



GENERAL SERVICES COMMITTEE
Minutes – July 3, 2018

Call to Order. Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, July 3, 2018 in the Conference Room at the Health Department.

Committee Members Present: Supervisors Brill, Brien, Potter, Zajac and Rashkin (at 8:03 A.M.)

Committee Members Absent: None.

Staff Members Present: Brent Sutherland, Facilities Management Director; Jon Furseth, Facilities Superintendent; Blake Peterson, Maintenance Worker, Facilities Management; Randy Terronez and Nick Osborne, Assistants to the County Administrator.

Others Present: Supervisor Mary Mawhinney; Brian Zobel, UW Colleges – Southwest.

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

Citizen Participation. None.

Approval of Minutes – June 19, 2018. Supervisor Brien moved approval of the minutes of June 19, 2018 as presented, second by Supervisor Potter. ADOPTED.

Transfer. None.

Review of Payments. Postponed to next meeting.

Supervisors Zajac and Rashkin arrived at 8:03 A.M.

Resolutions.

Awarding the Contract for Renovations of the Staff Bathrooms at the Job Center and Amending the 2018 Facilities Management Capital Budget

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____ 2018 does hereby approve and authorize awarding a contract in the amount of \$68,225 to Glen Fern Construction LLC of Lake Geneva, WI for the renovations to the staff bathrooms at the Job Center.

BE IT FURTHER RESOLVED, a contingency fund of \$6,800 be established to cover any unforeseeable issues that arise.

BE IT FURTHER RESOLVED, the Facilities Management 2018 budget be amended as follows:

...”

Supervisor Potter moved approval of the above resolution, second by Supervisor Brien.

Mr. Sutherland explained the bid coming in for more than had been budgeted.

ADOPTED.

Awarding Contract for Carpet Replacement at Vacant Adolescent Service Center (ASC) Building

“**NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled this ____ day of _____ 2018, and awards a contract to replace carpet at the Rock County Adolescent Services Center (ASC) vacant building in the amount of \$24,949, to Halverson Flooring of Janesville, WI.”

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

ADOPTED.

Awarding the Contract for the Installation of an In-Building Distributed Antenna System at UW Rock County Campus

“**NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled this ____ day of _____ 2018 does hereby approve and authorize awarding a contract in the amount of \$157,980 to Telamon out of Elk Grove Village, IL.

BE IT FURTHER RESOLVED, that a \$15,000 contingency also be approved to cover any possible unforeseen items.”

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

Mr. Sutherland explained this is part of the mass security system.

ADOPTED.

Updates.

Discussion and Possible Approval to Relocate the UW Extension Department

Mr. Sutherland explained, anytime a department is relocated, the governing committee and the General Services Committee both need to act on the approval of the relocation. Mr. Sutherland went over the square footage and setup between the old and new locations for the UW Extension offices; the impact to the community would be almost nonexistent; and it looks like the move would be a better fit for the department.

Supervisor Rashkin moved approval to relocate the UW Extension Department to the vacant Adolescent Service Center building contingent on Agriculture and Extension Committee approval, second by Supervisor Potter. ADOPTED.

Discussion of Change Order for Health Care Center Security Access Mr. Sutherland handed out copies of the change order and said it is for the purchase and installation of two electric retraction conversion kits to allow for the release of the egress doors in an emergency.

Review of Semi-Annual Report at Conferences / Conventions Mr. Sutherland explained there were a number of trainings his staff have attended, but none have gone over the \$1,000 per event, per employee.

The Committee accepted the report.

Update and Discussion on old Rock Haven Building Demo Schedule Mr. Sutherland went over the schedule, said security fence surrounds the old building, and the tunnel will have a wall put up to block it before the tunnel is removed. Mr. Sutherland said the flagpole and some of the bricks from the old building were removed and will be moved to the new building.

Communications, Announcements and Information. None.

Tour of Health Department. The Committee toured the Health Department facilities from 8:36 A.M. to 9:23 A.M.

Adjournment. Supervisor Rashkin moved adjournment at 9:23 A.M., second by Supervisor Potter. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

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