

**GENERAL SERVICES COMMITTEE**  
**Minutes – October 20, 2015**

**Call to Order.** Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, October 20, 2015 in Conference Room N-1, Rock County Courthouse East.

**Committee Members Present:** Supervisors Brill, Brien, Heidenreich, Nash and Zajac.

**Committee Members Absent:** None.

**Staff Members Present:** Rob Leu, General Services Director; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Captain Jude Maurer, Sheriff's Office; Sergeant Shena Kohler, Emergency Management.

**Others Present:** Mike Connor, UW Rock County Maintenance; Dean Carmen Wilson, UW Rock County.

**Approval of Agenda:** Supervisor Zajac moved approval of the agenda, second by Supervisor Heidenreich. ADOPTED.

**Citizen Participation.** None.

**Approval of Minutes.** Supervisor Brien moved approval of the minutes of October 6, 2015 as presented, second by Supervisor Zajac. ADOPTED.

**Transfers and Appropriations.** None.

**Bills/Encumbrances**

HCC Building Complex	\$	1,985.29
Postage Meter		469.09
General Services		11,270.92
Youth Services Center		404.99
Communications Center Operations		24.14
Diversion / ASC		387.45
Jail Capital Improvements		2,398.21

**Pre-Approved Encumbrance Amendments** None.

Supervisor Heidenreich moved approval of the above Bills/Encumbrances and Pre-Approved Encumbrances for the General Services Committee, second by Supervisor Zajac. ADOPTED.

**Discussion and Committee Recommendations on UW-Rock Security / Mass Notification Project.** Mr. Leu handed out a summary of the UW-Rock Security Upgrade Project and went over it (attached). Mr. Leu said an option for funding could be the excess sales tax proceeds account.

Supervisor Heidenreich asked, if we would scale back, would we need to pay architect fees again. Mr. Leu said they would be minimal, probably around \$5,000.

Captain Maurer said with the federal guidelines, WMMIC and Spillman the Sheriff's Office would like the ability to mass notify and we cannot at this time. He added there was an incident at the

campus and they had no way to mass notify and lock down the campus. He said mass notification is critical.

Mr. Connor said with the campus going regional there will be times there will not be people in his office, Dean's office, etc. He said everyone has a cell phone and this would be a good way to alert everyone. He said he feels the County should not delete any part of the project.

Mr. Leu said having video would be a key component to protect people and property. Also, if there would be an incident, severe weather, or other security or emergency having multiple stations would be a big time saver and would not be excessive. Also, if one station would go down there are others that would be able to be used.

Chair Brill said he feels a resolution would be a good idea. Supervisors Brien, Heidenreich and Zajac agreed.

Supervisor Nash asked how many incidents there have been in the past ten years. Mr. Leu said there have been many weather events besides the incident Captain Maurer brought up.

Dean Wilson acknowledged this is a great deal of money, and that community and two year colleges are the least protected. She said since she has been at UW Rock they have found a gun on the roof, an incident with a knife, and a number of disruptive students they have had to call the Sheriff's Office on. She asked what is more important than the safety of our students.

Chair Brill instructed Mr. Leu to write a resolution.

**Discussion and Possible Action on Request from WKOW-TV to Place a Camera on the Courthouse Roof.** Mr. Terronez handed out the request from WKOW for a broadcasting camera to be placed on the Courthouse roof. He said they would like to have a presence in Janesville and would pay all costs.

Mr. Leu expressed his concerns for courthouse security if they would have access to the roof, and that it would open doors to others. Mr. Terronez said they could be limited to daytime and weekday access only.

Supervisor Nash asked how much room they would require. Mr. Terronez said it would be about the size of a chair.

Chair Brill asked Mr. Terronez to obtain more information before the Committee would make a decision.

**Discussion and Possible Action of Facilities Rooftop Policy.** Mr. Terronez handed out the proposed County Facilities Use of Rooftop policy and said he would review the policy and get back to the Committee.

### **Updates.**

#### **Tower Demolition**

**Update** Mr. Leu said they are working through the submittal from the contractor to make certain nothing happens, and that they do not have the permits yet.

Supervisor Heidenreich asked if it looks like there will be potential problems. Mr. Leu said they will not know until all submittals are in.

Supervisor Nash said at the last meeting there was a motion regarding Corporation Counsel and our ability to hold contractors to schedules. Mr. Leu said he is working with Corporation Counsel and that it would only apply to future projects.

