

GENERAL SERVICES COMMITTEE

August 16, 2011

Call to Order. Chair Owens called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, August 16, 2011 in Conference Room N-1 on the fifth floor of the Rock County Courthouse-East.

Committee Members Present: Supervisors Owens, Brill, Combs, and Heidenreich.

Committee Members Absent: Supervisor Mawhinney.

Staff Members Present: Randy Terronez and Nick Osborne, Assistants to County Administrator; Commander Erik Chellevoid; Captain Craig Strouse; Jeff Kuglitsch, Corporation Counsel; Sherry Gunderson, Nursing Home Director.

Others Present: Kevin Higgs, The Samuels Group.

Approval of Agenda: Chair Owens said there was a request to move item 9. up after item 6.A.2. Supervisor Combs moved approval of the agenda with this change, second by Supervisor Brill. ADOPTED.

Citizen Participation. None.

Approval of Minutes. Supervisor Brill moved approval of the minutes of August 2, 2011 as presented, second by Supervisor Heidenreich. ADOPTED.

Transfers and Appropriations. None.

Bills/Encumbrances

HCC Building Complex	\$	4,822.26
Purchasing Inventory		9,328.42
General Services		11,656.12
Glen Oaks Operations		70.32
Juvenile Detention Center Operations		5,181.93
Communications Center Operations		891.37
Jail Capital Improvement		1,473.64
Courthouse Facility		750.00
U-Rock Expansion		101,065.00
Jail/HCC Complex		5,576.53
Juvenile Detention Center Capital Improvement		310.00

Pre-Approved Encumbrance Amendments

Tri-North Builders	\$	5,695.16
Tri-North Builders		97,603.65

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

Discussion on Smoking Ordinance. Mr. Kuglitsch said since the last time we met on this he has heard from the Sheriff's Office, the District Attorney and the Parks Division. He has not yet heard from the Fair Board or UW Extension Office. The Parks Division said they would like to advocate this Ordinance but they do not see a way to enforce it. Commander Chellevold said they have enforced no smoking in the grandstand at the fairgrounds, and all the buildings at the fairgrounds are supposed to be smoke free but does not know if this is posted.

Supervisor Combs asked what the comments were from the Sheriff's Office. Mr. Kuglitsch said a few of the things mentioned were: possession is unenforceable, tobacco is still a legal product, how can enforcement be handled in County parks or for those who pull into a parking lot, they can't even have a product in their possession, by having to leave the property to smoke it may hamper employee response time. Mr. Kuglitsch said the District Attorney said the way the Ordinance is written they cannot enforce it. He added the main problems with the County's version seem to be the chewing tobacco and having possession of a tobacco product.

Supervisor Combs said it sounds like the State Statute is enforceable now. Commander Chellevold said it is easy to enforce inside a building, the possession on County property is an enforcement issue.

Supervisor Heidenreich asked if signs could be put up around the fairgrounds.

Chair Owens said the Ordinance needs to be rewritten. He asked Mr. Kuglitsch to re-draft the Ordinance with these issues addressed, run it past the different departments again, and report back to this Committee. Mr. Kuglitsch agreed to do this.

Updates.

Jail Project

Update Report Mr. Higgs reported on the following:

Safety/Use of Site: Mr. Higgs said the impound fence installation is complete and available for use. The site punch list is scheduled to be completed by the end of the week. The building exterior punch list was issued and Tri-North Builders is in the process of correcting the few items.

Progress/Planned Activities: Mr. Higgs said in Area 2, existing corridor and Jail pods, fire alarm wiring has been pulled; access panel installation is proceeding on 2nd, 3rd, and 4th floor corridors; ceiling patching on 2nd, 3rd and 4th floor will be completed once the fire alarm work is completed; fire alarm devices are operational in the corridors of the existing Jail as well as the ground and first floor corridors of Pinehurst; glass is ordered for the pod control rooms with delivery anticipated in 3-4 weeks.

