

GENERAL SERVICES COMMITTEE
December 7, 2010

Call to Order. Chair Owens called the meeting of the General Services Committee to order at 1:30 P.M., Tuesday, December 7, 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; Commander Tom Gehl; Phil Boutwell and Randy Terronez, Assistants to the County Administrator; Jodi Millis, Purchasing Manager; Al Dransfield, Senior Buyer; Sherry Gunderson; Nursing Home Administrator; Lori Williams, Parks Director; Craig Knutson, County Administrator (at 1:37 P.M.).

Others Present: Kevin Higgs and Kurt Berner, The Samuels Group.

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

Citizen Participation. None.

Approval of Minutes. Supervisor Mawhinney moved approval of the minutes of November 16, 2010, second by Supervisor Combs. ADOPTED.

Rock Haven Building Update.

Samuels Group Mr. Berner said a proposal had been submitted for the Rock Haven Project with a reduced scope of services because they feel Rock County can do some of the things they would normally do. They will have a representative from Samuels at the pre-construction phase meetings to give input; they will not run these meetings. They will do a summary and a budget for the County. They are looking at approximately \$125,000 for the design stage, approximately \$115,000 for the construction stage, with the close out not to exceed \$373,000. Mr. Berner said they would most likely have Mr. Higgs transition from the Jail Project to the Rock Haven Project, unless they would like someone start earlier than this. They estimate the project will take about 16 months to complete; would do it in phases, so the County would be able to change the scope; would give a furnishings proposal.

Eppstein Uhen Architects Mr. Terronez said they would be at the joint meeting.

Transfers and Appropriations. None.

2010

Bills/Encumbrances

Purchasing Inventory	\$	8,240.43
General Services		8,973.21
Glen Oaks Operations		469.59
Juvenile Detention Center Operations		5,128.96
Communications Center Operations		1,487.64
Adolescence Services/Guidance		79.44
Jail Capital Improvement		4,967.86
Courthouse Facility		26,727.18
Jail/HCC Complex		2,720.55
Juvenile Detention Center – Capital Improvement		2,480.00

2011

Encumbrances

HCC Building Complex		5,000.00
Postage Meter		180,000.00
General Services		50,422.43

Pre-Approved Encumbrance Amendments. None.

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

Updates.

Jail Project

Update Report Mr. Higgs reported on the following:

Safety / Use of Site: The addition is enclosed and the temporary heat is in place. The contractors have been advised be extra cautious with snow/ice removal and slipping hazards. Tri North has sand available for ice patches; de-icing salts will not be used on the construction site.

Progress: Westphal Electric continues with the interior rough ins for security and fire alarm upgrades. The roofing work continues and is expected to be done by the end of next week or early the week after. Tri North has installed temporary plywood doors at the exterior openings. The overhead doors at the sally port have been installed. The remaining slab on grade has been placed within the building addition and at the perimeter. The slab on grade will be poured in the sally port area next. The mechanical rough ins are in process and the ductwork, plumbing, electrical and fire protection is all being worked on.

Administrative: The Department of Corrections will be on site tomorrow morning for a tour of the addition.

Change Orders Mr. Higgs went over the Program Requests for the Change Orders (see attached):

PRM#015 (COR#053) pertains to PR #09R, adding access panels in masonry walls to areas above the pre-cast plank of the addition to allow for access to mechanicals, for a total cost of \$1,362.20.

PRM#015 (COR#054) pertains to costs associated with RFI #053 and #053R, the uninterruptible power system (UPS) was upgraded from a 20 KVA to a 30 KVA at no additional cost from the manufacturer. This cost is for the breaker required for the larger UPS system, for a total cost of \$248.71.

PRM#015 (COR#055) pertains to the architect's response to RFI #046 and #056, for conduit routing for the security system within the existing facility for the installation of CMU chases to conceal the conduits on level 2, 3 and 4; using a durable detention grade product called Interlock to conceal the conduits, for a total cost of \$6,129.95.

PRM#015 (COR#056) pertains to the architect's response to RFI #120 directing the control of light fixtures in corridors that were previously controlled by the existing system, which was not shown to be controlled by the new system, for a total cost of \$4,048.00.

Supervisor Mawhinney moved the above Program Request and Change Order Requests totaling \$11,788.86, second by Supervisor Heidenreich. ADOPTED.

PRM#016 (COR#057) pertains to PR #10, for corridor H102 ceiling demolition, which is required to provide access for the security system conduit installation from the existing Central Controls Room to the new Central Controls Room in the addition. The proposal request includes provisions for temporary support of HVAC diffusers, removal of existing light fixtures, temporary lighting, ceiling removal and disposal, for a total cost of time and materials, not to exceed \$17,835.80 as outlined in PR #10.

Supervisor Combs moved the above Program Request and Change Order Requests for time and materials, not to exceed \$17,835.80, second by Supervisor Heidenreich. ADOPTED.

UW-Rock County.

Landscaping Update Mr. Leu informed the Committee that Findorff completed their soil testing, but we have not heard the results yet. They have a meeting scheduled for January 11, 2011 to go over their solutions. He said we need to wait for the results before making any decisions on the next step. Supervisor Mawhinney said there would be something on the second meeting in January and Mr. Leu agreed there would.

Purchasing Procedural Endorsements and Contract Awards.

