GENERAL SERVICES COMMITTEE
TUESDAY, MAY 3, 2011 – 8:00 A.M.
CONFERENCE ROOM N-1 – FIFTH FLOOR
ROCK COUNTY COURTHOUSE-EAST

Agenda

1. Call to Order and Approve Agenda

2. Citizen Participation

3. Approval of Minutes – April 14, 2011, April 19, 2011 and Joint Meeting of April 15, 2011

4. Transfers and Appropriations

5. Bills/Encumbrances/Pre-Approved Encumbrance Amendments

6. Updates
   A. Jail Project
      1. Update Report
      2. Change Orders

7. Discussion of 2011 Jail Capital Projects Spreadsheets

8. Update on Rock Haven Project – Eppstein Uhen and Samuels Group

9. Resolution
   A. To Recognize Diane Pillard
   B. Authorizing Contract for Architect Services – Construction Document Stage with Eppstein Uhen for the Rock Flaven Facility Replacement Project
   C. Authorizing Contract for Owner’s Representative services – Construction Document Stage with the Samuels Group for the Rock Haven Facility Replacement Project

10. Approval to Purchase the Guard 1 Plus System from TimeKeeping Systems Inc.

11. Discussion on Courthouse Fire Alarm Protocol

12. General Services Director’s Report
   A. Status of Courthouse Boiler Project
   B. Update of Courthouse Video Surveillance Upgrade
   C. Update on Juvenile Detention Center Main Control Panel

13. Communications, Announcements and Information

14. Adjournment
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CLOSING BALANCE 24,957.88 3,433.51

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CLOSING BALANCE 38,229.16 263.47

HCC BLDG.COMPLEX PROG-TOTAL-PO 5,442.36

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF $5,442.36 INCURRED BY HCC BUILDING COMPLEX. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS:

A. BILLS AND ENCUMBRANCES OVER $10,000 REFERRED TO THE COUNTY BOARD.
B. BILLS UNDER $10,000 TO BE PAID.
C. ENCUMBRANCES UNDER $10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

GENERAL SERVICES COMMITTEE APPROVES THE ABOVE. CON-APPROVAL DEPT-HEAD

MAY 03 2011 DATE__________________ CHAIR

GS-HCC BLDG.COMPLEX DEPT. PAGE 1
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I have examined the preceding bills and encumbrances in the total amount of $6,475.50. I have been previously funded. These items are to be treated as follows:

A. Bills and encumbrances over $10,000 referred to the county board.
B. Bills under $10,000 to be paid immediately.
C. Encumbrances under $10,000 to be paid upon acceptance by the department head.

General Services Committee approves the above. Con-Approval__________________________ DEPT-HEAD

MAY 03 2011

DEPT. PAGE 1
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**Closing Balance:**

- 1818100000-62430: $314.74
- 1818100000-63104: $314.74
- 1818100003-63500: $4,595.60

GENERAL SERVICES

PROG-TOTAL-PO

I have examined the preceding bills and encumbrances in the total amount of $9,902.17 incurred by General Services. Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

A. Bills and encumbrances over $10,000 referred to the County Board.
B. Bills under $10,000 to be paid.
C. Encumbrances under $10,000 to be paid upon acceptance by the Department Head.

Committee approves the above. COA-approval.

**May 03, 2011**

Date: ________________________________

Chair: ________________________________

GS-General Services

Dept. Page 1
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GLEN OAKS OPER.   PROG-TOTAL-PO     393.48

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF $393.48 INCURRED BY GLEN OAKS FACILITY OPERATIONS CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS:
A. BILLS AND ENCUMBRANCES OVER $10,000 REFERRED TO THE COUNTY BOARD.
B. BILLS UNDER $10,000 TO BE PAID.
C. ENCUMBRANCES UNDER $10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

GENERAL SERVICES COMMITTEE APPROVES THE ABOVE. COM-APPROVAL_________________________ DEPT-HEAD_________________________

MAY 03 2011 DATE_________________________ CHAIR_________________________
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I have examined the preceding bills and encumbrances in the total amount of $760.36 incurred by Juv.Detention Facility Operatin. Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

A. Bills and encumbrances over $10,000 referred to the County Board.
B. Bills under $10,000 to be paid.
C. Encumbrances under $10,000 to be paid upon acceptance by the department head.

