



**GENERAL SERVICES COMMITTEE
Minutes – September 6, 2016**

Call to Order. Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, September 6, 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, Assistant to the County Administrator; Jodi Millis, Purchasing Manager.

Others Present: Brian Zobel, Facilities Manager, UW Colleges – Southwest.

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

Citizen Participation. None.

Approval of Minutes. Supervisor Yeomans moved approval of the minutes of August 16, 2016 as presented, second by Supervisor Homan. ADOPTED.

Transfer.

<u>FROM</u>		<u>TO</u>	
<u>Account #</u>	<u>Amount</u>	<u>Account #</u>	<u>Amount</u>
18-1850-0000-67200	\$146,354	18-1842-0000-67200	\$115,004
YSC Capital Projects		Courthouse Capital Projects	
		18-1849-0000-67200	31,350
		HCC Complex Capital Projects	

Supervisor Yeomans moved approval of the above Transfer and Appropriation for the General Services Committee, second by Supervisor Heidenreich. ADOPTED.

Review of Payments. The Committee accepted the report.

Resolutions.

Contracting for Replacement of the Roofs on the Courthouse, Youth Services Center, Health Care Center and the File Storage Building

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2016, that a contract for replacement of the Youth Services, Health Care Center and File Storage Building roofs be awarded to Maly Roofing, of Madison, WI, in the amount of \$200,750.00; and,

BE IT FURTHER RESOLVED that a contract for replacement of the Courthouse roof be awarded to Distinctive Roofing, of Rockford, IL, in the amount of \$216,136.00.”

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

Authorizing the Replacement of Honeywell Controller at the Rock County Jail

“**NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2016, hereby authorizes a purchase order be issued to Honeywell Building Solutions in the amount of \$27,208, for the required engineering, equipment, installation, setup, programming, checkout, and training.”

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

Awarding Contract for Masonry Wall Repairs on the Council on Aging Building

“**NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2016 that a purchase order be issued to Dollinger Masonry LLC of Lanark, Illinois in the amount of \$13,000 for masonry wall repairs at the Council on Aging building.”

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

Awarding the Contract for Window Glass Replacement at the Rock County Courthouse and Amending 2016 Facilities Management Capital Budget

“**NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors, duly assembled this ____ day of _____, 2016 hereby approves and authorizes awarding a contract in the amount of \$139,900 to Country Glass Inc. of Beloit, Wisconsin.

BE IT FURTHER RESOLVED, that the Facilities Management 2016 budget be amended as follows:

...”

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

Authorizing Approval to Double Fill Rock Haven Administrative Assistant Position for Facilities Management

“**NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2016 does hereby approve and authorize double filling the Administrative Assistant position for Rock Haven / HCC buildings.”

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

Facilities Management Director Update.

Update on Midwest Fire Alarm Inc. Service Contract Mr. Sutherland explained, after discussing with Corporation Counsel, that it may be best to keep the five-year contract with Midwest Alarm Inc.

Update on Energy Manager Building Performance Mr. Sutherland brought up the Energy Star Portfolio Manager on the Smart Board and went over some of the various buildings. He explained that he is working on getting an Energy Star Rating on each of the buildings but there is more information to add yet at this time. Mr. Sutherland said there is no cost to this program and that he is able to set up each Committee member to access this report. He explained that this will give us the background of usage to show where we may be able to improve our energy consumption.

Project Updates and Change Orders.

Project Updates as of 8/25/16 Mr. Sutherland asked if there were any questions on Facilities Management Project Updates as of 8/25/16 included in the agenda packet.

Discussion on the Sewage Grinder at the Jail and the reason for going out for a third option quote.

Communications, Announcements and Information. Mr. Zobel said the parking lot at UW Rock County looks good and the students are starting full time today.

Adjournment. Supervisor Heidenreich moved adjournment at 9:00 A.M., second by Supervisor Yeomans. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.