

GENERAL SERVICES COMMITTEE

March 2, 2010

Call to Order. Chair Owens called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, March 2, 2010 in Conference Room N-1 on the fifth floor of the Rock County Courthouse-East.

Committee Members Present: Supervisors Owens, Brill, Mawhinney and Combs (8:01 AM).

Committee Members Excused: Supervisor Collins.

Staff Members Present: Rob Leu, General Services Director; Al Dransfield, Senior Buyer; Commander Tom Gehl; Joshua Smith, Assistant to the County Administrator; Diana Arneson, Assistant to Information Technology Director; Randy Thompson, U.W. Extension.

Others Present: None.

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

Citizen Participation. None.

Supervisor Combs arrived at 8:01 A.M.

Approval of Minutes. Supervisor Brill moved approval of the minutes of February 16, 2010 as presented, second by Supervisor Mawhinney. ADOPTED.

Transfers and Appropriations.

General Services

FROM

Account #

18-1810-0000-63500

R&M Supplies

Amount

\$ 4,500

TO

Account #

18-1810-0000-67200

Capital Improvements

Amount

\$ 4,500

Supervisor Mawhinney moved approval of the above Transfer for the General Services Committee, second by Supervisor Brill. ADOPTED.

Bills.

HCC Building Complex	\$ 6,812.06
Purchasing Inventory	8,000.71
General Services	23,241.21
Glen Oaks Operations	468.00
Juvenile Detention Center Operations	217.50
Communications Center Operations	543.43
Adolescence Services/Guidance	1,665.00
Jail Capital Improvement	123.69
Jail/HCC Complex	1,735.63

Pre-Approved Encumbrance Amendments.

Earth Construction LLC.	6,400.00
Service Master Commercial Cleaning	12,492.00

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

Purchasing Procedural Endorsements.

Authorizing Purchase of ArcGIS Server Standard Enterprise in 2010 Budget

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2010 that a Purchase Order be issued as follows:

\$10,000.00 to WSRI, Inc. in Redlands, CA for 1 ArcGIS Server Standard Enterprise for Windows up to Four Cores Upgrade from Basic Enterprise.”

Ms. Arneson said this will allow map changes over the internet so all departments can use it and will only require one license, a savings of \$22,000 annually.

Supervisor Combs moved the Purchasing Procedural Endorsement for the above request, second by Supervisor Mawhinney. ADOPTED.

Authorizing Purchase of Two ArcGIS Servers for 2010

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2010 that a Purchase Order be issued as follows:

\$17,894.04 to Dell Marketing L.P. of Round Rock, TX for two Dell PowerEdge R610 Servers at \$8,947.02 each.

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

Supervisor Mawhinney moved the Purchasing Procedural Endorsement for the above resolution, second by Supervisor Brill. ADOPTED.

Authorizing Purchase of Tablet Notebooks for 2010

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2010 that a Purchase Order be issued as follows:

\$19,543.37 to CDW-G of Vernon Hills, IL for 11 Hewlett Packard 3730P Tablet Notebooks at \$1,776.67 each.

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

Supervisor Mawhinney moved the Purchasing Procedural Endorsement for the above resolution, second by Supervisor Brill. ADOPTED.

Authorizing Purchase of Mobile Data Computer Equipment for 2010

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2010 that a Purchase Order be issued as follows:

\$15,300.00 to Baycom Inc., of Green Bay, WI for 5 CF-30K3PAX2M Panasonic Toughbook Mobile Data Computers at \$3,060.00 each.

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

Supervisor Brill moved the Purchasing Procedural Endorsement for the above resolution, second by Supervisor Mawhinney. ADOPTED.

Purchasing Procedural Endorsement and Contract Award.

Awarding Contract for Quality Assurance Testing and Inspection Services.

“NOW, THEREFORE, BE IT RESOLVED that the Rock County Board of Supervisors duly assembled this ____ day of _____, 2010 does hereby award a contract for quality assurance and testing services to Professional Services, Inc., of Waukesha, Wisconsin, in an amount not to exceed \$30,000.”

