GENERAL SERVICES COMMITTEE
TUESDAY, OCTOBER 18, 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 – October 4, 2016

4. Transfer

5. Resolution
   A. Awarding Contract for Installation of Lightning Protection & Surge Suppression Equipment at Health Care Center Complex Buildings

6. Committee Approval
   A. Approval to Award the Contract for Snow Removal Services at Several Rock County Facilities

7. Facilities Management Update
   A. Partnership with City of Janesville

8. 2017 Budget Review

9. Communications, Announcements and Information

10. 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.
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

October 6, 2016
DATE DRAFTED

Awards Contract for Installation of Lightning Protection & Surge Suppression Equipment at Health Care Center Complex Buildings

1
WHEREAS, the 2016 budget included funds for the installation of lightning protection & surge suppression equipment at the Health Care Center Complex Buildings; and,

2
WHEREAS, the buildings are experiencing electronic equipment damage due to power surges and lightning strikes; and,

3
WHEREAS, the lightning protection & surge suppression systems were engineered and specifications were prepared; and,

4
WHEREAS, bids were solicited from qualified contractors.

NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this day of __________, 2016, that a contract to install lightning protection & surge suppression equipment in the amount of $163,850, be awarded to Foley Electric Inc. of Beloit, WI.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

Jason Heidenreich, Vice Chair

Bob Yeomans

David Homan

Jeremy Zajac

ADMINISTRATIVE NOTE:
Recommended.

Josh Smith
County Administrator

FISCAL NOTE:

Funds were included in the Facilities Management budget for this project. This project is being 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 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.

Jeffrey S. Kuglitsch
Corporation Counsel
Executive Summary

Installation of Lightning Protection & Surge Suppression Equipment at the Health Care Center Complex Buildings

The resolution before you authorizes the installation of lightning protection & surge suppression equipment at Rock County Health Care Center, Sherriff’s Office, Health Department, Council on Aging, Diversion and Rock Haven.

These buildings have been experiencing electronic equipment damage due to power surges and lightning strikes. The funds were budgeted this year and an electrical engineer designed the systems and developed the specifications.

Bids were solicited from qualified contractors with one contractor responding. The bid from Foley Electric Inc. was reviewed by the Facilities Management Director and the Purchasing Manager for compliance and was found to meet the specifications.
BID SUMMARY FORM

<table>
<thead>
<tr>
<th>BID NUMBER</th>
<th>2016-47</th>
</tr>
</thead>
<tbody>
<tr>
<td>BID NAME</td>
<td>LIGHTNING PROTECTION &amp; SURGE SUPPRESSION AT THE ROCK COUNTY COMPLEX</td>
</tr>
<tr>
<td>BID DUE DATE</td>
<td>OCTOBER 5, 2016 – 1:30 P.M.</td>
</tr>
<tr>
<td>DEPARTMENT</td>
<td>FACILITIES MANAGEMENT</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>FOLEY ELECTRIC BELOIT WI</th>
</tr>
</thead>
<tbody>
<tr>
<td>BASE BID</td>
<td>$ 163,850.00</td>
</tr>
<tr>
<td>QUALIFICATIONS RECEIVED</td>
<td>YES</td>
</tr>
<tr>
<td>ADDENDA RECEIVED</td>
<td>YES</td>
</tr>
<tr>
<td>START DATE</td>
<td>11/21/16</td>
</tr>
<tr>
<td>COMPLETION</td>
<td>2/13/17</td>
</tr>
</tbody>
</table>

Invitation to Bid was advertised in the Janesville Gazette and on the Internet. Twelve additional vendors were solicited that did not respond.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: Foley Electric

SIGNATURE

DATE 10-6-16

GOVERNING COMMITTEE APPROVAL:

CHAIR

VOTE

DATE
Executive Summary

**Awarding the Contract for Snow Removal Services at Several Rock County Facilities**

Rock County contracts out snow removal for the parking lots at the Courthouse, Youth Service Center, Tri-buildings, Rock Haven, Health Care Center, Job Center, 911 and the Sheriff’s Office. Total square footage of Parking is 526,404.

Bids were solicited from five snow plowing companies and posted on Rock County’s website with only one contractor responding, which was E&S Snowplowing of Janesville, who is our current contractor. It was bid based on hourly rates to operate specific equipment.
BID SUMMARY FORM

BID NUMBER 2017-13
BID NAME SNOW REMOVAL SERVICES
BID DUE DATE SEPTEMBER 30, 2016
DEPARTMENT FACILITIES MANAGEMENT

<table>
<thead>
<tr>
<th>EQUIPMENT</th>
<th>COST PER HOUR</th>
</tr>
</thead>
<tbody>
<tr>
<td>(8) PICK UP TRUCKS ALL STORED INSIDE</td>
<td>78.00</td>
</tr>
<tr>
<td>B300 KUBOTA TRACTOR STORED INSIDE</td>
<td>85.00</td>
</tr>
<tr>
<td>16' DUMP TRAILER STORED OUTSIDE</td>
<td>45.00</td>
</tr>
<tr>
<td>BOBCAT WITH SNOW BUCKET STORED ON TRAILER</td>
<td>145.00</td>
</tr>
</tbody>
</table>

Invitation to Bid was advertised in the Janesville Gazette and on the Internet. Four additional vendors were solicited that did not respond.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: I recommend 5x5

SIGNATURE: Date: Oct 3, 2016

GOVERNING COMMITTEE APPROVAL:

