

GENERAL SERVICES COMMITTEE
Minutes – September 18, 2012

Call to Order. Chair Owens called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, September 18, 2012 in Conference Room N-1, Fifth Floor, Courthouse-East.

Committee Members Present: Supervisors Owens, Brill and Collins.

Committee Members Absent: Supervisors Heidenreich and Nash.

Staff Members Present: Carl Varga, General Services Courthouse Facilities Facilitator; Nick Osborne, Assistant to the County Administrator; Sherry Gunderson, Nursing Home Director; Phil Boutwell, Human Services Deputy Director; Jennifer Thompson, Long Term Support Services Division Manager.

Others Present: Kevin Higgs and Brad Crook, The Samuels Group; Jeff Hazekamp, Angus Young and Associates.

Approval of Agenda: Chair Owens suggested moving 7.A. after 3. Supervisor Collins moved approval of the agenda with this change, second by Supervisor Brill. ADOPTED.

Citizen Participation. None.

Approval of Minutes. Supervisor Collins moved approval of the minutes of September 4, 2012 as presented, second by Supervisor Brill. ADOPTED.

Resolution.

Approval of Contract with Angus Young and Associates for ADRC Architectural Design Service

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2012 does hereby authorize a contract with Angus Young and Associates of Janesville, Wisconsin, in the amount of \$23,310 for Architectural Services that include schematic design, design development and construction documents relating to the renovation of space in the Job Center for the ADRC offices; and,

BE IT FURTHER RESOLVED that Rock County will utilize the Samuel’s Group of Wausau, Wisconsin to conduct the quality assurance review of the construction documents at a cost of \$700; and,

BE IT FURTHER RESOLVED that payments be made to the vendor upon approval for the General Services committee; and,

BE IT FURTHER RESOLVED that the 2012 budget be amended as follows to pay for architectural services and quality assurance:

...”

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

Mr. Boutwell explained that they are on the "fast track" to have it up and running the first part of March 2013.

Ms. Thompson said the Aging and Disability Resource Center (ADRC) will be a one stop shop for the elderly and disabled to obtain services. They will have approximately 10 resource staff and others to help get these people get into programs.

Mr. Boutwell explained that Angus Young and Associates are familiar with the building as they worked on the change from a K-Mart store to the Job Center, and he handed out a floor plan of the requested changes to the Job Center.

Mr. Hazekamp went over the floor plan and explained the changes, he said the space, when it was K-Mart, had been the old garden center and is not being used at this time.

Chair Owens said he felt the Manager's office should have a larger window and be located where the visitor chairs are on the floor plan.

Supervisor Collins asked about the parking lot. Mr. Hazekamp said there would be handicapped stalls by the door of the ADRC, which is located where the old entrance to the garden center had been, and otherwise there is ample parking.

Mr. Boutwell went over the schedule with a move in date of March 1, 2013 and the first day of service on March 4, 2013.

Supervisor Brill asked if this project would be funded with County funds. Mr. Boutwell said it would be funded with the State and Federal funds. Ms. Thompson added that the State is very much in favor of an ADRC and agreed to fund it.

ADOPTED.

Transfers and Appropriations.

FROM

<u>Account #</u>	<u>Amount</u>
18-1815-9200-62203	\$ 29,400
Natural Gas	

TO

<u>Account #</u>	<u>Amount</u>
18-1815-9200-63111	\$ 3,500
Paper Products	
18-1815-9200-62160	25,900
Cleaning Contracts	

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

Bills/Encumbrances

Rock Haven Project	\$ 2,387.26
HCC Building Complex	7,454.62
Purchasing Inventory	126.00
General Services	4,288.72
Glen Oaks Operations	25.90
Juvenile Detention Operations	293.26

Communications Center Operations	146.94
Adolescent Services/ Guidance	201.79
Jail Capital Improvement	3,319.43
U-Rock Expansion	7,700.00
Jail/HCC Complex	13,047.50
Rock Haven Project	74,176.18

Pre-Approved Encumbrance Amendments None.

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

Updates.

Jail Project

Update Report Mr. Higgs said an adjustment to the door is needed, the exterior lights are in place and functioning, and the asphalt issue is still there. He said they have a meeting set for Wednesday to work on the closing out of the change orders.

Change Orders Mr. Higgs reported there are none at this time.

Rock Haven

Update Report Mr. Higgs reported the following:

Safety/Use of Site: Mr. Higgs said there are 160 workers on site at this time; they are all continuing to monitor site safety; Silha is in the process of bringing the roads up to final grade; landscaping is going in around the building and is complete in the courtyards; the geothermal field is complete and internal connections are in process; and the sidewalk installation is in process at the perimeter of the facility.

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

N1 –interior finishes are in progress; the gutters and downspouts are on; and the roof installation is in process at Team Building 1.

N2 –interior finishes are in progress.

N3 – mechanical rough-ins continue; drywall and drywall finishes are in progress; and the framing is in process at Team Building 2.

N4 – mechanical rough-ins continue; drywall finishes are in progress; and painting has started.

Commons – mechanical rough-ins continue; drywall and drywall finishes are in progress; they are framing the soffits; and they are installing doors in the basement.

Change Orders Mr. Higgs reported the following:

Program Request #18 (COR#032R) pertaining to the substitution request for the elevators for a credit of \$6,950.00. (COR#086R) pertaining to the cost associated with the selection finishes for a cost of \$16,705.17. (COR#095R) pertaining to the resolution of a framing conflict by omitting a window and replacing with framing and exterior wall finishes for a cost of \$.00. (COR#109) pertaining to Hamilton Benchmark being contracted to install the fire sealant for a cost of \$15,640.90. (COR#111) pertaining to the installation of storm piping 10 inches deeper than originally shown on the plans for a cost of \$23,726.21. (COR#116R) pertaining to the installation of about 16 access panels at owners request for a cost of \$7,748.68. (COR#121) pertaining to the installation of two exit signs at the mezzanine doors at local building inspectors request for a cost of \$3,374.80. (COR#129) pertaining to venting for the sink in the kitchen island for a cost of \$988.05; (COR#130) pertaining to the installation of a new GR3F girder for a cost of \$8,372.10; (COR#131) pertaining to the elimination of drywall soffit and providing wall to wall acoustical ceiling tiles for a cost of \$2,490.35. For a total cost of \$73,782.66.

Supervisor Brill moved approval of Program Request #18 totaling \$73,782.66, second by Supervisor Collins. ADOPTED.

Program Request #19 (COR#119) pertaining to fire caulking at all load bearing walls for a total cost of \$82,916.68.

Supervisor Collins moved approval of Program Request #19 in the amount of \$82,916.68, second by Supervisor Brill. ADOPTED.

Mr. Higgs went over the Program Request Log, which was handed out, for the Rock Haven Replacement Project and answered questions.

Ms. Gunderson said changes have been made to the budget to stay in the current building for the first quarter of 2013. She said they are looking at March 18, 2013 as the target moving date.

Parking Lot Project

Update Report Mr. Varga said the Health Care Center and Sheriff's Office parking lots were painted last Friday, though some backfill is still needed around the edges. Work on the Tri-building will begin next week.

Change Orders None.

Communications, Announcements and Information. None.

Adjournment. Supervisor Brill moved adjournment at 8:58 A.M., second by Supervisor Collins. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.