GENERAL SERVICES COMMITTEE
TUESDAY, AUGUST 2, 2016 – 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 – July 19, 2016
4. Transfer
5. Review of Payments
6. Resolutions
   A. Recognizing John Fuczalla
   B. Award the Contract for Parking Lot and Sidewalk Replacement Project and Amend 2016 Facilities Management Capital Budget
   C. Awarding Contract for Carpet Replacement at Rock County Courthouse
   D. Hiring an Engineering Firm to Conduct a Vehicular and Pedestrian Study at the Rock County Courthouse
   E. Authorizing Approval to Double Fill the Facilities Superintendent Position
7. Committee Approval to Award Contract for Annual Fire Alarm System and Inspection
8. Communications, Announcements and Information
9. 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.
RECOGNIZING JOHN FUCSALLA

WHEREAS, Jon Fucsalla began his career at Rock County in June 1987 as a Maintenance Worker for General Services and worked at the Jail location; and

WHEREAS, Mr. Fucsalla has served the citizens of Rock County for the past 29 years as a dedicated and valued employee of Rock County, and has retired effective July 25, 2016; and

WHEREAS, the Rock County Board of Supervisors representing the citizens of Rock County, wishes to recognize Mr. Fucsalla for his long, dedicated and faithful service.

NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors at its regular meeting this day of , 2016, directs that a sincere expression of recognition be given to John Fucsalla for his 29 years of service and expresses to him best wishes for the future.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair
Jason Heidenreich, Vice Chair
Jeremy Zajac
Bob Yeomans
David Homan

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair
Sandra Kraft, Vice Chair
Eva M. Arnold
Henry Brill
Betty Jo Bussie
Mary Mawhinney
Louis Peer
Alan Sweeney
Terry Thomas
RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

General Services Committee
INITIATED BY

General Services Committee
SUBMITTED BY

Brent Sutherland –
Director of Facilities Management
DRAFTED BY

July 25, 2016
DATE DRAFTED

Award the Contract for Parking Lot and Sidewalk Replacement Project
and Amend 2016 Facilities Management Capital Budget

1. WHEREAS, funds were budgeted in 2016 for the replacement of parking lots and sidewalks at
911 Communications Center and the HCC building; and,

4. WHEREAS, funds were budgeted in 2016 for the replacement of sidewalks at the Council on
Aging and the Job Center buildings; and,

7. WHEREAS, specifications were drafted and went out for bid; and,

9. WHEREAS the bids came in higher than budgeted; and,

11. WHEREAS, the funds for RH. Batterman for construction management were not allocated for
the completion of the project.

14. NOW, THEREFORE, BE IT RESOLVED; that the Rock County Board of Supervisors duly
assembled this _____ day of __________, 2016 hereby approves and authorizes awarding a
contract base bid and alternate bid in the amount of $242,313.50 to Maddrell Excavating LLC of
Monroe, WI.

18. BE IT FURTHER RESOLVED, the Board approves a contract for $7,700.00 for construction
management with RH Batterman.

21. BE IT FURTHER RESOLVED, that the Facilities Management 2016 budget be amended as
follows:

<table>
<thead>
<tr>
<th>ACCOUNT/DESCRIPTION</th>
<th>BUDGET 7/25/16</th>
<th>INCREASE/DECREASE</th>
<th>AMENDED BUDGET</th>
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<tr>
<td>18-1811-0000-47500</td>
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<td>Prior Year Sales Tax</td>
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<tr>
<td>Prior Year Sales Tax</td>
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<td>13,159</td>
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<tr>
<td>18-1821-0000-47500</td>
<td>-0-</td>
<td></td>
<td></td>
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<tr>
<td>Capital Improvements</td>
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<td>85,390</td>
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<td>716,738</td>
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<td>13,159</td>
<td>488,893</td>
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Respectfully submitted,

GENERAL SERVICES COMMITTEE
Hank Brill, Chair

FINANCE COMMITTEE ENDORSEMENT
Reviewed and approved on a vote of ______

Jason Heidenreich, Vice Chair

Mary Mawhinney, Chair

Robert Yeomans

David Homan

Jeremy Zajac

FISCAL NOTE:
This resolution authorizes the awarding of contracts for the replacement of parking lots at 911 and the HCC building as well as the replacement of sidewalks at the 911, HCC, Council on Aging and Job Center buildings. Since the bids came in over what was budgeted for these projects, this resolution also authorizes a transfer in of $59,978 in sales tax revenue to the various project accounts.

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. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder. As an amendment to the adopted 2016 County Budget, this Resolution requires a 2/3 vote of the entire membership of the County Board pursuant to sec. 65.90(5)(a), Wis. Stats.

Jeffrey A. Auglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:
Recommended.

