

GENERAL SERVICES COMMITTEE
Minutes – November 19, 2013

Call to Order. Chair Owens called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, November 19, 2013 in the Conference Room N-1, Fifth Floor, Courthouse-East.

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

Committee Members Absent: None.

Staff Members Present: Rob Leu, General Services Director; Craig Knutson, County Administrator; Randy Terronez and Nick Osborne, Assistants to the County Administrator; Sue Prostko, Nursing Home Administrator.

Others Present: Dean Carmen Wilson, Michael Pierick, UW Rock County; Larry Barton, Diana Shadel, UW Rock County Foundation; Kurt Berner, Samuels Group.

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

Citizen Participation. None.

Approval of Minutes. Supervisor Heidenreich moved approval of the minutes of November 5, 2013 as presented, second by Supervisor Nash. ADOPTED.

Transfers and Appropriations. None.

Bills/Encumbrances

General Fund	\$ 406.15
General Services	21,095.64
Glen Oaks Operations	1,268.31
Youth Services Center	517.20
Communications Center Operations	337.16
Diversion Program	552.62
Jail Capital Improvement	2,936.08
U-Rock Expansion	3,636.65
HCC Complex – Maintenance	4,038.74
Jail/HCC Complex	27,604.00
Rock Haven Building Project	6,302.00

Pre-Approved Encumbrance Amendments None.

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

Resolutions.

Transfer of Property to Rock Residential Foundation, Inc. for the Purpose of Building a Residence Hall on the UW Rock County Campus

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors in session this 21st day of November, 2013 that they hereby approve the transfer of approximately 2 acres of land to the Rock Residential Foundation, Inc., for the purpose of building a residence hall on the UW Rock County campus.

BE IT FURTHER RESOLVED that all transaction expenses be paid for by Rock Residential Foundation, Inc., and there will be no infrastructure costs charged to the County for this transaction and proposed building site;

BE IT FURTHER RESOLVED that the County Board Chair and County Clerk are hereby authorized to sign a deed to transfer the property to the Rock Residential Foundation, Inc., as well as any other documents necessary to complete the transaction including the amending of Rock County’s existing lease agreement with the UW Board of Regents.”

Mr. Knutson said there are some concerns with the site plan and that the General Services Committee may want to meet jointly with the County Board Staff Committee on Thursday, November 21st, prior to County Board. He said that if and when a ring road is built in the future this road for the residence hall would be part of it. He questioned if the road should be part of this project or remain with the County. Concerns were expressed regarding maintenance on the road, snowplowing, etc. Dean Wilson said that nothing is finalized at this time but the County would not be responsible for the maintenance or the snowplowing.

Mr. Knutson said he does not know what the City of Janesville (City) will want for storm water compliance. Dean Wilson said the area to the south is available for storm water. Mr. Barton added that the Foundation is not formed yet so the agreement would not take effect until it is formed.

Mr. Knutson asked about the parking. Dean Wilson said they have ten stalls on the site plan with room for expansion to 25 stalls. Mr. Knutson said, looking to the future, he would not like to see parking issues to develop because of the dorm. Dean Wilson said if parking becomes an issue they could add more parking stalls to the south. Mr. Barton said, in talking to the City, it does not appear parking would be an issue. Chair Owens asked when the theatre expands if parking will be an issue. Dean Wilson said most of the theatre events are in the evening when most of the students are not present. Mr. Knutson said we may want something in the agreement addressing any parking shortage.

Supervisor Brill said he feels we need to get in writing who is responsible for snowplowing, etc. Mr. Pierick said the snowplowing would be the campus’ responsibility.

Mr. Kuglitsch handed out a draft Agreement Between the County of Rock and Rock Residential Foundation, Inc. and went over it. Mr. Barton said regarding #3 “It is agreed by the parties that this building will be completed in approximately one year,” they may need more than one year to complete the project.

Chair Owens said he feels there are too many questions on this project yet. Mr. Knutson said the Committee could table the resolution until Thursday and have a joint meeting at 5:30 P.M. with County Board Staff Committee.

Supervisor Collins moved to table the resolution until the joint County Board Staff / General Services meeting on Thursday, second by Supervisor Heidenreich.

Supervisor Nash asked who the proposed members of the Rock Residential Foundation Board will be. Mr. Barton read the names. Chair Owens asked when the paperwork to form the Foundation would be filed. Mr. Barton said the transfer would not take place until the deed is signed and the Foundation would be an entity by then.

Mr. Leu asked what is needed for the Board of Regents. Dean Wilson said this resolution is what they would need.

