

GENERAL SERVICES COMMITTEE
Minutes – March 18, 2014

Call to Order. Chair Owens called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, March 18, 2014 in Conference Room N-1, Fifth Floor, 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 the County Administrator.

Others Present: None.

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

Citizen Participation. None.

Approval of Minutes. Supervisor Collins moved approval of the minutes of February 18, 2014 as presented, second by Supervisor Heidenreich. ADOPTED.

Transfers and Appropriations.

| <u>FROM</u> | | <u>TO</u> | |
|-------------------------|----------------------|-------------------------|----------------------|
| <u>Account #</u> | <u>Amount</u> | <u>Account #</u> | <u>Amount</u> |
| 18-1815-0000-62202 | \$ 3,850 | 18-1815-0000-62160 | \$ 3,850 |
| Water | | Cleaning Contracts | |

Supervisor Collins moved approval of the above Transfers for the General Services Committee, second by Supervisor Nash. ADOPTED.

Bills/Encumbrances

| | |
|----------------------------------|-------------|
| HCC Building Complex | \$ 1,531.76 |
| HCC Complex-Maintenance | 1,099.00 |
| General Services | 25,325.13 |
| Glen Oaks Facility Operations | 504.46 |
| Youth Services Center | 453.78 |
| Communications Center Operations | 375.38 |
| Diversion/ASC | 425.86 |
| Jail Capital Improvements | 5,523.18 |

Pre-Approved Encumbrance Amendments

| | |
|----------------------------------|-------------|
| Hendricks Commercial Properties | \$ 1,196.22 |
| Tru Green | 525.00 |
| Diversified Building Maintenance | 5,850.00 |

Supervisor Heidenreich moved approval of the above Bills/Encumbrances for the General Services Committee, second by Supervisor Brill. ADOPTED.

Updates.

Jail Project

Update Report Mr. Terronez said there is nothing to report at this time.

Rock Haven

Update Report Mr. Terronez said there is nothing new to report at this time.

Courthouse Windows Mr. Leu said the individual handling our project from Trace Windows left the company and the company was sold to Kawneer and Alcoa. A new individual has now started to work with us but they are starting from scratch. He added that they are currently doing a spring recount to see if there are any more windows that have failed since last fall.

Courthouse Parking Lots Mr. Leu said the engineer is firming up the schedule with Truesdell. He added that he would like the team that was agreed on last fall and that he would also like to have a walkthrough with the contractor and engineer to review the scope and identify any changed conditions.

Courthouse Tower Mr. Leu said towards the end of January the engineers sent him two draft reports for review, which described a number of solutions for the tower. Since then, they have been working on cost estimates and construction timelines for each option. He said he was informed the report should be completed around April 1.

Committee members asked a number of questions regarding if the structure offers support to the courthouse structure and if there is any use for it. Mr. Leu replied that it does not offer support for the courthouse structure and that it is an empty structure that has no use. The Committee asked if one of the options was to take it down. Mr. Leu said it was.

Other Projects

Pinehurst Water Infiltration Project #2 Mr. Leu said Combs and Associates is interested, and will be hired soon, to design the swale on the southwest side of Pinehurst and review the drainage around the rest of the building. Once the City approved the new drainage plan the site work will be ready for bid.

UW and Courthouse Security Projects Mr. Leu said Mr. Pronchinski from Arnold and O'Sheridan (A&O) resigned and will begin working for Mead & Hunt on March 24. He will be heading up their new security division. He said he has received letters from A&O agreeing to terminate their services. Mead and Hunt has verbally agreed to begin where A&O left off using the funds that remain. He said he expects a written copy of this agreement shortly after Mr. Pronchinski begins at Mead & Hunt. He added that he does not know how this will unfold but hopes that the transition will be seamless.

HCC Masonry Mr. Leu said they are in the process of hiring an engineer.

Roof on the File Storage Building Mr. Leu said they are in the process of hiring an engineer.

HCC Tunnel Exit Stairs Mr. Leu said they are waiting for approval from the City of Janesville for us to act as our own general contractor.

New Maintenance Storage Building Mr. Leu said the cost estimates came back much higher than what was budgeted and they are now back to the drawing board. Chair Owens suggested Mr. Leu

put together some numbers on what the County currently pays for rent and the project cost estimate that came back from Angus Young.

Jail Roof Replacement Mr. Leu said they are finalizing specifications for bidding. He said that the low bidder from the previous bidding process was not qualified.

Supervisor Heidenreich said there may be a problem with the County's website as he was under the impression that when you signed up on the website you would get automatic e-mails when projects came out for bid and he has not received any e-mails.

Courthouse Carpet Mr. Leu said he is finalizing the project scope and schedule with the contractor, Halverson, on Wednesday.

Courthouse Landscaping Mr. Leu said they are finalizing the scope and pricing.

Courthouse Planters Mr. Leu said Gilbank Construction is coming this week to look things over so they can prepare and submit a proposal. They will be hired on a time and materials basis. They will need to demolish the planters first to find out how they were built so there are still some unknowns.

Glen Oaks Facia Mr. Leu said the specifications need to be finalized for bidding.

UW Dorm Mr. Leu said he does not have anything new.

Supervisor Heidenreich said some of these projects have been taking forever and suggested Mr. Leu talk to whoever he needs to get these projects moving.

Communications, Announcements and Information. None.

Adjournment. Supervisor Collins moved adjournment at 8:55 A.M., second by Supervisor Brill. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

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