

GENERAL SERVICES COMMITTEE

Minutes – April 7, 2015

Amended 5/13/15

Call to Order. Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, April 7, 2015 in Conference Room N1, Rock County Courthouse East.

Committee Members Present: Supervisors Brill, Brien, Heidenreich, Nash and Zajac.

Committee Members Absent: None.

Staff Members Present: Rob Leu, General Services Director; Josh Smith, County Administrator; Randy Terronez and Nick Osborne, Assistants to the County Administrator.

Others Present: Supervisor Podzilni.

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

Citizen Participation. None.

Approval of Minutes. Supervisor Zajac moved approval of the minutes of March 17, 2015 as presented, second by Supervisor Brien. ADOPTED.

Transfers and Appropriations. None.

Bills/Encumbrances

General Services	\$	11,583.80
Glen Oaks Facility Operations		186.53
Youth Services Center		158.40
Communications Center Operations		1,491.87
Diversion / ASC Program		319.89
Jail Capital Improvements		3,989.85
Courthouse Facility		93,000.00
Jail/HCC Complex		88,900.00
HCC Building Complex		1,996.69

Pre-Approved Encumbrance Amendments None.

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

Resolutions.

Amending the 2015 Budget to Create 1.0 FTE Maintenance Worker IV for Job Center

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of _____, 2015, does hereby authorize the creation of 1.0 FTE Maintenance Worker IV to provide building maintenance at the Rock County Job Center; and,

BE IT FURTHER RESOLVED, that the General Services Department budget for 2015 be amended as follows:

...”

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

Retaining Engineering Firm to Prepare Plans and Specifications to Replace Five Air-Handlers at UW-Rock County

“**NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled this _____ day of _____, 2015, that a contract to prepare plans and specifications to replace five air-handlers and related equipment on the UW-Rock Campus, be awarded to KJWW Engineering of Madison, WI, in the amount of \$63,750.00; and,

BE IT FURTHER RESOLVED that a design contingency be established in the amount of \$5,000.00 to cover specified reimbursable expenses, plus additional services authorized by the General Services Committee; and,

BE IT FURTHER RESOLVED that payments be made to the firm upon approval of the General Services Committee.”

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

Authorizing Purchase of Floor Coverings for the Health Department

“**NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled this _____ day of _____, 2015, that a Purchase Order for flooring replacement in select areas at the Health Department, be issued to Halverson Carpet Center, LTD of Janesville in the amount of \$18,764.00; and,

BE IT FURTHER RESOLVED that payment be made to the vendor upon approval of the General Services Committee.”

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

Retaining Engineering Firm to Prepare Plans and Specifications for Lightning Protection Upgrades at Various County Buildings

“**NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled this _____ day of _____, 2015, that a contract to prepare plans and specifications to implement lightning protection/surge suppression measures at buildings located at the Rock County Complex, including Rock Haven, including

construction administrative services, to KJWW Engineering of Madison, WI, in the amount of \$46,900.00; and,

BE IT FURTHER RESOLVED that a design contingency be established in the amount of \$3,000.00 to cover additional services as authorized by the General Services Committee; and,

BE IT FURTHER RESOLVED that payments be made to the firm upon approval of the General Services Committee.”

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

Chair Brill informed the Committee that the Courthouse may need additional lightning protection when the tower is taken down.

Mr. Smith said this has been an ongoing project and the funds have been carried over from the prior year.

Approval to Purchase Water Softener Mineral Tank Replacement from Addie Water Systems, Inc.

Supervisor Zajac moved approval to purchase water softener mineral tank replacement from Addie Water Systems, Inc. at a cost of \$8,900, second by Supervisor Heidenreich. ADOPTED.

Approval to Hire RH Batterman for Design Services Relating to Parking Lot Reconstruction at the Health Care Center.

Supervisor Zajac moved approval to hire RH Batterman for design services relating the parking lot reconstruction at the Health Care Center at a cost of \$6,400 and a \$2,000 contingency fund, second by Supervisor Heidenreich. ADOPTED.

Approval of Change Order – Jail Shower Rehab Project. Mr. Leu requested the amount be increased \$500 to \$1,500 as Gilbank Construction, Inc. as the original amount was for one shower and it should have been for two.

Supervisor Heidenreich moved approval of the Change Order for the Jail Shower Rehab Project at a cost of \$1,500, second by Chair Brill. ADOPTED.

Update.

Courthouse Security Project – Discussion, Options, Next Steps. Mr. Leu handed out flow charts he prepared for each of the security systems showing options and estimated costs, the minutes from the March 18, 2015 Court Security and Facilities Committee, and a Report of the Rock County Courthouse Security Committee.

The Committee discussed a few of the security systems and said they would read them over at home to discuss at the next meeting.

Communications, Announcements and Information. Supervisor Zajac passed on a request from Mr. Tom Sweeney, Land Conservationist, regarding the lack of security at the Silha Building they work out of. The Committee discussed the issues of security at rented facilities.

Adjournment. Supervisor Brien moved adjournment at 8:56 A.M., second by Supervisor Heidenreich. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.