

**GENERAL SERVICES COMMITTEE**  
**Minutes – February 17, 2015**

**Call to Order.** Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, February 17, 2015 in Conference Room N1, Rock County Courthouse East.

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

**Committee Members Absent:** Supervisor Nash.

**Staff Members Present:** Rob Leu, General Services Director; Josh Smith, County Administrator; Randy Terronez and Nick Osborne, Assistants to the County Administrator.

**Others Present:** Supervisor Podzilni.

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

**Citizen Participation.** None.

**Approval of Minutes.** Supervisor Heidenreich moved approval of the minutes of February 2, 2015 as presented, second by Supervisor Zajac. ADOPTED.

**Transfers and Appropriations.** None.

**Bills/Encumbrances - 2014**

General Services	\$ 377.50
Jail Capital Improvements	6,256.75
Courthouse Facility	4,350.00

**Bills/Encumbrances - 2015**

General Services	\$ 9,577.04
Glen Oaks Facility Operations	595.08
Youth Services Center	549.40
Communications Center Operations	2,346.80
Diversion / ASC Program	84.34
Jail Capital Improvements	1,911.93
HCC Building Complex	2,908.34

**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.

**Resolutions.**

**Awarding Contract to Renovate Two E-Unit Shower Rooms at the Jail**

**“NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2015, that a contract for the renovation of the two shower rooms in E-Unit be awarded to the low bidder, Gilbank Construction of Clinton, WI, in the amount of \$29,700.00; and,

**BE IT FURTHER RESOLVED** that a project contingency in the amount of \$5,000.00 be established to cover any change orders authorized by the General Services Committee.”

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

**Awarding Contract to Replace the Cooling Tower at the Jail**

**“NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2015, that a contract to replace the cooling tower at the Jail be awarded to the low bidder, Tri-Cor Mechanical of Janesville, WI, in the amount of \$83,900.00.

**BE IT FURTHER RESOLVED** that a project contingency in the amount of \$5,000.00 be established to cover any change orders authorized by the General Services Committee.”

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

**Awarding Contract to Replace the Cooling Tower at the Courthouse**

**“NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled this \_\_\_\_\_ day of \_\_\_\_\_, 2015, that a contract to replace the cooling tower at the Courthouse be awarded to the low bidder, General Heating of Madison, WI, in the amount of \$88,000.00.

**BE IT FURTHER RESOLVED** that a project contingency in the amount of \$5,000.00 be established to cover change orders authorized by the General Services Committee.”

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

**Discussion and Possible Action of Maintenance Storage Building Design.** Chair Brill said a Supervisor came to him with concerns about the price. Chair Brill said there was not enough information included with the resolution when it went to County Board.

Mr. Leu handed out comparisons of the three proposed buildings and the costs.

Supervisor Zajac asked if Angus Young had done the first one. Mr. Leu replied they had and that they were able to salvage some of the cost estimates from that one, which is why they were able to come in at the \$9,999 amount.

Supervisor Brien asked what we are paying for storage now. Mr. Leu said we pay \$300 per month on the unit and \$100 each per month for the storage containers, which is a total of \$500 per month.

Supervisor Zajac asked if this is just to approve Angus Young. Mr. Leu replied it was.

Chair Brill asked to have the resolution, with this comparison attached, put back on the County Board agenda for the next meeting as he feels this seems to satisfy the questions given to him by the Supervisor.

**Update.**

**Courthouse Security Assessment – Update Only** Mr. Leu handed out copies of the minutes from the Court Security and Facilities Committee from their February 4, 2015 meeting. Mr. Leu said he thinks Captain DeRemer is aiming for a March 3<sup>rd</sup> tour and presentation.

Mr. Leu handed out an assessment update sheet he prepared and asked the Committee if they felt having a tour followed by a presentation or a presentation followed by a tour would be best, and if they even wanted them on the same day. The Committee said they would like to leave this up to Captain DeRemer as to what he feels would be the best way, and they felt having both the tour and presentation on the same day would be best.

Chair Brill said to plan for having the tour and presentation on March 3<sup>rd</sup> as long as that works for Captain DeRemer.

The Committee discussed saying something at County Board and felt that a second tour should be offered for other Supervisors who would like to tour.

**Communications, Announcements and Information.** Chair Brill informed Mr. Leu that when the Committee toured the District Attorney's offices that it was noted the sign above Courtroom H was very difficult to read and suggested Mr. Leu check into other signage.

**Adjournment.** Supervisor Brien moved adjournment at 8:37 A.M., second by Supervisor Zajac. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Confidential Administrative Assistant

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**