Nick Osborne
Acting County Administrator
Executive Summary

Awarding Contract for Parking Lot and Sidewalk Replacement at 911, HCC, Council on Aging and Job Center and Budget Amendment

Rock County bid out parking lot replacement at the HCC and 911 buildings and sidewalk replacement at the Council on Aging and Job Center. There was an alternate bid to crack fill, seal and restripe the HCC back parking lot. The base bid was over budget by $22,812.50. No funds were budgeted for the construction management by RH Batterman which is $7,700.00. I am recommending the alternate bid also be added at $29,465.00, this leaves this project over budgeted by $59,977.50. I am requesting approval to complete this project and approve a budget amendment of $59,977.50.
### BID SUMMARY FORM

| BID NUMBER | 2016-30 |
| BID NAME | PARKING LOT RECONSTRUCTION & SIDEWALK REPLACEMENT |
| BID DUE DATE | JULY 19, 2016 – 1:30 P.M. |
| DEPARTMENT | FACILITIES MAINTENANCE |

<table>
<thead>
<tr>
<th></th>
<th>MADDORELL MONROE WI</th>
<th>ROCK ROAD JANESVILLE WI</th>
<th>BARTELT ALBANY WI</th>
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<tr>
<td>HEALTH CARE CENTER PARKING LOT</td>
<td>105,006.00</td>
<td>125,740.72</td>
<td>138,467.05</td>
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<tr>
<td>911 CENTER PARKING LOT</td>
<td>56,377.50</td>
<td>69,305.62</td>
<td>87,716.45</td>
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<tr>
<td>HEALTH DEPT/COA SIDEWALK</td>
<td>10,860.00</td>
<td>11,601.00</td>
<td>13,607.10</td>
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<tr>
<td>JOB CENTER SIDEWALK</td>
<td>40,605.00</td>
<td>41,865.12</td>
<td>46,330.65</td>
</tr>
<tr>
<td><strong>TOTAL BASE BID</strong></td>
<td><strong>$ 212,848.50</strong></td>
<td><strong>$ 248,512.46</strong></td>
<td><strong>$ 286,121.25</strong></td>
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<tr>
<td>ALTERNATE BID</td>
<td>29,465.00</td>
<td>26,664.95</td>
<td>21,313.50</td>
</tr>
<tr>
<td><strong>TOTAL BID WITH ALTERNATE</strong></td>
<td><strong>$ 242,313.50</strong></td>
<td><strong>$ 275,177.41</strong></td>
<td><strong>$ 307,434.75</strong></td>
</tr>
</tbody>
</table>

| START DATE | 8/1/16 |
| COMPLETION | 10 DAYS AFTER AWARD |
| ADDENDUM RECEIVED | YES |
| BID BOND | YES |
| QUALIFICATIONS FORM | YES |

Alternate Bid: Crack filling, sealcoating, restriping rear Health Care Center parking lot.
Invitation to Bid was advertised in the Janesville Gazette and on the Internet. Eleven additional vendors were solicited that did not respond. One bidder submitted a non-responsive bid because they did not include the Bidder's Qualifications Statement with their bid as required.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION:

SIGNATURE _______________________________ DATE

GOVERNING COMMITTEE APPROVAL:

CHAIR _______________________________ VOTE DATE
RESOLUTION NO. ____________  AGENDA NO. ____________

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

The General Services Committee
INITIATED BY

The General Services Committee
SUBMITTED BY

Brent Sutherland- Director-
Facilities Management
DRAFTED BY

July 25, 2016
DATE DRAFTED

Awarding Contract for Carpet Replacement at Rock County Courthouse

WHEREAS, the 2016 budget included funds to replace carpet at Rock County Courthouse; and

WHEREAS, funds are budgeted over several years for carpet replacement at the Courthouse; and

WHEREAS, an inspection was completed and a list drafted of the areas to be replaced this year; and

WHEREAS, Halverson flooring has the State bid for carpet, 505ENT-015-FLOORING-00.

NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this __________ day of __________, 2016, and awards a contract to replace carpet at the Rock County Courthouse in the amount of $30,000.00, to Halverson Flooring of Janesville, WI.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

___________________________
Henry Brill, Chair

___________________________
Jason Heidenreich, Vice Chair

___________________________
Bob Yeomans

___________________________
David Homan

___________________________
Jeremy Zajac

ADMINISTRATIVE NOTE:
Recommended.

___________________________
Nick Osborne
Acting County Administrator

FISCAL NOTE:
The Courthouse Capital Account has $30,000 budgeted for carpet replacement. This account is funded by sales tax revenue.

___________________________
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. In addition, sec. 59.52(29), Wis. Stats. requires the project be let to the lowest responsible bidder.

