

ROCK COUNTY, WISCONSIN



**GENERAL SERVICES COMMITTEE
TUESDAY, JANUARY 9, 2018 – 8:00 A.M.
CONFERENCE ROOM N-1 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST**

Agenda

1. Call to Order
2. Approve Agenda
3. Citizen Participation
4. Approval of Minutes – December 19, 2017
5. Transfers
6. Review of Payments
7. Resolutions
 - A. Authorizing Hiring Dude Solutions for the Conditions Assessment of County Owned Buildings and Equipment that Supports the Building
 - B. Retaining an Engineering Firm to Prepare Plans and Specifications for the Demolition of the Vacant Rock Haven Building and the Underground Tunnel between the Vacant Rock Haven Building and the Health Care Center Building
 - C. Retaining Potter Lawson for Engineering Services for the Design and Construction of Courthouse Security Phase 2 and 3 Building Access, Security Screening and Parking Structures
8. Updates
 - A. Out of State Training
9. Communications, Announcements and Information
10. 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.

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
18-1810-0000-62112	SECURITY				
		P1700566	12/21/2017	JBM PATROL AND PROTECTION CORP	5,258.44
18-1810-0000-62160	CLEANING CONTRAC				
		P1700571	12/07/2017	PETERSON CLEANING INC	9,513.26
18-1810-0000-62400	R & M SERV				
		P1700483	12/28/2017	QUALITY DOOR LLC	144.00
		P1700491	12/21/2017	STATE OF WISCONSIN	150.00
		P1700568	12/21/2017	SAFEWAY PEST CONTROL	90.00
		P1700761	12/28/2017	BOWERS SEWER AND DRAIN	125.00
		P1702700	12/14/2017	CONCRETE REPAIR WORKS	1,577.00
		P1702704	12/28/2017	WOODWARD PETROLEUM SERVICES	800.00
		P1702938	12/21/2017	FOLEY ELECTRIC INC	181.10
18-1810-0000-62461	ELEVATOR				
		P1700786	12/21/2017	OTIS ELEVATOR COMPANY	7,152.60
18-1810-0000-63500	R&M SUPPLIES				
		P1700260	12/14/2017	AARONS LOCK AND SAFE INC	19.90
		P1700261	12/14/2017	ARAMARK UNIFORM SERVICES INC	213.68
		P1700265	12/21/2017	BJ ELECTRIC SUPPLY INC	125.46
		P1700326	12/21/2017	FIRST SUPPLY LLC	620.75
		P1700327	12/14/2017	GRAINGER	2,037.42
		P1700328	12/21/2017	HARRIS ACE HARDWARE LLP	331.35
		P1700329	12/07/2017	HOME DEPOT/GECF	9.38
		P1700337	12/28/2017	JACK AND DICKS FEED AND GARDEN	91.35
		P1700564	12/21/2017	WRIGHT EXPRESS FSC	150.65
		P1701072	12/14/2017	WERNER ELECTRIC SUPPLY	200.81
		P1701358	12/14/2017	JP MORGAN CHASE BANK NA	119.90
		P1702427	12/21/2017	SULLIVAN SIGNS INC	35.00
				FACILITIES MGMNT PROG TOTAL	28,947.05
18-1811-0000-62119	OTHER SERVICES				
		P1700261	12/14/2017	ARAMARK UNIFORM SERVICES INC	51.10
		P1700568	12/21/2017	SAFEWAY PEST CONTROL	50.00
18-1811-0000-62160	CLEANING CONTRAC				
		P1700571	12/07/2017	PETERSON CLEANING INC	857.01
18-1811-0000-62400	R & M SERV				
		P1700477	12/14/2017	PIEPER ELECTRIC INC	820.00
		P1700578	12/14/2017	TRUGREEN	141.00
18-1811-0000-63500	R&M SUPPLIES				
		P1700260	12/21/2017	AARONS LOCK AND SAFE INC	18.37
		P1700324	12/14/2017	FASTENAL COMPANY	9.68
		P1700327	12/28/2017	GRAINGER	25.84
		P1700328	12/21/2017	HARRIS ACE HARDWARE LLP	14.96
		P1700469	12/21/2017	JOHNSTONE SUPPLY	258.40
		P1700472	12/21/2017	MENARDS	5.38
18-1811-0000-67200	CAPITAL IMPROV				
		P1702442	12/28/2017	JOHNSON CONTROLS INC	785.40

