



GENERAL SERVICES COMMITTEE
Minutes – January 9, 2018

Call to Order. Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, January 9, 2018 in Conference Room N-1, fifth floor, Rock County Courthouse-East.

Committee Members Present: Supervisors Brill, Zajac, Homan, Podzilni and Yeomans.

Committee Members Absent: None.

Staff Members Present: Brent Sutherland, Facilities Management Director; Josh Smith, County Administrator; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Dave Froeber, Facilities Superintendent, Rock Haven.

Others Present: Brian Zobel, UW Colleges – Southwest.

Approval of Agenda: Supervisor Zajac moved approval of the agenda as presented, second by Supervisor Podzilni. ADOPTED.

Citizen Participation. None.

Approval of Minutes. Supervisor Yeomans moved approval of the minutes of December 19, 2017, second by Supervisor Homan. ADOPTED.

Transfer. None.

Review of Payments. The Committee accepted the report.

Resolutions.

Authorizing Hiring Dude Solutions for the Conditions Assessment of County Owned Buildings and Equipment that Supports the Building

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____ 2018, that a purchase order be issued to Dude Solutions of Cary, North Carolina, in the amount of \$171,215, for the required engineering, programming, and training.”

Supervisor Podzilni moved approval of the above resolution, second by Supervisor Zajac. ADOPTED.

Retaining an Engineering Firm to Prepare Plans and Specifications for the Demolition of the Vacant Rock Haven Building and the Underground Tunnel between the Vacant Rock Haven Building and the Health Care Center Building

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled this ____ day of _____ 2018, that Structural Research, Inc. of Middleton, WI will be retained to prepare project plans and specifications, in the amount of \$25,500.

Be it Further Resolved that a project contingency in the amount of \$5,000 be established to cover project unforeseen project costs.”

Supervisor Homan moved approval of the above resolution, second by Supervisor Zajac.

Supervisor Homan asked if a piece of the old Rock Haven building had been chosen to be saved yet. Mr. Sutherland said that it had not be determined yet what it would be. Chair Brill suggested, if nothing else would be found, the letters spelling out Rock Haven on the outside of the old building.

ADOPTED.

Retaining Potter Lawson for Engineering Services for the Design and Construction of Courthouse Security Phase 2 and 3 Building Access, Security Screening and Parking Structures

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors, duly assembled this ____ day of _____ 2018, hereby approves contracting with Potter Lawson for engineering services for the Design and Construction of Courthouse security upgrades Phase 2 and 3, for a cost of \$464,000.

BE IT FURTHER RESOLVED that a contingency be approved of \$25,000 for any unforeseen items.”

Supervisor Homan moved approval of the above resolution, second by Chair Brill.

ADOPTED.

Updates.

Out of State Training The Committee accepted the report.

Communications, Announcements and Information. Supervisor Yeomans said in the 2018 budget there is a description of what the General Services Committee does but there is no mission statement. He submitted a suggestion and asked for it to be put on the next agenda.

Supervisor Homan compliments Mr. Sutherland on his stand on not approving unnecessary change orders. He said he had been in Mr. Sutherland's office when he received a call to approve overtime costs for a vendor of \$300 per hour and Mr. Sutherland told to contractor he would not approve this cost and for them to abide by the contract.

Adjournment. Supervisor Zajac moved adjournment at 8:15 A.M., second by Supervisor Homan. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.