GENERAL SERVICES COMMITTEE
TUESDAY, NOVEMBER 21, 2017 – 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 – November 7, 2017

4. Transfers

5. Resolutions
   A. Awarding the Contract for Upgrading the Current Department of Public Works Parking Lot Lighting and Adding Additional Pole Lights
   B. Approval of Courthouse Security Phase 2 and 3 Building Access, Security Screening and East Parking Structure Options

6. Communications, Announcements and Information

7. 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.
Rock County
Transfer Request - Over $5,000

TO: FINANCE DIRECTOR   Date: November 10, 2017   Transfer No. 17-87
Requested By: Facilities Management   Department: Burgan Sutherland   Department Head

<table>
<thead>
<tr>
<th>FROM:</th>
<th>AMOUNT</th>
<th>TO:</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Account #: 18-1810-0000-63500 Description: CH R&amp;M Supplies Current Balance: $65,802</td>
<td>$10,000</td>
<td>Account #: 18-1810-0000-62203 Description: CH Natural Gas</td>
<td>$10,000</td>
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<td>Description:</td>
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</tbody>
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REASON FUNDS ARE AVAILABLE FOR TRANSFER - BE SPECIFIC
The Repair and Maintenance Supplies account covered supplies prior to 2016 the account charges were being billed to R&M services and vice versa. I have been moving funds and correctly charging to the appropriate account and it is taking me a couple of years to get the account needs accurately budgeted. This year supplies was higher than needed.

REASON TRANSFER IS NECESSARY - BE SPECIFIC
The Natural gas usage went up compared to the 2016 so I did not budget enough funds for natural gas in 2017.

FISCAL NOTE:
Sufficient funds available.  
ADMINISTRATIVE NOTE:
Recommended.

REQUIRED APPROVAL
☐ Governing Committee
☐ Finance Committee

Distribution: EMAIL Sherry Oja and Susan Balog
Revised: 04/2016
RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

Awarding the Contract for Upgrading the Current Department of Public Works
Parking Lot Lighting and Adding Additional Pole Lights

1. WHEREAS, funds were budgeted in 2017 for upgrading exterior lights at the Public Works facility and
2. the 2018 budget contains funds to add four (4) additional fixtures and poles at the parking lot at the
3. same facility; and
4.
5. WHEREAS, the current fixtures are metal halide higher energy consuming fixture and will be
6. replaced with LED low energy consuming fixture; and
7.
8. WHEREAS, Focus on Energy incentives will be applied to this project; and
9.
10. WHEREAS, specifications were drafted and bids solicited with five qualified contractors responding;
11. and,
12.
13. WHEREAS, Van Brocklin Electric, LLC of Janesville, WI submitted the lowest, most responsive and
14. responsible bid that met all specifications.
15.
16. NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly
17. assembled this _____ day of ___________, 2017 does hereby approve and authorize awarding a
18. contract in the amount of $38,600 with Van Brocklin Electric LLC of Janesville WI, for the upgrade,
19. installation and replacement of the exterior and parking lot lights at the Department of Public Works.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

Jason Heidenreich, Vice Chair

Bob Yeomans

Dave Homan

Jeremy Zajac
Awarding the Contract for Upgrading the Current Department of Public Works Parking Lot Lighting and Adding Additional Pole Lights
Page 2

FISCAL NOTE:

Funds were included in the 2017 budget for the cost of this lighting project.

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.

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
County Administrator
EXECUTIVE SUMMARY

AWARDING THE CONTRACT FOR UPGRADING PARKING LOT LIGHTING AND ADDING ADDITIONAL POLE LIGHTS AT THE PUBLIC WORKS GARAGE IN JANESVILLE

This project will upgrade current light fixtures and add additional pole lights at the Public Works garage in Janesville. The lights are metal halide higher energy consuming fixtures and will be replaced with new LED low energy consuming fixtures. Bids were solicited for the replacement of these lights with five qualified contractors responding.

The resolution before you approves contracting the lowest, most responsive and responsible bidder, Van Brocklin Electric LLC of Janesville WI, in the amount of $38,600.00.