General Services Committee approves the above. Com-Approval_________________________ DEPT-HEAD_________________________

MAY 08 2011 ___________________________ CHAIR
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<th>Unencumb</th>
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I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF $200.44 INCURRED BY ADOLESCENT SERV/GUIDANCE CTR., CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS:

A. BILLS AND ENCUMBRANCES OVER $10,000 REFERRED TO THE COUNTY BOARD.
B. BILLS UNDER $10,000 TO BE PAID.
C. ENCUMBRANCES UNDER $10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

GENERAL SERVICES
COMMITTEE APPROVES THE ABOVE. COM-APPROVAL ____________________________
DEPT-HEAD ____________________________
MAY 03 2011 ____________________________ CHAIR
<table>
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<th>Account Number</th>
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| 1818375000-67200 | CAPITAL IMPROV      | 142,000.00  | 5.7%            | 6,970.00       | 133,330.00       |                | 3,852.00|
| P1101312-PO#   | Congress Glass Inc   |             |                 |               |                  |                |       |
|                | CLOSING BALANCE       |             |                 |               | 129,978.00       |                | 3,852.00|

JAIL.CAP.IMPROV. PROG-TOTAL-PO

I have examined the preceding bills and encumbrances in the total amount of $5,539.51 incurred by Jail Capital Improvements. Claims covering the items are proper and have been previously funded. These items are to be treated as follows:

A. Bills and encumbrances over $10,000 referred to the County Board.
B. Bills under $10,000 to be paid.
C. Encumbrances under $10,000 to be paid upon acceptance by the Department Head.

General Services Committee approves the above. Con-approval ____________________________  DEPT-HEAD

May 03 2011 Date ____________________________  CHAIR
<table>
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JAIL/HCC COMPLEX  PROJ-TOTAL-PO  1,748.85

I HAVE EXAMINED THE PRECEDING BILLS AND ENCUMBRANCES IN THE TOTAL AMOUNT OF $1,748.85 INCURRED BY JAIL/HCC COMPLEX PROJECT. CLAIMS COVERING THE ITEMS ARE PROPER AND HAVE BEEN PREVIOUSLY FUNDED. THESE ITEMS ARE TO BE TREATED AS FOLLOWS:

A. BILLS AND ENCUMBRANCES OVER $10,000 REFERRED TO THE COUNTY BOARD.
B. BILLS UNDER $10,000 TO BE PAID.
C. ENCUMBRANCES UNDER $10,000 TO BE PAID UPON ACCEPTANCE BY THE DEPARTMENT HEAD.

GENERAL SERVICES COMMITTEE APPROVES THE ABOVE.

DEPT-HEAD: MAY 03 2011

DATE: CHAIR:
PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and send to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over $10,000).

DEPARTMENT: GENERAL SERVICES

COMMITTEE: GENERAL SERVICES

VENDOR NAME: TRI-NORTH BUILDERS

ACCOUNT NUMBER: 18-1849-0000-67200

FUNDS DESCRIPTION: JAIL PROJECT CAPITAL ACCOUNT

AMOUNT OF INCREASE: $2,377.69

INCREASE FROM $4,488,471.16 TO $4,490,848.85

ACCOUNT BALANCE AVAILABLE: $9,677,783

REASON FOR AMENDMENT: CHANGE ORDER #25 - PROGRAM REQUEST #22

COPY ATTACHED - APPROVED AT GENERAL SERVICES COMMITTEE ON 5/19/11

APPROVALS

GOVERNING COMMITTEE
Chair Date

FINANCE COMMITTEE
(if over $10,000)
Chair Date

COUNTY BOARD
(if over $10,000)
Resolution # Adoption Date

WHITE - COMMITTEE
YELLOW - PURCHASING
PINK - DEPARTMENT

AMENDFORM 298
To: General Services Committee  
From: Kevin Higgs, Owners Representative  
Date: April 13, 2011  
RE: Program Request for Phase #1 Jail Renovation Project

Program Request # 022
Change Order Request #072  
Total Cost: $ 675.74  
COR # 072 pertains to the response to RFI #031, Overhead Door Keyed Switch.
RFI # 31 responds to coordination of relocating a Keyed controller for the Overhead doors from the existing Vehicle Sally Port, to the new Vehicle Sally Port. Due to the pending decision to omit demolition of the existing Vehicle Sally port, the contractor was directed to order a new key controller for the new Vehicle Sally port.

