



GENERAL SERVICES COMMITTEE
Minutes – February 4, 2020

Call to Order. Chair Brill called the meeting of the General Services Committee to order at 8:02 A.M., Tuesday, February 4, 2020 in Conference Room N-1, Rock County Courthouse.

Committee Members Present: Supervisors Brill, Zajac, Brien, Potter and Rashkin.

Committee Members Absent: None.

Staff Members Present: Randy Terronez, Assistant to County Administrator; Brent Sutherland, Facilities Management Director; Dave Froeber, Facilities Superintendent; Jodi Millis, Purchasing Manager; Terri Carlson, Risk Manager; Bridget Laurent, Deputy Corporation Counsel.

Others Present: Brian Zobel, UW Whitewater at Rock County.

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

Citizen Participation. None.

Transfers. None.

Approval of Minutes – January 21, 2020. Supervisor Brien moved approval of the minutes of January 21, 2020 as presented, second by Supervisor Potter. ADOPTED.

Resolutions and Committee Action.

Retaining Architectural / Engineering Firm for Design Services for the Renovation of District Attorney Department Space at the Courthouse

“**NOW, THEREFORE, BE IT RESOLVED** by the Rock County Board of Supervisors duly assembled this ____ day of _____ 2020, that a contract for architectural/engineering services be awarded to Venture/Architects, of Milwaukee, WI, in the amount of \$45,000; and

BE IT FURTHER RESOLVED, that a \$4,500 contingency also be approved to cover any needed changes in the scope of service.”

Supervisor Zajac moved approval of the above resolution, second by Supervisor Rashkin. ADOPTED.

Updates, Discussion and Possible Action.

Courthouse Security

Change Order Credit for \$13,204 Mr. Sutherland explained the various changes to the project and the credit in cost of materials.

Supervisor Potter moved acceptance of the \$13,204 change order credit, second by Supervisor Rashkin. ADOPTED.

Lobby Elevator Work Schedule Mr. Sutherland went over the work schedule and explained this is for the lobby behind the screening station and the work should be starting in June and completed in July.

Courtroom H Sound System Replacement Mr. Sutherland informed the Committee they are working on the specifications for this project. He added there is a state contract with ABI. Mr. Sutherland said he should have the design for the next meeting. Supervisor Rashkin asked for details as well as the design. Mr. Sutherland said he would have this.

New Public Works Garage in Beloit Mr. Sutherland said this has been a time consuming project as it involves three properties and multiple owners. The three properties are now combined as one parcel and there is a meeting on February 19, 2020 with the City of Beloit Planning Commission. He said as long as they have no issues everything should be good. PSI is at the site doing testing for hazardous materials; they have the DNR Permit for erosion control; and hope to be done this year.

Update on 1717 Center Avenue Building Project

Final Design Mr. Sutherland brought maps on the final design showing where the various departments/offices will be located, where skylights will be, the parking area, the bus drop off/pick up sites, and the areas receiving natural lighting. He said the mezzanine will have the employee fitness center. He discussed the solar energy, from the skylights and windows, and the cost savings from this with the Committee.

Naming of Building Mr. Sutherland referred to the 1979 resolution *Establishing Policy on Naming of County Property* explaining this gives the outline for naming the building. He said the naming process will go to the General Services Committee, County Board Staff Committee and should also go to the Human Services Board before it goes to the County Board. He said it can be named after a person or something that is more descriptive of the various programs such as Rock County Community Services. The Committee felt this would be a good name but wondered if the people who will be working in the building may want to give their ideas, or have the public give their ideas. Mr. Sutherland said he would put together a press release to ask for feedback from staff and the community.

Communications, Announcements and Information. Supervisor Rashkin asked if Mr. Sutherland had checked into having the monument at the front of the Courthouse lit on all four sides. Mr. Sutherland said ARISE/City of Janesville is paying the utility and maintenance, he is checking on the standards, and will be checking with ARISE.

Adjournment. Supervisor Rashkin moved adjournment at 8:47 A.M., second by Supervisor Zajac. ADOPTED.

Respectfully submitted,

Marilyn Bondehagen
Office Coordinator

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