Funds were budgeted in 2017 and 2018 for this project.
**BID SUMMARY FORM**

<table>
<thead>
<tr>
<th>BID NUMBER</th>
<th>2017-50</th>
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<tbody>
<tr>
<td>BID NAME</td>
<td>DPW EXTERIOR LIGHTING UPGRADES</td>
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<tr>
<td>BID DUE DATE</td>
<td>NOVEMBER 13, 2017 – 1:30 P.M.</td>
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<td>DEPARTMENT</td>
<td>FACILITIES MANAGEMENT</td>
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<tr>
<th></th>
<th>VAN BROCKLIN</th>
<th>MORSE GROUP</th>
<th>FOLEY ELECTRIC</th>
<th>PIEPER ELECTRIC</th>
<th>VINII SOLAR</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>JANESVILLE WI</td>
<td>FREEPORT IL</td>
<td>BELOIT WI</td>
<td>JANESVILLE WI</td>
<td>MILWAUKEE WI</td>
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<tr>
<td>BASE BID</td>
<td>$ 20,400.00</td>
<td>$ 44,122.00</td>
<td>$ 19,500.00</td>
<td>$ 22,456.00</td>
<td>$ 30,488.00</td>
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<tr>
<td>ALTERNATE #1</td>
<td>$ 18,200.00</td>
<td>INCLUDED</td>
<td>$ 24,950.00</td>
<td>$ 22,100.00</td>
<td>$ 19,663.00</td>
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<td>TOTAL BID</td>
<td>$ 38,600.00</td>
<td>$ 44,122.00</td>
<td>$ 44,450.00</td>
<td>$ 44,556.00</td>
<td>$ 50,151.00</td>
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| ADDENDA       | YES         | YES         | YES            | YES             | NO          |
| START DATE    | 1/15/18     | 1/22/18     | 1/2/18         | 3/15/18         | 12/20/17    |
| COMPLETION    | 2/2/18      | 2/9/18      | 1/16/18        | 3/30/18         | 2/23/18     |

Alternate #1 – New light pole bases, poles, fixtures and circuit extensions.

Invitation to Bid was advertised in the Beloit Daily News and on the Internet. Eight additional vendors were solicited that did not respond.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: Van Brocklin Electric LLC

SIGNATURE: ______________________ DATE: 11/14/17

GOVERNING COMMITTEE APPROVAL: ______________________ CHAIR, ______________________ VOTE, ______________________ DATE
RESOLUTION NO. _______________________ AGENDA NO. _______________________

RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS

General Services Committee
INITIATED BY

Brent Sutherland
DRAFTED BY

General Services Committee
SUBMITTED BY

November 14, 2017
DATE DRAFTED

Approval of Courthouse Security Phase 2 and 3 Building Access, Security Screening and East Parking Structure Options

WHEREAS, the Rock County Board of Supervisors has approved Courthouse Security Phase 1, which has a completion date of April 2018; and,

WHEREAS, Courthouse Security Phase 2, Option 3R will include screening all the public in the front, west entrance and having employees enter with a badge through the back, east entrance; and,

WHEREAS, Phase 2, Option 3R includes making upgrades to the east parking structure by adding a 4" concrete overlay which is the lowest cost option over a 25-year timeline; and,

WHEREAS, Phase 2, Option 3R also includes adding a new stairwell and elevator at the back, east entrance making that entrance ADA accessible; and,

WHEREAS, Phase 2, Option 3R also included a new loading dock upgrade, but this option will not be included at this time; and,

WHEREAS, Phase 3, which includes adding millwork and separation of public and staff in high-risk areas, be combined with Phase 2 for cost saving measures.

NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors, duly assembled this ____ day of ____________, 2017, hereby approves Option 3R, excluding the new loading dock option, for an estimated cost of $4,550,000, for renovation related to Phase 2 security improvements at the Courthouse; and,

BE IT FURTHER RESOLVED that Phase 3 renovations to be completed at the same time as Phase 2 with Phase 3 renovation cost estimated between $700,000 - $1,000,000.

Respectfully Submitted,

GENERAL SERVICES COMMITTEE

___________________________
Henry Brill, Chair

___________________________
Jason Heidenreich, Vice Chair

___________________________
Bob Yeomans

___________________________
Dave Homan

___________________________
Jeremy Zajac
FISCAL NOTE:

This resolution approves what will be included in Phase 2 and Phase 3 of the Courthouse Security funding. Another resolution will be needed after the bidding process to approve the contract and funding source(s).

Sherry Oja
Finance Direct

LEGAL NOTE:

The County Board is authorized to take this action pursuant to section 59.01 and 59.51, Wisconsin Statutes.

Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
County Administrator
Executive Summary

Approval of Courthouse Security Phase 2 and 3 Building Access, Security Screening and East Parking Structure Options

The resolution before you is approving option 3R, Phase 2 building access and security screening at the Courthouse. Option 3R includes screening all public in the front, west entrance and badging all staff in the back, east entrance. It also includes repairs to the front, west parking structure and security upgrades in the front lobby. This option also includes repairs to the back, east parking structure by adding new stairs and an elevator to make it ADA accessible. Security Phase 3 renovation which includes adding millwork and separation between the public and staff in high risk areas, will be combined and completed with Phase 2 renovations for cost saving measures.

The estimated costs for Phase 2 and 3 construction is up to $5,550,000 plus engineering cost estimated at $500,000 for a total project estimate of up to $6,050,000.

The 2018 budget includes $500,000 in sales tax for this purpose. Funding sources for the remaining costs will be determined following the results of bidding, but will include future sales tax collections and potentially borrowed funds.