

ROCK COUNTY, WISCONSIN



NOTE:
Location Change

**GENERAL SERVICES COMMITTEE
TUESDAY, JULY 3, 2018 – 8:00 A.M.
HEALTH DEPARTMENT CONFERENCE ROOM
3328 N. US HIGHWAY 51, JANESVILLE, WI**

Agenda

1. Call to Order
2. Approve Agenda
3. Citizen Participation
4. Approval of Minutes – June 19, 2018
5. Transfers
6. Review of Payments
7. Resolutions
 - A. Awarding the Contract for Renovations of the Staff Bathrooms at the Job Center and Amending 2018 Facilities Management Capital Budget
 - B. Awarding Contract for Carpet Replacement at Vacant Adolescent Service Center (ASC) Building
 - C. Awarding the Contract for the Installation of an In-Building Distributed Antenna System at UW Rock County Campus
8. Updates
 - A. Discussion and Possible Approval to Relocate the UW Extension Department
 - B. Discussion of Change Order for Health Care Center Security Access
 - C. Review of Semi-Annual Report at Conferences / Conventions
 - D. Update and Discussion on old Rock Haven Building Demo Schedule
9. Communications, Announcements and Information
10. Tour of Health Department
11. Adjournment

Please contact Marilyn at (608)757-5510 if you are going to be late or if you will not be able to attend the meeting.

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

General Services Committee

INITIATED BY

General Services Committee

SUBMITTED BY



Brent Sutherland –
Director of Facilities Management
DRAFTED BY

June 22, 2018
DATE DRAFTED

Awarding the Contract for Renovations of the Staff Bathrooms at the Job Center and Amending 2018 Facilities Management Capital Budget

1 **WHEREAS**, funds were budgeted in 2018 in the amount of \$45,000 for the renovations of the
2 staff bathrooms at the Job Center; and
3

4 **WHEREAS**, the staff bathrooms are in need of renovation due to the age and condition of the
5 counters, floors, walls and partitions; and
6

7 **WHEREAS**, specifications were drafted and bids solicited with the lowest most responsive and
8 responsible bidder being Glen Fern Construction LLC in the amount of \$68,225.
9

10 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
11 assembled this _____ day of _____, 2018 does hereby approve and authorize
12 awarding a contract in the amount of \$68,225 to Glen Fern Construction LLC of Lake Geneva,
13 WI, for the renovations to the staff bathrooms at the Job Center.
14

15 **BE IT FURTHER RESOLVED**, a contingency fund of \$6,800 be established to cover any
16 unforeseeable issues that arise.
17

18 **BE IT FURTHER RESOLVED**, the Facilities Management 2018 budget be amended as
19 follows:

20		BUDGET	INCREASE/ (DECREASE)	AMENDED BUDGET
21	<u>ACCOUNT/DESCRIPTION</u>	<u>6/01/18</u>		
22	<u>Source of Funds</u>			
23	18-1821-0000-68000	(\$245,155)	(\$30,025)	(\$275,180)
24	Facilities Management Cost Allocations			
25				
26	<u>Use of Funds:</u>			
27	18-1821-0000-67200	\$370,640	\$30,025	\$400,665
28	Job Center Capital Improvements			

Awarding the Contract for renovations of the Staff Bathrooms at the Job Center and Amending 2018 Facilities Management Capital Budget

Page 2

Respectfully submitted,

GENERAL SERVICES COMMITTEE

FINANCE COMMITTEE ENDORSEMENT

Henry Brill, Chair

Reviewed and approved on a vote of _____

Jeremy Zajac, Vice Chair

Mary Mawhinney, Chair

Tom Brien

Robert Potter

Yuri Rashkin

FISCAL NOTE:

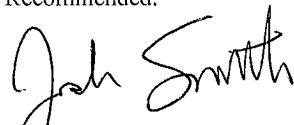
This resolution authorizes the use of \$30,025 from the Job Center fund balance to help fund the Job Center staff bathrooms renovation.