___________________________
Jeffrey J. Kuglitsch
Corporation Counsel
Executive Summary

Awarding Contract for
Carpet Replacement at the Courthouse

Many areas throughout the Courthouse is in need of having the carpet replaced. There is a need to replace a certain amount of carpet each year. Halverson Flooring will replace carpet areas throughout the courthouse. A Purchase order was issued in 2015 for $30,000.00 Halverson flooring holds the current state contract for flooring. State contract number is 505ENT-015-FLOORING-00
RESOLUTION NO. __________________    AGENDA NO. __________________

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

The General Services Committee
INITIATED BY

The General Services Committee
SUBMITTED BY

Brent Sutherland
DRAFTED BY

July 26, 2016
DATE DRAFTED

Hiring an Engineering Firm to Conduct a Vehicular and Pedestrian Study at the
Rock County Courthouse

WHEREAS, as commissioned by the County Board in September 2015, Mead and Hunt Engineering
continues to work on the plans and specifications for Phase I security upgrades at the Courthouse to
include: duress alarms, card access, door control and video surveillance; and,

WHEREAS, Phase II of security improvements will include building access with weapons screening;
and,

WHEREAS, before any Phase II recommendations can be made relative to the number and location of
building entrances, and thus screening stations, the General Services Committee needs more information
on the number of people and vehicles that access the courthouse on a normal day; and,

WHEREAS, because of their experience in conducting pedestrian and vehicular studies in public
buildings, Mead & Hunt submitted a proposal for these services.

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors, duly
assembled this ______ day of __________, 2016, hereby retains Mead and Hunt of Wauwatosa, WI
to conduct the pedestrian ($19,565) and vehicular study ($21,028) at the Courthouse in an amount not to
exceed $40,593.

Respectfully Submitted,

GENERAL SERVICES COMMITTEE

__________________________________________
Henry Brill, Chair

__________________________________________
Jason Heidenreich, Vice Chair

__________________________________________
Bob Yeomans

__________________________________________
Dave Homan

__________________________________________
Jeremy Zajac
Hiring an Engineering Firm to Conduct a Vehicular and Pedestrian Study at the Rock County Courthouse
Page 2

FISCAL NOTE:
Sufficient funds are available in the Courthouse Security capital account for this contract. This project is funded by sales tax revenues.

Sherry Oja
Finance Director

LEGAL NOTE:
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.31, Wis. Stats. Professional services are not subject to bidding requirements of 59.52(29), Stats.

Jeffrey S. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:
Recommended.

Nick Osborne
Acting County Administrator
Executive Summary

Retaining Engineering Firm to Conduct a Vehicular and Pedestrian Study at Rock County Courthouse

The Executive Summary before you hires Mead Hunt to conduct a vehicular and pedestrian traffic study at Rock County Courthouse and submit a report of the findings to the General Services Committee. This information is needed for the Courthouse Security design Phase II.

- Pedestrian two week traffic count cost - $19,565.00
- Vehicular one week traffic count cost - $21,028.00
Total cost - $40,593.00
RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

General Services Committee
INITIATED BY
General Services Committee
SUBMITTED BY

Brent Sutherland —
Director of Facilities Management
DRAFTED BY

July 25, 2016
DATE DRAFTED

Authorizing Approval to Double Fill the Facilities Superintendent Position

1. WHEREAS, Doug Keating Facilities Superintendent at Rock Haven/HCC announced his intention to retire on June 14, 2016; and
2. WHEREAS, his last day of work was July 19, 2016; and
3. WHEREAS, he has benefit time that continues until Sept 7, 2016; and
4. WHEREAS there is a need to get this position filled prior to Sept 7, 2016.
5. NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ______ day of __________, 2016 does hereby approve and authorize double filling the Facilities Superintendent position for Rock Haven/ HCC buildings.

Respectfully Submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair
Jason Heidenreich, Vice Chair
Bob Yeomans
David Homan
Jeremy Zajac

COUNTY BOARD STAFF COMMITTEE

J. Russell Podzilni, Chair
Sandra Kraft, Vice Chair
Eva Arnold
Henry Brill
Betty Jo Bussie
Mary Mawhinney
Louis Peer
Alan Sweeney
Terry Thomas
FISCAL NOTE:

There are sufficient projected savings in the HCC Maintenance utilities accounts to transfer to wages and benefits to fund the double filling of the RH/HCC Facilities Superintendent position.

Sherry Oja
Finance Director

LEGAL NOTE:

The County Board is authorized to take this action pursuant to § 59.22(2), Wis. Stats.

Jeffrey C. Kuglitsch
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Nick Osborne
Acting County Administrator
Executive Summary

Requesting to Double Fill The Facilities Superintendent Position at Rock Haven-HCC

Rock Haven – HCC Facilities Superintendent announced his retirement June 14, 2016. His last day of work was July 19, 2016. He is using benefit time until Sept 7, 2016. I am requesting approval to hire and fill his vacant position before Sept 7, 2016.
Executive Summary

Awarding Contract
for Annual Fire Alarm System Testing and Inspection

The Executive Summary before you hires Midwest Alarm Services Inc. to conduct the annual fire alarm system inspection and testing at the Rock County Jail. Rock County entered into a 5 year contract on July 7, 2015 with Midwest Alarm Services Inc. to perform this service at a cost of $7,000 per year.