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
PUBLIC HEALTH/COA PROG TOTAL					3,037.14
18-1812-0000-62119	OTHER SERVICES				
		P1700568	12/21/2017	SAFEWAY PEST CONTROL	60.00
18-1812-0000-62160	CLEANING CONTRAC				
		P1700571	12/07/2017	PETERSON CLEANING INC	808.50
18-1812-0000-62400	R & M SERV				
		P1700264	12/21/2017	BELOIT FIRE PROTECTION COMPANY	75.00
		P1700578	12/14/2017	TRUGREEN	126.00
		P1702151	12/28/2017	JF AHERN COMPANY	190.00
		P1702704	12/28/2017	WOODWARD PETROLEUM SERVICES	400.00
18-1812-0000-63500	R&M SUPPLIES				
		P1700265	12/21/2017	BJ ELECTRIC SUPPLY INC	89.08
		P1700326	12/21/2017	FIRST SUPPLY LLC	49.29
		P1700472	12/21/2017	MENARDS	20.38
		P1702882	12/28/2017	GRUBER POWER SERVICES	1,763.53
YOUTH SERVICES CENTER PROG TOTAL					3,581.78
18-1815-0000-62201	ELECTRIC		12/07/2017	ALLIANT ENERGY/WP&L	10,705.34
18-1815-0000-62203	NATURAL GAS		12/21/2017	ALLIANT ENERGY/WP&L	2,123.59
18-1815-0000-62400	R & M SERV				
		P1700113	12/07/2017	ENERGETICS INC	2,960.86
		P1700245	12/21/2017	ADVANCED DISPOSAL SERVICES	505.07
		P1700248	12/14/2017	PETERSON CLEANING INC	9,350.00
		P1702657	12/21/2017	WOODWARD PETROLEUM SERVICES	800.00
		P1702688	12/21/2017	OTIS ELEVATOR COMPANY	9,200.00
18-1815-0000-63500	R&M SUPPLIES				
		P1700090	12/14/2017	AIRGAS NORTH CENTRAL	111.34
		P1700093	12/07/2017	NAPA AUTO PARTS	132.71
		P1700099	12/14/2017	WRIGHT EXPRESS FSC	86.30
		P1700108	12/07/2017	BATTERIES PLUS LLC	84.50
		P1700129	12/14/2017	WERNER ELECTRIC SUPPLY	89.90
		P1700133	12/14/2017	MENARDS	155.02
		P1700192	12/21/2017	SHERWIN WILLIAMS	203.99
		P1702989	12/14/2017	PKK LIGHTING INC	334.34
HCC BUILDING COMPLEX PROG TOTAL					36,842.96
18-1816-0000-62119	OTHER SERVICES				
		P1700261	12/14/2017	ARAMARK UNIFORM SERVICES INC	51.10
		P1700568	12/21/2017	SAFEWAY PEST CONTROL	52.00
18-1816-0000-62160	CLEANING CONTRAC				
		P1700571	12/07/2017	PETERSON CLEANING INC	539.00
18-1816-0000-62400	R & M SERV				
		P1700578	12/14/2017	TRUGREEN	125.00
		P1702151	12/28/2017	JF AHERN COMPANY	125.00

