-1/N-2 and Courtroom H.

Supervisor Heidenreich said after the last County Board meeting he was asked where the restrooms were and noticed there is no signage directing the public the location of the restrooms. Chair Owens added that he thought it was this way throughout the Courthouse and asked Mr. Leu to check into signage for the restrooms at the Courthouse.

**Adjournment.** Supervisor Brill moved adjournment at 8:25 A.M., second by Supervisor Collins. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**