

GENERAL SERVICES COMMITTEE
March 16, 2010

Call to Order. Chair Owens called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, March 16, 2010 in the first floor classroom, south wing, of the Rock County Health Care Center.

Committee Members Present: Supervisors Owens, Brill, Combs, Mawhinney and Collins (at 8:04 A.M.).

Committee Members Excused: None.

Staff Members Present: Rob Leu, General Services Director; Jodi Millis, Purchasing Manager; Al Dransfield, Senior Buyer; Sheriff Robert Spoden; Captain Erik Chellevoid; Jason Witt, Human Resources Deputy Director; Sara Mooren, HSD Program Analyst; Ed Pearson, HSD Supervisor II, Juvenile Detention Center.

Others Present: Kevin Higgs, The Samuels Group; Supervisor Terry Thomas.

Approval of Agenda: Chair Owens said there were the following additions 1) a bill to Alliant and 2) a change order for Potter Lawson on the Jail Expansion & Pinehurst Renovation Project. Supervisor Mawhinney moved approval of the agenda with these two additions, second by Supervisor Combs. ADOPTED.

Citizen Participation. None.

Approval of Minutes. Supervisor Combs moved approval of the minutes of March 2, 2010 as presented, second by Supervisor Mawhinney. ADOPTED.

Transfers and Appropriations. None.

Supervisor Collins arrived at 8:04 A.M.

Bills.

HCC Building Complex	\$ 3,106.02
Purchasing Inventory	2,996.37
General Services	11,013.70
Glen Oaks Operations	18.00
Juvenile Detention Center Operations	4,812.25
Communications Center Operations	357.39
Adolescence Services/Guidance	1,207.95
Jail Capital Improvement	1,340.20
Jail Expansion	900.00
Jail/HCC Complex	3,682.00

Pre-Approved Encumbrance Amendments. None.

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

Resolution

Retaining Engineering Firm to Prepare Specifications for Camera and Security Control Upgrades at the Juvenile Detention Center

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors, duly assembled this ____ day of _____, 2010 does hereby retain the firm of Arnold & O’Sheridan, Inc., in the amount of \$25,000 to prepare plans and specifications for the replacement and upgrade of the camera and security control systems at the Juvenile Detention Center.

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

Supervisor Combs moved approval of the above resolution, second by Supervisor Collins. ADOPTED.

Purchasing Procedural Endorsements and Contract Awards.

Hiring Firm to Refurbish the Courthouse Sidewalk Elevator

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2010, that a Purchase Order be issued to Advanced Elevator of Big Bend, WI in the base bid amount of \$11,300.00, plus \$750.00 for replacement of the call station bell for a total cost of \$12,050.00.

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

Supervisor Brill moved the Purchasing Procedural Endorsement and Contract Award for the above resolution, second by Supervisor Collins. ADOPTED.

Authorizing Purchase of Tile Off of State Contract. Supervisor Mawhinney moved the Purchasing Procedural Endorsement and Contract Award for the Purchase of Tile Off the State Contract for three classrooms in Andrews Hall on the UW Rock County Campus, second by Supervisor Collins. ADOPTED.

Awarding Contract for Construction of Phase One – Jail Renovation Project

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2010, does hereby award a contract for construction of Phase One of the Jail Renovation Project to the lowest qualified bidder, Tri-North Builders of Fitchburg, Wisconsin, in the amount of \$5,796,500; and,

BE IT FURTHER RESOLVED that two separate contingency funds be established, one to address unforeseen conditions in the amount \$289,825, and the other to address owner-directed changes in the amount of \$289,825; and,

BE IT FINALLY RESOLVED, that the General Services Committee be delegated 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 Collins moved the Purchasing Procedural Endorsement and Contract Award for the above resolution, second by Supervisor Brill. ADOPTED.

Sheriff Spoden said this is a local business and will put some local people back to work.

Purchasing Procedural Endorsement.

Authorizing Purchase and Contract Award for Residential Support Services – Developmental Disabilities Board. Ms. Millis went over the bidding process and results with the Committee. Supervisor Mawhinney moved the Purchasing Procedural Endorsement for Residential Support Services for the Developmental Disabilities Board, second by Supervisor Combs. ADOPTED.

Retaining Engineering Firm to Assist in Preparing Parking Ramp Maintenance Specifications. Mr. Leu went over the letter in the packet. He said he will be getting pricing on all aspects of the project. Supervisor Brill moved the authorization to retain Kevin Graham from the engineering firm of Arnold & O’Sheridan to assist in preparing the parking ramp maintenance specifications, second by Supervisor Collins. ADOPTED.

Authorization to Proceed with Acceptance of Energy Efficiency and Conservation Block Grant Funds. Mr. Leu handed out a memo and explained that on March 11th the County Board Chair received an e-mail from the State of Wisconsin advising the County will be awarded a \$225,000 grant to assist with the Health Care Center Boiler/HVAC & Control Project. By March 19th the County Board Chair needs to sign the letter of intent to accept the grant. After this step, the County will receive more information.

Supervisor Combs moved the authorization to accept the \$225,000 Energy Efficiency and Conservation Block Grant Funds, second by Supervisor Collins. ADOPTED.

Updates.

Jail Project. Mr. Higgs reported the metal building is in fabrication and they should be starting on the building next week. He anticipates Phase I to begin on-site sometime between the end of April to mid-May, depending on the weather. Work on the power lines will begin the end of this month. He asked about the status of the storage building? Chair Owens said the building will be moved and cribbed at the site. Supervisor Combs added that Mr. Thompson, UW Extension, has the location and will get it to him.

Supervisor Combs asked Mr. Higgs if the people doing the foundation for the Jail would be able to give an estimate on the cement slab for the storage building? Ms. Millis said this could be done as a change order to the project or bid out. Mr. Higgs said it would probably be the most cost efficient if they do a change order and use the workers on site.

Change Orders A bill for additional services from Potter Lawson, totaling \$2,100, was handed out regarding the design of the vehicle storage building, which was not in the original scope of work. Supervisor Combs moved payment of the change order for \$2,100 to Potter Lawson, second by Supervisor Mawhinney. ADOPTED.

UW-Rock County Project.

Update Report Mr. Leu said he will be meeting with Potter Lawson at the Campus on Wednesday and they will be reviewing the status of the landscaping. He met with Mike Connor this week regarding the sewer issue and they will be having another camera shoot to see what buildup has occurred since November.

Chair Owens asked about the landscaping? Mr. Leu replied they don't know yet what will re-bud.

Communications and Announcements. Sheriff Spoden announced Jane Colby, the Sheriff's Secretary, will be retiring in June after 37 years of service.

Tour of Juvenile Detention Center The Committee left at 8:55 A.M. to tour the Juvenile Detention Center with Mr. Witt, Ms. Mooren, Supervisor Thomas and Mr. Pearson (joining them on site).

Adjournment. Supervisor Collins moved adjournment at 10:15 A.M., second by Supervisor Mawhinney. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Secretary II

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.