



GENERAL SERVICES COMMITTEE
Minutes – August 20, 2019

Call to Order. Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, August 20, 2019 in Conference Room N-1, Rock County Courthouse East.

Committee Members Present: Supervisors Brill, Zajac, Brien and Potter (at 8:04 A.M.).

Committee Members Absent: Supervisor Rashkin.

Staff Members Present: Brent Sutherland, Facilities Management Director; Randy Terronez, Assistant to the County Administrator; Jon Furseth and Dave Froeber, Facilities Superintendents; Jodi Millis, Purchasing Manager; Mark Stevens, Controller, Human Services.

Others Present: Brian Zobel, UW Colleges – Southwest; and Supervisor Podzilni.

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

Citizen Participation. None.

Approval of Minutes – August 6, 2019. Supervisor Zajac moved approval of the minutes of August 6, 2019 as presented, second by Supervisor Brien. ADOPTED.

Transfers. None.

Resolutions and Committee Action.

Increasing Contingency Funds for Rock County Courthouse Phase 2 & 3 Security Upgrades, Parking Ramp, & Renovations and Amend 2019 Facilities Management Capital Budget

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____ 2019, authorizes increasing the contingency from \$519,547 to \$687,521 and amend the Facilities Management 2019 budget as follows:

...”

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

Supervisor Potter arrived at 8:04 A.M.

Mr. Sutherland explained the increase is due to two large change orders: 1) for the front west parking deck needing more repairs and a 4" top coat (same as the east parking ramp); 2) the addition of double elevator openings on the lobby side of the front entrance for safety concerns. Mr. Sutherland said this also includes an additional \$33,000 for contingencies to finish the project.

Supervisor Zajac suggested adding the information on the \$33,000 additional contingency to the executive summary.

ADOPTED.

Awarding the Contract for Exterior Wall Restoration at the Courthouse

“NOW, THEREFORE, BE IT RESOLVED, that the Rock County Board of Supervisors duly assembled this ____ day of _____ 2019 does hereby approve and authorize awarding a contract in the amount of \$269,092 to Custom Restoration Inc., out of Sussex, WI, for the exterior wall restorations at the Courthouse.

BE IT FURTHER RESOLVED, a contingency fund of \$11,000 be established to cover any unforeseeable issues that arise.”

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

ADOPTED.

Contracting for Public Works Welding Shop Ventilation Upgrade and Amending 2019 Facilities Management Capital budget

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____ 2019, authorizes contracting with Tri-Cor Mechanical a division of Total Mechanical of Janesville, WI in the amount of \$44,500.

BE IT FURTHER RESOLVED, that a contingency in the amount of \$4,500 also be approved to cover any unforeseen items.

BE IT FURTHER RESOLVED, that the Facilities Management 2019 budget be amended as follows:

...”

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

Mr. Sutherland went over the project with the Committee and answered questions.

ADOPTED.

Updates and Possible Action.

Courthouse Security

Phase 2 & 3 Construction Schedule Update Mr. Sutherland said the schedule for opening the back parking structure is September 3rd. The front parking structure and deck will then be shut down for repairs. The contractor has pulled extra people in to help with the work and they have been working six ten-hour days. Mr. Sutherland said there will be one week in October that will be bad as that is when the City had contracted to have Wisconsin Avenue resurfaced.

The Committee discussed: access for the Judges and inmates; deliveries; and demolition of the planters at the front entrance.

Courthouse Security Phase 2 & 3 Change Orders Mr. Sutherland went over Change Order #3 for \$21,000 for Architectural and Structural Engineering services for the west parking structure and deck; Change Order #5 for \$506,000 for the concrete overlay on the west parking ramp; and Change Order #6 for \$134,974 for the addition of two elevator doors on the west side of the central elevators by Otis Elevator. Supervisor Potter moved approval of the three change orders totaling \$661,974, second by Supervisor Brien. ADOPTED.

Update on 1717 Center Avenue Building Project Mr. Sutherland introduced Mr. Mark Stevens as the project manager and that he has been instrumental on working with the different divisions.

Mr. Stevens gave a brief history of his past work experiences. He said he has been working every other week with the five divisions. He said there are two people from each division. They visited a couple office furniture showrooms a couple weeks ago to look at workspaces/cubicles to see what would work best for the divisions to collaborate with each other. He said they will be working with engineers this afternoon to work with ideas for a smarter work environment and will see what they come up with for the next phase of bidding.

Mr. Sutherland said they are getting more and more requests for stand up work stations.

Ms. Millis said the County has extended our contract with Henricksen and they have given us a bigger discount than the State contract. She added that it was a very eye-opening experience on the efficiencies they can provide.

Mr. Sutherland informed the Committee that people had started to use the area in back of the building as a dump, so they have put a camera in the back and also have blocked the entrances.

Fairgrounds Manager Position Mr. Sutherland said they are changing this position to be a County position instead of a contract position as part of the department's 2020 budget. He shared the background and transitioning of this position over the years and said it will end up saving the County about \$8,000 to hire someone than it is to contract the position, and they would then be able to use this person for other maintenance duties throughout the county.

Communications, Announcements and Information. Mr. Zobel said as part of the partnership with U.W. Whitewater, they have students who are being shuttled from Whitewater to the campus at Rock County to attend classes.

The Committee discussed building of a dorm at the Rock County Campus, the history and the cost.

Adjournment. Supervisor Zajac moved adjournment at 8:57 A.M., second by Supervisor Potter. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Office Coordinator

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.