Mr. Higgs said the 1st floor renovation demolition is 99% complete; under slab plumbing is 100% complete; masonry walls are 100% complete; electrical wall rough ins are 95% complete; electrical overhead rough ins are 80% complete; plumbing rough ins are 100% complete; plumbing overhead rough ins are 50% complete; HVAC rough ins are 95% complete; working on HVAC controls in the penthouse as well as duct work modifications; door frames are

installed in coordination with the masonry walls; ceiling framing is to start next week; duct cleaning for the remodel area will be scheduled ASAP.

Mr. Higgs said the fire alarm work started this week in the existing mechanical rooms; crews will proceed to the Pinehurst area after mechanical room work is complete; the Jail pod work will proceed after that.

Informational: Mr. Higgs said the pricing provided for duct work cleaning at the Sheriff's Office was not accepted. Tri-North's bid was higher than anticipated and he asked Carl Varga to check with his connections. Mr. Higgs handed out and went over the Rock County Jail Renovation Project Warranty Reporting Form that is being used to track the performance of the contractors. Mr. Higgs said Sherwin Williams will be providing epoxy primer, epoxy paint, the supervision for a mock up (test area) application for painting the pods, and the Sheriff's Office will provide trustees for labor. This will all be coordinated with the security system upgrade work. Mr. Higgs said he will be meeting with Academy Service Group on Thursday to provide a proposal for lightning protection at the Sheriff's Office, Juvenile Detention Center, Health Care Center buildings, and the existing Rock Haven facility.

Administrative: Mr. Higgs said change orders #31, #32 and #33 have been issued. There have been 244 RFIs issued to date, with three remaining open. There are three pending Change Order Requests: 1) #113 for swing away detention doors, which will probably go away; 2) #120 for wire mold circuits; and 3) #116 for fire alarm repairs, which is on hold until the costs come in from Legacy.

Mr. Higgs went over a map of the west parking addition and explained the drawing. He said the existing parking lot is currently pitched towards the building at the west side of Pinehurst; a large tree will need to be removed; all curbs will be removed to create free drainage; the landscaping stone will be removed and replaced with grass; the soil remediation will be performed utilizing unit pricing included with the original base bid. Soil remediation is anticipated to cost no more than \$45,000. The striping and parking lot layout is included in the cost.

Chair Owens asked how long this will take start to finish. Mr. Higgs replied they will start as soon as they receive approval and should be done the end of September at the latest.

Change Orders Mr. Higgs went over the Program Request for the Change Orders:

Program Request #030 (COR#078R) pertaining to the west parking lot modifications for a total cost of \$180,000.00.

Supervisor Combs said he would abstain from voting on this change order. Supervisor Heidenreich moved approval of Program Request #030 in the amount of \$180,000, second by Supervisor Brill. PASSED on a vote of: Ayes – Supervisors Brill, Heidenreich and Owens; Absent – Supervisor Mawhinney; Abstain – Supervisor Combs.

Program Request #031 (COR#109) pertaining to the flooring in the medical area for a cost of \$1,423.56. (COR#111) pertaining to phone and data work required for Pinehurst renovations for a cost of \$1,855.64. (COR#115) pertaining to the roof drain for a cost of

\$939.60. (COR#117) pertaining to rerouting the power and data branch circuits not shown on the as built for a cost of \$5,002.40. (COR#118) pertaining to a motor operated smoke damper and controls for the HVAC system to close off air to corridor during smoke control sequence for a cost of \$3,621.19. For a total cost of \$12,842.39.

Supervisor Heidenreich moved approval of Program Request #031 in the amount of \$12,842.39, second by Supervisor Combs. ADOPTED.

Program Request #026 (COR#105) pertaining to the cost to provide power to exterior light poles and signs at the Sheriff's Office for a cost of \$20,137.24.

Supervisor Heidenreich said he feels it should be left the way it is – it works. Mr. Higgs said there will need to be some corrections made at a cost of \$2,700.00

Supervisor Combs moved to approve using the least expensive route, second by Supervisor Brill. ADOPTED.

Supervisor Brill said he would like to have accurate as built of this project when it is complete.

Supervisor Heidenreich said he would like General Services notified when the Jail does the Jail pod test painting area and to hold off on further solicitations until we know how this turns out.