Supervisor Heidenreich said he has concerns on the parking and that he feels the need is being underestimated. He added that he would like to have as many local contractors used as possible. Ms. Shadel said they plan to use as many local contractors as possible.

TABLED until 5:30 P.M. Thursday, November 21, 2013.

Dean Wilson asked what is needed for this meeting. Mr. Knutson said the County needs clarification of the road on the site plan. He added that Mr. Kuglitsch can write the language on maintenance of the road. He said more information is needed on UW's intent on parking and storm water.

Dean Wilson said she would check on what would be needed on the resolution for the Board of Regents.

Mr. Barton said he would like the ability for Mr. Kuglitsch, the Foundation attorney and him to work on this over the next two days.

Chair Owens said that at County Board on Thursday there will be a number of Supervisors who will be hearing about this project for the first time. Dean Wilson said she has a PowerPoint to help explain if there is time.

Awarding Contracts for Secure Hallway Flooring Project at Rock County Jail

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this _____ day of _____, 2013, that:

- A contract for plumbing work be awarded to the low bidder, Degarmo Plumbing of Janesville, in the amount of \$10,630.00.
- A contract to convert the concrete floor to a polished concrete surface be awarded to Halverson Flooring Center of Janesville, in the amount of \$16,226.00, based on Wisconsin State Flooring Contract #11-36020-900; and,

BE IT FURTHER RESOLVED, that a contingency account in the amount of \$5,000 be established to cover the possible rent of a generator for 3 Phase power, and other unforeseen work as approved by the Facilities Superintendent.”

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

Awarding Contract for Cleaning Services at General Services Locations

“NOW, THEREFORE, BE IT RESOLVED by the Rock County Board of Supervisors duly assembled this _____ day of _____, 2013, that a three year contract for

Cleaning Services at various General Services locations be awarded to the lowest qualified overall bidder, Diversified Building Maintenance of Janesville, for years 2014, 2015, & 2016, at \$335,114.00, \$336,584.00 and \$338,205.00 respectively.”

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

Mr. Knutson said an option is to contract building by building, which would save about \$40,000 per year, or to go with one vendor as this would be easier and that there may be some issues in the future if some of the buildings were underbid.

Mr. Kuglitsch said this is a one year contract with the option to go with two more years.

Supervisor Heidenreich said he would prefer to go with one vendor. Supervisors Collins and Brill both agreed.

ADOPTED.

Awarding Contracts for Bohn Refrigeration System Replacements at the Rock County Jail

“**NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled this _____ day of _____, 2013, that a contract for replacement of the refrigeration units serving the walk-in coolers be awarded to the low bidder, Illingworth-Kilgust Mechanical of Madison, WI, in the amount of \$45,278.00, under Bid #201-51; and,

BE IT FURTHER RESOLVED, that an allowance of \$2,000 be established to cover the possible rental of a back-up cooler, needed during construction; and,

BE IT FURTHER RESOLVED, that a contingency of \$5,000 be established to cover any change orders as authorized by the General Services Facilities Superintendent.”

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

Awarding Contract for Waste Collection Services for General Services Locations.

Supervisor Brill moved approval for waste collection services at various General Services locations to Sherman Sanitation, Janesville, WI for years 2014, 2015 and 2016, second by Supervisor Heidenreich.
ADOPTED.

Updates.

Jail Project

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

Rock Haven

Update Report Ms. Prostko said they are working on the check list. She said they have their first Family Council meeting that evening.

Geothermal / Boiler Backup at Rock Haven

Update Report Mr. Terronez said everything is working well.

Communications, Announcements and Information. Mr. Knutson said the next meeting would then be Thursday, November 21st at 5:30 P.M. with the County Board Staff Committee.

Executive Session: Supervisors Collins and Nash moved to go into Executive Session at 9:06 A.M. per Section 19.85(1)(g) Wis. Stats. Conferring with Legal Counsel Regarding Potential Litigation. ADOPTED on a roll call vote with the following: Ayes – Supervisors Brill, Collins, Heidenreich, Nash and Owens. ALL PRESENT.

Chair Owens announced that the Committee would meet in closed session per Section 19.85(1)(g) Wis. Stats. Conferring with Legal Counsel Regarding Potential Litigation.

Supervisor Collins moved to go out of Executive Session at 9:20 A.M., second by Supervisor Brill. ADOPTED.

Adjournment. Supervisor Collins moved adjournment at 9:20 A.M., second by Supervisor Brill. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.