

**GENERAL SERVICES COMMITTEE**  
**September 7, 2010**

**Call to Order.** Chair Owens called the meeting of the General Services Committee to order at 2:00 P.M., Tuesday, September 7, 2010 in the West Day Room on the third floor of Rock Haven.

**Committee Members Present:** Supervisors Owens, Brill and Combs.

**Committee Members Absent:** Supervisors Heidenreich and Mawhinney.

**Staff Members Present:** Rob Leu, General Services Director; Phil Boutwell, Assistant to the County Administrator; Jodi Millis, Purchasing Manager; Commander Tom Gehl; Ben Coopman, Public Works Director.

**Others Present:** Kevin Higgs, The Samuels Group.

**Approval of Agenda:** Supervisor Combs moved approval of the agenda as presented, second by Supervisor Brill. ADOPTED.

**Citizen Participation.** None.

**Approval of Minutes.** Supervisor Combs moved approval of the minutes of August 17, 2010 as presented, second by Supervisor Brill. ADOPTED.

**Transfers and Appropriations.** None.

**Bills/Encumbrances**

HCC Building Complex	\$ 2,335.38
Purchasing Inventory	4,323.81
General Services	17,865.85
Glen Oaks Operations	9,136.52
Juvenile Detention Center Operations	2,054.53
Communications Center Operations	278.70
Jail Capital Improvement	3,904.84
Jail/HCC Complex	12,625.20
Juvenile Detention Center Capital Improvement	1,000.00

**Pre-Approved Encumbrance Amendments.**

Tri-North Builders	\$ 4,208.29
Tri-North Builders	5,654.67
Potter Lawson	2,000.00
* Eppstein Uhen Architects	9,900.00

\* Additional Pre-Approved Encumbrance Amendment not included in the packet for the drilling of a geo-thermal test well to see if geo-thermal is viable for the Rock Haven project.

Supervisor Combs moved approval of the above Bills and Pre-Approved Encumbrance Amendments for the General Services Committee, second by Supervisor Brill. ADOPTED.

**Updates.**

**Jail Project**

**Update Report** Mr. Higgs reported on the following:

Safety: There have been no injuries or incidents to date.

Use of Site: The gravel base has been installed for the new parking area and service drive. The asphalt has been removed from the old parking area, excavation and grading are complete on half of the area – this is to allow access to the sally port, loading dock and maintenance garage.

Progress: The underground plumbing rough-in and underground electrical rough-in at the building is complete. Tri North is in the process of fine grading and setting up for slab on grade, which is scheduled to be poured tomorrow. The masonry walls will proceed after the slab on grade and followed by the pre-cast installation. Westphal Electric is proceeding with the conduit rough-in at the existing building for electrical, security and fire alarm systems. The kitchen equipment installation is 95% complete. Floor patching will be performed in the next couple weeks and some minor modifications are needed to accommodate the newly installed grease interceptor.

**Change Orders** Mr. Higgs said there were no change orders.

**Purchasing Procedural Endorsements and Contract Awards.**

**Award Contact for 2011 Calendars**

Supervisor Brill moved Purchasing Procedural Endorsement and Contract Award for the purchase of 2011 calendars from Office Pro of Janesville for the Alternate Brand, second by Supervisor Combs. ADOPTED.

**Awarding Contract for Skylight/Masonry Wall Replacement and Tuck-Pointing at the Wells Cultural Center on the UW-Rock Campus**

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2010, that a Contract for skylight/masonry wall replacement and tuck-pointing on the Cultural Center at the UW-Rock Campus be awarded to the lowest responsible bidder, Gilbank Construction, Inc. of Clinton, WI, in the amount of \$193,200; and,

**BE IT FURTHER RESOLVED**, that a project contingency of \$20,000 be established to cover any change orders authorized by the General Services Committee; and,

**BE IT FURTHER RESOLVED**, that payment be made to the vendor upon approval of the General Services Committee.”

Mr. Leu said they would not be acting on this resolution today as, due to enrollment at UW-Rock County being up, Dean Pillard said they have no place to accommodate the students who would be displaced this fall. Mr. Leu said they are checking into seeing if the work could be done during the winter break.

**Amending the Eppstein Uhen Architectural Contract to Include the Drilling of a Geo-Thermal Test Well**

Supervisor Combs moved Purchasing Procedural Endorsement and Contract Award to change the contract with Eppstein Uhen to include \$9,900 for the drilling of a geo-thermal test well, second by Supervisor Brill. ADOPTED.

**Purchasing Procedural Endorsements.**

**Authorizing Change Order to Contract for Boardwalk, Trail System and Footbridge Construction at Beckman Mill County Park**

“**NOW, THEREFORE, BE IT RESOLVED**, that the Rock County Board of Supervisors duly assembled on this \_\_\_\_ day of \_\_\_\_\_, 2010, issue a Change Order for \$32,657 to Janke Construction of Athens, Wisconsin.”

Mr. Coopman went over the project and explained the funds would come from the Parks trust account.

Supervisor Combs moved Purchasing Procedural Endorsement on the above resolution, second by Supervisor Brill. ADOPTED.

**Authorizing Purchase of Three Network Servers**

“**NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2010 that a Purchase Order for three servers be issued to Dell Marketing L.P. in the amount of \$43,855.77.

**BE IT FURTHER RESOLVED** that payment be made to the vendor upon approval of the Finance Committee.”

Supervisor Brill moved Purchasing Procedural Endorsement on the above resolution, second by Supervisor Combs. ADOPTED.

**Awarding Design Services Contract for a Maintenance Storage Building Behind the Health Care Center.** Mr. Leu went over the project request.

Discussion on RECAP building the storage building and the possibility of going through Cleary or Menards for the building.

Supervisor Combs moved to table until the next meeting, second by Supervisor Brill. TABLED until 9/21/10.

Supervisor Brill requested the City of Janesville Building Inspector to be at the next meeting.

**Approval of Purchase of RECAP Garage Materials.**

Supervisor Brill moved to approve the purchase, second by Supervisor Combs. ADOPTED.

**Communications and Announcements.** None.

**Adjournment.** Supervisor Brill moved adjournment at 2:55 P.M., second by Supervisor Combs. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Secretary II

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**