

**GENERAL SERVICES COMMITTEE**  
**Minutes – September 1, 2015**

**Call to Order.** Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, September 1, 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; Josh Smith, County Administrator; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Jodi Millis, Purchasing Manager.

**Others Present:** Supervisor Russ Podzilni.

**Approval of Agenda:** Chair Brill said there was an additional bill handed out. Supervisor Zajac moved approval of the agenda with this addition, second by Supervisor Heidenreich. ADOPTED.

**Citizen Participation.** None.

**Approval of Minutes.** Supervisor Zajac moved approval of the minutes of August 4, 2015 as presented, second by Supervisor Heidenreich. ADOPTED.

**Transfers and Appropriations.** None.

**Bills/Encumbrances**

Postage Meter	\$ 442.92
General Services	17,843.00
Glen Oaks Facility Operations	1,595.67
Youth Services Center	1,053.26
Communications Center Operations	175.41
Diversion / ASC	32.88
Jail Capital Improvements	16.56
U Rock Expansion	1,518.75
HCC Complex	1,129.90
Lightening Protection	1,340.00
HCC Building Complex	9,127.42
General Services	85.19
Youth Services Center	34.96
Jail Capital Improvements	42.71

**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 Brien. ADOPTED.

**Resolutions.**

**Retaining Engineering Firm to Prepare Plans and Specifications for Phase 1 of the Courthouse Security System Upgrade Project**

**“NOW, THEREFORE, BE IT RESOLVED,** by the Rock County Board of Supervisors duly assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2015, that a contract to prepare plans and specifications for Phase 1 security systems upgrades at the Courthouse to include: 1) Duress Alarms, 2) Card Access, 3) Door Control/Monitoring, and 4) Video Surveillance, be awarded to Mead & Hunt of Wauwatosa, WI, in the amount of \$90,000.00; and,

**BE IT FURTHER RESOLVED,** that a design contingency be established in the amount of \$5,000.00 to cover contract specified reimbursable expenses, plus additional services authorized by the General Services Committee; and,

**BE IT FURTHER RESOLVED,** that an additional contract be awarded to Mead & Hunt in the amount of \$15,000.00 for the preparation of CAD drawings of the 1955 and 1999 Courthouses; and,

**BE IT FURTHER RESOLVED,** that payments be made to the firm upon approval of the General Services Committee.”

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

Mr. Leu went over the resolution, which was handed out. He explained that Phase 1 will take approximately six months, with the bidding and contract award to follow. He said while Phase 1 is underway, Phase 2 security improvements could begin.

Supervisor Nash said he has done some research and there does not seem to have been any major incidents in the last several years; that no matter what measures of security there are, they will not prevent all incidents; and that he does not feel we need to go with this plan or spend this kind of money.

Supervisor Nash said he felt we are rushing into this a bit and likened it to the rush for the dorms at UW Rock County campus.

Mr. Leu said one other piece he started to explore changing the wiring in the Courthouse from Cat5 to Cat6 after talking to the IT Director. He said he did receive a proposal from Mead and Hunt, who said this may be a good time to do the rewiring. The design fees would be about \$55,000 and he has no idea at this time what the costs would be. Chair Brill said he would like more information on this as four of the five lines are not being used now. Mr. Leu said he would have Mr. Crittenden on a future agenda to explain. Chair Brill said he would like an expert opinion on this.

Supervisor Heidenreich said he could only see a few areas where there would be any overlap for the rewiring, and did not feel there was enough to warrant the cost at this time.

Supervisor Zajac asked if the card access would be compatible with the Health Care Center. Mr. Leu said not at this time but will in the future.

PASSED on the following vote: Yes – Supervisors Brill, Brien, Heidenreich and Zajac; No – Supervisor Nash.

### Awarding Contract for Demolition of Courthouse Tower

Mr. Leu said he did not have a resolution at this time, but he did have a handout of information on the project, which included the bid summary, list of references on Lee Martin/L&M trucking, Inc., one reference, and a draft resolution.

Chair Brill said there would be a special meeting of the General Services Committee on September 10<sup>th</sup> at 5:30 pm, prior to County Board, to discuss and act on this resolution.

Supervisor Podzilni said he talked to the City of Janesville Manager and he would prefer the work be done now while the roads around the Courthouse are being worked on and this would be the best time to block off part of Court Street.

### Awarding Contract for Construction of a Metal Maintenance Storage Garage at the Rock County Complex

**“NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2015 that a contract for the construction of a Maintenance Storage Garage be award to the low bidder, Gilbank Construction of Clinton, WI in the Base Bid amount of \$356,200.00 plus the Plumbing Alternate in the amount of \$28,100.00; and,

**BE IT FURTHER RESOLVED**, that a project contingency in the amount of \$30,000.00 be established to cover other project related expenses, and General Services Committee approved Change Orders; and,

**BE IT FURTHER RESOLVED**, that payments be made to the vendor upon approval of the General Services Committee.”

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

Mr. Leu went over the resolution, which was handed out.

Supervisor Zajac said this has been downsized from the previous request and asked if the garage would be large enough. Mr. Leu said, since the County is no longer holding auction items for a yearly auction, it should be large enough.

ADOPTED.

### Updates.

**Courthouse Window Project** Mr. Leu said there is nothing new to report at this time.

Supervisor Heidenreich said there are about 350 of the 900 panes that are bad at this time, the cost for Congress to install the replacement glass is approximately \$400 per window unit, coming to about \$140,000. The approximate worth of the replacement glass is \$35,000. We are going to need someplace to store the glass until it is used, which is going to cost the County, and during storage there will more than likely be some damage. He said he is wondering if it will be less expensive to just put new windows in. Supervisor Zajac said he feels the cost of storing the replacement glass will probably

exceed the cost of the materials. Supervisor Heidenreich said he would like to see what the cost of renting storage would be.

Chair Brill said he has felt from the beginning that we would be further ahead to just go out for bid on new windows. Supervisor Zajac agreed.

**UW Rock County Security System Upgrades and Emergency Mass Notification System**

Mr. Leu informed the Committee that the bids came in at \$826,000 for the base bid, this does not include the antenna system. They had anticipated \$690,000. He said Dean Wilson felt the most pressing part is to have cell phone coverage in the basement areas. Mr. Leu said there presently are three different fire alarm systems in the various buildings and the cost to upgrade and interface the alarms is \$239,000. He added that he is having Jeff Pronchinske, Mead & Hunt, see where the cost increases are.

Chair Brill said he feels the cell phone coverage in the basement is just a convenience. Mr. Leu said any warnings (such as for inclement weather) would be broadcast over the speakers throughout all the buildings.

**Semi-Annual Report.** The Committee accepted the report.

**Communications, Announcements and Information.** None

**Adjournment.** Supervisor Brien moved adjournment at 8:54 A.M., second by Supervisor Heidenreich. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**