CHAIR VOTE DATE
#2017-13
INVITATION TO BID
SNOW REMOVAL SERVICES
FOR VARIOUS ROCK COUNTY BUILDINGS
ROCK COUNTY FACILITIES MANAGEMENT
JANESVILLE, WISCONSIN

<table>
<thead>
<tr>
<th>LIST OF EQUIPMENT</th>
<th>COST PER HOUR</th>
</tr>
</thead>
<tbody>
<tr>
<td>8 Misc Pickup Trucks</td>
<td>78th hr each all inside (road)</td>
</tr>
<tr>
<td>1 3300 Kubota Tractor w/60&quot; Biner Loader</td>
<td>8500 hr Stored inside</td>
</tr>
<tr>
<td>1 16' Dump Trailer</td>
<td>215 hr Stored outside</td>
</tr>
<tr>
<td>1 Bobcat with Snow Bucket</td>
<td>14500 hr Stored on trailer</td>
</tr>
</tbody>
</table>

List any deviations or additional information to your bid on separate sheet.

BID PREPARED BY:  
Randy Scott
SIGNATURE: Randy Scott Co-owner
PRINT NAME & TITLE

COMPANY: E&S Snowplowing
ADDRESS: 1180 So. Co. Road D
Janesville WI 53548

PHONE NUMBER: 608-752-2112
FAX NUMBER: 
E-MAIL ADDRESS: randy.scotty53@aol.com linda.scotty73@aol.com
SCOPE OF WORK

GENERAL INFORMATION

Rock County is seeking sealed bids for snow removal from driveways and parking lots for the following 9 sites in Janesville, Wisconsin:

<table>
<thead>
<tr>
<th>BUILDING</th>
<th>ADDRESS</th>
<th>SQUARE FEET</th>
</tr>
</thead>
<tbody>
<tr>
<td>COURT HOUSE</td>
<td>51 MAIN ST</td>
<td>front - 34,560</td>
</tr>
<tr>
<td></td>
<td></td>
<td>back - 31,500</td>
</tr>
<tr>
<td>YOUTH SERVICES</td>
<td>210 E US HWY 14</td>
<td>16,675</td>
</tr>
<tr>
<td>TRI-BUILDINGS</td>
<td>3328 N HWY 51</td>
<td>north - 5,460</td>
</tr>
<tr>
<td></td>
<td></td>
<td>west - 2,037</td>
</tr>
<tr>
<td></td>
<td></td>
<td>main - 10,164</td>
</tr>
<tr>
<td>HEALTH CARE CENTER</td>
<td>3530 N CTY HWY F</td>
<td>124,612</td>
</tr>
<tr>
<td>ROCK HAVEN</td>
<td>3400 N CTY HWY F</td>
<td>8 lots - 73,781</td>
</tr>
<tr>
<td>OLD ROCK HAVEN</td>
<td>3418 N CTY HWY F</td>
<td>back lot - 16,640</td>
</tr>
<tr>
<td>JOB CENTER</td>
<td>1900 CENTER AVE</td>
<td>60,000</td>
</tr>
<tr>
<td>911 CENTER</td>
<td>3636 N CTY HWY F</td>
<td>19,975</td>
</tr>
<tr>
<td>JAIL/SHERIFF</td>
<td>200 E US HWY 14</td>
<td>131,000</td>
</tr>
<tr>
<td>TOTAL SQUARE FEET</td>
<td></td>
<td>526,404</td>
</tr>
</tbody>
</table>

NOTE: Contractors shall visit all sites for exact lot layouts.

SNOW REMOVAL REQUIREMENTS

- 2" of snow shall automatically initiate removal.
- Night snow fall - all lots shall be cleared by 6 a.m.
- Daytime snow fall – County employees will plow areas to keep cars moving in and out. Final cleanup will be provided by snow removal contractor in the evening and completed by 6 a.m. the next day.
- No snow removal equipment shall be stored on any County property.

ITEMS TO BE SUBMITTED WITH BID

- Number of employees. 9-
- Backup plan for employee illnesses or time off.
- Call response time. 30 mins
- Backup plan for equipment breakdowns.
- List of current snow removal contracts, include name and contact information. Rock County will be checking references.
- List of all equipment available for snow removal. Include whether equipment is stored in a heated garage or outside.
- Cost per hour, per piece of equipment.
<table>
<thead>
<tr>
<th>Company</th>
<th>Contact</th>
<th>Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>FBG Service Corporation</td>
<td>Mike Lingel</td>
<td>920-206-8801</td>
</tr>
<tr>
<td>Faith Lutheran Church</td>
<td>Bob Jacobson</td>
<td>754-0261</td>
</tr>
<tr>
<td>Century 21</td>
<td>Randy</td>
<td>756-4196</td>
</tr>
<tr>
<td>A &amp; W</td>
<td>Bob</td>
<td>754-0097</td>
</tr>
<tr>
<td>Gilmore &amp; Marinaro Dentistry</td>
<td>Dolly</td>
<td>752-9161</td>
</tr>
<tr>
<td>Theresa Reis</td>
<td></td>
<td>752-1312</td>
</tr>
<tr>
<td>Title Team</td>
<td>Mike</td>
<td>741-7000</td>
</tr>
<tr>
<td>Bandt Communication</td>
<td>Steve</td>
<td>757-1770</td>
</tr>
<tr>
<td>Body Shop Supply</td>
<td>Marty</td>
<td>754-6442</td>
</tr>
<tr>
<td>Milwaukee Grill</td>
<td>Mark Otis</td>
<td>754-1919</td>
</tr>
</tbody>
</table>