Change Order Request #074  
Total Cost: $ 329.99  
COR # 074 pertains to RFI # 141, add interlock chase in sally port.
RFI # 141 directs the installation of Interlock, a detention grade material that is used to conceal exposed piping. Due to conflicts with mechanical systems and ceiling heights, the Interlock material was required to conceal plumbing piping.

Change Order Request #081  
Total Cost: $ 937.03  
COR # 081 pertains to RFI # 168, Unit Haster.
RFI # 168 directs the contractor to provide a dedicated circuit, starter and disconnect for a unit haster in room H-200.

Change Order Request #083  
Total Cost: $ 846.93  
COR # 083 pertains to RFI # 191, Fire Alarm monitoring.
Response to RFI # 191 directs the contractor to provide Cat5 cable and programming so that the fire alarm system can be set up to accommodate outside monitoring. This is an owner directed request.

Change Order Request #084  
Total Cost: $412.00  
COR # 084 pertains to RFI # 185, Fire Alarm control doors.
RFI # 185 provides direction to omit fire alarm control modules at door openings l-134a, l-136a, l-137a, l-138a and l-412. The type of hardware specified for these openings do not require integration with the fire alarm system.

Total cost for Program request # 022 = $ 2,377.69
PURCHASE ORDER NUMBER P1001806 PEID 049438

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and send to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over $10,000).

DEPARTMENT ___________________________ GENERAL SERVICES

COMMITTEE ___________________________ GENERAL SERVICES

VENDOR NAME ___________________________ TRI-NORTH BUILDERS

ACCOUNT NUMBER ___________________________ 18-1849-0000-67200

Funds Description ___________________________ JAIL PROJECT CAPITAL ACCOUNT

AMOUNT OF INCREASE ___________________________ $2,136.48

INCREASE FROM $ 4,486,334.68 TO $ 4,488,471.16

ACCOUNT BALANCE AVAILABLE $ 967,735

REASON FOR AMENDMENT CHANGE ORDER #24 - PROGRAM REQUEST #21

COPY ATTACHED - APPROVED AT GENERAL SERVICES COMMITTEE ON 4/14/11

APPROVALS

GOVERNING COMMITTEE
Chair ___________________________ Date

FINANCE COMMITTEE
(if over $10,000) Chair ___________________________ Date

COUNTY BOARD
(if over $10,000) Resolution # Adoption Date

WHITE - COMMITTEE
YELLOW - PURCHASING
PINK - DEPARTMENT

AMENDFORM 2/98
To: General Services Committee  
From: Kevin Higgs, Owners Representative  
Date: April 12, 2011  
RE: Program Request for Phase # 1 Jail Renovation Project

Program Request # 021  
Change Order Request #079  
Total Cost: $2,836.48

C0R # 079 pertains to Proposal Request # 17; Chiller piping modifications.  
Proposal Request # 17 directs the installation of a new 6" bypass pipe from the small chiller into the cooling system piping further away from the larger chiller. The new addition will need the additional capacity provided by the smaller chiller during peak cooling periods. As currently installed, the smaller chiller causes the larger chiller to "short cycle" when it is operating, and therefore was not being used to provide cooling for the facility for several years.  
In addition to the piping modifications, $700.00 has been included to add (1) return sensor, (2) relays and required programming.  
Wiring for these control points will be performed on a T&M basis.  
The bypass piping and additional controls will allow both chillers to operate during peak cooling periods.

Total cost for Program request # 021 = $2,836.48
PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and send to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over $10,000).