Sherry Oja
Finance Director

ADMINISTRATIVE NOTE:

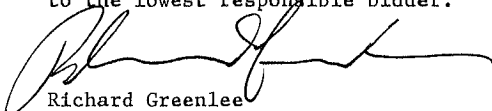
Recommended.



Josh Smith
County Administrator

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.



Richard Greenlee
Corporation Counsel

Executive Summary

Awarding the Contract for Renovations of the Staff Bathrooms at the Job Center and Amending 2018 Facilities Management Capital Budget

The resolution before you is awarding the contract for renovations to the staff bathrooms at the Job Center. The bathrooms are in need of repair due to age and condition of the partitions, counters, flooring and walls.

Bids were solicited with three contractors responding. The lowest, most responsive and responsible bidder was Glen Fern Construction LLC of Lake Geneva, WI in the amount of \$68,225. \$45,000 was budgeted in 2018 for this renovation. This resolution is also amending the Facilities Management 2018 budget and approving a 10% contingency fund.

Director of Facilities Management and Purchasing Manager are recommending awarding the bid to the lowest, most responsive and responsible bidder, Glen Fern Construction LLC of Lake Geneva, WI in the amount of \$68,225.00

 ORIGINAL



BID SUMMARY FORM

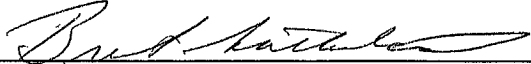
BID NUMBER 2018-27
BID NAME JOB CENTER STAFF RESTROOM RENOVATIONS
BID DUE DATE JUNE 20, 2018 – 1:30 P.M.
DEPARTMENT FACILITIES MANAGEMENT

	GLEN FERN LAKE GENEVA WI	KLOBUCAR BELOIT WI	FORWARD CONSTRUCTION BELOIT WI
BASE BID	\$ 68,225.00	\$ 69,900.00	\$ 70,759.00
BID BOND	YES	YES	YES
ADDENDA	YES	YES	YES
START DATE	7/23/18	8/27/18	8/1/18
COMPLETION	8/10/18	9/28/18	9/1/18

Invitation to Bid was advertised in the Janesville Gazette and on the Internet. Six additional vendors were solicited that did not respond.

PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: Glen Fern Construction LLC


SIGNATURE

6-22-18
DATE

GOVERNING COMMITTEE APPROVAL:

CHAIR _____ VOTE _____ DATE _____

RESOLUTION NO. _____

AGENDA NO. _____

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

General Services Committee
INITIATED BY



Brent Sutherland- Director-
Facilities Management
DRAFTED BY

General Services Committee
SUBMITTED BY

June 22, 2018
DATE DRAFTED

Awarding Contract for Carpet Replacement at Vacant Adolescent Service Center (ASC) Building

- 1 **WHEREAS**, the 2018 budget included funds to prepare the vacant Adolescent Service Center (ASC)
- 2 building for occupancy; and
- 3
- 4 **WHEREAS**, the current carpet is needing to be replaced before any occupancy can occur; and
- 5
- 6 **WHEREAS**, the cost for Halverson Flooring to replace the carpet is \$24,989; and
- 7
- 8 **WHEREAS**, Halverson flooring has the State bid #505ENT-015-FLOORING-05 for carpet.
- 9
- 10 **NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled
- 11 this _____ day of _____, 2018, and awards a contract to replace carpet at the
- 12 Rock County Adolescent Services Center (ASC) vacant building in the amount of \$24,949, to Halverson
- 13 Flooring of Janesville, WI.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

FISCAL NOTE:

Henry Brill, Chair

Sufficient funds were included in the 2018 budget for the cost of this project. This project is being funded by sales tax revenue.

Jeremy Zajac, Vice Chair

Tom Brien

Sherry Oja
Finance Director

Robert Potter

LEGAL NOTE:

Yuri Rashkin

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats.

ADMINISTRATIVE NOTE:

Recommended.