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
18-1816-0000-63500	R&M SUPPLIES	P1702704	12/28/2017	WOODWARD PETROLEUM SERVICES	400.00
		P1700484	12/21/2017	R E MICHEL COMPANY	1,770.92
		COMMUNICATIONS CTR.OPERATION PROG TOTAL			
18-1817-0000-62119	OTHER SERVICES				
		P1700568	12/21/2017	SAFEWAY PEST CONTROL	92.00
18-1817-0000-62160	CLEANING CONTRAC				
		P1700571	12/07/2017	PETERSON CLEANING INC	804.46
18-1817-0000-62400	R & M SERV				
		P1700578	12/14/2017	TRUGREEN	140.00
		P1701026	12/14/2017	PBBS EQUIPMENT CORPORATION	315.28
18-1817-0000-63500	R&M SUPPLIES				
		P1700472	12/21/2017	MENARDS	51.81
		P1700490	12/14/2017	STAPLES BUSINESS ADVANTAGE	108.30
				DIVERSION PROG/ASC PROG TOTAL	1,511.85
18-1818-0000-62160	CLEANING CONTRAC				
		P1700571	12/07/2017	PETERSON CLEANING INC	2,364.76
18-1818-0000-62400	R & M SERV				
		P1700264	12/21/2017	BELOIT FIRE PROTECTION COMPANY	105.00
		P1700266	12/14/2017	COLLINS SANITARY	1,012.36
		P1700267	12/28/2017	CONGRESS GLASS INC	1,366.25
		P1700479	12/14/2017	POMPS TIRE SERVICE INC	213.10
		P1700568	12/21/2017	SAFEWAY PEST CONTROL	70.00
		P1700578	12/14/2017	TRUGREEN	255.00
		P1702151	12/28/2017	JF AHERN COMPANY	375.00
		P1702704	12/28/2017	WOODWARD PETROLEUM SERVICES	400.00
		P1702937	12/07/2017	GORDIE BOUCHER FORD LINCOLN ME	317.18
18-1818-0000-62461	ELEVATOR				
		P1700786	12/21/2017	OTIS ELEVATOR COMPANY	2,839.80
18-1818-0000-63500	R&M SUPPLIES				
		P1700260	12/21/2017	AARONS LOCK AND SAFE INC	2,168.42
		P1700261	12/14/2017	ARAMARK UNIFORM SERVICES INC	137.64
		P1700265	12/21/2017	BJ ELECTRIC SUPPLY INC	10.64
		P1700326	12/21/2017	FIRST SUPPLY LLC	(434.65)
		P1700329	12/07/2017	HOME DEPOT/GECF	70.94
		P1700337	12/21/2017	JACK AND DICKS FEED AND GARDEN	1,790.46
		P1700472	12/21/2017	MENARDS	47.82
		P1700482	12/21/2017	PUR CHEM LLC	350.00
		P1700487	12/07/2017	SGTS INC	625.00
		P1700490	12/14/2017	STAPLES BUSINESS ADVANTAGE	77.72
		P1701687	12/21/2017	QUALITY FAB INC	200.00
				JAIL PROG TOTAL	14,362.44
18-1819-0000-62400	R & M SERV				
		P1702151	12/07/2017	JF AHERN COMPANY	250.00

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
18-1819-0000-62461	ELEVATOR	P1702428	12/21/2017	TRANE COMPANY	2,198.13
		P1700786	12/21/2017	OTIS ELEVATOR COMPANY	3,333.44
					UW-ROCK COUNTY PROG TOTAL
18-1820-0000-62160	CLEANING CONTRAC				
		P1700571	12/07/2017	PETERSON CLEANING INC	901.48
18-1820-0000-62400	R & M SERV				
		P1700568	12/14/2017	SAFEWAY PEST CONTROL	160.00
18-1820-0000-65321	BLDG/OFC LEASE				
		P1700565	12/07/2017	HENDRICKS COMMERCIAL	11,148.00
18-1820-0000-67200	CAPITAL IMPROV				
		P1701733	12/14/2017	HALVERSON CARPET CENTER LTD	1,184.00
				ECLIPSE CENTER PROG TOTAL	13,393.48
18-1821-0000-62119	OTHER SERVICES				
		P1700261	12/14/2017	ARAMARK UNIFORM SERVICES INC	68.42
		P1700568	12/21/2017	SAFEWAY PEST CONTROL	161.00
		P1700573	12/14/2017	ADVANCED DISPOSAL SERVICES	137.00
18-1821-0000-62160	CLEANING CONTRAC				
		P1700571	12/07/2017	PETERSON CLEANING INC	3,463.07
18-1821-0000-62400	R & M SERV				
		P1703071	12/28/2017	NU LINE STRIPING	1,157.08
18-1821-0000-63500	R&M SUPPLIES				
		P1700327	12/28/2017	GRAINGER	115.43
		P1700328	12/21/2017	HARRIS ACE HARDWARE LLP	64.12
		P1700329	12/07/2017	HOME DEPOT/GECF	22.06
				JOB CENTER PROG TOTAL	5,188.18
18-1822-0000-62119	OTHER SERVICES				
		P1700568	12/21/2017	SAFEWAY PEST CONTROL	70.00
		P1700573	12/14/2017	ADVANCED DISPOSAL SERVICES	72.00
18-1822-0000-62160	CLEANING CONTRAC				
		P1700571	12/07/2017	PETERSON CLEANING INC	686.69
				FRANKLIN ST PROG TOTAL	828.69
18-1823-0000-62119	OTHER SERVICES				
		P1700573	12/14/2017	ADVANCED DISPOSAL SERVICES	52.00
18-1823-0000-62160	CLEANING CONTRAC				
		P1700571	12/07/2017	PETERSON CLEANING INC	266.90
				COURT ST PROG TOTAL	318.90
18-1824-0000-62119	OTHER SERVICES				
		P1700261	12/14/2017	ARAMARK UNIFORM SERVICES INC	41.28
18-1824-0000-62160	CLEANING CONTRAC				
		P1700571	12/07/2017	PETERSON CLEANING INC	613.77
18-1824-0000-62400	R & M SERV				