DEPARTMENT  GENERAL SERVICES

COMMITTEE  GENERAL SERVICES

VENDOR NAME  TRI-NORTH BUILDERS

ACCOUNT NUMBER  18-1849-0000-67200

Funds Description  JAIL PROJECT CAPITAL ACCOUNT

AMOUNT OF INCREASE  $55,597.02

INCREMENT FROM $4,378,692.82 TO $4,434,289.84

ACCOUNT BALANCE AVAILABLE  $947,723

REASON FOR AMENDMENT  CHANGE ORDER #22 - PROGRAM REQUEST #019

COPY ATTACHED - APPROVED BY GENERAL SERVICES ON 3/15/11

APPROVALS

GOVERNING COMMITTEE

FINANCE COMMITTEE (if over $10,000)  

CHAIR  DATE

COUNTRY BOARD  (if over $10,000)  RESOLUTION #  ADOPTION DATE

WHITE- COMMITTEE
YELLOW- PURCHASING
PINK- DEPARTMENT

AMENDFORM 298
To: General Services Committee
From: Kevin Higgs, Owners Representative
Date: March 10, 2011
RE: Program Request for Phase #1 Jail Renovation Project

Program Request # 019
Change Order Request # 067R3
Total Cost: $55,597.02

COR # 067R3 pertains to a field conditions request for the installation of a new detention grade security ceiling for the H-101 corridor. This ceiling replacement was required to accommodate the installation of the security electronics conduits for the new central controls area of the building addition.

The scope of work includes:
- Ceiling replacement with a medium duty detention grade ceiling, new detention grade light fixtures that will be wall mounted along the corridor, temporary partitions, masonry demolition/repairs, painting, metal stud framing/drywall, fire protection and HVAC modifications.
- We are requesting that Tri north proceed with the following on a "Time and Materials not to Exceed Basis" for the following items:
  - Temporary Partitions, Masonry, demolition and fire protection work.

An allowance for access panels has also been included in this proposal.

The ceiling type and grade was evaluated based on cost options, as well as available space to work with and maintain the required ceiling height.

Total cost for Program request # 019 = $55,597.02
PURCHASE ORDER NUMBER       P1001806         PEID_049438

PRE-APPROVED ENCUMBRANCE AMENDMENT FORM

This form must be used when adding funds to or changing an account number of a previously approved encumbrance. Please complete this form and send to your governing committee for approval. The Encumbrance and Purchase Order will be updated upon approval of all necessary committees and County Board (if amendment is over $10,000).

DÉPARTMENT   GENERAL SERVICES

COMMITTEE   GENERAL SERVICES

VENDOR NAME   TRI-NORTH BUILDERS

ACCOUNT NUMBER   18-1849-0000-67200

FUNDs DESCRIPTION   JAIL PROJECT CAPITAL ACCOUNT

AMOUNT OF INCREASE   $52,044.84

INCREASE FROM $ 4,434,289.84 TO $ 4,486,334.68

ACCOUNT BALANCE AVAILABLE $ 967,723

REASON FOR AMENDMENT   CHANGE ORDER #23 – PROGRAM REQUEST #20

COPY ATTACHED – APPROVED BY GENERAL SERVICES COMMITTEE ON 4/14/11

APPROVALS

GOVERNING COMMITTEE
Chair Date

FINANCE COMMITTEE
(if over $10,000) Chair Date

COUNTY BOARD
(if over $10,000) Resolution # Adoption Date

WHITE - COMMITTEE
YELLOW - PURCHASING
PINK - DEPARTMENT

AMENDFORM 2/F8
To: General Services Committee
From: Kevin Higgs, Owners Representative
Date: April 12, 2011
RE: Program Request for Phase # 1 Jail Renovation Project

Program Request # 020
Change Order Request #086
Total Cost: $ 52,044.84

CGR # 086 pertains to cost for repairing the damaged fiber optic line between the Health Care Facility and the Sheriff’s department.

On July 16, 2010, Silha Excavating, a contractor working for Tri North Builders, struck and damaged a buried fiber optic line that provides phone & Data service to the Rock County Sheriff’s Department.
The Fiber Optic Line had been previously located and marked by Private Lines Inc., a utility locating company that was hired by Rock County to provide locating as needed for the duration of the project.
During the course of excavation, the operator working for Silha Excavating, lost track of the marked location and struck the fiber optic line. (Silha Excavating did not at any time prior to damaging the line request additional locating).