Richard Greenlee
Corporation Counsel

Josh Smith
County Administrator

Executive Summary

Awarding Contract for Carpet Replacement at the Vacant Adolescent Service Center (ASC) Building

The vacant Adolescent Service Center (ASC) building has been vacant for several years. In 2018 funds were budgeted to make repairs to the building to allow for another occupancy. The carpet is in need of replacing. This cost will be \$24,949 for Halverson Flooring to replace. Halverson Flooring holds the current State contract for flooring. The State Contract number is 505ENT-015-Flooring-05.

RESOLUTION

ROCK COUNTY BOARD OF SUPERVISORS

General Services Committee



Brent Sutherland –
Director of Facilities Management
DRAFTED BY

INITIATED BY

June 22, 2018
DATE DRAFTED

General Services Committee
SUBMITTED BY

Awarding the Contract for the Installation of an In-Building Distributed Antenna System at UW Rock County Campus

- 1 **WHEREAS**, funds were budgeted in 2018 for the installation of this in –building distributed
- 2 antenna system (DAS); and
- 3
- 4 **WHEREAS**, this is part of the security mass notification system that was installed in 2017 on
- 5 this campus for security incidents; and
- 6
- 7 **WHEREAS**, to utilize the full function of the mass notification system it is vital to have cell
- 8 phone coverage throughout the campus; and
- 9
- 10 **WHEREAS**, a signal survey was completed and coverage was mapped out with findings
- 11 showing most of the campus had no signal; and
- 12
- 13 **WHEREAS**, this antenna system will provide the needed signal throughout the campus; and
- 14
- 15 **WHEREAS**, specifications were drafted and bids solicited with three qualified contractors
- 16 responding. The lowest most responsive and responsible bidder was Telamon out of Elk Grove,
- 17 IL in the amount of \$157,980.
- 18
- 19 **NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly
- 20 assembled on this ____ day of _____, 2018 does hereby approve and authorize
- 21 awarding a contract in the amount of \$157,980 to Telamon out of Elk Grove Village, IL.
- 22
- 23 **BE IT FURTHER RESOLVED**, that a \$15,000 contingency also be approved to cover any
- 24 possible unforeseen items.

Respectfully submitted,

GENERAL SERVICES COMMITTEE

Henry Brill, Chair

Jeremy Zajac, Vice Chair

Tom Brien

Robert Potter

Yuri Rashkin

Awarding the Contract for the Installation of an In-Building Distributed Antenna System at UW Rock County Campus

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FISCAL NOTE:

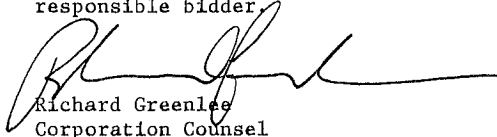
Sufficient funds are available in the 2018 budget for the cost of this project. This project is being funded by sales tax revenue.



Sherry Oja
Finance Director

LEGAL NOTE:

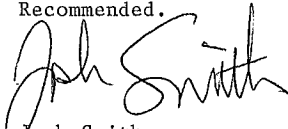
The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats. In addition, sec. 59.52(29), Wis. Stats. requires the project to be let to the lowest responsible bidder.



Richard Greenlee
Corporation Counsel

ADMINISTRATIVE NOTE:

Recommended.



Josh Smith
County Administrator

Executive Summary

Awarding the Contract for the Installation of an In-Building Distributed Antenna System at UW Rock County Campus

The resolution before you approves contracting with the lowest, most responsive and responsible bidder, Telamon of Lake Geneva WI, in the amount of \$157,980 for the installation of an in-building distributed antenna system at UW Rock County Campus.

This also approves a 10% (\$15,000) contingency fund. Funds were included in the 2018 budget and bids were solicited with three contractors responding. This is part of the security mass notification system that was installed to send out notices to all students and staff of any security incident. The full function of the mass notification system requires cell phone signals. A signal survey was conducted to map out the cell phone signal throughout the entire campus. The survey showed no signal was available throughout.



