

GENERAL SERVICES COMMITTEE
Minutes – October 1, 2013

Call to Order. Chair Owens called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, October 1, 2013 in the Conference Room N-1, Fifth Floor, Courthouse-East.

Committee Members Present: Supervisors Owens, Brill, Collins and Heidenreich.

Committee Members Absent: Supervisor Nash.

Staff Members Present: Rob Leu, General Services Director; Craig Knutson, County Administrator; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Jodi Millis, Purchasing Manager; Sue Prostko, Nursing Home Administrator; Phil Boutwell, Human Services Deputy Director; Land Horozewski, Juvenile Justice Division Manager.

Others Present: Eric Lawson and Kevin Anderson, Potter Lawson Architects.

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

Citizen Participation. None.

Approval of Minutes. Supervisor Brill moved approval of the minutes of September 17, 2013 as presented, second by Supervisor Heidenreich. ADOPTED.

Approval of Schematic Design for Youth Services Center Recreation Yard. Mr. Anderson gave an overview of the proposed outdoor recreation yard and distributed handouts. He said the 9,700 square foot yard would include a 15 foot perimeter fence, which they are debating on using metal or tarp for the screening, some outdoor equipment, an equipment shed, and perimeter lighting for security. He said some electrical and fiber optic lines may need to be rerouted and will need to do site borings on soils.

Chair Owens said the design came in at \$680,000. Mr. Anderson said it did but that they had some options for reducing the cost and handed out the cost saving options. Option #1 is for a 12 foot fence with metal screening at a cost savings of \$47,564; option #2 would be for a 15 foot fence with tarp screening for a cost savings of \$126,836. Mr. Anderson said the tarp is nylon and has approximately a 12 year life.

Supervisor Brill asked if staff would be present when youth were in the recreation yard. Mr. Howozewski replied there would be staff with them.

Mr. Horozewski said that the metal screening would give an institutional look and that the soft screen is used quite extensively across the country.

Supervisor Collins asked about the cost for taking down and putting up the tarp each year. Mr. Boutwell said they would use existing staff or possibly RECAP to do this. He said this is part of what needs to be discussed more extensively.

Supervisor Brill moved to approve the schematic design using option 2, second by Supervisor Collins. ADOPTED.

Transfers and Appropriations. None.

Bills/Encumbrances

General Services	\$	8,706.81
Glen Oaks Operations		3,582.84
Youth Services Center		1,213.26
Communications Center Operations		391.23
Diversion Program		27.30
Jail Capital Improvement		1,480.98
Courthouse Facility Project		1,725.90
Courthouse Security System Program		3,750.00
HCC Complex – Maintenance		8,870.22
Rock Haven Building Project		41,431.00

Pre-Approved Encumbrance Amendments

CG Schmidt	\$	42,527.00
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Supervisor Brill moved approval of the above Bills/Encumbrances and Pre-Approved Encumbrances for the General Services Committee, second by Supervisor Collins. ADOPTED.

Resolution.

Authorizing Award of Rock Haven Porch Security Screens

“**NOW, THEREFORE, BE IT RESOLVED,** by the Rock County Board of Supervisors duly assembled this _____ day of _____, 2013 that the County authorize the award of the Rock Haven Porch Security Screens to Rock River Construction of Beloit, WI in the amount of \$39,906.00.”

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

Authorizing Purchase of 2014 Calendars. Supervisor Brill moved approval to purchase the 2014 calendars from Office Pro of Janesville, WI in the amount of \$8,371.14, second by Supervisor Heidenreich. ADOPTED.

Updates.

Jail Project

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

Chair Owens asked about the roof. Mr. Leu said they are in the process of rewriting the bid document specs.

Supervisor Heidenreich asked about the status of the fiber optic claim/lawsuit. Mr. Terronez said it is still in the works.

Change Orders None.

Rock Haven

Update Report Ms. Prostko said they are in the middle of training on the Care Track System and are hoping to have it in use in about two weeks.

Mr. Terronez said the ADA accessible doors are out for bid.

Chair Owens asked to have a cost update on the project to see where we can do better on future projects. Supervisor Heidenreich said to also add what is still pending.

Change Orders None.

Courthouse Parking Ramp Maintenance Mr. Leu said it was in a state of flux because the designer became a vendor. The team for the project will not be available to start until April and they are the team we want to go with.

Chair Owens asked if the sill plates had been tested. Mr. Leu said two-to-three have spalled on the back ramp.

Chair Owens asked how much the planters weigh and when can we get rid of them. Mr. Leu said they are looking at options and that they would need to be pulled apart to see what can be done.

Chair Owens asked if a canopy could be put over the entrance and four motorcycle parking spaces added. Mr. Knutson said a pedestrian walkway is needed and they need to make sure a vehicle cannot bump into or injure a pedestrian.

Supervisor Heidenreich asked if there is enough cushion in the bid to wait until April. Mr. Leu said they have unit pricing so they are covered.

Communications, Announcements and Information. Mr. Knutson said he received a call from Dean Wilson and UW-Rock County is ready to move ahead with building a dorm. He said the County may need to review and/or approve a land lease. He added that they are looking at a spring groundbreaking. Mr. Knutson said there may be something to come before General Services Committee in October, and that he has asked Dean Wilson for a site plan. He added that they are also looking at the security project for next year.

October Meeting Schedule

October 15, 2013 – Regular Meeting

October 22, 2013 – 2014 Budget Review Meeting

Adjournment. Supervisor Collins moved adjournment at 9:00 A.M., second by Supervisor Brill. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.