



GENERAL SERVICES COMMITTEE
Minutes – January 3, 2017

Call to Order. Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, January 3, 2017 in the Rock Haven Conference Room.

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

Committee Members Absent: None.

Staff Members Present: Brent Sutherland, Facilities Management Director; Randy Terronez, Assistant to the County Administrator; Dave Froeber, Rock Haven Facilities Superintendent.

Others Present: Supervisor Podzilni; Brian Zobel, Facilities Manager, UW Colleges – Southwest; Barry Irmen, Dane County Medical Examiner’s Office.

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

Citizen Participation. None.

Approval of Minutes. Supervisor Yeomans moved approval of the minutes of December 15, 2016 as presented, second by Supervisor Zajac. ADOPTED.

Transfer. None.

Review of Payments. None.

Resolutions.

Awarding the Contract for Replacing Air Handling Units #14 and #15 at the Job Center

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____ 2017 does hereby approve and authorize awarding a contract in the amount of \$45,929.50 to JC Heating and Cooling Inc. of Janesville, WI for the replacement of air handling units #14 and #15.

BE IT FURTHER RESOLVED that a \$3,000 contingency also be approved to cover any possible unforeseen items.”

Mr. Sutherland said this project does not qualify for the Focus on Energy Program as the building is under the size limit.

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

Retaining an Architectural and Engineering Firm to Prepare Plans and Specifications for the Construction of a New Medical Examiners Garage

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____ 2017, that Angus Young Architects/Engineering firm of Janesville, WI will be retained to prepare project plans and specifications in the amount of \$11,300.”

Supervisor Yeomans moved approval of the above resolution, second by Supervisor Heidenreich. ADOPTED.

Approval of a Change Order for the Council on Aging and the Health Department and Amending 2016 Facilities Management Capital Budget

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____ 2017 does hereby approve and authorize a change order in the amount of \$10,750.00 to McDermaid Roofing and Insulation out of Rockford, Illinois.

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

...”

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

Facilities Management Director Updates.

Facilities Superintendent Position Update Mr. Sutherland informed the Committee the Facilities Superintendent position for the Courthouse has been filled by Jon Furseth, previously working at the Jail.

Facilities Management Vacant Positions Mr. Sutherland said there has been movement within the department of people moving up and around as positions opened. Currently he has a Crew Leader position open and a Maintenance IV position will open as the Crew Leader position is filled. A Maintenance IV position at the Courthouse has been filled and the person will be starting on January 16th.

Project Update & Change Orders.

Update on Fascia at COA/Health Department Building – Change Order Mr. Sutherland said this was taken care of with the above resolution, item 6.C..

Communications, Announcements and Information. Mr. Sutherland said the Parking Lot Lights Project at the Job Center will be done as part of the Parking Lot Project as he feels it makes more sense to do it all at the same time. He said he is talking to the Public Works Interim Director to see if this is a project they would be able to do.

Chair Brill asked about the roof project at the Youth Services Center. Mr. Sutherland said it was about 80% complete before the cold set in.

Tour of Rock Haven Facility. Mr. Sutherland directed the Committee to pay particular attention to the transition strips for the carpet and also for the bathrooms for the tile and vinyl as this may be a project for 2018.

Toured the Rock Haven facility from 8:40 A.M. to 9:45 A.M.

Adjournment. Supervisor Homan moved adjournment at 9:45 A.M., second by Supervisor Heidenreich. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.