BID SUMMARY FORM

BID NUMBER 2017-26
BID NAME IN-BUILDING DISTRIBUTED ANTENNA SYSTEM
 UW ROCK COUNTY CAMPUS
BID DUE DATE JUNE 18, 2018 – 1:30 P.M.
DEPARTMENT FACILITIES MANAGEMENT

	TELAMON ELK GROVE VILLAGE IL	BAYCOM GREEN BAY WI	GENERAL COMMUNICATIONS MADISON WI
BASE BID	\$ 157,980.00	\$ 171,815.00	\$ 241,061.00
BID BOND	YES	YES	YES
QUALIFICATIONS	YES	YES	YES
ADDENDA	YES	YES	YES
START DATE	6/25/18	8/13/18	7/16/18
COMPLETION	8/24/18	8/17/18	8/31/18

Invitation to Bid was advertised in the Janesville Gazette and on the Internet. One additional vendor was solicited that did not respond. Two vendors submitted "No Bid".

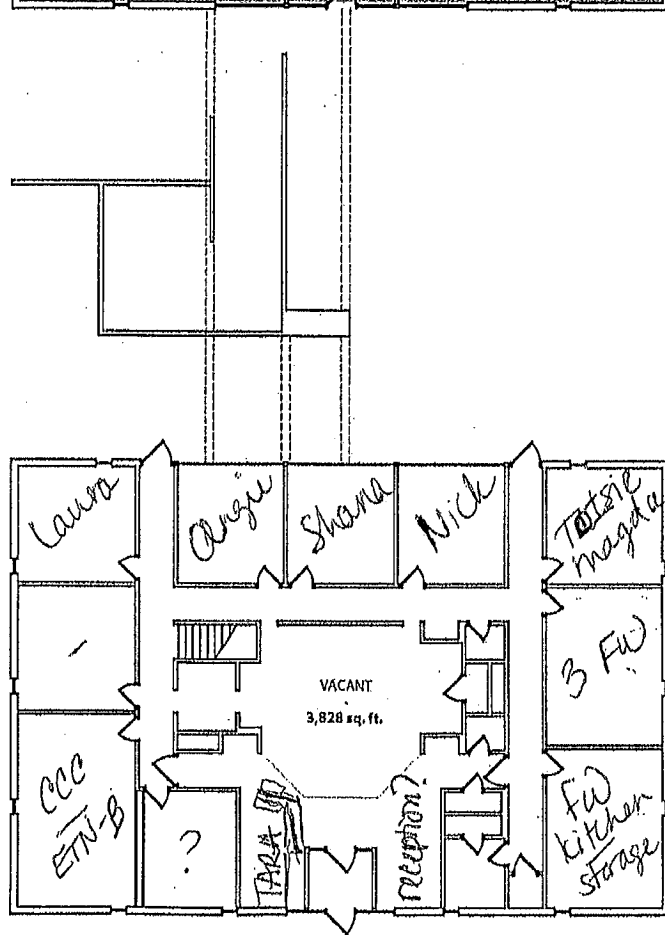
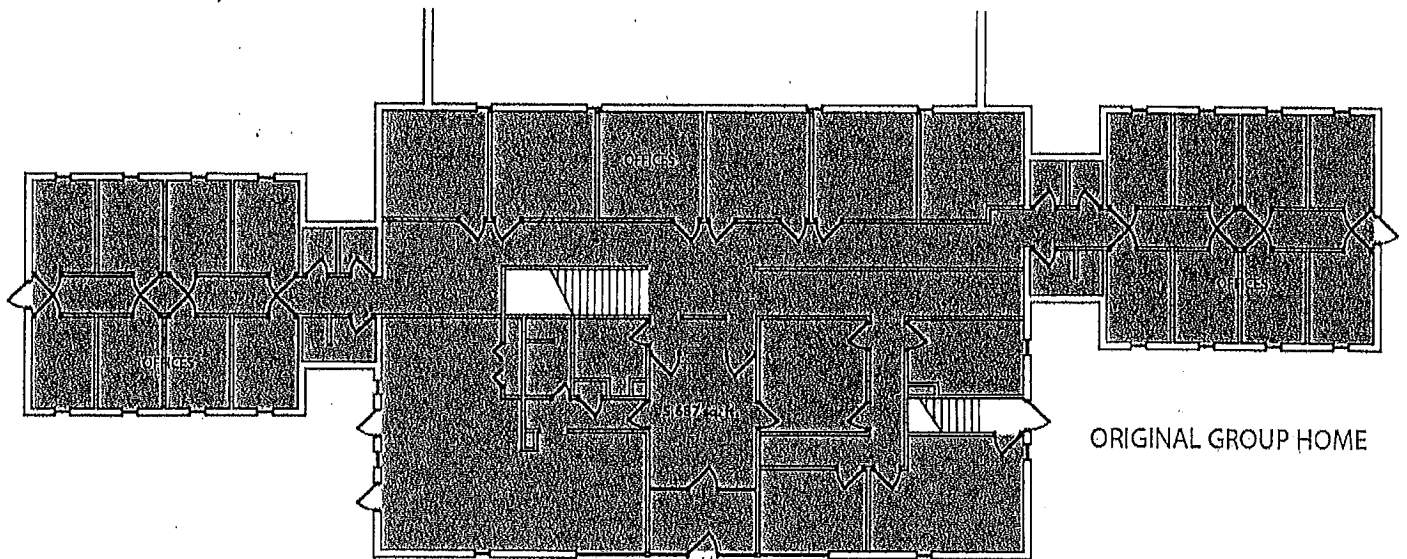
PREPARED BY: JODI MILLIS, PURCHASING MANAGER