Westphal Electric, working with Rock County I.T. staff, performed an emergency temporary repair on this line.

After several months of discussions with Tri North Builders Insurance Company, Rock County initiated a claim with Rock County’s Builder Risk Insurance provider, Local Government Property Insurance Fund.
At a meeting conducted with the insurance companies on 3/31/11, Rock County was directed to proceed with replacing the damaged fiber optic line, by the representative of Crawford Company (Van Brown), the claims administrator for Local government Property Insurance Fund.

Builders Risk Insurance will compensate Rock County, less the deductible of $2,500.00, and pursue compensation with Tri North Builders and Silha Excavation’s Insurance companies. It is understood that if the Crawford Company is successful in resolving this claim, the deductible cost will be returned to Rock County. Additionally, Rock County has already incurred cost that will be charged towards the deductible, for I.T. labor hours spent resolving this issue.

As part of this agreement, Rock County is to provide to Crawford Company, an itemized breakdown of all cost associated, less any excavation cost. (Westphal Electric has confirmed that the existing conduit can be re-used, therefore, no excavation is anticipated).

Total cost for Program request # 020 = $52,044.84
Rock Haven Replacement Facility Planning Schedule - April 2011

April 28, 2011  Final design development meeting at Rock Haven with Rock Haven, BUA, Samuels Group, Arnold and O'Sheridan and IT staff.

May 3, 2011  General Services meeting to review final plans with the EUA architects. Resolutions to contract with EUA and Samuels Group for construction documents.

May 12, 2011  County Board meeting- EUA architects will present final design plans. Approval of resolutions to contract with EUA and Samuels Group for construction documents.

August 2, 2011  Notice to vendors of the bidding process for construction of the new facility.

August 8, 2011  Pre-bid Conference & Tour.

August 10, 2011  Questions due from vendors.

August 15, 2011  Addendum Issued.

August 22, 2011  Bids due.

September 1, 2011  Finance committee meeting to approve a resolution to amend the Budget to finance the project (or prior to September 8th Board meeting).

September 6, 2011  General Services meeting to approve a resolution to award the bid.

September 8, 2011  County Board meeting- approval of resolutions to award the bid and to amend the Budget to finance the project.

November 2012  Completion of construction
RESOLUTION NO. __________________________
AGENDA NO. __________________________

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

Education, Veterans & Aging
Services

NICK LEBORNE
DRAFTED BY

Education, Veterans & Aging
Services

APRIL 27, 2011
DATE DRAFTED

To Recognize Diane Pillard

WHEREAS, Diane Pillard has served as Campus Executive Officer and Dean of the University of
Wisconsin-Rock County since 2006 and has served in various positions for the University of Wisconsin
since 1984; and,

WHEREAS, Dean Pillard guided UW-Rock County through years of record breaking enrollment and
encouraged innovation such as collaborative programs with UW-Platteville, UW-Oshkosh and
Blackhawk Technical College; and,

WHEREAS, Dean Pillard worked with Rock County to change the face of the UW-Rock County
campus—building the Engineering Center and Allen Hall, and renovating Hyatt Smith Hall; and,

WHEREAS, Dean Pillard is retiring on June 30, 2011, after twenty-seven (27) years of service, and will
be missed by all who had the pleasure of working with her; and,

WHEREAS, the Rock County Board of Supervisors, representing the citizens of Rock County, wishes to
recognize Diane Pillard for her achievements and significant contributions to the Rock County
community;

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled
this ______ day of ________, 2011 does hereby recognize Diane Pillard for her twenty-seven
(27) years of service and extend best wishes to her in her future endeavors.

BE IT FURTHER RESOLVED, that the Rock County Clerk will be authorized and directed to furnish
a copy of this resolution to Diane Pillard.