Awarding Contract for Cleaning at Various County Buildings

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2010, that a contract for cleaning services at various General Services locations be awarded to the low bidder, Peterson Cleaning, Inc. of Rockford, IL in the amount of \$190,380.00 for 2011; and,

BE IT FURTHER RESOLVED, that the General Services Committee be authorized to award contracts for years 2012 and 2013 as bid.”

Supervisor Heidenreich moved Purchasing Procedural Endorsement and Contract Award for Cleaning at Various County Buildings for General Services, second by Supervisor Brill.

Supervisor Combs moved to amend the proposal to have the Courthouse cleaning go to Servicemaster, 911 Center go to Clean Power and the rest go to Peterson, second by Supervisor Mawhinney.

Discussion on the unsatisfactory reports from various County Department Heads regarding the cleaning in their facilities. Supervisor Mawhinney said she would like a quarterly report, that some of the burden is on us and we need to have our people check up on the work being done. Ms. Millis said it is important to have a good contract in place so they have a means to hold them accountable.

Supervisor Combs withdrew his motion.

Chair Owens moved Purchasing Procedural Endorsement and Contract Award for Cleaning at Various County Buildings to Peterson Cleaning for one year, have quarterly reports from the General Services Director and to then award the contract for the remaining years, second by Supervisor Heidenreich. Passed on the following vote: Ayes – Supervisors Brill, Heidenreich and Owens. Nos – Supervisors Combs and Mawhinney.

Purchasing Procedural Endorsements.

Authorizing Purchase of Vehicles Per State of Wisconsin Contract for the Rock County Sheriff's Office

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

\$26,273.00 to Ewald Automotive for 1 Chevrolet Caprice
\$39,013.00 to Ewald Automotive for 2 Chevrolet Impalas
\$48,964.00 to Ewald Automotive for 2 Dodge Chargers
\$134,505.00 to Ewald Automotive for 6 Ford Crown Victorias
\$47,479.00 to Ewald Automotive for 2 Chevrolet Express Vans
\$21,380.00 to Ewald Automotive for 1 Dodge Grand Caravan

BE IT FURTHER RESOLVED, that payment be made to the vendor upon receipt and acceptance by the Rock County Sheriff.”

Supervisor Brill moved Purchasing Procedural Endorsement on the above resolution, second by Supervisor Combs. ADOPTED.

Establishing Cleaning Vendor for Human Services at the Rock County Job Center and Franklin Street

Supervisor Combs moved Purchasing Procedural Endorsement for cleaning services to Servicemaster contingent on Human Services Board approval, second by Supervisor Mawhinney. ADOPTED.

Establishing Copier Vendor for 2011 - 2015

Supervisor Mawhinney moved Purchasing Procedural Endorsement to establish Rhyme as our copier vendor and service contract provider, second by Supervisor Combs. ADOPTED.

Establishing Laundry Vendor for Human Services Department at the Job Center

Supervisor Brill moved Purchasing Procedural Endorsement to establish laundry services for the Human Services Department at the Job Center to Aramark Uniform, second by Supervisor Heidenreich. ADOPTED.

Establish Waste Collection Vendor for Human Services Department at Juvenile Detention Center

Supervisor Mawhinney moved Purchasing Procedural Endorsement to establish waste collection vendor for the Human Services Department at the Juvenile Detention Center to Veolia, second by Supervisor Combs. ADOPTED.

Establishing Shredding Services Vendor for Various Countywide Locations

Supervisor Brill moved Purchasing Procedural Endorsement to establish shredding services vendor for various Countywide locations to Paper Recovery, second by Supervisor Combs. ADOPTED.

Establishing Waste Collection Vendor for the Rock County Health Care Center and Rock Haven

Supervisor Combs moved Purchasing Procedural Endorsement to establish waste collection vendor for the Rock County Health Care Center and Rock Haven to Sherman, second by Supervisor Brill. ADOPTED.

Establishing Commissary Vendors for Sheriff's Office and Jail

Supervisor Mawhinney moved Purchasing Procedural Endorsement to establish commissary vendors for Sheriff's Office and Jail to Turnkey Corrections, second by Supervisor Brill. ADOPTED.

Establish Waste Collection Vendor for the Rock County Department of Public Works

“NOW, THEREFORE, BE IT RESOLVED, by the Rock County Board of Supervisors duly assembled this ____ day of _____, 2010 that a three-year contract be awarded to Veolia of Fort Atkinson, Wisconsin, in the total amount of \$34,270.66 based on the terms and conditions set forth in the bid documents and contract; and,

BE IT FURTHER RESOLVED that periodic payments may be made to the vendor upon approval of the Public Works Committee.”

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

Establish a Parks Plan Consultant - Public Works - Parks

Supervisor Combs moved Purchasing Procedural Endorsement on the above resolution, second by Supervisor Heidenreich. ADOPTED.

Permission to Give Scrap Metal & Fencing to Citizen in Exchange for Clean-up & Labor at Gibbs Lake County Park.

Ms. Millis said the citizen will sign a liability waiver before any work is started.

Supervisor Combs moved approval to give permission to give scrap metal and fencing to a citizen in exchange for clean-up and labor at Gibbs Lake County Park, second by Supervisor Heidenreich. ADOPTED.

Communications and Announcements. Chair Owens said they would meet at the Sheriff's Office for the January 18th meeting and tour the Jail.

Adjournment. Supervisor Mawhinney moved adjournment at 3:05 P.M., second by Supervisor Heidenreich. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Secretary II

NOT OFFICIAL UNTIL APPROVED BY COMMITTEE.