DEPARTMENT HEAD RECOMMENDATION: Telamon

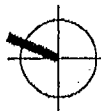
[Signature] 6-22-18
SIGNATURE DATE

GOVERNING COMMITTEE APPROVAL:

CHAIR VOTE DATE



ROCK COUNTY ADOLESCENT SERVICE CENTER



FIRST FLOOR PLAN
N.T.S.

■ Diversion
□ Vacant Space



MEMORANDUM

DATE: July 1, 2018

TO: General Services Committee

FROM: Brent Sutherland, Director of facilities Management

SUBJECT: Out-of-State Training and Conferences

As required by Resolution #06-9A-087, which requires each department head to report semi-annually all instances of attendances at all training, conventions and conferences that exceed \$1,000 per event, per employee to their respective governing committee for informational purposes.

Please be advised that Facilities Management Department did not have any employees who attended a conference that exceeded \$1,000 per event, per employee during the first six months of 2018. We have had training during this time frame but was able to do it as a group to keep the cost per person per event down.

June 15, 2018

Rock Haven Demolition
3418 N County Highway F
Janesville, WI

Rock Haven – Demolition Work and Progress Description

Preliminary Work:

- Call for an updated utility location from Diggers Hot Line
- Communicate with owner for any private utilities to be accounted for
- Schedule and install temporary fencing and gates
 - Gate will be located at county highway F
- Request that owner remove dumpsters and any remaining equipment on site
- CCI will utilize City of Janesville water meter for dust control
 - Utilize existing fire hydrant on exposed basement side of building
- Install silt fencing

Concrete Work:

- The parking lot will be laid out for the new wall location and barricaded once approved
- Concrete crew will form wall inside of the existing tunnel 30' from the existing building
- Holes will be cored through the surface for pouring concrete into the formed walls
- This will eliminate any access from the existing building to the Rock Haven building
- Water proofing will take place later once the tunnel has been fully exposed
- Approval of water proofing will be conducted prior to backfill taking place

Select Demolition Work:

- CCI will start interior demolition work first
- Crane 2 skid loaders up to 4th floor and select demo all of the interior out of the building to ground level on both sides of the building, should take 1 week
- Lower 2 skid loaders down to the 3rd floor and select demo all of the interior out of the building to ground level on both sides of the building, should take 1 week
- Lower 2 skid loaders down to the 2nd floor and select demo all of the interior out of the building to ground level on both sides of the building, should take 1 week
- Lower 2 skid loaders down to ground and select demo the 1st and basement floors which should take 1 week
- Debris being pushed out of building will largely be cementous with minimal metal debris, no material will leave the site at this time

