



GENERAL SERVICES COMMITTEE
Minutes – August 16, 2016

Call to Order. Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, August 16, 2016 in Conference Room N-1, Rock County Courthouse East.

Committee Members Present: Supervisors Brill, Heidenreich, Homan, Yeomans and Zajac.

Committee Members Absent: None.

Staff Members Present: Brent Sutherland, Facilities Management Director; Josh Smith, County Administrator; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Jodi Millis, Purchasing Manager; Dave Froeber, Facilities Superintendent, Rock Haven.

Others Present: Mike Connor, UW Rock County Building and Grounds Superintendent; Brian Zobel, Facilities Manager, UW Colleges – Southwest.

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

Citizen Participation. None.

Approval of Minutes. Supervisor Yeomans moved approval of the minutes of August 2, 2016 as presented, second by Supervisor Homan. ADOPTED.

Transfer. None.

Review of Payments. The Committee accepted the report.

Committee Approval to Award Contract for Professional Services Relating to the Engineering Services to IBC Engineering for Job Center HVAC.

Supervisor Zajac moved to approve the contract for professional services with IBC Engineering Services Inc. for HVAC design services at the Job Center for the replacement of two units in the amount of \$8,250, second by Supervisor Heidenreich. ADOPTED.

Committee Approval to Award Contract for Professional Services Relating to the Engineering Services to Angus Young for Health Care Center Complex Study.

Supervisor Heidenreich moved to approve the contract for professional services with Angus Young to conduct a study of the Health Care Complex in the amount of \$8,400, second by Chair Brill. ADOPTED.

Facilities Management Director Update.

Facilities Superintendent Positions and Vacant Maintenance Worker IV Updates Mr. Sutherland introduced Dave Froeber to the Committee as the new Facilities Superintendent for Rock Haven and that yesterday was his first day. He added that Dave was the Mechanical Maintenance Supervisor at Rock Haven before he took this position.

Mr. Sutherland introduced Mike Connor as the new Facilities Superintendent for the Courthouse starting August 29th and that Mike is currently the Facilities and Grounds Supervisor at UW Rock County.

Mr. Sutherland said the Maintenance Worker IV position at the Jail is still technically vacant as the background check is being done and the position cannot be filled until this is done.

Mr. Sutherland added that the Mechanical Maintenance Supervisor position, previously filled by Dave Froeber, will be posted on Wednesday.

Project Updates and Change Orders.

Building Portfolio / Energy Manager Update Mr. Sutherland handed out copies of the Building Portfolio and said that as there are changes he will ask the Committee to bring their books in to be updated. He said that the Energy Manager is still being worked on in conjunction with Alliant. He is hoping to have these to the Committee in September.

Communications, Announcements and Information. Mr. Connor brought pictures in of the parking lot at UW Rock County to show the work as it progressed.

Adjournment. Supervisor Heidenreich moved adjournment at 8:15 A.M., second by Supervisor Homan. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

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