**Storage Garage**

**Update** Mr. Leu said he did not have an update at this time.

**Change Orders** Mr. Leu went over the change orders.

Supervisor Heidenreich moved approval of the change order credit of \$750 in labor for the metal roofing system; and the cost of \$1,345 to add rough in's for a future toilet and sink, second by Supervisor Brien. ADOPTED.

**2016 Budget Review.** Mr. Leu handed out his summary of the Administrator's comments, the Administrator's Comments, a breakdown of the 2016 recommended capital projects (attached) and went over them.

Supervisor Heidenreich voiced his concerns on the architect fees being paid for Master Plan projects and that it doesn't seem we are getting much of the work done.

Supervisor Zajac asked, regarding the Health Care Center work, if the study could be done and wait on the rest. Mr. Leu said the elevator needs to be done as there are safety issues.

Supervisor Heidenreich asked if we are in a position to act on the plans we will receive and if we are in a position to fund them. Mr. Leu said we try to pace these larger projects out.

Supervisor Brien left at 9:09 A.M.

Mr. Leu said there are some changes in his office; the office supplies functions will be going to Purchasing; and the part time Administrative Assistant position will become full time. He said these changes will free up more time to help support the core General Services operations.

Mr. Terronez handed out the 2016 Recommended Projects Funded by Sales Tax that Mr. Smith had put together and went over it with the Committee.

**Communications, Announcements and Information.** None.

**Adjournment.** Supervisor Heidenreich moved adjournment at 9:20 A.M., second by Supervisor Zajac. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**

To: The General Services Committee

Fr: Rob, GS Director

Date: 10/20/15

Re: UW-Rock Security/Mass Notification Project

At the last Committee Meeting we discussed the bids results for the Security/Mass Notification Project at UW-Rock.

	'13 Estimates	Pre-Bid Est.	Bid \$
Emergency Mass Notification	\$55,500	\$65,000	↓
Distributed Antenna (for cell phone coverage)	\$124,500	-0-	
Door Control and Monitoring	\$25,500	\$95,000	
Card Access	\$20,000	\$45,000	
Duress Alarm	\$50,000	\$25,000	
Video Surveillance	\$129,500	\$180,000	
Voice Communication	\$180,000	\$50,000	
Soft Costs	<u>\$105,000</u>	\$105,000	
Total	\$690,000		
Hardware Upgrades		<u>\$75,000</u>	
	Total	\$535,000	\$826,100
Fire Alarm Alternate			<u>\$239,000</u>
		Total	\$1,065,100

Alternates:

The first alternate for \$239,000 is the upgrade to the fire alarm system. *(Necessary and Recommended)*

There was a second alternate to add 2 more communication pedestals outside. The base project includes 1. Add \$54,900.00 *(Given the project cost – Not Recommended)*

Jeff Pronschinske looked at some possible other cuts, which given the small credits versus the benefits may not be worth taking. They include:

Omit the 1 emergency pedestal in the quad. Save \$25,000

Omit one of the three security work stations in Dan's Office. Save \$7,500

Omit another work station in the associate deans office. Save \$7,500

Eliminate Geoboundary Feature – Save \$5,000

Change parking lot cameras from multi-lense to single-lense (less coverage) – Save \$3,000

Change workstation touchscreens from 24" to 22" – Save \$2,000

If the Committee proceeds with the \$1,065,100 how would it be funded?

In the actual account, the balance stands at \$1,300,832.24

That amount will grow by \$22,000 once the insurance proceeds from the fume hood fire are received to \$1,322,832.24.

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Out of that amount \$700,000 is earmarked for the air-handling project which is in design and will be out for bid by the end of the year.

There is \$50,000 budget for patching the parking lots, which has not been spent and could go towards the security project.

Setting aside the \$700,000, that will give us \$622,832.24 for the security project. That leaves us \$442,267.76 short. Funding options?

There is always the option to reject the bids and scale back the scope of the project, in particular, video surveillance, which technically isn't part of a mass notification system. Certainly there is always the risk of rebidding and incurring cost increases.

Committee recommendation?