Tunnel Demolition Work:

- Schedule with neighboring facility to commence with tunnel demo work
- Remove existing tunnel starting at the Rock Haven building working north
- Demolish tunnel to within 30 feet of neighboring facility
- Prepare tunnel for concrete work according to the bidding documents
 - Concrete subcontractor will commence with new wall and water proofing
- Once new concrete wall has been completed and cured with water proofing, it will be backfilled and compacted in preparation for asphalt patching
- Asphalt contractor will be scheduled to complete the asphalt patch at the location of the former tunnel and care for any striping needs
- Debris will be pushed over by building for use during building demolition, no debris will leave the site at this time

Building Demolition Work:

- Mobilize a large excavator with shear and grapple for building demolition
- Building demolition will commence from the west side of the building inward
 - Entry canopy and entrance area
- Floors will be brought down progressively moving inward as the debris will be pulverized into basement for the excavator to work on while maintaining optimal height for continued demolition
- Some debris may be separated during this scope of work and stock piles for later removal
- Bring entire building down into basement or ground areas for separation and disposal
- Wreck concrete foundations, slabs, and footings for disposal
- Several trees will be removed that are immediately adjacent to building but most of them will remain

Sorting and Clean-up Work:

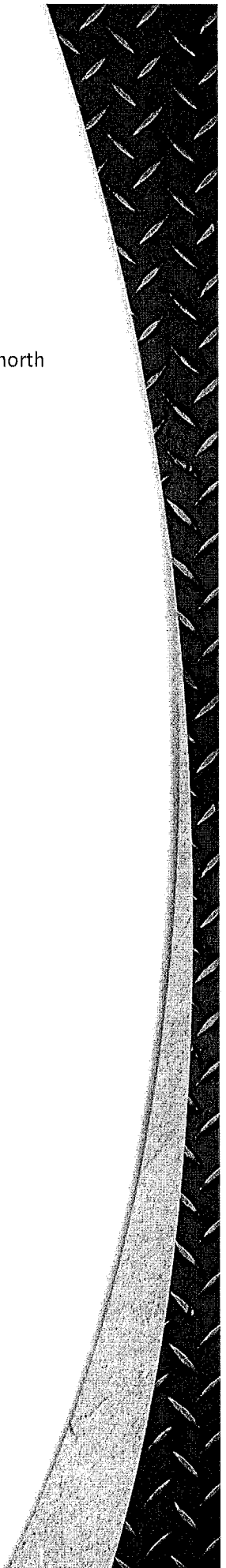
- Subsequently building has been brought to ground, separation of materials will commence mostly from the basement side of the building
- Metals, wood, and other construction debris will be separated for export
- Metals will be placed into dumpsters for export
- Wood, roofing, and other construction debris will be loaded into CCI's walking floor trailer and transported to Rock County landfill for disposal
- Concrete, CMU (block), and brick will be pulverized by excavator, loaded into dump trucks, and hauled to Bjoin for recycling
- Top soil will be hauled back from Bjoin and stock piled on site for finishing work

Site Work:

- Remove asphalt areas shown in plans, load into truck and export to Bjoin for recycling
 - Includes underground culverts
- Mobilize dozer for finish grading work
- Rough grade the site once building, and debris work has been completed
- Grade old building and parking area slopes towards that natural drainage swale to the north
- Place imported top soil and grade to new slopes
- Seed and stabilize top soil areas to allow for growth

Terry Russell – VP Quarries
Corporate Contractors, Inc.

