

GENERAL SERVICES COMMITTEE

Minutes – July 15, 2014

Call to Order. Chair Brill called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, July 15, 2014 in Conference Room N-1, Fifth Floor, 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; Sherry Oja, Finance Director; Al Dransfield, Senior Buyer.

Others Present: None.

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

Citizen Participation. None.

Approval of Minutes. Supervisor Zajac moved approval of the minutes of July 1, 2014 as presented, second by Supervisor Heidenreich. ADOPTED.

Transfers and Appropriations. None.

Bills/Encumbrances

General Services	\$	19,981.70
Glen Oaks Facility Operations		16.64
Youth Services Center		43.48
Communications Center Operations		80.09
Diversion/ASC		3,509.06
Jail Capital Improvements		2,557.73
Courthouse Facility Project		1,683.00
HCC Building Complex		9,879.81

Pre-Approved Encumbrance Amendments

Truesdell Corporation of Wisconsin Inc.	\$	40,435.00
---	----	-----------

Supervisor Brien moved approval of the above Bills/Encumbrances and Pre-Approved Encumbrance for the General Services Committee, second by Supervisor Heidenreich. ADOPTED.

Approval to Include Bidder's Qualification Statement in the Pinehurst Waterproofing Project RFP. Supervisor Heidenreich moved to approve including the Bidder's Qualification Statement to the Pinehurst Waterproofing Project RFP, second by Supervisor Brien. ADOPTED.

Authorization to Retain KJWW Engineering for Courthouse Boiler/Breeching Design Services. Supervisor Heidenreich moved approval to retain KJWW Engineering for the Courthouse boiler/breeching design services, second by Supervisor Zajac.

Mr. Leu handed out a description of the services included in KJWW's proposal and reviewed highlights.

Supervisor Heidenreich asked if a fan in the room is included. Mr. Leu replied it was.

ADOPTED.

Resolution.

Retaining Engineering Design Services Relating to Replacement of the Sewage Grinder/Lift Station Serving the Jail and Youth Services Center

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors, duly assembled this ____ day of _____, 2014 that RH Batterman and Co., Inc. of Beloit, WI be retained to complete the plans and specifications to upgrade and replace sewage grinder/lift station equipment and infrastructure at the Rock County Jail in the amount of \$19,150.00; and,

BE IT FURTHER RESOLVED that a reimbursable expense and design contingency be established in an amount not to exceed \$5,000.00.”

Supervisor Brien moved approval of the above resolution, second by Chair Brill.

Mr. Leu went over the history of the problems and safety issues associated with grinder and lift station. He added that it really needs to be cleaned four times per year.

ADOPTED.

Semi Annual Report. The Committee accepted the report.

Updates.

Rock Haven

Update Report Mr. Terronez said there is nothing to report at this time.

Parking Structure

Update Report Mr. Leu said an inspection walk through was done and the engineer confirmed it was excellent work. There is some additional work that will have to be done in about a year. There is still some leakage as the work done last year is still under warranty.

Change Orders None.

Courthouse Window Project

Update Report Mr. Leu said there is nothing new to report at this time. The inventory was submitted to Traco. He added that we will probably need to tear one window apart to see how is was done. Mr. Leu said there is only one certified Traco company in the Midwest.

Courthouse Planters Mr. Leu said, now the ramp is done, Guenther Electric is replacing fixtures and Gilbank will see how the planters are constructed and we will then go from there.

Communications, Announcements and Information. Mr. Leu asked if they needed to discuss the time for the public hearing. Chair Brill said it will be at the August 5 meeting at 8:00 A.M. Mr. Terronez asked if the engineer needed to be present. Mr. Leu suggested having Mr. Lauersdorf on speakerphone.

Adjournment. Supervisor Brien moved adjournment at 8:40 A.M., second by Supervisor Zajac.
ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.