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
		P1700292	12/21/2017	DEGARMO PLUMBING INC	131.00
		P1700483	12/14/2017	QUALITY DOOR LLC	367.00
		P1700771	12/21/2017	JANESVILLE DOOR CO LTD	390.33
		P1702704	12/28/2017	WOODWARD PETROLEUM SERVICES	400.00
18-1824-0000-63500	R&M SUPPLIES				
		P1700265	12/21/2017	BJ ELECTRIC SUPPLY INC	55.00
		P1700322	12/21/2017	ENERGETICS INC	47.32
		P1700329	12/07/2017	HOME DEPOT/GECF	30.63
		P1700490	12/14/2017	STAPLES BUSINESS ADVANTAGE	229.70
		P1700771	12/21/2017	JANESVILLE DOOR CO LTD	39.90
		P1702406	12/07/2017	ZEP MANUFACTURING CO	176.28
		P1703020	12/28/2017	DELONG CO INC,THE	473.59
18-1824-0000-67200	CAPITAL IMPROV				
		P1702314	12/21/2017	ANGUS YOUNG ASSOCIATES INC	268.09
		P1702526	12/28/2017	VAN BROCKLIN ELECTRIC LLC	79,200.00
				HWY BUILDINGS/GROUNDS PROG TOTAL	82,463.89
18-1837-0000-67200	CAPITAL IMPROV				
		P1701922	12/28/2017	HONEYWELL INC	1,381.54
				JAIL CAPITAL IMPROVEMENTS PROG TOTAL	1,381.54
18-1849-0000-67200	CAPITAL IMPROV				
		P1701232	12/07/2017	HALVERSON CARPET CENTER LTD	32,800.00
		P1701655	12/07/2017	PAULSON KIMBALL CONSTRUCTION L	135,832.20
		P1702889	12/14/2017	PAULSON KIMBALL CONSTRUCTION L	148.00
				HCC COMPLEX PROJECT PROG TOTAL	168,780.20
18-1855-0000-67200	CAPITAL IMPROV				
		P1601572	12/07/2017	POTTER LAWSON ARCHITECTS INC	19,634.25
		P1701336	12/07/2017	GILBANK CONSTRUCTION INC	143,109.00
				COURTHOUSE SECURITY SYSTEM PROG TOTAL	162,743.25
18-1856-0000-67200	CAPITAL IMPROV				
		P1702527	12/07/2017	GUENTHER ELECTRIC LLC	5,013.00
				JOB CENTER BUILDING PROG TOTAL	5,013.00

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
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I have reviewed the preceding payments in the total \$537,238.94

Date: Dept _____

Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
41-4350-4270-67161	CA \$5,000/MORE				
		P1701566	12/14/2017	INDUSTRIAL ROOFING SERVICES IN	5,107.50
		P1702278	12/14/2017	DISTINCTIVE ROOFING INC	6,914.40
				COST POOLS BLDG & GRDS OP PROG TOTAL	12,021.90