608-207-0136 - Cell



Rock Haven Demo Schedule



Task Name	Duration	Start	Finish	Predecessors	Assigned To
1 ROCK HAVEN DEMO SCHEDULE					
2 SITE PREPARATION	10d	06/11/18	06/22/18		
3 TEMPORARY FENCING & GATE	2d	06/11/18	06/12/18		NATIONAL
4 INSTALL FEDERAL POSTING BOARD	1d	06/19/18	06/19/18		CC-EX
5 INSTALL CCI PROJECT SIGNS	1d	06/19/18	06/19/18		CC-EX
6 INSTALL SILT FENCING	3d	06/20/18	06/22/18		CC-EX
7					
8 CONCRETE WORK	45d	06/25/18	08/24/18		
9 LAYOUT NEW WALL LOCATION 30' FROM BUILDING	1d	06/25/18	06/25/18		CC-CONCRETE
10 FORM NEW WALL IN TUNNEL	1d	06/27/18	06/27/18		CC-CONCRETE
11 CORE HOLES IN PARKING LOT FOR CONCRETE POUR	1d	06/28/18	06/28/18		HARD ROCK
12 POUR WALL	1d	07/02/18	07/02/18		CC-CONCRETE
13 REMOVE FORMS	1d	07/03/18	07/03/18	12	CC-CONCRETE
14 WATER PROOFING	2d	08/23/18	08/24/18		CC-CONCRETE
15					
16 SELECT DEMOLITION	25d	07/02/18	07/27/18		
17 SELECT DEMO OF 4TH FLOOR	5d	07/02/18	07/06/18		CC-EX
18 SELECT DEMO OF 3RD FLOOR	5d	07/09/18	07/13/18	17	CC-EX
19 SELECT DEMO OF 3RD FLOOR	5d	07/16/18	07/20/18	18	CC-EX
20 SELECT DEMO OF 1ST & BASEMENT FLOORS	5d	07/23/18	07/27/18	19	CC-EX
21					
22 BUILDING DEMOLITION	27d	07/30/18	09/04/18		
23 MOBILIZE LARGE EXCAVATOR	1d	07/30/18	07/30/18	20	CC-EX
24 DEMO ENTRY CANOPY AND INTO BUILDING	1d	07/31/18	07/31/18	23	CC-EX
25 BUILDING DEMOLITION TO GROUND	20d	08/01/18	08/28/18	24	CC-EX
26 SEPARATE MATERIALS AND EXPORT	10d	08/22/18	09/04/18	25FS-5d	CC-EX
27					
28 SITE WORK	15d	08/29/18	09/18/18		
29 INSTALL STONE AT PARKING LOT AND COMPACT	10d	08/29/18	09/11/18	25	
30 INSTALL ASPHALT PATCH AND LINE STRIPE	1d	09/12/18	09/12/18	29	
31 GRADE ENTIRE BUILDING AND PARKING AREAS WITH TOP SOIL	5d	09/05/18	09/11/18	26	
32 SEED AND STABILIZE	5d	09/12/18	09/18/18	31	LANDSCAPER
33					
34 DEMOBILIZE	6d	09/05/18	09/12/18		
35 FENCING	1d	09/05/18	09/05/18	26	NATIONAL
36 PORTA POT	1d	09/12/18	09/12/18	31	ACE
37 EQUIPMENT	1d	09/12/18	09/12/18	31	CCI

Comments

CORE 3 HOLES THROUGH PARKING LOT INTO TUNNEL FOR CONCRETE POUR

INCLUDES WATER STOPS

RAISE TO 4TH FLOOR RIGHT AWAY FOR SELECT DEMO NEEDS

LOWER SKID LOADERS TO 3RD FOR SELECT DEMO

LOWER SKID LOADERS TO 2ND FOR SELECT DEMO

LOW TO GROUND FOR SELECT DEMO

BRING BUILDING DOWN ON ITSELF AND UTILIZE DEBRIS FOR EXCAVATOR TO WORK OFF OF
HAUL TO BLON QUARRY FOR RECYCLING AND RETURN TRIP WITH TOP SOIL

DOZER WILL BE USED TO GRADE SITE, IMPORTED TOP SOIL WILL BE UTILIZED AND SPREAD