

GENERAL SERVICES COMMITTEE
Minutes – November 20, 2012

Call to Order. Chair Owens called the meeting of the General Services Committee to order at 8:00 A.M., Tuesday, November 20, 2012 in 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; Randy Terronez, Assistant to the County Administrator; Sherry Gunderson, Nursing Home Director.

Others Present: Kevin Higgs and Brad Crook, The Samuels Group.

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 November 6, 2012 as presented, second by Supervisor Heidenreich. ADOPTED.

Transfers and Appropriations. None.

Bills/Encumbrances

Purchasing Inventory/Postage	\$	609.79
General Services		8,915.08
Glen Oaks Operations		323.12
Juvenile Detention Operations		586.74
Communications Center Operations		868.19
Adolescent Services/ Guidance		513.80
Jail Capital Improvement		6,895.19
Rock Haven Project		4,676.86
HCC Building Complex		7,885.05

Supervisor Collins moved approval of the above Bills/Encumbrances for the General Services Committee, second by Supervisor Brill. ADOPTED.

Pre-Approved Encumbrance Amendments None.

Updates.

Jail Project

Update Report Mr. Terronez said the next meeting is November 29, 2012.

Change Orders Mr. Higgs reported there are none at this time.

Rock Haven

Update Report Mr. Higgs and Mr. Crook reported the following:

Safety/Use of Site: CG Schmidt and The Samuels Group are continuing to monitor site safety; landscaping and top soil are almost complete; traffic signage is in.

Progress/Planned Activities: N1-N4 – fire stopping, paint, tile and carpet installation, plumbing and electrical fixtures, casework and interior finishes/trim are being installed, and doors and hardware work has started; the Team Buildings are having work done on mechanical rough-ins, drywall/drywall finishes and exterior finishes.

Commons – mechanical rough-ins continue; drywall and drywall finishes are in progress; fire stopping and painting are in process; most of the epoxy base is complete; elevators are complete, the phone line requirements will be finalized today, the Hufcor doors have been mounted, and ceilings are being installed in the basement.

The heat has been turned on. This will allow the finishes to acclimate as they are being installed.

Mr. Terronez said the completion date should be finalized next week.

Ms. Gunderson said the move in date is March 18, 2013.

Change Orders Mr. Higgs reported there are none at this time.

Parking Lot Project

Update Report Mr. Leu said the punch list is going out to the contractors. He added there was a deteriorated base.

Chair Owens asked about the connecting driveway between the HCC and Rock Haven lots. Ms. Gunderson said they are waiting until spring.

Change Orders None.

Courthouse Windows.

Update Mr. Leu said the windows are a patented design and it sounds like there is a history of failures. He reported there are 123 windows affected, at this time, and the number seems to be increasing. The warranty is for 10 years and covers replacement, but not sure if it covers installation. The windows are 3 to 4 years old.

Parking Garage Repairs.

Update Mr. Leu said the parking garage project is going out for bid.

Security Electronics Updating within Courthouse.

Update Mr. Leu said he would like to bring a resolution to the Committee for the December 4th agenda regarding Courthouse security.

Communications, Announcements and Information. Mr. Terronez said he had received an e-mail from Mr. Michael Pierick, UW Rock County, that the life of the new boilers is 37.5 years.

Adjournment. Supervisor Brill moved adjournment at 8:20 A.M., second by Supervisor Collins. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Confidential Administrative Assistant

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.