I have reviewed the preceding payments in the total **\$12,021.90**

Date: **Dept** _____

Committee _____

COMMITTEE REVIEW REPORT
FOR THE MONTH OF DECEMBER 2017

Account Number	Account Name	PO#	Check Date	Vendor Name	Inv/Enc Amt
18-1815-0000-62400	R & M SERV	P1700096	12/07/2017	JOHNSON CONTROLS INC	208.16
HCC BUILDING COMPLEX PROG TOTAL					208.16

I have reviewed the preceding payments in the total \$208.16

Date: _____
Dept _____
Committee _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee
INITIATED BY



Brent Sutherland, Facilities
Management Director
DRAFTED BY

General Services Committee
SUBMITTED BY

January 2, 2018
DATE DRAFTED

Authorizing Hiring Dude Solutions for the Conditions Assessment of County Owned Buildings and Equipment that Supports the Building

- 1 **WHEREAS**, funds are available in the 2018 budget for conditions assessment for all county owned
- 2 buildings and equipment; and,
- 3
- 4 **WHEREAS**, this assessment will also include asset management program with budget numbers and
- 5 schedules for replacement; and,
- 6
- 7 **WHEREAS**, this assessment will be integrated within the County's new work order system systems that
- 8 was just installed.
- 9
- 10 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
- 11 this _____ day of _____, 2018, that a purchase order be issued Dude Solutions of Cary,
- 12 North Carolina, in the amount of \$171,215, for the required engineering, programming, and training.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

Jeremy Zajac, Vice Chair

Dave Homan

Bob Yeomans

J. Russell Podzilni

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
County Administrator

FISCAL NOTE:

Funds are available in the 2018 budget for the cost of the building condition assessment of county owned buildings. These services are being funded by sales tax levy.

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. Professional services are not subject to bidding requirements of sec. 59.52(29), Stats. Dude Solutions is the sole source provider.

Richard Greenlee
Corporation Counsel

18-1A-430

Executive Summary

Authorizing Hiring Dude Solutions for the Conditions Assessment of County Owned Buildings and Equipment that supports the building

The resolution before you authorizes hiring Dude Solutions to conduct a conditions assessment of all county owned buildings and equipment that supports that building. This conditions assessment will be integrated within Dude Solutions, the County Computerized Maintenance Management System (CMMS)

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee
INITIATED BY



Brent Sutherland, Facilities
Management Director
DRAFTED BY

General Services Committee
SUBMITTED BY

January 2, 2018
DATE DRAFTED

**Retaining an Engineering Firm to Prepare Plans and Specifications
for the Demolition of the Vacant Rock Haven Building and the Underground
Tunnel Between the Vacant Rock Haven Building and the Health Care Center
Building**

- 1 **WHEREAS**, the 2018 budget included funds for the demolition of the vacant Rock Haven building as
- 2 well as the tunnel connecting to the Health Care Center building; and
- 3
- 4 **WHEREAS**, the abatement of the hazardous material is currently being removed and will be removed
- 5 prior to demolition; and
- 6
- 7 **WHEREAS**, the site will be leveled and reseeded upon completion.
- 8
- 9 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 10 this _____ day of _____, 2018, that Structural Research, Inc. of Middleton, WI
- 11 will be retained to prepare project plans and specifications, in the amount of \$25,500.
- 12
- 13 **BE IT FURTHER RESOLVED** that a project contingency in the amount of \$5,000.00 be established to
- 14 cover project unforeseen project costs.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

FISCAL NOTE:

Henry Brill, Chair

Funds are available in the 2018 budget for the cost of these plans and specification. These services are being funded by sales tax levy.

Jeremy Zajac, Vice Chair

Sherry Oja
Finance Director

Bob Yeomans

LEGAL NOTE:

David Homan

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. Professional services are not subject to bidding requirements of § 59.52(29), Stats.

J. Russell Podzilni

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
County Administrator

Richard Greenlee
Corporation Counsel

Executive Summary

Retaining an Engineering Firm to Prepare Plans and Specifications for the Demolition of the Vacant Rock Haven Building

The resolution before you is retaining Structural Research, Inc. (SRI) Engineering Firm to prepare plans and specifications for the construction of the demolition of the vacant Rock Haven Building.

