

GENERAL SERVICES COMMITTEE
September 1, 2009

Call to Order. Chair Owens called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, September 1, 2009, in Conference Room N-1 on the fifth floor of the Rock County Courthouse-East.

Committee Members Present: Supervisors Owens, Brill, Collins, Combs, Mawhinney.

Committee Members Absent: None.

Staff Members Present: Rob Leu, General Services Director; Jodi Millis, Purchasing Manager.

Others Present: None.

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

Citizen Participation. None.

Approval of Minutes. Supervisor Brill moved approval of the minutes of August 18, 2009 as presented, second by Supervisor Mawhinney. ADOPTED.

Transfers and Appropriations. None.

Bills/Encumbrances.

HCC Building Complex	\$	7,679.93
Purchasing Inventory		13,254.90
General Services		839.05
Jail Capital Improvement		560.00
Jail Expansion		210.00
U-Rock Expansion		816.50

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

Awarding Contract for Purchase of 2010 Calendars. Supervisor Collins moved approval of awarding the contract for 1,147 2010 calendars to Office Pro, Janesville, WI, in the amount of \$6,373.15, second by Supervisor Combs. ADOPTED on a vote of 4 (Brill, Collins, Combs, Mawhinney) to 1 (Owens).

Purchasing Procedural Endorsements.

Rescinding Purchasing Procedural Endorsement of "Awarding Contract for Salt Storage Building at Department of Public Works" Chair Owens explained the first bid was

rescinded and the contract is being re-bid, therefore, it is necessary for the General Services Committee to rescind their Purchasing Procedural Endorsement.

Supervisor Collins moved to rescind the General Services Committee Purchasing Procedural Endorsement for the Salt Storage Building at the Department of Public Works, second by Supervisor Combs. ADOPTED.

Authorizing Contract for Disposal of Unwanted Pharmaceuticals, Entering Into a Memorandum of Understanding, and Amending the 2009 Budget

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled this _____ day of _____, 2009 that a Purchase Order be issued Veolia Environmental Services, in an amount not to exceed \$4,500.00 for the disposal of unwanted pharmaceuticals collected in 2009; and,

BE IT FURTHER RESOLVED, that the County Board Chair is hereby authorized to enter into a Memorandum of Understanding with the Cities of Beloit and Janesville for the disposal of unwanted pharmaceuticals; and,

BE IT FURTHER RESOLVED, that the Health Department’s 2009 budget be amended as follows:

...”

Supervisor Collins moved the Purchasing Procedural Endorsement for the above resolution, second by Supervisor Mawhinney. ADOPTED.

UW-Rock County Project.

Update Report. Mr. Leu distributed the attached memo on the McQuay Chiller at U.W. Rock County and went through it with the Committee. He said he is asking for a one-year warranty upon start up of the chiller.

With regard to the landscaping, Mr. Leu said the dead plants, bushes and weeds have been removed and the soil is being tested.

Mr. Leu said the lower level of Andrews Hall is complete and looks wonderful. This was the area taken out of the contract and done in-house.

Mr. Leu said Batterman & Associates has been hired to design the parking lot extensions into the tennis court area.

Change Orders. None.

Communications and Announcements. Ms. Millis asked if the Committee could meet before the County Board meeting on Thursday, September 24th to do the Purchasing Procedural Endorsement for the Salt Storage Building at DPW. The Committee agreed. Ms. Millis will send the specs out to the Committee members.

Adjournment. Supervisor Collins moved adjournment at 9:01 A.M., second by Supervisor Mawhinney. ADOPTED.

Respectfully submitted,

Linda Milligan
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.