

**GENERAL SERVICES COMMITTEE**  
**October 5, 2010**

**Call to Order.** Chair Owens called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, October 5, 2010 in Conference Room N-1 on the fifth floor of the Rock County Courthouse-East.

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

**Committee Members Absent:** None.

**Staff Members Present:** Rob Leu, General Services Director; Jodi Millis, Purchasing Manager; Commander Tom Gehl; Captain Erik Chellevoid.

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

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

**Citizen Participation.** None.

**Approval of Minutes.** Supervisor Mawhinney suggested the following correction under Schematic Design Phase Update: "Concerns were raised regarding soil condition for the geothermal test well placement." Supervisor Mawhinney moved approval of the minutes of the September 7, 2010 joint meeting with Health Services with the above correction, second by Supervisor Combs. ADOPTED.

Supervisor Mawhinney suggested the following corrections: page 2, Jail Project Update, Progress to read, "The Cornerstone Masonry is in process..."; and page 5, Juvenile Detention Center Security Upgrade to read, "design services contract to Angus Young..." Moved by Supervisor Combs to approve the September 21, 2010 minutes with these corrections, second by Supervisor Mawhinney. ADOPTED.

**Transfers and Appropriations.** None.

**Bills/Encumbrances**

HCC Building Complex	\$ 4,966.81
Purchasing Inventory	16,147.69
General Services	10,685.91
Glen Oaks Operations	586.54
Juvenile Detention Center Operations	780.80
Communications Center Operations	397.82
Adolescence Services/Guidance	863.87
Jail Capital Improvement	238.87
Jail/HCC Complex	6,517.90

**Pre-Approved Encumbrance Amendments.** None.

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

**Updates.**

**Jail Project**

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

Safety: The safety record remains intact with no accidents or injuries.

Use of Site: Sheriff staff is using the new asphalt parking area. Potter Lawson is in the process of designing the west parking area improvements, which would provide additional parking for the department as well as resolve the water infiltration issues at Pinehurst.

Progress: The CMU wall installation is in progress. Work is being done on the interior supporting walls. Westphal Electric is continuing with the interior rough ins for security and the fire alarm upgrades. Structural steel is being installed for CMU walls. Hollow metal frames and detention frames are being installed with CMU wall installation. Precast hollow core plank will be installed beginning next week. Precast exterior wall panels are scheduled for November 1<sup>st</sup>. Steel roof joists will be installed by mid-November. Roofing is scheduled for the end of November.

Administrative: 1) Several change order requests have been issued from Tri North Builders, which are being reviewed by Samuels Group, Potter Lawson and Rock County staff. 2) PSI has provided a quote for a complete environmental survey, which totals \$6,936. PSI has currently billed for 74% of the Purchase Order. As the report provided for the Pinehurst facility, there was no asbestos, it is Samuel's recommendation that they continue working with PSI to perform isolated testing to specific areas of the existing facility. This should keep cost to a minimum, with the intent to keep PSI cost within, or close to the amount of the original Purchase Order issued. 3) Samuels Group contacted the City of Janesville Planning Department to see if they would lift the asphalt approach requirement for the boat storage building and was told the asphalt approach is "non-negotiable".

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

**Purchasing Procedural Endorsements.**

**Permission to Sell Items Outside of County Auction - Firewood**

Supervisor Combs moved Purchasing Procedural Endorsement for the sale of firewood outside of County auction, second by Supervisor Mawhinney. ADOPTED contingent on Land Conservation Committee approval.

**Awarding Contract for Audit of County Books for Calendar Years 2010-2012 (With Options for 2013-2015)**

**“NOW, THEREFORE, BE IT RESOLVED**, by the Rock County Board of Supervisors duly assembled this \_\_\_\_ day of \_\_\_\_\_, 2010, that Baker Tilley Virchow Krause. LLP, Madison, WI be awarded the audit contract for calendar years 2010-2012 (with options for 2013-2015).

**BE IT FURTHER RESOLVED**, that the County Board Chair and County Clerk be authorized and directed to execute the audit contract; and,

**BE IT FINALLY RESOLVED**, that the Finance Committee is delegated the authority to exercise the options for calendar years 2013-2015.”

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

**Communications and Announcements.** Supervisor Brill said it would be nice to download the agendas and minutes for the meetings onto a laptop to bring to meetings. He asked about having electrical at the stations in the County Boardroom so they could plug their laptops in.

Supervisor Combs suggested looking into I-Pads.

Chair Owens said he talked to a vendor at the WCA Conference on wireless roll call, which puts the voting as well as resolutions, etc. on a white board. He said the price he was quoted for 29 supervisors would be about \$16,000. Supervisor Mawhinney said this may be a good idea, but not to spend this kind of money in this economy.

Chair Owens asked Ms. Bondehagen to contact Mr. Crittenden, Information Technology Department, to come to a future meeting, maybe in November, to discuss these options.

**Adjournment.** Supervisor Combs moved adjournment at 8:46 A.M., second by Supervisor Brill. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen  
Secretary II

**NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.**