The current underground tunnel that connects the vacant Rock Haven Building and the Health care Center Building will also be removed.

The site will be restored to lawn when completed.

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee
INITIATED BY



Brent Sutherland, Facilities
Management Director
DRAFTED BY

General Services Committee
SUBMITTED BY

January 2, 2018
DATE DRAFTED

**Retaining Potter Lawson for Engineering Services for the Design and Construction
of Courthouse Security Phase 2 and 3 Building Access, Security Screening and
Parking Structures**

- 1 **WHEREAS**, Rock County Board of Supervisors have approved Resolution 17-12A-427 Courthouse
- 2 Security Phase 2 and Phase 3; and
- 3
- 4 **WHEREAS**, Courthouse Security Phase 2, Option 3R will include screening all the public in the front,
- 5 west entrance and having employees enter with a badge through the back, east entrance; and
- 6
- 7 **WHEREAS**, Phase 2, Option 3R includes making upgrades to the east parking structure by adding a 4"
- 8 concrete overlay and making needed repairs to the west parking structure; and
- 9
- 10 **WHEREAS**, Phase 2, Option 3R also includes adding a new stairwell and elevator at the back east
- 11 entrance making that entrance ADA accessible; and
- 12
- 13 **WHEREAS**, Phase 2, Option 3R also included a new loading dock upgrade, but this option will be
- 14 delayed for additional information and funding; and
- 15
- 16 **WHEREAS**, Phase 3, which includes adding millwork and separation of public and staff in high risk
- 17 areas, will be completed at the same time as Phase 2 for cost saving measures.
- 18
- 19 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors, duly assembled
- 20 this _____ day of _____, 2018, hereby approves contracting with Potter Lawson for
- 21 engineering services for the Design and Construction of Courthouse security upgrades Phase 2 and 3, for
- 22 a cost of \$464,000.
- 23
- 24 **BE IT FURTHER RESOLVED** that a contingency be approved of \$25,000.00 for any unforeseen
- 25 items.

Respectfully Submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

Jeremy Zajac, Vice Chair

Bob Yeomans

Dave Homan

J. Russell Podzilni

FISCAL NOTE:

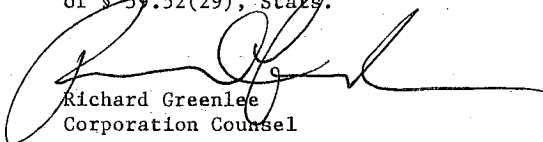
Funds are available in the 2018 budget for the cost of these engineering services. These services are being funded by sales tax.



Sherry Oja
Finance Director

LEGAL NOTE:

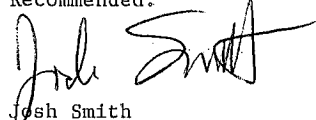
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. Professional services are not subject to bidding requirements of § 59.52(29), Stats.



Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

Retaining Potter Lawson for Engineering Services for the Design and Construction of Courthouse Security Phase 2 and 3 Building Access, Security Screening and Parking Structures

The resolution before you is approving contracting with Potter Lawson for engineering service for the Design and Construction phase of Courthouse Security Phase 2 and 3 at a cost of \$464,000.00 and \$25,000.00 contingency funds. Phase 2 is renovations to the east and west entrances and includes repairs to the east and west parking structures. Security Phase 3 renovation which includes adding millwork and separation between the public and staff in high risk areas, will be combined and completed with Phase 2 renovations for cost saving measures.



MEMORANDUM

DATE: January 2, 2018

TO: General Services Committee

FROM: Brent Sutherland, Director of facilities Management

SUBJECT: Out-of-State Training and Conferences

As required by Resolution #06-9A-087, which requires each department head to report semi-annually all instances of attendances at all training, conventions and conferences that exceed \$1,000 per event, per employee to their respective governing committee for informational purposes.

Please be advised that Facilities Management Department did not have any employees who attended a conference that exceeded \$1,000 per event, per employee during the last six months of 2017.