Rock Haven

Update Report Mr. Higgs reported on the following:

Progress/Planned Activities: Mr. Higgs said the project went out for bid 8/2/11; the pre-bid meeting was 8/8/11; the contractor questions were due 8/10/11; addendum #1 with the contractors questions and answers were issued 8/15/11 at 5 P.M. and posted to the County's website under Purchasing / Rock Haven Project; the contractor questions regarding addendum #1 are due 8/17/11; addendum #2 to be issued 8/19/11; bids are due 8/24/11; Committee approval 8/30/11; County Board approval 9/8/11; construction to start 9/26/11; construction completion with occupancy 11/30/12.

Informational Items: Mr. Higgs said mock-ups of each installation will be performed in one of the units before installations proceed in the remaining 127 units. This is a quality control measure to assure the contractors are in compliance with the design team's intent. Quality Control Roles: Samuels Group will be the point of contact, on-site coordination with the General Contractor / Owner operations, process pay applications, initial decision maker, monitor RFIs, conduct monthly team meetings, and attend weekly contractor meetings. Eppstein Uhen / Consultants will attend monthly team meetings, do periodic site inspections, submittal reviews / RFIs. Independent testing agency to do soils analysis, compaction testing inspections, concrete testing / cylinder testing, welding / structural connections inspections / testing / reporting.

Mr. Higgs said he is a firm believer in having a third party onsite for inspections. He said we used PSI on the Jail project and were happy with them and plans on going through the same process on this project.

Owner Direct Purchasing: Mr. Higgs said specifications include language requiring a legally established independent tax exempt third party holding company to manage all Owner direct purchases. This will allow Rock County to pay one (1) invoice monthly.

Bid Form: Mr. Higgs said the bid form was modified for addendum #1 to promote competitive bidding by allowing voluntary product substitution deductive alternates. Mr. Higgs said the form was modified to create an area if the contractor feels a product is an “equal quality” product and shows the back-up data. This should encourage more competitive bidding between vendors.

Mr. Terronez said because the bids are due 8/24 the information will not be in the packets for the 8/30 meeting.

Ms. Gunderson said Eppstein Uhen plans to do a short update on the final plans at the 8/30 meeting.

Resolution

Approving Additional Contingency Funding for Jail Renovation Project

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2011, does hereby establish the following contingency accounts for the balance of the Jail Renovation project with funds to come from available Jail/Health Care Center Complex Projects Account budget resources:

1. Furniture, Fixtures and Equipment - \$15,0000
2. Contractor - \$250,000

BE IT FINALLY RESOLVED, that the General Services Committee be delegated the authority to approve all change orders for Phase One of the Jail Renovation Project and report any change orders over \$10,000 to the Rock County Board of Supervisors at its regularly scheduled meetings.”

Supervisor Combs said he would be abstaining from voting on this resolution. Supervisor Brill moved to approve the above resolution, second by Supervisor Heidenreich. PASSED on a vote of: Ayes – Supervisors Brill, Heidenreich and Owens; Absent – Supervisor Mawhinney; Abstain – Supervisor Combs.

Discussion and Possible Action on Jail Duct Cleaning Work. Mr. Terronez said the proposal is to take this item out of Tri-North and approve it to have Captain Clean of Janesville, Inc. do the work for the renovation area. Mr. Higgs said all the ducts will need to be cleaned as the new system includes duct detectors that are dust sensitive. The remodel area is the first step and he would like to go out for bid on the remaining two areas: balance of the Jail and Pinehurst.

Supervisor Combs moved to approve Captain Clean of Janesville, Inc. to clean the duct work at the Jail in the construction area for \$3,720 with funds to come from the 1899 account, second by Supervisor Brill. ADOPTED.

Communications and Announcements. Chair Owens asked if everyone had the packet of updates on UW-Rock and the Courthouse. Supervisor Combs asked to have the Courthouse front entrance addressed and the items in this report on the next agenda for discussion.

Adjournment. Supervisor Heidenreich moved adjournment at 9:22 A.M., second by Supervisor Combs. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.