Thank You

## General Services 2016 Budget Recommended Capital Projects

10/20/15 R.Leu

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### **1811 - Glen Oaks – 2016 Capital**

1) Sidewalk Replacement	\$9,050
2) Door Replacement COA	\$5,000
3) HVAC Controls	\$15,000
4) Carpet Rane Office COA	\$1,000
5) Misc.	\$5,000
6) Tile HD Entrance	\$2,305
7) Carpet Tile HD Edgewood Rm.	\$2,300
8) Carpet Tile HD Conf. Rm.	<u>\$3,100</u>
<b>Total</b>	<b>\$42,755</b>

*(Not Funded – Carpet Department Carpet Requests \$6,000)*

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### **1816 – 911 – 2016 Capital**

1) 1992 Parking Lot Resurface	\$56,000
2) LED Parking Lot Lights Retro.	\$8,000
3) Misc.	<u>\$5,000</u>
<b>Total</b>	<b>\$69,000</b>

*(Not Recommended- Sidewalk Replacement - \$12,000)*

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### **1817 – JCC/Diversion – 2016 Capital**

1) JCI Control Repair	\$2,600
2) Misc.	<u>\$5,000</u>
<b>Total</b>	<b>\$7,600</b>

*(Not Recommended – Roof Replacement - \$63,000)*

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## 1821 – Job Center – 2016 Capital

1) HVAC Replacement (2 Units)	\$69,000
2) Parking Lot Pole Lights	\$33,810
3) Sidewalk Replacement (Entrance)	\$20,716
4) Carpet Replacement	\$20,448
5) A/E Services Restrooms	\$14,700
6) Sidewalk Replacement(Center Ave.)	\$8,760
7) Electrical Upgrade Engineering	\$4,500
8) A/E Services Building Exterior	\$3,800
9) #5,7,8 Seed Money for Construction	\$290,000
10) Misc.	<u>\$10,000</u>
<b>Total</b>	<b>\$475,734</b>

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## 1837 – Jail – 2016 Capital

1) Articulated Loader	\$74,057
2) Chiller Control Upgrade	\$34,000
3) Shower Refurbish (1)	\$25,000
4) Cart Wash Refurbish	\$20,000
5) Hot Water Piping-Engineering	\$20,000
6) Grease Trap Replacement	\$9,500
7) Kitchen hall Flooring	\$7,600
8) Carpeting (5 locations)	<u>\$5,136</u>
<b>Total</b>	<b>\$195,293</b>

*(Not Funded – Additional Sewer/Grinder Money \$384,000, Refurbish 3 Showers \$75,000)*

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## 1842 – Courthouse – 2016 Capital

1) Fall Protection Railings	\$7,000
2) Roof Replacement (5 <sup>th</sup> Floor/Old)	<u>\$103,000</u>
<b>Total</b>	<b>\$110,000</b>

*(Not Funded - Carpet \$50,000, Sidewalks \$15,300, Misc. \$10,000)*

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### 1843 – UW-Rock – 2016 Capital

1) Reconstruct Student Parking Lot	\$535,050
2) Wells HVAC Study	\$28,000
3) Wells Parapet Wall Repair	<u>\$27,000</u>
<b>Total</b>	<b>\$590,050</b>

*(Not Funded- Reconstruct Faculty Lot and Drives \$405,950, Master Plan Concept Design \$120,000, Misc. \$10,000)*

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### 1849 – HCC – 2016 Capital

1) Roof Over IT	\$44,000
2) Replace Elevator #1	\$180,000
3) Facilities Study	<u>\$60,000</u>
<b>Total</b>	<b>\$284,000</b>

*(Not Funded – Replacement of Elevators 2,3 & Service, \$520,000)*

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### 1850 – YSC – 2016 Capital

1) Fall Protection Railings	\$2,975
2) Roof Replacement	\$127,079
3) Interior Wall Removal	<u>\$140,000</u>
<b>Total</b>	<b>\$270,054</b>

*(Not Funded - Parking Lot Asphalt \$72,036, Sidewalks \$8,165)*

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### 1854 – Lightning – 2016 Capital

1) Construction New Money '16	\$100,000
2) Construction Old Money '15	<u>\$61,429</u>
<b>Total</b>	<b>\$161,429</b>

### 1855 – Courthouse Security – 2016 Capital

1) Future Phases New Money '16	\$500,000
2) Phase 1 Old Money '15	<u>\$930,000</u>
<b>Total</b>	<b>\$1,430,000</b>

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