Respectfully submitted,

Education, Veterans & Aging Services Committee

Terry Thomas, Chair

Marvin Wopat, Vice Chair

Wayne Justin

David Imms

Fred Yoss

General Services Committee

Phillip Owens, Chair

Henry Brill, Vice Chair

Ronald Combs

Jason Heldman

Mary Maehlinsey
RESOLUTION NO. ____________

AGENDA NO. ____________

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

General Services Committee
INITIATED BY
Randy Terronez
Assistant to County Administrator

General Services Committee
SUBMITTED BY
April 26, 2011
DATE DRAFTED

DRAFTED BY

AUTHORIZING CONTRACT FOR ARCHITECT SERVICES – CONSTRUCTION DOCUMENT STAGE WITH EPPSTEIN UHEN FOR THE ROCK HAVEN FACILITY REPLACEMENT PROJECT

1 WHEREAS, the County wishes to build a new nursing home to continue caring for Rock County citizens with chronic mental illness, developmentally disabilities and health concerns; and

2 WHEREAS, the County has contracted with Eppstein Uhen Architects/Engineers for the replacement of the Rock Haven Nursing Home from the initial study phase to Design Development; and

3 WHEREAS, the proposed contract for the Construction Document phase from Eppstein Uhen is $484,700 plus reimbursable expenses not to exceed $17,000.

4 NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this _____ day of ________, 2011 does hereby authorize a contract with Eppstein Uhen of Milwaukee, Wisconsin in the amount of $484,700 plus reimbursable expenses not to exceed $17,000 for Architectural/Engineering Services for the Construction Document stage relating to the construction of a replacement Rock Haven Nursing Home facility.

Respectfully Submitted
General Services Committee

Phillip Owens, Chair

Henry Brill, Vice Chair

Ivan Collins

Ronald Combs

Mary Mawhinney

ADMINISTRATIVE NOTE:
Recommended.

Craig Friedman
County Administrator

FISCAL NOTE:
As of April 21, 2011 the unexpended, unencumbered balance in the Rock Haven Building Project, A/C 18-1831-0000-67160, is $703,544.

Jeffrey A. Smith
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 § 39.32(2)(f), Stats.

Jeffrey S. Englisch
Corporation Counsel
- EXECUTIVE SUMMARY -

CONTRACT AUTHORIZATION FOR ARCHITECT/ENGINEERING SERVICES – CONSTRUCTION DOCUMENT STAGE WITH EPPSTEIN UHEN OF MILWAUKEE, WISCONSIN FOR THE ROCK HAVEN FACILITY REPLACEMENT PROJECT

The County has contracted with Eppstein Uhen, Architects/Engineers as the Architect/Engineer for the Rock Haven Facility replacement project. The firm has completed the Design Development stage and is ready to proceed to the Construction Document stage.

A proposal has been received from Eppstein Uhen to provide architect/engineering services in the amount of $484,700 for the Construction Document stage of the project plus reimbursable costs not to exceed $17,000.

The County also will be contracting with The Samuels Group for Owner’s Representation services. The Eppstein Uhen proposal takes into account the County contracting with an Owner’s Representative such that the Eppstein Uhen contract avoids duplication of effort that an architect/engineer firm would normally provide if the County did not contract with an Owners Representative.
RESOLUTION NO. __________________    AGENDA NO. ________________

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

General Services Committee
INITIATED BY

General Services Committee
SUBMITTED BY

Randy Termonoz
Assistant to County Administrator
DRAFTED BY

April 26, 2011
DATE DRAFTED

AUTHORIZING CONTRACT FOR OWNER'S REPRESENTATIVE SERVICES – CONSTRUCTION DOCUMENT STAGE WITH THE SAMUELS GROUP FOR THE ROCK HAVEN FACILITY REPLACEMENT PROJECT

WHEREAS, the Rock Haven Facility replacement project is ready to proceed to the Design Development stage and,

WHEREAS, The Samuels Group has been the Owner's Representative for the Jail Renovation project and the County has been very satisfied with the firm's performance; and,

WHEREAS, the County contracted with The Samuels Group for the Design Development stage of the Rock Haven Facility Replacement Project; and,

WHEREAS, the County wishes to utilize The Samuels Group as the Owner's Representative for the Rock Haven Facility Replacement – Construction Document stage; and,

WHEREAS, The Samuels Group, serving as the Owner's Representative, will guide, assist, and represent the County during the Construction Document stage of the project.

