

GENERAL SERVICES COMMITTEE

Minutes – November 3, 2015

Call to Order. Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, November 3, 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; Jeff Kuglitsch, Corporation Counsel; Jodi Timmerman, Deputy Corporation Counsel.

Others Present: Supervisor Russ Podzilni; Mike Connor, UW Rock County Maintenance; Frank Schultz, Janesville Gazette.

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

Citizen Participation. Mr. Connor thanked the Committee for their consideration of the UW Rock County Campus upgrades.

Approval of Minutes. Supervisor Zajac moved approval of the minutes of October 20, 2015 as presented, second by Supervisor Heidenreich. ADOPTED.

Transfers and Appropriations. None.

Bills/Encumbrances

General Services	\$	11,346.95
Glen Oaks Facility Operations		393.80
Youth Services Center		4,546.69
Communications Center Operations		360.97
Diversion / ASC		122.41
Jail Capital Improvements		9,161.24
Courthouse Facility		13,385.00
U-Rock Expansion		21,275.00
HCC Complex		677.94
HCC Building Complex		1,623.88
Rock Haven Building		6,074.33

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 Chair Brill. ADOPTED.

Resolutions.

Awarding Contract for Security / Mass Notification Improvements at the UW-Rock County Campus

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this _____ day of _____, 2015, that a contract for the purchase and installation of the security/mass notification and fire alarm systems be awarded to Gilbank Construction of Clinton, WI, in the base bid amount of \$826,100.00, plus the alternate bid of \$239,000.00 for the fire alarm system; and

BE IT FURTHER RESOLVED, that a project contingency in the amount of \$105,000.00 be established to cover change orders approved by the General Services Committee, and miscellaneous project costs; and

BE IT FURTHER RESOLVED that the 2015 General Services Budget be amended as follows:

...

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 Zajac.

Supervisor Nash said he is still waiting for a formal paper from Corporation Counsel on projects not completed in a timely manner. Mr. Kuglitsch said this is a contract and if they don't complete things in a timely manner we would contact them and work through the process before taking them to court.

Supervisor Heidenreich asked about having completion dates added to the contracts. Mr. Leu said each project is a little different and that he would not recommend having a completion date in the contract as they will have to work around the college's schedule.

Supervisor Nash said he is not looking for a hard completion date, he is looking for something on compliance.

Supervisor Heidenreich said there seems to be a lot of projects that are drug out, they are just looking for ways to get some of these projects completed in a more-timely manner, and a way to hold them accountable. Mr. Kuglitsch said there are almost always things that come up to cause delays. He added that they can put specific timelines in specific contracts. Mr. Leu added that sometimes there could be liquidated damages, and that the problems can be handled on a case by case basis. Ms. Millis said we would also need to look at the specs to see what or if we may have caused the delay. Mr. Leu added that we have already put the project four months behind.

Supervisor Heidenreich said he feels these things need to be better communicated to the Committee.

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

Awarding Contract for Boiler/Stack Replacement at the Courthouse

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this _____ day of _____, 2015, that a contract

for boiler/stack replacement at the Courthouse be awarded to Butters Fetting of Janesville in the base bid amount of \$246,000.00; and

BE IT FURTHER RESOLVED, that a project contingency in the amount of \$15,000.00 be established to cover General Services Committee approved change orders, and project related costs; 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. ADOPTED.

Request Approval to Replace Cabinet and Countertop at the Health Department.

Supervisor Zajac moved to approve the replacement of cabinets and countertops at the Health Department to Wynn O. Jones for a total of \$8,947, second by Supervisor Heidenreich. ADOPTED.

Discussion and Possible Action on Request from WKOW-TV to Place a Camera on the Courthouse Roof. Mr. Terronez said he met with representatives from WKOW and General Services and found a likely location would be in front of the Judges Conference Room. He said this will need to be discussed with the judges before any action will be taken.

Discussion and Possible Action of Facilities Rooftop Policy. Mr. Terronez said there is no action to be taken at this time.

Updates.

Tower Demolition Mr. Leu said the contractor is working on submittals, permits and the safety plan.

Communications, Announcements and Information. None.

Executive Session: Supervisors Zajac and Heidenreich moved to go into Executive Session at 8:27 A.M. per Section 19.85(1)(g) Wis. Stats. Conferring with Legal Counsel Regarding Potential Litigation. ADOPTED on a roll call vote with the following: Ayes – Supervisors Brill, Brien, Heidenreich, Nash and Zajac. All present.

Supervisor Zajac moved to go out of Executive Session at 9:04 A.M., second by Supervisor Heidenreich. ADOPTED.

Adjournment. Supervisor Heidenreich moved adjournment at 9:04 A.M., second by Supervisor Brien. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.