Supervisor Combs moved the Purchasing Procedural Endorsement and Contract Award for the above resolution, second by Supervisor Mawhinney. ADOPTED.

Status of Control Board at Juvenile Detention Center. Mr. Leu explained that the camera and control board projects can be combined per Jeff Smith. The resolution to hire the engineer will be coming through this committee on March 16, then on the to County Board on March 25. After the design work is complete the project will go out for bids and the project should be complete this summer. Supervisor Brill asked if maintenance had been done with Mr. Leu replying it had but it was becoming obsolete and it is getting hard to get parts. Supervisor Combs requested having someone come in to explain the recommendations.

Status of Parking Ramp Inspection. Mr. Leu said he is working with the engineer who is doing the cost estimate on the caulking, bracing, etc. and putting different alternatives and stages with the costs associated with each. This would allow the work to be awarded in stages, based on the funds available.

Supervisor Brill said they need to get fixed now, not in stages because of the type of structure it is. Chair Owens agreed and asked Mr. Leu to get the engineer moving. Supervisor Combs said he thought either Mr. Leu or the engineer was supposed to get back to this Committee with a list of priorities and agreed the engineer needed to be pushed a bit harder to get the list of priorities to us. Supervisor Mawhinney agreed and felt they needed to have this information and get moving on it before the next board comes in otherwise they may have to go through this all over again. Mr. Leu indicated it wasn't the engineers fault. Mr. Leu felt we

had sufficient time due to the fact work couldn't begin until early summer. Supervisor Combs requested the information by April 6th.

Courthouse Front Parking Lot Snow Removal. Supervisor Mawhinney said there are still six stalls full of snow and that the department needs to be more proactive on getting this cleaned up. Mr. Leu indicated that we hire Bijon to bring an end loader in to remove the snow piles as needed. This is very costly. Due to the fact there is not a lot of snow and the forecast calls for warmer temperatures the feeling was to let it melt this time, unless we get another snowstorm.

Discussed not being able to put the snow over the wall because of the salts effect on the trees and grass. Also discussed the type of bushes or trees to go into the tubes. The Committee requested Mr. Leu keep looking for a used end loader and truck to take care of snow removal next year.

Updates.

Jail Project.

Update Report

Discussion of Removal of Sheriff's Office Boat Storage Building Commander Gehl said the bids came in for moving and cribbing the building and the low bid was for \$15,000. He asked if the Committee wished to have this included in the resolution to approve the contractor for Phase 1? Mr. Leu said the money is all coming out of the same area of the Jail Project fund, which is comprised of sales tax proceeds.

Supervisor Combs said he feels the city would like a site plan and we are just getting tied up too much in the specs. This Committee should be able to work with Mr. Thompson to get a slab in as they are working on moving the building. Have them move the building, crib it on site, have someone come in to pour the foundation and then let the building down. Mr. Dransfield suggested that when they pour the cement for the Jail to have them pour the slab for the building.

Supervisor Brill suggested having RECAP assist on this as a learning project. Supervisor Combs said the builders association may be interested in working with them as part of the learning project.

Change Orders None.

UW-Rock County Project.

Update Report Nothing to report at this time.

Change Orders. None.

Supervisor Combs asked where things are regarding the sewer problem? Mr. Leu indicated we have not received a proposal from Findorff, so they must still be working on solutions.

Chair Owens asked what the status was on the punch list with Mr. Leu replying it is complete.

Communications and Announcements. Supervisor Brill asked how the maintenance is going at the Juvenile Detention Center and if they are doing any painting? Mr. Leu said the whole facility was re-painted 5 years ago and they are just trying to keep up with the graffiti. This becomes difficult due to the fact the paint is enamel and takes a long time to harden. Chair Owens said he feels there needs to be a documented preventative maintenance program. Supervisor Mawhinney agreed and said this should start with the staff. There is such a program and it is being improved to have better documentation.

Chair Owens said the next meeting will be at the Health Care Center and they will have a tour of the Juvenile Detention Center at the end of the meeting.

Adjournment. Supervisor Mawhinney moved adjournment at 9:37 A.M., second by Supervisor Combs. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Secretary II

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.