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this __________ day of __________, 2011 does hereby authorize a contract with The Samuels Group for Owner's Representative services for the Construction Document stage in the amount of $15,000 for the Rock Haven Facility Replacement Project.

Respectfully Submitted

General Services Committee

Phillip Owens, Chair

Henry Brill, Vice Chair

Ivan Collins

Ronald Combs

Mary Mauk

ADMINISTRATIVE NOTE:
Recommended.

Fiscal Note:
As of April 21, 2011 the unexpended, unencumbered balance in the Rock Haven Building Project, AJC 18-1831-0000-07000, is $703,544.

Jeffrey Neufeld
Finance Director

Legal Note:
The County Board is authorized to take this action pursuant to sec. 59.01 and 59.51, Wis. Stat. Professional services are not subject to bidding requirements of § 59.82(29), Stats.

Jeffrey S. Kuglitch
Corporation Counsel
- EXECUTIVE SUMMARY -

CONTRACT AUTHORIZATION FOR OWNERS REPRESENTATIVE SERVICE - CONSTRUCTION DOCUMENT STAGE WITH THE SAMUELS GROUP ON THE ROCK HAVEN FACILITY REPLACEMENT PROJECT

The County has contracted with The Samuels Group as the Owner’s Representative for the Rock County Jail Renovation Project and the performance has been satisfactory.

Consequently, the County contracted with the firm for the Design Development stage of the Rock Haven Facility replacement project.

With the Design Development stage now complete, the firm proposes to provide Owner’s Representative services in the amount of $115,000 for the Construction Document stage of the project.
Executive Summary
TimeKeeping’s Guard Tour System

The Rock County Sheriff’s Office’s Correctional Officers duties include security checks of the exterior doors as well as cell checks of all inmates. Today, officers use log sheets to record these checks.

The Guard 1 Plus system from TimeKeeping Systems records each of these checks with the use of magnetic buttons mounted to the doorways and button readers carried by the officer. The button readers can then download the data to present an exact record of when each of the security and bed checks occurred and who performed it. The reports within the software are searchable by location and officer. This function makes it much easier to comply with state mandated physical security checks.

This purchase is to be paid out of Jail Project FF&E funds. Committee approval authorizes the County to purchase the Guard 1 Plus System from TimeKeeping Systems Incorporated at a cost of $8,088.36.
To Whom It May Concern:

We are occasionally asked to confirm that TimeKeeping Systems is the sole manufacturer ("sole source") of GUARD1 PLUS and THE PIPE. The purpose of this letter is to confirm that:

- THE PIPE was designed by TimeKeeping Systems and we are the exclusive manufacturer of THE PIPE.
- The Direct Downloader, Mobile Downloader, Modem Downloader and IP Downloader were designed by TimeKeeping Systems and we are the exclusive manufacturer.
- GUARD1 PLUS was designed by TimeKeeping Systems and we are the exclusive manufacturer. This includes all four editions of GUARD1 PLUS: Basic Edition, Professional Edition, MSDE Edition, and Server Edition.
- The GUARD1 PLUS companion products – Rounds Tracker, Mini-Attendant and Data Maintenance Scheduler – were designed by TimeKeeping Systems and we are the exclusive manufacturer.
- All related software is copyrighted and licensed for use by TimeKeeping Systems and we are the owner and sole licensor of the software.
- There are no authorized distributors for THE PIPE or GUARD1 PLUS.
- All repairs and battery replacements must be performed by TimeKeeping Systems. No other party is authorized to perform repairs or battery replacement. Unauthorized repairs or battery replacement will void the product warranty.
- GUARD1 Plus and the Attendant are protected by U.S. Patents 6,834,259, Guard Tour System and 7,363,186, Guard Tour System.
- Rounds Tracker is protected by U.S. Patent 7,345,577, Displays for reporting guard tour data.
- PrisonProof Buttons are protected by U.S. Patent 6,860,418, Impact resistant electronic data module housing.
- PrisonProof Button Holders are protected by U.S. Patent D615,541, Memory Button Mount.

For your information, our Federal Tax ID Number is 34-1530120.

If you have additional questions, please feel free to contact me or your sales representative.

Yours truly,

[Signature]

Barry Markowitz
President